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International Labour Organization
Organisation internationale du Travail
Organización Internacional del Trabajo

Comprehensive Monitoring and Evaluation Plan (CMEP)

Combatting Child Labor in the Democratic Republic of the Congo's Cobalt Industry

LUALABA AND HAUT-KATANGA PROVINCES



Implemented by: International Labor Organization

Funded by: United States Department of Labor

Office of Child Labor, Forced Labor and Human Trafficking

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TABLE OF CONTENTS

LIST OF ACRONYMS	2
INTRODUCTION	3
A. Purpose of CMEP	3
B. Project Overview	4
SECTION I: RESULTS FRAMEWORK	5
A. Results Framework	5
B. Activities Mapping to Project Outputs and Results	8
SECTION II: PERFORMANCE MONITORING.....	14
A. Purpose and Use of the Performance Monitoring Plan.....	14
B. Performance Monitoring Plan (PMP)	14
C. Community & Participant Eligibility & Selection Criteria.....	48
SECTION III: SUMMARY OF PLANNED EVALUATIONS AND STUDIES	49
A. Performance Evaluations	49
B. Pre-Situational Analysis and Other Studies	49
SECTION IV: IMPLEMENTATION AND MANAGEMENT OF CMEP	52
A. Roles and Responsibilities	52
B. Management Information System and Document Retention	54
SECTION V: DATA ANALYSIS PLAN	55
A. Purpose and Use of the Data Analysis Plan	55
B. Plan for Data Analysis and Utilization	56
C. Data Quality Assurance Procedures.....	59
D. Performance Reporting	59
E. Revisions to the CMEP	59
LIST OF ANNEXES TO CMEP	60
Annex 1 – Project-level Child Labor or Forced Labor.....	60
Annex 2 – Routine Data Quality Assessment Checklist Suggested Format.....	68
Annex 3 – Annex A-Data Reporting Form Template	68
Annex 4 – Project Data Collection Instruments	68

LIST OF ACRONYMS

ASM	Artisanal Small-Scale Mining
CL	Child Labor
CLMS	Child Labor Monitoring System
CMEP	Comprehensive Monitoring and Evaluation Plan
COTECCO	Combating Child Labor in Cobalt SupplyChain (Combattre le Travail des enfants dans les Chaînes d’Approvisionnement du Cobalt)
CPSA	Provincial Committee for Monitoring and Early warning (Comité Provincial de Surveillance et d’AlertePrécoce-CPSA)
CSO	Civil Society Organizations
DAP	Data Analysis Plan
DRC	The Democratic Republic of the Congo
DRF	Data Reporting Form
FEC	Congo Business Federation
FGD	Focus Group Discussion
GBA	Global Battery Alliance
GODRC	Government of the Democratic Republic of the Congo
ILO	International Labor Organization
IMC	Inter-Ministerial Committee on Monitoring of Child Labor in Artisanal Mining
KII	Key Informant Interview
M&E	Monitoring and Evaluation
N/A	Not Applicable
OCFT	Office of Child Labor, Forced Labor and Human Trafficking
OSH	Occupational Safety and Health
PACT	People Acting in Community Together
PM	Project Manager
PMP	Performance Monitoring Plan
PSA	Pre-Situational Analysis
PSLO	Private Sector Liaison Officer
RCI	Responsible Cobalt Initiative
RDQA	Routine Data Quality Assessment
RF	Results Framework
RMI	Responsible Mineral Initiative
SMART	Specific, Measurable, Attainable, Reasonable, and Time-bound
TOC	Theory of Change
TOR	Terms of Reference
TPR	Technical Progress Report
UNICEF	The United Nations Children’s Fund
USDOL	The United States Department of Labor

INTRODUCTION

A. Purpose of CMEP

The role of monitoring and evaluation (M&E) in tracking a project's achievement of results is critical for strong project implementation and management. The project's monitoring, evaluation, and data collection and analysis strategy are integrated within the framework of a Comprehensive Monitoring and Evaluation Plan (CMEP). The CMEP systemically integrates monitoring and evaluation throughout the life of the project and provides an important resource for information-based decision-making and implementation adjustments. The CMEP consists of a series of integrated elements that enable project implementers and partners to track progress made toward the completion of their project objective and also provides evidence of the link between different levels of results, including activities, output, outcome, and to some extent, impact. The CMEP includes information about the results of project interventions ("what happened") as well as "how" (project implementation process and timeframe) and tries to provide an indication of "why" (causal logic) such changes occurred. Hence, it focuses on both the immediate and long-term effects of a project, promoting a stronger link between monitoring and evaluation. The critical assumptions outlined in the results framework take into consideration the influence of both project interventions and context-related factors, including the effect of other stakeholders' interventions.

The CMEP addresses the following:

Standardization: The CMEP provides a common framework for all project stakeholders to understand how results and project success will be measured, and the standards against which they will be measured.

Measurability: The CMEP utilizes SMART¹ indicator design to help measure outcome and output-based results. Additional CMEP elements such as the data analysis plan help ensure that monitoring data is assessed in a systemic manner. Indicators, targets, and accompanying analysis serve as knowledge checkpoints and assessments as to whether the project is advancing towards achieving its objectives.

Accountability: CMEPs identify who is responsible for implementing M&E activities, and the timeframes and frequencies when these activities take place.

Transparency: CMEPs are evidence-based and thus promote transparency for all project stakeholders.

Accuracy: CMEP data validation and verification processes help ensure that information generated by the project is as accurate as possible.

Responsiveness: The CMEP and evaluation process help promote evidence-based decision making. Data generated as a result of the CMEP serve to provide useful feedback to the project management team, so that corrective action may be taken in a timely manner and as needed.

¹S.M.A.R.T. indicator criteria require that indicators be Specific, Measurable, Attainable, Reasonable, and Time-bound.

Learning: CMEPs are used by various stakeholders to help learn about the nature of the problem being addressed and to understand more about what works in a given context, how, and why.

B. Project Overview

A full overview of the project, including a narrative theory of change, can be found in the original project proposal. This section provides a brief summary of the project objective, expected results, project participants, project's duration and geographical.

The Democratic Republic of Congo (DRC) has ratified number of the International Labor Organization (ILO)'s conventions on child labor: C-138 on minimum age for employment and C-182 on Worst Forms of Child Labor. A national action plan was developed in 2011 by the National Committee against worst forms of child labor in the DRC, but hasn't been validated. In order to tackle the prevalence of child labor in the mining sector, the Government of the DRC (GoDRC) created the Interministerial Commission in charge of monitoring of child labor in artisanal mining sites and mining sites in the DRC. The Commission published a triennial action plan to monitor child labor in artisanal mining sites (2017-2020) and developed a sectoral strategy to address the issue and improve the blemished sector. Despite the efforts by the GoDRC and its partners in eradicating child labor, scourge continues to attract significant attention at the national and international level.²

On October 2018, in support of DRC Government's efforts in combating CL, the United States Department of Labor's (USDOL) Office of Child Labor, Forced Labor and Human Trafficking (OCFT) funded the "Combatting Child Labor in Cobalt Supply Chain," - COTECCO project. This \$2,500,000 project aims at strengthening the efforts of the government of the DRC (central and provincial) and other key stakeholders to combat child labor in the cobalt supply chain. On October 1st, 2018, the USDOL awarded the COTECCO project to the International Labor Organization (ILO). This capacity building project will be executed in the provinces of Lualaba and Haut Katanga by the ILO team in collaboration with Pact, ILO's sub-grantee, for a period of three years. On December 2020, DOL awarded a 10-month cost extension to ILO, bringing the project implementation duration to three year and ten months. The \$1,000,000 additional funds will expand the outcome 2 with a new sub-outcome 2.3 to design and endow the DRC Government and key actors with a tested CL monitoring system in the mining sector.

While the GoDRC, both central and provincial, acknowledge the prevalence of child labor (CL) in the mining sector, they stressed that child labor is found only in the artisanal mining and that the industrial mining is free of CL even though, the OECD's report³ found a connection between the two sectors.

In the province of Lualaba, the project will be implemented in the following areas: Mutshatsha, Lubudi, including the city of Kolwezi. In the Haut-Katanga Province, the project will be circumscribed in Likasi area.

²Amnesty International. 2016. "This is what we die for:" Human rights abuses in the Democratic Republic of the Congo power the global trade in cobalt. <https://www.amnesty.org/en/documents/afr62/3183/2016/en/>

³Des chaînes d'approvisionnement interconnectées: un examen complet des défis et des possibilités en matière de devoir de diligence pour l'approvisionnement en cobalt et en cuivre de la République démocratique du Congo, OECD Research Study, November 2019, co-funded by EU

COTECCO's project-level objective is "to strengthen efforts by the Congolese government and other relevant stakeholders in addressing CL in the cobalt supply chains in the DRC." To achieve this objective, the project has the following three outcomes:

- 1) Increased common understanding of the challenges and opportunities for addressing child labor in the DRC's cobalt industry;
- 2) Increased capacity of government and other relevant stakeholders to address child labor in the DRC's cobalt industry;
- 3) Improved monitoring and remediation efforts by private sector of child labor in the cobalt supply chain.

