Call for Proposals
Evaluation of the Asia-Europe Migration Project

Overview
From 2013-2014, the Asia-Europe Foundation (ASEF) and the Friedrich Ebert Stiftung’s Office for Regional Cooperation in Asia (FES) organised a two year project to study and improve the impact of labour migration policies in sending and receiving countries on the socio-economic welfare of labour migrants. Following a research study and a consultation meeting with experts, the final publication titled “Triple Win in Migration: Ensuring Migrants’ Workers’ Rights to Protect All Workers” was shared with policy experts in different fora.

Call for Proposals
ASEF is seeking an independent consultant/consulting company to undertake an evaluation of the Asia-Europe Migration Project with a view to:

- Assess the project objectives and evaluate the output/outcomes and impact of the project against its stated objectives.
- Assess the implementation arrangements and methodologies in relation to the project’s financial management.
- Identify good practices and lessons learnt, while providing recommendations for project’s future strategy, operation and long-term feasibility.

The evaluation is planned to start at the beginning of March 2016 and be finalised by end-June 2016. For details of the scope of the evaluation, please refer to the annex below. Quotations for the evaluation can be up to the limit of EUR20,000.00.

Candidate Requirements
- Citizens of an ASEM country (for individual evaluators) and/or companies located in an ASEM country (for consultancy companies).¹
- Experience in conducting research, designing and conducting evaluations of international cooperation programmes;
- Graduate qualifications preferably in Social Sciences, particularly Asian/European studies or related fields;
- Experience in report writing required;
- Familiarity with the Asia-Europe Meeting (ASEM) process, migrant rights, human rights in the ASEM context, and Asia-Europe relations in general;
- Experience of working with inter-governmental organisations and/or NGOs would be a plus;
- Excellent writing skills with the experience of responding to different audience requirements;
- Strong communication and inter-personal skills including tact and cultural sensitivity;
- Fluency in written and spoken English;

¹ The Asia-Europe Meeting (ASEM) is an intergovernmental forum for dialogue and cooperation established in 1996 to deepen relations between Asia and Europe, which addresses political, economic and socio-cultural issues of common concern. The 53 ASEM Members are Australia, Austria, Bangladesh, Belgium, Brunei Darussalam, Bulgaria, Cambodia, China, Croatia, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, India, Indonesia, Ireland, Italy, Japan, Kazakhstan, Korea, the Lao PDR, Latvia, Lithuania, Luxembourg, Malaysia, Malta, Mongolia, Myanmar, the Netherlands, New Zealand, Norway, Pakistan, the Philippines, Poland, Portugal, Romania, the Russian Federation, Singapore, Slovakia, Slovenia, Spain, Sweden, Switzerland, Thailand, the United Kingdom, Viet Nam, the European Union and the ASEAN Secretariat. For more information, please visit [www.aseminfoboard.org](http://www.aseminfoboard.org)
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- Proactive and flexible; able to work without detailed supervision.

**Applications and Contact Details**

Interested parties should send a 1-3 page draft proposal including timeline and quotation of costs, together with their CV and accompanying cover letter demonstrating suitability. Applications should be emailed to humanrights.seminar@asef.org. Expressions of interest must be received by Friday, 29th April 2016 by 18:00 pm (Singapore time).

Only short-listed candidates will be contacted.
Annex I: Evaluation of the Asia-Europe Migration Project

Role: Independent Evaluator/s (individual or company)
Start date: Mid-March 2016
Location: Home based in Europe or Asia, with 1-2 trips to Singapore as required
Time frame: Up to 60 days, Mid-March – mid-June 2016

1. Background
The Asia-Europe Migration Project was a 2-year project (2013-2014) that explored how migrants in Asia and Europe are received in their new "homes". It was co-organised by the Asia-Europe Foundation (ASEF) and the Friedrich Ebert Stiftung (FES) Office for Regional Cooperation in Asia. Utilising the formats of workshops and policy briefings, the project addressed the issues surrounding social policy decisions in both sending and receiving countries, on topics such as protection, integration, employment and identity with regard to migration based on background research on existing immigration and integration policies in Asia and Europe.

