



Request for Standby Partner Support Form

Standby Partners are called forward when WFP is in need of additional capacity for the following

Please select the purpose of your request (double click on check box):

- WFP needs to rapidly and/or temporarily increase staffing levels without sufficient in-house capacity ☒
- WFP needs particular technical skills for a limited period only ☐

WBS and Activity (eg .XX01.011.URT1)	TL01.05.021.CSI2. For HQ/RB, choose a sponsored programme	Sponsored Class	Capacity Strengthening (CS)
Profile category	Logistics Profiles	Preferred start date	5/1/2021
Profile	Supply Chain Officer	Duration of secondment	3 months
UN P level equivalent	P3	Languages required (more than one can be chosen)	English Select language Portuguese, Tetum
Duty Station and Country	Dili, Timor-Leste	Security Level (UNDSS)	1 - Minimal
Name and email of Supervisor	Louis Boshoff	Name and email of Security Officer	Natalio Soares natalio.soares@wfp.org
Name and email of administrative Focal point	Elizete Saldanha. elizete.saldanha@wfp.org	Visa to be organized by Requesting Office or by Standby Partner?	Requesting Office

Common questions under the COVID-19 situation

Since the global pandemic has started, Partners try to explore the best and effective way to deploy their personnel to UN agencies with the Duty of Care is secured for them. Could you provide your feedback on the following inquiries?

Details of travel / clinic guide	14 days quarantine under the supervision of the Ministry of Health, Hotel based. Negative PCR test required for entry into Timor-Leste. Guidelines attached, and further instructions to be provided by CO
Confirmation of medevac procedures in place, or alternative arrangements agreed within the UNCT for non-COVID19 situation.	Medivac arrangement are in place.
Could you have spares of PPE available for this SBP personnel at CO?	Yes, we can provide PPE for SBP personnel Basic PPE is provided to all staff
Contact person in charge of HR for medical emergency	Head of HR. Maria CORREIA maria.correia@wfp.org

What is the current situation – Context?: <i>Describe the situation in the country, and in the specific locations where the support is needed. Outline the scope of WFP's activities in the country/area.</i>	<p>The current security situation in the country remains calm. Heavy rains across the country from 29 March to 4 April have resulted in flash floods and landslides affecting all 13 municipalities in Timor-Leste to varying degrees, with the capital Dili and the surrounding low-lying areas the worst affected. To date, a total of 41 fatalities (including 10 missing, presumed dead) have been recorded in Dili (15), Aileu (1), Ainaro (10), Baucau (1), Bobonaro (1), Covalima (2), Liquica (1), Manatuto (5), Oecusse (1) and Viqueque (4). According to the latest official figures, a total of 28,734 households across the country have been affected; of those, 90% - or 25,881 households – are in Dili municipality. 4,546 houses across all municipalities have been destroyed or damaged. The latest official figures indicate a total of 30 evacuation facilities in Dili municipality, where 6,029 people – or 1,194 households – are temporary sheltered. This is 2,823 people less compared to the last reporting period. Many affected people are starting to return home, and there is need to provide support to the affected communities with essential food and non-food items, as well as ensure that essential services are undisrupted in these communities. This would also require a comprehensive logistics capacity assessment of the country.</p> <p>Current WFP activities include the provision of capacity building and technical support to various line ministries in Timor-Leste. Supply chain in particular supports the Ministry of Health, National Logistics Centre, Ministry of Social Solidarity, and the Civil protection Directorate under the Ministry of Interior with various logistical and supply chain functions, including distribution planning, warehouse management and training and direct logistical transport.</p>
---	---



