

State Institution “Agriculture Entrepreneurship Development”
Project “One Health for Pandemic Prevention, Food Systems Resilience and Ecosystem Health in Central Asia”

TERMS OF REFERENCE

for
Capacity Building of Veterinary Personnel on Prevention, Detection, and Response to Priority Zoonotic Diseases

1. BACKGROUND

The One Health approach is an integrated and unifying concept aimed at achieving optimal health for people, animals, and ecosystems. It recognizes the interdependence of human, animal, plant, and environmental health and brings together multiple sectors and communities to address global challenges, such as pandemic prevention, antimicrobial resistance (AMR), food safety, and environmental sustainability. This approach is essential for promoting public well-being and addressing complex health issues within interconnected systems.

The One Health Program in Tajikistan, implemented as part of Phase 1 under the World Bank’s MPA, aims to strengthen the country’s capacity to prevent, detect, and respond to zoonotic diseases, antimicrobial resistance, and food safety risks. The program supports investments at national and regional levels in One Health coordination, communication and information sharing, regulatory framework development, knowledge and workforce capacity building, risk-based epidemiological surveillance, prevention and response systems, laboratory infrastructure, and data management systems.

The project includes four key components:

1. Strengthening One Health Governance – Establishing a cross-sectoral governance system to enhance coordination and policy alignment.
2. Enhancing One Health Knowledge and Workforce Capacity – Developing and implementing workforce training programs and research initiatives.
3. Improving Prevention, Detection, and Response Systems – Strengthening national and regional laboratory networks, developing risk-based epidemiological surveillance, and supporting digital information systems.
4. Project Management, Monitoring & Evaluation, and Learning – Establishing systems to manage and monitor project implementation, ensure compliance, and facilitate knowledge dissemination.

The One Health Program in Tajikistan is implemented by the State Institution “Agriculture Entrepreneurship Development” (SI AED).

2. OVERALL OBJECTIVE

To strengthen the technical and operational capacity of veterinary personnel under the Committee for food security under Government of the Republic of Tajikistan (CFS) to prevent, detect, and respond to priority zoonotic and selected animal diseases using a One Health approach.

Specific Objectives

The assignment will:

- Define training needs, target groups, and pedagogical objectives;
- Develop two distinct training programs:
 1. A Training of Trainers (ToT) program for selected specialists (approx. 15 participants);

2. A field-level training program for veterinary personnel (approx. 860 participants), including veterinarians and, where relevant, veterinary paraprofessionals;
- Deliver ToT and support trained trainers in cascading training at regional level;
 - Evaluate training effectiveness, including post-training follow-up.

3. SCOPE OF WORK

3.1 Training Needs Assessment and Design

The consulting firm shall:

- Identify target groups (veterinarians, veterinary paraprofessionals, etc.) and define their roles;
- Define learning objectives and expected competencies for each group;
- Review and adapt existing training materials (e.g., from CAREC and international organizations), minimizing development of new materials;
- Clearly distinguish between:
 - ToT curriculum (for ~15 trainers);
 - Field training curriculum (for ~860 participants).

3.2 Development of Training Programs and Materials

The firm shall develop:

A. ToT Program (for ~15 trainers)

- Curriculum focused on:
 - Adult learning principles
 - Training delivery and facilitation skills
 - Technical content overview
- Trainer manuals and facilitation guides

B. Field Training Program (for ~860 participants)

- Practical, competency-based modules
- Case studies, simulations, and field-oriented exercises
- Participant handouts and operational guidelines

All materials shall align with:

- National regulations
- International standards (e.g., World Organisation for Animal Health)
- One Health principles

Assessment tools must be developed separately for:

- ToT participants
- Field trainees

3.3 Training of Trainers (ToT)

- Deliver ToT to at least 15 participants;

- Ensure trainers acquire both technical knowledge and pedagogical skills;
- Certify trainers based on performance.

3.4 Training Delivery (Cascade Approach)

- Conduct regional trainings for 860 participants in collaboration with trained trainers;
- Clearly define the role of ToT graduates in delivery;
- Apply interactive methods (case-based learning, simulations, field exercises);

Ensure inclusion of:

- Field veterinarians
- Relevant veterinary paraprofessionals, including veterinary technicians/assistants and sanitary personnel (as applicable).

3.5 Evaluation and Reporting

The firm shall:

- Conduct pre- and post-training assessments for:
 - ToT participants
 - Field trainees
- Evaluate training effectiveness using:
 - Immediate assessments
 - Follow-up evaluation (e.g., 2–3 months post-training)
- Prepare:
 - Interim reports
 - Final analytical and financial report
- Provide recommendations for sustainability and future capacity building

4. REPORTING REQUIREMENTS AND DELIVERABLES

The Consulting Company will work under the overall supervision of the SI AED PMU and the Food Safety Coordinator and will maintain close coordination with the CFS. All deliverables and reports shall be submitted in both Tajik and Russian languages, accompanied by executive summaries in English.

No.	Deliverable	Timeline
1	Training needs assessment report and work plan	Month 1
2	Training program and materials (two training curricula: ToT and Field training)	Month 4
3	Training implementation (at least 860 trained veterinary professionals, including veterinary fieldshers)	Month 8
4	Training and evaluation report	Month 10
5	Final report	Month 12

4.1 Key Performance Indicators (KPIs)

- $\geq 80\%$ of participants pass assessments
- $\geq 85\%$ satisfaction rate
- 100% of planned trainings delivered
- Evidence of knowledge retention in follow-up evaluation

4.2. Training Topics (*refined based on comments*)

Core Topics (for all trainees)

- Priority zoonotic diseases (e.g., rabies, brucellosis, anthrax, tuberculosis, echinococcosis)
- epizootological surveillance and outbreak response;
- Antimicrobial resistance (AMR)
- Food safety
- One Health coordination

4.3 Additional Animal Health Topics

- Foot-and-mouth disease
- Lumpy Skin Disease
- peste des petits ruminants (PPR) and rinderpest (for small and large ruminants);
- Newcastle disease (avian plague) and avian influenza.

