



## **Terms of Reference-ToR**

### **Conducting Post Distribution Monitoring at Erebti and Berhale Woredas, Zone 2, Afar**

#### **Region**

**Title of the Project:** Health and Protection Response to Complex Crisis in Afar, Ethiopia 2024-2026.  
SC Canada

**Project Code:** GAC IHA 2024-2026

#### **Background**

Action for Social Development and Environmental Protection Organization (ASDEPO) is an Ethiopian indigenous, non-governmental and non-profit making humanitarian organization established in 2013/14. ASDEPO is an Ethiopian resident charity registered in accordance with the new legislation on charity & Societies 621/2009 under registration number 3528. ASDEPO is mandated to operate in all regional states of the country. ASDEPO is currently implementing different development and humanitarian response projects under its seven thematic areas Health, Education, WASH, Environmental Protection and Climate Change, Child protection and Humanitarian Response

ASDEPO is implementing different emergency response programs such as nutrition, health, and protection and ES/NFI projects in different woredas of Afar region. Specifically, ASDEPO engaged in implementing protection activities in Afar region in Erebti and Berhale woreda's of in line with the government and our donors through provision of GBV response and prevention services for IDP and host Community members.

The project is envisaged to be implemented in two woredas/Erbti and Berhalle/ of Afar region with the following core expected project objective:

- ❖ The overall project objective is to GBV protection, risk mitigation and assistance service for affected IDP and host communities in the selected project woredas.

#### **List distributed Dignity kits**

<b>S.N</b>	<b>Item Description</b>	<b>Total Quantity Procured and Distributed</b>	<b>Number of Items Distributed Per Individual</b>	<b>Remark</b>
1	Body soap	4500	3	Three soap /person
2	Laundry soap	4500	3	Three soap /person
3	Sanitary pad	1500	1 one set	one set of reusable sanitary pad /person/ the set containing three re-usable sanitary pads
4	Under wear	3,000	2	Large and Medium size two underwear/person
5	Flash light	1500	1	Working both in solar and electricity -small size
6	Bag	1500	1	1 bag/person with ASDEPO and donor logo
7	Whistle/Fishka	1500	1	Whistle (Fishka) with its hanging roap

#### **Rational of the Post Distribution Monitoring**

As the distribution of the proposed female dignity kits distribution has successfully completed, it is important to conduct a PDM assessment to verify the actual beneficiaries have received the dignity kits as per the planned. To achieve this objective data will be collected from clients to measure the effects of the intervention. Hence, this Terms of Reference (TOR) summarizes the proposed activities to cascade PDM.

## **General Objective**

The PDM principally aims to assess the effectiveness of the dignity kit distribution to women and girls in the project area.

### **The Specific objectives of the PDM:**

- To assess the timeliness, effectiveness and efficiency of the distribution
- To verify receipt of correct type and amounts of dignity kits by women and girls
- To understand how the dignity kits are being used by beneficiaries
- Evaluate overall satisfaction of the dignity kit distribution from the perspective of beneficiaries
- Monitor protection risks related to distribution of dignity kits
- Utilize the information to improve future distributions and overall program quality for similar projects.

## **Methodology**

### **Target Population**

The survey will be conducted on the targeted households in Erebti and Berhale Woreda of Afar region where distribution has been conducted.

### **Sampling Techniques**

The PDM will be conducted through household surveys. Primary data will be collected using the household level questionnaire designed for post distribution monitoring interview. The survey will consider representative samples from all distribution sites in Erebti and Berhale. Simple random sampling technique will be used to select beneficiaries from the beneficiary list. Adequate and representative sample size that enables statistically valid conclusions will be selected in accordance with the protection and GBV AoR cluster in recommendation and guideline for conducting PDM.

### **Required Qualifications and Experience**

- ☐ With a minimum of 5 years of demonstrated professional experience delivering services in the country or on research/consultancy
- ☐ Strong work experience in providing consultancy on monitoring, data analysis, reporting and field-based research/interview or survey services
- ☐ Proven capacity to engage experienced team from the region where PDM is to take place
- ☐ Experience of working with the NGOs, bilateral donors and INGOs in delivering monitoring, evaluation, data collection, analysis and reporting activities
- ☐ Capacity to arrange all logistical and arrangements independently for field work and avail sufficient personnel (at least 6 data collectors with gender diversity) with experience of conducting field-based survey, research, monitoring, analysis and reporting, preferably in emergency projects.
- ☐ Personnel with knowledge of local culture and languages /Qafar/ that spoken by the different communities, government counterparts and implementing partners
- ☐ ASDEPO prefers a team of enumerators consultancy firm that should possess minimum qualifications and provide references
- ☐ As a team leader of the PDM the personnel must have a University degree preferably in social sciences, research methods, administration
- ☐ Monitors engaged for this assignment should have at least three years' experience in reviewing and monitoring humanitarian projects specially in Protection.

### Work Schedule and Responsible Bodies

Activity description	Date	Responsible Bodies
PDM proposal development and sending for review	February 17, 2025	PDM working Team
Preparing agreement/contract and providing advance payment	February 18-19/2025	ASDEPO
Travel to Afar/project woredas/Erebt and Berhale/	February 20-24/2025	PDM working Team
Train enumerators, supervisors and data clerks/entry on data collection for a day	February 25- 27/2025	PDM working Team
Field data collection	February 28- March 2/2025	PDM working Team
Data cleaning and data summary for analysis	March 3-5/2025	PDM working Team
Data Analysis and draft report writing	March 6-12/2025	PDM working Team
Sharing the first draft for a comment	March 13/2025	PDM working Team
Incorporating comments and Presenting the survey final draft report to project staff and relevant stakeholders	March 16-20/2025	PDM working Team

### **Submission and Deadline of the Application**

The proposal should be submitted by two separate sealed envelopes indicating technical and financial proposal to our head office located in Lemikura subcity, woreda 08, around figa light. on or before **February 17, 2025** and should include the below information:

- ☐ Curriculum vitae (CVs) of managers, team leaders, supervisors, data collectors
- ☐ Submit separate sealed Financial and technical proposals
- ☐ Previous experience on conducting PDM

For further information, you can email through [Mahlet.d@asdepo.org](mailto:Mahlet.d@asdepo.org)/ [Banche.a@asdepo.org](mailto:Banche.a@asdepo.org)