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TOR for the post of Vaccine & Cold Chain Managers (VCCM), eVIN

Qualification:

Applicants must be Master of Pharmacy (M. Pharm) from a recognized University/ Institution.

Skills & Abilities:

- Good knowledge of the health system in India and its states;
- Good analytical, negotiating, communication skills;
- Good knowledge of written and spoken English;
- Working knowledge of the local language of the duty station, will be needed

Job description

Programme Planning and Implementation:

- Planning and execution of all activities related to eVIN implementation in the designated district, in close coordination with District / Corporation RCHO & PO - Operations UNDP.
- Support the work of Cold Chain Handlers (CCH) at District / Corporation Vaccine Store (DVS/ CVS) and cold chain points in improving timely stock entries and their online visibility, including temperature performance of cold chain equipment.

Technical Assistance:

- Support the District RCH Officer in all activities pertaining to vaccine logistics and cold chain management in the district. This includes, but is not limited to:
 - Vaccine stock forecasting
 - Cold chain needs assessment
 - Indent generation
 - Storage and distribution planning for vaccines, syringes and Cold Chain Equipment (CCE)
 - Planning for preventive maintenance of CCE
 - Any other work assigned by the RCHO as and when required
- Support the DRCHO in organizing review meetings of Cold Chain Handlers(CCH)
- Develop vaccine collection and distribution cycle and ensure its implementation with support from District Vaccine Store(DVS) in-charge
- Ensure all transactions (issue, receipt, discard, transfer etc.) of vaccines and syringes are entered in the eVIN system
- Review the online data entry of all vaccine and syringes transactions on daily basis and ensure regular & timely updating from all cold chain points
- Regular analysis of consumption patterns, wastage rates, monthly reports etc. supporting DRCHO in taking corrective actions
- Monitor cold chain performance through remote temperature loggers and ensure prompt response to temperature excursions at cold chain points across the district
- Work closely with the district refrigerator mechanic to ensure timely repair of cold chain machines

- Visit all iced-lined refrigerator (ILR) points in the district and support the RCHO in day to day monitoring and implementation
- Work closely with State and district Level Health officials
- Undertake field visits to monitor the implementation of the system and provide technical inputs to address gaps and bottlenecks in the implementation of eVIN
- Undertake field visits for 20 days in a month within district
- Prepare periodic status reports, annual reports, case studies, etc. in a qualitative and timely manner.

Capacity Building of Cold Chain Handlers:

- Conduct training sessions for CCH and plan for refresher trainings and training of newly recruited staff with technical support of RCHO & PO- Operations UNDP.
- Supportive supervision of CCH in effective vaccine logistics and cold chain management including temperature recording and handling
- Identify capacity-building needs on eVIN and undertake capacity building activities at district level for different levels of health professionals and field-level functionaries, facilitate learning exchanges.

Vaccine Temperature Management:

- Verifying master-data readiness before site installation
- Signing-off post logger installation
- Associating the temperature logger with CCE.
- Cold Chain Equipment and Temperature logger monitoring on a regular basis
- Ongoing maintenance of assets
- Updating the configuration of temperature logger
- Updating/ maintaining master-data in the eVIN web application once the logger is installed
- Registering CCE, or similar assets, or temperature loggers, if they are not in the eVIN system

Admin and HR:

- Develop Monthly work plan and Monthly activity report for submission to RCHO & PO-Operations
- Prepare travel logs

Reporting Officer:

- CDHO / MOH.