

CALL FOR PROPOSALS

**Technical Assistance for Developing the
Department of Health's (DOH's) National Policy
Framework for the Promotion of Environmental
Health, and the Updating of the National
Environmental Health Action Plan (NEHAP)
2017- 2022**



**World Health
Organization**

Representative Office
for the Philippines

1. Summary

The World Health Organization (WHO) Philippines is searching for an institutional or individual partner to provide technical assistance for developing the Department of Health (DOH) national policy framework for the promotion of environmental health, and the updating of the National Environmental Health Action Plan (NEHAP) 2017- 2022 under Agreement Performance of Work (APW) contract.

The proposals are due by 15 August 2022.

2. Background

Executive Order No. 489, series of 1991 has institutionalized the Interagency Committee on Environmental Health (IACEH) with the Department of Health (DOH) as Chair. Its implementing guidelines issued in March 2020 through IACEH Resolution No. 2020-001 defined the National Environmental Health Action Plan as the country's results- and risk-based sectoral planning document and operational tool that sets the national-level direction to address priority concerns and issues related to environmental health through a variety of intended actions. It contains programs, activities, and other initiatives that could be undertaken by the IACEH and its partners. It provides the country's directions and shared response to existing and emerging environmental health issues and challenges to ensure a sound and sustainable environment towards a healthy and safe community. The current version of NEHAP covers 2017-2022 which was developed in 2016, issued in 2017 and updated in 2018 with support from the World Health Organization (WHO).

The IACEH guidelines stipulated the creation of Technical Working Groups (TWGs) of the Committee to take the lead in formulating and updating NEHAP sectoral plans comprising of: 1) Water Supply, Sanitation and Health Sector; 2) Air Quality and Health Sector; 3) Solid Waste Management and Health Sector; 4) Chemical Safety and Health Sector; 5) Food Safety and Health Sector; 6) Occupational Safety and Health Sector; and 7) Climate Change and Health Sector and the cross-cutting concerns for Emergency and Health Impact Assessment. To support the IACEH activities, the implementing guidelines designated a Secretariat- the Department of Health and co-led by the Department of Environment and Natural Resources, to assist the Committee and TWGs in formulating and updating the NEHAP.

With the implementation of the Universal Health Care Law, reforms at DOH have been initiated to make it responsive to the health needs of the population. The previous Environmental Health and Safe Settings Division (EHSSD) under the Disease Prevention and Control Bureau (DPCB) was transferred to the Health Promotion Bureau (HPB) and renamed it as the Healthy Workplace and Environment Division (HWED). The expanded role of HPB covers environmental health concerns which need to be considered in the updating of NEHAP.

In that regard, technical assistance from WHO is requested to update the NEHAP to be more relevant to the priorities of the incoming Administration and to incorporate new environmental health challenges of the times at national and global levels. The objectives of the technical assistance are as follows:

General Objective:

The overall objective of the technical assistance is to formulate a national policy on the promotion of environmental health incorporating current directions and organizational development for health promotion in the DOH, and to update the NEHAP 2017- 2022.

Specific Objectives:

- To review the accomplishments of the NEHAP for the years 2017 to 2022.
- To determine current policy and programmatic issues affecting key sectoral areas of environmental health in the Philippines, as well as operational issues which have affected the implementation of the NEHAP from 2017 to 2022.
- To formulate a national policy framework for addressing the identified issues and challenges to further the promotion of environmental health; and
- To develop an updated version of the NEHAP to support the operationalization of the national policy framework for the promotion of environmental health.

3. Timeline

The implementation timeline for the project is from **22 August 2022** to **22 December 2022**.

4. Place of Assignment

Manila, Philippines

5. Scope of Work

In collaboration with the Healthy Workplace and Environment Division (HWED) and the Policy, Planning, Standards, and Research Division (PPSRD) of the DOH- Health Promotion Bureau (DOH-HPB) and the WHO Country Office in the Philippines, the Technical Assistance provider shall perform the following tasks/activities listed below.