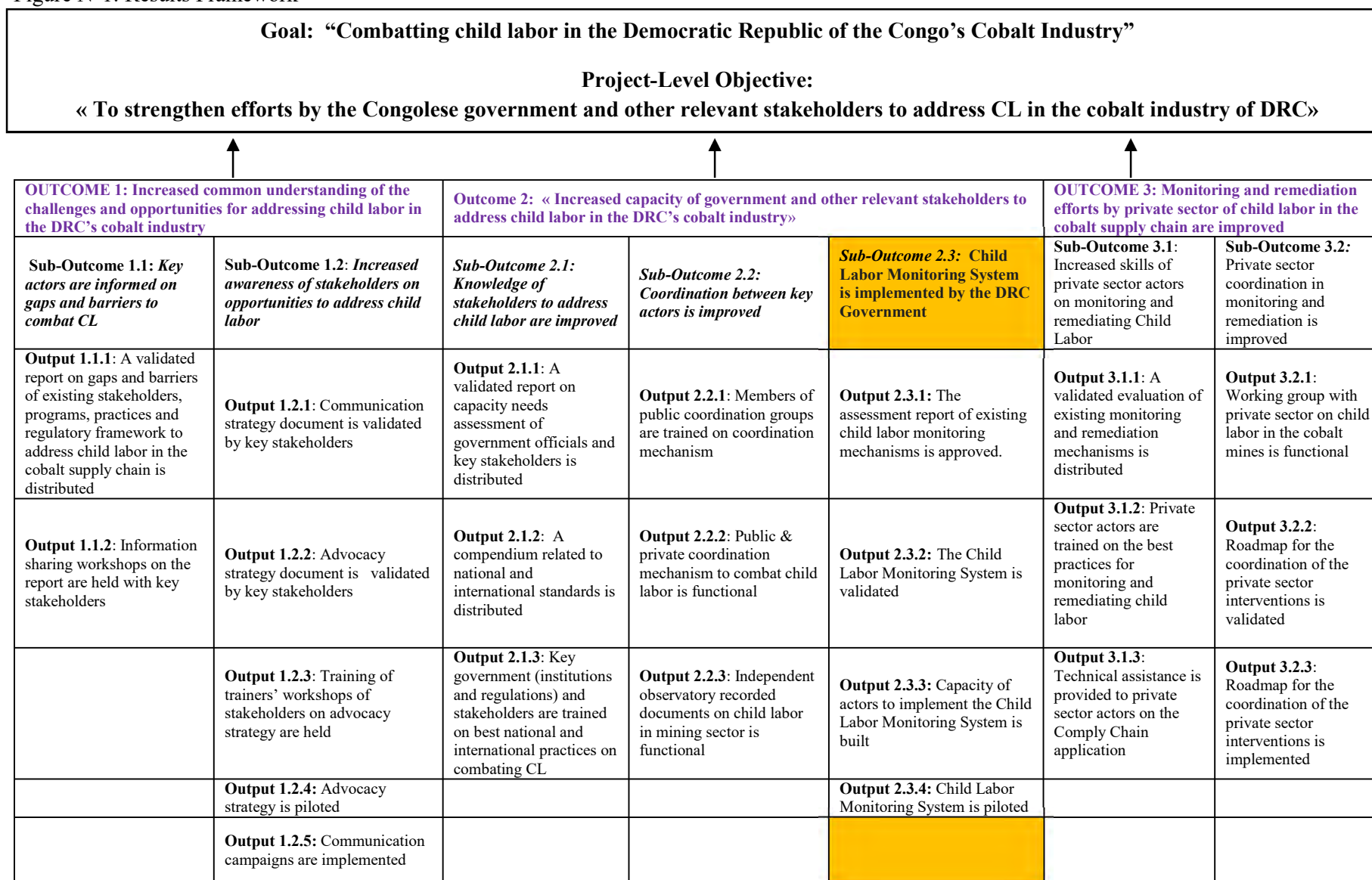
In order to ensure effective results and broad coordination among all actors involved in the fight against child labor in mining and avoid duplication, COTECCO is working with stakeholders whose activities relate to the prevention, protection and relief of children in mining sites. They include the government agencies, private sector, artisanal mining organizations, civil society organizations, local community-based organizations, mining trade unions, and traditional authorities.

SECTION I: RESULTS FRAMEWORK

A. Results Framework

Figure 1 below is a graphic representation of the COTECCO's Result Framework (RF) which has been developed based on the Theory of Change (ToC).

Figure N°1: Results Framework



Assumptions:

A. Killer assumptions

1. Peace is maintained in the project area;
2. GoDRC must fund the relevant agencies to continue the implementation of the processes, mechanisms and tools that were developed and were being implemented by the project.

B. Manageable assumptions:

1. Different stakeholders, including local community-based organizations, are committed to collaborate with project;
2. Private sector companies are willing to apply good practices relating to monitoring and remediation of CL in the cobalt supply chains;
3. Adequate expertise exists in the province and is available to conduct similar studies and capacity building.
4. Adequate measures by the government and ILO are in place to mitigate COVID-19 or keep it under control for the continuation of project activities in the country.

The project has defined overall critical and manageable assumptions. The table below shows how these assumptions will be monitored throughout the project implementation:

Table 1: Critical and manageable assumptions

N°	Critical assumptions:	Mitigation measures
1	Peace is maintained in the project area.	1.For Project staff: -International staff only will be evacuated and continue working remotely from a secured area, while waiting for the decision of the United Nations security Coordinator; -National essential staff will stay in the project area to manage project activities. They receive constant security update from the UN security coordinator who will decide based on security level. -National non-essential staff will stop working until security is restored . 2.For project activities: Resident Coordinator of United Nations of the project country will assess the situation and determine whether or not the project activities should stop or continue.
2	GODRC must fund relevant agencies to continue the implementation of processes, mechanisms and tools that were developed and were being implemented by the project.	Strengthen capacities of Civil Society Organizations (CSOs) in fund raising, governance and management skills, to ensure the sustainability of efforts initiated by project.
	Manageable assumptions	
3	Different stakeholders, including local community-based organizations, are committed to collaborate with project.	Involve National and local government from the outset of project to adopt project mechanisms for the sustainability.
4	Private sector companies are willing to apply good practices relating to monitoring and remediation of CL in the cobalt supply chains	Based on the letter of “Fédération des entreprises du Congo” (FEC) sent to DOL, FEC is committed to supporting the ILO in the implementation of the overall project activities. To this end, the project expects that FEC, GBA, RMI, and RCI will support private sector companies to apply good practices relating to monitoring and remediation of CL in the cobalt supply chains
5	Adequate expertise exists in the province and is available to conduct similar studies and capacity building	Train key actors to duplicate training sessions in remote project areas
6	Adequate measures by the government and ILO are in place to mitigate COVID-19 or keep it under control for the continuation of project activities in the country.	-DRC’s population continue to observe barrier measures taken against COVID-19 including mandatory wearing of masks, use of hand sanitizers, etc. -DRC government has approved Manacovid a cure of the disease that is being used in the DRC.

		-Project continues observe ILO stringent preventive measures in the execution of the project including conducting risks analysis before activities, raising awareness on COVID-19 and distributing COVID19 kits during workshops to participants
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B. Activities Mapping to Project Outputs and Results

In order to achieve the project's objective of strengthening efforts by the Congolese government and other relevant stakeholders to address CL in the cobalt industry of DRC, COTECCO will conduct a series of activities designed to produce each output. Table 2, below, provides a map of this activity-to-output alignment.

