

Towards Fair and Sustainable Global Supply Chains: Promoting Decent Work for Invisible Workers in South Asia

ILO Country Office for Nepal

Terms of Reference

Requirement:	National Consultant
Assignment:	<p>Conduct three days long Training of Trainers (ToT) on Participatory Appraisal (PA) and other relevant tools on identifying workers and their challenges to facilitators of trade unions.</p> <p>Support delivery and documentation of Participatory Appraisal (PA) exercise conducted at communities by trade unions.</p>
Working days:	44 days
Start date:	1 October 2020
End date:	5 February 2021

Background

ILO/Japan “Towards fair and sustainable global supply chains: Promoting decent work for invisible workers in South Asia” project aims to create ethical and sustainable global supply chains. Within these informal economic units workers experienced decent work deficits i.e. lower than minimum wages, occupational risks, and hazards, lack of social security coverage, precarious employment, barriers to freedom of association, and concurrent lack of voice with regards to collective bargaining. The causal factors of these effects are informal working arrangement, piece-rate production, home-based work, and non-standard forms of employment. The project will give to the ILO’s agenda of “Decent Work for All”, as well as to the Sustainable Development Goals that have the principle of “Leaving No One Behind” - particularly Goal 5 on Gender Equality and Goal 8 on Decent Work and Economic Growth.

Decent work deficits become more prominent among informal workers in the lower tiers of supply chains. They stay invisible and lack legal and social protection, which are the key instruments of decent work environment for such workers. There are lots of challenges facing by informal home based enterprises i.e. lack of access to resources, business development services, direct linkages with suppliers, lack of access to government services to grow competitive, and socially responsible informal enterprises at the lower tiers of supply chains. These challenges should addresses so invisible workers may able to realize decent work conditions.

In the context, it is important to also distinguish between

- Homeworkers - workers who receive work either directly from an employer/enterprise owner or through contractor/sub-agent/commission agent and the work/product goes back to the employer/enterprise owner. Here employment relationship ends after delivery of products, which leads employers less liable for say occupational health and safety issues that arise over the longer term. Labour rights where provided is also difficult to carry out due to invisibility and lack of voice of such workers, who work from confines of their home and fungibility, where home workers easily move in and out of other forms of work.
- Other home-based workers who are self-employed/own-account workers – who produce and sell their products to the market directly.

The result is that such workers in suffer from decent work deficits that are not limited to lower than minimum wages, occupational risks, and hazards, lack of social security coverage, precarious employment, barriers to freedom of association and concurrent lack of voice with regards to collective bargaining.

ILO standards on Home Based Workers and Context of Nepal

ILO Home Work Convention, 1996 (No. 177) defines homework as work performed by a worker in his or her home or other premises of his or her choice, other than the workplace of the employer for remuneration, which results in a product or service specified by the employer, irrespective of who provides the equipment, material, or other inputs used. Homeworkers are also commonly called as subcontracted home-based workers and primarily women dominated.

Although home-based works offer livelihood opportunities to 916 thousand people in Nepal (NLFS 2018), adequate attention has not provided to improve their living and working conditions. The Home Work Convention (C177) is yet to be ratified by Nepal. Poverty alleviation, gender equality, and decent work in Nepal may not realize without addressing decent work deficits faced by home-based workers. Recent changes in Labour Law and a new Contributory Social Security Fund have been expected to contribute transition towards formality by extending rights and social security to all workers. One of the problems is in the identification of workers and reaching out to them to organize and collectivize them so that they can articulate for their rights as workers.

These challenges in organizing workers have been raised by Trade Unions of Nepal, who are responsible for collectivizing and bargaining for workers' rights. Because these workers remain hidden in the confines of their own homes and are invisible workers. Many of them also do not see themselves as workers and work as unpaid family member or as a helper, including children. Because of the lockdown and continued restriction due to COVID 19, the labour market has been hit the hardest, and both employers and workers are in challenging situation. . Business enterprises have been badly affected, and workers have been devastated, be it many informal workers i.e. homebased workers, daily- wageworkers, as well as self-employed workers. Their challenges are increased due to this situation and they have been exposed to vulnerable situations like chronic poverty, hunger, destitution, and other many problems.

