



Terms of Reference for developing booklet

1. Summary:

This 'Terms of Reference' details working modalities of a consultancy for **'Developing booklet on popularizing environmental standards for RMG workers'**. Bangladesh Institute of Labour Studies - BILS is the commissioning authority of this consultancy. This consultancy constitutes an essential part of a partnering program between BILS and The Canada Fund for Local Initiatives (CFLI) titled *'Advocacy for Green Development for RMG in Bangladesh'* in which GIZ is the funding partner.

Bangladesh Institute of Labour Studies-BILS was established on 1995 as an institute of the working people, keeping in view to working for the welfare of working people and raising awareness among them on their rights and duties through the active participation of major National Trade Union Federations of the country. Climate Change issues have always been at the crosscutting of BILS actions. As part of its continuing mission, BILS with the cooperation of CFLI has been implementing the project titled *'Advocacy for Green Development for RMG in Bangladesh'* from December 2024.

2. Background:

For Bangladesh the impact of climate change on the environment is no more a luxurious issue for the citizens of this country, as everyone now is experiencing the negative impact of unplanned push for more and more industrialization, on the community and in the environment. The data shows that from 2000 to 2019, Bangladesh suffered economic losses worth \$3.72 billion and witnessed 185 extreme weather events due to climate change. There are many ways through which millions of people in Bangladesh are going to be affected, e.g. sea level rise, natural disasters like flood and cyclones, excessive rise in temperature, nearly absence of rain and winter seasons, excessive urbanization due to climate refugees, devastating river and environment pollution, etc. All of these points are already happening, only to be intensified in its terrific form in the very near future. As data shows, the most affected victims of this problem are the marginalized and poor, the working class. If not addressed in a planned and coordinated way, soon the country will become both significant contributor to and worst victim of negative impact of climate change.

Although Bangladesh is among the lowest emitters in the world, it has pledged at the Glasgow Climate Summit to reduce 22% carbon emissions by 2030, as part of global efforts to control the emissions that are causing climate change. The government and relevant ministries are receiving and investing climate funds on a massive level.

However, trade unions lack sufficient information, skills and resources to take workers' environmental and social rights related issues into their political priority agenda, and further lead the initiatives. Trade unions in Bangladesh are mostly engaged with resolving workers' problems

related to financial attainments, as those are on priority of demands from their members and general workers. Workers also lack the awareness and knowledge to envision the ongoing and upcoming negative impact on the environment, which is also related to their workplace. As a result, the true voice and demands of workers are missing in the process of policy formulation and implementation. Trade unions of Bangladesh should not be in denial anymore of engaging themselves with the actors already working on workers' environmental and social rights related issues.

As an organization by the trade unions and for the trade unions, Bangladesh Institute of Labour Studies-BILS has developed this proposal with a long-term vision; trade unions from local to national level, incorporate the environmental issues into their political priority agenda. The project aims to enhance the capacity of youth and women trade union activists to advocate for improved environmental and social standards in the Ready-Made Garment (RMG) sector.

Tongi, a major township with a population of 350,000, is a labor-intensive area with over 100,000 RMG workers employed in more than 200 factories. The region faces significant challenges due to unplanned industrialization, including excessive heat, environmental migration, inefficient resource usage, and pollution, which adversely affect the health and wellbeing of workers. The project seeks to address these issues by promoting good environmental practices and encouraging RMG workers and the local community to demand environmentally friendly production processes. It aims to raise awareness about environmental and climate change laws, improve emergency preparedness, and enhance the skills and capacity of workers and trade unions. Supported by national trade union federations SKOP and G-SKOP, the project will also expand the network of women and youth trade union activists to sustain advocacy efforts beyond the project's duration.

In the above mentioned circumstances, BILS has planned to develop booklet on popularizing environmental and social standards for RMG workers by Youth and Women RMG Trade Union organizers to facilitate escalating their capacity on said issues. The present consultancy has been designed under BILS-CFLI Project. This ToR spells out the terms & conditions for successfully administering this consultancy.

