

Terms of reference

Producing policy briefs based on the research findings on “The Social and Solidarity Economy and the Organizational Landscape in Asia”

Background and justification

The ILO launched a project, ‘Strengthening Social and Solidarity Economy Policy (SSE) in Asia’ in 2019 in collaboration with an implementing partner, the Korea Social Enterprise Promotion Agency (KoSEA), with financial support from the Ministry of Employment and Labour of Republic of Korea.

As one of the components of the project, a research has been conducted to better understand the status of the SSE in countries in Asia and Pacific in term of their organizational landscape. The Center for Innovation Education and Research at Seoul National University developed the analytical framework and conducted a mapping study of the SSE in six countries in the region; the target countries are Republic of Korea, Japan, China, the Philippines, Malaysia, and Indonesia. The findings of the research was presented during the international [conference](#) in September 2020. This report identifies and maps SSE organizations in six countries, and suggests four institutional strategies to strengthen the SSE in Asia.

The target audiences for the report include:

- the staff of relevant ILO departments and field offices who are working with ILO constituents in developing and strengthening SSE policies in Asia and beyond;
- cooperative organizations and wider SSE institutions in the six countries to be better informed about the characteristics and challenges of the SSE; and
- policy makers in the six countries to become acquainted with institutional and legal frameworks needed for SSE to thrive in their countries.

Based on this mapping study, the SNU team produced a research report, consisting of eight chapters: an introduction, six country cases and a conclusion including policy implications on strengthening SSE in Asia. During the revision phase, the Cooperatives Unit noticed that this report has several limitations, notably the relevance of the analytical framework, for the assessment of SSE organizations in six Asian countries¹, and the lack of mention of the impact of COVID-19 and the role of SSE in its recovery, and ILO references such as norms, particularly [ILO Recommendation No. 193](#). This report also needs professional language editing, and formatting of tables and figures, in accordance with ILO house style manual².

The ILO is seeking a consultant with subject and language expertise who would work on extracting the key findings from the draft report “The Social and Solidarity Economy and the Organizational Landscape in Asia” to produce nine policy briefs that are written in a clear and concise manner and one that can articulate the research gaps. The nine briefs would include: an introduction and conclusions/recommendations brief, six country briefs and a brief on the SSE and informal economy.

¹ While this framework may be conducive for countries that have well developed legal frameworks (i.e. Republic of Korea), it does not appropriately capture the country contexts in Southeast Asia where informality is widespread (i.e. associations and self-help groups).

² https://www.ilo.org/wcmsp5/groups/public/---ed_norm/---relconf/documents/meetingdocument/wcms_742229.pdf

Objective and Workplan

The objective of this assignment relates to the above mentioned task of producing policy briefs, that should be taken place from April to June 2021. The consultant would be expected to base his/her analysis and comments on existing ILO research on this topic³, and include the caveats for this study (i.e. the analytical framework developed by the researchers excludes SSEOs that are not formally registered, especially those in the informal economy).

The consultant will be expected to perform the following tasks:

1) Review draft report, and propose outline for the policy briefs:

The consultant is to review the draft report and the ILO comments. In collaboration with the Cooperatives Unit, the consultant will propose an outline for the nine policy briefs: Intro (1), Country Cases (6), SSE and Informal Economy (1), Conclusion (1);

2) Draft policy briefs:

The consultant will define the contents and the format of the outline, in consultation with the Cooperatives Unit. The consultant will extract key findings from the draft report, and produce nine policy briefs. The consultant may get back to the researchers for clarification on the content, if needed.

Work Timeline

Task	Action	Timeline
1) Briefing	Meet online and agree with ILO COOP team on the timeline, contents, and the format	By end of March
2) Review draft report	Review draft report, and ILO comments	By mid-April
3) Develop outline	Develop outline of the policy briefs based on the review, in consultation with ILO COOP	By end of April
4) Drafting	Draft 9 policy briefs	By end of June

Deliverables

The deliverables will be as follows:

1. Produce an outline of nine policy briefs based on the review of the draft report and ILO comments (both general and in track changes);
2. Produce nine policy briefs, filling the gaps (i.e. the role of SSE in the COVID-19 response and future recovery) and include caveats and limitations of the study.

Reporting lines

The consultant will report to ILO COOP which provides direct supervision of the work. All the outputs will need to be approved by ILO COOP.

Timeline

The timeline of the contract is from April to June 2021 (35 working days).

³ At the ILO, seven case studies and one comparative study are available as part of a broader study on SSE Public Policies. They are: the Philippines, Europe, Korea, South Africa, Brazil, Costa, Rica, Nicaragua, and a comparative study of above seven country cases. The ILO is also carrying out a development cooperation project in Tunisia and South Africa for promoting SSE organizations and strengthening policy capacity for SSE in each country. See work on SSE at the ILO at https://www.ilo.org/global/topics/cooperatives/projects/WCMS_546299/lang--en/index.htm

Payment and payment schedule

The payment will be made upon completion of the two above mentioned deliverables upon satisfaction of the ILO.

Qualifications, experience and competencies

- Advanced degree in law, economics and other social sciences
- Knowledge and experience on ILO's work on SSE;
- Demonstrated experience in undertaken global comparative studies on cooperative and wider SSE legislation and policies;
- Knowledge on organizational landscape of SSE in Asia and Pacific;
- Proven track record of drafting clearly and concisely;
- Ability to analyse a variety of subject matters with an understanding of the interrelationships between the subject(s) under review and the existing legislation and practice.

Application procedure

Interested organizations/individuals should submit the following documents:

- **Background and qualifications** of the organization/individual to perform the task, including all past experience in similar assignments and contact details (email address and phone number)
- **Writing sample** preferably a report on social and solidarity economy
- **Approach and methodology** suggested to carry out the assignment

The proposal documents should not exceed 5 pages excluding annexes. Proof of similar assignment and CV(s) if any should be included in an annex.

The proposals should be in English and sent to ILO COOP (coop@ilo.org) by **cob March 15, 2021**.