



Terms of Reference (ToR)

Development of Training Manual for capacity building training on ‘New Organizing Strategy’ for the women and youth TU leaders/activists.

1) Background and Justification:

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 protecting workers’ rights and promoting decent work in the selected industrial sectors in Chattogram. 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 the selected industrial sectors in Chattogram i.e. RMG, Construction, Hotel-Restaurant, Health-Diagnostic, Small Transport, Beauty Parlor and Aluminum goods making industry. The main target groups are the women & youth TU leaders/activists and the workers of the selected sectors. 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 is designed to promote social justice and decent work for the working people of Chattogram through champion role played by the women and youth TU leaderships. Organizing is important in the way of promoting social justice and decent work as collective voice from workers can influence effectively in claiming any demands on workers’ issues. The traditional trends of labour market has been changed like gig economy, outsourcing, automation etc. and in the changed situation the traditional organizing strategy does not work effectively. Considering the present perspective of the labour market situation, the organizing strategy need to be changed and the women and youth TU leaders/activists need to be equipped with skill and knowledge on new organizing strategy so that the women & youth leaderships can organize effectively in the changed labour market situation. In the previous phase of BILS-DGB BW project, the women and youth TU leaders/activists have received 3-days long training on organizing. But in the present phase, many new faces have been included in the women and youth leadership teams, and the new members of the teams must learn on the new organizing strategy and the previously trained members should be oriented on the new organizing strategy for the changed labour market situation. Considering the mixed group (previously trained members and new faces), it has been decided to carry-out 2-days training on new organizing strategy, so that the new participants can have the knowledge and skill in organizing and the



previously trained participants can sharpen their knowledge further. Therefore, a tailor-made training manual need to be developed to carry-out 2-days training on new organizing strategy for the women & youth TU leaders/activists of the selected industrial sectors of Chattogram.

2) Objectives:

The purpose of this Terms of Reference (ToR) is to develop a tailor-made 'Training Manual' to carry-out 2-days capacity building training on new organizing strategy for the women & youth TU leaders/activists of the selected industrial sectors of Chattogram.

3) Scope of Work:

The consultant will develop comprehensive outline for the contents of the training manual. The following topics could be included in the training manual, but not limited to;

- Labour market context and present situation in the world of work; employment trend, expansion of informal sector, gig/platform economy, out-sourcing etc.
- The challenges of TU in organizing specially in organizing the women and youth workers.
- Trade Union communication in organizing
- New organizing strategy in the changing labour market situation.
- Sector wise organizing strategy
- Development of sector based organizing work-plan for the selected sector of Chattogram

4) Participants of Training:

Women and youth TU leaders/activists of the selected industrial sectors of Chattogram will be the targeted participants of the training.

5) Step-by-step deliverables:

The consultant have to maintain the following steps to deliver the final output.

- Submission of draft outline of the contents
- Upon approval of the contents and draft outline, a draft manual will be developed and submitted to BILS.
- Upon submission of the draft manual, it will be reviewed by BILS and BILS will provide with feedback for the improvement of the manual.
- Final submission of the manual incorporating BILS suggestions on draft.



6. Competencies and Expertise Requirement:

- The Consultant shall have very sound, profound and comprehensive knowledge on Workers issues especially on trade union activism and organizing.
- The consultant must have previous experience and expertise of training manual development on workers' issues focusing TU capacity building.
- The consultant must have precise legal perception on the National & International instruments in regard to Workers rights issues.

7. Proposal submission Procedure:

Interested consultants are requested to submit short proposal 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/firm must submit the following documents along with the Technical & Financial Proposal:

- CV of the consultants who will undertake the assignment
- Sample training manual relevant to this assignment.
- Work schedule.
- Budget (including applicable VAT & TAX}

8. Deadline for Proposal submission:

On or before 16.00 hrs. 04 September 2022.

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