3. Scope of the consultancy:

3.1 Stakeholders to be covered: The booklet will specifically focus on covering the following stakeholders;

- **Target Group:** Youth and women trade union organizers and activists from National Trade Union Centres (NTUCs), SKOP & G-SKOP
- **Audience:** RMG workers in Tongi area

3.2 Output to be produced: The consultancy output would consist of one booklet, including the following;

- Develop a detailed outline on adverse effect of climate change, and environmental standards for RMG workers.
- Develop advocacy points based on the best practices to address climate change issues and environmental standards for RMG workers.

4. Objectives:

To develop the booklet, in order to incorporate environment and climate action focusing on adaptation and mitigation, and environmental standards for RMG workers.

5. Issues to cover:

The consultant is expected to cover the following issues in the modules, but not limited to;

a) Adverse effect of climate change and environmental standards for RMG workers

- Present situation and trends beyond workplace: nature of causes & consequences

b) National and International Instruments

- Bangladesh Environment Conservation Act, 1995
- Environmental Conservation Rules 2023
- Environment Policy 2018
- Environment Court-Act-2010
- Bangladesh Labour Act-2006
- ILO Guidelines for a just transition towards environmentally sustainable economies and societies for all
- The World Bank Environmental and Social Standard

c) Role of different actors to popularize environmental standards for RMG workers

- Commitment and action of different authorities and Institution (Government, owner, Local administration, Trade Union, CSO & NGO's)

6. Methodology:

Whilst the consultant is at liberty to propose/use his/her own methodology that would adequately result in the expected deliverables (output) outlined in this ToR, BILS envision a process divided in the following phases, for consultant's consideration;

- **Planning:** Review project documents & meetings/discussions with BILS focal persons to familiarize with context
- **Secondary data analysis:** Study/review of contents & materials to determine issue specific literature, allotting specific issues for specific type of training.
- **Developing booklet:** Develop the booklet with validating its outline and content and finalize it.

7. Responsibilities of the consultant:

- The consultant is required to prepare a work plan, with detailed description of actions to be executed.
- The consultant may form a consulting team, to successfully carry out the assignment within the prescribed timeframe.
- The consultant shall review all relevant and available contents, issues, Laws, national & international documents.
- The consultant shall facilitate meetings for this purpose
- The consultant shall prepare draft and subsequent endorsement from BILS, he/she shall revise the draft modules accordingly and submit the final booklet.

8. About the booklet:

8.1 Tenure:

The proposed consultancy is expected to be completed within 6 weeks, including secondary study, meetings, drafting and producing the final booklet.

8.2 Style:

- The consultant needs to prepare and submit both electronic version and hard copy. The booklet should be very precise, must answer declared objective as well as include all stated issues.
- The booklet will be written in Bangla only. If it seems necessary, the consultant may require translating the outline into English.

9. Deliverables and Time Frame:

Total study period will be for 1 and half month, commencing from 10 January 2025 and is scheduled for completion by 25 February 2025.

10. Payment and modality of disbursement:

Budget to be proposed by the Consultant.

The selected Consultant will receive payment on receipts of the services.

11. Competency:

The Consultant should have adequate knowledge and experience on trade union movement and workers activities

Good knowledge and previous experience in preparing content on environment and climate change issues

Must have experience in publishing work

12. General terms & Conditions:

12.1. Copyright:

All data and information received from BILS for the purpose of this booklet development are to be treated confidentially and are only to be used in connection with the execution of this ToR. The contents of written materials obtained and used in this contract may not be disclosed to any third parties without the expressed advance written authorization of BILS.

BILS reserves the right to change or make any modification in the booklet if necessary.

12.2. Termination of the contract:

- The contract shall be terminated at expiry of the deadlines mentioned in the contract. But before the expiry either party may terminate the contract by giving 7 days' notice in writing to the other party.
- In the event that the service delivered is unsatisfactory or fails to conform to the conditions set out above, BILS reserves the right, if seems necessary, to terminate the contract with a written notice within 7 days before expiration date of contract.

Last date of proposal submission: 31 December 2024