

Terms of Reference

International consultant for developing National Strategic Plan on NCDs (2017-2021)

1. Background

HelpAge International is an international development NGO that helps older people claim their rights, challenge discrimination and overcome poverty so that they can lead dignified, secure, active and healthy lives. Demographic and epidemiological transitions have acted together to accelerate population ageing and is increasing the burden of non-communicable diseases (NCDs).

Similar to other developing countries, the Myanmar public health system has historically focused on infectious diseases and maternal/neonatal/malnutrition health threats with little attention to non-communicable diseases (NCDs). However, Myanmar is experiencing dramatic social and demographic changes. The transition to NCDs is already well underway and will become exacerbated in the future. In Myanmar, the current burden of disease for males and females (all ages) is greater for NCDs than for infectious diseases plus maternal/neonatal/nutrition conditions. To address NCDs, Myanmar needs strengthened institutional capacity, greater understanding of risks and burdens, and context-appropriate solutions.

An EU funded project to strengthen institutions and address NCDs began in February 2015. 'Strengthening Public Health Capacity to Respond to Myanmar's Disease Transition' project is jointly implemented by HelpAge International, University of Public Health, Yangon, University of Medicine 2, Yangon and Thammasat University, Thailand. This project is supported by European Union as part of Supporting Public Health Institutes Programme under Investing in People Initiative. The objective of this project is to strengthen the UPH and wider health stakeholders to support evidence-based policy and improved health services, particularly in preparation for the transition towards non-communicable diseases in Myanmar. The project builds national evidence, knowledge and collaborations in order to help integrate NCDs and mental health into the mainstream of national health policy dialogue and service delivery, and also works for strengthening the institutional capacity.

2. Purpose

In order to address NCDs with comprehensive approach, it is important to develop a multi-sectoral comprehensive national strategic action plan for the country with clear strategic directions on the approaches and interventions. In this regard, the following steps have been agreed with The Ministry of Health and Sports, Government of the Union of Myanmar for developing a multi-sectoral comprehensive national strategic action plan for addressing NCDs in Myanmar:

- 1) Formation of a working group by the Ministry of Health and Sports for guiding the process of developing national strategic plan
- 2) Hiring consultants by HelpAge International in consultation with the Ministry of Health and Sports and WHO for developing the national strategic plan on NCDs
- 3) Desk review of documents, literature and preparatory work by the consultant

- 4) Consultative workshop with the relevant stakeholders on current gaps and proposed actions for addressing NCDs in Myanmar
- 5) Development of first draft of the national strategic action plan by the consultants
- 6) Consultative workshop with the relevant stakeholders for discussing the first draft of the national strategic action plan and providing inputs and suggestions
- 7) Finalization of the draft national strategic action plan by the consultants
- 8) Submission of the draft strategic action plan to the Ministry of Health and Sports for review and approval
- 9) Finalization of the strategic action plan by the consultant based on the final feedback/inputs by the Ministry of Health and Sports
- 10) Official launching of the national strategic plan by the Ministry of Health and Sports

3. Scope of work

The consultant will be responsible for:

- Desk review of documents, literature and doing preparatory work
- Capturing the discussions and consensus of the workshop participants on gaps and proposed actions for addressing NCDs in Myanmar
- Development of first draft of the national strategic plan
- Present the draft strategic action plan in the second consultative workshop and capturing the feedback, discussions and consensus of the workshop participants on proposed strategic actions for addressing NCDs in Myanmar
- Finalization of the draft national strategic action plan having the strategic actions, M&E matrix and costs of each strategic action
- Finalization of the strategic action plan based on the final feedback/inputs by the Ministry of Health and Sports on the draft national strategic plan

The international consultant will work closely with the identified national consultant as a team for the above tasks to ensure a high quality multi-sectoral comprehensive national strategic action plan for addressing NCDs in Myanmar.

4. Outputs

The outputs will include:

- National Strategic Plan on NCDs, anticipated 30 to 35 pages and including:
 - Background having NCDs burden at global, regional and nation level in Myanmar
 - National response for prevention and control of NCDs in Myanmar
 - National Strategic Plan on NCDs
 - Framework for implementation of National Strategic Plan on NCDs
- Appendix:
 - Monitoring and evaluation matrix for proposed each strategic action area along with cost of strategic actions and source of funding i.e. MoH and External Donor, anticipated 30 to 35 pages

5. Time requirements and duration

The consultancy duration is estimated at around 25-30 work days during a period of around 4 months (December 2016 to March 2017). The output documents will need sign off from the HelpAge project team before payment for the consultancy will be made.

Tentative timeframe:

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1. Desk review of documents, literature and doing preparatory work (December 2016)
2. Facilitating consultative workshop and capturing the discussions and consensus of the workshop participants on gaps and proposed actions for addressing NCDs in Myanmar (January 2017)
3. Development of first draft of the national strategic action plan (January- February 2017)
4. Present the draft strategic plan in the second consultative workshop and capturing the feedback, discussions and consensus of the workshop participants on proposed strategic actions for addressing NCDs in Myanmar (February 2017)
5. Finalization of the draft national strategic action plan having the strategic actions, M&E matrix and costs of each strategic action (February- March 2017)
6. Finalization of the strategic action plan based on the final feedback/inputs by the Ministry of Health and Sports on the draft national strategic action plan (March 2017)

6. Person specification/qualifications

Required:

- Ph.D degree in Public Health/ Epidemiology/ Health Policy or other relevant subject
- Demonstrated experience in working on NCD prevention and control in developing countries
- Experience of developing national strategic action plan on NCDs for at least one developing country
- Experience of working with ministries of health
- Excellent communication skills in English, especially writing excellence

Preferred:

- Preference would be given to the candidates who have experience of working with WHO on NCDs related issues

7. How to apply

Interested consultants are invited to submit an Expression of Interest (EOI) for delivery of the assignment. The short EOI (about 2-3 pages) should include:

- 1) Proposed methodology and any comments on Terms of Reference and Outputs
- 2) Clear work plan including outputs/deliverables and detailed time frames
- 3) Total costs including daily rates and any additional costs anticipated
- 4) Appendixes (not included in the 2-3 pages)
 - a. CV of the consultant
 - b. Contact information for 2 professional references
 - c. At least 2 samples of papers on NCDs authored by the candidate, if available

Selection of the consultant will be done by a selection committee and based on the experience of the consultant, the quality and relevance of the EOI, and the proposed budget, keeping in mind value for money within the resources available. Final negotiated terms and fees will be specified in the consultancy contract.

The deadline for submission is 5.00 PM Myanmar time on **Friday, 25th November 2016**. Please submit your EOI to Human Resources at hr.recruitment@helpagemyanmar.org or contact them for further information.