

## TORs

### Consultancy for training on occupational safety procedures for sanitation workers in Khyber Pakhtunkhwa

Project:	Strengthening of Local Governance Systems as a Catalyst for Improved Municipal Services Delivery in KP and Punjab
Assignment:	Trainer on occupational safety and procedures for sanitation workers Management
Number of positions:	01 for Khyber Pakhtunkhwa Province
Duration	10 working days
Last date to apply:	23 August, 2022 (12:00 pm)

#### About CPDI:

Centre for Peace and Development Initiatives (CPDI) is an independent, non-partisan and a not-for-profit civil society organization working on issues of peace and development in Pakistan. It is registered under Section 42 of the Companies Ordinance, 1984 (XLVII of 1984). It was established in September 2003 by a group of concerned citizens who realized that there was a need to approach the issue of peace and development in an integrated manner. CPDI seeks to inform and influence public policies and civil society initiatives through research-based advocacy and capacity building in order to promote citizenship, build peace and achieve inclusive and sustainable development. Areas of special sectoral focus include promotion of Peace and tolerance, rule of law, local governance, transparency and access to information, budget watch, media development, electoral reforms, legislative e strengthening and democratic development.

#### A. Introduction to Assignment:

The assignment is under LoGo II program, which is being jointly implemented by CPDI and GIZ in KP and Punjab provinces. The objective of the LoGo II is to “have the regulatory, personnel and financial prerequisites for the effective delivery of public services.” The CPDI’s project interventions envision improvement in the service delivery by providing technical support to local government departments. In general, the coverage and quality of municipal services have been a major challenge in Pakistan, despite the fact that such services can play a critical role in improving the quality of life and meeting national/ international commitments like the Sustainable Development Goals (SDGs). The project, which is implemented by CPDI, aims to (i) build capacity of Local Government Officials through a comprehensive training programme; (ii) encourage more political participation by citizens especially women and youth through leadership development sessions at community level; (iii) engage policy makers to identify gaps for smooth implementation of effective service delivery mechanism through policy reviews and reflections; (iv) establish partnership with Tehsil Municipal Administrations (TMAs) to develop capacity of cadres of sanitary workers to work in a safe and effective manner, (v) improve the performance of local governments to effectively provide local services to citizens through digitalization and use of ICTs; and (vi) study gaps and opportunities towards effective service delivery of municipalities.

It is now globally recognized that the sanitation workers face a fatality risk that is 10 times higher than workers in all other industries, and their injury risk is 2.5 times higher than miners (“Dirty and Dangerous” 2016). In most of the municipalities, sanitation workers are often ill-equipped and are not well trained to adopt safer and healthy practices in their day-to-day work. These workers are exposed to life-threatening conditions due to lack of adequate knowledge and non-availability of proper safety equipment. Sanitation workers are responsible for cleaning drains, collecting garbage and sweeping roads; and are highly vulnerable to harmful pathogens due to absence of precautionary safety alternatives. Water Supply and Sanitation Regulations for LG&CD Department in Punjab are in place and Department is struggling for efficient and effective implementation of these regulations. Such regulations are absent in LGE&RD, Government of KP. There is dire need to provide safety equipment to Tehsil Municipal Administrations/ Tehsil Local Governments and to train sanitation workers on occupational safety procedures.

### **B. Purpose, Scope and Methodology:**

The purpose of this assignment is to take capacity development measures to enrich the already developed training module for the sanitary workers’ education on Occupational, Safety and Health in selected Tehsil Local Governments in KP. In total 150 sanitary workers will get training on the already developed module. In total 6 trainings (1 day each) will be conducted with approximately 25 participants in each batch. Each participant will be provided with copy of pictorial module for their future reference. The trainer will work closely with LGS/LCB and concerned Tehsil Local Government in finalizing participants list and sending them invitation letters as per department’s requirements.

The consultant may adopt a flexible approach and methodology in order to ensure high-quality training session plan module is developed, which could be used for delivering highly impactful trainings. Relevant methodology/ steps may include the following:

- A desk review of existing manuals / literature on operational safety and health of sanitation workers.
- Develop one day session plan on operational safety and health of sanitation workers in consultation with relevant provincial department.
- Conduct 01day 6 trainings in three selected Tehsil Local Governments in KP Province.
- Conduct pre and post training assessment.
- Develop a Training report.
- The consultant may use local language (Pashto and Urdu) on need basis.

### **C. The task to be performed:**

- Developing training i.e., PowerPoint presentation, group work tasks, flow diagrams/ charts etc.
- Developing training agenda and detailed training schedule.
- Delivering training in selected Tehsil Local Governments.

- Coordination with LGS/LCB and concerned Tehsil Local Governments in finalizing participants list and sending them invitation letters as per department requirements.
- Conduct pre-test and post-Test.
- Developing handouts for distribution among participants.
- Submitting training & assignment completion reports.

#### **D. Deliverables:**

- Work plan indicating timelines for each deliverable including meetings with relevant stakeholders;
- Minutes of the meetings with stakeholders for the development of training content;
- Detailed training agenda and schedule;
- Short video on practical demonstration of PPE kit uses (already available on You Tube or any other source).
- Sharing of PP presentations and training material
- Training delivery in local language; and
- Submission of training event reports and a final assignment completion report.

#### **E. Required Qualifications:**

- Graduate degree in occupational safety and health, public health, social sciences or any other relevant field from a recognized university.
- At least 05 years of experience working issues related to sanitation workers in Pakistan.
- Deep understanding of municipal administration system, administrative structure, rules and regulations, and the roles and responsibilities of the district/municipal administrations related to municipal services i.e., sanitation and WATSAN or Solid Waste Management.
- Previous experience of working on occupational safety and health of sanitation workers and delivery of trainings with the Local Government Department KP will be an advantage.
- Ability to mobilize and complete the assignment.
- Excellent communication and report writing skills.

**Note:** The proposal submitted by the interested candidates should be inclusive of costs involving logistics, meetings and applicable taxes, as no separate expense will be paid by CPDI for boarding, lodging, or any other incidentals expenses required for the completion of the assignment.

#### **Selection criteria:**

Experience in the relevant field and the province.

#### **How to Apply:**

Interested Individuals can send their CVs highlighting the relevant experience with cover letter indicating name of assignment at: [hr@cpdi-pakistan.org](mailto:hr@cpdi-pakistan.org). The cover letter must include per day rate in PKR (inclusive of all costs as mentioned in **Note**).

\*Late submissions will not be entertained.