All documents and related materials shall be submitted to WHO and DOH-HPB for approval.

Output 1: Inception Report with Detailed Work Plan

Deliverable 1.1: Inception report with attached work plan, Gantt chart of activities (including meetings, workshops, etc.), and budget matrix.

Output 2: First Progress Report

Deliverable 2.1: Situational analysis on environmental health.

Deliverable 2.2: Consolidated inputs from stakeholder consultation/s on the scope, content, organization, strategies, and priorities for the promotion of environmental health;

(Deliverable 2.2 shall include the conduct and technical documentation of stakeholder consultations (i.e., inter-agency meetings, workshops, etc.); Outputs shall inform the development of the national policy framework for the promotion of environment health, and the updating of NEHAP 2017-2022)

Deliverable 2.3: Policy and program recommendations for addressing the identified issues and for accelerating the promotion of environmental health.

Deliverable 2.4: Draft of the National Policy Framework for Promotion of Environmental Health

Output 3: Second Progress Report

Deliverable 3.1: Review of the NEHAP 2017-2022 (policy, programmatic, and operational issues which affected the implementation of NEHAP 2017-2022);

Deliverable 3.2: Review the IACEH Resolution No. 2020-001 “Approving the Implementing Guidelines of Executive Order No. 489, series of 1991”, and recommend needed revisions.

Deliverable 3.3: Draft of the National Environmental Health Action Plan (NEHAP) 2030 or NEHAP 2030, and Draft Resolution for issuance of the same by the IACEH.

Output 4: Final Technical and Financial Report

Deliverable 4.1: Final Technical Report with supporting documentation (e.g., proceedings, photos, videos, meeting recordings, etc.); Final Draft of the National Policy Framework for Promotion of Environmental Health; Final Draft of the National Environmental Health Action Plan (NEHAP) 2030 or NEHAP 2030, and Final Draft Resolution for issuance of NEHAP 2030 by the IACEH.

Deliverable 4.2: Final financial report.

6. Qualifications

The contractual partner must fulfil the following qualifications:

Education and Certifications

- Essential for Team Leader: Post-graduate degree in any environmental health, environmental science, environmental and sanitary engineering, public health, or equivalent courses.
- Essential for Team Members: A graduate of any environmental health, environmental science, environmental and sanitary engineering, public health, or equivalent courses.

Experience required:

If Individual or institution:

- The Team Leader and members with at least more than 5 years of relevant experience in environmental health, sector planning, policy development, and analysis.
- Familiar with the works of the World Health Organization, DOH, and other sector agencies involved in environmental health activities.

Skills / Technical skills and knowledge:

If individual or institution:

- Preferably with environmental health planning and policy development background and with a good understanding of environmental health issues and solutions in the Philippines.
- Knowledge of environmental health activities, research, and technologies that can address environmental health issues.

Language requirements:

- Fluent in both written and spoken English.

7. Other requirements

7.1 The Contractual Partner shall

- a. Engage professionally with interested parties such as organizations and offices outside, and units inside the DOH in relation to this TA provision.
- b. Procure from suppliers of goods and services in relation to this TA provision, with due diligence in exercising sustainable materials consumption.
- c. Adhere to policies, processes, and procedures enforced in the DOH office.
- d. Provide the DOH responsible unit with updates on the progress of the work plan implementation and other monitoring information.
- e. Timely address to the DOH and WHO for any incidence or emerging risk that may hinder the efficiency or quality of deliverables and outputs.
- f. Exercise care for the space, furniture, and equipment entrusted by the DOH.

8. Proprietary and intellectual property rights

The WHO shall have the sole proprietary and intellectual property rights of all outputs/deliverables/reports/documents and other files, including raw data gathered and used for and during the project, compiled or prepared in the course of the performance of the services supplied by the TA provider, as stated herein.

