

PUBLICATION NOTICE

Reference: **19-35/TZN/FFM**

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Action title: *Technical support on rehabilitation services and capacity building*

Activity number and title: *Fact-finding mission*

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Partner institution: *Workers Compensation Fund (WCF)*

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SOCIEUX+ is implemented by

Partnership led by:

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1 BACKGROUND INFORMATION

1.1 Country overview

In 1964, Tanganyika united with the Island of Zanzibar to form the United Republic of Tanzania, the largest of the East African bordered by Kenya and Uganda to the North, Rwanda, Burundi and the Democratic Republic of Congo to the West and Zambia, Malawi and Mozambique to the South. The country's eastern border lies in the Indian Ocean. Tanzania has a population of 50.1 million people. While the official capital is Dodoma, the largest city, chief port, major economic and transportation hub and *de facto* capital, where all administrations are located, is Dar es Salaam. Spoken languages are Swahili and English (both official), Arabic (widely spoken in Zanzibar).

Tanzania has been spared the internal strife that has blighted many African states. Unfortunately, domestic stability has not translated into economic prosperity for Tanzanians. Despite efforts between 2007 and 2016 that have reduced the country's poverty rate from 34.4% to 26.8%, the absolute number of poor people has held at about 13 million due to high population growth, although the country has had some success in wooing donors and investors. Tanzania is a developing country and its economy depends heavily on agriculture. The sector accounts for more than 40% of GDP, provides 85% of the country's exports and employs 80% of the total workforce. Apart from the agricultural sector, tourism, mining and small scale industries are increasingly contributing to the national economic growth.

The most recent poverty measures based on the Household Budget Survey of 2017/18 are still being processed, but it seems likely that the downward trend in the poverty rate continues but has become more gradual. Government efforts to expand access to social services like education, health, and water have been undermined by their declining quality as the population rises faster than the supply of the services.

1.2 Sector situation

The setup of the social security in Tanzania has adopted the three pillar model by the International Labour Organization (ILO). The three pillar system has been articulated into the National Social Security Policy of 2003. In the 1st pillar, Social assistance is offered to marginalized citizenry and special groups. Prominent programs in this pillar include those administered by the Tanzania Social Action Fund (TASAF) that provide cash transfers and public work to deserving poor. Currently, it is estimated that out of the total population of around 55 million people, existing social assistance programs covers slightly above 1 million poor households with approximately 7 million beneficiaries in total. The 2nd pillar focuses mainly on the workforce in the formal and informal sector. Under this arrangement, employers and the self-employed are obliged by law to remit contributions to Social Security institutions on monthly/regular basis. Statistics show that coverage under this arrangement is at around 11% of the labour force. Individuals covered are mainly members of Mandatory Social Security institutions that exist in the country. These institutions are National Social Security Fund (NSSF), Public Service Social Security Fund (PSSSF), National Health Insurance Fund (NHIF) and the Workers Compensation Fund (WCF). Through the Social Security reform of 2018, the National Social Security Fund (NSSF) has a legal mandate to cover members from both private sector as well as those in the informal sector. Similarly, the law that established Workers Compensation Fund allows for extension of coverage to the informal sector. However, so far, extension of coverage to informal sector is yet to begin subject to completion of necessary preparations for that purpose. The 3rd pillar focuses on voluntary contributions over and above the mandatory arrangement. Apparently, experience shows that voluntary arrangement is still low due to various reasons including low saving culture among the populace.

Despite major milestones that have been realized so far, a number of challenges remain. For instance, it is estimated that over 80% of the Tanzanian population is not covered by social security programs. Those affected the most are in the informal sector and majority of the rural habitants. Adequacy of benefits provided is another challenge that raises complaints from the members. However, it is important to underscore the fact that the 2018 social security reform that

witnessed merger of four Public Social Security Funds into one, and the establishment of the Workers Compensation Fund in 2015, are among the notable efforts that have been taken by the government to address adequacy of social security benefits. These efforts are in line with aspirations of the National Social Security Policy of 2003 and other statutory requirements including international conventions to which the Country has subscribed.

1.3 Role of partner institution in sector

The Workers Compensation Fund (WCF) is a social security scheme established under section 5 of the Workers Compensation Act of 2015. The Fund's main purpose is to provide adequate and equitable compensation for employees who suffer occupational injuries as a result of occupational accidents or diseases or to their dependants when employees die as a result of occupational accidents or diseases in the Mainland Tanzania.

