

District Security Focal (DSF)

- i. **Work Type.** Third party contracted staff
- ii. **Location:** To be deployed in all six DPCRs of Karachi.
Supervisor First: Assistant Access & Security Analyst
- iii. **Supervisor Second:** Provincial Access & Security Analyst (PASA)
- iv. **Overview.** The expansion activity is expected to create additional workload on the Access and Security team. To assist the PASA with his duties in Karachi and ensure that security and access concerns are dealt with, without delay and to ensure programme delivery during the period of CBV expansion and potentially beyond, there is a need for short term reinforcement for the Security setup to enable them to fully discharge their duties. A Junior security officer each, may be enrolled in every DPCR of Karachi, with salary package and POL of UC level staff. These positions will be at a relatively junior level (e.g. Army JCO / NCO / Rangers / Police inspector or equivalent) and PASA will continue to lead all interactions and access & security activities but will delegate whatever activities he sees fit to the DSFs to enable them to discharge their duties during periods of heightened activity. Examples of the types of activities are given below but this list is not exhaustive or definitive.
- v. **Major Tasks.** Under close and directed supervision of the Assistant Access & Security Analyst (ASA) the DSF will:
 - 1. Act as programme security focal person at the district, attend DPCR meetings and report issues, if any.
 - 2. Maintain close liaison with police and rangers within the district.
 - 3. Assist as required, in monitoring of security deployment in the areas assigned and report shortfalls or additional support needed.
 - 4. Follow up post-incident security matters with the authorities and respective police stations in the district, as directed.
 - 5. Assist in gathering information on security matters, compile them on regular basis and suggest improvements for the betterment of future campaigns.
 - 6. Be one-point district focal security contact for the polio workers.
 - 7. Apprise PASA/ASA of any emerging law and order concerns which comes to his attention, including media reports. Any liaison relationships built for this purpose should be under the direct supervision of the analyst.
 - 8. Carry out administrative and clerical tasks in support of the PASA/ASA including preparation of incident reports.
 - 9. Assist with the access and security elements of CBV implementation in the district and support monitoring tasks as directed.
 - 10. Monitor security deployment of an area assigned by the PASA/ASA, primarily (but not necessarily limited to) in support of the CBV teams, to strengthen cordoned-off security mechanism around them and report critical shortage.
 - 11. Attend polio related meetings as necessary and specifically directed by the PASA.
 - 12. Conducting field missions as directed by the PASA/ASA to monitor the effectiveness of vendor-delivered security awareness training and provide feedback.
 - 13. Any additional task assigned by PASA/ASA.
- vi. **Performance Indicators:**
 - 1. Daily meetings at DPCR and updates on security related matters
 - 2. Bi-weekly meetings with LEA and Rangers for campaign preparation
 - 3. Response and report regarding security incident in relevant District
 - 4. Monitor and facilitate deployment of security personnel during campaign
- vii. **Qualification and experience**

1. FA/BA degree or equivalent military or police courses / qualification or a discipline related to security management.
2. A minimum of five years of professional experience with at least two years of field experience in safety and security or related field.
3. Physically fit and able to work long hours in arduous conditions under pressure and in high stress environments.
4. Knowledge with previous working experience / serving with government, international organizations in the field of safety and security.
5. Good interpersonal and communication skills.
6. Experience in working in crisis / humanitarian response locations enabling programme delivery is required.
7. Motivated by professional rather than personal concern and shows persistence and resilience when faced with difficult problems or challenges;
8. Remains calm in stressful situations and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work

viii. **Language Requirements**

1. Excellent oral and written communication skills in Urdu language, with working skills in English language.