

1. Brief Program Information

The program “Promotion of Technical Vocational Education and Training” contributes towards the building of a target-group differentiated and labor-market-oriented vocational training system in Afghanistan. It supports the Deputy Ministry of Technical Vocational Education and Training (DM TVET) to develop the three core elements constituting a formal TVET system: labor-market oriented professional profiles inclusive curricula, training of pre-service and in-service TVET teachers and a TVET examination system all of which having nationwide validity. In the framework of a pilot system comprising of up to 50 technical vocational schools offering technical vocational and commercial training profiles the reform project is exemplarily implemented. The program consists of five intervention areas:

- Intervention area 1: Improvement of the steering and management capacity within DM TVET
- Intervention area 2: Supplementary trainings for apprentices at public TVET-School
- Intervention area 3: Cooperation with the private sector
- Intervention area 4: Curriculum development; development of a final examination system
- Intervention area 5: Capacity development for partner personnel
- Intervention area 6: Rehabilitation of 30 TVET-Schools

These Terms of Reference for **N.N** are related to intervention area **2** of the program.

2. Initial Situation

The Socio Demographic Employment Statistic (SDES) of the Central Statistical Organization (CSO) discriminates according to international standards (ISCO) between semi-skilled/elementary workers (skill level 1) and skilled workers (skill level 2). Elementary workers are doing mainly simple tasks, which can be easily learned. These jobs can be done without any education. Skilled workers (Skill level 2) are learning a profession, in Afghanistan primarily within a traditional apprenticeship. Professions can be described as group of related tasks. Incumbents need a sound level of education (lower secondary education). About 20% of the economically active population in Afghanistan are semi-skilled workers, 35% belong to the section of skilled workers.

The qualification processes for semi-skilled and skilled workers are quite different. Semi-skilled workers need about 3 months on the job trainings, whereas future skilled workers need to undergo longer lasting qualification processes. According to GIZ findings, this level of qualification can be attained in traditional apprenticeship settings. Apprenticeships last normally about 3,2 years (GIZ Bazaar Study 2014). There are indications that the majority of semi-skilled workers are illiterate. It seems, they don't have access to an apprenticeship due to their low level of education (just 1,5% of the apprentices are illiterate; GIZ findings for apprentices in Kabul, 2016). About 62% of the apprentices are combining their in-company trainings with the attendance of general education. TVETA builds on the education attitudes of apprentices for Afghan Dual Track TVET.

For the tailor-made further development of the Afghan TVET System, TVET Authority needs to know more about the demarcation of qualification schemes in Afghan companies;

- What are the motives and considerations of company owners to engage youths
 - To qualify them as semi-skilled workers and not as skilled workers by offering them an apprenticeship.

- How do the social backgrounds (in particular the economic situation of their families of origin) and motivations of those youth look like, who;
 - Need or want to become semi-skilled workers?
 - Need or want to become apprentices?
- With regard to the employees in the companies: what are the ratio between semi-skilled and skilled workers? Are there economic sector specific differences? Are there differences due to the number of employees in companies?

3. Mission Goal

Based on the secondary statistical analysis of the GIZ-TVET program (SDS data of 13 Provinces, 133 districts, collected by the CSO), the contractor will define a representative sample of companies mirroring their distribution on economic sectors. The sample will be the basis for the analytical tasks, described in section 5. of this Terms of Reference.

4. Company and Expert Profile

Eligibility of the company:

- Demonstrated experience in empirical social research by minimum 2 reference projects
- Competencies in statistics proven by at least one previous assignment
- Competencies in conducting surveys, focus group discussions and in-depth interviews with female and male participants proven by at least one previous assignment

The proposed team should consist of minimum three people and cover the following requirements:

- Lead researcher:
 - Master degree or higher
 - Proficiency in Dari, Pashto and English
 - Minimum three years of experience in empirical social research proven by recommendation letters, reference letters or copies of contracts from previous employers
- Statistician:
 - Master degree or higher
 - Proficiency in Dari and/ or Pashto and English
 - Minimum three years of experience in quantitative research proven by recommendation letters, reference letters or copies of contracts from previous employers
- Expert for research tools:
 - Master degree or higher
 - Proficiency in Dari and/ or Pashto and English
 - Minimum three years of experience in methodological development and implementation of surveys, focus group discussions and in-depth interviews proven by recommendation letters, reference letters or copies of contracts from previous employers

