



TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT	
Title: Validation and Revision of the Comprehensive Condom and Lubricant Programming National Strategic Plan for Jamaica	
Hiring Office:	Sub-regional Office for the Caribbean (SROC), Jamaica
Purpose of consultancy:	Validation and revision of Comprehensive Condom and Lubricant Programming National Strategic Plan for Jamaica in collaboration with the National Family Planning Board (NFPB) as well as development of the Implementation Activity Matrix and Monitoring and Evaluation Plan.
Organizational context, Background and Justification	<p>Organizational context</p> <p>The NFPB is the Government agency responsible for sexual and reproductive health information and services in Jamaica. Its mandate is to provide guidance, leadership, advocacy as well as implementation of quality, equitable sexual and reproductive health (SRH) education and services to enable all people in Jamaica to achieve optimal sexual and reproductive health outcomes throughout their life course. Guided by human and SRH rights and principles, NFPB conducts research, develops integrated HIV/SRH social and behaviour change communication campaigns and disseminates information, delivers and monitors HIV/SRH services, and distributes contraceptives, including male condoms, and lubricants. The NFPB counts on support from international donor agencies such as the UNFPA in order to execute its mandate.</p> <p>UNFPA is the sexual and reproductive health (SRH) and rights agency of the United Nations. The organisation's mission is to deliver a world in which every pregnancy is wanted, every childbirth is safe and every young persons' potential is fulfilled. UNFPA works with governments, civil society, regional partners and other UN agencies to achieve the Sustainable Development Goals (SDGs) by 2030, with a specific focus on Goal 3 (health), Goal 5 (gender equality), and Goal 10 (reduced inequalities).</p> <p>The UNFPA Country Programme for the English- and Dutch-speaking Caribbean, is aligned to the United Nations Multi-Country Sustainable Development Framework (UNMSDF) 2017-2021. UNFPA's programme applies a human rights and culturally sensitive approach, supported by evidence-based advocacy and policy dialogue to address issues of sexual and reproductive health - including HIV and other sexually transmitted diseases (STIs) - gender equality, youth and population dynamics. At the centre of UNFPA's support in the Caribbean is the creation of an enabling environment for integrated HIV and sexual and reproductive health and rights; strengthening national capacities to advocate for and deliver policies and programmes for access to HIV and sexual and reproductive health information and services; and reinforcing legislative and protection systems for the implementation of laws, policies and programmes to prevent gender-based and sexual violence against women and girls and the greater meaningful involvement of men and boys.</p>

JUSTIFICATION OF A COMPREHENSIVE CONDOM AND LUBRICANT PROGRAMME STRATEGY FOR JAMAICA

Although condom use is a proven measure of protection against HIV and other sexually transmitted infections (STIs) as well as unintended pregnancies, there is inadequate condom use in Jamaica. Despite the increased risk associated with multiple sexual partners, persons engaging in multiple sexual encounters were less likely to use condoms in 2017 than they did in 2012 according to the 2017 Knowledge, Attitudes, Perceptions, Behaviours (KAPB) Survey. In the survey, 56.2% of Jamaicans engaged in multiple sexual partnerships reported that they used a condom the last time they had sex compared to 63% in 2012¹.

The Need for a Comprehensive Condom and Lubricant Programme in Jamaica

Condoms are a familiar and convenient prevention method to most people and, for many, still the only viable option to prevent HIV, other STIs, and unintended pregnancies. Condoms are a user-controlled method, are easy to use and store, do not require medical prescriptions or direct provision by healthcare personnel or in facilities, and can be used by anyone who is sexually active. Condoms – male and female - need to be promoted in the context of combination prevention, ensuring that potential users understand the important role condoms can play in the prevention of unintended pregnancy, prevention of STIs and management of HIV risk with partners. At the same time, condoms need to remain widely available in the context of integrated SRH services and through non-health outlets.