5. QUALIFICATION REQUIREMENTS OF THE CONSULTING FIRM:

- The consulting firm shall be legally registered and authorized to provide consulting and training services in the Republic of Tajikistan;
- The consulting firm should have at least five (5) years of proven experience in delivering training and capacity-building activities, as well as providing monitoring and assessment services in the fields of public health, veterinary health or agriculture;
- The consulting firm must successfully completed at least two (2) similar contracts within the past five (5) years, preferably in the fields of public health, veterinary health or agriculture;
- Demonstrated experience working with government institutions of the Republic of Tajikistan is required. Previous experience with projects financed by international development partners, including the World Bank, ADB, and UN agencies, will be considered an asset.
- The consulting firm's experts must be fluent in both Tajik and Russian languages. Working knowledge of English is required for the Team Leader.

The consulting firm will engage technical, non-technical and administrative staff to ensure that the assignment is completed on time and that the required standards are met. At a minimum, the team of consulting firm should include the following key employees with the listed qualifications and experience:

5.1 Team Leader

- University degree in veterinary science, ecology, biology, epidemiology, or related field;

- At least five (5) years of experience in zoonotic disease management, environmental health, multi-sectoral coordination or related field;
- Demonstrated experience in conducting training needs assessments, designing and delivering training programs;
- Experience working with national health authorities and laboratories is required. Experience with projects financed by international development partners, including the World Bank, ADB, and UN agencies, will be considered an asset;
- Proficiency in Tajik, Russian and English languages;
- Strong facilitation, communication, and project coordination skills.

5.2 Veterinary epizootologist

- University degree in veterinary science, epizootology, zoo-engineering, or related field;
- At least four (4) years of experience in zoonotic disease management, environmental health, multi-sectoral coordination or related field;
- Demonstrated experience in conducting training needs assessments, designing and delivering training programs;
- Experience working with national health authorities and laboratories is required. Experience with projects financed by international development partners, including the World Bank, ADB, and UN agencies, will be considered an asset;
- Proficiency in Tajik and Russian languages;
- Strong facilitation, communication, and project coordination skills;
- Familiarity with One Health approaches and cross-sectoral coordination (human, animal, and environmental health).

5.3 AMR Specialist

- University degree in medicine, public health, microbiology, epidemiology, pharmacy, veterinary medicine, or a closely related field;
- Minimum of four (4) years of professional experience in public health, infectious diseases, microbiology, or AMR-related programs;
- Demonstrated experience in designing, implementing, or evaluating AMR surveillance systems (human and/or animal health sectors);
- Experience working with national health authorities and laboratories is required. Experience with projects financed by international development partners, including the World Bank, ADB, and UN agencies, will be considered an asset;
- Proven experience in data analysis, interpretation, and reporting related to AMR or infectious disease surveillance.
- Familiarity with One Health approaches and cross-sectoral coordination (human, animal, and environmental health) is highly desirable.

5.4 Food Safety Expert

- University degree in food safety, food science and technology, public health, veterinary medicine, microbiology, environmental health, or a related discipline.

- Minimum of four (4) years of relevant professional experience in food safety, food control systems, public health, or related regulatory fields.
- Proven experience in developing, implementing, or evaluating national or institutional food safety policies, programs, or surveillance systems.
- Experience in conducting food safety risk assessments, inspections, or audits is highly desirable.
- Experience working with government institutions, regulatory authorities is required. Experience with projects financed by international development partners, including the World Bank, ADB, and UN agencies, will be considered an asset.

6. CLIENT'S INPUT AND COUNTERPART PERSONNEL

a) The consulting firm is responsible for all logistics, accommodation and travel costs necessary for the execution of the assignment, as well as the costs of translation and interpretation associated with the execution of the assignment. All these costs, including all applicable taxes and fiscal obligations under the legislation of the Republic of Tajikistan (including but not limited to Value Added Tax (VAT), income tax, and any other mandatory levies), shall be reflected in and covered by the financial proposal submitted by the consulting firm.

b) The CFS of the Republic of Tajikistan will provide the consulting firm with the necessary administrative support, in particular, introductory letters to other departments, local authorities, etc., meeting rooms, and provide materials, documents and regulations necessary for the provision of services under the assignment.

c) The following project specialists will provide day-to-day support in the execution of this assignment: PMU Project Coordinator, PMU Veterinary and Food Safety Coordinator and PMU M&E Specialist.

7. DURATION OF THE ASSIGNMENT

The period of service provision is **twelve (12) months** from the moment of signing the contract.

8. STAKEHOLDERS TO BE MET

- Committee for Food Security (CFS)
- Branches of CFS in regional levels

9. QUALITY MANAGEMENT

The Consulting Firm shall ensure that all capacity-building activities are delivered in accordance with approved standards, project objectives, and best practices. Training materials, methodologies, and deliverables shall be reviewed for quality, relevance, and accuracy prior to implementation. Regular monitoring, participant feedback, and reporting mechanisms shall be applied to ensure continuous improvement and effective achievement of the expected results.

10. TRANSFER OF KNOWLEDGE / CAPACITY BUILDING

The Consulting Firm shall ensure effective transfer of knowledge and skills to the designated staff through training, mentoring, coaching, and hands-on support during the assignment. Capacity-building activities shall be designed to strengthen institutional and technical capabilities to enable sustainability and long-term application of the acquired knowledge. All training materials, manuals, and relevant documentation developed under the assignment shall be shared with the Client upon completion of the services.