



TERMS OF REFERENCE

1. General Information

Position Title:	Waste Management Expert
Unit:	Policy Development and Research
Contract period:	4 months
Project:	Reduction of Unintentionally Produced Persistent Organic Pollutants and Mercury through an Environmentally-Sound Approach on Healthcare Wastes Management in the Philippines with a Special Focus on the Pandemic
Reporting to:	Project Manager
Duty Station:	Quezon City
Employment status:	Project-term employee (output-based)

II. Background

Organizational Context

The project is funded by the Global Environment Facility (GEF) and is being implemented by the United Nations Industrial Development Organization (UNIDO) with the Department of Environment and Natural Resources – Environmental Management Bureau (DENR-EMB) as lead agency and BAN Toxics as executing entity.

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The Directorate of Technical Cooperation and Sustainable Industrial Development (TCS), headed by a Managing Director, ensures the Organization's application of strategies and interventions for sustainable industrial development related to environment, energy, Micro, Small and Medium-Enterprises (MSMEs), and digitalization. The Directorate of Technical Cooperation and Sustainable Industrial Development (TCS), and in close coordination with other organizational entities within UNIDO, the Division of Circular Economy and Green Industry (TCS/CEG) contributes to greener and more circular industries and products by minimizing both resource use along value chains and the emission of pollutants to the environment. The Responsible Materials and Chemicals Management Unit (TCS/CEG/RMC) is responsible for supporting Member States to implement the chemicals and wastes obligations and requirements under the Basel, Minamata, Rotterdam, and Stockholm Conventions and other emerging relevant agreements, in particular where it relates to larger and

formalized industries and sectors, and to leverage its experience to address industrial pollution mitigation in general as well as other emerging compliance mechanisms

DENR-EMB is a national authority responsible for pollution prevention and control, and environmental impact assessment. EMB is guided by the vision of a nation empowered to protect its finite natural resources in pursuit of sustainable development, to ensure a healthy environment that enhances the Filipino quality of life for present and future generations. Its mission is to restore, protect, and enhance environmental quality towards good public health, environmental integrity, and economic viability.

Particularly, EMB is mandated to implement the following national environmental laws: Presidential Decree 1586 (Environmental Impact Statement System), Republic Act 6969 (Toxic Substances and Hazardous and Nuclear Waste Control Act of 1990), Republic Act 8749 (Clean Air Act of 1999), Republic Act 9003 (Ecological Solid Waste Management Act of 2000), Republic Act 9275 (Philippine Clean Water Act of 2004), and Republic Act 9512 (Environmental Awareness and Education Act of 2008).

BAN Toxics is an independent non-government environmental organization that works for the advancement of environmental justice, health, and sustainable development in the area of chemicals and wastes with a special focus on women, children, and other marginalized sectors.

BAN Toxics' intervention approach emphasizes how the mismanagement of toxic chemicals can impact us. Chemicals are a part of daily life and they play an important role in society. However, their mismanagement can potentially impact various aspects of human life. As such, the organization views toxic chemicals issues as important human rights issues.

PROJECT CONTEXT

Reduction of unintentionally produced persistent organic pollutants (uPOPs) and Mercury through an environmentally-sound approach on health care wastes management" or the HCW project.

This project aims to achieve the protection of human health and the environment from the impacts of improper medical wastes management. It also focuses on the avoidance and reduction of the releases of unintentionally produced persistent organic pollutants (POPs) and mercury in the health care waste sector. Below are the major components of the project:

- Component 1: Unintentionally produced POPs release reduction in the healthcare waste sector*
- Component 2: Management of mercury, mercury-added products (MAPs) and mercury wastes in the health sector according to the Minamata Convention on Mercury and the Philippine National Action Plan for MAPs phase-out.*
- Component 3: Capacity-building, awareness raising, and knowledge management*
- Component 4: Monitoring and Evaluation*

The project is being implemented in six (6) partner hospitals across the Philippines: Quirino Memorial Medical Center, Cagayan Valley Medical Center, Eastern Visayas Medical Center,

Southern Philippines Medical Center, Northern Mindanao Medical Center, and Caraga Regional Hospital. For implementation purposes, project partners and their corresponding TSD facilities may be grouped into clusters for consultancy engagement and implementation support.

III. Scope of Work

In relation to the following Outputs of the project:

- Output 1.2.1: Technologies and procedures upgraded to be BAT/BEP compliant;
- Output 1.2.2: Low or zero-emission technologies for the pre-treatment of wastes generated during pandemic, implemented in a cluster of healthcare facilities and TSDs; and
- Output 2.2.1: Capacity of mercury waste service providers upgraded to be BAT/BEP compliant;

The consultancy entails the review, validation, enhancement, and completion of existing technical outputs and supporting documents developed under the project. The consultant shall build upon available assessment results, technical documents, stakeholder comments, and supporting information to deliver final outputs that address identified gaps and project requirements.

The consultant shall review existing outputs and recommendations from previous technical reviews and ensure that identified gaps and comments are adequately addressed in the final deliverables.

