

Global Partnership for Effective Development Co-operation

Terms of reference for a Focal Point for Trade Unions at the country level

1. Background

Since its establishment in 2011, more than 160 countries and 46 international organisations have endorsed the **Global Partnership for Effective Development Co-operation** (GPEDC) with the aim of improving the impact of development efforts. To that end, a monitoring framework, comprised of a set of [10 indicators](#), serves to keep all parties mutually accountable and generates evidence on ways to improve development effectiveness.

Over 70 developing countries have expressed interest to participate in the GPEDC's second monitoring round (2015-16). While the monitoring exercise is led by developing country governments (particularly by a national co-ordinator¹, who usually sits in the ministry of finance, planning or foreign affairs), active participation of trade unions in the monitoring process at the country level will be crucial to ensure the success of this collective effort.

Local and global trade unions and associations are invited to engage in the second monitoring round of the GPEDC by participating in the assessment for indicator 3 (public private dialogue), and by engaging in dialogue around the monitoring results. Their participation in the process will be facilitated by the designation of a "Trade union focal point" in each participating country.

Trade unions/trade union networks in developing countries interested in engaging in the GPEDC Second Monitoring Round (2015-2016) are invited to participate proposing a country-level Trade Union focal point to the national co-ordinator.

2. Profile

The ideal focal point for Trade Unions:

- Is affiliated to a country-level trade union/trade union network engaged in labour policy advice, labour market negotiations and/or labour rights protection. In particular, individuals and organisations that are part of national trade union platforms are encouraged to participate;
- Maintains a solid network of contacts across other trade unions in the country;
- Possesses a good understanding on the current enabling environment for trade unions and unionisation at the country level.

3. Role

The trade union focal point is invited to refer to the [Monitoring Guide](#) to have a comprehensive understanding of his/her role in the monitoring exercise (see particularly Part II, page 19 "Guidance for other stakeholders"). An overview of stakeholders' responsibilities in the monitoring process, and particularly in reporting data, is outlined in Annexes 1 & Annex 2 of these Terms of Reference.

The selected focal point for trade unions will be expected to:

- Represent and co-ordinate with country-level trade unions during consultations with the government's national co-ordinator and the focal points for other stakeholders (e.g. private sector, civil society organisations, providers), particularly during the kick-off and validation meetings;
- Participate in the assessment of indicator 3;
- Participate in dialogue around the monitoring results.

¹ The national co-ordinator is the representative appointed by the government of countries participating in the Second Monitoring Round to manage the overall data collection and validation process in the country. The contact information for national co-ordinators is being made available in the [GPEDC online community space](#) to other participating stakeholders (country information is updated as it becomes available).

4. Key Activities

The trade union focal point is invited to engage in the monitoring exercise by following the steps outlined below. These TORs are conceived as to provide guidance to the trade union focal point, but the process allows for flexibility and encourages that the proposed activities be – to the extent possible – grounded in the country's own frameworks and processes. In particular, the engagement of the trade unions in this process can build on existing social dialogue platforms.

- **1) Multi-stakeholder consultation kick-off meeting (Oct – Nov 2015).** The national co-ordinator is expected to convene a kick-off meeting with relevant partners, with the aim of raising partners' awareness on the monitoring process, agreeing on which stakeholders should be involved and agreeing on a timeline and on roles and responsibilities of each stakeholder. The trade union focal point will be invited to participate in this meeting.
- **(2) Data collection and validation (Nov 2015 – March 2016).**

Data collection: the trade union focal point is invited to actively participate in the assessment for indicator 3, which will be coordinated by the national co-ordinator. The trade union focal point is expected to consult with his/her constituency (i.e. trade unions and trade union networks), and to provide consolidated feedback to the national co-ordinator.

Data validation: the trade union focal point is expected to participate in the validation of data collected for indicator 3. The national co-ordinator can decide to carry out the validation process during a multi-stakeholder meeting.

Please refer to the monitoring guide for more information on the data collection and validation process (page 56 for indicator 3).
- **(3) Multi-stakeholder dialogue around findings (Sept – December 2016).** The trade union focal point is invited to initiate and/or actively participate in discussions on the findings from the monitoring exercise. Reviewing progress in consultation with stakeholders can serve to boost dialogue and help ensure that all co-operation partners match commitments with actions.

5. Process to identify the Trade Union focal point

While there is no predetermined focal point designation process (in the interest of flexibility and adjustment to country contexts), the UNDP/OECD Joint Support Team invites trade unions/trade union networks at the country level to agree with the government on who can best play the focal point role.

Existing trade union platforms are particularly encouraged to participate as focal points. The UNDP/OECD Joint Support Team also invites other global trade union platforms (e.g. ITUC) to provide recommendations on the best suited candidates at the country level for the role.

6. Duration

The participation of the trade union focal point at the country level starts in 1 October 2015 (or, alternatively, the effective date of appointment) to December 2016.

Annex 1 – Overview of stakeholders’ responsibilities in the overall monitoring process

Who?	What?
Government (Nat. co-ordinator, engaging relevant ministries/ gov, agencies)	<ul style="list-style-type: none"> - Oversee and coordinate data collection and validation - Provide data for indic. 1, 5b, 6, 7, 8 - Coordinate the assessment for indicators 2 and 3 - Facilitate dialogue around monitoring results
Providers	<ul style="list-style-type: none"> - Provide data for indic. 1, 5a, 6, 9b and contribute to data validation - Participate in the assessment for indicators 2 and 3 (focal point) - Participate in dialogue around the monitoring results
CSOs	<ul style="list-style-type: none"> - Participate in the assessment for indicators 2 and 3 (focal point) - Participate in dialogue around the monitoring results
Private sector	<ul style="list-style-type: none"> - Participate in the assessment for indicators 3 (focal point) - Participate in dialogue around the monitoring results
Trade unions	<ul style="list-style-type: none"> - Participate in the assessment for indicators 3 (focal point) - Participate in dialogue around the monitoring results
Parliamentarians	<ul style="list-style-type: none"> - Participate in dialogue around the monitoring results
Local authorities	<ul style="list-style-type: none"> - Participate in dialogue around the monitoring results

Annex 2 – Overview of stakeholders’ responsibilities in reporting data

For each indicator:

- ✓ Who reports to the national co-ordinator?
- ✓ What type of data (quantitative or qualitative)?

INDICATORS	Gov.	Providers	CSOs	Private sector	Trade Unions	TYPE of DATA
1 Use of country results frameworks	■	■				QUANTI & QUALI
2 CSO enabling environment	■	focal point	focal point			QUALI
3 Private sector engagement	■	focal point	focal point	focal point	focal point	QUALI
5a Predictability (annual)		■				QUANTI
5b Predictability (medium-term)	■					QUALI
6 Aid on budget	■	■				QUANTI
7 Mutual accountability	■					QUALI
8 Gender equality and women’s empowerment	■					QUALI
9b Use of PFM and procurement systems		■				QUANTI