



Call for Expressions of Interest and Proposal

VN#024 - Job Title: Experts in supporting specialized content in the Law on Disease Prevention (LDP) and related legal documents. The consultant will provide technical assistance to the Viet Nam Administration of Disease Prevention (VADP)/ MOH during the development of LDP with a focus on communicable diseases, including vaccine preventable diseases and immunization related content.

1. Background:

Over the past 15 years, the implementation of the Law on Prevention and Control of Infectious Diseases has revealed both achievements and shortcomings. These shortcomings include policy related obstacles and outdated provisions that no longer align with practical needs, requiring revision and supplementation. To address these issues and align with the directives of the Central Party, the National Assembly, the Government, and the Prime Minister, a new law, the LDP, is currently under development. This law aims to fill legal gaps, enhance preventive measures, improve healthcare, and especially include provisions on ensuring financial resources for preventive health. To date, the VADP, as the focal point department under MOH leadership and with support from WHO, has submitted a proposal to the Government to develop the LDP and has proposed its inclusion in the Law Development Agenda of the National Assembly in 2025. The intended plan is to present the draft law at the National Assembly meeting in August 2025 for the November hearing.

The objective of this short-term consultant position is to provide expertise inputs pertaining to communicable disease surveillance, outbreak and emergency preparedness and response including of health quarantine, use of vaccines and biological products both in routine and in emergency situations, in responding to the comments/ queries from the Government and National Assembly's Standing Committee, and to finalize the proposal dossier for the development of the new LDP for a final submission, as described below.

Terms of reference

Under the overall supervision of the Health Security and Emergency (HSE) Team Coordinator of the WHO Viet Nam Country Office (WCO), in coordination with the Communicable Disease Control and National Immunization Management Division as the assigned focal points at VADP for Communicable Disease Control and Vaccine and Biological Areas, related government units and other key partners, the consultant is expected to undertake the tasks as described below.

- Review, collect, and update information on infectious disease prevention and control, such as measures for prevention and control, disease surveillance, vaccine use and immunization, and disease prevention assurance systems, including the disease prevention fund, etc.

- Support the development of a draft LDP and related legal documents in infectious disease prevention and control.
- Assist in the development and completion of reports summarizing the implementation of laws or evaluating the current state of social relations related to the draft, reports reviewing the Party's policies and guidelines, legal documents, evaluating administrative procedures, and reports on the implementation of legal documents.
- Participate in evaluation delegations in provinces and cities (if applicable).
- Attend meetings and workshops on the development of laws and legal documents.
- Support the development of legal documents and implementation guidelines.
- Carry out activities within the framework of law development and legal document formulation as assigned.
- Hold weekly update meetings with WHO on the progress of the Law on Disease Prevention and serve as the technical focal point to facilitate communication between WHO and the VADP.
- Report on task implementation progress and carry out other tasks as required.

Method(s) to carry out the activity

The consultant shall collaborate with other experts and professional staff at VADP in carrying out major steps in the law development process. These include reviewing comments from Members of the Government and providing revisions to the development of related LDP content, submitting the draft LDP Law to the National Assembly's Standing Committee, reviewing comments from the Committee on Social Affairs and Committee on Legislation of the National Assembly and relevant units/organization and provide revisions to the related LDP content accordingly.

Outputs

Output 1: Draft LDP submitted to MOH leaders and related Departments for review and endorsement.

Deliverable 1: Draft related to communicable diseases, vaccine, and biological content of LDP completed.

Output 2: Draft LDP submitted to the Office of Government for endorsement

Deliverable 2: Draft related communicable diseases, vaccine, and biological content of LDP revised after review from MOH Leaders and related Departments, and completed ready for submitting to the Office of Government.

2. Planned timeline:

6 months, 1 August 2025 – 31 January 2026 (the start date is subject to the fulfilment of the administrative procedure)

3. Specific requirements

a. Qualifications required:

Essential: An advanced degree (Master's level or above) in public health, epidemiology, medicine or related field from an accredited/recognized institute

Desirable: Specialized training or education in communicable diseases, such as surveillance, health quarantine and immunization

b. Experience required:

Essential:

- Experience in developing and implementing strategies and policies on health, including Laws, Decrees, Circulars.
- At least 10 years of experience in the field of preventive medicine, especially in infectious disease prevention and control and the national immunization programme.

Desirable:

- 15 years working experience in state management agencies in the field of preventive medicine.
- Experience in working and coordination with Departments under the Ministry of Health, relevant Ministries, Office of the Government and agencies of the National Assembly.
- Experience in having presided over the development of legal document(s) in the field of preventive medicine.
- Involved in the development of the ID Law 2007.
- Involved in previous work on LDP proposal dossier development would be an asset.

c. Skills / Technical skills and knowledge:

- In-depth knowledge of the Vietnamese legislative and regulatory framework, including procedures for drafting and appraising legal normative documents.
- Demonstrated ability to analyze, interpret, and advise on complex legal texts and legislative proposals.
- Strong technical writing skills, with experience preparing legal opinions, summary reports, and legislative dossiers.
- Familiarity with international best practices in public health law and alignment with national health policy priorities.
- Ability to facilitate dialogue and consensus among diverse stakeholders including government officials, technical experts, and legislative bodies.
- Proficient in Microsoft Office applications and document management tools relevant to legal drafting.

d. Language requirements:

- **Essential:** Excellent written and spoken English.
- **Desirable:** Proficiency in English, particularly legal and technical terminology relevant to public health and legislation.

e. Competencies

- Excellent interpersonal and communication skills.

- Ability to plan and prioritize challenging workloads
- Works collaboratively with national counterparts, WHO staff, and other stakeholders; fosters a positive team environment.

4. Place of assignment

Under the guidance of the HSE Coordinator and relevant technical staff, the consultant will be based off-site.

5. Medical clearance

A fitness to work clearance is needed, including for off-site consultants.

6. Travel

The Consultant is expected to travel upon request from VADP and in agreement with WHO.

7. Budget

Monthly rate follows UN-EU cost norm equivalent to the required education qualification and experience. Travel costs excluded.

No	Description	Monthly rate (USD)
1	VNM3: Master's Degree plus 5-10 relevant full time experience	2,881
2	VNM4: Master's Degree plus 10-15 relevant full time experience	4,043

Payment currency: VND

Please take note of the following when submitting application:

- The contractor will be responsible for paying taxes, if any.

Those who are interested can contact our focal person before/by **11 July 2025**

Administrative Officer
World Health Organization
wpvnmapplicants@who.int

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