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TERMS OF REFERENCE

TITLE – *Senior National Digital Health Specialist*

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	Dhaka, Bangladesh (Officebased)
DURATION OF CONTRACT	12 Months

Purpose of Assignment

The overall purpose of the Senior National Digital Health Specialist is to provide high-level technical assistance to EPI and MIS, DGHS, and the Ministry of Health and Family Welfare to institutionalize and scale up the digital health interventions supported by UNICEF, with a focus on (i) routinization and nationwide rollout of VaxEPI, (ii) the Health ID, (iii) individual tracking of children through the OpenSRP-based Immunization e-Tracker, and (iv) strengthening the UNICEF AHEAD initiative.

Bangladesh has made major progress in digital immunization. VaxEPI was used to register beneficiaries for the HPV, TCV, and measles-rubella campaigns, including about 37.9 million children for TCV and 5.6 million girls for HPV, and by July 2026 accounted for about 13.7 million of the 14.3 million Health IDs registered in the Shared Health Record (SHR).

The e-Tracker, piloted in 2022, is now implemented in 51 districts and 11 city corporations. However, important gaps remain:

• VaxEPI is used mainly for campaigns and is not yet routinely used for vaccines delivered through routine immunization.

• The e-Tracker has not yet reached all districts and city corporations, registration is uneven, and the system is not yet consistently used to generate due and defaulter lists. The 2026 Joint National/International EPI and VPD Surveillance Review found that data across DHIS2, e-Tracker, VaxEPI, and eVLMIS are not triangulated and that training on digital platforms is insufficient.

• A lifelong Health ID from birth has not yet been institutionalized, and interoperability between VaxEPI, the e-Tracker, and the SHR needs to follow the national digital health architecture, with data exchanged through the Health Information Exchange (HIE).

• The Bangladesh Digital Health Strategy 2023–2027 ends in 2027, so sustainability, government ownership, and the next phase of digital health need to be planned now.

The consultant will support EPI and MIS in designing and rolling out the routine use of VaxEPI nationwide, expanding and strengthening the e-Tracker, advancing the Health ID from birth through interoperable systems, and strengthening the UNICEF AHEAD initiative.

Through specific, time-bound deliverables, the consultant will contribute to the completion of individual immunization records for every child, improved identification of zero-dose and missed children, and a

sustainable, government-owned digital health ecosystem.

Scope of Work

The consultant will be based at EPI Headquarters and MIS, DGHS, and will work closely with the Programme Manager-EPI, the Director MIS and their teams, the Health Services Division of MOHFW, technology partners (including mPower and Statwig), WHO, Gavi and other partners, under the supervision of the UNICEF Health Section.

The consultant will provide strategic and technical leadership at the national level and support the rollout at the divisional, district, and city corporation levels, together with the divisional EPI consultants.

Progress will be reported to UNICEF monthly and quarterly.

Description of Assignment:

1. VaxEPI routinization and nationwide rollout

Support EPI and MIS to define the requirements, workflows, and policy decisions for using VaxEPI for routine immunization; oversee development and user acceptance testing with the technology partner; support a pilot, a nationwide rollout plan, ToT, and phased rollout; and use the findings of the UNICEF-supported VaxEPI assessment to guide improvements.

2. Health ID

Provide technical assistance to MOHFW, DGHS and MIS to institutionalize a lifelong Health ID from birth, including technical concept notes, data-layer integration of VaxEPI and the e-Tracker with the Shared Health Record through the Health Information Exchange, monitoring of Health ID generation and sync, and data protection and privacy safeguards.

3. Individual tracking (Immunization e-Tracker)

Support expansion of the OpenSRP-based e-Tracker to the remaining districts and city corporations, improve registration and use of due and defaulter lists and zero-dose identification, and support data exchange between the e-Tracker, VaxEPI and DHIS2.

4. UNICEF AHEAD initiative

Support planning, coordination, implementation monitoring, and documentation of the UNICEF AHEAD initiative in Bangladesh.

5. Governance, sustainability and coordination

Support digital health coordination among EPI, MIS, and partners; develop SOPs for data governance and system operations; support a sustainability and government ownership plan for VaxEPI and the e-Tracker; and provide input to the next national digital health strategy.

