



Call for Expressions of Interest and Proposal

VN#023 - Job Title: Legal expert to legalize the specialized regulations in the Law on Disease Prevention (LDP) and related legal documents.

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 These shortcomings include policy related obstacles and outdated provisions that no longer align with practical needs, requiring revision and supplementation.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, National Assembly, Government, and Prime Minister, a new law, the LDP is under development. This law aims to fill legal gaps, enhance preventive measures, and improve healthcare, especially the inclusion of provisions on ensuring financial resources for preventive health. To date, the Vietnam Administration of Disease Prevention (VADP) as the focal point department under the MOH leadership, with support from WHO in previous law development steps, has received the approval from the Deputy Prime Minister to include the draft Disease Prevention Law in the National Assembly agenda for 2025 (cf. Resolution 97/NQ-CP). The intended plan is to present the draft law at the National Assembly meeting in August 2025 and to pass the draft law in October 2025.

Terms of reference

Under the overall supervision of the Health Security Team Coordinator of the WHO Viet Nam Country Office (WCO) and, in coordination with the assigned focal point at VADP, related government units and other key partners, the consultant is expected to undertake the tasks as described below:

- Support consulting and completing content related to regulations on legal normative documents and the processes for issuing legal normative documents (including Laws and subsidiary legislation such as Decrees and Circulars).
- Assist in maintaining the coherence and consistency of legal provisions by ensuring they are clearly articulated, uniformly applied, and free from redundancy, overlap, or internal contradictions.
- Provide consulting support to finalize the appraisal dossier regarding the LDP and related legal normative documents.
- Develop monitoring reports on documents to serve the appraisal activities of relevant units as directed and assigned by the leadership of the VADP.
- Assist in building and finalizing summary reports on implementing laws or assessing the current state of social relations related to drafts, reports reviewing the Party's policies

and guidelines, legal normative documents, evaluating administrative procedures, and reports on implementing related legal normative documents.

- Prepare opinions from the Government and relevant units regarding the Law and legal normative documents.
- 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.
- Conduct activities within the framework of drafting the Law and legal normative documents as assigned.
- Report on task implementation progress and perform other tasks as required.

Method(s) to carry out the activity

The objective of this short-term consultancy is to provide overarching technical and strategic support to the development of the new LDP. The consultant will contribute expert inputs to ensure the law's coherence, consistency, and alignment with national health priorities and legislative standards. This includes supporting the drafting team in responding effectively to comments and queries from the Government, the National Assembly's Cultural and Social Committee, and the National Assembly's Standing Committee, as well as assisting in the finalization of the proposal dossier for submission to the National Assembly in October/November 2025.

Outputs

Output 1: Technical and legal support provided to ensure coherence, consistency, and legal soundness of the draft LDP and associated legal normative documents

Deliverable 1: Advanced draft LDP text - Drafted and/or revised sections of the Law and subsidiary legal documents (e.g. legal provisions, justifications, explanatory notes), incorporating feedback from the Government, National Assembly committees, and inter-ministerial consultations.

Output 2: Legislative dossier for the LDP finalized and supported through inter-agency consultation and submission processes

Deliverable 2.1: Final LDP text (including appraisal dossier, policy impact assessments, administrative procedure reviews, and summaries of implementation of existing laws) submitted to VADP for onward submission to the National Assembly Standing Committee by August 2025.

Deliverable 2.2: Documentation of stakeholder consultation and government feedback, including weekly progress reports, compiled meeting notes, and a summary of inputs from key government bodies (e.g., the Government Office, National Assembly's Cultural and Social Committee), submitted to WHO and VADP.

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 Law or Public Health or equivalent from an accredited/recognized institute

Desirable:

- Master's degree in Law or equivalent, with specialization in public health law, health administrative law, or legislative drafting.
- Additional certification or training in health policy, legal reform, or governance is an asset.

b. Experience required:

Essential: At least 10 years of experience in law-making including the drafting, reviewing, or implementing of legal normative documents (laws, decrees, circulars)

Desirable: Prior engagement with government agencies or legislative bodies on the development of legal documents

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.



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- 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
 - Demonstrates comprehensive legal knowledge and sound judgment in advising on regulatory and legislative matters.
 - Effectively communicates complex legal concepts to technical and non-technical audiences; excellent report writing and legal drafting skills.

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

The selected SSA holder will be expected to provide a medical certificate of fitness for work.

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:



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- 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
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