It is important that comprehensive condom programming consider the needs for sexual protection of diverse groups including women, youth, sex workers and LGBTQI populations. Programming should therefore include male and female condoms, dental dams and lubricants. The use of condoms, concomitantly with another family planning method, is a dual protection measure to ensure that persons at risk of sexually transmitted infections, including HIV, and/or unintended pregnancy are motivated to use male and female condoms, have access to quality condoms, and can use them consistently and correctly. Lubricants, as an adjunct to condoms, are important in the prevention toolkit as they reduce friction, and lessen risk of bruising during sex. Lubricants also make it less likely that condoms will break or fall off, therefore contributing to protection against HIV, other STIs, and unintended pregnancies.

UNFPA COMPREHENSIVE CONDOM PROGRAMMING

Comprehensive Condom programming is a core priority of UNFPA in its integrated HIV/SRH approach and should be a combined component of all HIV prevention and care packages, offering individuals at risk with an important and effective choice to prevent HIV, other STIs, and unintended pregnancies. Guidance to Comprehensive Condom Programming is provided in the UNFPA technical documents, *Comprehensive Condom Programming: A Guide for Resource Mobilization and Country Programming* and *Towards a Unified Approach Inter-Agency Task Team (IATT) on Comprehensive Condom Programming*.

In supporting Comprehensive Condom Programming, UNFPA employs a 10-Step Strategic Approach to scale up CCP that encourages the participation of international development

¹ 2017 HIV/AIDS Knowledge Attitudes and Behaviour Survey, Ministry of Health, Jamaica

agencies while placing ultimate responsibility for decision-making and implementation in the hands of national partners. The ten steps are:

1. Establish a national condom support team
2. Undertake a situation analysis
3. Develop a comprehensive and integrated national strategy for male and female condoms
4. Develop a multi-year operational plan and budget
5. Link the multi-year operational plan with the national commodity security plan
6. Mobilize financial resources
7. Strengthen human resources and institutional capacity
8. Create and sustain demand for condoms
9. Strengthen advocacy and engage the media
10. Monitor programme implementation routinely, conduct research and evaluate outcomes

Important elements of a comprehensive approach include further integration of condom programming into UNFPA support to family planning programmes. It includes strengthening supply chains and augmenting demand creation, especially among young people. A comprehensive approach to condom programming also reinforces public-private-people partnerships for increasing access to and uptake of the use of condoms and lubricants.

Condom Programming in Humanitarian Crises and Emergency Responses

Condoms are a critical but, in times of humanitarian crises - including COVID-19, and, especially in the context of the Caribbean, additional vulnerability as a result of severe climatic events - condom and lubricant programming is even more important (but often sidelined). Many factors – such as a lack of condoms and lubricants, increase in sexual and gender-based violence and high-risk behaviours, the breakdown of social and informal networks, and the separation of families – leave individuals especially vulnerable to risk of adverse sexual and reproductive health (SRH) outcomes. Comprehensive condom programming must therefore continue to be implemented throughout humanitarian crises and included in emergency responses, accompanied by campaigns to raise awareness of their effectiveness in preventing HIV and other STIs, their role in dual protection, how to use them correctly, and where to obtain them.

BACKGROUND – THE DRAFT (2020) COMPREHENSIVE CONDOM AND LUBRICANT PROGRAMMING NATIONAL STRATEGIC PLAN FOR JAMAICA

Guided by the foregoing and informed by a desk review, situation analysis, and key informant interviews, the Comprehensive Condom and Lubricant Programming National Strategic Plan for Jamaica was drafted in 2020. In the development process, the intended beneficiaries – the users - were consulted in order to understand their differentiated condom and lubricant needs and views regarding access, utilization, threats and opportunities.

The users articulated the barriers to use including the gender inequalities faced by women, girls and young people and LGBTQI communities that result in their limited capacity to negotiate the conditions under which sexual intercourse and condom use take place. Another key barrier is the stigma and discrimination that drive key populations, such as

persons living with HIV and gender-non-conforming groups to go underground which limits their access to condoms.

