



Terms of Reference

Consultancy for Review and Update the NRNA White Paper on Labor Migration

Project: Enhancing Migration Services to Nepali Migrant Workers in Countries of Destination through strengthening institutional capacity of Non-Resident Nepali Association (NRNA)

Context

The Non-Resident Nepali Association (NRNA), as a global diaspora organization, has been actively working for the welfare and rights of Nepali migrants and Non-Resident Nepalis (NRNs) across various countries of destination (CoDs). Labor migration remains one of NRNA's core focus areas, where volunteers in different CoDs collaborate with Nepali diplomatic missions to support migrants through passport renewal, documentation assistance, legal aid, health and mental health awareness, emergency relief, and repatriation—often on a voluntary basis.

NRNA's engagement is particularly strong in the Middle East, Malaysia, and Europe, where it also provides assistance to undocumented and women migrant workers, among the most vulnerable groups. According to the MoLESS Annual Report (F/Y 2080/81), a total of 771,297 Nepali migrants received new labor approvals—661,125 male (85.71%) and 80,172 female (10.39%)—while undocumented cases remain unrecorded but are a significant concern.

Given the limited resources of Nepali diplomatic missions, stronger coordination among stakeholders is crucial for effective service delivery. With its trusted reputation and presence in around 90 countries, NRNA serves as a reliable partner to the Government of Nepal in addressing migrants' needs. Strengthening the institutional capacity of NRNA's National Coordination Councils (NCCs), regional, and international networks will help ensure sustainable support mechanisms for Nepali migrants.

Building on the successful collaboration with the International Labour Organization (ILO) during the COVID-19 response under the Migrant Rights and Decent Work (MiRiDeW) Project (Phase I), NRNA now aims to continue this partnership in the second phase of MiRiDeW project which is funded by Swiss Agency for Development and Cooperation (SDC) to enhance institutional capacity and promote sustainable, rights-based services for Nepali migrant workers.

Rationale

The updated White Paper on Labor Migration will build on the existing version by integrating recent data, policy changes, gender equality and social inclusion aspects in labour migration sector and emerging trends in the migration sector. It will present an evidence-based analysis of major labor migration issues, including the rights of migrant workers, institutional roles, and the challenges faced by undocumented, women, and other vulnerable migrant workers, gaps in protection mechanism in Nepal and in countries of destination, need for strengthening role of diplomatic missions along with psychosocial and mental health concerns and way forward for the NRNA's future directions. The revision will also document NRNA's achievements and ongoing initiatives related to labor migration, identify existing policy and coordination gaps, and propose practical, rights-based recommendations to improve protection, welfare, and institutional collaboration. This update will strengthen NRNA's capacity to advocate and engage more effectively with the Government of Nepal, diplomatic missions, international organizations, and major destination countries on labor migration policies and programs including GESI dimensions.

Purpose of the Assignment

The primary purpose of this consultancy is to develop a White Paper on Labor Migration that:

1. Review the existing NRNA White Paper on Labor Migration and assess its relevance to current migration contexts.
2. Update the document with new data, policy developments, and stakeholder inputs.
3. Ensure the White Paper reflects key issues such as undocumented migrants, gender dimensions (women workers), social inclusion dimensions, gaps in support mechanisms in countries of destinations, mental health, and institutional capacity-building.
4. Produce a final updated White Paper that can serve as a strategic advocacy tool for NRNA.

Methodology

The consultant will adopt a mixed-method approach combining desk review, stakeholder consultations, and validation workshops. Suggested methods include:

- Desk Review of existing White Paper, policy documents, migration reports, and research.
- Key Informant Interviews (KIIs)/ FGDs with relevant stakeholders, NRNA, International Coordination Council (ICC), National Coordination Councils (NCCs), government officials (MoLESS, MoFA, DoCS, FEB, SSF), ILO, CSOs, and returnee migrant representatives.
- Stakeholder Consultation Workshop (organized by NRNA) to validate and collect feedback.
- Comparative Review of migration frameworks in key countries of destination (GCC and Malaysia).

Scope of the Assignment

- Review the existing NRNA White Paper and related background documents.
- Conduct a desk review of recent national and international migration reports, MoLESS statistics, and relevant ILO conventions.
- Consult with NRNA leadership, NCC representatives, diplomatic missions, and key stakeholders through interviews or workshops.
- Incorporate findings from stakeholder meetings and consultations (to be organized under the project).
- Update the White Paper with:
 - Latest data and trends on labor migration.
 - Issues of undocumented and women migrant workers.
 - Mental health and psychosocial support challenges.
 - Institutional coordination and service delivery mechanisms.
 - Previous initiations of NRNA and its results.
- Provide actionable policy and advocacy recommendations for NRNA and stakeholders.
- Submit the final updated version of the White Paper for validation and approval.

Key Deliverables

- Inception Report – including methodology, outline, and timeline.
- Draft Updated White Paper – incorporating desk review and initial consultations.
- Final Updated White Paper on Labor Migration – ready for publication and dissemination.
- Workshop Report – summarizing stakeholder feedback and recommendations.

Timeframe

SN	Activities	Estimated Days	Timeline	Responsible
1	Inception Report with methodology, outline & timeline	2	Week 1 (October 28-29, 2025)	Consultant/ Project Team
2	Desk Review	5	Week 1(October 30-November 3, 2025)	Consultant
3	KII and FGD	7	Week 2 (November 4-November 10, 2025)	Consultant
4	Draft updated White Paper	3	Week 3 (November 11-13, 2025)	Consultant
5	Virtual workshop & feedback incorporation	3	Week 3 (November 14-16, 2025)	NRNA/ILO/ Consultant

6	Initial Final White Paper submission	2	Week 4 (November 17-18, 2025)	Consultant
7	Final Submission	TBC	After Validation Workshop	Consultant

Qualifications and Experience of Consultant

- Master's degree in Development Studies, Public Policy, or related fields.
- Proven expertise and experience on labor migration, migrant rights, Nepali diaspora issues and policy advocacy.
- At least 5 years of experience in conducting research, policy analysis, consultancy work and preparing high-quality reports/policy documentations/white papers.
- Knowledge of international labor standards, gender equality, and migrant mental health issues.
- Excellent writing and analytical skills in English.

Application Process

Interested individuals or organizations should submit:

- Letter of Interest with relevant legal documents (Registration, VAT Registration, Tax Clearance and experience letter)
- CV/organizational profile highlighting relevant experience.
- Technical proposal (methodology and work plan).
- Financial proposal, including consultancy fee and applicable taxes.

Evaluation Criteria

Proposals will be evaluated using a Quality and Cost-Based Selection (QCBS) method, where technical criteria carry 70% weight and financial criteria carry 30% weight.

Supervision

The consultant will work under the direct supervision of NRNA's project officer and Senior Communications and Foreign Employment Officer.

Applications should be sent to **[procurement@nrna.org]** by **[31 October 2025]**. For any information, please contact +977-1-4511530/ 4526005.