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TERMS OF REFERENCE

Job title:	Team of three National Experts: one National Team Leader, one Data Analysis Expert and one Technical Expert to support promotion of sustainable procurement in the health sector of Moldova
Duty station:	Chisinau
Reference to the	Sustainable Health in Procurement Project – SHiPP
Contract type:	Individual Contracts (IC)
Contract Duration:	June –September 2019

I. Background:

To promote compliance with environmental and social standards, the Sustainable Procurement in the Health sector initiative (SPHS) was officially established in May 2012 in Copenhagen, Denmark. The aim of the initiative is to promote sustainable procurement of health commodities and to contribute to greener health systems and inclusive green economies. This initiative is implemented by an Informal Interagency Task Team led by UNDP (which coordinates the secretariat) and has ten members—seven are UN Agencies (UNDP, UNEP, UNFPA, UNHCR, UNICEF, UNOPS, WHO) and three are Multilateral Health Financing Institutions (GAVI, GFATM and UNITAID). Together, these ten SPHS members command a cumulative purchasing power in the global health sector of around USD \$5 billion annually, representing a sizeable portion of the global market in pharmaceuticals and other health products.

There are three main ways in which the health sector can negatively affect the health of people and the environment.

- Patients, health care workers and the public around the world are exposed to environmental and health risks during the implementation of health programs - for example through direct exposure to biological or chemical agents, or health risks from improper health care waste management and the burning of waste.
- The production of medical products can impact on health and well-being – for example there is increasing concern about pharmaceuticals which accumulate in the environment.
- The health sector as a whole, is having an impact on global climate change and planetary health for example - through emission of greenhouse gases.

Since 2018, UNDP with the financial support from the Swedish Government is implementing the SHiPP. In implementing this, UNDP is working with the Health Care Without Harm, a US based international NGO with huge experience in the sector. The project is being implemented in 9 countries of Brazil, China, India, Moldova, South Africa, Tanzania, Ukraine, Vietnam and Zambia. UNDP is responsible for programming in Brazil, Moldova, Ukraine and Zambia while the rest are under HCWH.

UNDP and Health Care without Harm (HCWH) have identified public procurement in the health sector as a key entry point for promoting more sustainable production and consumption patterns in line with

SDG12 principles. The role of sustainable procurement in preventing and minimizing the environmental impact of health sector operations is well acknowledged and at the same time the sustainable procurement practices have the capacity to reduce a significant proportion of the health sector's greenhouse gas emissions (GHG).

Against this background, UNDP is seeking to recruit a team of three experts to assess the current procurement practices in the health sector and the level of readiness to advance with the sustainable procurement initiatives in compliance with the provisions of the chemicals and waste related Multilateral Agreements to which the Republic of Moldova is Party. The assessment will entail review of the national data/national data set analysis with reference to sustainable products/public procurement within the health sector, interviewing of the relevant stakeholders and provision of recommendations on sustainable procurement actions in the health sector related to chemicals of concern. The recruited team will be composed of one Team Leader, one Technical Expert and one Data Analysis Expert.

Expected outputs overall:

It is expected that the experts' team will deliver 3 major outputs:

- Updated national baseline assessment, with particular focus on recently completed and undergoing options to secure a more prominent green/sustainable procurement practice in health sector, including healthcare waste management practices;
- Analysis of status on use of potentially harmful products in the health sector, based on example of 2-3 medical institutions (proposed by the UNDP Project Coordinator), with recommendations on product replacement with safer alternatives (to avoid products prone to environmental release). These includes investigation of the HCWH (health care without harm) provisional list, but also of the WHO list of Chemicals of concern and of hazardous chemicals regulated by the Basel, Rotterdam and Stockholm Conventions.
- Present the findings of the assessment during the National Workshop organized as part of the SHiPP in 2019 and facilitate a thematic discussion to collect the feedback on the assessment.

II. Scope of Work, key activities and expected outputs

The overall objective of the assignment is to analyze the existing procurement practices within the health sector of Moldova with reference to the HCWH provisional list of chemicals of concern (to be confirmed and agreed at initial stage with the national counterpart/UNDP. Such data can include procurement records, import and usage data of medical devices and consumables used in the healthcare sector, the existing alternatives and their replacement options based on international practice, to check if the pharmaceutical production market in Moldova includes chemicals regulated by Rotterdam Convention (analysis of biocide registry of the Republic of Moldova), including data on relevant to the project waste streams management within the health sector.