Table 2: Activities Mapping by Outcomes, Sub-outcomes and Outputs

PROJECT OBJECTIVE: To strengthen efforts by the Congolese government and other relevant stakeholders to address CL in the cobalt industry of DRC	
OUTCOME 1: Increased common understanding of the challenges and opportunities for addressing child labor in the DRC's cobalt industry.	
<i>Sub-Outcome 1.1: Key actors are informed on gaps and barriers to combat CL</i>	
Output 1.1.1: A validated report on gaps and barriers of existing stakeholders, programs, practices and regulatory framework to address child labor in the cobalt supply chain is distributed	• Activity 1.1.1.1: Produce a rapid assessment report on the understanding of stakeholders, programs, practices and regulatory frameworks to combat child labor in the cobalt supply chain in the DRC; • Activity 1.1.1.2: Translate the produced report into English; • Activity 1.1.1.3: Validate the produced report by key stakeholders; • Activity 1.1.1.4: Share the validated report with key stakeholders.
Output 1.1.2: Information sharing workshop on the report are held with key stakeholders	• Activity 1.1.2.1: Organize a workshop with key stakeholders for information sharing on the validated report; • Activity 1.1.2.2: Share workshop report with key stakeholders.
<i>Sub-Outcome 1.2: Increased awareness of stakeholders on opportunities to address child labor</i>	
Output 1.2.1: Communication strategy document is validated by key stakeholders	• Activity 1.2.1.1: Produce the communication strategy, based on rapid assessment (output 1.1.1); • Activity 1.2.1.2: Identify target audiences to be sensitized by communication strategy;

	• Activity 1.2.1.3: Translate communication strategy report into English; • Activity 1.2.1.4: Organize a validation workshop of communication strategy with National Inter-Ministerial Committee (IMC); • Activity 1.2.1.5: Share the validated document of communication strategy with key stakeholders.
Output 1.2.2: Advocacy strategy document is validated by key stakeholders	• Activity 1.2.2.1: Develop the advocacy strategy, based on rapid assessment (output 1.1.1); • Activity 1.2.2.2: Translate into English advocacy strategy ; • Activity 1.2.2.3: Organize a validation workshop of advocacy strategy with national IMC; • Activity 1.2.2.4: Share the validated document of advocacy strategy with key stakeholders.
Output 1.2.3: Training of trainers' workshops of key stakeholders on advocacy strategy are held	• Activity 1.2.3.1: Design training of trainers' modules based on advocacy strategy; • Activity 1.2.3.2: Translate training of trainers' modules into English; • Activity 1.2.3.3: Train identified key stakeholders (Government officials at national and provincial levels, working for following ministries: Mines, Labor, Social affairs, etc.; Civil Society organizations-CSO; etc.) on advocacy strategy; • Activity 1.2.3.4: Identify end-target stakeholders of advocacy strategy for trainers;
Output 1.2.4: Advocacy strategy is piloted	• Activity 1.2.4.1: Conduct pilot activities on advocacy strategy (activities will be added after finalizing the advocacy strategy).
Output 1.2.5: Communication campaigns are implemented	• Activity 1.2.5.1: Design adapted communication tools to target audiences; • Activity 1.2.5.2: Conduct different sensitization activities (media events, public theatre, etc.) with target communities, based on communication tools.
OUTCOME 2: Increased capacity of government and other relevant stakeholders to address child labor in the DRC's cobalt industry.	
<i>Sub-Outcome 2.1: Knowledge of stakeholders to address child labor are improved</i>	

Output 2.1.1: A validated report on capacity needs assessment of government officials and key stakeholders is distributed	• Activity 2.1.1.1: Produce a capacity needs assessment report; • Activity 2.1.1.2: Translate capacity needs report into English; • Activity 2.1.1.3: Validate the produced report by key stakeholders; • Activity 2.1.1.4: Organize information sharing workshop with key stakeholders; • Activity 2.1.1.5: Share the validated report with key stakeholders.
Output 2.1.2: A compendium related to national and international standards on CL is distributed	• Activity 2.1.2.1: Identify national practices and international standards; • Activity 2.1.2.2: Produce compendium of best practices for the sector; • Activity 2.1.2.3: Translate compendium report into English; • Activity 2.1.2.4: Organize information sharing workshop of produced compendium; • Activity 2.1.2.5: Share the produced compendium with key stakeholders.
Output 2.1.3: Key government (institutions and regulations) and stakeholders are trained on best national and international practices on combating CL	• Activity 2.1.3.1: Design training modules/materials, based on capacity needs (output 2.1.1) and compendium (output 2.1.2); • Activity 2.1.3.2: Develop adapted training materials to strengthen the capacity of DRC central government officials and key stakeholders; • Activity 2.1.3.3: Develop adapted training materials to strengthen the capacity of DRC provincial government officials and key stakeholders; • Activity 2.1.3.4: Translate training materials into English and Swahili; • Activity 2.1.3.5: Share training materials with target audiences; • Activity 2.1.3.6: Train DRC central government officials and relevant key stakeholders; • Activity 2.1.3.7: Train DRC provincial government officials and relevant key stakeholders; • Activities:2.1.3.8: Provide technical support in reviewing, drafting and validating government policies and regulations in combating child labor in the mining sector.

<i>Sub-Outcome 2.2: Coordination between key actors is improved</i>	
Output 2.2.1: Members of public coordination groups are trained on coordination mechanism	• Activity 2.2.1.1: Conduct assessment of existing public coordination groups to pinpoint the gaps preventing their effectiveness; • Activity 2.2.1.2: Design training modules; • Activity 2.2.1.3: Train groups on coordination mechanism to promote inclusive dialogue (at provincial and central levels).
Output 2.2.2: Public & private coordination mechanism to combat child labor is functional	• Activity 2.2.2.1: Develop guidelines for public and private coordination group; • Activity 2.2.2.2: Translate guidelines into English; • Activity 2.2.2.3: Organize a validation workshop of guidelines with key stakeholders; • Activity 2.2.2.4: Organize coordination meetings, on a regular basis; • Activity 2.2.2.5: Track recommendations of coordination meetings.
Output 2.2.3: Independent observatory recorded documents on child labor in mining sector is functional	• Activity 2.2.3.1: Create an independent observatory to collect and store stakeholders' reports on CL; • Activity 2.2.3.2: Update of observatory researches/reports on a regular basis.
<i>Sub-Outcome 2.3: Child Labor Monitoring System is implemented by the DRC Government</i>	
Output 2.3.1: The assessment report of existing child labor monitoring mechanisms is approved	• Activity 2.3.1.1: Carry out a baseline study of stakeholders' monitoring mechanisms of child labor in mining; • Activity 2.3.1.2: Organize a multi-stakeholder workshop to align the mechanisms and develop a roadmap for the CLMS; • Activity 2.3.1.3: Translate baseline report into English.
Output 2.3.2: Child Labor Monitoring System model is validated	• Activity 2.3.2.1: Map out and organize the referral mechanism; • Activity 2.3.2.2: Develop guidelines and tools for CL identification, data collection, referral mechanisms and tools; • Activity 2.3.2.3: Create a child labor database; • Activity 2.3.2.4: Organize a workshop to validate the CLMS (guidelines, tools, database and referral mechanism) for Government and

	stakeholders appropriation at all levels - central, provincial and local; • Activity 2.3.2.5: Translate guidelines and tools into English.
Output 2.3.3. Capacity of actors to implement the Child Labor Monitoring System is built	• Activity 2.3.3.1: Develop CLMS training modules for capacity building activities; • Activity 2.3.3.2: Establish or reinforce committees in charge of implementing CLMS at central, provincial and local levels; • Activity 2.3.3.3: Train committees' members and key actors on CLMS processes; • Activity 2.3.3.4: Translate training modules into English; • Activity 2.3.3.5: Organize workshops for the presentation and validation of the CLMS Committees by the government;
Output 2.3.4. The Child Labor Monitoring System is piloted	• Activity 2.3.4.1: Conduct advocacy at central level and private sector for the sustainability of the CLMS; • Activity 2.3.4.2: Organize monitoring field visits with multi-actors team for identification, monitoring and data collection; • Activity 2.3.4.3: Record, analyze and manage collected data according to CLMS guidelines; • Activity 2.3.4.4: Refer victims and children at high risk to appropriate services providers accredited/recommended by the government as per its referral plan or strategy; • Activity 2.3.4.5: Analyze the outcome of the tested system, share experience, lessons learned and best practices through seminars; • Activity 2.3.4.6: Organize a workshop to present the results of the pilot. • Activity 2.3.4.7: Translate CLMS final pilot report into English
OUTCOME 3: Monitoring and remediation efforts by private sector of child labor in the cobalt supply chain are improved	
<i>Sub-Outcome 3.1: Increased skills of private sector actors on monitoring and remediating Child Labor</i>	
Output 3.1.1: A validated evaluation of existing monitoring and remediation mechanisms is distributed	• Activity 3.1.1.1: Produce evaluation report of existing monitoring and remediation mechanisms, including mapping of private sector actors;

	• Activity 3.1.1.2: Translate report into English; • Activity 3.1.1.3: Validate the produced report; • Activity 3.1.1.4: Organize a workshop with private sector actors for information sharing on the validated report; • Activity 3.1.1.5: Share the validated document with key actors
Output 3.1.2: Private sector actors are trained on the best practices for monitoring and remediating child labor	• Activity 3.1.2.1: Adapt or design training modules on best practices for monitoring and remediating Child Labor based on output 3.2.1; • Activity 3.1.2.2: Train private sector actors on the best practices for monitoring and remediating Child Labor; • Activity 3.1.2.3: Provide technical assistance to private sector actors on the use of best practices for monitoring and remediating Child Labor.
Output 3.1.3: Technical assistance is provided to private sector actors on the Comply Chain application	• Activity 3.1.3.1: Design training modules on Comply Chain; • Activity 3.1.3.2: Train private sector actors on the use of ComplyChain application; • Activity 3.1.3.3: Identify private sector actors who want to test the comply chain application; • Activity 3.1.3.4: Support users in the test phase of ComplyChain application; • Activity 3.1.3.5: Share main results of opinions and comments of private sector on Comply Chain application after the testing phase.
<i>Sub-Outcome 3.2: Private sector coordination in monitoring and remediation is improved</i>	
Output 3.2.1: Working group with private sector on child labor in the cobalt mines is functional	• Activity 3.2.1.1: Identify potential members of working group with private sector; • Activity 3.2.1.2: Define Terms of reference of working group with private sector; • Activity 3.2.1.3: Establish working group with private sector; • Activity 3.2.1.4: Train private sector actors on how to conduct, consolidate and sustain the working group, based on output 2.2.2; • Activity 3.2.1.5: Hold quarterly meetings of working group with private sector, this includes 4 initiatives (GBA, RMI, RCI and FEC); • Activity 3.2.1.6: Share report of quarterly meeting and report of status of adopted recommendations with workinggroup.

