



International Organization for Migration (IOM)

The UN Migration Agency

國際移民組織 - 聯合國移民署

## REQUEST FOR PROPOSALS/Call for CVs

Reference Number: CFCV-2105

Final External Evaluation for the projects: “Fostering the Promotion and Protection of Foreign Domestic Workers's Rights by Strengthening Access to Justice and Private Sector Engagement ;” and “Victim Assistance Fund”

**Commissioned by:** IOM China

**Managed by:** IOM Hong Kong SAR, China Sub-office

### 1. Evaluation context

The International Organization for Migration (IOM) is committed to the principle that humane and orderly migration benefits migrants and society. As the leading international organization for migration, IOM acts with its partners in the international community to: assist in meeting the growing operational challenges of migration management; advance understanding of migration issues; encourage social and economic development through migration, and; uphold the human dignity and well-being of migrants.

Hong Kong SAR, China is one of Asia’s key destinations for migrant workers, is receiving tens of thousands annually from all over the world. While some migrant workers assume professional or skilled positions, the large majority of workers are permitted to enter under a temporary labour migration scheme that is designed to meet the acute demand for affordable domestic labour. Hong Kong SAR, China started recruiting migrant domestic workers (MDWs) in the 1970s, and the demand for them has continued to grow ever since. Today, over 336,600 migrants are employed to do household work and provide domestic care for society’s aging population and children. The majority of migrants come from Indonesia, the Philippines and Thailand and most of them are female. MDWs can face many challenges. Evidence-based research confirms that there are recruitment agencies that use coercive practices to control MDWs during their entire migration experience, including before they leave their country of origin and after they arrive in Hong Kong SAR, China. These exploitative agencies confiscate migrants’ identity documents, restrict their freedom of movement, manipulate employment-related documents, support debt bondage and threaten premature of termination contract, as part of an attempt to make the migrants compliant to their demands. In Hong Kong SAR, China, such agencies and often with the involvement of employers, use these practices to compel migrants to continue working in abusive and exploitative environments. As a result, leaving or escaping is not a real option for these migrants. Analysed together, these practices amount to human trafficking for the purpose of labour exploitation.

IOM has been working closely with civil society, pro bono lawyers and MDWs to create an environment unwelcoming of exploitative recruitment and employment practices through the project



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“Fostering the Promotion and Protection of MDWs’ Rights by Strengthening Access to Justice and Private Sector Engagement”. This project has been implemented from January 2018 and is expected to end in June 2021 and it has two overarching objectives. The first is to contribute to access to justice for abused and exploited MDWs with trafficking indications to be achieved through increased capacity of MDWs (Outcome 1) and pro bono lawyers (Outcome 2) to identify victims of trafficking (VoTs), refer them for assistance and support them in securing justice. The second objective is to contribute to civil society’s effort to countering-trafficking in persons in influencing existing relevant legislation and securing protection for victims of trafficking to be achieved through strengthened capacity of civil society organizations (CSOs) (Outcome 1) and coordination (Outcome 2). This project was also closely linked to IOM’s implementation of its “Victim Assistance Fund,” launched in August 2017, to contribute to improving the protection and prevention of trafficking and re-trafficking of VoTs, enabling IOM to receive referrals from CSOs (Outcome 1) and IOM to provide direct emergency and reintegration assistance to identified VoTs in Hong Kong SAR, China (Outcome 2). Both projects were made possible by the support of a private foundation donor.

## 2. Evaluation purpose and objective

IOM conducts project and programme evaluations as part of its commitment to improved results-based management. Evaluation results of this project will be used by project management, senior management, stakeholders (especially CSOs in Hong Kong SAR, China) and the donor to improve decision-making, and project and programme design and implementation. The objective of this external evaluation is to review the effectiveness of both projects, assess prospects for sustainability, identify and document lessons learned and best practices, and inform the development of follow-up projects and programmes. Noting the linkages between these projects, recommendations should consider what elements of each project were most effective in contributing to desired outcomes and, therefore, should be considered for future programming.

## 3. Evaluation scope

This external evaluation is expected to assess the project performance of “Fostering the Promotion and Protection of Migrant Domestic Workers’s Rights by Strengthening Access to Justice and Private Sector Engagement,” performance from start of the project (January 2018) through to the end of implementation and preceding the No-Cost Extension period (December 2020). While regional, including activities in Hong Kong SAR, China, Indonesia and the Philippines, the evaluation will primarily engage with Hong Kong SAR, China stakeholders to review results and impact of the project. This evaluation will also assess this project’s linkages with the project “Victim Assistance Fund” from start of project (August 2017) through to December 2020. It is expected this evaluation will provide analysis, recommendations, good practices and lessons learned around the various factors which did or did not contribute to fostering the promotion of protection of workers’ rights and access to justice,



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inclusive of the provision of direct assistance. Cross-cutting themes will include gender and human rights.

#### 4. Evaluation criteria

The evaluation will use the criteria of the Development Assistance Committee of the Economic Cooperation and Development (OECD/DAC) to assess the following key areas:

1. The relevance of the project's intended results
2. The effectiveness of the project in reaching its stated objectives
3. The efficiency and cost-effectiveness of project implementation
4. Prospects for sustainability
5. Appropriateness of the project design and management arrangements for achieving its stated objectives
6. Identify lessons learned and best practices
7. Make recommendations for improvements

#### 5. Evaluation questions

A complete list of evaluation questions and sub-questions will be developed by the evaluation consultant. The below questions are indicative of the types of questions to be addressed in the evaluation:

##### ***Relevance***

1. How appropriate were the project's intended results for the context within which it operated?
2. To what extent were the needs of stakeholders and the regional governments taken into account in project design?
3. How appropriate is project design to achieve its objectives in the context in which it operates?
4. To what extent were gender considerations taken into account in the design of the project?

