



TERMS OF REFERENCE FOR EXTERNAL COLLABORATOR/CONSULTANT

To edit the manual for organizing women migrant workers: Manual for Trade unionists in ASEAN of Safe and Fair: Realizing Women Migrant Workers' Rights and Opportunities in the ASEAN region (2018-2022) Programme

1. BACKGROUND

Safe and Fair: Realizing women migrant workers; rights and opportunities in the ASEAN region (2018-2022) is part of the 5-year EU-UN Spotlight Initiative to Eliminate Violence Against Women and Girls. The Safe and Fair programme is implemented by the ILO and UN Women (in collaboration with UNODC), led by the ILO Regional Office for Asia and the Pacific.

Safe and Fair delivers technical assistance and support with the overall objective of making labour migration safe and fair for all women in the ASEAN region. The programme engages with ASEAN Member States' government authorities, ASEAN institutions, workers' organisations, employers and recruitment agencies, civil society organisations, community-based organisations, families and communities, research institutions and academia, media networks, youth and the general public and supports programming in ten countries (Brunei Darussalam, Cambodia, Indonesia, Lao People's Democratic Republic, Malaysia, Myanmar, Philippines, Singapore, Thailand and Viet Nam).

The programme aims to address women migrant workers' vulnerabilities to violence, harassment and exploitation in the workplace, and to strengthen rights-based and gender-responsive approaches to violence against women and labour migration governance.

In coordination with national governments, the Safe and Fair programme conducts the review of laws and enforcement gap to support policy reform processes, in line with international norms. Maintaining its focus on women migrant workers, Safe and Fair has conducted research on laws and case laws on sexual harassment in the workplace in Thailand, on enforcement gaps and on alignment with international standards. In Thailand, sexual harassment has been illegal since 1998. However, stories of women and girls experiencing harassment continue to make news headlines and are captured in research. Many women's experiences do not, however, come to light as studies show that the majority of women survivors of violence choose not to report their experiences. Patriarchy and men's higher social status, in addition to the discouragement of discussion on sex-related topics, are one set of barriers. Sexual harassment cases seen in Thailand have signalled limitations in law and its implementation to prevent sexual harassment. This study aims to bring those to the foreground, with recommendations of changes needed in Thai law to meet international standards. In June 2019, a new International Labour Standard on this issue was adopted: the ILO Violence and Harassment Convention (C190), bringing even greater attention as well as legal clarity to the issue of sexual harassment. In this regard, the Thai government has shown some interest in ratifying the Convention, thus, studies of this nature are crucial in Safe and Fair's technical legal assistance to the government.

Safe and Fair aims to disseminate the research study in Thai and to raise awareness to the public on the issue of sexual harassment in the workplace and its finding.

2. List of Documents

The research: Who is going to believe us?" Work-related sexual harassment in Thailand, with a focus on women migrant worker (in Thai)

In total 170 pages

3. Assignment

The editor shall perform the following tasks

1. To make the language consistent and improve its readability, including rewriting text and restructuring sections and paragraphs where necessary.
2. To ensure that footnote and endnotes will follow the ILO house style, but the spelling, punctuation, space, spelling fill follow the guidelines of the Royal Society.
3. To format the text, tables, illustrations, quotations, footnotes etc. and will ensure that styles and punctuation of the paper are consistent following the Royal Society guidelines, i.e. punctuation, space, spelling, and marks.
4. To use Microsoft Word and use "track changes" or make amendments/changes visible.
5. Submission of final output shall be to the satisfaction of Safe and Fair Programme and relevant ILO staff.

4. Qualifications

- At least five years of experience in editing works in Thai;
- Ability to work under pressure;
- Ability to communicate effectively in written Thai;

5. Deliverable

The final version of the documents (please refer to list of documents above) to the satisfaction of ILO by 4 March 2022 It is to be noted that there may be 3-4 rounds of edits and reviews.

Deliverables	Due date for deliverables (dates will be added depending on the signing date of contract)	No of days taken for the task
1. Draft edited work to the satisfaction of the ILO	10 days after the date of signing of the contract	4 days
2. Final edited work to the satisfaction of the ILO	30 days after date of signing of the contract	2 days
Total number of consultancy days		6 days

6. Application procedure

This amount shall be the sole remuneration and includes provision for any incidental expenses such as stenographic expenses, etc. The external collaborator shall not in any circumstances be entitled to any payments other than those expressly provided for above.

Submission of interest Submission of application should be submitted electronically by 4 March 2022 by 16.30 hrs Bangkok time to safefair_procure@ilo.org with **“Editing the research on Who is going to believe us?” Work-related sexual harassment in Thailand, with a focus on women migrant worker**” as the subject of the email. Each applicant should apply individually, submitting a proposal that includes: Updated CV and, consultant daily fee. This procurement is only open for individuals and not open to firms/organisations. For further information and queries, please email Natthanicha Lephilbert, National Project Coordinator the programme Safe and Fair: Realizing women migrant workers rights and opportunities in the ASEAN Region, lephilbert@ilo.org. Applications submitted after the deadline will not be accepted.