****

**Terms of Reference**

**Technical Advising Consultancy:**

**Haiti Security Risk Assessment**

**Dates: Immediate opportunity**

Corus International is in the process of starting up the Improved Health Services Delivery (IHSD) project to be based in Port au Prince, Haiti. IMA/Corus is looking for an experienced security firm with familiarity of the social and political dynamics of the country to conduct a Security Risk Assessment (SRA) in Haiti with a special focus on the city of Port au Prince, as well as the office at Vivy Mitchell. Interested Companies must submit a technical and a cost proposal. The technical proposal should include technical capabilities, a description of how the work will be carried out, and how long the assessment with report will take to complete. The cost proposal should include a detailed budget with costs necessary to complete the work. Please ensure the budget shows the amount of time (in days/hours) that will be required to conduct this assessment.

The main objective of the scoping mission is to assess the feasibility of effective and efficient high-impact public health interventions in the capital of Port au Prince as well as the office. Below is the scope of work for the proposal.

**Proposed Activities/Tasks**

* **Context analysis and identification of security risks with special focus on Port au Prince**. A comprehensive analysis must determine potential exposure and impact to an international non-governmental organization (INGO) to the various threats identified. Each threat should be assessed to consider the likelihood of it occurring and the potential impact on IMA/Corus operations should it occur. General security measures and mitigation procedures should be proposed and evaluated for their potential to reduce likelihood, impact, or both. The following should also be included:
* Movement and travel in the country (especially Port au Prince)
* Economic assessment – market prices, commodity availability, food availability, and status of restaurants, black market rates
* Medical assessment – hospitals and clinics in the area identified for treatment of minor injuries and stabilization for trauma injuries.
* **Office location analysis for Port au Prince:** Provide information on the chosen office space and upgrades recommended to improve physical security. If guards are recommended, provide approximate costs.
* **Accommodation evaluation – housing and lodging for Port au Prince**. Identify safe and secure potential accommodation options for expatriate staff. Provide information/recommendation/contacts on potential hotels for travelers and provide analysis of hotel. The recommended lodging should include safe havens, security guards, and basic amenities. Identify visitor protocols.
* **Report on anti-foreign sentiments**. Report on any form or reported cases of targeting of foreigners, regardless of nationality.
* **Report on other NGO/INGO presence.** Provide a list of NGOs, nature of their work, and contact information if available.
* **Security and health contact information.** Provide key contacts with location and contact information for Police, Medical Facilities, US Embassy Regional Security Officer, Partner Liaison Security Office (PLSO) contact, and other.
* **Transportation evaluation.** Report on reliable transportation profile for movement around town in Port au Prince as well as airport pick up and drop off. Security of transportation outside Port au Prince must also be included.
* **Contingency planning.** Report on local resources that could and would assist an INGO in a worst-case scenario (ex. Kidnap)
* **Communications evaluation.** Report on best cell/communication network in the area. Report on internet, radio, and satellite phone use and availability.
* **Marking/branding evaluation.** Report on any Marking/Branding concerns or issues.
* **Recommendations.** Overall recommendations and assessment on whether it is safe to proceed with project implementation and operations in the country, with specific focus on Port au Prince,and the project areas.

**Key Deliverables**

* Pre-trip evaluation report for any scheduled travel for local and visiting IMA/Corus team members
* Comprehensive Security Risk Assessment identifying go/no-go areas, recent updates to the security situation, and travel restrictions
* Completed office security assessment, including clear recommendations

**Mission timeframe and key activities**

The company or consultants to be selected shall:

* specify the composition of the evaluation team (short bios).
* provide a timeline for the evaluation activities (See example below).

|  |  |  |
| --- | --- | --- |
| **Date(s)**  | **Action**  | **Responsible person**  |
|   | (add lines as needed)  |   |

 **Methodology**

While the below is not a comprehensive list, the methodology should be built through:

* Informal and formal information gathering through face-to-face meetings with targeted key informants
* research on the Internet
* visits to relevant sites

Formal targeted data collection will be done during the visit in the concerned regions in Port- au-Prince areas (meeting with authorities and community members). The team/consultant should also meet with other NGOs whenever possible, as well national institutions.