

TERMS OF REFERENCE

Writer for Oxfam Pilipinas Anticipatory Action (AA) Program Evolution Case Study

ABOUT THE ASSIGNMENT

The Oxfam Pilipinas seeks to engage a consultant to document and write the case study on the evolution of its Anticipatory Action (AA) program. The assignment will trace Oxfam Pilipinas journey from pioneering pilots, proofing of concept, lessons generated, iteration, expansion, and eventual contribution to global scaleup.

BACKGROUND AND CONTEXT

The Philippines is one of the most disaster-prone countries globally, facing recurrent typhoons, floods, and other hazards. Traditional humanitarian response often arrives after disasters strike, leaving vulnerable communities exposed. Anticipatory Action (AA) shifts this paradigm by acting ahead of forecasted shocks to reduce impacts and protect lives and livelihoods.

Oxfam's AA journey began with the B-READY (Building Resilient, Adaptive, and Disaster Ready Communities) project in 2017 in Eastern Samar. B-READY combined forecast-based model, disaster risk financing, and digital financial services to disburse pre-disaster cash transfers to help vulnerable households prepare before typhoons.

In 2019, Oxfam Pilipinas expanded AA through Strengthening Urban Preparedness through Preemptive Action (SUPPA) which piloted pre-emptive cash assistance in flood prone communities in Cotabato City, and through SHARPER (Strengthening Harmonized Action for Disaster Risk Reduction, Preparedness, and Recovery), which strengthened community-based typhoon triggers in Eastern Samar and Catanduanes with local partners such as the Center for Disaster Preparedness, People's Disaster Risk Reduction Network, Grameen Philippines, and SIKAT.

In 2022, Oxfam Pilipinas and partners launched the SUPREME BARMM consortium to address drought risks in the Bangsamoro Autonomous Region in Muslim Mindanao. Supported by the European Union Civil Protection and Humanitarian Aid, SUPREME

BARMM distributed essential water conservation kits to approximately 2,000 families and worked with local governments, science institutions, and civil society to strengthen resilience, policy development, and early warning systems for anticipatory action.

In 2025, Oxfam conducted a feasibility study on expanding AA into the health sector, focusing on outbreak prevention. The study highlighted the link between extreme weather events and diseases such as dengue and cholera, proposed locally developed outbreak triggers, and identified early actions such as search and destroy campaigns, mosquito net distribution, and water treatment. It emphasized the role of barangay health workers (BHWs) as frontline responders, the importance of integrating Gender Equality, Disability, and Social Inclusion (GEDSI), and the need for policy reforms to enable anticipatory financing for outbreak prevention.

In the same year, Oxfam Pilipinas played a key role in the passage of the Philippine Imminent Disaster Law (Republic Act No. 12287), which established a national framework for anticipatory action. Oxfam, alongside other humanitarian NGOs, advocated for the law's enactment and contributed to shaping its Implementing Rules and Regulations (IRR). RA 12287 mandates government agencies to act before disaster impacts peak, through prepositioning supplies, organizing preemptive evacuations, and releasing early cash or in-kind support, thus institutionalizing anticipatory action in national disaster risk management policy.

Together, these initiatives demonstrate Oxfam Pilipinas' evolving AA practice: from early warning and cash-based pilots (2017–2019), to multi-hazard anticipatory systems (2020 and beyond), and now to health focused outbreak prevention and policy advocacy of RA 12287. This evolution reflects both local innovation and alignment with global Oxfam priorities to scale anticipatory approaches, strengthen localization, and integrate GEDSI into disaster risk reduction and resilience programming.

SCOPE OF WORK

The consultant will review Oxfam Pilipinas AA project designs, reports, and documentation from 2017 to date to:

- Trace and document the evolution of AA programming from pioneering pilots to current iterations and implementation;
- Capture and synthesize meta-analysis and harvested outcomes from project reports, focusing on the impact of Anticipatory Action (AA) interventions in covered areas and populations. This includes but is not limited to the integration of GEDSI approaches and the documentation of AA interventions beyond cash assistance, such as forecast-based early warning dissemination, community preparedness activities, linkages with social protection systems, partnerships with local governments and financial service providers, and digital innovations.
- Highlight innovations, including digital tools, forecast-based financing, and community-driven approaches, challenges, enabling factors and partners and stakeholders' perspectives that shaped AA in the Philippines.
- Analyze how AA has shaped practice on localization, strengthening the role of local governments, civil society, and communities in anticipatory systems.
- Document contributions to policy and practice improvement, highlighting how Oxfam Pilipinas' AA experience has influenced national dialogues on disaster risk financing, shock-responsive social protection, resilience programming, and within global AA discourse, showing contributions to scaleup.

DURATION OF ASSISGNMENT AND KEY DELIVERABLES

The consultancy will run for three months, beginning the 4th week of January 2026 and concluding the 4th week of April 2026. Key deliverables and activities are as follows:

Activities	Date	Deliverables
Inception phase	Week 1 (late Jan)	Inception Report: Detailing methodology, work plan, and data sources.
Data collection and Review of Literature	Week 2–3 (1 st -2 nd week of Feb)	Desk Review Summary: Consolidated findings from project documents, reports, and lessons learned.

Draft narrative report preparation	Week 4–6 (3 rd wk Feb – 1 st wk March):	Draft Narrative Report: Documentation of AA evolution, including case studies, interventions beyond cash, and GEDSI impacts.
Revision of narrative report	Week 7–10 (4 th wk Feb - 3 rd wk Mar)	Revised report based on feedback and review (2 revisions max)
Final narrative report preparation	Week 11-12 (4 th wk Mar-1 st wk April)	Accepted Final Report

QUALIFICATIONS

The Consultant should have:

- Advanced degree in social sciences, disaster risk reduction, humanitarian studies, or related fields.
- Proven experience in documentation, research, and report writing within humanitarian or development contexts.
- Familiarity with Anticipatory Action, disaster preparedness, and social protection systems.
- Demonstrated knowledge of GEDSI frameworks and ability to integrate gender, disability, and social inclusion analysis.
- Strong analytical and synthesis skills, with ability to translate technical concepts into accessible narratives.
- Excellent communication skills in English; knowledge of Filipino context is an advantage.
- Prior experience working with international NGOs or humanitarian agencies is desirable.

APPLICATION REQUIREMENTS

To apply, please submit the following documents in a single file to ophrecruitment@oxfam.org.ph.

1. Up-to-date Curriculum Vitae. If the consultant is submitting an application on behalf of an organization, a profile of the organization showing their suitability and a letter from the organization's Director authorizing the applicant to submit a bid on behalf of the organization.
2. Expression of Interest letter (1-2 pages maximum) which describes the consultant's relevant experience and expertise, as well as detailed proposal for the scope of work and indicative timeline and budget for the assignment.

Please use the email subject format: Position Applied For - Surname, First Name.

COST AND PAYMENT TERMS

The Consultancy engagement budget is **Php 150,000** (subject to tax) for contract period and is exclusive of data collection activities, accommodation, and transportation expenses. Disbursement of service fee will be determined during induction period.

KEY CONTACTS

Commissioning Manager:

MARIA THERESA ABOGADO—Anticipatory Action Lead, Oxfam Pilipinas