Output 3.2.2: Roadmap for the coordination of the private sector interventions is validated	• Activity 3.2.2.1: Develop roadmap for the coordination of private sector interventions; • Activity 3.2.2.2: Hold, with private sector, a validation and endorsement workshop of the roadmap for the coordination of their interventions;
Output 3.2.3: Roadmap for the coordination of the private sector interventions is implemented	• Activity 3.2.3.1: Provide technical support to private sector actors to facilitate implementation of roadmap for the coordination of private sector interventions.

SECTION II: PERFORMANCE MONITORING

A. Purpose and Use of the Performance Monitoring Plan

The Performance Monitoring Plan (PMP) identifies “what” will be monitored and evaluated during the life of the project and “how” this will be done. It identifies and organizes appropriate qualitative and quantitative indicators that will be used to monitor and measure progress at the Objective, Outcome, and Output levels. The purpose of the PMP is to state and define these indicators and to describe the processes by which data will be collected. For each indicator, the PMP includes the following elements: indicator language, unit of measurement, key definitions, numerator/denominator (if needed) and classification type according to the type of accumulation required for reporting on the indicator. For each indicator, the PMP also requires projects to list disaggregation(s), the data collection and monitoring tool(s) used for each indicator, the frequency of data collection, verification, and the responsible parties associated with data collection and verification efforts. Projects will use the PMP as a management tool, ensuring that project staff and project partners collect data that meet all data quality requirements: validity, reliability, timeliness, precision, and integrity, and that these data are used to inform managerial decisions and make implementation adjustments. The project’s PMP can be found, below, in table 3.

B. Performance Monitoring Plan (PMP)

Table 3: Performance Monitoring Plan

Indicator	Indicator Definition, classification, and Unit of Measurement	Indicator disaggregation	Data collection instrument (& question numbers)	Frequency of collection & reporting, and % of verification	Source, Responsibility for collection and assessment
Project-Level Objective: «To strengthen efforts by the Congolese government and other relevant stakeholders to address CL in the cobalt industry of DRC »					
PLO-I-1: Number of instruments or mechanisms developed to strengthen the capacities of key stakeholders to combat child labor in mining sector	Instruments or mechanisms developed: “Instruments” include government policies, regulations, directives and tools at national and/or provincial level “Mechanisms” are the platform of collaboration or focus groups between stakeholders, processes, systems, tools. “Developed” means: designed, initiated, revised, validated by the project “Strengthen the capacities” means to improve or sharpen people or organizations’ skills, knowledge, practices, tools and means to efficiently function. Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants; Combat child labor: means actions taken to eradicate children’s presence and labor in mining supply chains.	Geographic (National and provincial) By types of instruments, i.e.: policy, regulation, tools and systems)	Instruments developed tracking form (to be developed) Source: Response from the a) General secretariat of National Ministry of Mines and b) provincial General commissioner of the Government in charge of Humanitarian actions, Social Affairs, Gender, Family, and Child	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification: 100%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	Type: Quantitative Classification: Incremental Calculation method: Adding up number of instruments, mechanisms developed by key stakeholders semi-annually. Unit of analysis: Instruments, mechanisms developed Unit of measurement: Number				
Outcome 1: Increased common understanding of the challenges and opportunities for addressing child labor in the DRC's cobalt industry					
OTC-I-1.1: Validation of communication and advocacy strategies by Inter-ministerial Committee (IMC)	Validation: This means the formal approval by the central government organ in charge of CL in mining; Communication strategy: It a document that will describe key messages, tools and methods of transmission of the same to targeted audience. They will be tailored to different audience to increase reach for broader impact in fighting CL in mining. Advocacy strategy: It is a document will develop effective approach and training mechanisms for key actors (civil society organizations, community leaders, law makers to bring about change in policies and practices on CL and to champion children rights Interministerial Committee: It is a national body in charge of monitoring government's efforts in eradicating CL. It comprises technical representatives of different ministries involved in CL	N/A	Minutes of validation workshop; Source: General secretariat of national minister of Mines (at national level)	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % verification:10%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	in mining (office of the Prime Minister, Ministry of Mines, Ministry of Social Affairs, Ministry of Gender and Family, Ministry of Youth, Ministry of Employment, Labor and Social Security, Ministry of Justice, Ministry of Finance, and Ministry of Budget), Civil society Organizations, implementing partners, ILO and representation of the private sector/ Association of Congolese Enterprise. Type: Qualitative Classification: Incremental Calculation method: : Not applicable (N/A) Unit of analysis: project-developed strategic documents. Unit of measurement: N/A				
Sub-Outcome 1.1: Key actors are informed on gaps and barriers to combat CL					
SO-I-1.1.1: % of key actors that demonstrate an increase in knowledge of gaps and barriers to combat child labor	Key actors: Main partners at both national and provincial level that are involved in the fight against CL, including Government agencies, Civil Society Organizations/CSOs, implementing partners, private sector actors. Increase in knowledge: “Increase” The word “increase” refers to the positive difference that is expected in the scores obtained in the pre- and post-workshop measurements in those of attended the workshop. The term “knowledge” means information or understanding of a subject	By types of relevant partners (specific Government agencies and other stakeholders)	Workshop pre and post-tests (to be developed) Source: Report of pre- and post-tests workshop	Frequency of collection: Once in the lifetime of the project (before and after information sharing workshop); Frequency of reporting: Once in the lifetime of the project (before and after information sharing workshop);	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	communicated during the dissemination workshops. Gaps: Inconsistencies and differences between legal requirements on child labor in mining sector and key actors' knowledge and practices. They also highlight the challenges to enforce child labor laws; Barriers: They are obstacles and factors that impede efforts to combat child labor. Type: Quantitative Classification: Level Calculation method: 1. For both pre- and post-tests, separately add numerators and denominators; 2. Divide total numerator by total of denominator value. 3. Multiply result by100. 4. Subtract the post- and pre-test results for each item on the tests (the project expects that 30% of participants increase their scores by at least 15% on the post-test) Numerator: Number of key actors with15% points difference in increased scores in knowledge of gaps and barriers to combat child labor Denominator: Total number of key persons surveyed. Unit of analysis: % points of difference in the average of pre and post scores of workshop participants			% of verification:10%	
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	Unit of measurement: % point				
Output 1.1.1: A validated report on gaps and barriers of existing stakeholders, programs, practices and regulatory framework to address child labor in the cobalt supply chain is distributed					
OTP-I-1.1.1.1: Validated report distributed to key stakeholders	Validated: It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector actors under Outcome 3) after providing inputs; Distributed: It means copies of the validated report have been shared with key stakeholders through their emails or hard copies; Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants Type: Quantitative Classification: Incremental Calculation method: Count number of copies of the validated report has been formally received Unit of analysis: Copies of validated report Unit of measurement : Number	N/A	Report distribution tracking form	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % of verification: 10%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
Output 1.1.2: Information sharing workshops on the report held with key stakeholders					
OTP-I-1.1.2.1. Number of key stakeholders that attend	Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector	By types of relevant partners (Government	Events participants tracking form	Frequency of collection: Semi-annually	Responsible for collection: ILO M&E Officer

information sharing workshops	actors, civil society organizations, government bodies and public servants Attend information sharing workshop: key stakeholders participating in the validation meeting of findings of study Type: Quantitative Classification: Incremental Calculation method: Adding up number of key stakeholders reached by information sharing workshop held Unit of analysis: Information sharing workshop Unit of measurement : Number	agencies and other stakeholders)	Source: Report of information sharing workshop	Frequency of reporting: Semi-annually % of verification: 10%	Responsible for assessment: ILO M&E Officer
Sub-Outcome 1.2: Increased awareness of stakeholders on opportunities to address child labor					
SO-I-1.2.1: % of key stakeholders who have increased awareness of opportunities to combat child labor	Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants Increased awareness: This refers to the percentage of key stakeholders targeted through project activities under sub-outcome 1.2 that demonstrate an increase in awareness capture through baseline and endline information gathering. The project will utilize focus groups to capture this data at the baseline and endline. Type: Quantitative	By types of relevant partners (Government agencies and other stakeholders)	Focus group guide (to be developed) Source: Report of communication and advocacy strategy	Frequency of collection: Twice in life of project (at baseline and endline) Frequency of reporting: Once in lifetime of project % of verification 10%	Responsible for collection: ILO M&E Officer; Responsible for assessment: ILO M&E Officer

