

Terms of Reference

Senior researcher on prevention preparedness and response to earthquakes

Project: Learn to be Resilient (L2BR)

1. Project Description

South East Europe as earthquake prone area is largely affected by this hazard. Recent earthquakes in Albania and Croatia together with many others in the past showed that significant efforts are still needed to enhance prevention, preparedness and response, especially in the current circumstances with the on-going pandemic crisis. Therefore, further capacity building in knowledge, skills and know-how transfer within the region is substantial. The overall objective of the Project L2BR is to strengthen the role of the Union Civil Protection Knowledge Network as an inclusive platform of shared knowledge and expertise, good practices and networking in order to establish common understanding and shared culture of prevention, preparedness and response in civil protection and disaster risk management in the EU and the wider Neighbourhood. The specific objective is to support civil protection and disaster risk management actors that promote and facilitate the development, dissemination and exchange of knowledge, good practices and expertise. The project will engage relevant stakeholders (local, national, regional and international) combining scientific research, practitioners and all of that combined with a simulation exercise. Through set of case studies, feasibility studies, guidebooks and other activities the project will foster inter-sectorial cooperation and provide useful toolbox for improvement of prevention, preparedness and response to earthquakes in circumstances of pandemic crisis. Furthermore, project will strengthen cooperation of all significant actors and enable future joint actions.

The project directly contributes to both Specific objectives of the Call. Under SO1, the project contributes to:

Outcome 1.2 “Good practices, recommendations, and lessons in prevention, preparedness and response are collected, reviewed, shared and applied during exercises and real-time emergencies” through creating and dissemination of documents:

- two Case studies in prevention, preparedness and response to earthquakes for City of Zagreb and City of Tirana, cities that faced most recent and devastated disasters in cross-border area and
- Guidebook on prevention, preparedness and response in earthquakes with emphasis on pandemic circumstances with recommendations based on case studies and lessons learnt. The Guidebook will be based not only on survey and data collection, but additionally empirically tested through organization of practical real-time exercise.

Outcome 1.3 “Research, comparative studies and feasibility assessments of common good practices in prevention, preparedness and response are produced and shared” through:

- planned research and preparation and dissemination of Feasibility Study on implementation of new technologies and innovative approaches in prevention, preparedness and response to earthquakes in South East Europe region and
- collection of EU good practices in usage of new technologies and innovative approaches in prevention, preparedness and response to earthquakes.

Under SO2, the project contributes to:

Outcome 2.1 “Existing structures of relevant civil protection and disaster risk management actors are strengthened and expanded” through

- organization of national and regional conferences, which will instigate and encourage cooperation of relevant stakeholders on all levels,

Outcome 2.2 “New partnerships are established” will be achieved through

- signing of MoU between project partners and relevant regional initiatives and
- preparation of joint project proposal based on results and documents produced during project implementation

Under coordination of Network of Associations of Local Authorities in South East Europe – NALAS, the project consortium is comprised of entities from 5 countries (France, Croatia, Albania, Montenegro, North Macedonia), including National Civil Protection Authority (1), Academia (2), Public Health institute, Local Governments (1), Local

Governments Associations (4) and their Network (1). All of them has a significant role (policy making, decision making, service provision, scientific research, etc.) in prevention, preparedness and response to earthquakes.

Local and regional governments, as well as civil protection entities from 4 countries will be involved in creating new tools through participation in national conferences, and will benefit from improvement of mechanisms and cross-border coordination in disaster prevention and response. Regional and international initiatives (networks) will also be involved in creating of the tools through participation in regional conference and will have significant role in international dissemination of project results and establishing better regional cross-border cooperation of all relevant stakeholders.

2. Assignment Activities and Related Outputs/Deliverable

Having in mind the project's outcomes and activities, **NALAS is seeking for Senior researcher on prevention preparedness and response to earthquakes** tasked to execute the following activities and deliver related outputs:

Activity	Related output/deliverable	Expert days	Period of implementation
D2.3/D5.2 Case study on City of Tirana in prevention preparedness and response to earthquakes	Provided support in preparation of the Case study on City of Tirana in prevention preparedness and response to earthquakes. In coordination with other project partners (IZIIS/SCMUS, UZGF, MoT) provided support and contribution for: tailoring the research design, definition of sampling size, data collection through desk research, on the spot visits, questionnaires/ interviews and meetings with relevant local and national authorities, data analysis and interpretation, and preparation of the report.	5	March – June 2022
D3.2: National Conferences.	Research results and findings presented at National Conferences. Two One-day National conferences organized in the project countries (ALB, CRO, MNE, or NMK) for presentation of research results to local and national stakeholders	2	March – June 2022
	Total Expert days	7	

The Senior researcher will implement the activities in close cooperation and communication with the Project Coordinator engaged by NALAS.