Available key stakeholders were also consulted. However, given the severe impact of the COVID-19 pandemic on the health infrastructure there was very limited availability of key decision-makers in the National Family Planning Board (NFPB) and the Ministry of Health and Wellness to actively participate in the development of the Comprehensive Condom and Lubricant Programming National Strategic Plan for Jamaica. In addition, the NFPB, the agency responsible for ensuring reproductive health commodity security and procurement of contraceptives for the entire island, was undergoing a transition process of integration into the Ministry of Health and Wellness. In order to alleviate the burden of time constraints, the Comprehensive Condom and Lubricant Programming National Strategic Plan was drafted with the intention of validating and revising the document in close collaboration with the NFPB and Ministry of Health and Wellness.

Below are the summary objectives of the draft Comprehensive Condom and Lubricant Programming National Strategic Plan for Jamaica:

- Objective 1: To increase the availability of condoms and lubricants in the public, not for profit sectors and commercial marketplace within the defined time frame;
- Objective 2 – To increase access to condoms and lubricants in the public sector and commercial marketplace.
- Objective 3 -To increase use of condoms and lubricants.

The strategies of the draft Comprehensive Condom and Lubricant Programming National Strategic Plan are:

Strategy 1 – Research and Strategic Information:

The Strategy 1 Action Areas are:

- Collaborate with existing and new partners to identify information gaps;
- Formulate a research agenda within a realistic timeframe to gather critical information for execution of the CCP;
- Execute the research agenda as early as possible in the process;
- Share, disseminate the analysis and information to all partners to strengthen their work in field;
- Use the findings to support resource mobilization initiatives.

Strategy 2 - Strengthening of Partnerships: An inter-sectoral and multi-sectoral approach will be essential for successful condom and lubricant programming which results in viable levels of prevention of HIV, STIs and unplanned pregnancies.

The Strategy 2 Action Areas are:

- Identify established partners – potentially new partners, former detractors; do a basic mapping of partners;
- Prepare for collaboration; begin Collaboration and Process of Identifying roles and contribution of each to the goals; communication,
- Monitoring and Evaluation;

	<ul style="list-style-type: none"> • Invest the in-house resources to support the partnership, collaboration, communication, implementation process. <p>Strategy 3 - Promotion and Communication: The lack of adequate promotion of condom and lubricant use was identified by many key informants, implicated in the falling condom and lubricant sales and, by definition, use.</p> <p>The Strategy 3 Action Areas are:</p> <ul style="list-style-type: none"> • Develop a comprehensive communication campaign; • Implement the communication campaign - Use multiple influencers, channels and approaches. • Develop, field test and place messages using technically sound approaches. <p>Strategy 4 -- Investment: Implementation of the CCP will require increased investment. The Ministry of Health and Wellness will need to increase its investment in condom and lubricant availability and access, as well as the promotion of use, the condom and lubricant security supply chain, and the human resources necessary to do so.</p> <p>The Strategy 4 Action Areas are:</p> <ul style="list-style-type: none"> • Review internal current resources to re-allocate resources to the CCP strategies; • Review internal plans and identify actions that are in concert with strategies and actions in the CCP where these may be integrated at no extra cost; • Review human resources within the NFPB and see where some may be reassigned or shared, to support the CCP without added financial investment; • Review arrangements for forecasting, procurement, warehousing, and distribution to have as efficient and economical a process as possible; • Lobby state and private sector entities (profit and not for profit) to provide resources to support the CCP; develop resource mobilization plan to garner support from current and future donors (local and international); Implement the resource mobilization plan.
<p>Scope of work:</p> <p><i>(Description of responsibilities and expected outputs)</i></p>	<p>Description of Roles and Responsibilities:</p> <p>A consultant will be recruited by UNFPA to facilitate the validation and, accordingly, revision of the Comprehensive Condom and Lubricant Programming National Strategic Plan, and develop an Implementation Activity Matrix, and Monitoring and Evaluation Plan in collaboration with the National Family Planning Board (NFPB) and the Ministry of Health and Wellness.</p> <p>The expected outputs of the consultancy are:</p> <ol style="list-style-type: none"> 1. Validated and revised National Comprehensive Condom and Lubricant Programme (CCLP) Programme Strategy in collaboration with the National Family Planning Board and the Ministry of Health and Wellness to ensure that their priorities are aligned with their strategic plans and policies and incorporated in the document. <p>Important references include but are not limited to the following:</p>

