

**VIETNAM AVIAN AND HUMAN INFLUENZA CONTROL AND  
PREPAREDNESS PROJECT (VAHIP)**

**TERMS OF REFERENCE**

**Development of an e-library for the Partnership on Avian and Human Influenza**

**National Consultant – E-Library Expert**

**Activity C1**

**OPI Integration and Coordination**

**1. Background**

*1.1 The background of the project*

The project: “Vietnam Avian and Human Influenza Control and Preparedness Project” is co-financed by the Government of Vietnam, AHI Facility Trust Fund, PHRD Grant of Japan and IDA Credit with a total project cost of around US\$38.0 million. The project is implemented by the Ministry of Agriculture and Rural Development (MARD) and Ministry of Health (MOH) in 11 selected provinces, namely Lang Son, Ha Tay, Thai Binh, Thanh Hoa, Ha Tinh, Thua Thien Hue, Binh Dinh, Tay Ninh, Long An, Dong Thap, and Tien Giang for a 4-year period from 2007 to 2010.

The project’s development objective is to increase the effectiveness of Government services in reducing the health risk to poultry and humans from avian influenza in eleven high priority provinces and thus contribute to addressing highly pathogenic avian influenza (HPAI) at the national level by controlling the disease at source in domestic poultry, by early detection and response to poultry and human cases, and by preparing for the medical consequences of a human pandemic. This is in line with and supports the implementation of Vietnam’s plans for the medium to long-term control of avian and human influenza as outlined in the OPI (Integrated National Operational Program for the Avian and Human Influenza 2006 – 2010, The Green Book), and is fully consistent with the approach envisaged under the Global Program for Avian Influenza and Human Pandemic Preparedness and Response (GPAI).

The Project comprises three components: Component A - HPAI Control and Eradication in the Agricultural Sector; Component B - Influenza Prevention and Pandemic Preparedness in the Health Sector; and Component C - Integration and OPI Coordination, Results Monitoring and Evaluation (M&E), and Project Management. Through implementation of these components, the project would help consolidate the gains made under the Avian Influenza Emergency Recovery Project (AIERP) and under various human health projects by (a) further strengthening veterinary and human health services, (b) improving the quality and scope of disease control and surveillance and public awareness, and (c) supporting integration of animal and human health activities and OPI coordination.

## ***1.2 Background to the assignment***

The Partnership on Avian and Human Influenza (PAHI) was established in November 2006 to support coordination and monitoring of implementation of the *Vietnam Integrated National Operational Programme for Avian Influenza (OPI), 2006-2010* (commonly referred to as the *Green Book*). The *Green Book* identifies an integrated programme of activities to address Highly Pathogenic Avian Influenza (HPAI) control and pandemic preparedness during the period until 2010.

The Partnership has 26 signatories including GoV, UN System, World Bank and other international donors, international NGOs, research organizations and others. As of December 2008, combined public sector and ODA financing for the *Green Book* is estimated to be more than US\$200 million, including approximately US\$70 million in public sector financing by GoV and total ODA commitments of more than US\$130 million. There are 16 bilateral and multilateral donors supporting *Green Book* implementation.

With financing support under Subcomponent C1: OPI Integration and Coordination of the *Vietnam Avian and Human Influenza Control and Preparedness Project (VAHIP)*, the PAHI Secretariat Office located within the International Cooperation Department (ICD) of the Ministry of Agriculture and Rural Development (MARD) plans to establish an electronic library (e-library) of resource materials including research studies, official decisions, international and national guidelines, programme and project documents, communication materials, and other reference materials related to avian influenza and pandemic preparedness in Vietnam. The purpose of this library is to support PAHI members and stakeholders to access relevant and updated information to support decision-making, activity implementation, enhanced coordination and sharing of lessons and experiences within the overall implementation of the *Green Book*.

## **2. Responsibilities of the Consultant**

The E-Library Expert will develop an e-library platform for relevant resources to be accessible via the PAHI website located at <http://www.avianinfluenza.org.vn/>. Actual resources for the library will be collected by PAHI Secretariat staff.

Specifically, the E-Library Expert will:

- Identify the appropriate library database platform and related applications for user-friendly data uploading, storage and retrieval by users of the PAHI website in a bilingual environment and suitable for integration with the Joomla Content Management System (CMS) applied on the existing PAHI website;
- Establish this database platform for the fully functional operation of the bilingual e-library on the PAHI website, including all required licenses for the platform and related applications necessary for smooth and sustainable operations of the e-library;
- Develop user-friendly guides for maintenance of the e-library by PAHI Secretariat staff, and for use of the library by PAHI members and stakeholders.

### **3. Methodology**

The E-Library Expert will report to the Director-General of the International Cooperation Department of the Ministry of Agriculture and Rural Development, who is the Director of the Secretariat for the Partnership for Avian and Human Influenza (PAHI Secretariat). The E-Library Expert will work under the operational supervision of the Manager of the PAHI Secretariat, supported by the existing Partnerships and Coordination Specialist.

### **4. Qualifications**

- The E-Library Expert will have recognized qualifications in IT for information sharing and a minimum of 5 years of proven experience in the development of online information-sharing technologies
- Sound knowledge of current online database platforms, content management systems and user interfaces suitable for use in e-library applications in a bilingual user environment
- Experience with Joomla CMS and related applications
- Experience developing documentation in the form of maintenance and user guides
- Capacity to work with a wide range of stakeholders with a user-centered approach
- Fluent in spoken and written English

### **5. Facilities to be provided by the Project**

The Project will support the E-Library Expert by providing office support and facilities, supervision and advice, documents and materials and by facilitating access to relevant information and materials, enabling travel to the project provinces, relevant ministries and other government agencies.

### **6. Duty station**

The E-Library Expert will be stationed in Vietnam, attached to the PAHI Secretariat Office located within MARD.

### **Duration:**

The position will be offered with a two and a half months between January and March 2010.