

Terms of Reference

For the development of “private sector engagement learnings” for Innovation to Inclusion (i2i) project.

September 2021

Project Name: Innovation to Inclusion (i2i)

Client: Bangladesh Business and Disability Network (BBDN)

Assignment Period: September to December, 2021

Background:

Innovation to Inclusion (i2i) is a three-year Foreign, Commonwealth and Development Office (FCDO) funded programme designed to develop, test, validate and share learnings from innovative interventions that will directly improve access to waged employment in the private sector for women and men with disabilities.

The programme is being delivered by a consortium which brings together a diverse group of partners who work collaboratively to ensure a global impact with findings and learnings disseminated to a variety of local, national and international stakeholders including but not limited to beneficiaries, DPOs, local and national government, the private sector, global actors, between consortia partners and with other UK Aid Connect grantees, including *Inclusion Works*.

It is anticipated that findings and learning generated throughout the project life cycle, particularly those relating to technology, will achieve sustainable change for women and men with disabilities and enable them to access the same opportunities offered to others in the private sector.

Bangladesh Business & Disability Network (BBDN) is a unique network of employers and employers' associations formed in collaboration with disability focused organizations, Disabled People's Organizations, NGOs and development partners, with a purpose of creating a more disability inclusive workforce in Bangladesh. The network was founded as an initiative of Bangladesh Employers' Federation (BEF) in 2016. Bangladesh has many companies that employ persons with disabilities and there are many others who are willing to employ workers with disabilities. However, there has been no forum to bring together the experiences, learning and successful policies, practices and models to promote disability inclusion in the workplace. In addition, there has been a missing link between skilled and qualified people with disabilities seeking employment and employers that are willing to hire them. BBDN is acting as a linkage between the demand and supply side.

As a consortium member, BBDN has been playing the “missing link” role throughout the project activities and connecting the supply and demand sides in collaboration with other national level stakeholders (like CRP, CSID, CDD, Bangladesh Computer Council, Department of Social Science, JPUF etc.) for achieving the project specific objective.

Context:

Disability and poverty are linked in a causal and consequential relationship. People with disabilities often experience considerably higher rates of socioeconomic disadvantage than people without disabilities, including lower rates of employment. Disability inclusion is a neglected, under-prioritised, and complex issue that – as a result of limited attention – lacks evidence regarding effective interventions.

i2i has been designed as a holistic, innovative and people-centred approach that will deliver direct and sustainable change for women and men with disabilities in Bangladesh and Kenya, while demonstrating the potential for change of successful interventions that strengthen disability inclusion and validating these in a third country.

As part of the UK Aid Connect Terms of Reference, i2i is committed to producing and disseminating rigorous and influential practical evidence, knowledge and learning to progress the programme at scale. Within this there should be mechanisms for systematically listening and responding to beneficiaries, and ensuring this feedback informs programme design and adaptation.

Purpose and objective of the Consultation:

The objective of the consultation is to provide insights in terms of answering the question **“What works to support the private sector to become gender friendly & disability inclusive?”**

The consultancy aims to document the key learning within the private sector and outline the learning elements on how the partner employers are being capacitated to become disability confident, thereby ensuring men and women with disabilities actively participate in the workforce. At the same time, an effort will be made to evaluate how the offered services and programmatic interventions are able to meet the needs of employers.

The paper will further aim to highlight how the programme has adapted in a cohesive and constructive manner in response to emerging findings and learnings. It will also provide an outline for dissemination of learning materials; guidance notes and policy papers relating to private sector employment of persons with disabilities to a broad audience base.

Scope of the Work:

Throughout the consultancy the investigator will envisage answers to the following questions:

Question-1: What works to support the private sector to become gender- sensitive and disability inclusive?

Sub-questions-i: What training/capacity building support further they require to be gender sensitive and disability-inclusive?

Sub-questions-ii: What services are demanded from the individual employers relative to the services offered by i2i?

Sub-questions- iii: To what extent is there a successful matching between the supply side and demand side?

Sub-questions-iv: Do they find the service offering appropriate or difficult to commit to?

Question-2: How has i2i adapted/responded to the customized needs of the employers in the prevailing economic context?

Employers are needing customized solutions based on their type of business and hiring needs: e.g., bKash wanted skills training done, Unilever has multiple locations working through 3rd party with different salary grades etc. RMG or manufacturers have 1 location with a more static and well-defined process of hiring, Job Fair experience.

Question-3: How can an online digital pathway be complemented by offline support to employers?

Sub Question-i: What are the challenges of utilizing the digital employment pathway for event-based activities such as; job fairs. How these challenges can be overcome and how can the DEP be utilized in other ways. example: linkage with mainstream and specialised

skills building initiatives.

Question-4: What are the factors that determine the different degrees of commitments from different employers with regards to building disability confidence?

Sub-questions-i: what are the challenges and possible solutions for BBDN to identify and engage employers that are likely to have higher degrees of commitments, provide a larger number of jobs and become network members?

Question-5: What are the challenges faced / gained experience by private sectors to hire persons with disabilities?

Example: Some private companies have expressed reluctance to recruit people with visual impairments and severely disabled person, some persons with disabilities did not participate in the job even after the job was confirmed and some persons with disabilities voluntarily resigned after one or two days of joining the job. The main reasons for such a decision need to be found out for future learning.

