

Terms of reference

Call for Expression of Interest: Institution or National Consultant

Labour market situation analysis and opportunities for development partner support on productive employment and skills development in the Philippines

1. Background

The International Labour Organization (ILO) is the United Nations agency for the world of work devoted to advancing social justice and promoting decent work. The ILO brings together governments, employers and workers to drive a human-centred approach to the future of work through employment creation, rights at work, social protection and social dialogue. In the Philippines, the ILO delivers technical assistance, capacity building and policy advice to promote decent work in line with national and regional development plans, including the Updated Philippine Development Plan (PDP) and the National Technical Education and Skills Development Plan (NTESDP) and in support of the National Employment Recovery Strategy (NERS).

The outbreak of the COVID-19 pandemic has rapidly transformed into an unprecedented global economic and labour market crisis, with severe impact on the world of work in the Philippines.

According to the [COVID-19 labour market impact assessment](#) conducted by the ILO in 2020, was estimated that 25 per cent of total employment or 10.9 million workers in the Philippines were likely to be disrupted by the impact of COVID-19 on the economy and labour market, either through decreased earnings and working hours or complete job loss. Women account for 38 per cent of the jobs at risk of COVID-19 job disruption. Younger workers have also been particularly hard hit facing multiple shocks such as disruptions in education and training, employment and earnings, and increased job search constraints. The report further suggests that building a better normal in the labour market requires identifying policy gaps in relation to data-driven and context-specific evidence, which includes ramping up ICT infrastructure and promoting digital skills for all; retraining, retooling or upskilling efforts as well as labour market information and employment services

to facilitate re-entry into the employed workforce; and access of young people to lifelong learning opportunities and programmes that directly address potential future discrimination against the “lockdown generation”. The [PSA’s 2020 Annual Preliminary Estimates of the Labor Force Survey \(LFS\)](#) confirm the massive labour market disruption for workers, enterprises and sectors in the Philippines in 2020.

In the context of increasing calls for digitalization, technological transformations in the labour market can compound the challenges caused by the pandemic exposing an estimated 7.2 million workers to a double tiered risk of job disruption due to digitalization and COVID-19. The [Future of Work in the Philippines](#) report (2020) also suggests that promoting competitive, innovative industries and advancing productive employment needs to be accompanied by investments in capacities of people. This can be achieved through policies such as upskilling or reskilling the workforce which can be instrumental in supporting sectors and workers at heightened risk due to both digitalization and the socio-economic impact of the COVID-19 crisis.

In this context, the ILO, with the support of the Australian Embassy in the Philippines, aims to undertake an analysis and consultation to better understand the labour market and skills development situation in the Philippines, in particular gaps on productive employment and skills development (e.g. promoting youth employment and improving the school-to-work transition, enhancing industry participation in the design of education and skills system, lack of preparedness to respond to employment and skills challenges brought by the 4IR, etc.), and provide specific and practical recommendations on how the ILO through [the Decent Work Country Programme \(DWCP\) 2020-24](#) and the Australian Government can support the Philippines on these issues, noting its comparative advantage (in the education sector) and short-term strategic direction, as articulated in the [Australian Government COVID-19 Development Response Plan](#).

The analysis and consultations will be led by the ILO Country Office for the Philippines in collaboration with the ILO Decent Work Technical Support Team for East and South-East Asia and the Pacific.

2. Objective of the assignment and scope of work

The objective of the assignment is to (i) prepare a short situational analysis to identify gaps on productive employment and skills development in the Philippines based on labour force survey (LFS) data analysis and other information, ILO reports, including an overview of

current programmes from other bilateral and multilateral donors; (ii) conduct interviews with key stakeholders on skills and employment gaps to be supported by development partners; and (iii) prepare a technical note on skills and employment gaps in the Philippines and specific and practical recommendations for development partner support taking into account the National Employment Recovery Strategy (NERS) consultations and action plan as well as key national strategic frameworks, policies and plans, DWCP 2020-24, and Australian Government COVID-19 Development Response Plan.