6. Report and document

Prepare monthly and quarterly progress reports, technical briefs and an end-of-assignment report, and document lessons learned.

7. Travel

Based at MIS, DGHS, Dhaka; travel to divisions, districts and city corporations for rollout, training and monitoring, for at least 6 days a month as per an agreed monthly travel plan. Travel costs will be reimbursable as per actual receipts.

Work Assignment Overview	Deliverables/ Outputs	Delivery deadline
Review the status of VaxEPI, the e-Tracker and the Health ID, and develop the 2027 digital health workplan. Start defining requirements for routine use of VaxEPI. Develop the workplan for the UNICEF AHEAD initiative.	• Status review of VaxEPI, e-Tracker and Health ID (coverage, use, interoperability, open issues) completed, and 2027 digital health workplan agreed with EPI and MIS. • Concept note on VaxEPI routinization (scope, vaccines, users, workflows, policy decisions needed) submitted to EPI and MIS. • 2027 workplan for the UNICEF AHEAD initiative prepared with the UNICEF Health Section. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	January 2027
Finalize requirements for VaxEPI routinization. Support VaxEPI registration for the pOCV campaign round 2. Prepare the technical concept for the Health ID from birth.	• VaxEPI routinization requirements (user stories, workflows, data elements, reports) validated with EPI, MIS and the technology partner. • VaxEPI registration and reporting for the pOCV campaign round 2 supported, with issues logged and resolved. • Technical concept note on the Health ID from birth (generation channels, data-layer integration with the SHR through the HIE, data protection) drafted. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented.	February 2027

	• 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	
Support development of the VaxEPI routine module. Plan e-Tracker expansion to the remaining districts and city corporations. Define interoperability between VaxEPI, the e-Tracker, the SHR and DHIS2.	• Development progress of the VaxEPI routine module reviewed with the technology partner against the agreed requirements. • e-Tracker expansion plan for the remaining districts and city corporations agreed with EPI and MIS. • Interoperability specification (VaxEPI, e-Tracker, SHR/HIE, DHIS2) drafted in line with the national digital health architecture. • Quarterly (Q1) progress report submitted to UNICEF. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	March 2027
Conduct user acceptance testing of the VaxEPI routine module. Submit the Health ID concept to MOHFW/DGHS. Support e-Tracker expansion (phase 1).	• User acceptance testing of the VaxEPI routine module completed with EPI and MIS, with issues resolved before the pilot. • Health ID from birth concept note finalized and submitted to MOHFW/DGHS. • e-Tracker expansion phase 1 started in the planned districts/city corporations, with training and registration progress documented. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and	April 2027

	technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	
Pilot routine use of VaxEPI. Develop data governance and system operations SOPs. Support implementation of the UNICEF AHEAD initiative.	• Pilot of routine VaxEPI use launched in at least one district and one city corporation, with users trained. • Draft SOPs on data governance, data protection, user management and system support for VaxEPI and the e-Tracker submitted to EPI and MIS. • AHEAD initiative activities implemented as per the workplan, with a progress update submitted. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	May 2027
Review the VaxEPI routine pilot. Support e-Tracker expansion (phase 2). Conduct a mid-year review of digital health interventions.	• VaxEPI routine pilot review completed, with findings and changes agreed before rollout. • e-Tracker expansion phase 2 completed in the planned districts/city corporations. • Mid-year review of digital health interventions presented to EPI, MIS and UNICEF. • Quarterly (Q2) progress report submitted to UNICEF. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented.	June 2027

	• 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	
Prepare the nationwide VaxEPI rollout plan and ToT. Support data-layer integration of the e-Tracker with the SHR through the HIE.	• Nationwide VaxEPI routine rollout plan, training package and national ToT completed with EPI and MIS. • Integration of the e-Tracker with the SHR through the HIE tested, with Health ID generation and sync results documented. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	July 2027
Support nationwide VaxEPI rollout (phase 1). Support e-Tracker and VaxEPI data exchange.	• VaxEPI routine rollout phase 1 completed in at least 4 divisions, with users trained and use monitored. • Data exchange between the e-Tracker and VaxEPI operational, with data quality checks documented. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	August 2027
Support nationwide VaxEPI rollout (phase 2). Review progress of the UNICEF AHEAD initiative.	• VaxEPI routine rollout phase 2 completed in the remaining divisions and city corporations. • AHEAD initiative progress review completed, with results and next steps documented.	September 2027

