

TERMS OF REFERENCE

Consultant for Rapporteur Services

Project	Strengthening action against violence and harassment with focus on sexual harassment in the world of work in Nepal
Location	Kathmandu
Activity scope	C190 Action Group Training on Prevention and Elimination of Violence and Harassment in the World of Work, 09 Aug – 08 Sep 2021
Duration	Six (6) workdays during the period of 09 August -08 September 2021.
Contract start date	09 August 2021, starts with a short briefing on the scoping of training

1. Background

Recognizing that violence and harassment is incompatible with decent work, the ILO Convention on Violence and Harassment, No. 190 (2019) was adopted at the International Labour Conference in 2019. It recognizes that violence and harassment can constitute a human rights violation or abuse and articulates the right of everyone to a world of work free from violence and harassment. While some forms of violence and harassment have been addressed through different international treaties, they have generally had limited scope in terms of protection. Therefore, the adoption of this Convention, which covers all forms of violence and harassment in the world of work and articulates the protection for all workers, was an important milestone to realize decent work for all.

The Government of Nepal has made progress in enhancing legislative framework by having constitutional, legal, policy and institutional structures in the country to address discrimination and violence and promote gender equality. It has introduced several legislations such as the Sexual Harassment at Workplace (Elimination) Act 2015, which was adopted with a view to creating safer working spaces for both women and men. There are also other laws such as the Electronic Transaction Act, Muluki (General) Criminal Code, 2017, Domestic Violence Act, 2008 that are relevant to gender-based violence and harassment including sexual harassment in the world of work. Employers and workers' organizations and other Civil Society Organizations (CSOs) have also carried out activities to raise awareness and to provide support to victims of violence and harassment.

However, due to limited understanding of the laws by relevant stakeholders as well as general public and limited capacity of the key stakeholders to implement the laws, the issues of violence and harassment largely remain unaddressed in reality. The ILO Country Office for Nepal, in collaboration with UN Women and CARE, organized a national workshop on "Action against Violence and Harassment in the World of Work with focus on Gender-Based Violence" in Kathmandu in December 2019. The workshop reviewed the progress made and discussed ways forward. At the workshop, the participants identified priority areas of action per organizational group. The priority areas of action included the need to continue with awareness raising, institutional capacity building and to develop code of conduct on sexual harassment to better prevent and respond to violence and harassment. In this context, the ILO Country Office for Nepal is supporting the ILO constituents in implementing the above-mentioned priority areas of action, and supported the formation of

an action group to take lead in preventing and addressing violence and harassment in the world of work.

The social partners of ILO Nepal Country Office nominated representatives to join the C190 Action Group and the list of nomination has been added in the Annex no. 1. The ILO Office organized the launch meeting of C190 Action Group on 11 February, 2021 and the group endorsed the TOR. The needs-based assessment was conducted and capacity-building plan was developed to design training modules. C190 Action Group first training was organized in two parts on 5-7 April and 19-21 April, 2021. The next training have been planned for 2nd and 3rd week of August for coordination and capacity building to prevent and respond VAH in the world of work.

2. Objective

The objective of the Rapporteur consultancy is to capture the complete notes of the proceedings and produce a report on the proceedings of the training workshop and policy dialogue on violence and harassment. The report shall include all the presentations made during the seminar, a narrative summary of the proceedings and discussions and the professional observations from the processes and outcomes of the training.

3. Outputs

- The consultation report of maximum 25-30 pages for the training workshop and a separate 5 pages for the policy dialogue event highlighting the main content of the discussions throughout the events. The report to include
 - o Main proceedings and summaries of each session
 - o Inputs and recommendations from the participants
 - o Compile presentations and photographs, annex them to the main report
 - o Develop press release and declarations if needed

4. Time frame

The ILO will issue an Excoll Contract for a maximum of six working days during 09 August to 08 Sep 2021. The six workdays includes a brief preparatory remote meeting with ILO (maximum 1 hour); half day each for 4 days virtual training workshop; half day policy dialogue on violence and harassment with the key stakeholders and for development of the report including sharing the draft and finalization of the report with comments from ILO.

5. Key competences of the consultant:

- i. Be highly qualified and proficient in spoken and written English, with an advanced university degree from a recognised institution in English, literature, journalism, public health or related field.
- ii. Sound experience in rapporteur of technical workshops of at least 3 years.
- iii. Excellent report writing skills.
- iv. Have a fair understanding of gender and development sector issues
- v. Use a neat, concise and clear style in writing
- vi. Have experience in writing reports for UN agencies will be advantageous

6. Budget and terms of payment

The payment will be made upon completion of all the assigned tasks and submission of the report as specified above, to the satisfaction of the ILO.

Applicants are requested to send an all-inclusive fee per day along with their CV highlighting relevant experience addressed to the Director, ILO Country Office to Nepal, Dhobighat, Lalitpur through e-mail to ktm_procurement@ilo.org no later than 17:30 hrs, 2nd August 2021. Please indicate “Application: Rapporteur for a training workshop for C190 Action Group members” in your email subject line. Applications received after this will not be considered.