



Terms of Reference

Development of Resource Material for the Awareness Building on Preparedness, Effective response, Emergency Operations, and Skill development of workers for Climate Risk Management through using the Climate information to enhance humanitarian efforts

1. Background and Rationale

Tannery workers in Bangladesh, particularly those working in and around the Tannery Industrial Estate, are increasingly exposed to climate-related risks such as excessive heat, heavy rainfall, waterlogging, drainage failure, and some are victims of climate-induced displacement. These risks often overlap with existing workplace and community-level vulnerabilities, including health hazards, environmental degradation, and limited access to practical information.

This assignment aims to develop a Bangla resource material that builds awareness among tannery workers on climate change, climate-induced disasters, health impacts, and possible actions they can take as workers, community members, and trade union members. The material should also introduce basic ideas of just transition and climate justice in a way that can support future awareness and advocacy efforts.

Established in 1995, Bangladesh Institute of Labor Studies-BILS is the only labor institute of the country. As an apex organization, BILS endeavors to uphold the causes of working people and trade unions of Bangladesh. 12 major National Trade Union Federations are associated with BILS. BILS emphasizes on capacity building of the Trade Unions through training, research and information sharing. It also plays a catalyst role in bridging trade unions, civil society and the government on labor market issues. This assignment is part of the BILS- CALL-Climate Action at Local Level Project (A Swiss NGO Consortium Initiative in Bangladesh), supported by the Swiss Agency for Development and Cooperation, for the period of 1 September 2025 to 16 November 2026.

2. Overall Objective

The overall objective of the assignment is to develop a simple, practical, and worker-friendly Bangla resource material to strengthen tannery workers' understanding of climate change, climate-induced risks, health hazards, and possible collective and individual responses.

3. Scope of Work

The selected consultant/resource person will develop the resource material based on the broad thematic areas identified by the organization. The material should cover, in summarized and accessible form, issues such as workers' existing understanding of climate change and environmental degradation, common climate-related hazards, possible health and livelihood impacts, available options for workers and communities, and the role of trade unions in supporting awareness and collective action.

The resource should also include a brief discussion on just transition and climate justice from a worker-centered perspective, along with references to relevant government initiatives where appropriate. The final content should support knowledge dissemination and encourage cooperative approaches among workers, unions, communities, and relevant stakeholders.

4. Content and Style Requirements

The resource material should be written in simple, colloquial, and accessible Bangla. It should be practical, engaging, and suitable for use with tannery workers in awareness sessions, discussions, or training settings. The tone should avoid overly technical or academic language and should focus on issues that are realistic and relevant to workers' lived experiences.

5. Methodology

The assignment should be developed through a combination of desk review, contextual analysis, and practical content design. The consultant/resource person should review relevant climate information, Bangladesh-specific climate risks, occupational health and safety considerations, and available government initiatives. Where feasible, the material should incorporate participatory prompts or discussion questions to help workers reflect on their own experiences and identify local solutions.

6. Deliverable

The selected consultant/resource person will submit the final resource material in Bangla, incorporating feedback from the organization.

7. Expected Output

The final output should be a concise, engaging, and practical Bangla resource material that can be used to build awareness among tannery workers on climate change, climate-induced disasters, health hazards, available coping options, collective action, just transition, and climate justice. The material should help workers understand relevant risks, discuss their experiences, and identify realistic steps they can take individually and collectively.

8. Timeline

The consultant will be engaged in the development of the resource materials from **25 April 2026 to 25 May 2026**.

9. Qualification and Experience

The consultant should have:

1. Proven experience in developing resource materials and manuals, especially in the labor sector, particularly focused on environment and climate issues.
2. Strong understanding of workers' rights issues, with the political and social aspects of the development, as well as social cohesion
3. Experience working with trade unions and worker representatives.
4. Excellent communication skills and the ability to simplify complex concepts.

10. Application Procedure/Expression of Interest

Interested consultants should submit the following documents to the 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 by **22 April 2026**.

1. A detailed technical and financial proposal, including methodology and timeline.
2. CV highlighting relevant experience.
3. Samples of previous work in similar domains.
4. Tentative Contents for the resource documents