

Consultancy - Call for Applications

Terms of Reference

Assessment to strengthen and expand the Zambia Labour Market Information System to include labour migration information

May 2022

External collaborator (individual contract)

1. Background and context

The **Southern Africa Migration Management (SAMM)** project is a model of a ONE-UN approach collaborative effort between 4 UN development and humanitarian agencies: the ILO, the IOM, UNODC and UNHCR. The (SAMM) project forms part of the European Union Regional Indicative Programme (11th EDF RIP) for Eastern Africa, Southern Africa and the Indian Ocean (2014–2020) which includes among its objectives the facilitation of safe, orderly and regular migration and the prevention of irregular migration. It focuses on South-South migration flows, identifying positive spill-over effects of international migration on regional integration and regional economic development.

Its **overall objective** is to improve migration management in the Southern Africa and Indian Ocean region guided by, and contributing to, the realisation of the 2030 Development Agenda (goals 8 and 10).

It is comprised of **two main project components**: 1. Labour Migration; and 2. Mixed Migration. The first component supports the implementation of the UN Global Compact on Safe, Orderly and Regular Migration (GCM) and the second one the application of the UN Global Compact on Refugees (GCR), as well as of the GCM.

Regional Economic Communities (RECs) are key stakeholders in SAMM's implementation.

One of SAMM's key project priorities is to support the formulation and realisation of International Labour Migration and Mixed Migration Frameworks of: i) the Common Market for Eastern and Southern Africa (COMESA), ii) the Southern African Development Community (SADC) and; iii) the Indian Ocean Commission (IOC).

The project focuses on the Southern African Region, and targets the following **16 SADC countries**: Angola, Botswana, Comoros, Democratic Republic of the Congo (DRC), Eswatini, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Tanzania, Zambia and Zimbabwe.

This consultancy will contribute to Output 2.1: establishing a labour migration observatory that has the capacity to support collecting data on (labour) migration indicators, and activity 2.1.4.4: *Pilot countries are provided with technical and financial support to implement/pilot updated Labour Migration Module in Labour Force Surveys and Labour Market Information Systems such as the one from the newly established SADC's Labour Market Observatory*

2. Technical Context (Global and at the SADC level)

The constant evolution of the labour market and the changes in the behaviour of the agents involved in it make it important to create new tools for effective monitoring and analysis. In recent years, countries in the region have built up systems that facilitate understanding the dynamics of this market and make information accessible to the interested population. These systems are known as "labour market observatories".

At the sub-regional level, SADC is currently establishing a Labour Market Observatory, which can be seen in the broader context of evidence-based policy development. The SADC LMO will include strong components on labour migration and skills, alongside the focus on labour markets.

The production of labour statistics is regulated by international conventions that identify good practice in this area. Zambia has not ratified the ILO Convention 160 on labour statistics (1985), which requires the regular collection, compilation and publication of basic labour statistics, in different areas of the labour market. Likewise, from Convention 160, Recommendation 170 on labour statistics (1985) is derived, which gives guidelines on the basic labour statistics to be collected, as well as the statistical infrastructure to be built for the collection of this information.

The Government of the Republic of Zambia, in collaboration with its international cooperating partners, European Union, DFID/GIZ, embarked on a process to develop a Labour Market Information System (LMIS) through the Government-Wide Monitoring & Evaluation (GW-M&E) Program (part of the National Monitoring and Evaluation Policy). While much work has been achieved to date, an LMIS is not yet operational.

To ensure the operationalization of the LMIS, the 2018 National Employment and Labour Market Policy (NELMP) emphasizes strengthening the national LMIS, with the aim to formalise the informal sector and employment, enhance national productivity, and promote respect for fundamental principles and rights at work. At the same time, the Zambian Decent Work Country Programme (DWCP) 2020-2022 aims to support the development of a functional LMIS (including capacity building for staff) for both formal and informal economies as envisaged in the NELMP, while at the same time linking it to the National Strategy for the Development of Statistics (NSDS).

To date, the Ministry of Labour and Social Security (MLSS) has developed a Five-Year Strategic Plan for Labour Market Information and Statistics (2018 – 2022) as well as several modules to support labour inspection. Finally, with the support of the ILO, a module to monitor child labour was produced. No labour migration data is currently being made available on the LMIS.

An LMIS, as conceptualized by the ILO, is a network of institutions, persons and information that have mutually recognized roles, agreements and functions with respect to the production, storage,

dissemination and use of labour market related information and results in order to maximise the potential for relevant and applicable policy and programme formulation and implementation.