	Classification: level Calculation method: 1.Calculate the percent change between baseline and endline values and 2.count the number of key stakeholders who demonstrate an increase from baseline to endline, 3.divide the total number of key stakeholders by the number of stakeholders who achieved an increase from baseline to endline and 4.multiply by 100 to identify the correct percentage (the project expects that 30% of stakeholders have increased awareness of opportunities to combat child labor by at least 15% on the endline than baseline) Unit of analysis: Individuals Unit of measurement: Number				
Output 1.2.1: Communication strategy document is validated by key stakeholders					
OTP-I-1.2.1.1: Validated communication strategy document is available	Validated: It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector actors under Outcome 3) after providing inputs. Communication strategy: It a document that will describe key messages, tools and methods of transmission of the same to targeted audience. They will be tailored to different audience to increase reach for	N/A	Minutes of validation workshop Source: General secretariat of Mines (at national level);	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % of verification : N/A	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	broader impact in fighting CL in mining. Available: The report is accessible to stakeholders. Type: Qualitative Classification: Incremental Calculation method: N/A Unit of analysis: Communication strategy document Unit of measurement: N/A				
Output 1.2.2: Advocacy strategy document is validated by key stakeholders					
OTP-I-1.2.2.1: Validated advocacy strategy document is available	Validated: It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector actors under Outcome 3) after providing inputs. Advocacy strategy: It is a document will develop effective approach and training mechanisms for key actors (civil society organizations, community leaders, lawmakers to bring about change in policies and practices on CL and to champion children rights. Available: The report is accessible to stakeholders; Type: Qualitative Classification: Incremental	N/A	Minutes of validation workshop; Source: General secretariat of Mines (at national level) ;	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % of verification : N/A	Responsible for collection: ILO M&E Officer Responsible for assessment: M&E Officer

	Calculation method: N/A Unit of analysis: Advocacy strategy document Unit of measurement: N/A				
Output 1.2.3: Training of trainers workshops of key stakeholders on advocacy strategies are held					
OTP-I-1.2.3.1: Number of training of trainers' workshops held	Training of trainers' workshops: Teaching event for advocacy actors to equip them with effective means to train others on advocacy against CL in the mining sector. Type: Quantitative Classification: Cumulative Calculation method: Adding up number of training of trainer workshop held Unit of analysis: Training of trainers' workshops Unit of measurement: Number	Geographic (National and provincial) By types of relevant partners (government agencies or other stakeholders)	Events participants tracking form Source: Report of training of trainers' workshop in advocacy	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : N/A	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
OTP-I-1.2.3.2: Number of key stakeholders trained on advocacy strategy	Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants. Trained: These are participants that have attended 50% of training sessions; Advocacy strategy: It is a document that develops effective approach and training mechanisms for key actors (civil society organizations, community leaders, lawmakers to bring about	Geographic (National and provincial) By types of relevant partners (Government agencies and other stakeholders)	Events participants tracking form Source: Report of training of trainers' workshop in advocacy	Frequency of collection: Semi-annually. Frequency of reporting: Semi-annually	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	change in policies and practices on CL and to champion children rights Type: Quantitative Classification: Cumulative Calculation method: Adding up number of key actors trained. Unit of analysis: Key actors trained Unit of measurement: Number			% of verification : 50%	
Output 1.2.4: Advocacy strategy is piloted					
OTP-I-1.2.4.1: Number of advocacy events held	Advocacy events: These are actual events/activities in promoting fight against CL such as meetings, contacts, formal presentations, submissions/letters, etc., outlined in the strategy Type: Quantitative Classification: Incremental Calculation method: Adding up number of advocacy events held. Unit of analysis: Advocacy event Unit of measurement: Number	By types of relevant partners (Government agencies and other stakeholders)	Report of advocacy event Source: Report of advocacy events	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
Output 1.2.5: Communication campaigns are implemented					
OTP-I-1.2.5.1: Number of communication campaigns executed	Communication campaigns executed: These are number of actions/events organized in specific areas with the aim of changing the audience perception or understanding of CL, such as radio shows, public	By types of relevant partners (Government agencies and other stakeholders)	Report of communication campaigns	Frequency of collection: Semi-annually	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	event, plays, billboards, posters, meetings, etc. Type: Quantitative Classification: Cumulative Calculation method: Adding up number of communication campaigns held semi-annually Unit of analysis: Communication campaigns; Unit of measurement: Number		Source: Report of communication campaigns	Frequency of reporting: Semi-annually % of verification :50%	
OTP-I-1.2.5.2: Number of people reached by the communication campaigns	People Reached through the communication campaigns: this means number of persons that have received the message against CL through communication campaigns; Communication campaigns: These are number of actions/events organized in specific area with the aim of changing the audience perception or understanding of CL, such as radio shows, public event, plays, billboards, posters, meetings, etc. Type: Quantitative Classification: Level Calculation method: Adding up number of people reached by communication campaigns Unit of analysis: Communication campaigns;	By types of relevant partners (Government agencies and other stakeholders)	Report of communication campaigns Source: Report of communication campaigns	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification :20%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	Unit of measurement: Number				
OUTCOME 2: Increased capacity of government and other relevant stakeholders to address child labor in the DRC's cobalt industry.					
OTC-I-2.1: Number of initiatives (policies and regulations) developed or validated, at central or provincial levels, to which the project has contributed.	Initiatives developed: The word initiatives means policies and regulations developed or validated at central or provincial levels, with the contribution of the project. The word “developed” means designed, initiated, revised, validated; Validated: It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector actors under Outcome 3) after providing inputs Contributed: It means the project is involved in the process in revising, advising, commenting, drafting, or funding validation process of the policies or regulations. Type: Quantitative Classification: Incremental Calculation method: Adding up number of initiatives to combat child labor validated or in progress of validation Unit of analysis: initiatives to combat child labor validated or in progress of validation Unit of measurement : Number	Geographic (National and provincial);	Minutes of meeting with stakeholders Source: General secretariat of Mines (at national level), and General commissioner of the Government in charge of Humanitarian actions, Social Affairs, Gender, Family, and Child (at provincial level)	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 10 %	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
Sub-Outcome 2.1: Knowledge of stakeholders to address child labor are improved					

S.O-I-2.1: % of Key stakeholders trained with improved knowledge to combat child labor	Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants. Trained: These are participants that have attended 50 % of training sessions; Improved knowledge: “Improve” The word “increase” refers to the positive difference that is expected in the scores obtained in the pre- and post-workshop measurements in those of attended the workshop. The term “knowledge” means information or understanding of a subject communicated during the dissemination workshops Combat child labor: means actions taken to eradicate children’s presence and labor in mining supply chains. Type: Quantitative Classification: Incremental Calculation method: 1. At post-test, add all participants that have a score that is 15% above the pre-test level to create the numerator. 2. Subtract that number from pre-test numerator. 3. Divide this result by the denominator of all participants that have attended to workshop. 4. Multiply resulting number hundred (the project expects that 30% of key	Geographic (National and provincial); By types of relevant partners (Government agencies and other stakeholders)	Pre and post workshop tests (to be developed) Source: Report of pre and post-tests	Frequency of collection: Twice in the lifetime of the project (pre and post-training test) Frequency of reporting: Once in the lifetime of the project (pre and post-training test) % of verification: 50%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
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	stakeholders increase their scores by at least 15% on the post-test than before). Numerator: Number of key actors trained who have improved their knowledge with 15% on the post-test than before. Denominator: Total number of key stakeholders trained Unit of analysis: Individual trained Unit of measurement: % point in pre and post tests				
Output 2.1.1: A validated report on capacity needs of government officials and key stakeholders is distributed					
OTP-I-2.1.1.1: Validated report on capacity needs is distributed to key stakeholders	Validated : It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector actors under Outcome 3) after providing inputs; Distributed: It means copies of the validated report have been shared with key stakeholders through their emails or hard copies; Key stakeholders relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants. Type: Quantitative Classification: Incremental Calculation method: Count number of copies of the validated report has been formally received.	N/A	Report distribution tracking form Source: General commissariat of the Government in charge of Humanitarian actions, Social Affairs, Gender, Family, and Child;	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % of verification: 10%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	Unit of analysis: Copies of validated report Unit of measurement: Number				
Output 2.1.2: A compendium related to national and international standards is distributed					
OTP-I-2.1.2.1: Validated compendium is distributed to key stakeholders	Validated: It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector actors under Outcome 3) after providing inputs Compendium: Collection of best practices manuals in addressing the issue of child labor in mining sector; Distributed: It means copies of the validated report have been shared with key stakeholders through their emails or hard copies; Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants. Type: Quantitative Classification: Incremental Calculation method: Count number of copies of the validated report has been formally received. Unit of analysis: Compendium report Unit of measurement: Number	N/A	Report distribution tracking form Source: General commissariat of the Government in charge of Humanitarian actions, Social Affairs, Gender, Family, and Child	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % of verification :10%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
Output 2.1.3: Key government (institutions and regulations) and stakeholders are trained on best national and international practices on combating CL					

