

Terms of Reference

Development of a guidance document on gender-disaggregated supply chain data for suppliers in the garment industry

Ethical Trading Initiative (ETI) seeks an expert consultant/consultancy to support in the development of guidance aimed at suppliers on the collection and use of gender-disaggregated supply chain of participating factories, as part of the project on '*Strengthening supplier capacity to collect and use gender disaggregated supply chain data*', which is being implemented in India (Tamil Nadu). The consultant/consultancy must have strong expertise in developing guidance documents aimed at suppliers, knowledge on gender disaggregated supply chain data, as well as experience of working with garment factories in India.

About the project: Strengthening supplier capacity to collect and use gender disaggregated supply chain data.

The [Ethical Trading Initiative \(ETI\)](#) is a ground-breaking alliance of companies, trade unions and non-governmental organisations working together to improve the lives of workers in international supply chains. ETI's vision is of a world of work that protects human rights, ensures dignity for all, provides opportunity and is free of exploitation and abuse.

In December 2021, ETI launched its Gender Data Initiative with the aim of building knowledge and understanding among company members on why collecting and analysing gender disaggregated data is necessary for effective Human Rights Due Diligence (HRDD). The initiative supports interested companies to collect gender-disaggregated data from their supply chains using the [ETI Gender Data Guidance](#), starting with Level One Indicators and progressing to Level Two and Three. Gender-disaggregated data is critical for effective HRDD as it leads to a better understanding of the supply chains from a gender perspective and improvements in working conditions for both women and men workers.

Similarly, the [Partnership for Sustainable Textiles \(PST\)](#) has worked with its members on gender data since 2020, including collaboration with other multistakeholder initiatives to support the development of the Gender Data Guidance under the leadership of ETI. Furthermore, gender justice has become a focus topic of the PST in 2023, where members must fulfil individual commitments and develop key performance indicators (KPIs), which are strongly aligned with the gender data guidance. A workshop at the PST annual member's meeting on the focus topic of Gender Justice at the end of 2022 demonstrated the need for further support and capacity building for brands and their suppliers.

In the course of disseminating the ETI Gender Data Guidance, one of the key areas of concern/feedback received from brands has been the lack of supplier capacity to provide accurate and reliable gender-disaggregated data. Brands are reliant on suppliers providing them with data through self-assessment questionnaires and other forms of documentation, however, there are often challenges with data accuracy and a general lack of understanding by suppliers as to why this data should be made available. This becomes even more challenging when moving from Level One to Level Two data, which requires more nuanced data collection

methods, direct involvement of workers and supplier buy-in. Consequently, brands are unable to rely on this data and use it to inform their due diligence processes. This further leads to implementation of policies and programmes that are not necessarily addressing the roots of causes of issues for women and do not lead to any substantial improvements in working conditions.

For ETI and PST, supporting member companies to develop and execute gender-responsive HRDD is imperative, given that human rights violations affect men, women and other genders differently. This understanding can only be achieved through analysis of gender-disaggregated supply chain data. To do this effectively, there is a need to address gaps in understanding by suppliers of why gender-disaggregated data is useful for them and for their buyers, and develop/strengthen systems to capture this data accurately.

ETI and PST are thus implementing a pilot project with a select number of companies and their suppliers in Tamil Nadu, India, to demonstrate a *'proof of concept'* where brands and suppliers work collaboratively to gather and analyse gender-disaggregated data to inform HRDD. At the end of the project, practical guidelines and good practice case studies will be developed to capture how brands and suppliers can work together to improve working conditions on the basis of sound gender-disaggregated data.

Purpose of the consultancy

ETI is seeking a consultant/consultancy to support with the development of guidance for suppliers on collection and use of gender-disaggregated supply chain, drawing on the learnings from the pilot project with selected suppliers in India.

The goals of the guidance are:

- To build a strong business case for suppliers on the importance and benefits of gender-disaggregated data for both effective Human Rights Due Diligence (HRDD) and business performance, thereby improving production quality and overall working conditions.
- To provide practical guidance on *how* to develop the systems and processes for gender-disaggregated data collection, including how the data can be analysed and used to understand the issues facing women workers in the factory.
- To ensure that guidance includes steps on how brands and suppliers can work collaboratively to achieve greater transparency in their supply chains thereby improving buyer-supplier relationships.

Expected deliverables

	Tasks	Deliverables
1	Develop practical guidance aimed at suppliers on gender-disaggregated supply chain data that includes details on why and how this should be done.	One guidance document of no more than 20 pages including suggested design to ensure it is easily digestible by the target audience.

ETI will share with the consultant(s) all relevant background material and reports to ensure full delivery of the above.

Timelines

w/c 24 th February 2025	Discussion with ETI on the framework and high-level content for the guidance document
7 th March 2025	Submission of first draft of the guidance document to ETI
14 th March 2025	Submission of the final version of the guidance document to ETI

Qualifications

- Experience of working with garment factories and supply chains, in particular engaging with factory management.
- Strong understanding of data systems, in particular how gender-disaggregated data can be collected in an efficient manner using systems appropriate for garment producing factories of different sizes and capacities.
- Knowledge and experience in the area of gender equality and women's empowerment within the context of garment supply chains.
- Demonstrated knowledge and experience in developing guidance documents, preferably in the garment sector or related industries.
- Demonstrated experience in producing reports and documents for a business audience.
- Strong analytical and writing skills.
- Strong project management skills, including timely and clear communication and managing project expectations, and working under tight timelines.
- Fluency in written and spoken English.

The consultant(s) will report to the Project Manager, *Strengthening supplier capacity to collect and use gender disaggregated supply chain data*.

Payment

The fees will be agreed in advance and payment will be made upon satisfactory completion of the deliverables. The consultant will be responsible for its own taxes and other statutory obligations.

Confidentiality and intellectual property

The consultant is expected to maintain the confidentiality of all programs related information. All reports, data and other materials generated will be property of ETI.

Application process

Please send CV(s), evidence of similar work, and a proposal of no more than 3 pages with a suggested framework for the guidance, timeline, and budget to hr@eti.org.uk with the title **'Development of a guidance document on gender-disaggregated supply chain data for suppliers in the garment industry'** by 16th February 2025, 8am GMT.

Given the high volume of applications we receive, we regret to inform you that feedback will only be provided to candidates who are selected for an interview. We appreciate your understanding and thank you for your interest in this opportunity.