



World Organisation for Animal Health

Founded as OIE

Title	Consultancy to develop and implement a strategic publications dissemination plan for the Global Burden of Animal Diseases programme
Internal reference	PU/CFEOI2022/1
Type of contract	Consultancy contract
Location	Home-based (with possible visit(s) to WOA HQ)
Starting date	Early August 2022
Expected working days	60 days
Expected duration	End of December 2022
CFEOI launching date	18 July 2022
Submission deadline	01 August 2022
New submission deadline	15 August 2022



1. CONTEXT

1.1 BACKGROUND

The World Organisation for Animal Health (WOAH) whose statutory name is “Office International des Epizooties”, was created on the 25th of January 1924. Its headquarters is based in Paris. It comprises 182 Member and is present on all continents through 13 Representations or Bureaus in total.

WOAH is an intergovernmental organisation subject to public international law. It is responsible for improving animal health worldwide. The standards it develops for the trade of live animals and products of animal origin are recognized by the World Trade Organization as reference international sanitary rules ([Home - WOAH - World Organisation for Animal Health](#)).

1.2 PURPOSE

The purpose of these TORs is to recruit a Consultant to support the Global Burden of Animal Diseases (GBADs) programme in the development and implementation of its strategic publications dissemination plan.

GBADs is an international public-goods programme developing a systematic and standardized methodology to estimate the economic burden of animal diseases at the global, national, and farm levels. The innovative and ambitious GBADs programme was born through a collaboration of leading animal health decision makers and scientists committed to generating data and information to improve human welfare outcomes in line with the Sustainable Development Goals. In May 2016, Professor Jonathan Rushton, agricultural economist at the University of Liverpool (UoL), who specialises in the economics of animal health and food systems, presented at WOAH's World Assembly of National Delegates on “Economics of Animal Health: Direct and Indirect Costs of Animal Disease Outbreaks.” The presentation culminated in the adoption of WOAH Resolution n.35, creating a mandate for the “development and testing of a methodology to determine the global burden of animal diseases in order to address deficiencies in economic information on national and world impact of animal diseases”.

In the aftermath, through a formal letter between WOAH's Director General and the UoL, an interdisciplinary partnership was launched to develop the GBADs initiative. In summary, since 2016, WOAH has supported the development of GBADs, a consortium of organisations and universities led by the UoL that work at the crossroads of public policy, private sector strategy and academia.

Launched in August 2020 through generous contribution from the Bill & Melinda Gates Foundation and UK's Foreign, Commonwealth and Development Office, the programme aims to improve animal health by developing, disseminating, and utilizing an estimation methodology for the economic impacts of animal diseases, along with a curated repository of datasets, analyses and reports, that provides information which:

1. Promotes evidence-based investment plans for veterinary services.
2. Encourages the better allocation of resources to key social, economic, and environmental problems.
3. Supports improvements in the evaluation of existing animal health investments.

The ultimate goal of GBADs is to improve how animals are used and treated, and in turn, the lives of those dependent on terrestrial and aquatic animals for their livelihood.

2. DUTIES AND RESPONSIBILITIES

2.1 OBJECTIVES OF THE ASSIGNMENT AND SCOPE OF WORK

The programme has developed a draft publication strategy, with specific commitments transferred into the project management plan, that needs to be refined and adopted in light of upcoming publications



reflecting the progress made in GBADs workstreams. WOAHA in collaboration with its implementing partners, needs to develop, adopt, and carry out a strategic publications dissemination plan in respected journals that will support the programme in accomplishing the following deliverables:

1. Achieve buy-in from the wider scientific community who will adopt GBADs methods – a process of external validation
2. Engage with policy makers and animal production specialists who will use GBADs information – establishing a high-level conversation on utility
3. Improving dissemination by using broader communication methods to raise the profile of the programme's scientific output – linking with, but not responsible for, the broader GBADs communication strategy
4. Facilitate the involvement in the wider WOAHA team in the GBADs community of practice through opportunities to engage with and contribute to the scientific rigour of the programme

The Consultant will be hired by WOAHA to specifically work with the GBADs Directorate and Secretariat to develop and implement the programme's strategic publications dissemination plan to ensure that GBADs meets its deliverables by end of 2022. In collaboration with GBADs Directorate and Secretariat the Consultant will have the following tasks:

- 1) Review and refinement of the draft publication strategy for GBADs
 - a. *Interview relevant members of the Directorate, Secretariat,*
 - b. *Leads and WOAHA to understand the challenges and opportunities of successful peer review publication of the GBADs outputs.*
 - c. *Use information from these interviews to make recommendations for ensuring publications are planned, written and submitted in a coherent manner within and between GBADs workstreams and case studies.*
- 2) Establishment of a publications review process within GBADs
 - a. *Define a process to ensure a systematic, transparent and unbiased internal review mechanism for publications into pre-identified respected journals.*
 - b. *Support the programme in the identification of journals. The Consultant will identify, liaise with and manage coordinators/referees/authors/translators, ensuring timely delivery of articles to pre-identified journals.*
 - c. *Establish a review committee for internal peer-review of intended publications prior to submission to journals. The committee will be composed of GBADs collaborators and relevant individuals from WOAHA.*
- 3) Managing the internal peer-review process, prior to submission, by coordinating publications planning and submissions
 - a. *The Consultant will be the focal point for receiving around 20 draft publications from GBADs workstream leads by emails and liaising with the reviewers on needs regarding publications, including identifying the target audience and journal.*
 - b. *During the process of internal peer review, the Consultant will coordinate to ensure all comments received from reviewers are addressed according to instructions from authors, will provide feedback on references, and support on the presentation of figures, tables and any supplementary materials.*
 - c. *The Consultant will submit the version approved following internal peer review to the target publication, and will act as the liaison point with journal editors while keeping GBADs authors informed.*