	As part of the Covid-19 and easter weekend flood response, WFP is providing the GoTL and humanitarian partners with logistical and coordination support.
What are the challenges that the Country Office is currently facing?: <i>Describe the needs identified and if/how they have been assessed.</i>	The recent floods and covid-19 response highlighted a critical need for updated information logistics infrastructure, services and capacities across the country. As the logistics cluster lead, WFP relies on updated information provided by the LCA and other sources to help not only itself plan, but also support the entire humanitarian community with updated logistics information. The current LCA is 9 years old and would need to be updated urgently
Why is external technical/temporary expertise from a Standby Partner required?: <i>Describe what is/are the requirement(s). Explain why/how the deployment of an external partner would add value. NOTE: lack of funding cannot be used as a rationale to request Standby partners.</i>	Considering the recent scale up in logistics activities and information sharing due to the floods and COVID-19 response, there is a critical need to ensure the Logistics Capacity Assessment (LCA) for Timor-Leste is updated. The LCA for Timor-Leste which was last updated in 2009, includes assessing key infrastructure such as ports and airports. Having up to date information on this is critical for the humanitarian supply chain and will support WFP and humanitarian partners with key operational decision making in support of preparedness plans and emergency response activities. Furthermore, with the flood response moving into the recovery phase and with the WFP Timor-Leste CO team already overwhelmed with providing support to the population and to partners, there is a critical need for rapid deployment of standby partner. With relevant experience, the standby partner will provide the immediate capacity required by the CO to rapidly undertake, and make available, this information to the humanitarian community. The updating of the LCA will also include elements of the financial sector to support any CBT related activities. The standby partner will work in collaboration with relevant line ministries to also build skills and capacities to conduct the assessments in future. The activities are envisioned to take about 3 months – with a possibility for extension.
What is the overall scope of the mission and the expected impact?: <i>Explain the goals that are intended to be achieved through the support of the Standby partner and their expected impact.</i>	The first goal of such a mission would be to establish the latest Logistics Capacity Assessment for Timor-Leste, and which is a critical tool used in preparedness and response efforts. Second, to advance the capacity building efforts of the CO as WFP will be conducting this assessment in conjunction with relevant line ministries such as Civil Protection, and the aim is to also provide the GoTL with relevant info, as well as the skills to conduct such as assessment in the future.
How has the country office attempted to cover this capacity need prior to this Standby Partner request? <i>Considering the Standby Partner mechanism as a last resort to receive expert support, please outline what actions were taken before opting for this solution.</i>	The CO has been unable to undertake this assessment over the last 9 years because of a lack in resources, internal capacity constraints and conflicting supply chain priorities not focused on preparedness and response. WFP has relied on ad-hoc resource gathering to fill its logistics info gap but have not captured it in a coherent manner. With the recent flooding and covid-19 pandemic, the impact of a lack of logistics capacity information across the country became apparent and WFP requested donor support to fill this gap as a matter of urgency.



Exit Strategy:

How will the Country Office cope once the Standby support will have ended?

The goal of the standby support will be the establishment of a new baseline logistics capacity assessment. Subsequent updates to this assessment will be undertaken by the CO as needed.

TERMS OF REFERENCE FOR THE STAND-BY PERSONNEL

<ul style="list-style-type: none">▪ Main duties and responsibilities▪ Expected Outputs/ Deliverables▪ Competencies▪ Qualification and language requirements	<p><i>While you may make use of the WFP generic job profiles, please ensure TOR specifies expected duties and competencies to enable partners to identify qualified and adequate candidates.</i></p> <p><i>Kindly ensure that this section includes <u>clear deliverables</u> for the deployee.</i></p> <ul style="list-style-type: none">▪ Main duties and responsibilities<ul style="list-style-type: none">- Help establish relations and networks with supply chain, logistics and financial institutions, government, international, NGO and domestic entities.- Under take field missions where needed to gather, consolidate and draft Logistics Capacity Assessment information in conjunction with the Global Logistics Cluster, CO Supply Chain and Government focal points.▪ Expected Outputs/ Deliverables<ul style="list-style-type: none">- Establish internal and external links between stakeholders and logistics service providers.- Assist in the development of a common operating picture of logistics capacities and services available.- Contribute to the supply chain capacity building efforts of government counterparts.▪ Competencies<ul style="list-style-type: none">- Independent and can operate within a regularly changing environment- Excellent writing and communication skills.- Experience in cross-cultural environments.- Planning and logistics experience in a development or emergency setting.▪ Qualification (working experience) and language requirements<ul style="list-style-type: none">- University degree in Logistics, Supply Chain management or Business Administration- 5-8 years in logistics and supply chain role, ideally within a development or emergency setting.- Experience in conducting logistical capacity assets an advantage.- Language: English is required. Desirable: Tetun and Portuguese are the official languages of Timor-Leste. English and Bahasa Indonesian are recognized as working languages in the Constitution
--	--

Country Director

Dageng LIU

Name

Signature

Important note:

The Standby Partner will be budgeted and registered as an In-Kind Contribution against the CPB activity or designated project indicated on the top of this form.