In 2019, from the SGSC in the south Asia project, a pilot programme on PA initiated, which emphasized participatory approaches to identify different categories of workers presented in the community. From this limitation, around 1800 workers were identified with their challenges as informal workers, their socio-economic status, gender profile with a possible way to organize, and their working scenarios were documented. The participatory Appraisal tool has been used for this process where ILO has provided technical support on organizing PA sessions as well as documentation of those sessions to Trade Unions. During this programme, the learning has been made as it is important to develop specific tools to identify children, home-based workers. Regular technical support is necessary for trade unions on PA to institutionalize and strengthen the PA process. In this project, additional workers will be identified from three Trade Unions – Nepal Trade Union Congress, General Federation of Nepalese Trade Unions, and All Nepal Trade Union Federation. From this technical support, PA tools and tools to identify child workers will be updated. The PA technique including this other tools to identify child workers and their challenges will be provided to facilitators of these three Trade Unions from the means of ToT. The new approach received by Trade Unions and possibilities for bridging at the municipality level means that this PA rollout requires significant support from delivery to the documentation that also includes an update of PA tools used based on experiences.

Sustainable Global Supply Chains project aims to hire a national consultant for updating the PA techniques with convenient tools for identifying child workers and their challenges. The ToT session on PA techniques will be provided for facilitators of trade union. Additional support to help on two sessions of PA on each for all three trade unions' working communities and ensure its success.

Scope of Work:

The consultant will meet the following targets:

- Conduct the ToT on Participatory Appraisal (PA) and other relevant tools to local facilitators of Trade Union in order to find the homebased workers, their challenges, and Report of ToT training.
- Provide technical support to Trade Unions towards effective delivery of PA in selected communities
- Document findings, learnings and experiences from each of the PA exercises and also prepare consolidated findings of the PRAs conducted
- Develop a report on working and living conditions of Home based Workers based on community level findings to triangulate the results of the PA, based on a questionnaire developed earlier.
- Support any capacity building requirements of community level Trade Union representatives as required under the guidance of the CTA and NPC, SGSCs project.

Output and Key deliverables:

- Conduct 3 days long ToT sessions on Participatory Appraisal with training session plans, handouts, exercises, group-work and other training tools/aids and methodology for local facilitators of trade unions (The training will be virtual considering the current COVID 19 situation)

- Prepare Participatory Appraisal ToT training report.
- Assist Trade unions to conduct Participatory Appraisal, triangulation of PRA results and documentation of the process as well as result. Which included following details:

Assist Trade Unions in PA field delivery and documentation: Three trade unions plan to conduct five PA sessions in five communities of each Trade Unions within their working areas. The consultant will support on those PA exercise of each Trade Union. Each PA tools will be applied in order to identify the informal homebased workers and their challenges. The tools will be social mapping, trend analysis, and daily schedule together with focus group discussions. The consultant will guide to trade unions on applying the PA tools as well as responsible for quality of outputs of PA exercises. Kindly note that the PA exercise in general aims to capture the following aspects.

