

# **Pneumonia Centenary Commitment (PCC) Project**

**Funded: SCUK various donor**

## **Terms of Reference (ToR)**

for  
Documentation

July 2021

Save the Children  
Health, Nutrition and HIV/AIDS Sector

## 1. PROJECT SUMMARY

<b>Type of documentation</b>	Development of costed National childhood pneumonia management implementation plan.
<b>Name of the project</b>	Pneumonia Centenary Commitment (PCC) Project- 2021
<b>Project Start and End dates</b>	January 2021-December 2021
<b>Project duration</b>	12 months
<b>Project locations:</b>	National
<b>Thematic areas</b>	Health, Nutrition and HIV/AIDS
<b>Donor</b>	SCUK various donor
<b>Overall objective of the project</b>	To strengthen and expand support for improving access to protect, prevent and treat interventions for the reduction of morbidity and mortality of under five children from pneumonia.

## 2. INTRODUCTION

Pneumonia is often said as the ‘forgotten killer’ since it has not been addressed adequately over the decades to save many children. This project is undertaken to strengthen and expand support for improving access to quality services for diagnosis and treatment of childhood pneumonia, ensuring children to have equitable access to vaccines for preventing childhood pneumonia, and increasing coordination and investment in interventions to protect against childhood pneumonia.

## 3. BACKGROUND AND CONTEXT

Pneumonia is the single biggest infectious killer of children, claiming globally over 800,000 lives annually. Yet pneumonia remains a neglected disease—a forgotten killer of children. In Bangladesh during 2017, pneumonia killed approximately 24,000 children under 5; which is 18% of all under five child death.

The solution for the reduction of morbidity and mortality of childhood pneumonia exists and known. During 90’s WHO-UNICEF have provided a strategic guideline with 10+ interventions in the document. The Integrated Global Action Plan for Pneumonia and Diarrhoea (GAPPD) for ending preventable child death by 2025.

In 1995, Bangladesh adopted Integrated Management of Childhood Illness (IMCI) program in the key strategy for child survival. IMCI program have been national scaled up with a provision of management of child pneumonia cases both at facility and community levels. Unfortunately, in recent days, there is not adequate preparedness at service delivery points. Thus, a range of barriers—from limited prevention to low care-seeking behaviour to gaps in health worker skills—continue to impede the coverage and quality of proven interventions.

As Save the Children celebrates its 100th anniversary, it has made centenary commitments with regards to bringing down pneumonia as per the GAPPD targets and WHO global standards. In this context Save the Children in Bangladesh have launched a project named “Tackling Childhood Pneumonia in Bangladesh” to strengthen country’s fight against childhood pneumonia. The project is working closely with MOHFW and other key stakeholders.

## 4. RATIONAL OF THE DOCUMENTATION

Pneumonia Centenary Commitment project is working closely with the MOHFW in coordination with UNICEF and other key stakeholders to strengthen national IMCI program which is the program for childhood pneumonia. The project has been successfully able to sensitize and advocate MOHFW and key stakeholder for the renewed interest to fight against Pneumonia. Pneumonia strategy have been framed in the national health strategy. There is a need for a costed implementation plan of pneumonia management activities for Bangladesh integrating protect, prevent & treat interventions for the reduction of child pneumonia. In this context development of national childhood pneumonia management costed implementation plan is proposed. The activity will be accomplished under the lead and guidance of NNHP & IMCI of DGHS involving key stakeholders working for child survival from Pneumonia.

### 4.1 Objectives of the documentation

The overall objective of the documentation is to develop a document on costed childhood pneumonia management plan for the country following the GAPPD (Global Action Plan of Pneumonia & Diarrhoea) strategic framework of protect, prevent & treat of child pneumonia.

### 4.2 Stakeholders/audiences

The key stakeholders/audiences for this documentation study are:

Stakeholder	Further information
Project donor	SCUK
Primary implementing organisation	Save the Children, Bangladesh
Implementing partners	NA
Stakeholders	National Newborn Health Program (NNHP) & Integrated Management of Childhood Illness (IMCI), Directorate General of Health Services (DGHS), MCH unit, Directorate General of Family Planning (DGFP); Community Based Health Care (CBHC), UN Agencies; Bangladesh Pediatric Association (BPA); icddr,b, EPI, NNS, IPHN, NGOSs working for IMCI program
Beneficiaries	NNHP & IMCI program & stakeholders working with childhood pneumonia in Bangladesh

## 5. METHODOLOGY

The documentation is suggested to use qualitative method, e.g. stakeholder consultation. Data will be collected from relevant key stakeholders through consultation process. However selected KI will be interviewed to gather relevant information. Besides, the desk review (review literature) will be done through collecting background materials related to IMCI program and Child pneumonia prevention and management in the context of Global Action Plan for Pneumonia and Diarrhoea (GAPPD) strategic framework of Protect, Prevent and treat of Pneumonia management.