	<ul style="list-style-type: none"> • UNFPA technical guidance on Comprehensive Condom Programming: A Guide for Resource Mobilization and Country Programming; and Towards a Unified Approach Inter-Agency Task Team (IATT) on Comprehensive Condom Programming (10 Step Framework). • 2020 Draft National Comprehensive Condom and Lubricant Programming Strategy for Jamaica and its development documents including the desk review and situation analysis. • 2012 National Condom Strategy. • 2017 HIV/AIDS Knowledge Attitudes and Behaviour Survey. • The 4th (2017) Generation Surveillance of Commercial Sex Workers Female Patrons and Workers of Sites where Persons Meet Sex Partners or Participate in Sexual Activity in Jamaica and • The 876 Study: Integrated Biological and Behavioural Surveillance Survey with Population Size Estimation Among Men who have Sex with Men and Transgender Persons in Jamaica. <p>2. Implementation Activity Matrix of the draft 2020 National Comprehensive Condom and Lubricant Programming National Strategic Plan.</p> <p>3. Monitoring and Evaluation Plan of the draft 2020 National Comprehensive Condom and Lubricant Programming National Strategic Plan.</p>								
<p>Duration and working schedule:</p>	<p>The consultant will work during the period October 15, 2021 until December 15 2021.</p>								
<p>Place where services are to be delivered:</p>	<p>The services are to be delivered in Kingston, Jamaica. Online consultations will be convened as necessary across the island.</p>								
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<p>The Consultant is expected to submit the following deliverables within the stated timelines.</p> <table border="1" data-bbox="391 1318 1492 1864"> <thead> <tr> <th data-bbox="391 1318 1170 1388">DELIVERABLE</th> <th data-bbox="1170 1318 1492 1388">Days after start of consultancy</th> </tr> </thead> <tbody> <tr> <td data-bbox="391 1388 1170 1465">1. Develop a detailed plan of action, time schedule, and Inception Report</td> <td data-bbox="1170 1388 1492 1465">3</td> </tr> <tr> <td data-bbox="391 1465 1170 1724">2. Validate and revise National Comprehensive Condom and Lubricant Programming National Strategic Plan in collaboration with the National Family Planning Board and the Ministry of Health and Wellness to ensure that their priorities are aligned with their strategic plans and policies and incorporated in the document.</td> <td data-bbox="1170 1465 1492 1724">30</td> </tr> <tr> <td data-bbox="391 1724 1170 1864">3. Develop Implementation Activity Matrix of the National Comprehensive Condom and Lubricant Programming National Strategic Plan.</td> <td data-bbox="1170 1724 1492 1864">40</td> </tr> </tbody> </table>	DELIVERABLE	Days after start of consultancy	1. Develop a detailed plan of action, time schedule, and Inception Report	3	2. Validate and revise National Comprehensive Condom and Lubricant Programming National Strategic Plan in collaboration with the National Family Planning Board and the Ministry of Health and Wellness to ensure that their priorities are aligned with their strategic plans and policies and incorporated in the document.	30	3. Develop Implementation Activity Matrix of the National Comprehensive Condom and Lubricant Programming National Strategic Plan.	40
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	<p>4. Develop Monitoring and Evaluation Plan of the National Comprehensive Condom and Lubricant Programming National Strategic Plan.</p>	<p>50</p>	
	<p>5. Make a presentation of the Comprehensive Condom and Lubricant Programming National Strategic Plan to key stakeholders.</p>	<p>55</p>	
	<p>6. Finalise Comprehensive Condom and Lubricant Programming National Strategic Plan, Implementation Activity Matrix and M&E Plan following stakeholder feedback from presentation.</p>	<p>60</p>	
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline.</p>	<p>The deliverables should be submitted in soft copy in Microsoft Word and Excel electronic formats and should be done in English.</p> <p>A consultant will be recruited to validate and revise the Comprehensive Condom and Lubricant Programming National Strategic Plan as well as develop an Implementation Activity Matrix, and Monitoring and Evaluation Plan.</p>		
<p>Supervisory arrangements:</p>	<p>The Consultant will report directly to the UNFPA SROC HIV&AIDS Officer with oversight by the SROC SRH Advisor.</p> <p>The Sub-Regional Office reserves the right to discontinue the contract if it feels that the consultant does not live up to the expectations or does not respect the rules of the code of conduct or if the consultant acts in a way that is detrimental to UNFPA's reputation and image.</p>		
<p>Expected travel:</p>	<p>No long-distance travel is expected. The potential for any local travel will be carefully monitored by UNFPA against the background of the provisions regarding travel in light of the COVID-19 pandemic. Any travel to the field and related costs will be funded by UNFPA.</p>		
<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>Required Degree Level: Master's degree</p> <p>Required Experience: 10-15 years</p> <p>a) Qualifications, skills, experience:</p> <ul style="list-style-type: none"> ● Advanced higher degree (Master's) in public health, development studies, sociology, gender, or other field directly related to the substantive area identified in the title of the post; ● Senior professional with at least 10-15 years of work experience in the Caribbean, of which at least 10 years should be at regional/international development partner level in 		