OTP-I-2.1.3.1: Number of training workshops held	Training workshops: These are meeting events through which key actors' capacities are strengthened as per identified needs, Type: Quantitative Classification: Cumulative Calculation method: Adding up number of training workshop held Unit of analysis: Training workshop; Unit of measurement: Number;	Geographic (National and provincial) ;	Events participants tracking form Source: Report of training workshop on best national and international practices	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : N/A	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
OTP-I-2.1.3.2: Number of key stakeholders trained on best national and international practices	Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants. Trained: These are participants that have attended 50 % of training sessions Best national and international practices: These are rules, processes or behaviors which, based on national and international standards, have become the common operating ways of performing tasks; Type: quantitative Classification: Cumulative Calculation method: Adding up number of key trained actors Unit of analysis: Actors	Geographic (National and provincial) By types of relevant partners (Government agencies and other stakeholders)	Events participants tracking form Source: Report of training workshop on best national and international practices	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	Unit of measurement : Number				
Sub-Outcome 2.2: Coordination between key actors is improved					
SO-I-2.2.1: Number of actions completed by key actors	Actions: These are activities the group planned to achieve, for instance develop an agenda or key activities for a specific period of time. Completed: This means to achieve what was planned by the group. Key actors: Main partners a both national and provincial level that are involved in the fight against CL, including Government agencies, Civil Society Organizations/CSOs, implementing partners, private sector actors. Type: Quantitative Classification: Level Calculation method: Adding up number of joint actions taken Unit of analysis: Commonly agreed upon actions taken Unit of measurement : Number	Geographic (National and provincial)	Minutes of meeting with key actors Source: General commissariat of the Government in charge of Humanitarian actions, Social Affairs, Gender, Family, and Child;	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 10%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
Output 2.2.1: Members of coordination groups are trained on coordination mechanism					
OTP-I-2.2.1.1: Number of key actors trained on coordination mechanism	Key actors: Main partners a both national and provincial level that are involved in the fight against CL, including Government agencies, Civil Society Organizations/CSOs, implementing partners, private sector actors.	By types of relevant partners (Government agencies and other stakeholders)	Events participants tracking form Source: Report of training on coordination mechanism	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	Trained: These are participants that have attended 50 % of training sessions; Coordination: It is a mechanism which aims at promoting collaboration, alignment, harmonization of stakeholders 'effort as well as synergy among them to advance the fight against in mining. Type: Quantitative Classification: Cumulative Calculation method: Adding up number of key actors trained Unit of analysis: Coordination Unit of measurement : Number			% of verification : 50%	
Output 2.2.2: Coordination mechanism to combat child labor is functional					
OTP-I-2.2.2.1: Number of coordination meetings held	Coordination meetings: these are meetings that gather key actors involved in combatting child labor in mining sector with the purpose of harmonizing, addressing challenges and opportunities in the process of combatting CL ; Type: Quantitative Classification: Cumulative Calculation method: Adding up number of coordination meetings held Unit of analysis: Coordination meeting;	Geographic (National and provincial)	Minute of coordination meeting Source: General commissioner of the Government in charge of Humanitarian actions, Social Affairs, Gender, Family, and Child;	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification :50%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer

	Unit of measurement: Number				
OTP-I-2.2.2.2: Number of key stakeholders who regularly participate in coordination meetings	Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants; Regularly participate in Coordination meeting: participants that have attended 50% of coordination meetings; Type: Quantitative Classification: Incremental Calculation method: Adding up number of members who have participated in 50% of coordination meetings Unit of analysis: Stakeholders; Unit of measurement: Number;	Geographic (National and provincial) By types of relevant partners (Government agencies and other stakeholders)	Minutes of Coordination meeting Source: General commissioner of the Government in charge of Humanitarian actions, Social Affairs, Gender, Family, and Child;	Frequency of collection: Semi-annually; Frequency of reporting: Semi-annually; % of verification :50%	Responsible for collection: ILO M&E Officer Responsible for assessment: ILO M&E Officer
Output 2.2.3: Independent observatory recorded documents on child labor in mining sector is functional					
OTP-I-2.2.3.1: Number of documents stored by independent observatory;	Stored: recorded in the system Documents: This means reports, decisions, regulations generated by key actors national and internationally on the topic of child labor in mining in the DRC collected by the independent observatory as a trail of information available on the issue in order to facilitate future research. Independent observatory: It is a publicly available station that contains	By types of relevant partners (Government agencies and other stakeholders)	Independent observatory tracking form (to be developed) Source: Independent observatory	Frequency of collection: Semi-annually Frequency of reporting : Semi-annually % of verification:10%	Responsible for collection: ILO M&E Officer ; Responsible for assessment: ILO M&E Officer

	documentations relating to issues of child labor and serves as database. Type: Quantitative Classification: Cumulative Calculation method: Adding up number of reports provided to the independent observatory Unit of analysis: Independent observatory Unit of measurement: Number				
Sub-Outcome 2.3: Child Labor Monitoring System is implemented by the DRC Government					
SO-I-2.3.1: % of children registered in the Child Labour Monitoring System database that are referred to service	Registered means: Recorded or reported for appropriate action Child labor monitoring system (CLMS) is an active coordinated multi-sector CL monitoring and referral process that involves the identification, registering, referral, protection and prevention of child laborers in a given geographical area. Database: It's an electronic matrix of the collected and stored data on child labor in artisanal mining sites in project area. Referred means: direct registered children to appropriate services based on profile information (education or vocational training) for reinsertion.	By sex as per Mining sites selected for project pilot	Report of CLMS Database	Frequency of collection: Monthly Frequency of reporting: Semi-annually % of verification: 80%	Responsible for collection: ILO Child Labour National Expert Responsible for assessment: ILO M&E Officer

	Service: direct care, assistance or benefits provided to children victims of child labor that are regulated by the government. Type: Quantitative Classification: Cumulative 1. Calculation method: Add separately numerators and denominators; 2. Divide total numerator by total denominator value; 3. Multiply result by 100. Numerator: Number of children referred to service. Denominator: Total number of children registered in CLMS database Unit of analysis: Childdren Unit of measurement : % point				
Output 2.3.1: The assessment report of existing child labor monitoring mechanisms is approved					
OTP-I-2.3.1.1: Approved assessment report on child labor monitoring mechanisms is available	Approved: It means report is validated by key stakeholders after providing inputs Assessment report: It a document that will provide main findings of the evaluation led on the existing child labor monitoring mechanisms in artisanal mining. Available: The report is accessible to stakeholders. Type: Qualitative	N/A	Minutes of validation workshop Source: General secretariat of Mines (at national level); Assessment report	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project	Responsible for collection: ILO Child Labour National Expert Responsible for assessment: ILO M&E Officer

	Classification: Incremental Calculation method: N/A Unit of analysis: Assessment report Unit of measurement: N/A			% of verification : N/A	
Output 2.3.2: Child Labor Monitoring System model is validated					
OTP-I-2.3.2.1: Operational guidelines for CLMS are validated	Operational guidelines: a set of instructions or guidance describing the implementation process of the CLMS including operating principles and procedures from children identification to referral/children reinsertion. Child labor monitoring system (CLMS) is an active coordinated multi-sector CL monitoring and referral process that involves the identification, registering, referral, protection and prevention of child laborers in a given geographical area. Validated: It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector groups under Outcome 3) after providing inputs. Type: Qualitative Classification: Incremental Calculation method: N/A Unit of analysis: Operational guidelines Unit of measurement: N/A	N/A	Report of CLMS's validation workshop of CLMS; Source: General secretariat of Mines/CISTEMA (at national level) ;	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % of verification : N/A	Responsible for collection: ILO Child Labour National Expert Responsible for assessment: ILO M&E Officer

