



Terms of Reference

Evaluation of Decent Work – “Organizing Trade Unions in the private sector and eliminating asbestos related diseases in Lao PDR”

Union Aid Abroad-APHEDA was established in 1984 by the Australian Council of Trade Unions (ACTU) and is the Australian union movement’s global justice organisation. Our purpose is for Australian unions to work globally in partnership for the achievement of dignity at work, social justice, economic equality and the realisation of human rights. We work to achieve this through strong unions and social movements, sustainable development programs, global solidarity and support in times of crisis. We work through local partner organisations and unions in South East Asia, the Pacific, the Middle East and southern Africa.

I. Overview of the projects:

LFTU and Union Aid Abroad - APHEDA jointly designed a one-year pilot project to develop a model for organizing unions in the private sector, piloted in 2016-17 through a project titled “Strengthening LFTU through Training, Organizing and Capacity Building in the Private Sectors and Asbestos Awareness Campaign in Laos”. The pilot project demonstrated success in testing organising principles and concepts in twenty-five factories in five target districts within Vientiane Capital.

The pilot included a range of activities targeting garment, furniture, medicine, wig and leather bag, shoes, bank, liquor and leasing enterprises and reached 8,756 workers (7,303 women) through eighty workplace visits. Trainers provided education on union concepts, roles and responsibilities of trade union in each target district, laws and regulations related to labour issues, labour dispute solution and negotiation for CBA for around 500 (384 women) GTU leaders, trade union members and workers. The strongest indicator of success has been the increase in new union members (with 266 new members [215 women], joining unions), negotiating eight new GTU established, and improving seven existing CBAs within the 25 participating factories.

Despite these advances, Lao workers continue to be exposed to a range of workplace abuses and risks, particularly workers employed within private or foreign direct investment (FDI) companies, informal economy and migrant workers. These workers experience mistreatment and neglect in terms of labour protections, wages and welfare, and their work environments are unsafe, exposing them to higher risk to accidents and occupational disease.

The three-year project “*Organizing Trade Unions in the private sector and eliminating asbestos related diseases in Lao PDR*” in 2018-2021 is focusing on Decent Work, and addresses the underlying issues outlined above by providing ongoing support to LFTU to achieve the three key priorities in the 3rd LFTU National Strategic Development plan 2016-20. The project location is implemented in 10 district in Vientiane Capital, 2 districts in Khammouane and 2 districts Savannakhet.

1. Objective of the project:

- The project will continue to support LFTU to strengthen their capacity to organise within the private sector by developing effective organising models and organising and supporting LaoBAN in their efforts to eliminate asbestos related diseases in Laos.
- The project will also contribute to the LFTU's five year national strategic priorities, specifically to the following priorities:
 - Develop and expand trade union organization in the private sector.
 - Educating Trade Union members, employees, workers, and tripartite partners.
 - Protection the rights and interests of the workers.

2. Project outcome:

- **Outcome 1:** To build capacity of the trade unions to deliver quality organizing activities and good management practices
- **Outcome 2:** Improved labour rights and conditions for private sector workers
- **Outcome 3:** To enhance awareness-raising on the impact of asbestos hazards and develop linkages between asbestos ban networking to eliminate asbestos related diseases in Lao PDR.
- **Outcome 4:** Increased sustainability of LFTU's organizing activities.

3. Beneficiaries

- The key target group for this project will be 2,800 new union members enrolled in 140 private workplaces in Vientiane Capital (9 districts), Khammuane (2 districts) and Savannakhet (2 districts). The project also is anticipated to establish at least 70 good CBAs in the workplaces after organizing 140 unions in the workplaces.
- A second primary target will be 50 provincial and district key trainers from the central, provincial and district trade unions that will benefit from various technical trainings aimed at improving technical skills and improving their capacity to train grass-root unions and their members.
- A third primary target is that at least 25 management staff of the LFTU three provinces of LFTU branches through capacity building, training and support to manage and coordinate union organising activities in the private sector.
- A fourth primary target is that Asbestos campaign target groups including 100 government staff and leaders are participating in asbestos information sharing workshops (50 participants in the North and other 50 in the South). At least 800 villagers (in 16 communes near 16 roof-sheet factories) will receive training on impact of Asbestos hazard and be aware of impact of asbestos to their health.
- A fifth primary target is Lao-BAN members, who will have opportunities to learn and share experiences and technical skills through training and information sharing.
- A sixth primary target is that at least 5 relevant government leaders (3 LFTU) participate in exchange study tour in overseas to learn some of strategy and tools to boost banning of asbestos process.