	<p>HIV/Sexual Reproductive Health, public health, behavioural health sciences or other relevant programmes;</p> <ul style="list-style-type: none"> ● Experience in providing Public Health technical assistance to ministries of health and governments in the development of national health programmes for the prevention and control of HIV&AIDS and other sexually transmitted infections (STIs); ● Experienced in behavioural Health interventions for key and vulnerable populations at risk of HIV; Health Promotion and public education; Integration and strengthening of health services and systems; ● Experienced in strategic planning and development; situation analysis, identifying research needs, conceptualizing operational research initiatives, developing questionnaires, analysis of data and evidence to support action, implementation and evaluation; ● Experienced in qualitative and quantitative research; ● Experienced in working with key and vulnerable populations including PLHIV, gay and other men who have sex with men, sex workers, transgender women, adolescents and youth; ● Excellent communication skills (written and oral) - writing of plans, proposals, reports, editing, discussion paper, presentations, training; ● Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and government authorities at different levels. ● Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines.
<p>Inputs/ services to be provided by UNFPA or implementing partner</p>	<p>The consultant implementing this activity will be based in Jamaica, work remotely, and must have their own operational capacities (office, information technology and communication). The venue for any interviews may be virtual or, if deemed necessary, in a physical meeting in the Conference room of the SROC. The latter would be in keeping with COVID-19 restrictions and the imperative to maintain physical distancing and to do no harm.</p> <p>UNFPA will support the consultant/team to make the necessary contacts with government and relevant partners.</p>

Other relevant information or special conditions, if any:	Payments will be made as follows:		
	Deliverable number	% payment	Deliverable description
	1.	50% for deliverables 1&2	Detailed plan of action, time schedule, and Inception Report to the satisfaction of UNFPA.
	2.		Validated and revised National Comprehensive Condom and Lubricant Programming National Strategic Plan in collaboration with the National Family Planning Board and the Ministry of Health and Wellness to ensure that their priorities are aligned with their strategic plans and policies and incorporated in the document to the satisfaction of UNFPA.
	3.	50% for deliverables 3-6	Implementation Activity Matrix of the National Comprehensive Condom and Lubricant Programming National Strategic Plan to the satisfaction of UNFPA.
	4.		Monitoring and Evaluation Plan of the National Comprehensive Condom and Lubricant Programming National Strategic Plan to the satisfaction of UNFPA.
	5.		Presentation of the Comprehensive Condom and Lubricant Programming National Strategic Plan to key stakeholders to the satisfaction of UNFPA.
	6.		Final Comprehensive Condom and Lubricant Programming National Strategic Plan, Implementation Activity Matrix and M&E Plan following stakeholder feedback from presentation to the satisfaction of UNFPA.