

Terms of Reference (ToR)

Hiring Consultant for Developing a National Action Plan on Labour Migration based on the Recommendations in the Labour Reform Commission Report

1. Introduction

Bangladesh's labour migration plays a crucial role in the national economy, with over 13 million Bangladeshis working overseas since the 1970s, mainly in the Middle East and Southeast Asia. In 2024 alone, more than 1.3 million workers migrated abroad, contributing to remittances worth USD 21 billion, which account for nearly 6% of GDP. However, there is growing recognition that the sustainable reintegration of returnee migrant workers plays a pivotal role in promoting social and economic development. The reintegration process not only benefits the migrants themselves but also enhances the local communities through the transfer of knowledge, skills, and resources.

The Government of Bangladesh has been working to strengthen the labour migration governance to uphold the rights and protection of the migrant workers. The Government has taken legal and policy reforms to enhance the labour migration management. The Interim Government formed Labour Reform Commission (LRC), where labour migration received attention and elaborate recommendations are made for improving governance in this sector. The Ministry of Expatriates' Welfare and Overseas Employment has the mandate to implement and coordinate the Government's commitment on labour migration. The Ministry has also formed a Taskforce on improving labour migration governance.

As the LRC recommendations are the foundation of further reform in the sector, it is important that an action plan accompanies the recommendations so that newly elected government can undertake a transformative agenda. The International Labour Organization (ILO) is providing technical support to the government in preparation of the Action Plan and assigned Bangladesh Institute of Labour Studies-BILS to develop the Labour Migration Action Plan under the project titled **Enhancing Knowledge and Capacities of Trade Unions for Inclusive and Sustainable Reintegration of Return Migrant Workers**.

2. Objectives of the Assignment

Overall objective: Develop an Action Plan for reform in labour migration sector that contributes to developing strategies on expatriates' welfare and labour migration for the newly elected government.

The purpose of this assignment is to Lead a strategic action plan to produce a document that articulate the action agenda points of the Labour Migration. The Action Plan document:

1. sets priorities,
2. identifies resource requirements (available and to be mobilized),
3. identifies gaps and suggests measures to strengthen operations,
4. provides a results matrix that tells in the Ministry of Expatriates' Welfare and Overseas Employment and its subordinate bodies what they are to do and how they can work with the stakeholders toward common goals,
5. identifies baselines (where available), sets indicators and means of verification by which progress can be monitored and report produced.

3. Scope of Work

a. Preparatory Phase

- i. Determine the framework for Action Plan Development
- ii. Review 8 Five Year Plan and other literature as may be required



- iii. Action plan template validated by ILO
- iv. Schedule for implementation of Action Plan Development
- b. **Action Plan Document**
 - i. Identification of the current baseline (where applicable) and Target
 - ii. Progress so far achieved
 - iii. Progress Tracking Matrix with data collection guideline
 - iv. Gaps and constraints Action agenda for achieving goals and targets
 - v. Technical capacity requirement for achieving goals and targets
 - vi. Strategy for implementation of the action plan
- c. **Stakeholders' Consultations**
 - i. Stakeholder input-seeking on the Action Plan through number of consultations
 - ii. Validation workshop, power point presentation of the action plan

4. Deliverables and Timeline

The assignment completion timeline is 40 days from the date of contract signing. The consultant will be responsible for submitting the following deliverables:

- **Inception report** outlining the methodology, framework, action plan template and detailed workplan.
- **Stakeholder Validation Presentation** to gather input and incorporate necessary adjustments to the draft action plan.
- **Final National Action Plan** on Labour Migration based on recommendations in the Labour Reform Commission report.

5. Required Qualification and Experience

- Master's degree in Social Science, Development Studies, Labor Relations, Law, and other fields related to the scope of the assignment.
- At least 10 years of proven experience in labor studies, labor migration, reintegration and demonstrated experience in policy documents.
- Working experience with BILS, ILO, trade unions, workers' organizations, Labor Reform Commission or migration related institutions/individuals will be given priority.
- Sound understanding of gender and inclusion of women, youth including trade union leaders.

6. Application Submission Procedure

Interested consultants (individual or consultancy firm/organization) are requested to submit Technical and Financial proposal to **Executive Director, Bangladesh Institute of Labour Studies–BILS, Razzak Vila, House-8/A/Ka (4th Floor), Road-13(New), Dhanmondi, Dhaka.** or through email: bils@citech.net. The individual/firm must submit the following documents along with the Technical and Financial Proposal:

- Curriculum Vitae (CV) of the consultants highlighting qualification and relevant experiences.
- Legal documents of the consultancy firm/organization and sample documents relevant to this assignment (if any).
- Technical Proposal describing approach, methodology, and timelines and Financial Proposal with budget breakdowns as per activities.

7. Deadline for Proposal submission:

On or before 17.30 hrs. 30th November 2025.

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