

TOR CONSULTANT FOR DEVELOPMENT OF INTEGRITY MANAGEMENT TOOLBOX VERSION 2.0

BACKGROUND

WIN has been engaging with urban water and sanitation utilities supporting change management processes to minimize reputational, compliance and legal risks. Further, this engagement enabled internal reforms to strengthen integrity, improve customer relations and performance. For this purpose, WIN has been applying a tool called the Integrity Management (IM) Toolbox, that was developed in collaboration with GIZ and cewas in 2014 and further enhanced with SIWI joining in later.

Till now, the IM Toolbox has been adapted to improve performance and strengthen integrity in 12 countries, in 24 water and sanitation utilities. The IM Toolbox is a very adaptable tool that looks at integrity risks within for instance water utilities, river basin organizations, across key organizational categories which includes management and leadership, financial management, human resource management, customer relations and procurement.

Over the last 6 years, there have been numerous learnings from the application of the IM toolbox and WIN is embarking on a process to incorporate those learnings and undertake a revision of the IM toolbox. In addition, in relation to the topic of anti-corruption and integrity, there are new knowledge, tools and methodologies that will be incorporated into the IM Toolbox. In the interface of the water and sanitation sector with other themes and sectors, there are integrity risks that are not part of the current IM Toolbox. This revision process will begin to incorporate some of the risks associated with sanitation, infrastructure climate finance, fragile context and sustainability among others.

OBJECTIVE

The key objective of this project is to develop a version 2.0 of the IM Toolbox.

SEEKING CONSULTANT(S) FOR THE DEVELOPMENT OF INTEGRITY MANAGEMENT TOOLBOX VERSION 2.0

WIN is seeking consultant to undertake a set of tasks specified below. The consultant is expected to be available from March 2021 to work on various aspects of the project until August 2021. Qualified candidates must meet the following essential requirements:

- Content knowledge familiarity with WIN's themes (anti-corruption, integrity risks and tools, rule of law, civil society, human rights, gender,) by way of formal education, work experience and/or training
- Proven experience working on integrity and corruption issues
- Knowledge and experience on developing tools, methodologies and material
- Excellent written and spoken English
- Demonstrated experience in working with online databases and excel

In addition, consultants fulfilling the following requirements will be preferred:

- Knowledge of Airtable and other similar online database and visualization tools
- Ability to read and write in Spanish

- Experience working with water and sanitation sector, especially urban utilities
- Master's studies in a relevant field

SPECIFIC TASKS FOR CONSULTANT

The consultant(s) needs to undertake the following key activities.

- Support literature review focused on integrity risks and tools
- Reviewing current framing and defining terms for integrity risks and tools
- Review current structure and map integrity risks with relevant tools
- Refine methodology of IM Toolbox
- Support development of risks and tools descriptions with latest available literature and tools
- Undertake research on new risks and tools if identified
- Create master templates for various parts of the IM Toolbox
- Develop and finalise master version

TO APPLY

Qualified consultants should submit the following via email to info@win-s.org:

- A cover letter describing specifically how the candidate's qualifications meet the requirements outlined for the tasks
- Proof of past work and experience in relation to the requirements
- Daily proposed rate
- VAT status and declaration

Deadline for applications is 10th March 2021

To learn more about WIN, visit our website at www.waterintegritynetwork.net.