

Section 7. Terms of Reference

Terms of Reference (ToR) for Developing a Harmonized TVET Qualification Framework and at least TEN (10) Regional Harmonized Occupational Standards in the Priority Areas of EASTRIP for the three countries

1. INTRODUCTION TO THE PROJECT

The World Bank Group in consultation with national governments of Ethiopia, Kenya, and Tanzania has developed the Eastern Africa Skills for Transformation and Regional Integration Project (EASTRIP) within the Eastern African countries of Ethiopia, Kenya and Tanzania.

The project was approved by the World Bank on 30th October 2018 and is expected to be in existence until 31st December 2024.

The implementing agencies include; Sixteen Flagship TVET Institutes, the Ministry of Science and Higher Education in Ethiopia, Ministry of Education and Technology of Kenya and Tanzania. The Inter University Council for East Africa is selected to be the Regional Facilitation Unit (RFU) for the project. The IUCEA component of the Project has become effective.

The objective of EASTRIP is to increase the access and improve the quality of Technical Vocational Education Training (TVET) programs in selected Regional Flagship TVET Institutes (RFTIs) and to support regional integration in Eastern Africa. 16 Regional Flagship TVET Institutes were selected from the three participating countries on a competitive basis. The project supports the development of highly specialized TVET programs as well as industry-recognized short-term certificate level training. It will train technicians and provide training of teachers /trainers at the certificate, diploma and degree levels, targeting regional priority sectors in transport, energy, manufacturing, and ICT. The program development objectives (PDO) will be achieved through complementary interventions at three different levels, including institutes, national, and regional levels.

EASTRIP aims to benefit students enrolled in selected Regional Flagship TVET Institutes and their partner institutions (non-project TVET institutes) in the country and across the region; employers and targeted industries who will have access to a skilled workforce matched with their needs and standards; faculty and staff from the selected Regional Flagship TVET Institutes whose academic, technical, management, and pedagogical skills needed to be upgraded and who will function in an improved teaching environment with upgraded facilities and public and private TVET institutes within the Eastern Africa region that will have access to a network of specialized trainers, a framework of core curricular competencies, quality assurance standards, and state-of-the-art facilities for up-to-date training of the workforce in priority sectors in the region

EASTRIP is structured in three components:

A) Strengthening selected Regional Flagship TVET Institutes for high-quality skills development in priority sectors. The objectives of this component are to strengthen the capacity of the 16 Regional Flagship TVET Institutes to produce high-quality skills for the regional sector markets in railway, highway, port management, energy, manufacturing, and ICT.

B) The second component is creating national TVET enabling environments: Under this component, the project will finance the development of policy and guidelines to facilitate student, graduate, and faculty mobility and industrial partnership and strengthen the capacity of national agencies that are responsible for the approval of occupation standards, model curriculum, and accreditation of TVET programs.

C) Enhancing regional collaboration in TVET and project coordination:

The regional component will produce a set of harmonized standards toward mutual recognition of qualifications for priority occupations in participating countries, in close partnership with industries. The component will also support the dissemination of project lessons learned, networking, coordination, technical assistance, and monitoring and evaluation of the 16-regional flagship TVET institutes and the three national TVET systems.

The Regional Flagship TVET Institutes will be responsible for institute-level project implementation, a National Project Coordination Unit (NPCU) and The IUCEA/RFU-EASTRIP, will support the flagship institutes and national agencies in their implementation of the project. Further, the RFU will facilitate the implementation of the regional initiatives financed by the IDA grant. It will provide knowledge sharing and coordination of sector activities.

Thus, under this component, with IDA grant financing, the project will support the following subcomponents: (a) harmonization of standards and mutual recognition of qualifications for priority occupations, (b) facilitating staff and student mobility through exchange programs and (c) regional project coordination and M&E.

2. BACKGROUND TO THE ASSIGNMENT

1. The Project Appraisal Document (PAD) states the Project Development Objective (PDO) as; **to increase the access and improve the quality of TVET programs in selected Regional Flagship TVET Institutes and to support regional integration in East Africa.**

To achieve the area of supporting regional integration, IUCEA as the RFU of the project is required in the PAD to among other results;

- a) Develop at least **TEN (10)** regionally harmonized occupational standards for selected occupations
- b) Develop a Regional Qualifications Framework for TVET education

The Consultant thus is required to facilitate the attainment of the two results with IUCEA as the lead player in coordinating the relevant activities that come alongside the attainment of the results.

Current Status

The three countries have different qualification frameworks for their TVETs and some do have Authorities that regulate TVET education while others are finalizing the same.

IUCEA and the three countries with support from the WB team are finalizing the set-up of a Technical Working Group (TWG) to support the two results. The TWG has representatives from the three countries' TVET Authorities, private sector as well as Qualifications Agencies.