Mandate of the Fund include to facilitate provision of adequate and equitable compensation to employees; implementation of the National Social Security Policy of 2003 in relation to work-related injuries, diseases and deaths; provision of a framework for effective, prompt and empathetic consideration, settlement and payment of compensation benefits; provision of a framework for control and management of contributions and payments; promotion of prevention of accidents and occupational diseases; and provision of rehabilitation services. Moreover, functions of the Fund include registration of all employers in Mainland Tanzania; assessment of risk exposure at workplaces; collection of contributions from employers; investment of surplus funds; payment of compensation to employees and promotion of prevention of occupational accidents, diseases and deaths.

The Fund is a public entity that discharges its duties under an independent Board of Trustees. The Board is tripartite with members drawn from the Government, representatives of Employers and the Workers. The Management, which is led by the Director General, is responsible for day to day running of the business of the Fund. This include resource mobilization in order to implement agreed milestones.

2 ACTION DESCRIPTION

NB: *The present fact-finding mission aims to define the whole strategic and programmatic scope of Action 2019-35 or, possibly, several Actions determined by a fragmentation of the original request. Therefore, the Action(s) objectives and results, as well as its/their work-plans will result from the fact-finding mission and will be formulated in subsequent Action Approval Form(s).*

2.1 Overall objective

Preliminary (as formulated in the original Request)

The general objective of the sought technical support on rehabilitation services and capacity building is to facilitate peer-to-peer learning, to build capacity of our local experts and benefit from the experience of the European countries on the administration of employment injury scheme with particular focus on rehabilitation and related matters.

2.2 Specific objectives

Preliminary (as formulated in the original Request)

Specific objectives include the following:

- *To acquire technical support and build capacity of the Fund in its endeavours towards establishment of rehabilitation services in Tanzania*
- *To seek technical guidance of the EU experts in the review and improvement of the draft rehabilitation strategy of the Fund*

- *To equip employees of the Fund and Doctors with knowledge on workers compensation matters in general and rehabilitation in particular*
- *To identify and train Case Managers that will facilitate rehabilitation services of the Fund*

2.3 Expected results

Preliminary (as formulated in the original Request)

The following results are expected:

- *Steps towards establishment of rehabilitation services are clear and that competent manpower exist to set up and operationalize the desired rehabilitation facility*
- *A comprehensive rehabilitation strategy developed and implemented*
- *Competent workforce exist to spearhead rehabilitation initiatives of the Fund*

2.4 Proposed activities

To be defined

3 DESCRIPTION OF THE FACT-FINDING MISSION

3.1 Implementation methodology

The fact-finding mission (FFM) aims to clarify the scope of the Request and to outline a strategic and operational framework to address the Partner's needs by means of short-terms, peer-to-peer technical assistance.

Upon completion of the fact-finding mission, a Fact-finding Mission Report (FcMR) is submitted by experts. The FcMR includes a summary of the findings and their recommendations for the continuation of the action's preparation. The FcMR thus specifies if the expected results were clarified and an assessment of the context of the Request. If the results are sufficiently clear to initiate an action approval process, Experts prepare a Formulation Work-plan (WPFc) in consultation with the Partner. The WPFc is a form based on the logframe model of the EC for external cooperation actions. It includes the proposed objectives, results and deliverables of the proposed Actions.

The team of experts is complemented by the Coordinator of Social Protection at SOCIEUX+ (CO), who will bring in the necessary knowledge of project-cycle management and procedures of SOCIEUX+ to ensure the feasibility of the proposed expected results and activities.

In the case at hand, given the large scope of the original request, SOCIEUX+ expects to fragment the request into 2 or 3 manageable Actions allowing to address by means of short-term, peer-to-peer expertise, the different needs and objectives put forward by the Partner. For each proposed Action, a work-plan complete of objectives, results, deliverables and activities, shall be prepared.