- d. *The Consultant will be in charge of recording, formatting of comments/documents received from journal editors as publications progress towards final approval. Comments regarding the scientific content of the publications are outside of the scope of the consultancy.*
- e. *The Consultant will keep track of all publications as the progress through planning, drafting, editing, internal peer-reviewed, submission, external review, pre-print publication, and final publication in journals.*

2.2 EXPECTED OUTPUTS AND DELIVERABLES

	Deliverables	Deadline (prov.)	Days of work (prov.)
1	Review and refinement of the draft publication strategy for GBADs to be adopted	Early September 2022	5 days
2	Define a process to ensure a systematic, transparent and unbiased review mechanism for publications into pre-identified respected journals.	Early September 2022	5 days
3	Support the programme by negotiating publishing agreements (e.g. a special edition) with selected high level journals	Mid-October 2022	15 days
4	Establish a review committee for internal peer-review of intended publications prior to submission to journals.	mid-september 2022	5 days
5	Managing the peer-review process by coordinating publications planning and ensuring timely delivery of articles to pre-identified journals.	end of September to end of December 2022	30 days

3. QUALIFICATIONS AND EXPERIENCE

The minimum requirements for this consultancy include:

- **A BACHELOR'S DEGREE IN PUBLISHING, ENGLISH, LITERATURE, LINGUISTICS, COMMUNICATIONS, JOURNALISM OR OTHER RELEVANT FIELD;**
- **AT LEAST 10 YEARS OF PROFESSIONAL EXPERIENCE, INCLUDING 8 YEARS WORKING IN SCIENTIFIC PUBLISHING;**
- **AT LEAST 5 YEARS OF EXPERIENCE IN MANAGEMENT;**
- Ability to work in English at a high level;
- Excellent writing skills and ability to summarise complex technical discussions into clear and concise reports;
- Strong analytical skills
- Proficiency in proofreading and editing;
- Understanding of scientific publishing agreements and technologies
- Excellent communication skills (verbal, written, interpersonal, presentations);
- Ability to work across functions to find solutions;
- Demonstrated initiative, including ability to think strategically and achieve results;



- Organisational awareness: strong ability to establish priorities and the ability to adapt to changing circumstances;
- Courtesy, tact and ability to establish and maintain good working relations in a multicultural environment.

4. WORK ARRANGEMENTS

4.1 ORGANISATION OF THE WORK

This consultancy is home-based with possibility of missions. Any missions or travel foreseen (e.g. field visits to WOAH HQ or WOAH regional offices) should be included in the budget proposal.

4.2 PAYMENT SCHEDULE

Payments will be issued by the WOAH upon submission and validation of a monthly report and invoice. The maximum of activity should not exceed 60 over the five months period. Include an estimate for the air/train travel as well as per diems. The maximum amount for the budget proposal should not exceed 30,000 USD.

5. STRUCTURE OF THE RESPONSE

Interested bidder(s) are invited to submit an Expression of Interest (EOI) including the following:

- CV
- Cover letter (1-page maximum)
- Proposed methodology for developing and implementing the strategic publications dissemination plan (4 pages maximum)
 - o Explaining the approach to review and refine the publication strategy
 - o Explaining the steps that will be taken to establish the internal review committee
 - o Explaining the approach taken to manage the peer-review process
- Consultancy budget (including daily rate + estimated travel costs)
- Annex 1 "Financial offer" duly completed and signed;
- Annex 2 "Declaration of integrity" duly completed and signed;

6. EVALUATION OF PROPOSALS AND AWARD OF THE CONTRACT

The WOAH will proceed to an evaluation of all final proposals according to the criteria described below:

- Criteria 1: Technical criteria (70%)
 - o Expertise (30%)
 - o Demonstrated understanding of the context (30%)
 - o Relevance and quality of the proposed methodology (40%)
- Criteria 2: Financial Criteria (30%)
 - o Global cost (100%)

7. RESPONSE PROCEDURE

WOAH places high value on a multicultural and positive work environment and seeks gender and geographical balance in its international consultants. WOAH welcomes proposals of all qualified candidates, irrespective of their ethnic origin, gender, opinions or beliefs.



If you are interested in this call for expression of interest, please complete your bids online by clicking on the link below.

[APPLY HERE](#)

WOAH, as a data controller, will process the personal data you provide in the bidder for the purposes of identifying a suitable Consultant, to support its work.

The data collected will be processed internally for the aforementioned purposes and for the resulting administrative acts, it shall be kept for the duration of the contract with you and in an intermediate archive for a duration of 10 during the audit period.

You have rights to access and rectify your personal data, as well as to request erasure and obtain data portability under certain circumstances.

To exercise these rights or If you have any questions about the processing of your data, you can contact our data protection officer at dpo@woah.org. For more information check our [Privacy Policy - WOA](#)
[- World Organisation for Animal Health](#).

Should you have any questions, please contact em.kallon@woah.org ..

To comply with disclosure requirements and enhance transparency, WOA will publish on its [website](#) the following information about the Contract which shall be concluded with the awarded contractor: (i) the nature of the contract (ii) year of award (iii) name and locality of the Consultant; (iv) the title, purpose of the Consultant; and (v) the amount of this Agreement. WOA will not release or publish information that could reasonably be considered confidential or proprietary.

8. ANNEXES

Annex 1: The financial offer to be returned dully completed and signed

Annex 2: The declaration of integrity to be returned dully completed and signed