Question 6: How employers support the extra cost on disability employment?

Sub-question-i: Is there any policy or company probation to support extra cost of disability?

Sub-question-ii: At what extent employers think/ready to adjust the workplace to ensure accessibility of disabled employees

Sub- question-iii: What should be the minimum standard of inclusive workplace, employer's perspective

Sub-Question-iv: What kind of support employers expect from future project /BBDN/Government?

Cross-cutting issue:

- Impact of COVID-19 on inclusive employment and programmatic delivery.
- Gender inclusion barriers/opportunities
- General employees' awareness and attitude towards fellow disabled workers
- Existing mechanism on safeguarding reporting and action
- Support services for employee wellbeing.

Key Activities:

1. Gather information on the project interventions towards the private sector, Contextual Analysis-mainly desk review (*Annex-1*)
2. Finalised the questions that need to be answered in the paper with mutual understanding of the paper/product format.
3. Determine the methodology of the work
4. Service mapping (desk review) towards the private sector and identify the data needs from the involved partners/stakeholders. (*Annex-2*)
5. Identify the support needs from the partners and stakeholders
6. Compiling the data in the format to prepare the raw version of the learning paper.
7. Submission of first and second draft with necessary amendments of raw version.
8. An advocacy paper on key learnings based on target audience, not limited to the government and development partners.

Tentative timeline for activities and deliverables:

Deadline	Activity	Deliverable
Between 20-23 th of September	Step-1 <ul style="list-style-type: none"> Start of the assignment Inception meeting between BBDN team and LC MEAL team. Questions and content for the paper have been identified. 	<ul style="list-style-type: none"> Minutes of the meeting, agreement on way forward
30 th of September	Step-2 <ul style="list-style-type: none"> End of Step 1 including agreed questions, content for the paper and desk review has been done. Start of Step 2: An appropriate methodology has been discussed to finalise 	<ul style="list-style-type: none"> Inception report outlining key questions and content/steps and draft methodology.
15 th of October	Step 3 <ul style="list-style-type: none"> End of step 2 including a concrete approach and methodology. Identify data requirements and involved partners for data sourcing. Start of Step 3: A data gathering strategy for BBDN team with support of LC 	<ul style="list-style-type: none"> Final methodology Outlined data requirements with involved partners A data gathering plan.
15 th of November	Step 4 <ul style="list-style-type: none"> End of step 3 by finalising external data gathering plans. Start of step 4: drafting the learning paper with the internal data as well as involved partners. Meeting with LC MEAL team for the product frame and outline. 	<ul style="list-style-type: none"> All external/partners data requested/collected as per plan.
30 th of November	Step-5 <ul style="list-style-type: none"> End of step 4 by submitting the 1st draft to the LC London team. Step 5: collect feedback from relevant sources and incorporate them with necessary correction. 	<ul style="list-style-type: none"> 1st draft submission

15 th of December	<p>Step 6</p> <ul style="list-style-type: none"> • Step 5 ends up with submission of the 2nd draft. • Step 6: Presentation of the final draft paper to the consortium members and other close groups for their opinion and observations • prepare the advocacy paper with key recommendation for the target audience 	<ul style="list-style-type: none"> • 2nd draft submission • Advocacy tools
31 th of December	<ul style="list-style-type: none"> • Final submission 	<ul style="list-style-type: none"> • Final papers.

Profile / Consultancy Requirements:

- Education/training: Degree in social sciences, psychology, anthropology or sociology, development studies or other relevant subject areas.
- Excellent report writing ability with demonstrated experience
- General professional experience: At least 10 years of experience in conducting research, policy and strategy development.
- Good knowledge of the disability employment and livelihood field; understanding of Business and social governance an advantage;
- Have sound knowledge on adult safeguarding
- Proven excellent communication and facilitation skills
- Highly motivated and committed to the values of transparency and integrity;
- Fluency in English (written and spoken); and experienced on using digital communication technologies are highly desirable.

Budget:

The Consultant shall propose an amount for the total fee, considering 4 months working period; including VAT and Tax as per current NBR rules.

Applications:

Interested parties should e-mail their proposals to Mr. Golam Kibria, program manager, BBDN pmbbdn@bbdn.com.bd by 18th September 2021

Annex-1:

Data Source:

- Secondary Sources: recent studies in the field, reports, eg; DIRP study, updated Labour market assessment IW.
- Primary sources: Project reports (annual & quarterly), M&E report, employers' database, meeting minutes, video, documentaries, endorsement notes. Job fair

action review, fact sheets, BBDN newsletter, Annual reports etc BBDN strategic plan, Private sector engagement strategy. key informant interviews (if necessary)

Annex-2:

Partners Involved for data source:

- CSID: candidate registration, profile analysis, disaggregated data based on disability types, gender, training received, matching experiences, DEP use etc.
- CDD: Employer's training, sensitization, accessibility and gender assessment reports, evaluation report under minimum standard etc.
- LC Bangladesh office: Coordination support with CSID
- LC headquarters: Technical guidance
- CBM Bangladesh: coordination support with CDD.
- BBDN: All parties coordination and overall support to entire work.