Upon carrying out the existing assessment, the team of experts will deliver an updated national baseline report on use of potentially harmful substances in the health procurement sector in the Republic of Moldova and relevant recommendations for product replacement.

Scope of work and main activities for the Team Leader:

The Team Leader (TL) will ensure the overall coordination of the assessment process and will be responsible to liaise with the relevant national stakeholders from both the environmental and health sectors. More particularly the TL shall cooperate closely with the National Centralized Health

Procurement Center to enable access to the relevant data and information and will provide inputs to the assessment on the current compliance of the country' health procurement system with particular focus on HCWH list for safer alternatives and WHO list for chemicals of concern.

The TL will be required to perform the following tasks (supported by experts):

- Review the existing legislation and policies from the environmental, health and procurement sectors to determine the compliance with international chemicals and waste MEAs;
- Review the best international practices on sustainable health procurement and determine their relevance and adaptability to the Moldovan environment and conditions;
- Assess the rationale for replacement of healthcare products with safer alternatives by:
 - ✓ Developing the analysis matrix jointly with the National Centralized Health Procurement Center of the procurement streams;
 - ✓ Issues the recommendation on specific use of alternative, that will allow product replacement to avoid products of concern prone to environmental release;
- Estimate the timeframe of the required interventions for chemicals replacement with alternatives;
- Prepare and deliver thematic presentation/working group exercise for national workshop based on assessment results;
- Secure the elaboration of the consolidated report for UNDP Moldova Project Coordinator and steer the efficient and effective work of the team.

Scope of work and main activities for the Data Analysis expert:

The overall goal of the Data Analysis (DA) expert is to collect and provide data and information on the overall national effort to secure a more prominent green/sustainable procurement practice in health sector, including the waste management practices. The collected data/information will feed into the updated national baseline assessment with particular focus on recently completed and undergoing options for sustainable health procurement.

Main activities of the DA will include:

- Support the Team Leader in the overall analysis of the relevant national legal and policy framework to determine the compliance of the health procurement system with international chemicals and waste MEAs;
- Support the Team Leader in reviewing the international best practices enabling promotion of the ShiPP project initiatives;
- Review import-export and other relevant data on health care products/ chemicals/consumables used for the last 3-5 year period to seek for the dynamics and check for use of safer alternatives;
- Filling in data and analysis of the matrix results on the procurement streams.

Scope of Work and main activities for the Technical Expert:

The assignment of the Technical Expert (TE) consists in analysis of status on use of potentially harmful substances in the health sector, based on example of 2-3 medical institutions, followed by recommendations on replacement with safer alternatives. These includes investigation of the HCWH (health care without harm) provisional list, but also of the WHO list of Chemicals of concern.

Main activities will include:

- Develop a questionnaire to assess the types of products/chemicals/consumables in the selected healthcare facilities and the potential for their replacement with safer alternatives;

- Undertake visits to the 2-3 selected healthcare facilities to discuss with relevant staff and to collect the information as per the questionnaires. Discuss the willingness to replace the medical products with safer alternatives and identify the potential barriers for such actions.
- Analyze the collected data and information and present it in the format of a case study, inclusively, with the overall description of the current practice, barriers and the potential for safer alternatives. Based on the selected information prepare recommendations on substitution with safer alternatives, including assessment of costs / technical options.
- Collect data on waste generation at healthcare facilities and the way of their treatment
- Prepare a draft report on Analysis of status on use of potentially harmful substances in the health sector (priority list to be confirmed at inception phase of UNDP Project coordinator)

III. Timeframes, Schedules and Deliverables

The following timeframes and deliverables are expected from the Team of Experts:

