

Terms of Reference

Enumerators for Recruitment Cost Survey (SDG 10.7.1) in Nepal

1. Background

The United Nations 2030 Sustainable Development Agenda marks a milestone by mainstreaming migration as an integral component of development policy. It is the first time that a migration-related indicator is incorporated in such an agenda. Goal 10.7 of the Sustainable Development Goals (SDGs) calls for facilitating orderly, safe, and responsible migration and mobility of people, including through implementation of planned and well-managed migration policies. This goal includes the indicator 10.7.1: “Recruitment cost borne by employee as a proportion of monthly income earned in country of destination”

The high economic and social costs incurred by migrants are increasingly recognized as serious impediments to realizing sustainable development outcomes from international migration. A critical role of migration policies is reducing the financial costs of recruitment incurred by migrant workers seeking jobs abroad. Improving recruitment outcomes for migrant workers not only has the potential to impact those workers and their families. Destination country economies and employers stand to benefit from the increased productivity that comes with a more skilled and empowered migrant workforce.

SDG indicator 10.7.1 is one of the first attempts to produce nationally representative, and internationally comparable data on the recruitment of migrant workers. Few attempts have been made in the past to measure and document the size of recruitment costs of migrant workers. World Bank and ILO surveys have in the past aimed at exclusively targeting low-skilled workers since they are the most impacted by high recruitment costs, through a variety of ad-hoc surveying strategies. The 2030 SDG agenda, however, commits to seeing the Goals and targets met for all nations and peoples ensuring that “quality, accessible, timely and reliable disaggregated data will be needed to help with the measurement of progress and to ensure that no one is left behind”.

Guidelines on SDG indicator 10.7.1 have therefore been prepared by the International Labour Organization (ILO) and the World Bank with a view to working with national statistical offices and other UN agencies to develop a recruitment cost indicator that can be monitored as part of the SDG agenda, drawing on the experience and lessons learned from previous migration costs surveys jointly conducted by the World Bank and ILO. This work is expected to contribute to identifying the size of and setting a target to reduce recruitment costs globally.

A Recruitment Cost Survey is a household-based sample survey designed to collect the data on recruitment costs borne by migrant workers which support in estimating the SDG indicator 10.7.1. The National Statistics Office (NSO) is in the process of conducting its first recruitment cost survey with the technical support from International Labour Organization (ILO).

The sample size is determined at a total of 3300 households (275 FSU with 12HHs in each FSU). Twelve teams (one supervisor and two enumerators) will be mobilized for four months to collect the data of 275 FSU and one team will be in reserve for emergency backup. On average, one team should work on 23 FSU. However, average FSU per team may vary according to the distance and remoteness of the FSU. On average each team has allocated five days for one FSU (travel time, listing work and data collection). Each individual field deployments will be determined as per the field deployment plan developed by NSO. The field data enumerators can be deployed in any of the geographic regions.

In this context, NSO has estimated that it requires to recruit 26 enumerators in addition to the human resources available with NSO. Hiring of these additional 26 enumerators is a part of ILO's technical and financial assistance to NSO to conduct the recruitment cost survey. Therefore, ILO seeking applications from 26 qualified enumerators.

2. Scope of Work

Data enumerators will work under the direct supervision of the Field Supervisor and they are mainly responsible for collecting household data and ensuring their quality. It is the responsibility of every data enumerators to follow code of conduct and instructions given by NSO. ILO will be responsible to monitor the survey work in the field jointly with NSO Officials.

The task of enumerators will be to:

1. Participate in the training programmes organized by NSO.
2. Collect household data and ensure that household members understand each question.
3. Verify and ensure the quality of information received and stored in the data collection software tool.
4. Report issues pertaining to data collection process and tools to supervisors immediately.

3. Key Deliverables

The key deliverable for the proposed assignment would be:

- Completed questionnaires: Numbers to be allocated by NSO to each enumerator.

4. Time Frame

The enumerators will be hired for a period of four and half months. The enumerators' training will be organised in mid-April 2023 by NSO. The field work will be organised from mid-April to September 2023.

5. Requirements:

- i. Education: Completed a minimum high school (+12 or equivalent) preferably with mathematics.
- ii. Experience: Preference will be given to candidate who have experience in similar surveys/census and have past experience of data entry work.
- iii. Competency: Fluency in Nepali, computer literate & familiarity with Microsoft Office, capable of using tablets for data entry and Nepali typing is an added advantage.
- iv. Must be a Nepali Citizen

The data enumerators should be willing to be placed in any of the geographic regions.

As this assignment involves working across the country, therefore, preference will be given to candidate from diverse culture and geography from across the seven provinces of Nepal. Qualified women applicants and qualified applicants with disabilities are encouraged to apply.

6. Remuneration and Terms of Payment

Remuneration (i.e. Consultancy fee) will be provided @NPR. 32,902.00/month.

The data enumerators will be in the field for 4 months and 15 days. This includes 15 days training period in Dhulikhel, Kavre and four-months field work. Long distance travel expenses (TA) will be paid on actual basis and daily subsistence allowance (DSA @1,200 per day will be paid as per the Nepal Government rules for 135 days (120 days in the field and 15 days for the training duration)

To be paid upon the submission of the agreed deliverable and recommendation by NSO for payment with supporting documents.

8. Submission of Application

Interested candidates are required to send in their application with the following documents:

- i. CV highlighting relevant experience.
- ii. Copy of Education Certificate
- iii. Copy of Citizenship Card

9. Attestation for having adequate medical and accident insurance:

Insurance	Do you have Medical and Accident Insurance? YES NO If YES, provide the document <ol style="list-style-type: none">i. If NO, please be aware that the ILO accepts no liability in the event of death, injury, or illness of the External Collaborator. The External Collaborator attests that he/she is adequately covered by insurance
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	for these risks. In no circumstances shall the External Collaborator be covered by any ILO insurance. It is the external collaborator's own responsibility to take out, at their own expense, any personal insurance policies that are considered necessary, including a civil liability insurance policy.
Security	<p>Have you done the Security Trainings?</p> <ul style="list-style-type: none"> - BSAFE, YES, NO - External collaborators whose tasks entail travel must comply with all applicable ILO security procedures and rules, notably those governing security clearance and training. 7 External collaborators benefit from the security arrangements and protection provided by the United Nations Security Management Network (UNSMN) at duty stations which are either not under a security level or up to security level four (4). <p>If travel entails, you are required to obtain security clearance through the UN TRIP System before your travel.</p>

Applicants are requested to send their application along with the abovementioned documents to KTM_PROCUREMENT@ilo.org no later than 12:00hrs, 19th March 2023. Applications received after this will not be considered. Please indicate "MiRiDEW_Recruitment Cost Survey" in your email subject line.

This is a re-advertisement. Applicants who have applied to the earlier round of this EOI need not re-apply.