



External Observation Visits to Rehabilitation and Reconstruction Projects in Pakistan financed by Swiss Solidarity

Terms of reference

I. Introduction

Following the floods of July/August 2010 which affected approximately 18 million people along the Indus River, Swiss Solidarity issued an appeal for funds. Thanks to the generosity of Swiss population, CHF 42,1 million were collected.

A year after, more than half of the sum has been allocated. This represents 17 relief projects (CHF 7,3 million) and 13 (CHF 14,7 million) projects oriented towards rehabilitation and reconstruction of the people's living conditions.

The major planned projects concern reconstruction of houses and/or public buildings. Given this financial importance, Swiss Solidarity has decided to mandate an external consultant team to visit a selection of reconstruction projects on two occasions. Focus is on appropriateness, quality and sustainability of these reconstruction projects, including related aspects of water, sanitation and hygiene.

II. Purpose

The purpose of these visits is twofold :

- 2.1. provide an independent assessment regarding the quality and sustainability of the reconstruction projects
- 2.2. identify good practices and share the findings with the concerned organizations for learning purposes

III. Scope of Mandate

Swiss Solidarity commissions external project visits in order to assess:

- 3.1. Appropriateness of construction: cultural, technical and economic appropriateness of construction designs and, where applicable, settlement.
- 3.2. Water and sanitation: technical, but also cultural and gender related relevance of chosen installations
- 3.3. Hazard mitigation and disaster risk reduction: quality of workmanship against hazards, and quality control by the project; projects' contribution to disaster risk reduction
- 3.4. Do no harm: social acceptance of beneficiary selection and inclusion of vulnerable households/individuals; potential benefits of the project for the larger population
- 3.5. Ownership: projects' inclusion of individual preferences by the households and beneficiary participation during project cycle
- 3.6. Capacity-building, maintenance: projects' effort to build the capacities for the correct use, maintenance, repair and extension of the shelters/public buildings including the water and sanitation components.

- 3.7. Consolidation: check the need for direct or indirect consolidation measures beyond initially foreseen activities to favour quality and sustainability of the investment
- 3.8. Coordination and connectedness: degree of integration and coordination of visited projects within the framework of post-disaster aid in the geographical area of intervention (relevant authorities, INGOs, NGOs, etc.)
- 3.9. (Side aspect) Transitional shelters: retrospective appropriateness of the transitional private shelters looking at their current use and compared to permanent housing

The consultant team may develop in coordination with Swiss Solidarity additional and more detailed assessment questions related to the abovementioned points.

IV. Profile of Consultant Team

The mandate shall be carried out by a team of two persons.

Team leader

The experienced team leader will assume the overall coordination of the work (visits and reports).

- Professional background : architecture.

- Other professional criteria :

- 1- solid working experience in evaluation of post-disaster reconstruction and rehabilitation projects, preferably in Pakistan
- 2- cultural and gender sensitivity
- 3- language : fluent in English, knowledge of a local language valorised.

- Nationality : preferably Western or based in Europe (for briefings and debriefings).

Team member

The team leader shall be seconded by an experienced Pakistani, preferably a woman.

- Relevant professional background with qualifications in some of the following areas:

- 1- water, sanitation and hygiene
- 2- construction
- 3- livelihood.

- Other professional criteria :

- 1- knowledge of social and cultural practices in Sindh and/or KPK/Punjab provinces
- 2- cultural and gender sensitivity
- 3- language: fluency in English and Urdu. Knowledge of Sindhi valorised.

- Gender : complementary to head of evaluation, preferably female.

- Nationality : Pakistani.

V. Methodology and Documentation

The mandate shall make use of the following instruments of analysis:

- Analysis of project documentation
- Briefing with Swiss Solidarity and accredited partner NGOs
- On site observation of rehabilitation and reconstruction work
- Exchange during field visits with beneficiaries, entities in charge of managing the infrastructure and implementing NGOs
- Short and provisional debriefing with each NGO during the visits
- Debriefing with Swiss Solidarity
- If requested by NGOs or Swiss Solidarity : 1- 2 day workshop on findings in Pakistan (with field staff of accredited NGOs and their local partners, SwS and a selection of resource persons).

For this purpose, the mandate shall be based on the following documents :

- Project proposals
- Latest reports and statements. If not available, 1 page overview of current state of project (in English)
- National policies and cluster documentation on shelter and wash
- Swiss Solidarity visit report from March 2011
- Additional documentation which the concerned Swiss organizations deem necessary.

VI. Reporting

Two visit reports (in English) shall be delivered within two weeks after the field visits. Each one is divided into two sections :

- 1- main part (approximately 10-15 pages) with findings and issues concerning more than one project, and related to the scope of the mandate (see chapter III) ;
- 2- appendix with specific notes (not more than 2 pages per project) on the projects visited.

VII. Time Frame (tentative)

The mandate foresees a total of 95 working days for the consultant team, distributed over 2 project visits.

The timeframe for the visit shall be discussed with the NGOs. As a general guidance : the first visit shall take place rather at the beginning of the projects' timeline, and the second at least half way through the foreseen project duration.

Task	Working Days Team leader	Working days Assistant	Time Frame
Consultation on TOR			October 2011
Finalization of TOR			October 2011
Preparation and desk study of documentation	3	1,5	
Briefing with Swiss Solidarity and NGOs in Switzerland	1		To be defined
International travel to and from Pakistan	2		To be defined
Project visits 1	12	12	Tentatively January-February 2012
Writing of visit report 1	6	2	To be defined
Debriefing in Switzerland with SwS and NGOs	1		Same date and place for SwS and NGOs

Preparation and update desk study of documentation	2	1,5	
International travel to and from Pakistan	2		
Project visit 2	18	18	Tentatively September 2012
Writing of visit report 2 (including 1 day of finalizing after NGO comments)	9	3	
Debriefing in Switzerland with SwS and NGOs	1		Same date and place for SwS and NGOs
Total of Working Days	57	38	
Additional working days if workshop in Pakistan (preparation, workshop and minutes) linked to visit 2	3	3	

VIII. Additional Considerations

- Information flow: Swiss Solidarity is to ensure overall information on this mandate towards the Swiss NGOs and the evaluation team. Swiss Solidarity will therefore act as an intermediary between the accredited Swiss NGOs and the evaluation team, except for logistics. There, the assigned consultant team is in charge of arranging a detailed field schedule in collaboration with the SwS registered partner organizations
- SwS partners shall arrange transportation and accommodation and facilitate translation (can be provided by project staff) during the stay in the field.
- The team leader is responsible for the whole contractual arrangement and confirms list of working days submitted by the assistant.
- As per contract between SwS and its registered partner organisations, the assigned consultants shall have access to all project related documents
- Remuneration will follow usual Swiss Solidarity rates. Travel and accommodation expenses will be reimbursed upon presentation of bills. Insurances will be of the responsibility of the team members.