Migration was also one of the key topics of ASEM discussions as evidenced by the Chair’s Statement of the 9th ASEM Summit in which Leaders “underlined the need to identify appropriate means of maximising development benefits and responding to the challenges which migration poses to countries of origin, transit and destination”\(^2\) while expressing their commitment “to ensuring the protection of human rights of migrants and their families, including migrant workers particularly in the face of economic difficulties and to strengthening mechanisms for international cooperation”\(^3\). In addition to the Summits, ASEM had been addressing inter-regional migration issues at the working level too; the 11th ASEM Conference of the Directors-General of Immigration and Management of Migratory Flows acknowledged that migration of the highly skilled workers is one of the fundamental elements of economic growth and regional competitiveness. The two-year project tapped into the ASEM debate on migration.

At the time of conceptualising and designing the project, the overall aim of this project was

a) To be the platform for ASEM-wide dialogue on the social impact of migration policies
b) To examine and improve the articulation of migration policies in sending and receiving countries

1.1 Project Objectives

Specifically, the objectives for the 2 year cycle (2013-2014) were:

1. To analyse the impact of labour migration policy on the socio-economic welfare of migrants in sending and receiving countries (ASEM region)
With different countries having differentiated access to rights or entitlements, the programme will analyse the extent to which the policies followed in select ASEM sending/receiving countries follow regional and international guidelines in ensuring the universal protection of labour migrants’ welfare in both sending and receiving countries. In the course of its analysis, it will identify those emerging labour migration issues that will require detailed action/joint collaboration by policy-makers within ASEM.

2. To compare best practices on labour migration policies for decision-makers across ASEM.
While there cannot be a single, pan-ASEM policy on migrant welfare, the exchange of experiences and evaluation of the different practices/approaches used in different countries, allows the identification of policies and practice that will improve the understanding and management of migration in Asia and Europe.

\(^2\) Chair’s Statement, 9th ASEM Summit, Vientiane, 5-6 November 2012, available at [www.asefinfoboard.org](http://www.asefinfoboard.org)

\(^3\) ibid
A comparative analysis will also help in formulating policy options and develop a ‘guide’ of best-practices for future policy decisions.

The programme activities for 2013-2014 organised under the following components:

Research Component
The objectives of the research component were:
- To analyse the current state-of-play across ASEM countries on key migrant issues and identify good practices/case-studies that can be relevant learning tools for other ASEM countries
- To identify the emerging trends on key migration issues that policy makers need to consider

Workshop Component
The objectives of the workshop component were:
- To utilise the key issues and questions identified in the background paper to provide input into the development of policy recommendations for labour migration policy stakeholders

Communications Component
The objectives of the communications component were:
- To inform relevant migration policy makers and influencers about the best practices and emerging trends to track in migration policy and practice in Asia and Europe

1.2 Implementation of Activities
In keeping with the project design, the following activities were conducted:

1. Research and preparation of a background paper (July-November 2013)
2. Follow-up researchers’ consultation meeting (3 February 2014, Singapore)

1. Experts’ Workshop – “The Impact of Labour Migration Policies on Migrants’ Socio-Economic Welfare: Improving Practice in Asia and Europe” (8-9 November 2013, Switzerland)
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1. Side-event @ 26th Session of the UN Human Rights Council (10 June 2014, Switzerland)
2. Panel @ Asian Inter-Parliamentary Caucus on Labour Migration (8-9 November 2014, Nepal)
3. Panel @ 14th Informal ASEM Seminar on Human Rights (18-20 November 2014, Vietnam)
4. Panel @ 9th Asia-Europe Labour Forum (2-3 December 2015, Bulgaria)
5. Presentation @ 5th ASEM Labour and Employment Ministers’ Conference (3-4 December 2015, Bulgaria)

2. Evaluation Objectives
With the conclusion of the 2 year project cycle, ASEF would like to review the working methods of the project series to learn how its impact can be improved and its outcomes made more effective. An independent evaluation will be carried out in the first half of 2016 to assess the project series.

The overall purpose of the exercise will be to:
1. Assess the project objectives and evaluate the output/outcomes and impact of the project against its stated objectives.
2. Assess the implementation arrangements (including partnership and management structures) and methodologies in relation to the project’s financial management and value for money.
3. Identify good practices and lessons learnt, while providing recommendations with regard to the project’s future strategy, operation and long-term feasibility. This includes insights for project design, and any necessary adjustments of the project objectives, structures and priorities.