3. Timing and duration of mission

All above listed activities and delivery of the expected outputs are envisaged to take place between **March 2022** and **30 June 2022**.

4. Education

- Master's degree or equivalent in disaster risk management, management studies, public administration.
- Specific training/additional education relevant for the topic will be considered as an asset.

5. Experience

- At least 7 years of professional experience working in the area of disaster risk management and programme development in the public sector (local and national level).
- At least 5 years of regional experience in DRM, experience in the region of SEE.
- Experience in writing analytical documents and reports, case studies, good practices. At least 3 studies prepared in DRM.
- Experience in working with at least 5 regional and international development organizations.

- Experience in working with local governments and local government associations (LGAs) in the countries of SEE region in the area of DRM. At least 3 initiatives implemented with the LGAs from SEE.
- Solid speaking skills and presentational experience in English language. Participation as speaker/panellist on at least 3 public events (preferably regional conferences, trainings, workshops etc.)

6. Language Requirements

- Written and oral proficiency in English is required

NALAS strives to assure equitable representation of women and minorities in all its activities.

7. Closing Date and Location

To be considered, proposals must be received in electronic form not later than **20 March 2022** at info@nalas.eu, with **Subject: Offer for Senior researcher L2BR**.

8. Proposal submission

The following format and sequence should be followed in order to provide consistency in Experts' responses and to ensure each proposal receives full and fair consideration.

Technical Offer:

- Presentation of the Expert and its suitability for the assignment;
- A short summary of the key features of the proposal;
- Body of the proposal, including: objectives, approach, solutions, proposed time frame and activity plan.

Financial Offer:

- The Financial Offer shall contain the total budget for execution of the task, showing separately the number of expert days and expert fees per activity as specified in article 9. The prices should be stated in EUROS, with applicable taxes shown separately (VAT, income tax, etc.).
- Any additional expenditures related to travel and accommodation linked to the activities of this ToR will be covered by NALAS.

Capacity Guarantee:

- Expert Reference List with required experiences as specified in article 5;
- Detailed CV of the expert proposed to execute the assignment.

9. Evaluation Criteria and Scoring

Evaluation of proposals will be undertaken by NALAS Evaluation Committee. The proposals will be evaluated and rated based on the criteria set out in this ToR. In order to do so:

- The proposal must be submitted in English;
- The proposal must be submitted by the stated deadline;

The Evaluation Committee will evaluate the proposals based on the following criteria:

- 40% Expert's Capacity: relevance of expert's competencies, skills and experience for fulfilling the tasks under this ToR.;
- 30% Technical Offer: proposed objectives, approach, solutions, proposed time frame and activity plan;
- 30% Financial Offer.

10. Modification of Terms

NALAS reserves the right to modify the terms of the ToR at any time at its sole discretion.

11. Expert Expenses

Experts are solely responsible for their own expenses in preparing a proposal and for subsequent negotiations with NALAS. Short-listed proposals may be asked to make a presentation to the Evaluation Committee, which will be solely at the Experts own expense.

12. Acceptance and Rejection of Proposals

NALAS may not necessarily accept the lowest priced proposal or any proposal. At its sole discretion, NALAS reserves the right to reject any or all proposals received and to accept any proposal which it considers advantageous, whether or not it is the lowest priced proposal. NALAS is not under any obligation to award a contract, and reserves the right to terminate the Request for Proposal process at any time, and to withdraw from discussions with all or any of the Experts who have responded. NALAS reserves the right to accept the proposed offer in total or in part, to reject any or all offers, to waive any minor informalities, irregularities, or technicalities, and to accept the offer deemed most favourable to the Network.

13. Contract Negotiation

NALAS reserves the right to negotiate specific terms of the contract with the short-listed proponents prior to the final award of the contract. NALAS also reserves the right to negotiate specific terms of the contract with the Contractor as the contract progresses.