



## **Terms of Reference**

**for**

**Feasibility Study for Urban DRR in Cox's Bazar**

**Project Title: Pilot Programmatic Partnership (PPP)**

Bangladesh Red Crescent Society / German Red Cross

## 1. Introduction

Bangladesh stands at the frontline of nature's wrath suffering more than 200 natural disasters over the last three decades. The country's location at the tip of the funnel-shaped Bay of Bengal, low-lying mostly flat terrain, erratic monsoons, and rivers that deposits massive amounts of sediments from upper riparian nations routinely exposes the country to floods and tropical cyclones. The country is also located near two subduction zones near the Indian and Eurasian plate, and is surrounded by the Himalayan Arc, the Shillong Plateau and the Dauki fault system in the north. Couple with the widespread disregard for building codes and rapid urbanization, the country faces significant risk of earthquakes. On the other hand, as global temperature increases, the humid climate and harsh summer of the country exposes the urban population to heatwaves affecting mostly the elderly and children.

The risk faced by Bangladeshis are further exasperated by socio-economic factors that adds to their vulnerability. With nearly 40 percent of the country's labour force dependent on agriculture, livelihoods are routinely affected by floods, tropical cyclones and unfavourable weather conditions. Although awareness about disasters in general has improved, the nation does not have any concrete memory of coping with earthquakes. Unplanned development of marketplaces and residents makes it increasingly difficult for agencies to access and respond to disasters timely. The ability of the local DRR institutions are often plagued with resource constraints and lack of capacity.

Considering the overall situation and humanitarian needs in the country as well as the role, capacity, and scope of BDRCS and partners, the Pilot Programmatic Partnership (PPP) project will cover three pillars Disaster Risk Management (DRM), Epidemic and Pandemic Preparedness and Response (E/PP&R), and Risk Communication, Community Engagement & Accountability (CEA). The project will embed an integrated, comprehensive, and community-based approach to risk reduction, and activities are designed to be scaled up in years two and three.

**The DRM pillar** will reduce the vulnerability of both urban and rural communities in four districts in year one (with a scope to expand in following years) and will enhance performance in the full DRM continuum by ensuring solid and connected institutional and community capacities and will revolve around 5 main axes: (1) Forecast-based Action (FbA) and early action for heatwaves are in place to protect lives, assets and sustain livelihoods in Rajshahi and Dhaka; (2) Comprehensive school and road safety initiatives are strengthened; (3) Engagement through DRM Policy and Legislation to promote Standing Orders on Disasters (SODs) and Shock Responsive Social Protection; (4) Risk awareness and adaptation/mitigation options are showcased and promoted providing community and local authorities with successful models for action and (5) Capacity development through the Preparedness for Response (PER) framework.

**The EPPR pillar** will contribute to and strengthen the country-wide surveillance system, preparedness and response for disease by leveraging its unique access to vulnerable communities and strong community-based volunteer network. Although the districts of Rajshahi (2 wards), Dhaka (5 wards) and Sylhet (5 wards) will be targeted, the

intervention will embed a country wide approach rooted in CEA and multi-stakeholder partnership with activities being implemented across the community, district and national levels.

**The CEA pillar** will focus on an improved, effective and dynamic response and feedback mechanism – both reactive and proactive methods to be used and through regularly updated feedback dashboard and will place specific attention on addressing the different vulnerabilities and capacities of particularly vulnerable groups such as women, people with disability, children and elderly.

## 2. Project Profile

<b>Project Name</b>	Pilot Programmatic Partnership (PPP)
<b>Project Objectives</b>	Communities and individuals at risk, and local actors, are taking action through innovative and integrated strategies, to anticipate, prepare for, withstand, respond to and recover from crises
<b>Project Outcomes</b>	<ul style="list-style-type: none"> <li>▪ <b>Outcome 1:</b> Communities, National Societies and disaster risk management institutions are better prepared to effectively anticipate, respond and recover from the impact of evolving and multiple shocks and hazards, based on a risk-informed approach.</li> <li>▪ <b>Outcome 2.</b> Communities, National Societies and other key stakeholders, are better prepared to prevent, detect and respond to epidemics and pandemics.</li> <li>▪ <b>Outcome 3.</b> People and communities, vulnerable to, and affected by humanitarian and public health crises, are able to actively participate in decisions affecting them, and resulting in stronger community-led approaches championed widely.</li> </ul>
<b>Implemented by</b>	Bangladesh Red Crescent Society (BDRCS)
<b>Supported by</b>	International Federation of Red Cross and Red Crescent Societies (IFRC), German Red Cross (GRC), Danish Red Cross (DRC).
<b>Funded by</b>	European Civil Protection and Humanitarian Aid Operations (ECHO).
<b>Project Location</b>	The project will be implemented at 4 district- Dhaka, Rajshahi, Sylhet and Cox's Bazar
<b>Beneficiaries</b>	170,843 direct beneficiaries
<b>Timeline</b>	May 2022 to April 2023

## 3. Assignment Background

Being located at 150 km south of Chattogram, Cox's Bazar is the second largest city in the Chittagong District widely renowned for hosting the longest sea beach in the world. Tourism is by far the most vibrant sector in the city with 20,000 tourists visiting the place daily between October and February every year.

