



International
Labour
Organization



Funded by
the European Union

EU funded project on SDG-Aligned Budgeting to Transform Employment
in Mongolia-Component 4 (MNG/20/01/UND)

Training Needs Assessment for Labour Inspectors of the General Agency for Specialized Inspection (GASI)

**Terms of Reference for a National Consultant
April-May 2021**

1. Introduction

Under the recently launched EU funded project on SDG-Aligned Budgeting to Transform Employment in Mongolia, one of the objectives (4.2) is to boost labour law compliance through the strengthened capacity of public labour inspection (GASI). While there are many aspects related to labour inspection (LI) capacity, one key element is the knowledge and skills of the labour inspectors themselves. The capacity of individual inspectors depends on a range of competencies that are often, though not exclusively, developed through professional development and training delivered by the labour inspection service itself.

In an effort to understand better the current training capacity and services of GASI as well as the competencies and training needs of individual labour inspectors, the ILO is seeking a consultant to undertake a Training Needs Assessment based on these Terms of Reference.

The findings of this assessment will give GASI an improved understanding of their own training offerings and delivery, as well as the competency gaps of individual labour inspectors relative to priority areas of knowledge and skills that are critical for inspectors to effectively carry out their function and enforce the labour laws. It will also allow GASI to design a competency development plan for its labour inspectorate in line with identified national policy goals of the labour inspection system.

This work will further inform the ILO project about the opportunities for targeted technical and financial support for labour inspector training towards fulfilling the objectives of the project.

2. Description of Work and Outputs:

In carrying out this work, the consultant will closely work with the ILO project unit in Ulaanbaatar, the ILO's Labour Administration and Labour Inspection Specialist in Bangkok and the Department of Labour and Social Security Inspection at GASI. The consultant will deliver the following outputs:

- a. Develop a **methodological note** defining the methodological approach, work plan and survey instruments including interview guiding questions within 7 calendar days after signature of the contract;
- b. Compile an **inventory of GASI training tools** and activities specifically designed for labour inspectors that have been developed and/or implemented in the past five (5) years;
- c. In consultation with GASI and the ILO, develop and finalize a **training needs assessment survey** and administer it to all labour inspectors in the country using online tools (such as Survey Monkey);
- d. In addition to the written survey, the Consultant will **interview at least 10 labour inspectors** for a more in depth understanding of individual training needs, including at least one manager level inspector and with geographic and gender diversity among the respondents;
- e. Write a **report** combining the results of the GASI training inventory and the online training needs assessment survey, including a set of recommendations for the development of a GASI capacity development plan together with concrete suggestions for priority training interventions under the EU funded project on SDG-Aligned Budgeting to Transform Employment in Mongolia. The report will be submitted in English and Mongolian;
- f. Make a **presentation** on the findings of the report to senior GASI officials.

3. **Timing**

Completion of this work is expected two months from the signing of the contract. The estimated number of work days is up to 20.

The draft report will be submitted to the ILO 2 weeks before the conclusion of the contract for comments, which must then be integrated into the final version of the report before it is approved and presented to GASI officials.

4. **Profile of the national consultant**

- Proven experiences in social research including training needs assessments;
- Good knowledge and experience in remote/online data collection;
- Good knowledge of national labour market situation, labour legislation and labour inspection system is an asset;
- Excellent command of English and Mongolian.