	• Quarterly (Q3) progress report submitted to UNICEF. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	
Monitor routine use of VaxEPI and the e-Tracker after rollout. Monitor Health ID generation and sync from VaxEPI and the e-Tracker.	• Post-rollout monitoring of VaxEPI and e-Tracker use (registration, recording, due/defaulter lists) completed in sampled districts, with corrective actions agreed. • Health ID generation and SHR sync report by platform and district submitted to MIS and EPI. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	October 2027
Develop a sustainability and government-ownership plan for VaxEPI and the e-Tracker. Provide inputs to the next national digital health strategy.	• Sustainability and government-ownership plan (hosting, financing, maintenance, human resources) for VaxEPI and the e-Tracker submitted to EPI and MIS. • Inputs on immunization digital systems and the Health ID provided for the next national digital health strategy. • Monthly performance summary of VaxEPI, e-Tracker and Health ID (registrations, vaccination records, HIDs generated and synced, system uptime	November 2027

	and open issues) shared with EPI, MIS and UNICEF. • Monthly digital health coordination meeting held with EPI, MIS/DGHS and technology partners, with decisions, issue log and action points documented. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	
Prepare an end-of-assignment report and a 2028 roadmap.	• 2028 roadmap for VaxEPI, the e-Tracker, the Health ID and the AHEAD initiative agreed with EPI, MIS and UNICEF. • End-of-assignment report submitted, covering all deliverables, achievements, challenges and recommendations. • Quarterly (Q4) progress report submitted to UNICEF. • 22 days of technical support to EPI and MIS, DGHS, with a monthly progress report submitted to UNICEF	December 2027

Payment Schedule:

Payment will be made on submission and acceptance of deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.

Important Notes

- Individuals engaged under a consultancy or individual contract will not be considered "staff members" under the Staff Regulations and Rules of the United Nations and UNICEF's policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- Contracts are conditional upon the selected candidate's willingness to comply with any current or future vaccination requirements that may be established by UNICEF, where applicable. Failure to comply with applicable vaccination requirements, where required and without an approved medical exemption by UNICEF, may result in the withdrawal of the consultancy offer or termination of the contract in accordance with the General Terms and Conditions of Contract.
- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Minimum requirements:

Education:

Minimum Qualification: Advanced university degree (master's level or above) in Public Health, Health Informatics, Computer Science, Information Technology or a related field.

• Institutional Requirement: The degree must be obtained from a government-recognized or UGC-approved (University Grants Commission) university/institution.

• A proven working relationship with MOHFW, DGHS (EPI/MIS), UNICEF or WHO would be an added advantage.

Work Experience:

• Minimum 10 years of progressively responsible experience in digital health or health information systems, including at national level.

• Demonstrated experience in designing, implementing and scaling up national digital health systems, preferably for immunization (e.g., electronic immunization registries, DHIS2, OpenSRP).

• Experience with health identification, shared health records and interoperability (e.g., OpenHIE, HL7 FHIR).

• Experience in managing technology partners, requirements, user acceptance testing and nationwide rollout.

• Experience in working with senior government officials and development partners.

Language Requirements:

Fluency in Bangla and English (written and spoken) is required.

Knowledge/Expertise/Skills/Technical Expertise:

Demonstrated expertise in one or more of the following areas:

• Electronic immunization registries and individual tracking.

• Health ID, master patient index, shared health records and Health Information Exchange.

• Digital health architecture, interoperability standards and data governance, data protection and privacy.

• DHIS2, OpenSRP and campaign registration platforms.

• Digital health strategy, sustainability and change management.

Skills and Competencies:

• Strong strategic thinking and technical writing skills.

• Excellent coordination and stakeholder engagement skills with government, partners and vendors.

• Ability to translate programme needs into system requirements.

• Ability to work independently, travel and manage multiple priorities.

Desirables:

- Prior experience working with UNICEF, WHO, Gavi or other UN agencies on digital health.
- Familiarity with the Bangladesh Digital Health Strategy and the national digital health architecture.
- Experience in using digital tools to identify zero-dose and under-immunized children.