

REQUEST FOR PROPOSALS

The International Organization for Migration (IOM) is seeking proposals from qualified consultant(s) to:

- i. conduct a regional assessment of international migrant workers (with a strong focus on women workers) in the care (domestic work, elderly care and healthcare), entertainment and hospitality industries in Hong Kong SAR, China;
- ii. complete a mapping of available resources and initiatives promoting ethical recruitment and employment of international migrant workers in the care, entertainment and hospitality industries with a focus on business-led interventions; and
- iii. to develop a best-practice toolkit that makes the business case for inclusion of domestic workers in responsible business efforts in Hong Kong SAR, China

1. BACKGROUND

Migration is a powerful engine of prosperity for individuals and the countries between which they move. Shifting demographics is a key driver influencing intraregional migration in Asia.¹ This demographic shift will necessitate far-reaching changes to the workforce; in particular, the expansion of the frontline workforce. Migrant workers often serve in frontline roles in health care, agriculture and food production, domestic work, entertainment, hospitality and construction and ensure the continuity of supply chains across the Asia region.

International migrant workers have been and continue to be fundamental to the socio-economic development of Hong Kong SAR, China. The professional support and contribution provided by migrant workers to families, is an enabling factor allowing both parents to join the labour market. This is increasingly becoming a necessity as rising living costs require families to become dual-income families. This reality, in turn, benefits businesses by resulting in productive and highly focused employees. It has been estimated that one in seven families in Hong Kong SAR, China employs a migrant domestic worker and that most women migrant workers from the Philippines (women representing 56% of all Overseas Filipino Workers in 2020²) are domestic workers. In Hong Kong SAR, China, migrant domestic workers have been instrumental in increasing the labour force participation of women. A recent study found that employing migrant domestic workers enabled working parents to focus more on bonding emotionally with their children and on tasks conducive to their children's development.³ In financial terms, a study on the economic contribution of migrant domestic workers in Asia⁴, found that migrant domestic workers contributed an estimated USD\$12.6 billion in 2018 to Hong Kong SAR, China's economy, representing 3.6% of the city's GDP.

Despite the value of care contributed by migrant domestic workers, migrant domestic workers are exceptionally vulnerable due to intersectional factors such as gender, socio-economic status, work nature,

¹<https://publications.iom.int/system/files/pdf/Spotlight-on-Labour-Migration-in-Asia.pdf>

² <https://psa.gov.ph/content/total-number-ofws-estimated-22-million>

³<https://journals.sagepub.com/doi/abs/10.1177/00113921211012744?fbclid=IwAR1FAzmih5zpbXeierlk3QxoRSCUcMTunvZ4xR5kKtWZMZFtpnU2ilqparw&journalCode=csia>

⁴ https://enrichhk.org/sites/default/files/2019-09/Final_The-Value-of-Care_Full-Report.pdf

migrant identity, lack of legislation, and unethical recruitment practices. Additionally, women migrant workers may face particular vulnerabilities, such as gender-based migration restrictions, which have had the perverse effect of turning some women migrants towards irregular migration channels where they are at a greater risk of being subjected to forced labour and human trafficking. These risks of exploitation are not circumscribed to the care industry. According to ILO figures, the accommodation and food service sectors have the second highest prevalence of forced labour among women, after domestic work.⁵

The deliverables under this consultancy are project activities under IOM's Corporate Responsibility in Eliminating Slavery and Trafficking (CREST) Initiative in Asia. CREST is designed to help unlock the potential of the private sector to drive positive change for the protection of migrant workers and their communities in Asia.

2. OBJECTIVES

The objectives of this consultancy are:

- to produce a regional assessment of international migrant workers (with a focus on women workers) employed in the care (domestic work, health care and elderly care) , entertainment and hospitality industries in Hong Kong SAR, China;
- to conduct a mapping of available resources and initiatives to promote the ethical recruitment and employment of international migrant workers in the care, entertainment and hospitality industries, with a focus on business-led initiatives;
- to develop a best-practice toolkit that makes the business case for inclusion of domestic work in responsible business efforts and features links to tools, guidance and resources on the ethical recruitment and employment of migrant workers in the care industry.

The regional assessment and mapping will contribute to IOM and stakeholders' efforts in identifying best practices, gaps and challenges related to international migrant workers in the care, entertainment and hospitality industries in Hong Kong SAR, China, and key migration corridors. The care industry is defined to include domestic work, elderly and health care. Whereas entertainment and hospitality include bars, restaurants and / or accommodation. The regional assessment and mapping will be presented in a report format and may include the following sections:

- i. an overview of the employment of international migrant workers in the care, entertainment and hospitality industries in Hong Kong SAR, China, outlining key migration corridors and sub-sectors.
- ii. recruitment of international migrant workers in the care, entertainment and hospitality industries in Hong Kong SAR, China, including relevant policies and regulations, recruitment channels and actors, and recruitment fees and loans
- iii. details on the working and living conditions of international migrant workers in the care, entertainment and hospitality industries, including migrant worker accommodation, health and safety conditions of employment, access to healthcare services, vaccines and social security, and access to grievance mechanisms
- iv. return and onward migration of migrant workers in the care, entertainment, and hospitality industries

⁵https://www.ilo.org/wcmsp5/groups/public/---ed_norm/---ipec/documents/publication/wcms_586127.pdf

- v. recommendations for stakeholders such as governments, intergovernmental agencies, the private sector and civil society organisations

Publication of the report will be subject to IOM's guidelines and internal approval procedures.

