

Terms of Reference (ToR)

To conduct Training on Labour issue especially labour monitoring to partners and informal sector women workers for establishing local level labour monitoring mechanism at respective palikas of partner organisations.

Background

Women's Rights is AAIN's programme priority where strengthening action on Decent work and rights of women labourers is one of the strategic areas. In Nepal, more than 70 per cent of the economically active population is involved in the informal economy. Due to changing patterns of employment, the informal economy is rapidly expanding. However, workers in the informal economy face multiple challenges and constraints because the government is not in a position to regulate it. Women largely are still not receiving fair and equal wage as men and lack safety in the workplace and social protection. Protecting women and girls from violence, exploitation, and insecure working environment in the informal sector has remained the critical issue on women's rights. Many informal workers are not registered in local government that directly impacted during covid pandemic when local government prioritized those who were listed for job but many were left behind because of unregistered in local government and missed the job opportunities. There is no any monitoring mechanism for the unorganized informal sector in Nepal. Labour audit in Nepal is governed by the Labour Act 2017 ("**Labour Act**"), Labour Regulations 2017 ("**Labour Regulations**") and Labour Audit Standards 2018 ("**Labour Audit Standards**") which only cover the formal sector, the informal/unorganized sector is still not comes under the government labour audit or labour monitoring framework.

Therefore, AAIN envisioned to bring the wage-based informal sector women workers at one place and make them capable to raise their voice against any kind of discrimination and exploitation in the world of work and demand for their rights through organizing and mobilizing. AAIN initiated National Campaign of Informal sector women workers in 2019 and after covid pandemic in 2022, it revitalized the women labourers' campaign where we organized them to lead their own agenda for decent work and equality in the labour world. Identifying the gaps in labour monitoring especially in unorganized informal sector, this year is focusing on establishing the local level monitoring mechanism which will ensure and monitor the implementation of policies and practices in the informal sectors. Also, we aim to increase representation of women worker in wage fixation committee. Hence, 3 days capacity building training to informal sector women workers and partners will be organized where they will be equipped with the knowledge and information on the existing wage fixation committee, its mechanism and labour monitoring system in Nepal. Along with it, they will also be equipped with the knowledge and process to establish local level labour monitoring mechanism and their representation in the wage fixation committee.

Objectives

- To develop training contents and conduct 3 days training on labour monitoring at local level.
- Strengthen the capacity of partner organisations and informal sector women workers of respective districts on their roles in establishing local level labour monitoring mechanism.

- Develop Guideline to establish local level labour monitoring mechanism at palika levels.

Training participants:

AAIN's partner organization's representatives (PO/PC) and the active informal sector women workers from 8 different districts will be the participating in the training. The women workers will be mostly from daily wage -based, agriculture, construction, domestic work sectors. They will be from Doti, Bardiya, Tehrathum, Siraha, Parsa, Kathmandu and Palpa districts.

Methodology

The training will be conducted face to face and will be residential. In these 3 days, the participants will share information about the labour market in their respective districts and the resource person is expected to enrich their knowledge with understanding on basic labour related issues and some major policies and laws. The major objective of this training is to establish local level labour monitoring mechanism in some palikas as piloting, it is expected that the participants will have clarity on their roles and processes to establish mechanism at local level.

Hence, the major highlights of the training will be labour monitoring, its principles, wage fixation committee etc. Besides this, consultants will also have session on consultation meeting for the preparation of guideline.

Responsibilities of Resource Person

- Develop and share Training contents, objectives, methodologies, and timing in close coordination AAIN.
- Develop and provide hands out/reading materials of all training contents in close coordination with AAIN.
- Facilitate the Training
- Preparation and submission of training report
- Draft guideline for establishing local level labour monitoring mechanism at palikas.
- Conduct meeting as per need for finalization of the guideline even after training with concerned stakeholders if needed in collaboration with AAIN.
- Submit the final Local level Labour Monitoring mechanism guideline to AAIN.

Responsibilities of AAIN

- Support in organizing training e.g: coordinating with partners, communication with them and other logistics support etc.
- Facilitate and support consultant in the training.
- Arrange and facilitate stakeholders' consultation meetings if needed.
- Review the quality of the documents and provide timely feedback to the consultant.
- Financial support to deliver the agreed tasks of the resource person.

Reporting

The Consultant will work closely with and report to Women's Rights Specialist from AAIN.

Duration

The task expects whole 10 days engagement where training on labour monitoring and developing guideline both are included. Resource Person will have to manage both the tasks together within these days. After 3 days training, the resource person will have to draft the guideline in consultation with AAIN. During the training sessions, the resource person needs to have a discussion with the participants regarding the guideline and feed in the major points in the guideline. By the end of engagement date, resource person will have to submit the final guideline to AAIN.

Competencies

Eligible Consultants should have the following:

- Deep understanding of labor issue in Nepal; context, policies.
- Prior experience of developing training materials and conducting training.
- Prior experience in working with local government in developing guidelines, procedures etc.
- Experienced in gender, diversity, and inclusion.

Proposal Evaluation Criteria

Key Areas for Proposal Evaluation	Weightage
Technical Proposal <ul style="list-style-type: none"> ➤ Understanding of assignment and delivery approach (10 points) ➤ Demonstrated minimum 7 years of experience in related research field (10 points) ➤ Demonstrated the capacity to carry out the assignment (10 points) ➤ Evidence of customer/ client satisfaction in terms of services provided in past (10 points) 	40%
Financial Proposal <ul style="list-style-type: none"> ➤ A clear financial proposal linked to the technical proposal, highlighting key costs and any reimbursable expenses (if any) (60 points) 	60%

Application Instructions

Proposal Submission Guideline Interested consultancy firms/ individuals who meet the above requirement should send their technical and financial proposals to jobs.nepal@actonaid.org by 30th April 2023. Please provide At least three positive references/recommendations from past clients. Upon reviewing the Proposal, only short-listed companies will be contacted. Please note that ActionAid Nepal reserves the right to reject any proposal.

Thank you.