The TWG will provide support for any stakeholders that are needed to be brought onboard or consulted so as to be able to attain the goals in their respective countries. Each country's TWG shall have a team leader for that country.

Currently, there are also efforts to Harmonize TVET qualifications at East African Community and African Union which the consultant for this assignment can benchmark from with intention not to overhaul or replace but be complementary and customize for purposes of EASTRIP.

3. THE CONSULTANCY

This consultancy will focus on the provision of a Harmonized Regional Qualification Framework and at least TEN (10) Harmonized Occupational Standards among the priority areas of EASTRIP. The consultant is expected to understand the qualifications frameworks of the three countries and propose how to harmonization can be achieved in their technical proposal to extent possible.

4. OBJECTIVE OF THE CONSULTANCY

The main objective of this contractual assignment is to have an approved Regional Harmonized Qualifications Framework for TVET as well as at least TEN (10) Regionally Harmonized Occupational Standards in the EASTRIP priority areas. As a result of achieving this, integration in the region as well as labor transfers are expected to be smoothed.

5. TASKS AND SCOPE OF THE ASSIGNMENT

i) Regional Harmonization of Qualifications Framework

- a) The Consultant will conduct desk review of the National Qualifications Frameworks and level descriptors and entry levels for each of the EASTRIP countries for TVET education and identify differences and similarities.

- b) During the review, the consultant shall work with each country's TWG to re-affirm the understanding or findings of the National Qualifications Framework. This shall be summarized and presented to the combined TWG, IUCEA and WB teams
- c) The Consultant shall also share prior efforts and current status on the same ie Regional Harmonization of Qualifications Framework for TVETs in the region to avoid duplication of the same but rather to supplement those efforts.
- d) Share technical reviews of other international standards or regional efforts world over on such efforts and share with the TWG through workshops organized by IUCEA and WB.
- e) It is clearly understood there are different players and stakeholders in each country in regard to Qualifications Framework. Upon understanding the different stakeholders in reviewing the respective National Qualifications Frameworks, come up and share a road-map to achieve the Regional Qualifications Framework that shall be discussed with the TWG with different roles to be played by each category of stakeholder
- f) Make follow-ups with respective country stakeholders in the roadmap on bridging the gaps and provide the required documentations for each country stakeholders in relation to their respective requirements to approve the Regional Qualifications Framework for TVETs
- g) Develop and submit a Draft Harmonized Regional Qualifications Framework covering content from each of the three countries' stakeholders. This is thus to be validated through a workshop with the TWG/IUCEA/WB
- h) Develop a final Regional Harmonized Qualifications Framework for TVETs in the three EASTRIP countries.
- i) The Regional Harmonized Qualifications Framework should be able to identify the way other EAC countries can work towards being accredited into the same framework after identifying the areas of improvement.
- j) The Regional Qualifications Framework for TVET will be considered delivered/completed if it is signed by representatives of the three countries TVET Authorities/Agencies
- k) Present the consultant recommendations to the TVET regulatory bodies for input, consideration and way forward.

ii) Harmonized Occupational Standards

- a. Identify key courses and occupations among the EASTRIP RFTIs then identify key candidates that also can have an international consideration.
- b. Upon identifying key candidate occupations/courses, conduct a desk review of the key candidate courses to identify those whose content is similar across the three candidates and more related to international best practices to evaluate further candidate occupations.

- c. Present and provide summarized report to the Technical Working Group and the identified differences in the occupational standards across the three countries. This exercise shall be led by key experts in the respective field of the candidate occupations/courses
- d. Share with TWG the candidate/selected occupations for the assignment and the proposed work-plan for achieving the intended results for each of the candidate occupations/courses.
- e. The TWG in consultation with their respective TVET Authorities/Agencies shall propose names of some industry partners and academia to support the Consultant in developing **EACH** of the TEN (10) Occupational Standards for the selected occupations.
- f. The Consultant shall thus come up with Occupational Standards for each of the identified TEN (10) occupations in consultation with experts recommended and approved through the TWG.
- g. Present to the TWG the Draft and Final Regional Occupational Standards and this shall be considered completed upon signature of all the TVET Authorities/Agencies for each of the occupational standards. In the presentation of the Draft, Consultant to show how the process of coming up with the standard was attained.
- h. The quality of the approved occupational standards should be reflective of the international best practices for that occupation to support further and continuous review of the same in line with global trends of industry.

