

Consultancy Service – Addu Disaster Management Planning

Type of Contract:	Local Consultancy
Duration:	3 Months

Background

The Maldivian Red Crescent (MRC) is an independent, voluntary, humanitarian organization, established on the basis of the Maldivian Red Crescent Law [Law 7/2009]. Its primary objective is to provide humanitarian aid, and to prevent and alleviate human suffering. It is the 187th member of the world's largest humanitarian movement — the International Red Cross and Red Crescent Movement — which every year helps millions of people whose lives have been devastated by crises or conflict. The Maldivian Red Crescent aims to be the nation's leading humanitarian organization, with branches and units spanned all over Maldives. To date it has established 10 Branches and 20 Units spanning all over Maldives. It recruits members and volunteers, implements programmes and delivers services in adherence to the Fundamental Principles of the International Red Cross and Red Crescent Movement – Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality – making no discrimination as to nationality, race, sex, religious beliefs, language, class or political opinions. MRC's disaster preparedness activities are centered around strengthening communities' capacity to respond to disasters.

Addu City Council and the Maldivian Red Crescent (MRC) have signed an agreement on the implementation of the Addu City DM plan development to establish guidelines for an effective multi-agency emergency response coordination system in the city.

Objective

Over the recent years, Addu city has experienced major flooding due to heavy rain fall that has resulted in damages to people's homes and belongings, community infrastructure, and disruption of critical services. The losses from recurring floods and windstorms, combined with the exposure to other potentially devastating hazards such as tsunamis, fires, storm surges, epidemics, prolonged dry periods, and possibility of multi-fatality incidents at sea or land, have motivated Addu city council to invest in emergency planning and strengthening city resilience. The project objective is to provide the technical support to Addu city council to conduct stakeholder consultations and draft the DM Plan, which will establish clear roles and responsibilities for the city council and relevant stakeholders to effectively coordinate and respond to the impacts of disasters/emergencies at the city level.

Key tasks and deliverables

- Submit DM Plan development Workplan. It should include:
 - Stakeholder consultations and data collection methods (interviews/focus group discussions etc.)
 - List of relevant secondary data/documents on disaster management included in the analysis
 - Templates of the questionnaires/guiding questions
 - Template of the Addu city Disaster Management Plan
 - Deadlines for task deliverables

- Conduct the data collection activities according to the Work Plan and agreed deadlines
- Draft the DM Plan. The Plan should ideally include (but not limited to):
 - Planning assumptions on hazards
 - Planning assumptions on the vulnerable groups and the capacities
 - Emergency Response Structure and Functions
 - Emergency Levels and Activation of city Emergency Operations Center (EOC)
 - Roles and responsibilities of each agency in providing the emergency services (i.e., food, clothing, shelter, transportation, and medical services, etc.).
 - Communicating of city level Early Warning and Evacuation Areas
 - Procedures for review and revision of local emergency plans
 - Human Resource Training requirements to implement the Plan
- Share the DM Plan Draft with city stakeholders and facilitate a table-top exercise for the validation process

Reporting Line

The consultant will report to the Programme Officer - Disaster Risk Management and will work closely with other relevant technical staff.

Academic Qualification

Bachelor (masters preferred) in Emergency Management, Disaster Risk Management, Policy and Planning, Environmental Management, Sustainable Development or related field

Experience and competency requirements

- Minimum of 3 years of relevant experience in supporting disaster/emergency management or preparedness planning.
- Strong analytical ability to collect and analyze qualitative and/or quantitative data to develop evidence-based strategies.
- Experienced facilitator in conducting DM or emergency training and capacity building activities
- Good track record of initiative and proven ability to work independently with minimal supervision.
- Strong interpersonal skills and ability to work in a participatory process under tight deadlines.
- Excellent verbal and written communication and presentational skills in Dhivehi and English
- Ability and willingness to travel to the field.

Evaluation of quotations

Quotations will be evaluated based on value for money and the most technically compliant offer.

Fees and payments

Prices quoted for the work will be a lump sum to be paid upon completion of consultancy.

Code of Conduct

During the term of consultancy, MRC Code of Conduct has to be signed and thoroughly followed by the consultant.

Application

1. Cover Letter
2. Application must include a CV (if an individual)/ profile (if a company) indicating previous work experience
3. Financial quotation: must be inclusive of all taxes and costs that are required for the production
4. Recommendation letters

Applications, with all required documents and all inquiries regarding this must be emailed with Consultancy title in subject to: info@redcrescent.org.mv.

Deadline: The deadline for application is 02:00 PM on 27th December 2020. Only short-listed candidates will be contacted for interviews.