The consultant is expected to prepare an outline of the document consisting of methodology, and appropriate tools to meet the objectives of the study for drafting concept note. This concept note will be shared with the stakeholder group for editing/updating through subsequent consultation process.

The methodology and relevant tools should be adjusted in consultation with Save the Children (PCC project team), tested, and finalized before data collection from the stakeholder group. The detailed methodological approach will be designed by the consultant in the inception report.

Project documentation will be made available for selected consultant that provides information about the design and implementation. The consultant is required to adhere to the Save the Children Child Safeguarding, Data protection and Privacy policies throughout all activities.

NB: Consultant will propose alternative ways to conduct the stakeholder consultation/interview with sampled respondents if physical access is not possible due to COVID-19 crisis.

## 6. ETHICAL CONSIDERATION

It is expected that:

The consultant will make clear to all participating stakeholders that they are under no obligation to participate in the documentation process. The consultant team will obtain informed consent from the participants, receive prior permission for taking and use of visual still/moving images for specific purposes, ensure participants' anonymity and confidentiality. Informed consent will be used.

## 7. EXPECTED DELIVERABLES

The deliverables are outlined below. The consultant will be advised to inform immediately of any risks or issues that may impact on his/her ability to provide the deliverables by these due dates.

### **Deliverables:**

- One executive summary (3-5 pages) in electronic copy & print in English language (three copies)
- One PowerPoint presentation in English language (15-30 slides suggested)
- A full report following the outline (25-40 pages)
- Facilitate a stakeholder consultation meetings including dissemination
- One photograph of each event (attached separately as jpg files);
- Get consent form for any KI interview

### **Save the Children project team will provide-**

- Provide input for the finalization of tool, outline of concept note, finalization of report
- Documents and/or link of document of childhood pneumonia, IMCI, EPI and other relevant document.
- Provide technical inputs and feedback throughout the process of this assignment.
- Support for a letter of introduction from NNHP & IMCI for the interview and other activities, if needed.
- Organize a sharing meeting under the lead of NNHP for stakeholder consultation.

## 8. REPORTING AND DOCUMENTATION MANAGEMENT

The whole process of documentation assignment should take 30 working days during the period of 01 August to 15 September 2021 and the dateline of submission of the final deliverables is September 15, 2021

## 8.1 Proposal instructions

In order to be considered, proposals must include the following:

- I. Brief profile – Capability statement
- II. Client list – Mention only the major ones (preferably MOHFW, UN agencies, NGO, development partner related list)
- III. References – names, company or organization, contact information of three recent (within the past 2 years) companies/organizations that you have worked for.
- IV. One sample project/program learning documentation report done recently, preferably on costing of child health/IMCI/public health issues in Bangladesh context
- V. Technical and financial proposals of the assignment
- VI. An outline of the report
- VII. Workplan with timeline

## 8.2 Activity/deliverables & timeline

<i>Activities</i>	<i>Timeline</i>	<i>Deliverable</i>
Preparatory activities: Consultant engagement, inception meeting with PCC focal point, finalize workplan, finalize outline of report, tool, concept note, literature review; inception meeting with NNHP & IMCI	8 days	Agreement signed, Inception meeting held, workplan, outline of the report, concept note and tool finalized
Stakeholder consultation	14 days	4 stakeholder consultation completed
Final deliverables preparation and submission: Prepare draft report and other deliverables, Share with contact person, accommodate feedback, finalize and submit	8 days	Final deliverables are prepared as per TOR and submitted

## 9. STUDY TEAM

- Individual consultant with required enumerator(s)

## 10. PROFILE OF CONSULTANT

The consultant should have the following experience and expertise:

- A higher degree (Master) in Sociology/social science related subjects
- Proven experience (minimum 5 years) in producing document on costing preferably on costing of child health/IMCI/public health issues/project in Bangladesh context
- Proven experience in producing report for MOHFW, UN agencies, international organizations and /or donors as well as with development organizations/NGOs
- Excellent report writing skills in English

Contact person: Advisor PCC, Save the Children. Email [sabbir.ahmed@savethechildren.org](mailto:sabbir.ahmed@savethechildren.org)

## II. ANNEXES

Annex I: SCI Child safeguarding policy

Interested individual consultant, may submit their technical and financial proposal along with CV, TIN certificate and VAT registration copy to the following email address: [prosanta.roy@savethechildren.org](mailto:prosanta.roy@savethechildren.org). Application closing date: August 03, 2021.

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