The best-practice toolkit is intended to support the private sector, civil society organizations in the ethical recruitment and employment of migrant workers in Hong Kong SAR, China. Through literature review, desk research and key informant interviews, the toolkit may include:

- i. an overview of relevant legislation in Hong Kong SAR, China as well as international standards and frameworks on the ethical recruitment and employment of migrant workers, particularly in the domestic work sector
- ii. an outline of the key steps during a migrant worker's recruitment journey, such as recruitment and deployment, employment, and return or onward migration
- iii. potential and actual risks and challenges faced by migrant workers during various stages of their recruitment journey (e.g. contract substitution, worker-paid recruitment fees and related costs, withholding of passports or other personal documents, misinformation about pay or working conditions), alongside practical steps that stakeholders such as employers, labour recruiters, brands and civil society organizations, can take to mitigate these risks
- iv. links to guidance, resources and tools that stakeholders can use to promote the ethical recruitment and employment of migrant domestic workers in Hong Kong SAR, China

3. SCOPE OF THE CONSULTANCY

The consultant(s) will conduct a regional assessment of international migrant workers in the care, entertainment and hospitality industries in Hong Kong SAR, China. The consultant(s) will also be responsible for completing a complementary mapping of available resources and initiatives, and for developing a best-practice toolkit intended to be an operational resource for employers, the private sector and civil society organization to promote the ethical recruitment and employment of migrant domestic workers.

The regional assessment and complementary mapping are expected to entail a combination of literature review, desk research and key informant interviews with migration experts, government representatives, employers, recruiters and migrant workers.

The consultant(s) will be responsible for the following tasks:

- A detailed research and work plan which covers methodology, proposed key informant interviewees, interview guides, draft questionnaires (if surveys are intended to be conducted) timeline, and an outline of the structure and format of the assessment report, mapping and toolkit
- Data collection through desk research and interviews with key informants
- A draft report of the assessment and mapping with an analysis of preliminary findings and recommendations
- A draft best-practice toolkit which includes a business case for the inclusion of migrant domestic work in responsible business efforts. This could be achieved by drawing on existing commitments by businesses with respect to responsible business conduct (e.g. UN Guiding Principles on Business and Human Rights), in conjunction with other frameworks, such as the

IRIS Principles and CREST's forthcoming guidelines on ethical recruitment and employment of migrant workers.

- Participation in validation workshop with IOM to share key findings and seek feedback from relevant stakeholders
- A final assessment report of 50 pages maximum, including an executive summary, outline of methodology, literature review, findings, and recommendations, that consolidates feedback from relevant stakeholders and IOM
- A complementary mapping (i.e. in the form of an Annex to the assessment report) which outlines available resources and initiatives and the employment of migrant workers, with a focus on business-led interventions
- A finalized best-practice toolkit that IOM can disseminate (subject to internal review and approvals)
- Progress updates to IOM as required

4. TIMELINE

The development of the assessment report, mapping and best-practice toolkit will be conducted for a period of seven months, from March 2022 to August 2022. IOM anticipates deliverables to follow the timeline below:

Detailed research plan developed in collaboration with IOM	March 2022
Desk research	April 2022
Key informant interviews	May 2022
Draft assessment report	June 2022
Draft mapping	June 2022
Draft best-practice toolkit	July 2022
Validation workshop	July 2022
Final assessment and mapping report	August 2022
Final best-practice toolkit	August 2022

5. APPLICATION PROCESS

Interested applicants are invited to submit proposals comprising the following documents:

- A cover letter (one page maximum), clearly specifying the consultant's qualifications and suitability. Applicants that are made up of a research team should clearly state this in their letter
- Detailed curriculum vitae (for all consultants, if a team is applying) with information on previous assessments and / or research work
- Samples of previous assessments and / or research reports
- A description of the approach, methodology, work plan and budget for performing the assignment (ten pages maximum). The work plan should be consistent with the timeline stated above.
- The budget should not exceed **USD35,000** and will need to cover all costs for conducting the assessment and mapping, and developing the best-practice toolkit including interpretation, and other relevant costs.

The proposal should be sent via email to iomhongkongoffice@iom.int, with the reference code CFCV-2201 in the subject line, no later than **21 February 2022**. Kindly keep the file size under 10MB.

Please contact Fiona Robertson (frobertson@iom.int) if you have any queries.

6. QUALIFICATIONS AND EXPERIENCE

The qualified candidate should possess:

- MA, MSc or PhD in International Affairs, Political Science, Law, Human Rights, Migration Studies or a related field;
- At least five (5) years of progressively responsible work in the field of migrant protection and/or business and human rights;
- Demonstrated experience in carrying out research, including, but not limited to designing surveys, conducting interviews and undertaking data collection;
- Integrity and ability to handle confidential information in accordance with policies and protocols on use of information, data and research;
- Knowledge of migration trends in Hong Kong SAR, China's care industry, government structures and protection mechanisms in Hong Kong SAR, China;
- Experience working on migrant worker issues in Hong Kong SAR, China;
- Demonstrated experience in liaising with government agencies, international organizations and non-governmental organizations at central and local levels;
- Excellent ability in writing and drafting of reports;
- Excellent analytical, stakeholder engagement, communication and negotiation skills;
- Ability to work under tight timelines;
- Ability to multi-task and work efficiently with minimal supervision;
- Strong intrapersonal skills demonstrated by the ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Prior experience with IOM or a relevant UN agency will be considered an advantage;
- Fluency in English, spoken and written, is required.

7. LANGUAGES

An excellent command of written and spoken English is required. All deliverables will be presented in English.

Only shortlisted candidates will be contacted.

The Consultant(s) will be responsible for administering and calculating their own tax liability relating to this consultancy.