In particular, ASEF would like to use the evaluation to assess how the strengths of the project series can be harnessed for future activities. The results will also help the organisers consider the long-term feasibility of the project.

2.1 Evaluation questions
While the evaluator is responsible for the detailed design of the evaluation report, questions to be answered by the report include the following:

2.1.1 To assess the project objectives and evaluate the output/outcomes and impact of the project against its stated objectives
   a) Were the originally defined objectives realistic? To what extent have the objectives of the project been achieved? What are the crucial factors for the (non-)achievement of the objectives so far?
   b) What value did the project add to the current ASEM-level debates on protecting labour migrants? In what aspect does the project contribute to the fulfilment of ASEF’s mandate?
   c) What is the quality of the final report? How has it been received and what can be done to improve its dissemination?

2.1.2 To assess the implementation arrangements and financial management of the project
   a) What is the quality of the project design and coordination? How effective have the different components been?
   b) Given the project scale, how effective were the research methodologies used in preparing the background policy report? How can it be improved in the future?
   c) What was the cost of conducting the project? Were activities conducted on time and results achieved within an appropriate time period?
2.1.3 To identify good practices and lessons learnt, providing recommendations with regard to the project’s future strategy, operation and long-term feasibility. This includes insights for programme design, including any necessary adjustment of objectives; structures and priorities
   a) What is the feasibility of continuing the project? Can the organisers continue to build on their existing work (if so, how)?
   b) To what extent did the project succeed in reaching out its targeted audience and stakeholder groups? How to ignite the interest of ASEM members to engage actively?
   c) What are the prospects of sustaining the current levels of funding? Will additional funding be required?

In assessing progress towards objectives, the evaluator will focus on the outcome areas in which the organisers can reasonably be expected to have positive effects, i.e. on boosting levels of knowledge, capacity and dialogue within and across, keeping the practical concerns of the operating environment in mind, and also the political constraints and various expectations of ASEM members.

In making recommendations for future programming, the evaluator will strive to ensure that the exercise is as beneficial as possible in practical terms by highlighting approaches that have worked well so far and can be built in the future, with the existing resources and capacity.

2.2 Scope
The review will cover the Asia-Europe Migration Project which ran from 2013 - 2014

3. Existing information sources
   - Programme documentation (project reports, financial statements etc)
   - ASEF website and partner organisation’s website
   - Media monitoring and ASEM documents
   - Publication
   - Feedback from consultants, participants and organisers

4. Methodology
The ideal methodology will be one that is logically structured while also providing some flexibility for the context of the programme’s structure and evolution.

A detailed methodology for the review will be proposed by the evaluator and finalised in consultation and agreement with ASEF. The methods likely to be used by the evaluator include:
   - Document review: relevant programme documents (including publication, financial statements and internal/external reports)
   - Interviews of select staff from ASEF and the partner organisation
   - Interviews of the consultants contributing to the project
   - Interviews with key stakeholders – participants and target groups
   (interviews can be via skype/email/phone/in-person; a survey could be done before-hand before short-listing interview candidates)

5. Timeline
   - Mid-March – early-May 2016: document review, interviews and gathering of quantitative and qualitative information
   - Early-May – early June 2016: drafting of report and presentation to ASEF. Feedback on the first draft and further clarifications/responses if required
   - Mid-June – end-June 2016: report finalisation

6. Logistics and procedures
ASEF will provide existing documentation to the evaluator as well as facilitate contacts with stakeholders. A detailed work-plan including travel to Singapore and review meetings will be set up with the evaluator.

7. Outputs
Evaluation report – first draft to be delivered by early June 2016.
Response by ASEF to the review before mid-June 2016
Review report – final version to be presented by end-June 2016.

8. Contracting Arrangements
ASEF is commissioning the evaluation and will contract the evaluator and coordinate with all relevant stakeholders.

9. Confidentiality
The evaluation is confidential and sharing of the findings with a third party is forbidden. ASEF will retain full copyright to the review, its findings, data and the report.

10. Time required
It is expected that the evaluation will require up to 60 days work over the months of February – June 2016, including 1-2 trips to Singapore (included in fee).