5. Scope of Work

Work Package 5.1: Sample of employees, up to 24 years old

For defining the sample, GIZ-TVET will provide statistical data on 13 provinces and 133 districts. The sample should depict the distribution of the economically active population - up to 24 years old - on selected economic sectors and companies (1. Agriculture 2. Manufacturing,

3. Construction, 4. Whole Sale and Retail Trade, 5. Transport, 6. Banking, 7. Repair Services) and the distribution of employees according company size and employment status;

- Employed
- Self-employed
- Family business

Work Package 5.2: Semi-skilled workers, up to 24 years old

The contract partner will get in contact with semi-skilled workers via the respective company owner. In contact with semi-skilled workers the contract partner will collect and categorize the following data about the semi-skilled workers:

- Social background of the interviewee: employment status of family members, education level of parents and the interviewee; economic situation of the family.
- Job placement: how did the interviewee find the job; number of attempts and time to find the job; time so far spent in the job
- Alternatives to the current job: did the interviewee look for alternatives; have there been job alternatives, reasons to choose the job
- Alternatives concerning the kind of training: did the interviewee have the alternative short-term training on the job or long-term training as apprentice?
- On the job trainings: what are the tasks on the job; how did the interviewee acquire the skills
- Qualification needs: are there qualification gaps, what kind of qualification gaps, plans to close these gaps.
- Future plans: does the interviewee have plans with regard to his skill level/job and/or level of education

Work Package 5.3: Skilled workers, up to 24 years old

The contract partner will collect and categorize the following data;

- Social background of the interviewee: employment of family members, education level of parents and the interviewed; economic situation of the family.
- Company: economic sector, number of employees, stratification of competencies
- Placement as apprentice: how did the interviewee find the in-company training place; number of attempts and time to find the in-company training place; time so far spent as apprentice.
- Alternatives to the apprenticeship: did the interviewee look for alternatives; have there been job alternatives, reasons to choose an apprenticeship before a short-term training program.
- Alternatives concerning the kind of training: did the interviewee have the alternative short-term training on the job or long-term training as apprentice?
- Apprenticeship: what are the tasks on the job; how did the interviewee acquire the skills; how long with the apprenticeship take
- Qualification needs: are there qualification gaps, which kind of qualification gaps, plans to close the gaps
- Future plans: does the interviewee have plans with regard to his skill level/job and/or level of education

Work Package 5.4: Companies

The contract partner will collect and categorize the following data;

- Economic sector, in which the company operates.

- Number of employees and their qualification levels.
- Staff recruitment strategies.
- How does the company qualify newly recruited staff?
- Does the company qualify newly recruited staff as semi-skilled workers or apprentices?
- For the case, the company qualifies apprentices:
 - What are the reasons to qualify youths as apprentices and not as semi-skilled workers?
 - Are apprentices somewhere registered?
- Is the company member of a business association?

Work Package 5.5: Scaling up the findings

Based on the collected data the contract partner will have informed estimations about;

- The overall number of employees in Afghanistan (can be attained by the CSO).
- The overall number of semi-skilled workers (up to 25 years old; short-term trainings) for all economic sectors (s. working package 5.1).
- The overall number of skilled workers (up to 25 years old; long-term trainings) for all economic sectors (s. working package 5.1).
- A possible correlation between the employee size of company and the preferred long- or short-term qualification strategy.

Cooperation with GIZ-TVET

The development of the research strategy, questionnaires, interims findings needs to be discussed with GIZ TVET project.

Duration

GIZ-TVET contract a local research company from **1st March 2020** Contract duration for this research project is for 4 months and company should be able to deliver the final version of the report by **30th June 2020**.

6. Reporting and Deliverables

The contracted company should develop the research approach, research methodologies and tools in close cooperation with TVET Project. Deliver s brief progress reports on monthly basis, draft the final report and discuss the report with the Program, write the final reports and provide all research data and tools to the program.

Activities/Work Packages	Required report/document evidences
Define a sample of employees up to 25 years old/ WP 5.1	Inception report
Collect and categorize data of semi-skilled workers, up to 25 years old / WP 5.2	Draft Report
Collect and categorize data of skilled workers, up to 25 years old / WP 5.3	Draft Report
Collect and categorize data of companies / WP 5.4	Draft Report
Scale up the findings of the collected data / WP 5.5	Final Report