**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT**

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| **CONSULTANT FOR POST-DISASTER NEEDS ASSESSMENT (PDNA) REPORT DEVELOPMENT** | |
| **Hiring Office:** | UNFPA Sri Lanka |
| **Purpose of consultancy:** | The United Nations Population Fund (UNFPA) in Sri Lanka works to ensure the rights and well-being of women, girls, and young people by focusing on sexual and reproductive health and rights, gender equality, and population dynamics. As part of its 2023-2027 Country Programme, UNFPA Sri Lanka aims to contribute to achieving three transformative goals: (1) ending unmet need for family planning, (2) ending preventable maternal deaths, and (3) ending gender-based violence (GBV) and harmful practices. The country programme emphasizes strengthening policy frameworks, improving access to essential services, and supporting national efforts to respond to humanitarian needs, including post-disaster recovery efforts.  The impact of the Fengal Cyclonic Storm during the last week of November and the first week of December 2024 has clearly been devastating, especially with the loss of lives and the significant number of civilians affected. The Disaster Management Centre (DMC) of Sri Lanka took the initiative to conduct a comprehensive Post-Disaster Needs Assessment (PDNA) to address the immediate needs and longer-term recovery efforts in the wake of the storm, with the support of UN organizations and civil society organizations.  To support this initiative, UNFPA seeks to hire a consultant to contribute to the analysis of the data collected by the Sri Lanka Red Cross Society as well as conducting a secondary review of existing data. The consultant will be responsible for drafting the final report of the Post-Disaster Needs Assessment (PDNA) by ensuring that the issues affecting women, girls, and vulnerable groups are addressed through a Gender Equality and Social Inclusion (GESI) approach. Additionally, the consultant will present the findings to relevant stakeholders for validation purposes.  The purpose of the consultancy is to (a) develop a section on gender and social inclusion, (b) integrate gender in different sectors like agriculture, health, etc., and (c) ensure sexual and reproductive health is integrated within the health sector chapter. |
| **Scope of work:**  ***(Description of services, activities, or outputs)*** | The consultant will be responsible for the following tasks:   1. **Desk Review:**    * Review secondary data and other relevant documents related to post-disaster recovery and gender considerations.    * Analyze existing frameworks for post-disaster needs assessment in the health and protection sectors. 2. **Data Analysis**  * Analyze, verify, and triangulate data collected by the Sri Lanka Red Cross Society (SLRCS), addressing data gaps in collaboration with the SLRCS and DMC when necessary. * Draft sector reports to meet the expectations of UNFPA and DMC.  1. **Report Drafting:**    * Develop a structured and comprehensive PDNA chapter on gender and social inclusion in alignment with national and international standards on a pre-agreed template with UNFPA and DMC    * Ensure the report incorporates gender-responsive and survivor-centered perspectives in line with UNFPA’s mandate. 2. **Finalization of PDNA Report**    * Engage with key stakeholders, including the Ministry of Health, Ministry of Women and Child Affairs, DMC, UNDP, and SLRCS, to validate findings and gather additional insights.    * Incorporate feedback and recommendations from stakeholders into the final report. |
| **Duration and working schedule:** | 12 working days starting from March to May 2025 |
| **Place where services are to be delivered:** | UNFPA Sri Lanka Office, Colombo. |
| **Delivery dates and how work will be delivered (*e.g.* electronic, hard copy etc.):** | The key deliverables include:   1. Draft PDNA Report – Initial report incorporating desk review findings and collected data (40% of total contract value). 2. Presenting the findings and recommendations to relevant stakeholders (30% of total contract value). 3. Final PDNA Report – Refined and finalized version of the assessment report (30% of total contract value). |
| **Monitoring and progress control, including reporting requirements, periodicity format and deadline:** | The Consultant will be expected to work remotely, with regular in-person meetings at UNFPA's country office and DMC as required. |
| **Supervisory arrangements:** | Consultant would be expected to provide services under the direct supervision of the National Programme Analyst – SRH |
| **Expected travel:** | The Consultant will have to make her/his arrangements and bear the cost of attending meetings and consultations in Colombo. UNFPA will cover the cost of travelling and provide agency-approved Daily Subsistence Allowance (DSA) for meals and accommodation during the fieldwork outside Colombo if required. |
| **Required expertise, qualifications and competencies, including language requirements:** | Education  Master’s degree in gender studies, development studies, public health, social sciences, disaster management, or a related field.  Work Experience  Minimum of 5 years’ experience in report writing, needs assessments, or programmatic research in humanitarian or development settings.  Prior experience working with UN agencies or humanitarian organizations is desirable.  Experience working on gender-sensitive and post-disaster response assessments is required .  Values:   * Exemplifying integrity * Demonstrating commitment to UNFPA and the UN system * Embracing cultural diversity * Embracing change   Core Competencies:   * Achieving results * Being accountable * Developing and applying professional expertise/business acumen, * Thinking analytically and strategically * Working in teams/managing ourselves and our relationships * Communicating for impact   Functional Competencies:   * Delivering results-based programme/Ability to meet the deadlines * Good planning and organizational skills including multi-tasking and time management * Strong analytical skills   Language Skills   * Excellent writing and communication skills in English language * Proficiency in Sinhala and/or Tamil is required |
| **Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:** | Sri Lanka Red Cross Society and DMC will provide the Consultant with the relevant data, programme documents, and other agreed support during the assignment. The consultant should bring their laptop and any other digital equipment which is required to complete the assigned task. |
| **Other relevant information or special conditions, if any:** | N/A |