##### ***Effectiveness***

5. To what extent did the project's activities lead to improved coordination within the counter trafficking community?
6. Is the project effective in reaching planned results, in bringing planned changes? Does a major gap exist between planned results and achieved results?
7. What factors have contributed to achievement/failure to achieve results

##### ***Process and efficiency***

8. Were the project activities undertaken and were the outputs delivered on time?  
Was the project implemented in the most efficient way compared to alternative means of implementation?

##### ***Sustainability***

9. Do the overall objective and project purposes contain an element of sustainability?



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10. Is the project supported by local institutions and well-integrated with local social and cultural conditions?
11. Do the target groups have any plans to continue making use of the services/products produced?

### *Impact*

16. What was the overarching impact of programming, especially on beneficiaries and key stakeholders involved?

## 6. Evaluation methodology

The consultant should provide a detailed proposed methodology that they intend to use to address the evaluation objectives. They will be expected to conduct: a review of existing reports and documents; consultations and/ or in-depth interviews with key informants such as from participating IOM country offices, civil society organizations, migrant worker networks, pro bono legal community, government officials, etc. These activities can be done in person or remotely.

For the document review, the following documents will be provided upon signature of contract:

- Project document
- Project budget
- Interim reports and final reports
- Monitoring reports
- IOM strategy papers
- Training and outreach materials
- Other documents as requested by the evaluator

The IOM project team will lend support by the identification of key stakeholders, and in organizing the schedule of interviews,.

## 7. Ethics, norms and standards for evaluation

IOM abides by the norms and standards of UNEG and expects all evaluation stakeholders to be familiar with the ethical conduct guidelines of UNEG and the consultant(s) with the UNEG codes of conduct as well. The evaluation must follow the IOM Data Protection Principles, UNEG norms and standards for evaluations, and relevant ethical guidelines.

## 8. Evaluation deliverables

The consultant will produce the following:



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1. A draft evaluation inception report that clearly outlines the evaluation methodology, refined/additional evaluation questions, data collection (including tools) and detailed work plan, inclusive of evaluation matrix (questions and sub questions, indicators and data sources)
2. A final inception report, incorporating IOM's comments and agreed upon work plan.
3. A PowerPoint presentation debrief at the end of on-site data collection.
4. A draft report of no more than 30 pages and include an executive summary, background and context, methodology, findings, Lessons Learned, recommendations, conclusions.
5. A final evaluation report, incorporating IOM's comments if applicable.
6. A 2-page evaluation brief (according to IOM template);
7. Management response partially filled out (template will be provided by IOM).

## 9. Specifications of roles

The successful consultant/ team will be responsible for conducting all activities associated with the external evaluation including document review, consultations (data collection), analysis, report writing and final presentation.

IOM Hong Kong SAR, China will support through the provision of all required documents for review, introduction to key project management personnel, key stakeholders and beneficiaries, review and response to draft materials.

Quality assurance processes will include the following: (a) agreement on the final terms of reference (ToR) between the evaluation manager and the evaluator(s); (b) review, revision and acceptance of the inception report; and (c) review, revision and acceptance of the final report.

## 10. Time schedule

The detailed evaluation workplan will be agreed upon between IOM Hong Kong SAR, China and the consultant. A general workplan is presented below:

Activity	Dates	Days	Location	1	2	3	4	5	6
<b>Agreement on final TOR, draft inception report</b>									
Initial document review	24 -28 May	5	Home-based	X					
Final inception brief (2 to 5 pages)	29 - 30 May	2	Home-based		X				
Management interviews and meetings	31 May – 2 June	3	Home-based		X				
Stakeholder interviews, and data collection	3 – 12 June	10	Home-based			X	X	X	
Draft evaluation report	13 – 17 June	5	Home-based					X	X
Final evaluation report	24 – 25 June	2	Home-based						X



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## 11. Evaluation budget

Proposed budget should be inclusive of all costs and not exceed USD6200 (or HKD48,200).

## 12. Evaluation requirements

The successful consultant/ research team will have the following requirements:

- An advanced degree in social science, migration studies, labour affairs or other relevant field is required.
- A minimum of five years' experience conducting evaluations is required.
- Prior experience in conducting participatory evaluations on the area of labour migration, forced labour, human trafficking is preferred.
- Experience in conducting project/programme evaluations in Hong Kong SAR, China is preferred
- Specific technical competencies required: evaluation design, data collection, data analysis (qualitative and/or quantitative), drafting and editing, computer skills, interviewing skills, time management skills and cultural sensitivity.
- Demonstrate knowledge in integrating gender in project evaluations
- Fluency in English is required, fluency in Mandarin and/ or Cantonese would be an asset.

The evaluator must adhere to the IOM Data Protection Principles (IN/138) and maintain confidentiality. The consultant should include a list of similar previous evaluations conducted and references.

## 13. Submission of application

The completed RFP should be submitted to [iomhongkongoffice@iom.int](mailto:iomhongkongoffice@iom.int) by 16/05/2021. Kindly keep the file size under 10MB. The completed RFP should not exceed USD6,200 (or HKD48,200) and should include the following:

- Technical and budget proposal documents
- CV for lead consultant
- CV for any additional supporting consultant/ research team members
- List of and or examples from prior relevant evaluation experience

The Proposal should be written in English.

**Any attempt for persuasion will be considered as a disqualification**

**ONLY SHORT-LISTED CONSULTANTS/ORGANIZATIONS WILL BE ASSESSED**

**FIRMS/Consultants WILL BE RESPONSIBLE FOR ANY TAX OR VAT ISSUES IF APPLICABLE.**