3.2 Tasks

Minimum tasks expected from the experts shall include:

- Preliminary contacts with the Partner in view of the preparation of the mission's methodology and agenda;
- Taking part to the pre-departure briefing with SOCIEUX+ team (around 1 week before the mission);

- Ahead of the mission, to get substantial knowledge of the local context; review any relevant background documents provided by the SOCIEUX+ Team and/or the Partner.
- During the mission, to conduct consultations with the Partner's executives and staffs, as well as any other external actor that can support the positive deployment of the mission.
- To present the outcomes of the mission to the partner in order to discuss and take into account comments on the contents of the deliverables before their finalization;
- At the end of the mission, timely submission to SOCIEUX+ of the final deliverables (10 working days after the mission), and availability to go through an eventual round of comments and adjustments in interaction with SOCIEUX+ and the Partner;
- To contact the EU Delegation in the country and envisage a meeting for the presentation of the mission and/or its outcomes;
- To channel to SOCIEUX+ Communication officer any material that can be useful to inform the public about the activity (pictures, interviews, brief notes or articles).
- To employ the different templates and evaluation forms provided by the SOCIEUX+ Team.

3.3 Deliverables

Intermediary deliverables (to be presented in the pre-departure briefing)

- A methodological note, including a risks analysis (max. 3 pages);
- An agenda of the mission agreed with the Partner (meetings, persons involved).

Final deliverables:

- D1: a Fact-finding Mission Report (FcMR)
- D2: the Formulation Work-plan(s) (WPFc)
- An Expert mission report (ExMR), based on a SOCIEUX+ template, and the on-line survey.

4 EXPERTISE PROFILE

Area of expertise: Occupational safety and health

Requirements (essential/required):

- Education: university level (Masters or PhD relating to the subject are considered a plus)
- At least 10 years of professional experience within an EU public administration, the academia, international organization, social partners;
- Relevant experience within an EU public entity relating to the management of OSH schemes and tools.
- Fluent in English, written and oral;
- Acute sense of diplomacy and institutional relations.

Additional assets (advantageous in selection):

- A previous experience in delivering short-term technical assistance in international cooperation;
- A previous professional experience in Nigeria; previous knowledge of the local context.

Provisional work load (for each expert):

- 2 days for the preparation (remote work);
- 5 days on-site;
- 2 days for travelling;
- 3 days for reporting and finalisation of deliverables (remote work).

5 REPORTING

Intermediate deliverables (Methodological Note, Agenda) are to be transmitted to SOCIEUX+ at least 5 working days ahead of the activity; the Methodological Note shall not exceed 3 pages, the Agenda 2 pages.

Final deliverables are to be transmitted to SOCIEUX+ no later than 10 working days after the Activity's completion. They shall be presented in an A4 editable format, font size 12, single line spaced, and shall not exceed 30 pages, excluding annexes charts and tables. SOCIEUX+ will have 5 working days to submit eventual comments, revisions and requests of amendments to the Deliverables and ExMR. SOCIEUX+ will then send the report to the partner, who may share comments and/or requests of amendments, which experts shall review and integrate in view of the finalization of the Deliverables.

A joint **Expert Mission Report (ExMR)** shall be prepared by the expert based on the proposed template. ExMR are internal documents solely intended for SOCIEUX+ Facility Management Team. They are not intended or are to be shared with any other stakeholders, in draft or final form.

The reporting language is English and the provided templates and forms shall be employed. Once completed, all documents shall be sent by e-mail to: gportacolone@socieux.eu

6 COMMUNICATION AND VISIBILITY

SOCIEUX+ may use its own communication channels, such as web, newsletter and other media, to inform about this Action. In this purpose, the collaboration of the Partner will be appreciated, as well as the contributions of the mobilized experts. Thus, it is expected experts to be available for a brief talk, before and after the mission, with the Communication officer at SOCIEUX+, as well as to deliver other limited contributions for the purpose of communication, such as taking photographs, graphic material or provide short texts. In order to ensure the visibility of SOCIEUX+ and of the European Union in the course of the Action, the use of templates for presentations and the logo of the Facility will be promoted. Other visibility materials, such as brochures, USB sticks, notebooks and pens, among others, may be disseminated for specific activities.

7 CODE OF CONDUCT

The experts mobilised by SOCIEUX+ will provide technical assistance from the preparatory stages of each activity to post-delivery follow-up. SOCIEUX+ will assist experts to fulfil their assignments by supporting and advising on the preparation of background materials prior to meetings. The SOCIEUX+ team will collect feedback from partner countries and ensure that mission reports and recommendations are delivered to national authorities, the EU Delegations in the partner countries and EuropeAid.