Three main functions of Labour Market Information Systems can be distinguished:

- LMIS facilitate labour market analysis;
- LMIS provide the basis for monitoring and reporting on employment and labour policies;
- LMIS constitute a mechanism to exchange information or coordinate different actors and institutions that produce and utilize labour market information and analysis.

An LMIS facilitates the development of a common methodological framework among labour market institutions and entities, where there is: (i) inter-institutional coordination in scope and data transfer; (ii) unrestricted public access to databases; (iii) no dispersion and duplication of statistical work; and (iv) no heterogeneity in statistics and labour market information.

Currently, the Zambian LMIS serves as a monitoring tool to collate and digitize information collected by labour inspection officers, while labour market information produced through official statistics (f.e. the Labour Force Survey, Skills Survey, or administrative data produced by border management services) is not integrated into the system, nor is information made readily available to end users and the public. The LMIS is pending activation on the Smart Zambia activate server in order to make it a web-based system. It must be noted the prototype of that system still at developmental stage.

To give effect to the ambitions of the Ministry to strengthen the LMIS and ensure alignment with national development strategies, the Zambia Decent Work Country Programme, and Regional Observatories (f.e. the SADC Labour Market Observatory and IOM's Regional Migration Data Hub), the Ministry has requested technical and financial support from IOM and ILO to strengthen labour migration statistics through the LMIS. Priorities identified by MLSS include:

- Making available labour migration information
- Technical support to strengthen labour market information on skills. Work has been done on the Skills Survey, and that information should be included in the LMIS.
- Training of administrators and end users of the LMIS.
- Training of ICT staff to maintain LMIS infrastructure and services.
- Procurement of equipment and additional space on the server.

The ILO, therefore, intend to engage the services of consultant to carry out an assessment of LMIS needs as part of the SAMM Project's support to the Government of the Republic of Zambia.

3. Objectives and Outputs

The objective of this Assessment is:

1. to assess the scope, policy environment and capacity gaps in implementing a Labour Market Information System in Zambia,

2. to identify opportunities and next steps for regular labour market and labour migration analysis based on ILO's Decent Work Indicators and the SAMM Minimum Labour Migration Indicators (see below), and
3. to identify the specific needs of policymakers and other users of labour market and migration data that can be addressed through a LMIS.

The consultant will produce the following outputs:

1. Detailed workplan including methodological framework, proposed report structure, preliminary secondary sources to be used, and potential timelines.
2. Draft analytical report of no more than 30 pages, to be presented to national stakeholders for comment and validation.
3. Final analytical report, of publishable standard and no more than 50 pages, taking into account inputs and recommendations from national stakeholders, with sections on each of the thematic areas identified, including recommendations to GRZ for improving the functioning of the LMIS as well as identifying areas of potential interventions for the SAMM project to support LMIS implementation in Zambia.
4. Metadata database of sources used (detailed reference lists, databases accessed and type and quality of information available in each, etc.).
5. Up to 3 advocacy products based on the research findings and implications, tailored to various audiences (such as a policy brief, a PowerPoint presentation, and a flyer, etc.). Graphic design of these products will be finalized by ILO.

4. Methodology

The methodology for the assessment is to be fully developed by the consultant as part of his/her inception report and will include:

1. - desk review (covering existing policies, strategies and institutional frameworks on labour and labour migration statistics); and
2. - key informant interviews and/or consultations (virtual or face to face) with relevant stakeholders.

5. Qualifications and Experience Required

Education: Advanced university degree in Statistics, Development Studies, Economics, Migration studies, Public Policy, Management, or other relevant Social Sciences degree with a focus on data management.

Experience: At least 5 years of demonstrated experience with national statistical systems and/or data management, as well as demonstrated experience with labour migration statistics particularly in SADC countries. Experience working with SADC, COMESA and/or IOC is an advantage. Country-level experience in at least some of the SADC countries is an advantage.

Languages: Excellent command of spoken and written English. Working knowledge of the national language(s) is an advantage.

6. Terms of Contract for Consultant

The consultant will be responsible for all expected outputs mentioned in the terms of reference.

Fees will be determined depending on the knowledge and experience by the consultant(s) and in SADC countries on the technical area under study: statistical data management and labour market and migration statistics.

The ILO will separately cover the cost of organising face to face meetings or interviews as needed.

7. Timeline and payment breakdown

The consultant will work for a total of **30 non-consecutive** working days, over a period of 4 months.

Starting date: 1 July 2022

End date: 30 October 2022

Payments will be disbursed as follows:

- ✓ **20% of the total** upon the completion of an inception report within 2 weeks of the contract starting **to the satisfaction of the ILO**.
- ✓ **40% of the total** upon the completion of a first draft of the report no later 3 months of the contract starting **to the satisfaction of the ILO**.
- ✓ **40% of the total** upon the completion of the final report by the end of the contract period **to the satisfaction of the ILO**.