Output 2.3.3. Capacity of actors to implement the Child Labor Monitoring System is built					
OTP-I-2.3.3.1: Number of training workshops held	Training workshops: These are meeting events through which key actors' capacities are strengthened as per identified needs, Type: Quantitative Classification: Cumulative Calculation method: Adding up number of training workshop held Unit of analysis: Training workshop; Unit of measurement: Number;	Geographic (National and provincial)	Events participants tracking form Source: Report of training workshop on Child Labor Monitoring System	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : N/A	Responsible for collection: ILO Child Labour National Expert Responsible for assessment ILO M&E Officer
OTP-I-2.3.3.2: Number of Key actors trained on Child Labor Monitoring System	Key actors: Main partners a both national and provincial level that are involved in the fight against CL, including Government agencies, Civil Society Organizations/CSOs, implementing partners, private sector actors. Trained: These are participants that have attended 50 % of training sessions; Child labor monitoring system (CLMS) is an active coordinated multi-sector CL monitoring and referral process that involves the identification, registering, referral, protection and prevention of child laborers in a given geographical area. Type: Quantitative	By types of relevant partners (Government agencies and other stakeholders)	Events participants tracking form Source: Report of training workshop on best national and international practices	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: ILO Child Labour National Expert Responsible for assessment: ILO M&E Officer

	Classification: Cumulative Calculation method: Adding up number of key actors trained Unit of analysis: Actors Unit of measurement : Number				
Output 2.3.4. The Child Labor Monitoring System is piloted					
OTP-I-2.3.4.1: Number of children registered in CLMS Database during pilot phase	Registered means: Recorded or reported for appropriate action. Child labor monitoring system (CLMS) is an active coordinated multi-sector CL monitoring and referral process that involves the identification, registering, referral, protection and prevention of child laborers in a given geographical area. Type: Quantitative Classification: Incremental Calculation method: Adding up number of children registered. Unit of analysis: Children registered Unit of measurement: Number	By types of relevant partners (Government agencies and other stakeholders)	Report of CLMS Source: Report of CLMS	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 20%	Responsible for collection: ILO Child Labour National Expert Responsible for assessment: ILO M&E Officer
OUTCOME 3: Monitoring and remediation efforts by private sector of child labor in the cobalt supply chain are improved					
OTCI-3.1: Number of initiatives in monitoring and remediation implemented by private sector actors since training	Initiatives: actions undertaken voluntarily to start a new monitoring and remediation practices or consolidate existing ones Monitoring and remediation: appropriate systems, tools, policies, processes in place to control, measure,	Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi)	Minutes of meeting with private sector actors trained Source: Meeting of trained Private sector actors	Frequency of collection: Semi-annually	Responsible for collection: PACT Private sector liaison officer (PSLO)

	prevent and mitigate children's presences and labor in the mining supply chain Implemented: carried out or applied by actors Private Sector actors: Mining companies, mining traders, mining cooperatives, Type: Quantitative Classification: Incremental Calculation method: Adding up number of initiatives in monitoring and remediation implemented Unit of analysis: Initiatives in monitoring and remediation Unit of measurement : Number	Types of private sector actors (mining companies, mining cooperatives, mining traders)		Frequency of reporting: Semi-annually % of verification: 10 %	Responsible for assessment: ILO M&E Officer
Sub-Outcome 3.1: Increased skills of private sector actors on monitoring and remediating child labor					
SO-I-3.1.1: Number of private sector actors trained in monitoring and remediation who implement at least one best practice for monitoring and remediation	Private sector actors: Mining companies, mining traders, mining cooperatives, Trained: participants that have attended 50% of training sessions Implement: carried out or applied by actors Best practices in monitoring and remediation: It is a set of behaviors, procedures, operating methods that are commonly used and accepted in the sector in the process of monitoring and addressing child labor that are shared actors.	Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi) By types of private sector actors (mining companies, mining cooperatives, mining traders)	Best practice tracking form (to be developed) Source: Private sector actors trained in monitoring and remediation	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification :10%	Responsible for collection: PACT PSLO Responsible for assessment: M&E ILO

	Type: Quantitative Classification: Incremental Calculation method: Adding up number of actors who implement at least one new best practice Unit of analysis: Best practices for monitoring and remediating Unit of measurement: Number				
Output 3.1.1: A validated evaluation of existing monitoring and remediation mechanisms is distributed					
OTP-I 3.1.1.1: Evaluation report of existing monitoring and remediation mechanisms is distributed to key stakeholders	Evaluation report: A document that relates observed evidence on monitoring and remediation practices and compares them to the compendium of best practices while focusing on challenges, opportunities and recommendations to improve results Monitoring and remediation: appropriate systems, tools, policies, processes in place to control, measure, prevent and mitigate children's presences and labor in the mining supply chain; Distributed: It means copies of the validated report have been shared with key stakeholders through their emails or hard copies; Key stakeholders: relevant actors involved in the fight against CL in the mining sector. They include: implementing partners, private sector actors, civil society organizations, government bodies and public servants; Type: Qualitative	N/A	Report distribution tracking form	Frequency of collection: Once in the lifetime of the project Frequency of reporting: Once in the lifetime of the project % of verification :50%	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer

	Classification: Incremental Calculation method: Number Unit of Analysis: Copies of validated evaluation report Unit of measurement : Number				
Output 3.1.2: Private sector actors are trained on the best practices for monitoring and remediating Child Labor					
OTP-I-3.1.2.1: Number of training workshops held on child labor monitoring and remediation	Training workshops: These are meetings through which private sector actors' capacities are strengthened as per identified needs. (In this context, the needs are gaps identified in the produced evaluation report of existing monitoring and remediation mechanisms related to output 3.1.1); Monitoring and remediation: appropriate systems, tools, policies, processes in place to control, measure, prevent and mitigate children's presences and labor in the mining supply chain Type: Quantitative Classification: Cumulative Calculation method: Adding up number of training workshops held Unit of analysis: Training workshops Unit of measurement: Number	Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi) ; Types of private sector actors (mining cooperatives, mining companies, mining traders)	Events participant tracking form Source: Report on training of best practices for monitoring and remediation	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer
OTP-I-3.1.2.2: Number of private sector actors (companies, traders and cooperatives) trained on the use of best practices	Private sector actors: Mining companies, mining traders, mining cooperatives, Trained: participants that have attended 50% of training sessions	Type of private sector actors (mining cooperatives, mining	Events participants tracking form Source: Report on training of best practices for	Frequency of collection: Semi-annually	Responsible for collection: PACT PSLO

	Best practices in monitoring and remediation: It is a set of behaviors, procedures, operating methods that are commonly used and accepted in the sector in the process of monitoring and addressing child labor that are shared actors. Type: Quantitative Classification: Cumulative Calculation method: Adding up number of private sector actors trained on the use of best practices Unit of analysis: Best practices Unit of measurement: Number	companies, mining traders) Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi)	monitoring and remediation	Frequency of reporting: Semi-annually % of verification : 10%	Responsible for assessment: ILO M&E Officer
Output 3.1.3: Technical assistance is provided to private sector actors on the Comply Chain					
OTP-I-3.1.3.1: Number of training workshops held on the ComplyChain application	Training workshops: These are meetings through which private sectors' capacities are strengthened based on identified needs. (In this context, it will be about accessing to the application, its generality, its functionalities, its monitoring and remediating child labor) ComplyChain Application: It is a social compliance system to be used by the private sector to improve compliance with national and international standards in monitoring and remediation CL in the cobalt mining supply chain. Type: Quantitative	Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi); By types of target groups (Private sector actors and government agencies)	Events participants tracking form Source: Report on technical assistance of ComplyChain	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer

	Classification: Cumulative Calculation method: Adding up number of training workshops held on the ComplyChain Application Unit of analysis: Training workshops held on the ComplyChain application; Unit of measurement: Number;				
OTP-I-3.1.3.2: Number of private sector actors (companies, traders and cooperatives) trained on the use of ComplyChain Application	Private sector actors: Mining companies, mining traders, mining cooperatives. Trained : participants that have attended 50% of training sessions ComplyChain Application: It is a social compliance system to be used by the private sector to improve compliance with national and international standards in monitoring and remediation CL in the cobalt mining supply chain. Type: Quantitative Classification: Incremental Calculation method: Adding up number of private sector actors who were trained in the use ComplyChain Unit of analysis: Private sector actors Unit of measurement: Number	Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi) Types of private sector actors (mining cooperatives, mining companies, mining traders)	Events participants tracking form Source: Report on technical assistance of ComplyChain	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer
Sub-Outcome 3.2: Private sector coordination in monitoring and remediation is improved					

