

## Terms of Reference: Independent Audit of Drilling and Rehabilitation Works

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### 1.0 Introduction and Background

GrowthAid is a local not for profit, non-governmental organization. GrowthAid's vision is of a world where everyone has access to reliable safe water and improved sanitation services and where no one dies of preventable disease.

As a first step towards achieving this vision, GrowthAid has the awarded contracts to two drilling companies to drill and rehabilitate a total of 18 boreholes in nine communities in the Lower Manya Krobo Municipal Assembly. Works on these boreholes are at their substantial stages of completion. The Municipal Assembly's Works Engineer has completed a first set of inspections and produced preliminary reports and recommendations for contractors to address. Whereas these are being addressed, as an organisation that is very keen on quality service delivery and community satisfaction, we require the services of an independent technical expert to audit the work and certify its completeness and the satisfaction of the key client: the user communities

The purpose of this terms of reference is to request the services of a consultant to conduct a quick audit and user satisfaction survey to see if there are still any system defects after the preliminary errors have been corrected and check if there might still be any concerns on the part of the user communities.

### 2.0 Objectives and Scope of the Assignment.

The overall objective is to audit the quality of completed drilling and rehabilitation works and recommend appropriate remedies where necessary; or certify and recommend payment of drillers where works are found to be satisfactory. The assignment will be carried out on 9 borehole facilities in the following communities:

No of communities	Boreholes	Boreholes (New Construction)
	(rehabilitation)	
Tsledom	0	2
Anumako	0	1
Korm Yonguase	3	0
Wawase	0	1
Puengua Oblemanya	0	2
Obarpah	3	0
Buenyonye	2	1
Ayermasu	0	1

Gyakiti	2	0
<b>Total</b>	<b>10</b>	<b>8</b>

### **3.0 Methodology**

Whereas we are reluctant to prescribe an approach, we strongly recommend that the consultant considers the following in the audit:

1. Quality of pumps installed. What is the status of all facilities-working or locked up?
2. Quality of supporting infrastructure—apron, water sensors, iron removal plants where available.
3. Water quality: test results, availability at the community/partner/GrowthAid levels in the right format? What corrections have been done where necessary?
4. Availability and training of WATSAN Committees (checking if they each facility has a team available and if they are trained and at post?)
5. Checking with the community leadership (Chief/Dadematse, Assembly Member, WATSAN Committee etc) to get their views about the functionality of the facility and their overall satisfaction.

The consultant is free to decide how this can be done and to add any other areas to investigate as they deem appropriate.

### **4.0 Anticipated Results**

- Field audit report with findings and recommendations for both GrowthAid and contractors

### **5.0 Responsibilities of GrowthAid**

GrowthAid will facilitate access to communities and engagements with all stakeholders. GrowthAid will ensure that all required documents, logistics as well as resources are made available for the assignment. All costs for field audits as well as transportation and communication required for the execution of this assignment will be borne by GrowthAid.

### **6.0 Timelines**

We anticipate a maximum of 5 working days for this assignment. The final report is expected to be delivered within two weeks after signing the contract.

### **7.0 Required Qualifications**

- Civil Engineer/Hydrologist with not less than five (5) experience in the water, sanitation and hygiene (WASH) sector.

## **8.0 Reporting**

The Consultant shall work closely with GrowthAid's Programmes Manager and report directly to the Head of Operations.

## **9.0 Next Steps**

We would expect and be glad to have your response to this ToR, indicating the approach and resources required (logistics, human, financial etc) as soon as practicable. The cost to GrowthAid should also be clearly articulated to enable a decision to be made by management.

Signed

Drafted by:

Rachael Annan

(Head of Operations)

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