This includes the following tasks:

2.1. Prepare a short situational analysis to identify gaps on productive employment and skills development in the Philippines based on LFS data analysis and other information, ILO reports, including an overview of current programmes from other bilateral and multilateral donors

- Build on the existing ILO reports [COVID-19 labour market and economic assessments](#), [the future of work in the Philippines](#), [Asia-Pacific employment and social outlook](#), [7th ILO Monitor on COVID-19 and the World of Work](#), economic diversification in the Philippines (forthcoming), gender and social inclusion in the Philippine TVET sector (forthcoming), background paper on demand for skilled workforce and its application to TVET delivery planning (preliminary draft), review of the TVET and LMI systems in the Philippines (preliminary draft), including national plans and strategies i.e. the National Employment Recovery Strategy (NERS), Philippine Development Plan (PDP) and the National Technical Education and Skills Development Plan (NTESDP) and other studies (i.e ADB's TVET sector study, etc) , to describe existing employment and skills development situation in the Philippines and identify key labour market issues and opportunities that require support in the labour market recovery phase.
- Conduct a mapping of current and planned programmes of other development partners, bilateral and multilateral donors, particularly in employment and skills development with a focus on COVID-19 response and recovery to identify areas for synergies and unique areas in need of support.
- Analyse labour force survey reports and microdata (2019 to 2021, if available) and other relevant data for the Philippines to establish the sex- and age-disaggregated baseline for the labour market profile in the Philippines before the onset of the COVID-19 pandemic and its impact on the labour market in 2020 and Q1 of 2021, if available. The analysis should take into account vulnerable groups in the labour market (e.g. women, youth).

- Synthesize and describe key features of employment and skills development policies and programmes in the Philippines and identify insights in the context of possible ILO and Australian Government support.
- Integrate findings from consultations (key informant interviews and focus group discussions) and address comments received during the review process.
- Provide summary statistics of the main variables used, and summarize the main results in an appropriate graphical and tabular presentation. Update the analysis, figures and tables, if needed, following inputs received from review process.
- Expected outputs:
 - Proposed annotated outline of the report and list of sources.
 - Draft 5 to 10-page report for review by the ILO.
 - Final 5 to 10-page report based on review by the ILO.

Note: 5 to 10-page report excludes the Annex (tables, stats, mapping of interventions by other development partners, etc.)

2.2. Conduct interviews with key stakeholders on employment and skills gaps to be supported by development partners;

- Develop guiding questions for key informant interviews and focus group discussions, identifying funding gaps and proposed recommendations for possible support by ILO and Australian Government.
- Prepare, organize and conduct interviews with selected stakeholders, including representatives of government, workers' and employers' organizations, private sector from selected sectors, development partners and bilateral and multilateral donors, in close coordination with the ILO Country Office for the Philippines. The ILO will do the coordination work and logistical requirements of the consultations.
- The consultations aim to validate the preliminary findings of the study, gather additional inputs identify key recommendations.
- Expected outputs:
 - Proposed guiding questions for consultations.
 - Proposed list of stakeholders for interview.
 - Consultations conducted with selected stakeholders in coordination with ILO.
 - Documentation/notes of interviews conducted.

2.3. Prepare a technical note on skills and employment gaps in the Philippines and specific and practical recommendations for development partner support taking into account the NERS consultations and action plan as well as key national strategic frameworks, policies and plans, DWCP 2020-24, and Australian Government COVID-19 Development Response Plan.

- Develop a proposed annotated outline/structure for the technical note taking into account the situational analysis and interviews conducted.
- Synthesize key findings of the situational analysis, taking into account the NERS consultations and action plan as well as key national strategic frameworks, policies and plans, DWCP 2020-24, [ILO framework for responding to the COVID-19 socio-economic impact](#), and [Australian Government COVID-19 Development Response Plan](#).
- Develop and elaborate specific and practical recommendations for development cooperation interventions to address selected gaps on (i) productive employment and (ii) skills development with support of the ILO and the Australian Government in the COVID-19 labour market recovery.
- Draft conclusions and recommendations with a view to inform possible areas of support and resource mobilization strategy on employment and skills development of the ILO and the Australian Government
- Contribute to technical discussions with ILO and the Australian Government during presentation of the technical note.
- Expected outputs:
 - Proposed annotated outline. Final version after consultation with ILO.
 - Draft 15-page report and 20-slide PowerPoint presentation to summarize findings. Preliminary version for sharing with DFAT based on review by the ILO.
 - Final 15-page report and 20-slide PowerPoint presentation based on review by the ILO and DFAT.

The ILO will provide guidance for layout and design of the reports and PowerPoint presentations. Data, figures and tables need to be submitted in separate excel sheets.