8. Supervision and Reporting

The consultant will report to Ms. Gloria Moreno-Fontes, Chief Technical Advisor of the Southern Africa Migration Management (SAMM) project, under the supervision of the SAMM Labour Migration and Data Technical Officer based in Lusaka, Zambia, liaising with ILO/MIGRANT in HQ and with other ILO Technical Specialised Departments.

A National Reference Group (NRG - comprising of at least MLSS, ZAMSTAT, Immigration Dept, MoFA; Workers' representatives; and Employers' representatives) will be established and coordinated by MLSS and will provide guidance to the consultant and providing preliminary feedback to outputs. The ILO will liaise with the NRG, Government and non-Governmental partners, IOM, UNHCR and UNODC where relevant, and be in charge of the overall supervision for incorporating inputs and comments and validation of the work.

9. Application

Interested candidates are invited to submit their applications in their individual capacity by midnight South African Standard Time 12 June 2022 to the International Labour Organization at samm-project@ilo.org. Applicants should include the following documentation:

- CV/resumé;
- Cover letter;
- 3 weblinks to latest labour migration articles/reports or attach 3 writing samples (preferably of published material);
- 3 references;
- A half a page financial proposal indicating the consultant's daily professional fees in USD and (if necessary) a breakdown of costs.

Annex

Resources:

COMESA. 2022. *Workshop on Steps Towards Modernization of Regional Statistics*. Lusaka, Zambia. Retrieved from: <https://www.comesa.int/steps-towards-modernization-of-regional-statistics/>

ILO. 2018. *Guidelines concerning statistics on labour migration*. 20th ICLS. ILO. Retrieved from: https://www.ilo.org/wcmsp5/groups/public/---dgreports/---stat/documents/meetingdocument/wcms_648922.pdf

ILO. 2022. *Southern African and Indian Ocean labour migration indicators*. SAMM Project. Retrieved from: <https://www.sammproject.org/download/southern-africa-and-indian-ocean-labour-migration-indicators/>

ILO. 2022. *Labour Market Information Systems (LMIS)*. Retrieved from: <https://ilostat.ilo.org/resources/labour-market-information-systems/>

IOM. 2011. *Best practices on collecting and sharing labour migration data for the improvement of the labour market information systems*. IOM. Retrieved from: <https://www.ilo.org/dyn/migpractice/docs/280/LMIS.pdf>

IOM. 2019. *Migration in Zambia: A country profile*. IOM. Retrieved from: <https://publications.iom.int/books/migration-zambia-country-profile-2019>

Suggested questions to stimulate KII with policymakers:

1. Does Zambia dispose of a system to collect, analyse and disseminate labour market data on a regular basis?
2. Is the National Bureau of Statistics involved in the collection of labour-market relevant data?
3. Are social partners (workers' and employers' organizations) associated with the collection, analysis and dissemination of labour market data and information?
4. Does Zambia's UNDAF include priorities or activities related to LMIS?
5. Is the establishment or strengthening of LMIS a priority area of the DWCP? Does the Zambia context analysis of the DWCP identify areas where data is missing?
6. Do development partners support the government of Zambia, directly or through the ILO or other partners, in the design and implementation of LMIS?
7. Does the current LMIS have an appropriate structure for coordination the LMIS ?
8. Does the current LMIS have a **Steering Committee** as well as a **technical committee** made up of the focal points of the institutions?

Suggested questions to stimulate KII with data producers:

1. Does Zambia dispose of a system to collect, analyse and disseminate labour market data on a regular basis?
2. When did Zambia carry out the latest Labour Force Survey and how regularly does it take place?
3. Have labour-market relevant questions been included into other household surveys?
4. Is the National Bureau of Statistics involved in the collection of labour-market relevant data?

5. How does Zambia Statistics coordinate the production and use of labour market and migration data with other public institutions and data users?
6. Is there a National Statistical System (NSS), and is Zambia Statistics responsible for its coordination? If not, is it foreseen in the National Statistics Development Strategy (NSDS II, 2019 - 2024)?
7. Does the current LMIS have an appropriate structure for coordination the LMIS ?
8. Does the current LMIS have a **Steering Committee** as well as a **technical committee** made up of the focal points of the institutions?
9. What systems are used to standardize and streamline data collection/sharing between different government institutions, whether it is statistical or administrative data?
10. Are data producers at Zambia Statistics familiar with ILO's .Stat Architecture for LMIS data management, including SDMX data standards? What data standards are currently used in the LMIS?