- Community structure and the socioeconomic and political situation in the community.
- Understanding of the local diversity within the community, priorities across groups, relative distribution of different mix of people (such as from dalits and minority communities, ethnolinguistic groups, migrants, landed, landless, literate, and illiterate) and their spatial distribution within the village/community, kind of occupations they are engaged in and distribution of assets (if feasible)
- Any cooperation and conflict practices within the community, in context of the above.
- A gendered analysis how men and women play different roles in their families, communities and societies; they also have different kinds of access to information, resources and networks. This means, placing the gender realities in the intersectionality of these (not merely classifying issues as 'gender issues' or 'gender perspective' to refer primarily to women as a homogenous group, or to women and men as single interest groups, which can oversimplify complex realities).
- The above analysis should be able to gather information how women make significant contributions to their households, neighbourhoods and the city through their paid and unpaid labour, building, consolidating, and compensating for shortfalls in essential services and infrastructure. Yet, they face persistent inequalities in terms of access to decent work, physical and financial assets, mobility, personal safety and security, and representation in formal structures of urban governance.
- The social structure and institutions in the area, the different views local people might have regarding those institutions (especially by different social groups, and within the social groups – how women use/not use them).
- An understanding of the family or household as a primary site of inequality in the division of labour and intra-household distribution of resources, distribution of productive and reproductive roles of women and men within the household.
- Events/changes of recent and not so –recent in origin, having an important bearing on the local community.
- Trend analysis and timelines of how things have changed in the community, especially in the context of livelihood options, income, type and nature of work done by women and men, informal economy workers in lower tiers of the economy, involvement of children and unpaid family workers.
- Different livelihood options available, including home based and micro enterprises in the area (doing different sectoral work/trade/craft etc.).
- Map how women receive home based work and from where, how the production process is distributed across different households.

- Distribution of home based workers/enterprises (based on gender, type of work and whether children are currently engaged in work) within a community together with their required skill related and other requirements.
- Information about major illness affecting the locality, the age group afflicted the frequency of such illness.
- Reflect challenges in decent work and living conditions facing by informal workers and their prevalence across sectors and strategies proposed during exercises to overcome them will also.
- Recommendations will be proposed for specific community level interventions that focuses on bridging with local government development plans and services.
- Support documentation process of evidence found through PA exercises to trade unions having detail issues facing home based and home workers, and how they get work and the conditions of work, wages particularly for women workers (including as unpaid family members),
- Another about the brief on children and adolescent children working at home or informal enterprises including as helpers or unpaid family members– these briefs should contain map of such workers in communities where PA conducted.
- The report will provide a map of informal workers (not limited to home workers, own account workers and contributing family members) across communities where PA exercise was conducted.
- Scope of work here extends to preparing a first draft, which needs to be approved by the ILO Project Team. Consultant will further help unions develop an exercise report on PA conducted.
- The consultant will draw on previous experiences, learnings from delivery and changing trade union requirements and in consultation with the ILO suggest update/strengthen an initial set of tools or suggesting additional tools to capture relevant information.

Timeline & Payment:

- 44 (forty four) working days are outlined below work plan for the assignment.
- 40% of Total Contract Value Paid out after ToT session and report of the PA exercise of 7 communities.
- Remaining 60% of Total Contract Value will be paid after delivery of all deliverables and acceptance by ILO.

Work plan:

Deliverables	Working days
Prepare and Conduct the ToT session on PA based on the modules developed by project and report of ToT	4 days (4-5 hours long sessions virtually plus reporting and 1 day preparation
Observation visit to 10 clusters and discussion on community needs and how PRA tools can be best customized for purpose.	4 Days

Provide technical support to Trade Unions towards effective delivery of PA in selected communities Document findings, learnings and experiences from each of the PA exercises and also prepare consolidated findings of the PRAs conducted (A total of 30 exercises (5 clusters x3 trade unionsX2 PA)	25 days (30 PA sessions and 15 PA sessions report documentation)
Develop a report on working and living conditions of Home based Workers based on community level findings to triangulate the results of the PA, based on a questionnaire developed earlier.	5 days
Total	44 days

Qualifications & Experience Requirements:

- A national consultant with the following qualifications is required:
- Masters' in Social Sciences or related subject from a reputable university
- Minimum of 5 years' experience working in the development sector and/or in the research setting. This should include some prior experience using Participatory Appraisal tools and community engagement in Nepal
- This should have prior experience of providing Training of Trainers (ToT) using PRA toolkits.
- Knowledge of the informal economy, home based workers and/or labour in global supply chains in the context of Nepal preferable.
- Basic understanding of ILO Conventions related to fundamental/core convention, and conventions and recommendations related to informality and home workers.