3. Timeline, deliverables and fees

The assignment goes from 19 April to 31 May 2021 and deliverables should be aligned with the timeline of the overall project.

	Activities	April week 3	April week 4	April week 5	May week 1	May week 2	May week 3	May week 4	May week 5
1	Contract processing								
2	Preparation of short situational analysis		Annotated outline	Draft situational analysis		Final situational analysis			
3	Conduct of interviews with key stakeholders		Guiding questions & list of stakeholders	Interviews					
4	Preparation of technical note			Annotated outline		Draft technical note		Final technical note	

	Deliverables	Days	Costs/day in USD¹	Total in USD
1	Annotated outline for the situation analysis and list of sources developed and finalized in consultation with ILO.	2	350	700
2	Consultations guiding questions and list of stakeholders for key informant interviews, focus group discussions is developed and finalized in consultation with ILO. Related activities for key informant interviews and focus groups are conducted and documentation is submitted for review and approval of ILO. Annotated outline for the technical note developed and finalized in consultation with ILO.	7	350	2,450
3	Draft situational analysis on employment and skills development in the Philippines based on review by the ILO.	5	350	1,750
4	Final situational analysis on employment and skills development in the Philippines developed, consolidated and finalized based on consultations and review by the ILO. Draft technical note on employment and skills gaps in the Philippines and PowerPoint presentation based on review by the ILO.	7	350	2,450
5	Final technical note and PowerPoint on employment and skills gaps in the Philippines finalized based on consultations and review by DFAT and the ILO.	4	350	1,400
TOTAL		25		8,750

Deviations from these deliverables can occur according to the evolution of the assignment; however, any changes observed or anticipated should be consulted with the focal person at the ILO.

4. Payment Terms

The ILO will only pay for services that have been performed and for deliverables that are successfully completed to the satisfaction of the ILO. The payments will be made according to the following schedule:

- The first payment of USD will be made upon receipt of deliverable 1 and 2 on or before 30 April 2021 to the satisfaction of the ILO and presentation of the invoice.
- The second payment of USD will be made upon receipt of deliverables 3 on or before 7 May 2021 to the satisfaction of the ILO and presentation of the invoice.
- The third payment of USD will be made upon receipt of deliverables 4 and 5 on or before 28 May 2021 to the satisfaction of the ILO and presentation of the invoice.

5. Staffing, Roles, and Reporting

The consultant/institution will provide regular updates for the work carried out to the ILO Country Office for the Philippines, to the Employment Specialist and Skills and Employability Specialist in the ILO Decent Work Technical Support Team for East and South-East Asia and the Pacific.

6. Specific Clauses

Throughout the course of this assignment, the consultant/institution will report on a weekly basis to the ILO for coordination and follow-up. All communication to other relevant stakeholders should be coordinated with the ILO. If it appears necessary to modify the tasks of work or exceed the time allocated, the consultant/institution must discuss the

¹ Cost per day is slightly negotiable. UN exchange rate USD 1 = Php 48.54 (as of April 2021).

circumstances with the ILO and obtain prior written approval. ILO may disclose the draft or final documents and/or any related information to any person and for any purpose the ILO may deem appropriate.

7. Required skills/experience

- An advanced degree in the field of labour economics, social sciences and development or related area with demonstrated expertise on labour market issues, including employment and skills.
- Relevant experience in development cooperation, economic and social policy development with experience in labour market analysis in the Philippines.
- Relevant experience in organizing and conducting stakeholder consultations, including key informant interviews.
- Excellent knowledge of statistical software for labour market analysis.
- Excellent drafting and report writing skills. Ability to present information in readily understandable forms. Ability to synthesize research and reach empirically based conclusions.
- Ability to communicate effectively both orally and in writing. Ability to work on own initiative as well as a member of a team. Ability to plan and organise work.
- Excellent command and proficient working ability in English.

The interested candidates must submit their letter of intent and detailed CV. The short proposal must be submitted through Ms Ma. Concepcion Sardaña, Senior Programme Officer of ILO CO-Manila at sardana@ilo.org , with copy to Ms Ma. Lourdes Macapanpan-Rivera, Senior Programme Assistant at macapanpan@ilo.org on or before 12.00 nn Manila time, 15 April 2021, Thursday. Only shortlisted candidates will be contacted for short interviews for the final selection.