6. Deliverables

DELIVERABLES FOR THE TWO ASSIGNMENTS				
	Regional Harmonization of Qualifications	Timeline from Contract Signature	Harmonized Occupational Standards for key EASTRIP priority areas	Timeline from Contract Signature
1	Inception Report	Two weeks from contract Signature	Inception Report	Two weeks from Contract Signature
2	Desk Review report on findings per country Framework and first Workshop with IUCEA/WB/TWG. Thus discuss work-plan on way forward	Eight weeks from Inception report	Desk Review report and first Workshop with IUCEA/WB/TWG on all occupations and candidate occupations	Eight weeks from Inception report
3	Draft Harmonized Regional Qualifications Framework with input from each country's stakeholders as advised through the TWG	Sixteen weeks from Desk review report and workshop	Report on final candidate occupations for Harmonization of Regional Occupational Standards	Four weeks after validation workshop of the Draft Harmonized Regional Qualifications Framework
4	Final Harmonized Regional Qualifications Framework approved by the three countries' TVET Agencies/Authorities	Four weeks from workshop validating the Draft Framework	Draft Occupational standards for the ten occupations with input from industry and RFTIs. To be validated through workshop with TWG/IUCEA/WB/industry partners	Six weeks from date of approving candidate occupations
5			Final Occupational standards for the 10 occupations	Four weeks from validation workshop

N.B

As per the TWG advice, major progress on Occupational Standards can only be achieved after Harmonization of Regional Qualifications Framework. Upon completing the Qualifications Framework, then Occupational standards can be achieved. Hence the dependency in deliverable three.

7. Responsibilities

Key role and responsibilities of the consulting firm to be selected

General Oversight: The firm shall be responsible for

- a) Obtaining any relevant studies or works existing or ongoing in the respective countries or region over the two assignments to complement their assignment.
- b) Independently review the TVET sector in each of the countries and identify any gaps and synergies needed to deliver the assignment as well as detailed stakeholder identification and management especially those not among the TWG.

- c) Ensure a high quality workshop and delivery of the findings, reports and ability to attract high quality stakeholders in the TVET industry including major donors and government officials.
- d) Make timely follow-ups with all relevant stakeholders in each of the EASTRIP countries and compare notes where necessary with other countries in the region. This is to help countries identify areas of benchmarking and sharing approaches.
- e) The firm shall be responsible for all reports to be submitted to IUCEA/RFU, expenses (both professional and reimbursable/administrative), levies, taxes and customs expenses imposed on it where it operates its activities and there shall be no additional expenses to RFU/IUCEA

Key roles and responsibilities of RFU

- a) RFU shall endeavour to ensure that it makes timely responses and comments to submissions or deliverables within one week of receiving them from the firm.
- b) RFU shall endeavour to honour its contractual obligations in a timely and agreed timelines
- c) The role of overall contract management shall be with the Project Coordinator and all communication from him/her shall be binding to both parties
- d) IUCEA/RFU shall be responsible for organising the Workshop venues and invitations of TWG as well as WB teams and TVET Authorities/Agencies where applicable.
- e) Where the TWG in consultation with the respective TVET Authorities/Agencies nominates experts (from Industry or Academia) to support the consultant, IUCEA shall be responsible for the travel, accommodation and Honoraria of the experts.

8. Contract Type

The resultant contract shall be a Lump-sum contract as provided for in the Procurement Regulations of the World Bank Issued July 2016 and revised November 2017. The

Consultant to cover all costs including review and revision of any documents as may be required by the respective TVET Authorities or any legal framework to achieve the objectives of the assignment.

9. Duration of the Contract

The overall duration of the contract is estimated to be within no more than 18 months to achieve all the two results.

10. Quality Assurance

Consultants are expected to advise on quality assurance mechanisms on each of the two results being mindful of the International best Practices as well as linking with earlier or other parallel Harmonization efforts in the region.

11. Required Qualifications and Experience

The Firm

- a) The firm should have general experience in supporting Higher education of at least ten years.
- b) The firm should have supported design or review of a Qualifications Framework in the sub-saharan region preferably in the past five years.
- c) The qualifications framework should have been in higher education preferably technical and vocational education
- d) The firm should have working experience with private industry in standards or improving technical skills of staff in any of the EASTRIP priority areas.

Key Staff

a) Pedagogy expert/Team Leader;

- i) Minimum of Advanced Degree in any of the EASTRIP priority areas.
- ii) Experience of working with any of the TVET Authorities among the EASTRIP countries
- iii) Experience in teaching in a TVET in the region is added advantage

b) Technical Experts (ICT, Agro-processing, Electrical/Power & Transport)

- i) At least two experts for each of the four priority areas ie 08 experts with each EASTRIP country contributing at least two experts. Experts from same country shall not be from same field to allow for diversity.
- ii) Each expert to have a Masters' degree in relevant field.
- iii) Each expert shall have teaching experience of at least three years in a TVET from one of the TVET countries.
- iv) Practical experience with industry in the region is preferred.
- v) Added advantage if expert has worked in TVET Authority of one of the EASTRIP countries.