Effective Labour Protection for All: Key to Fair Globalization

Synthesis review of ILO interventions on labour protection 2004-2014

ILO Evaluation Office
10/3/2014
Background

In 2008, the International Labour Conference (ILC) adopted the ILO Declaration on Social Justice for a Fair Globalization which sets out four strategic objectives of the ILO through which Decent Work Agenda is to be expressed: (1) Employment, (2) Social Protection, (3) Social Dialogue, and (4) Fundamental Principles and Rights at Work.

Labour protection is one of the two arms of Social Protection, with social security, and is at the heart of the ILO mandate. It emanates from the ILO Constitution, including the Declaration of Philadelphia, the ILO Declaration on Fundamental Principles and Rights at Work, as well as the ILO Declaration of Social Justice for a Fair Globalization.

Labour protection plays a critical role in alleviating social and economic challenges and risks in this time of profound transformation in the world of work. It promotes decent conditions of work, including labour earnings, working time, and occupational safety and health, all key components of decent work. Labour protection has far-reaching socioeconomic implications for a society as a whole since it not only ensures safety net to protect workers but also improves labour productivity and enterprise competitiveness.

Recurrent discussions in the ILO

The follow-up to the 2008 ILO Declaration of Social Justice for a Fair Globalization introduced a scheme of recurrent discussions by the ILC to better understand and respond effectively to the realities and needs of the ILO Members regarding the four strategic objectives. Each of the objectives has been covered in turn, with Labour Protection being the only topic left as past discussions have already focused on Employment (2010), Social Protection (Social Security) (2011), Fundamental Principles and Rights at Work (2012), and Social Dialogue (2013). Therefore, the upcoming discussion of the 2015 ILC will take place on labour protection, a recurrent report for which is being drafted by the Conditions of Work and Equality Department (WORKQUALITY) of the ILO. The recurrent report is to provide the 2015 ILC discussion with updates and reviews of the ILO activities on labour protection as well as insights on possible areas for future work.

In this context, the ILO’s Evaluation Office (EVAL) is to prepare a companion piece to this recurrent report to contribute to organizational learning. This will be in the form of a working paper which will systematically synthesize information on results, lessons learned, and good practices in the context of labour protection interventions, from relevant evaluations and other studies carried out by the ILO and other international organizations in the past decade (2004-2014).

Purpose and scope of the consultancy assignment

The purpose of this consultancy assignment is to contribute to organizational learning and to provide effective guidance to the constituents of the Office on their future work in developing and enhancing labour protection measures. It is also aimed to strengthen the Office’s capacity to make decisions in an evidence-based manner from evaluation results. In this regard, the findings from this consultancy assignment should be analysed and documented in a structured and systematic manner, clearly identifying what works, for whom, and why.

Among many parts of labour protection, labour earnings (wages), working time, and occupational safety and health are the three key dimensions referred in the 2008 Declaration and will also be the main focus areas of the recurrent report. Therefore, this consultancy work will also focus on these three main areas and the interrelations among them, but should also extend to other topics on
labour protection, whenever necessary and relevant, such as job security, norms and standards for work and employment, work sharing, collective bargaining, HIV/AIDS, and working conditions. Further, the projects and studies where the three main focus areas are possibly implemented in a broader context and/or in an integrated manner should also be reviewed in order to find the level of correlation and synergy effect in the labour protection interventions.

Following are some key questions identified.

- What are the trends and good practices in labour protection interventions at all levels?
- Are there external and contextual factors that can determine success or failure of the labour protection interventions (e.g. fragile states, economic crisis, etc.)?
- To what extent are the different areas/topics of labour protection interlinked and integrated in labour protection interventions? How much synergy is indicated?
- To what extent can labour protection interventions be linked to the other ILO strategic objectives?
- Under what conditions do labour protection interventions contribute most to strengthening the institutional capacities of the ILO constituents?
- What are the evidences for the contribution of labour protection to sustainable development? What are the evidences for inclusive growth as well as gender mainstreaming?

Additional issues will be identified by the consultants in light of the documentation review.

**Methodology and process**

The work will mainly consist of a desk-based review of evaluations and studies (both published and unpublished) related to labour protection, in order to consolidate and synthesise key results and lessons learned, and to make these findings accessible and useful to ILO officials and constituents.

Relevant documents collected internally through EVAL's evaluation database will be provided, including but not limited to: independent project evaluations, external evaluation reports, joint evaluation reports, and high-level policy or strategy evaluation reports. The analysis should also extend to labour protection studies and reports from other organizations to the extent possible. Discussions with key ILO officials can be organized, if necessary.