The city has been subject to various forms of migration leading to population pressures. As the largest tourist spot in the country, the city witness arrival of workers seeking seasonal jobs during the tourism season. The city is also under pressure from those who

have lost their livelihoods in the nearby coastal islands due to sea-level rise and tidal surges and are now looking for alternative livelihood in Cox's Bazar for their survival. On top of that, the Cox's Bazar District hosts nearly 900,000 Rohingya refugees who were displaced from Myanmar in 2017 during one of the largest refugee crises of the last decade.

Various ministries and the local government have recently proposed several plans to improve the tourism sector in Cox's Bazar which includes an exclusive tourism zone, infrastructure, cricket stadium, golf course and an industrial port. The government ambition also includes mammoth coal-based power plants to meet the energy needs of populations and envisaged industries in the city.

The progress due to rapid urbanization and industrial expansion in the city poses several challenges and risks for the community in Cox's Bazar. Firstly, the anticipated economic progress will increase pressure from migrants looking for jobs in various industries. Often these migrants might end up living in conditions that exposes them to various risks as has been noticed in the slums of Dhaka and Chittagong. With landslides already being a continuous threat in the area, a larger number of lives could be in danger. Furthermore, industrialization will also increase demands for settlements, many of which could be constructed without due considerations of the building codes established to protect settlements against seismic shocks.

Although many DRR interventions has taken place lately in the city, the focus of those interventions has typically been on the Rohingya refugees. Although, the host community received some attention, there is still a large scope to introduce systematic approach to counter disaster risks through methods that have been implemented in other cities like Dhaka. Pilot programmatic partnership is also targeting unions of Teknaf Upazila and 04 camps(21,22, 24, 25) with preparedness to response activities, focusing on building community preparedness and response activities under DRM pillar of the programme.

#### **4. Objective**

The objective of this assignment is to conduct a qualitative assessment of risks and vulnerabilities in Cox's Bazar Sadar and Teknaf Pourashava to identify institutional and behavioural opportunities and challenges on implementation of urban DRR and response interventions in the city. Analysis of root causes and possible recommendations are also expected to help formulate urban programming for future.

The specific objectives are:

- To understand the current and potential urban landscape in Cox's Bazar Sadar and Teknaf Pourashava;
- Collect and analyze relevant government policies and plans relevant to urban planning and development;
- Mapping of urban-focused programs and projects implemented by government and non-government stakeholders; and

- Identify RCRC entry points for urban programming vis-à-vis BDRCS Strategic Plan 2021-2025 and PPP Project outcomes and to recommend feasible collaboration with urban actors.

## 5. Tasks Descriptions

### 5.1. Task of the Consultant

- Attend an inception meeting to share the study design and make any modifications suggested by the PPP-team.
- Conduct secondary data review and submit workplan and tools
- Develop a list of respondents for FGDs and KIIs and share it with PPP team.
- Develop and share a data collection schedule and tools and make any modifications suggested by PPP team.
- Conduct the FGDs and KIIs as per the agreed data collection tools and schedule.
- Share the preliminary findings with PPP team and incorporate feedback.
- Share the final findings through a workshop with stakeholders in Cox's Bazar.
- Develop the final report of the study including discussions from the validation workshop with clear recommendations for Urban programming

### 5.2. Task of the PPP Project Implementation Team

- Support the consultant to understand the Terms of Reference and address any queries presented.
- Organize the inception meeting and suggestion modifications to the study design, if needed.
- Review the respondent list and suggest any changes if needed.
- Review the study timeline and data collection tools, and suggest modifications if needed.
- Organize the FGDs and KIIs as per the agreed schedule.
- Review the preliminary findings and provide feedback if needed.
- Organize a stakeholder workshop in Cox's Bazar to share the findings.
- Review the final report and provide feedback if needed.