The consultant shall undertake the assignment for the assigned cluster of project partners, which may include one or more of the following partner hospitals and associated TSD facilities: Quirino Memorial Medical Center (QMMC), Cagayan Valley Medical Center (CVMC), Eastern Visayas Medical Center (EVMC), Southern Philippines Medical Center (SPMC), Northern Mindanao Medical Center (NMMC), and Caraga Regional Hospital (CRH). Applicants may apply to cover one or more clusters, subject to evaluation of their technical expertise, operational capacity, and availability. The final clustering arrangement and assignment of consultants shall be determined by the Project Management Unit based on project requirements, consultant qualifications, and operational considerations.

- Review and refine existing assessment tools and guidelines for evaluating healthcare waste management capacities in partner healthcare facilities (HCFs) and treatment, storage, and disposal (TSD) facilities, ensuring adequate consideration of environmental and social impacts.
- Conduct additional consultations, validation activities, site visits, and data gathering, as necessary, to address information gaps and strengthen the technical basis of project outputs.
- Review, strengthen, and finalize strategy and guidance documents for the selection of suitable treatment technologies and transportation practices in HCFs and TSD facilities, ensuring alignment with project objectives related to BAT/BEP implementation, uPOPs reduction, and environmentally sound mercury waste management.

- Review, update, and finalize technical specification documents for healthcare waste treatment, storage, and related equipment for partner hospitals, taking into consideration project interventions, facility requirements, and stakeholder recommendations.
- Present draft outputs to BAN Toxics, DENR-EMB, DOH, UNIDO, and the Technical Working Group for review and validation.
- Revise and finalize outputs based on comments and recommendations received, including up to two (2) rounds of revisions. The consultant shall revise and resubmit outputs within the agreed timeline until all comments requiring action have been adequately addressed.
- Use the standardized reporting templates, assessment tools, and documentation formats provided by the Project Management Unit to ensure consistency and comparability of outputs across all project partners.

IV. Qualifications

- A degree in relevant engineering practices, chemistry, environmental science, or other courses related to the management of wastes. An advanced degree in related programs is preferred but not required.
- At least 5 years of experience working in the environment, development or healthcare sectors with proven expertise in developing technical documents and assessments (including environmental impact analysis) and chemicals and waste management. The candidate must clearly demonstrate a deep understanding of the environmental and social impacts of waste management and related technologies, as well as global standards for waste management.
- Ability to travel to the project sites, when needed.

V. Application and Engagement Process

The project encourages applications from qualified consultants capable of supporting one or more clusters of partner hospitals and TSD facilities. Applicants shall indicate the cluster(s) they wish to cover and demonstrate their technical and operational capacity to deliver the required outputs within the prescribed timeline.

VI. Expected Outputs

The consultant shall deliver the following outputs:

- Revised and finalized assessment tools and guidelines for healthcare waste management capacity assessment in healthcare facilities and TSD facilities.
- Revised and finalized strategy and guidance documents for treatment technology selection, transportation practices, BAT/BEP implementation, uPOPs reduction, and environmentally sound mercury waste management.
- Revised and finalized technical specification documents for priority healthcare waste treatment and storage equipment.
- Technical Report for the assigned cluster documenting assessment findings, revisions made to existing outputs, validation activities conducted, stakeholder feedback received, and final recommendations.

All reports, assessments, technical specifications, and recommendations shall follow the prescribed templates and reporting formats provided by the PMU.

The final technical report shall clearly document how comments and recommendations from DENR-EMB, DOH, UNIDO, and the Technical Working Group were addressed.

All revised outputs shall include a summary matrix showing how previous comments and recommendations were addressed, including the action taken and corresponding revisions made in the final deliverables.

Submission of outputs shall not automatically constitute acceptance. All outputs shall be reviewed for technical quality, completeness, responsiveness to stakeholder comments, and compliance with the requirements of this TOR.

The consultant shall accommodate up to two (2) rounds of revisions at no additional cost.

Proposed Timeline of Activities				
#	Activity	Projected Timeline	Notes	Payment Tranche
1	Inception meeting and review of existing outputs, comments, and supporting documents	Month 1	Review of outputs previously developed under the project and comments from DENR-EMB, DOH, UNIDO, and the Technical Working Group	20%
2	Stakeholder consultations, validation activities, and additional data gathering, as necessary	Month 1 to Month 2	Includes consultations with BAN Toxics, UNIDO, HWMS, DENR-EMB, HCFs, DOH, TSD facilities, and other relevant stakeholders	
3	Revision and enhancement of assessment tools, guidelines, strategy documents, and technical specifications	Month 2 to Month 3	Address identified gaps and stakeholder comments	30%
4	Submission and presentation of draft outputs	Month 3	Technical review by BAN Toxics, DENR-EMB, DOH, UNIDO, and the Technical Working Group	
5	First revision round	Month 4	Incorporation of comments and	

			recommendations from reviewers	
6	Second revision round, finalization, and endorsement of outputs	Month 4	Subject to validation and approval by project stakeholders	50%

Note: The timeline may be adjusted to accommodate government review processes, scheduling constraints, site access approvals, stakeholder availability, and other implementation-related delays. Where necessary and justified, the contract may be extended through a no-cost extension subject to project approval.