Prospective consultants are requested to submit proposals outlining their planned methodology. The methodology should be designed to ensure that the findings are accurate, methodologically sound, comprehensive, and unbiased. It is required to have:

- Clear criteria for eligible research, including the possible inclusion/exclusion criteria for source selection,
- Explicit and comprehensive search strategy,
- Systematic and replicable coding and data extraction strategies and procedures,
- Means to address risk of bias and quality control, and
- Analytical approach to be taken (e.g. quantitative meta-analysis, qualitative thematic synthesis, realist synthesis, a mixed approach, etc.).

Also, the consultants are required to provide their fee structure along with a brief description of the composition of the team and the qualifications and expertise of individual team members. It is recommended to identify the person responsible for each of the areas in the research process.

The inception report will be due two weeks following the beginning of the assignment, and the consulting team will have eight weeks to submit the draft report. The final report should be submitted within two weeks of receiving comments. The detailed instruction for each step is as below.

**Key dates and deliverables**

It is expected that the consulting work will be carried out over a period of maximum four months.

The consultant(s) will be expected to deliver the following:

- **An inception report** including a draft report outline; a detailed work plan, a list of possible additional data/information sources to be consulted; and a detailed methodology and work plan. This should include, among others, a description of the key questions to be addressed; the analytical approach to be taken (with details regarding the aspects and topics that will be addressed quantitatively and/or qualitatively); the search strategy and a protocol for the review; possible inclusion/exclusion criteria for the selection of documents; the coding strategy; the means to address risk of bias and quality control. The approach taken should take into account the specificities of synthesis reviews of international development interventions. EVAL will be invited to review and comment on the inception report, and the consultant will respond in writing to all received comments. The inception report must be approved be EVAL before work can proceed.

- **A draft report** based on the approved inception report. The draft report will present the analysis of the selected documents and key findings, and will include an executive summary. It will be written in English and be no longer than 50 pages, including the executive summary, but excluding the annexes. The draft report will be presented to EVAL and key stakeholders for comments, and the consultant will respond in writing to all comments received. EVAL will conduct quality assurance/peer review of the draft version of the report.

- **A final report** which will present the completed analysis and must respond appropriately to comments and feedback from key ILO officials. The final report must have a high-quality executive summary no longer than 10 pages.

**Quality assurance**

The consultant will be required to ensure the quality of data (validity, reliability, consistency and accuracy) throughout the analytical and reporting phases. It is expected that the report shall be written in an evidence-based manner such that all observations, conclusions, recommendations, etc. are supported by evidence and analysis.

**Management, coordination, and responsibilities**

The lead consultant will report to EVAL on all aspects of consultancy deliverables and day-to-day work schedules. EVAL will provide support in accessing key internal documents and reviewing protocols and will facilitate meetings with key stakeholders, if necessary. Monitoring of progress will be ensured through weekly exchanges between EVAL and the consulting team.
Time frame

Prospective consultants are requested to submit proposals including their planned methodology, description of team composition and fee structure by **Friday, October 17, 2014** to russon@ilo.org with copy to EVAL@ilo.org.

The inception report should be submitted to EVAL within two weeks after signing of the contract. The consultant will have eight weeks to submit the draft report, and the final report should be submitted within two weeks of receiving comments.

![Project Time flow Chart]

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<tr>
<th>Recruiting</th>
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<tr>
<td>Screening &amp; Selecting</td>
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<td>X</td>
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<tr>
<td>Signing Contract</td>
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**Inception Report**

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<tr>
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<tr>
<td>Finalization &amp; Approval</td>
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**Draft Report**

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**Final Report**

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Budget

The budget range available for this assignment is USD 40,000 – 50,000, excluding the travel expenses of one roundtrip to Headquarter in Geneva for maximum two members of the team.

Qualifications of the consultant(s)

- Prior knowledge of the ILO's roles and activities and solid understanding of labour protection issues are essential;
- Demonstrated analytical skills are essential;
- Prior experience on systematic reviews, and/or on the synthesis of large volumes of quantitative and qualitative information is preferable; familiarity with the quality standards required by the Cochrane or Campbell Collaborations would be an asset;
- Fluency in English (spoken and written) is essential; knowledge of another ILO official language (French or Spanish) would be highly desirable.

Selection of the consultant(s)

The selection process will be competitive. The main selection criteria will be the design and methods proposed, the calibre of the consultant(s), the availability of the consultant(s) and price. A team of consultants would be preferred, so that the documents are screened and analysed independently to limit bias. The organisation of the work should be specified and explained clearly in the proposal, as should the composition of the team and the qualifications of individual team members.
Minimum information to be included in offer

Expressions of interest must be accompanied with:

- Proposal, maximum 5 pages, defining the planned methodology for achieving the objectives of the review as well as a preliminary work plan for completing the work and deliver the outputs;
- Description of team composition with names, roles, and CVs of each member; and
- Financial bid presenting as a fixed price lump sum bid, quoted in USD, covering all expenses and free of any taxes or duties. The bid should also reflect a breakdown of activities covered by particular cost elements indicating how the costs were derived.