II. Framework and purpose of the evaluation

This evaluation is being conducted as a Final-term Evaluation to the MOU between LFTU and APHEDA on the Project of **Decent Work – “Organizing Trade Unions in the private sector and eliminating asbestos related diseases in Lao PDR”** that commenced from 1 July 2018 – 30 June 2021.

The MOU’s progress will be evaluated along with its relevancy, efficiency and effectiveness, sustainability, impact and change.

1. The aim of this evaluation is to determine:

- whether the MOU is likely to achieve its stated outcomes and objectives and to appraise the realism of the project targets
- whether there are benefits being accrued, and
- whether these and potential benefits will be sustained.
- the short term impact of the MOU and to identify unintended outcomes in order to better understand the factors leading to project success or failure.
- identify the lessons learnt/gap from projects;

The evaluation will be led by an external consultant and other support staff as proposed and will engage APHEDA staff, partner organisations and networks.

The results of the evaluation will assist APHEDA to plan and design the second stage of the extended MOU to phase II from Jul. 2022 – Jun. 2025.

2. Scope

The scope of the evaluation is to assess:

- The relevance of the programs given the context it is being implemented within.
- The effectiveness of each of the projects against the objectives, indicators and context of labour issue in Laos.
- The efficiency of program delivery, in terms of resources and timeliness.
- The sustainability of the projects in relation to dynamics of change for the Lao.
- Assist in suggesting key areas for a project design for the period 2022-2025
- Field visits is necessary to include PTU, DTU and GTU in the target private workplaces.

3. Key Evaluation questions

- (i) How and where the APHEDA support has been useful?
- (ii) Achievement: To what extent has LFTU achieved its project objectives in last three years?
- (iii) Effectiveness: To what extent and how have the project’s key activities and objectives contributed to the impact goal / overall development goal.
- (iv) Relevance: Describe whether and how the overall development goal / impact goal is relevant in the current context and emerging issues relevant to the impact group/s.
- (v) Describe areas where the projects may better utilise resources for greater outcomes or impact.

(vi) Cross cutting Issues: were the following aspects of the project sufficient and adequate and what lessons could be learned for future projects in terms of:

- Gender equality
- Disability inclusion
- Child Protection
- Environmental safeguard
- Sustainability

4. Evaluation expected outputs

- A final methodology and planning agreed with Union Aid Abroad APHEDA, before the start of the field research,
- Debriefing evaluation report, one week after the end of the field research.
- A draft report for review and comment within two weeks of completing the field work
- A final report (25-30 pages plus annexes) within three weeks of completing the field work.
- Travel and expenses schedule and report plus receipts for any costs.

The final report should include the following:

- an executive summary
- a critical description of methods used (and potential limitations)
- findings related to achievements of aims, objectives, outcomes and outputs.
- analysis and discussion related to: relevance, effectiveness, efficiency, and sustainability.
- Incorporation of cross cutting issues related to: gender, disability, child protection, environment.
- lessons learned
- recommendations

Note that findings, analysis and conclusions must address gender and disability

➤ Selection criteria

The International/national consultant should meet the following selection criteria:

- Strong international development project evaluation experience
- Demonstrated experience with a range of evaluation methodologies
- Experience with either Trade Union Development, and/or Occupational Health and Safety
- Understanding of gender and disability, child rights and child protection
- Ability to synthesis and communicate complex development project lessons, in English and in writing.
- The consultant must live in Laos and be willing to travel to as required.

➤ **Timeline**

Submission of offers deadline	25 June 2021
Selection of evaluation team	2 July 2021
Inception meeting on evaluation plan with PIC	9 July 2021
Field interview / meeting with key implementer and beneficiaries of the Project including labour units, in Vientiane, Khammouane and Savannakhet and Debriefing with the PIC	12-23 July 2021
Submission of draft evaluation report	6 August 2021
Union Aid Abroad - APHEDA provides comments on draft report	20 August 2021
Submission of final report	27 August 2021
Evaluation result workshop with LFTU	31 August 2021

➤ **Consultants interested should send:**

- Letter of interested and Curriculum Vitae
- An evaluation plan to include (no more than 3 pages):
 - Proposed methodology, scope and evaluation questions
 - Planning/timetable
 - Budget (clearly indicating number of days)

Not later than: 25th June 2021 to be sent to LaosOffice@APHEDA.ORG.AU