



TERMS OF REFERENCE: MANAGER FOR COLD CHAIN LOGISTICS AND VACCINE MANAGEMENT (CCL&VM) IN POLIO EVENT/OUTBREAK (National level)

Introduction

The Global Polio Eradication Initiative (GPEI) seeks to ensure that future generations of children will be free from the threat of polio paralysis. Achieving this goal depends on interrupting poliovirus transmission in the remaining endemic countries and on ensuring rapid and effective responses to poliovirus outbreaks occurring in polio-free countries. The GPEI has recently revised its Standard Operating Procedures (SOPs) for responding to a polio virus event or outbreak.¹

This document describes the Terms of Reference for the Manager for CCL&VM in a polio event/outbreak in the context of the new SOPs. While CCL&VM is an essential function for any polio supplementary immunization activity (SIA), it becomes particularly important when monovalent oral polio vaccine type 2 (mOPV-2) is deployed to respond to an outbreak or an event due to polio virus type 2 (PV2) after the completion of the global switch from trivalent to bivalent OPV.

Purpose of the position:

The CCL&VM Manager is responsible for assisting country programmes in proper planning, utilization, stock management, disposal (if necessary) and reporting of all vaccines used in polio SIA rounds.

The CCL&VM manager may be deployed to countries/regions as part of the Rapid Response Team (A) or the Surge Team (B).

Summary of assigned duties:

- Collaborate with MOH/WHO/UNICEF/other GPEI partner teams and the Outbreak Technical Lead/Coordinator to work on vaccine forecasting, develop cold chain and logistics aspects of the country outbreak response plan and adapt the outbreak SOP and the SOP for vaccine management (SOP-VM2) and mOPV2 (SOP-mOPV2) to the country context.
- Liaise with UNICEF Programme and Supply Divisions and support the vaccine logistics teams at WHO/UNICEF country offices and in MOH to streamline
 - Planning, ordering and arrival of vaccine and consumables (e.g. AD syringes, safety boxes, finger markers etc.) through international or national shipments
 - Necessary clearances from national regulatory authorities for receiving the vaccine supplies with particular reference to mOPV2

¹ Global Polio Eradication Initiative, Responding to a poliovirus event or outbreak, Standard Operating Procedures for a new polio outbreak in a polio-free country, April 2016, Available at:

<http://www.polioeradication.org/Portals/0/Document/Resources/PolioEradicators/1a.PolioOutbreakGuideline201604part1.pdf>

<http://www.polioeradication.org/Portals/0/Document/Resources/PolioEradicators/1a.PolioOutbreakGuideline201604part2.pdf>

- Support MOH and GPEI partner teams to build capacity for
 - Proper storage of vaccines and consumables at each level of the supply cold chain. This may include short, medium or long term cold chain equipment planning.
 - Optimal distribution and utilization of vaccines and consumables as per SIA macro- and micro-plans
 - Recording of stock balance and reporting on vaccine utilization at all levels of the vaccine supply chain after each SIA round. Providing regular reports on vaccine stocks in the country when submitting requests for additional vaccines.
- In addition, in case of SIA rounds using mOPV2 in post-switch era, the CCL&VM manager will provide technical assistance to MOH and GPEI partners to ensure that all procedures are followed as per SOP-mOPV2, such as:
 - At end of each round all partially used mOPV2 vials are disposed of as per WHO and/or national guidelines and all unopened vials are retrieved at a predetermined level of the supply chain for future use
 - At end of the final round, all used and unused mOPV2 vials are disposed of as biological waste as per WHO and/or national guidelines and MOH attests to restoration of PV2 free status for the country.
- Monitor implementation of all aspects of CCL&VM policies as laid out in the outbreak response plans and the Guidance Note on VM/CCL during polio SIAs. Increasing capacity: Training of staff and partners involved in polio outbreak response on vaccine management and CCL in context of polio SIA per the available Guidance Note and eLearning modules. This includes the rolling out of these training tools and resources in the country.
- Engage with key partners and apply appropriate logistical tactics or special strategies (e.g. pre-positioning, opportunistic low-key campaigns etc.) for making vaccines available in insecure areas.
- Provide frequent and regular reports to the Outbreak Technical Lead on all aspects of CCL&VM and contribute updates for SITREPS, bulletins, and newsletters. Prepare reports as per GPEI requirement at end of each round and at end of final SIA round.
- Support outbreak response review assessment teams with information pertaining to CCL&VM aspects of the outbreak response.
- Undertake other assignments and responsibilities as requested by heads of country offices, regional directors, and other partners to support the successful response to the outbreak.