



Brussels, 15 December 2022

## **URGENT: CALL FOR EXTERNAL EXPERTISE**

### **DEVELOPING TRANSPORT WORKERS' EXPERTISE FOR FAIR TRANSPORT AND STRONG UNIONS (VS/2021/0030)**

**Pillar 3- developing trade union response and engagement in climate action**

## **DRAFTING OF A TRADE UNION TOOLKIT**

**Due to unforeseeable circumstances the ETF is looking with a very short term notice for external expertise in order to draft the deliverable of the on-going project: “ETF Transport Trade Unions’ Climate Action Toolkit”.**

**The project final date is 28 February 2023, until when the toolkit has to be finished.**

### **1. Background**

In order to stay relevant for the workers, trade unions need to stay up to date with ongoing policies as well as with industrial and technological developments. It is especially true in the transport sector, where on one hand we see social issues caused i.a. by the misuse and misinterpretation of the Posting of Workers Directive, and on the other hand the relevance of climate change and the urgent need to 'green' the transport modes. Furthermore, the developments in logistics require urgent trade union responses.

The social shortcomings of the transport sector became especially visible in the context of the COVID-19 pandemic and the pandemic heavily impacted logistics. In addition, the political discussion on the post-Covid recovery gives high priority to a decarbonization and green transformation of the European economy including the transport sector.

This is why the ETF is conducting an EU funded project that addresses the above-mentioned issues, with the aim of equipping its affiliates with know-how and practical tools that they can use in their everyday work at national and local level. The aim is to strengthen the unions and to foster their cooperation at the European level.

The overall ETF project is based on four pillars. This specific pillar is dealing with the topic of climate change and the challenge of 'greening the transport sector, sustainable transport, the transition to a climate-neutral transport system ' as proposed in the European Commission's Green Deal for Europe and the DG Move Sustainable and Smart Mobility Strategy.

**Due to an emergency situation the ETF is looking with very short term notice for an external expert who will continue the work of the previous expert, perform a desktop research and compile an “ETF Transport Trade Unions’ Climate Action Toolkit” including modules on collective bargaining, political campaigning & lobbying and workers’ representation.**



The climate pillar aims at:

- informing the ETF affiliates about the different climate policies and approaches relevant for transport as a whole and the different sectors;
- creating an understanding of the impact of climate change and of climate policies on their sector and work places;
- organizing an exchange of good practices between the ETF affiliates regarding union activities dedicated to this topic;
- developing a trade union toolkit based on concrete examples that aims at promoting trade union involvement in the climate action.

The following - not exhaustive - questions should be addressed: how to anticipate change, how to prepare for discussions with the employer and how to safeguard workers' rights, how to campaign for a fair transition.

The project is addressed to trade union representatives from the different transport modes, trade union officials and works council members.

## 2. Purpose of the Contract

The external expert is needed due to specific expertise needed in “climate policies and industrial relation” and organisational constraints within the ETF.

## 3. Tasks to be performed by the expert

The expert has to perform the following tasks:

- Desk top research: Collecting information on the impact of climate change and the impact of climate policies on the different transport sectors and on transport work places (anticipating change);
- Continuing collecting good practice examples of trade union climate actions with a specific focus on collective bargaining, political campaigning & lobbying and workers' representation;
- Drafting a practical and hands on tool for trade union representatives, an “ETF Transport Trade Unions' Climate Action Toolkit” for trade union strategies and actions to address climate change and the impact of climate policies;

The content of the toolkit will be specified with the climate pillar project manager on the suggestion of the expert.

The work of the external expert will be based on the work already carried out by the previous experts that is:

- The organization of 4 sectoral (maritime, aviation, road transport, rail/urban public transport) one-day training workshops with trade and two horizontal workshops (women transport workers and climate change; young transport workers and climate change);
- Material and good practice examples of trade union climate actions already collected during the workshops.



#### 4. Expertise required

The tenderer shall prove his/her expertise with examples of his/her work. The contract will only be awarded to tenderers that can prove that they fulfil the following criteria:

- fluent in English (both oral and written)
- sound background in industrial relations and trade union campaigning
- knowledge of the transport sector
- knowledge climate change and climate change policies and their potential impact on workers and trade unions
- experience in change management
- respect of budgetary constraints

The expert can be an individual, an organization or a consortium made up of several entities.

#### 5. Time schedule and reporting

The project final date is **28 February 2023**, until when the toolkit has to be finished.

The expert will work under the guidance of and will report to the overall Project Steering Team and the Project Manager for the climate pillar.

#### 6. Payments and standard contract

The expert will receive an intermediate and final payment following the EU rules and upon receipt of a correct invoice. Payments will be made in two phases:

- 30 per cent upon delivering a concept by 20 January 2023;
- 70 per cent after the completion of the work.

A standard contract template can be received upon request.

#### 7. Price

The maximum budget available (covering all taxes including VAT<sup>1</sup>) is **30.500 EUR**. This amount does not include travels, hotel and subsistence costs that will be covered by the ETF separately.

#### 8. Selection criteria related to the financial and technical capacity of the bidders

A proof of sound finances can be requested by the bidder.

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<sup>1</sup> services delivered from outside of Belgium are subject to Belgian 21 per cent VAT which must be considered as included in the total price



## 9. Award criteria related to the quality of the bids received

The contract will be awarded to the tenderer whose offer represents the best value for money - taking into account the following criteria:

Criterion	Description	Value
Price	Best value for money	30 per cent
Quality and expertise	Proven expertise in: - developing of didactical materials - industrial relations - climate change and climate policies - transport policy	40 per cent
Approach, clarity	Structured and open approach	20 per cent
Ability to write and speak in clear and concise English		10 per cent
TOTAL		100 per cent

It should be noted that the contract will not be awarded to a tenderer who receives less than 70% on the Award Criteria.

## 10. Content and presentation of the bids

### a) Content of the offers

The offer must indicate how candidates meet the criteria listed above, as well as indicate the total price of the consultancy.

#### *Individual candidates*

In case of offers submitted by individual candidates, a CV should be attached.

#### *Organisations*

In case of offers submitted by organisations a list of the organisation's activities in fields relevant for the tasks to be performed should be attached as well as the CVs of the people who will be involved in the project.

References should also be provided.

After the award, ETF will sign the contract either with all members of the group, or with the leader on behalf of all members of the group, authorised by the other members via powers of attorney.

### b) presentation of the offers

The offers, including a CV, must be sent by e-mail to: Sabine Trier at [s.trier@etf-europe.org](mailto:s.trier@etf-europe.org)

### c) deadline

The deadline for offers is on **Tuesday, 10 January 2023**.