Contact details of focal GRC staff:

Name	Position and Office Base	Email Address
Mr. Jalil Lone	GRC Project Delegate, Dhaka	j.lone@drk.de
Mr. Mohiuddin	BDRCS Project Coordinator	mohiuddin.md@bdracs.org
Ms. Ana Mariquina	GRC Programme Coordinator, Cox's Bazar	a.mariquina@drk.de

## 6. Study design and methodology

### 6.1. Consultancy Team

The review will be conducted by an external consultant/s. The in-country work of the review will be supported by GRC and BDRCS project teams and volunteers. The consultant/s shall have:

- A university degree in a relevant field of study (disaster management, social sciences, urban planning, etc.)
- Experience with technical knowledge of relevant to urban program and project delivery
- Proven experience in conducting feasibility studies for humanitarian and development actors
- Excellent analytical, writing and presentation skills (please provide a writing sample/ previous work)
- Preferably sound knowledge of the Red Cross and Red Crescent Movement and its way of working
- Excellent knowledge of written and spoken English
- Excellent understanding and knowledge about the operational urban context in Bangladesh

## 6.2. Methodology

The consultant should use the available secondary data for initial analysis. For the collection of primary data, participatory methods should be applied. The analysis should be with a specific focus on urban programming and the interaction between actors and evolving urban environment.

**The choice of methods will have to be presented and described prior to any work taking place by the consultant and will be approved by GRC.** The methods should aim at including a wide range of stakeholders into the study.

The review shall consist of these stages: (1) preparatory work/desk study; (2) field work for data collection; (3) regular liaising with PPP project focals point in Dhaka and Cox's Bazar; (4) writing of initial findings; (5) validation workshop; and (6) final report

Tentatively the consultation of stakeholders should include government bodies, non-government organizations and as well as BDRCS, RCRC Movement and GRC stakeholders.

## 7. Tasks, deliverables and payment schedule

SI	Tasks	Deliverables	Deadline	Percentage of payment
1.	Secondary data review and submission workplan and tools	Workplan and tools	TBA	40%
2.	Satisfactory completion of FGDs and KIIs	Interview transcripts	TBA	

SI	Tasks	Deliverables	Deadline	Percentage of payment
3.	Satisfactory consolidation of preliminary findings	Report on Preliminary Findings	TBA	30%
4.	Completion of Validation workshop	Meeting notes of Validation workshop	TBA	30%
5.	Submission of Final Report	Final Report	TBA	

7.1. Preliminary Findings Report

All findings, conclusions and recommendations including the study should be described and presented by the consultant in a short preliminary report. The results of the preliminary report will first of all be discussed with GRC and BDRCS and will serve as basis for the preparation of the validation workshop. The key findings of the report will be presented by the consultant in the validation workshop (power point presentation).

7.2. Validation Workshop

Representatives of stakeholders and the consultant will come together in the validation workshop. The workshop will be organized in order to discuss and validate study findings, and recommendations proposed by the consultant. Stakeholders might formulate additional recommendations if necessary. Possible content of the workshop:

- Presentation and discussion of the preliminary findings
- Validation of findings and recommendations by all stakeholders
- Collection of additional observations or recommendations

It is expected that the consultant presents a structure for the workshop as part of their preliminary report. GRC and BDRCS are responsible for the workshop preparation and all related logistics.

7.3. Final report

Final report should be delivered in English language.

The consultant will give their recommendations but should incorporate the validation process during GRC review of the final report, including additional recommendations from the workshop participants. The report will have to be approved by German Red Cross.

The final report should, as a minimum, include the following elements:

- Executive summary – a tightly drafted, to-the-point, free standing document (about 3 pages max) with the following, fixed structure:
  - Short study description
  - Key findings
  - Major recommendations
- Introduction – with purpose of the consultancy, scope, key questions, short description of the urban contexts in Cox’s Bazar
- Consultancy design, limitations and methodology
- Detailed findings
- Conclusions based on evidence and analysis
- Recommendations as expected in the ToR, which are relevant and feasible and targeted to the respective audience
- Annexes (ToR, list of consulted persons/organizations, consultants’ documentation, literature, etc.)

Key findings, conclusions and recommendations should be presented in a clear and transparent way, possibly put next to each other in a table to demonstrate the logic.

GRC and BDRCS will analyse the final report, especially the feasibility of the recommendations proposed by the consultant.

## **8. Review quality and ethical standards**

The consultant should take all reasonable steps to ensure that the study is designed and conducted to respect and protect the rights and welfare of people and the communities of which they are members, and to ensure that the consultancy is technically accurate, reliable, and legitimate, conducted in a transparent and impartial manner, and contributes to organizational learning and accountability. Therefore, the evaluator/s should adhere to the evaluation standards of the IFRC.