The experts mobilised are not representing SOCIEUX+ or the EU. Technical opinions and recommendations expressed are their own. They shall not express negative opinions on the implementation or actions supported by SOCIEUX+ to third-parties. Nevertheless, they shall be aware of SOCIEUX's objectives and functioning, and promote the facility at the best of their knowledge, whenever possible and feasible.

Finally, the experts shall perform their duties in the Partner Country in a way that is fully compliant with and respectful of the local institutions, policies and cultural behaviours; they shall particularly adopt an institutionally-sensitive behaviour in their way to deal with the local counterparts.

8 APPLICATION

8.1 4.1 Documentation:

Curriculum Vitae in *ENGLISH* and Europass format – available at:

<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions>

8.2 4.2 Submission of applications

Interested experts submit their application on the website: <https://pmt.socieux.eu>

The application process is the following:

1. If not already created, experts create their own personal SOCIEUX+ account (by clicking on “create an account”). To have access to all SOCIEUX+ Call for Applications, experts are required to fill out at least the fields marked with an asterisk.

2. Once their account is created and approved by the SOCIEUX+ team, experts sign in their personal account, click on the “Call for Applications” tab, identify the **19-35/TZN/FFM** position, and click on “Apply.”

If more information is needed, please contact SOCIEUX+ team by email to experts@socieux.eu with the application reference.

9 SELECTION PROCESS

If you do not receive a response within 30 days of the application deadline, please consider that your application has not been shortlisted.

Only short-listed applicants may be contacted. The selection process may include interviews by phone or other communication means.

Public civil servants or employees (active or retired) and private individual experts are eligible and preferred for this position. Private consultants may also apply.

Contracted public civil servants or employees (active or retired) are entitled to standard fixed allowances of 250 Euro per working day. Fees for private consultants will be negotiated based on the number of years of relevant expertise of the selected applicant.

Interested candidates may download the **Guide for Experts with detailed information on contracting with SOCIEUX+** at www.socieux.eu.

10 DISCLAIMER

The proposed activity and mission is subject to the final review and approval of SOCIEUX+ Quality Assurance Committee. A confirmation of dates of missions and contracting of experts may only be confirmed upon the formal approval.

Short-listed candidates may be required to provide contact of employer or proof of their ability to be directly contracted under their status as civil servant or public employee.

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About SOCIEUX+

The European Union (EU) promotes and maintains dialogue on social protection and inclusive employment policies with an increasing number of partner countries. This effort has been confirmed by the European Commission (EC) Communication COM (2016) 740 final - "Proposal for a new European Consensus on Development, entitled *Our world, our dignity, our future*. A significant number of cooperation initiatives in these fields are funded by geographic or thematic instruments of the EU in different countries. Those initiatives are highly structured and address the medium- to long-term needs of partner countries. However, short-term measures and peer-to-peer cooperation to promote the development of social protection systems are needed to complement the EU's cooperation with third countries. SOCIEUX+ - EU Expert Facility on Employment, Labour and Social Protection responds to this need.

The SOCIEUX+ facility was setup and funded by the EU through co-funding from France, Spain and Belgium and the resources managed by the European Commission's Directorate for Development and Cooperation (EuropeAid) and co-funding from the of. The facility is implemented by a partnership composed of development cooperation agencies from Member States: Expertise France (the partnership lead), Fundación Internacional y para Iberoamérica de Administración y Políticas Públicas (FIIAPP) from Spain, Belgian International Cooperation on Social Protection (BELINCOSOC), and the Belgian Development Agency (Enabel).

The general objective of the Facility is to expand and improve access to better employment opportunities and inclusive social protection systems in partner countries. Its specific objective is to enhance the capacities of partner countries to better design, manage and monitor inclusive, effective, and sustainable employment strategies and social protection systems through short-term, peer-to-peer technical assistance and knowledge development.

SOCIEUX+ recognises the impact of social protection and employment in reducing poverty and vulnerability. It supports the efforts of partner governments in promoting inclusive and sustainable social protection and employment systems. SOCIEUX+ also complements the efforts made through other European Union initiatives.

The Facility is an expansion of SOCIEUX Social Protection EU Expertise in Development Cooperation, established in 2013.

