CONSULTANCY
(Emergency deployment)

Terms of Reference
Laboratory Consultant

This consultancy is requested by:

<table>
<thead>
<tr>
<th>Unit:</th>
<th>WHO Health Emergencies Programme (WHE)</th>
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<tr>
<td>Office:</td>
<td>WHO CO Papua New Guinea</td>
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The Point of Contact for questions and/or CV is:

Dr Sharon Salmon
Technical Officer GOARN
WHO Regional Office for the Western Pacific
salmons@who.int

1. Purpose of the Consultancy
The consultant is being recruited to provide technical assistance on Laboratory to the ongoing COVID-19 response activities in Country Office Papua New Guinea.

2. Background
On 31 December 2019, WHO was informed of cases of pneumonia of unknown cause detected in Wuhan City, Hubei Province of China. The pathogen was subsequently identified as a SARS CoV-2 (COVID-19) with cases detected worldwide. On 31 January 2020, WHO declared the Public Health Emergency of International Concern and COVID-19 has been characterized as pandemic by the WHO Director-General. As cases continue to be reported globally, enhanced preparedness and response efforts are required in the Region. The COVID-19 response operations in the Region are expected to continue for several months.

Outbreak Response
The purpose of this emergency deployment is to support effective country response operations related to the COVID-19 pandemic, with a technical focus on laboratory capacity, as part of the Incident Management Team (IMT) of the WHO Country Office in Papua New Guinea, working in support of the National Department of Health and National Control Centre.

Planned timelines
Start date: July 2020
End date: November 2020

3. Work to be performed
Under the overall supervision of the WHO Country Office Incident Manager, the consultant will provide technical and operational assistance to the COVID-19 response activities with a focus on laboratory capacity.

Method(s) to carry out the activity
The consultant is assigned to:
• Work in coordination with the COVID-19 incident management team to ensure laboratory priorities and activities are managed effectively and in compliance with WHO technical guidelines and national standards;
• Provide technical expertise and operational support for the timely response to the COVID-19 outbreak, in collaboration national health officials, including laboratory staff, and other partner organizations.
• Adapt and coordinate the development and implementation of technical guidelines and standard operational procedures for laboratory testing practices for COVID-19 outbreak detection.
• Facilitate referral of COVID-19 samples for primary detection and confirmation of infection to the global and regional reference laboratories.
• Lead the enhancement of laboratory capabilities and the implementation of standard operating procedures to ensure safe collection, handling, shipment, storage and analysis of human and environmental specimens.
• Cooperate with partners in improving analytical and diagnostics services, quality and environmental management, equipment maintenance, safety and biosafety for laboratories.
• Manage the implementation, reporting, performance assessment and evaluation of the approved activities and ensure proper communication with partners as appropriate.
• Contribute in strengthening the national capacity at the health laboratories; assess training needs and provide training and mentoring for laboratory personnel in the related technical areas.
• Oversee updating and maintaining the related reporting and information systems, documenting the response and laboratory strengthening activities, as and when required.
• Perform any other incident-specific related duties, as required by the Incident Manager or WHO Country Representative.

4. Technical Supervision
The selected Consultant will work on the supervision of:

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<th>Responsible Officer:</th>
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<tr>
<td>Manager:</td>
<td>Email:</td>
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5. Specific Requirements
- Qualifications required:

  **Essential**
  Advanced University degree (Master’s level or above) in life science, microbiology, or medical virology from an accredited/ recognized institute. Certified training or qualification in molecular biology, virology, bacteriology, infectious diseases, and/or epidemiology and laboratory techniques.

  **Desirable**
  Master’s level degree in public health, epidemiology, infectious diseases or health emergency management. Experience with real-time reverse-transcriptase PCR and/or GeneXpert useful.

- Experience required:
  At least seven years of practical and operational application and management of laboratory services, laboratory diagnosis of communicable diseases at the national and international levels. Some related experience in outbreaks and/or health emergency response of international impact.

- Experience desired:
  Academic background and/or experience in technology transfer and/or biomedical research.
  Experience in planning and implementing laboratory trainings at national and regional levels.
  Experience in evaluating novel diagnostics assays for emergency use authorization during outbreak response.

Commented [AA1]: This is the main area that that is affecting the results of COVID-19 PCR testing in PNG. I am not sure if it is possible to have this person develop a SOP for the provinces to ensure the samples are transported and handled correctly.
Familiarisation of WHO biosafety and quality management guidelines to ensure the partners are operating at international standards and best practice in biosafety.

Previous experience in UN organizations/agencies, health cluster partners, recognized humanitarian organizations, international institutions or nongovernmental organizations, particularly in developing countries.

- **Skills / Technical skills and knowledge:**
  - Excellent communication skills
  - Excellent analytical, planning and organizational skills
  - Ability to work in a team with limited supervision
  - Ability to work under pressure

- **Language requirements:**
  Proficient in written and spoken English

6. **Competencies**
   - Building and promoting partnerships across the organization and beyond
   - Moving forward in a changing environment
   - Ensuring the effective use of resources
   - Fostering Integration and team work
   - Communication in a credible and effective way

7. **Place of assignment**
   Papua New Guinea – working in Port Moresby, but with travel to Provinces.

8. **Medical clearance**
   The selected Consultant will be expected to provide a medical certificate of fitness for work.

9. **Travel**
   The Consultant is expected to travel according to the itinerary and estimated schedule below:

<table>
<thead>
<tr>
<th>Travel dates</th>
<th>Location:</th>
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<tbody>
<tr>
<td>From</td>
<td>To</td>
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<tr>
<td>Purpose:</td>
<td>as requested/needed for outbreak response activities</td>
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   *All travel arrangements will be made by WHO – WHO will not be responsible for tickets purchased by the Consultant without the express, prior authorization of WHO. While on mission under the terms of this consultancy, the Consultant will receive subsistence allowance.*

   *Visas requirements: it is the consultant’s responsibility to fulfill visa requirements and ask for visa support letter(s) if needed.*