



Terms of Reference

Project Evaluation Consultancy

Ethical Trading Initiative

Introduction and Background

The Ethical Trading Initiative (ETI) is a leading alliance of companies, trade unions and NGOs that promotes respect for workers' rights around the globe. Our vision is a world where all workers are free from exploitation and discrimination, and enjoy conditions of freedom, security and equity. Our members commit to the promotion of the ETI Base Code in their own operations and their supply chains which outlines nine standards for workers, based on the ILO conventions.

More information can be found on our website at: <http://www.ethicaltrade.org/>

Overview

ETI has been running a two-year project on Access to Remedy for Vulnerable Migrant Workers, funded under the UK Government's Modern Slavery Innovation Fund. The project began in April 2019 and is due to complete in June 2020. The project has two main components:

- The production of a set of Access to Remedy Principles, which will shortly be launched on a dedicated website. These set out how businesses should establish operational grievance mechanisms in their supply chains in a way that is effective for migrant workers. Once published, ETI will promote the Principles and encourage businesses to endorse them.
- A pilot project in Malaysia, working with a local partner NGO (Our Journey) and two companies in the rubber goods manufacturing sector. In this pilot, ETI and our partner 50Eight developed a mobile app that provides information to migrant workers on their legal rights as well as an anonymous, independent grievance reporting mechanism.

We are committed to commissioning an independent evaluation of the project by the project end date of 30 June 2021. This should build on and supplement the Theory of Change and Results Framework that we have followed and measured progress against throughout the project.

Activities

1. Scoping interviews with project team
2. Interviews (remote) with project partners in the UK and Malaysia
3. Interviews (remote and if possible) with migrant worker beneficiaries
4. Review and analysis of project deliverables and project documentation
5. Analysis of lessons learned

Deliverables

1. Detailed workplan including proposed methodology and timeline
 - a. By 23rd April



- b. Should be developed based on initial scoping conversations with project team and review of project documentation
 - c. Should include detailed activity plan
2. Draft evaluation report
 - a. By 31 May 2021
 - b. Full-length draft of the evaluation report for discussion and comment
3. Final evaluation report
 - a. By 11 June 2021

Timeline

The evaluation should be initiated in mid-April, following selection process, and concluded by June 15th. The expected level of effort for this evaluation is approximately 15-20 days.

Skills and Experience

Essential:

- Expertise in grant-funded project evaluation
- Expertise in application of qualitative methods
- Knowledge of log frames, indicator selection & other MEL methodologies
- Familiarity with evaluation of pilot projects
- Knowledge of labour rights issues

Desirable:

- Familiarity with issues affecting migrant workers
- Knowledge of labour rights issues in Malaysia
- Knowledge of remediation best practice in connection with labour rights violations

Application process

Please email enquiries and applications for this consultancy to Bansari.Somani@eti.org.uk by 5.00pmGMT on Tuesday 6 April 2021 with the subject line 'MSIF Project Evaluation Consultancy'. Please also note that the selection will be made on Wednesday 7 April and the initiation meeting will be held on Thursday 8 April.

Applications should be a maximum of 5 pages and include:

- Short overview of how you meet the qualifications, skills and experience required for this consultancy
- Proposed methodology for the assignment including outline workplan
- Indicative budget including any anticipated expenses and including VAT
- Information on availability
- CVs of proposed project team members