Item no.	Deliverable	Estimated workload timeframe	Deadline	Responsible party		
				TL	DA	TE
1.	Activity Plan for the assignment submitted and coordinated with UNDP project coordinator	(5 days)	14 July 2019	+ (deliver action plan)	+ (provide inputs)	+ (provide inputs)
2.	Updated national baseline assessment	(35 days)	15 August 2019	+ (deliver baseline)	+ (perform analysis)	+ (provide inputs)
3.	Analysis of status on use of potentially harmful substances in the health sector with preliminary recommendations; prepare case studies for the selected healthcare facilities	(25 days)	15 September 2019	+ (perform final analysis)	+ (provide inputs)	+ (perform analysis)
4.	Delivering thematic presentation and facilitating the working group exercise during the National Workshop under SHIPP planned in 2019	(10 days)	4 October 2019	+ (deliver presentation)	+ (provide inputs)	+ (provide inputs)
5.	Final report on the assignment	(5 day)	20 October 2019	+ (deliver final report)	+ (provide inputs)	+ (provide inputs)

The volume of work has been estimated at **80 working days for the entire assignment for three consultants (equally divided between the team members)** during which all the activities and outputs/results envisaged under the present assignment are expected to be delivered. The mentioned number of working days has been estimated as being sufficient/ feasible for the envisaged volume of work to be completed successfully and is proposed as a guideline for the duration of assignment, and it cannot be used as criteria for completion of work/assignment.

The provision of envisaged deliverables approved by the UNDP project coordinator would be the only criteria for the experts' work being considered completed and eligible for payments. All deliverables will be presented in English.

IMPORTANT: This is an individual consultancy assignment. Experts shall apply individually, clearly stipulating position for which they apply. Evaluation shall be done based on the qualification and skills requirements for the position applied. As part of the selection procedure applicants will be interviewed.

IV. Organizational setting

The Consultants will work under the direct supervision of the UNDP Moldova Climate Change, Environment and Energy Cluster Lead and Effective Governance Programme Analyst. All the available materials and necessary information will be provided to the consultants and additional meetings with counterparts will be facilitated.

The consultants' performance shall be assessed based on timeliness and quality of services. The contractor shall be notified of any deviation from the agreed schedules and standards, pursuant to which it will be required to remediate its performance. In case no satisfactory remediation shall be obtained UNDP reserves the right to terminate the contract.

The payment for services provided by the Consultants under this assignment will be made based on presentation and approval of the above-mentioned deliverables by the UNDP Moldova Climate Change, Environment and Energy Cluster Lead and Effective Governance Programme Analyst.

The outputs and the all the complementary documents shall be prepared in English.

V. Qualifications and skills required

Team Leader:

Academic Qualifications:

- University degree in field of environment, biochemical or chemical engineering, or another related field;

Competencies, skills and work experience:

- Minimum 10 years of national and/or international consulting experience and/or policy drafting and analysis in the field of environment, chemicals and waste management or another related fields;
- Minimum 3 years of experience in environment policy drafting and analysis, strategic planning and monitoring;
- Engaged in at least 2 chemicals and waste management related projects in a management position;
- Engaged in at least 2 ratification of and/or reporting exercises on international/multilateral environment agreements on behalf of the Republic of Moldova;
- Proven research and analytical skills (provide links to or copies of at least two papers/reports/analysis in chemicals and waste management fields);
- Fluency in Romanian and Russian is required. Good command of written and spoken English would be an advantage;

Data Analysis expert:

Academic qualifications:

- University degree in the field of management, public policy, international relations or another related field;

Competencies, skills and work experience:

- Minimum 7 years of national and/or international consulting experience and/or policy drafting and analysis in the field of environmental protection;
- Minimum 1-year experience in elaboration of the data analysis reporting;
- Demonstrated track record in research and data analysis (provide links to or copies of at least two papers/reports/analysis in environment field);
- Engaged in at least 1 environment protection project in a data analyzing capacity;
- Fluency in Romanian and Russian is required. Good command of written and spoken English would be an advantage.

Technical Expert:

Academic qualifications:

- University degree in the field of environment protection, economy, management or another related field;

Competencies, skills and work experience:

- Minimum 2 years of experience in engaging with central and local public authorities in preparation of studies, reviews, sectoral recommendations in the environmental protection field;
- Engaged in at least 1 environment protection project in a technical expert capacity;
- Proven analytical and reporting skills (provide links to or copies of at least two papers/reports/analysis in environment protection field);
- Fluency in Romanian and Russian is required. Good command of written and spoken English would be an advantage.