



Terms of Reference (ToR)

For the Study on

Situational Analysis of selected industrial sectors in Chattogram focusing decent work and workers' rights.

Date: 30 May 2022

1. Introduction:

This 'Terms of Reference' details the working modalities of the Study on "Situational Analysis of selected industrial sectors in Chattogram focusing decent work and workers' rights". Bangladesh Institute of Labour Studies- BILS is the commissioning authority of this research. The research constitutes an essential part of a partnering project between BILS and DGB-BW titled "Promoting Social Justice and decent work through the champion role played by women and youth TU Leaderships".

2. Background and rationale:

Bangladesh Institute of Labour Studies-BILS has been implementing project on workers' issues in Chattogram in partnership with DGB-BW since 2016. The first and second phase of the partnership has already been successfully completed and significantly contributed in promoting workers' issues in Chattogram region. At present, BILS is implementing the third phase (2022-24) of the partnership titled "Promoting Social justice and decent work through champion role played by Women and Youth TU leaderships".

The main objective of the running phase (2022-24) is to ensure the progressive role of women and youth TU leaderships to address social justice and decent work in Chattogram region. The project intervention will be carried out in 7 selected industrial sectors in Chattogram i.e. **RMG, Construction, Hotel-Restaurant, Health-Diagnostic, Small Transport, Beauty Parlor and Aluminum goods making industry**. The direct target groups are the women & youth TU leaders/activists of the selected sector, local TU leaders and central NTUC leadership. The Indirect target groups include general workers and their families, Government Ministries and concerned departments & institutions, Government representatives from public institutions, Local representatives, Community, Society, labor friendly CSOs & NGOs, Lawyers, Journalists, University students and academicians, employers & employers' groups etc. The women & youth TU leaders/activists will be the key instruments in implementing the project activities and they will play their progressive role in promoting social justice and decent work in Chattogram region.

The project envisages that women and youth activists will present decent work issues to workers, employers, government and other stakeholders through campaign and advocacy actions. The issues will include, for example, workers' rights and entitlements like wages, maternity protection, working hours, appointment letter, ID card, compensation, OHS, abuse and harassments etc. So, it is important to identify the present decent work and workers' rights situation of the selected sector, so that the Trade Union(TU) can carry-out evidence based campaign-advocacy with the relevant stakeholders in improving the decent work situation in the selected sectors of Chattogram.

In the underlying circumstances, BILS is going to carry-out the study titled “Situational Analysis of selected industrial sectors in Chattogram focusing decent work and workers' rights”. The study will create an opportunity to obtain a clear benchmark data on the decent work and workers' rights situation of the selected sectors in Chattogram.

3. Research Objectives:

The overall objective of the study is to identify the present status of overall decent work and workers' rights situation in the 7 selected industrial sectors in Chattogram (RMG, Construction, Hotel-Restaurant, Health-Diagnostic, small Transport, Beauty Parlor and Aluminum goods making industry). The Findings of the study will be fed as a basis of evidence-based advocacy/lobby as well as will be used in implementing the project activity.

The specific objectives are;

- To identify the status of legal entitlement of the workers like wage, working hour, appointment letter, ID card, compensation, maternity protection etc.
- To identify the Trade Union (TU) situation in the sectors including the status of collective bargaining.
- To identify the status of Youth and Women participation in union.
- To identify to status of gender discrimination and gender base violence at workplace.
- To identify the status of social protection of the workers in the selected sectors.
- To identify the status Occupational Health Safety (OHS) in the sectors.

4. Research methodology:

The study will employ a mixed method approach combining qualitative and quantitative method for data collection and analysis. Data will be collected from both primary and secondary sources. Quantitative data will be collected from selected sectors' workers and employers, unions and other relevant stakeholders. Focus Group Discussion (FGD), Key

Informant Interview (KII), Case study, etc. are preferred for collecting qualitative information. However, The Consultant will be responsible to develop suitable methodology to achieve to objectives of the study.

5. Functional responsibilities of the Consultant:

- The consultant is required to develop a suitable methodology and prepare a work plan, with detailed description of actions to be executed.
- The consultant may, if required, form a research team, to successfully carry out the assignment within the prescribed timeframe.
- The consultant, with his/her team, shall review all relevant and available secondary data.
- The consultant, with his/her team, shall conduct survey, FGD & interviews and KII with focal person of stakeholders.
- The consultant shall prepare draft report and with endorsement from the authority, he/she shall revise the draft report accordingly and submit the final report.

6. Working area of the study:

The study will be carried-out in the selected industrial sectors in Chattogram. The selected sector are RMG, Construction, Hotel-Restaurant, Health-Diagnostic, Small Transport, Beauty Parlor and Aluminum goods making industry.

7. Time Frame:

Total study period shall be for 2 months and 15 days, commencing from **15 June 2022** and is scheduled for completion by **31 August 2022**. However, following work specifications of timeline should be maintained:

- Finalize the methodology and work plan by the 4th week of June 2022.
- Draft Report: Draft report should be submitted by 15 August 2022.
- Final report should be submitted by 31 August 2022.

8. Style and length of the report:

- The consultant need to prepare and submit both electronic version and signed hard copy. The report should be very precise, must answer each specific objective and would include an executive summary.
- The report will be written in English.

9. Users of the Study:

The TUs are the main users of the study and the project will use the findings of the study in implementing the activities. Besides, the academicians, policy makers, employers, researchers, students and interns, relevant government authorities, civil society organizations, relevant professionals, media etc. can use study findings.

10. Required competencies of the researcher:

- At least a Master's degree from an accredited college or university in Sociology, Social Work, Social Welfare, Anthropology, Development Studies, Law or any other relevant subjects.
- At least 5 years of experience of working in research/study, experience of research on labour issue will be added for the competencies.
- In-depth understating on labour sector of Bangladesh
- Knowledge on workers' legal entitlement and decent work.

11. Application Procedure:

Interested consultants/researchers are requested to submit proposals to **Executive Director, Bangladesh Institute of Labour Studies - BILS, House -20, Road-11 (new) 32(old), Dhanmondi R/A, Dhaka-1209** or through email: bils@citech.net.

The individual must submit the following documents along with the **Technical & Financial Proposal**:

- One-page statement of the understanding of the assignment.
- CV of the consultants/researchers who will undertake the assignment.
- A list of previous research experiences relevant to this assignment.
- Sample research/study relevant to this assignment.
- Budget (including applicable VAT & TAX)

12. Application Deadline:

On or before 17.30 hrs. 05 June 2022.