9. Data Privacy and Confidentiality

The TA Provider shall be bound to the confidentiality of data and information accessed during the course of engagement and shall be liable for any breach. The results, products and reports of this APW are to be treated as confidential and must not be handed over to third parties. The DOH and WHO have exclusive ownership of the reports and reserve the right to further disseminate relevant information. The contractual partner will also provide disclaimer on the reports: This document has been produced with the assistance of the World Health Organization. The contents of this publication are the sole responsibility of the author, and does not necessarily reflect the opinions, recommendations, or advice of the World Health Organization

The TA provider must have no direct or indirect interest in the tobacco or e-cigarette industry, alcohol industry, arms dealing, breast milk substitutes, or human trafficking.

10. Contract Time

The work to be done under this contract shall be the **Technical Assistance for Developing the Department of Health (DOH) National Policy Framework for the Promotion of Environmental Health, and the Updating of the National Environmental Health Action Plan (NEHAP) 2017- 2022** as set out in the Terms of Reference. The contract will be completed in not more than 6 months from the commencement of the Work, or otherwise as agreed in writing among the Owner and the Contractor. The work shall be done in strict compliance with the Contract, Specifications, Schedules, and all other Contract documents and all Instructions. Failure to do so shall be at the Contractor's risk and account. Submission of Bid by the Contractor shall constitute acknowledgement by the Contractor that it is aware of and concurs with all the requirements or conditions incorporated in the Call for Proposal and the other documents.

As time is an essential element of this Contract, for failure to complete all work within the stipulated as set out in the Terms of Reference, the Owner shall charge the Contractor liquidated damages. This shall be in the amount the sum of 0.5% of the total contract amount per day (Saturdays, Sundays and holidays are included) but not to exceed on total 10% (ten percent) of the contract amount. These liquidated damages shall be for the added cost incurred by the Owner for such delay and for the inconvenience caused to the users of the Work. It is understood that this is not a penalty but a fixed sum representing the liquidated damages for each calendar day of the delay. Delay shall be counted from the agreed completion date, considering further time extensions approved by the Owner, to the date of completion of work.

11. Management of Conflict of Interest

Any interest by entity (individual/organization/company), expert or member of the project team that may affect or reasonably be perceived to (1) affect the expert's objectivity and independence in providing advice to WHO related to the conduct of a project, and/or (2) create an unfair competitive advantage for the expert or persons or institutions with whom the expert has financial or interests (such as adult children or siblings, close professional colleagues, administrative unit or department).

WHO's conflict of interest rules are designed to identify and avoid potentially compromising situations from arising thereby protecting the credibility of the Organization and of its normative work. If not identified and appropriately managed such situations could undermine or discount the value of expert's contribution, and as consequence, the work in which the expert is involved.

Robust management of conflicts of interest not only protects the integrity of WHO and its technical/normative standard-setting processes but also protects the concerned expert and the public interest in general.

12. Ethical and Professional Standards

- WHO prides itself on a workforce that adheres to the highest ethical and professional standards and that is committed to put the WHO Values Charter into practice.
- WHO has zero-tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of the WHO workforce have a role to play in promoting a

safe and respectful workplace and should report to WHO any actual or suspected cases of SEA, sexual harassment, and other types of abusive conduct. To ensure that individuals with substantiated history of SEA, sexual harassment or other types of abusive conducts are not hired by the Organization, WHO will conduct a background verification of final candidates.

13. Submission Requirements

Interested institutions should submit electronic copies of the following:

- Cover letter
- Proposal with financial details and proposed timeline
- Company profile and qualifications of team members

Address all cover letter and proposals to:

Dr Graham Harrison

Officer-in-Charge

Office of the WHO Representative to the Philippines

Ground Floor, Building 3, Department of Health San Lazaro Compound

Rizal Avenue, Sta Cruz, Manila

Please submit the electronic copy of the proposals with the title: **Technical Assistance for Developing the Department of Health (DOH) National Policy Framework for the Promotion of Environmental Health, and the Updating of the National Environmental Health Action Plan (NEHAP) 2017- 2022** under Agreement Performance of Work (APW) contract to wpphlwr@who.int. Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **15 August 2022**.