SO-I-3.2.1: % of joint actions of the roadmap implemented by private sector working group	Joint actions: These are commonly agreed upon initiatives of the roadmap to be undertaken by private sector actors, such as the pooling of resources, target and area setting, task allocation within the same activity. Etc. Roadmap: The roadmap is a document set up and approved by mutual agreement among the members of the working group containing the mission and objectives of the working group, this includes the priority actions to be implemented in the fight against child labor in the mining supply chain. Implemented: carried out or applied by actors Private sector working group: It is a mechanism that gathers a subset of private sector actors working in mining sector Type: Quantitative Classification: Cumulative Calculation method: 1.Add numerators and denominators; 2. Divide total numerator by total of denominator value. 3.Multiply resulting answer per hundred Numerator: Number of joint actions defined in the roadmap implemented by private sector actors Denominator: Total of joint actions defined in the roadmap	By intervention types (Monitoring and remediation mechanisms) Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi)	Joint action form	Frequency of collection: Semi-annually Frequency of reporting: Semi-annually % of verification :10%	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer
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	Unit of measurement: % point				
Output 3.2.1: Working group with private sector on child labor in the cobalt mines is functional					
OTP-I-3.2.1.1: Number of Working group meetings held	Working group meeting :It means meetings are regularly organized with at least 50% of working group members Type: Quantitative Classification: Level Calculation method: Adding up number of working group meeting Unit of analysis: Working group meetings Unit of measurement: Number	Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi)	Report of working group of Private sector actors Source: Report of working group of Private sector actors	Frequency of collection: Quarterly Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer
OTP-I-3.2.1.2: Number of private sector actors who regularly participate in working group meetings	Private sector actors: Mining companies, mining traders, mining cooperatives Regularly participate: Attending to at least 50% of the meetings held Type: Quantitative Classification: Level Calculation method: Adding up number of private sector actors who regularly working group meeting Unit of analysis: Private sector actors members of the working group meetings Unit of measurement: Number	Geographic (selected territories in project areas: Kolwezi, Likasi et Lubumbashi) Type of private sector actors (mining cooperatives, mining companies, mining traders)	Report of working group of Private sector actors Source: Report of working group of Private sector actors	Frequency of collection: Quarterly Frequency of reporting: Semi-annually % of verification : 50%	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer

Output 3.2.2: Roadmap for the coordination of private sector interventions is validated					
OTP-I-3.2.2.1: Validated coordination roadmap is available	Validated: It means report is accepted by key stakeholders (CISTEMA under outcomes 1 and 2, and Private sector actors under Outcome 3) after providing inputs Coordination It is a mechanism which aims at promoting collaboration, alignment, harmonization of stakeholders 'effort as well as synergy among them to advance the fight against in mining. Roadmap: The roadmap is a document that sets up the working group, specifies its mission and objectives, and which includes the priority actions to be implemented in the fight against CL in the Cobalt supply chain. Available: The report is accessible to stakeholders; Type: Qualitative Classification: Incremental Calculation method: N/A Unit of analysis: Roadmap Unit of measurement: N/A	N/A	Report of validation of roadmap; Source: Report of validation of roadmap	Frequency of collection: Once at the end of the workshop Frequency of reporting: Once at the end of the workshop % of verification : 50 %	Responsible for collection: PACT PSLO Responsible for assessment: ILO M&E Officer
Output 3.2.3: Roadmap for the coordination of private sector interventions is implemented					
OTP-I-3.2.3.1: Number of actions defined in the roadmap that are implemented by private sector actors	Actions defined: This can be understood as the interventions planned in the roadmap to support coordination. These actions can range from taking into account others' interventions but implementing them independently.	Geographic (selected territories in project areas: Kolwezi, Likasi et Monitoring)	Roadmap interventions tracking form	Frequency of collection: Semi-annually	Responsible for collection: PACT PSLO

	Roadmap: The roadmap is a document that sets up the working group, specifies its mission and objectives, and which includes the priority actions to be implemented in the fight against CL in the Cobalt supply chain. Implemented: carried out or applied by actors; Private sector actors: Mining companies, mining traders, mining cooperatives, unions Type: Quantitative Classification: Incremental Calculation method: Adding up number of actions defined in the roadmap that are implemented by private sector actors Unit of analysis: Actions defined in the roadmap that are implemented by private sector actor Unit of measurement: Number	By types of interventions (Monitoring or Remediation Mechanisms)		Frequency of reporting: Semi-annually % of verification : 10%	Responsible for assessment: ILO M&E Officer
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C. Community & Participant Eligibility & Selection Criteria

The project will be carried out at the central level and in specific areas in the aforementioned provinces. It will target specific public organs or agencies as well as group of people based on various criteria depending on the nature of activities.

At the government level, the project will support government agencies or bodies that are in charge of monitoring child labor in the mining sector. This include the Interministerial Commission at the central level and the equivalent body at the provincial level. In addition, the project will strengthen the capacity of public agencies and civil society organizations whose responsibilities entail training and monitoring of artisanal mining actors.

At the national level, the key organ in charge of monitoring child labor in the mining sector is the Interministerial Commission. This body is composed of different ministries engaged in the fight against child labor in the mining sector, chiefly, the ministries of mines and that of labor, public agencies that are responsible for the organization and training of artisanal miners (SAEMAPE and Mines Division), representatives of civil society organization, representatives of the mining industry/private sector (Congolese Business Association - FEC), implementing partners under the leadership of ILO. As a sectoral initiative, the commission is led by the National Ministry of Mines who has appointed the General Secretary of Mines as president of the commission. The project will work closely with the commission as a principal organ in charge of monitoring child labor in the mining sector to increase their understanding of the issue and their ability to properly oversee and coordinate provincial government efforts in addressing CL on the ground in line of the national policy.

At the provincial level, the provincial public authorities recommended that the project builds on the existing structures and mechanisms. Here, two platforms are providing a space to stakeholders to discuss the child labor related issues were identified. The committee in charge of monitoring and early warning (CPSA) and coordination group gathering key partners on child labor in the mining sector. The CPSA used to be presided over by the provincial Labor Commissioner. The CPSA members included relevant provincial ministries representatives, civil society organizations, implementing partners, community leaders, representatives of private sector and artisanal miners' organization, including the SAEMAPE. However, the committee since its creation, was funded by a single private company, creating a conflict of interest which affected its effectiveness and deterred other members from participating. This organ is in agony and must be revitalized with new principles and organization.

The selection of targeted groups of people, communities and artisanal mining associations will be based on the following criteria:

- community closeness to mining activities, preferably, private sector companies who are affiliated with key international cobalt industry initiatives that committed to collaborate with the project (Global Battery Alliance /GBA; Responsible Mineral Initiative/RMI; Responsible Cobalt Initiative/RCI and Congo Business Federation/FEC);
- artisanal mining activities (formal or informal) in mining concession;
- local communities members living from artisanal mining as main source of income;
- artisanal miners employing children.

SECTION III: SUMMARY OF PLANNED EVALUATIONS AND STUDIES

A. Performance Evaluations

Usually, external OCFT-funded interim and final performance evaluations will be conducted on each Project by a contractor procured by OCFT(funds permitting). However, for some projects, such as those with a shorter implementation timeline, other options in lieu of the OCFT-funded interim evaluations, such as a midterm review or a project-procured limited scope evaluation may be available. The interim evaluation format will be coordinated and agreed upon with OCFT.

External OCFT-funded interim and final performance evaluations are primarily qualitative in nature and will assess project performance and results achieved by the time of evaluation. The performance evaluation will be an opportunity to draw on lessons learned, good practices, and recommendations to help improve project performance and effectiveness moving forward. This involves identification of key project successes, challenges, and factors hindering and promoting the implementation of the project. A detailed TOR will be prepared and both OCFT and the Project/Grantee will have the opportunity to provide inputs about the evaluations' objectives, methodology, timing, evaluation questions, and other aspects. Performance evaluations examine such categories as: Relevancy, effectiveness, efficiency, sustainability, and impact. The evaluation TOR will outline the specific issues to be addressed within the time allowable. Evaluation questions will be developed as part of the Terms of Reference process.

One (1) interim evaluation and one (1) final evaluation, will be conducted by an external contractor procured by USDOL. The final evaluation will be carried out within 6 months prior to the end of activities. It will examine the overall project performance (for instance: “what results have been produced”?) from the project start-up to closeout stages. Fieldwork for each evaluation typically takes 2-3 weeks, depending on travel time needed between sites.

Timing: (1) An interim evaluation will be conducted in the summer of year 2021. USDOL will commission a Consultant for the mid-term evaluation. The Expert will work in collaboration with the USDOL's M&E Specialist and the Project team. (2) A final evaluation will also be in the same way. Performance data should be available to inform the evaluations prior to fieldwork. If the project is undertaking an endline prevalence survey, this data should also be available when possible. A projected date for the COTECCO's final evaluation is likely between March and July 2022. The evaluation will identify key project successes, challenges, and factors hindering and promoting the implementation of the project to draw out lessons learned, good practices, and recommendations to be disseminated and guide the design of future projects in other zones.

B. Pre-Situational Analysis and Other Studies

The studies listed and described below will be used to inform or measure project results, and include: the Pre-Situational Analysis (PSA)⁴, which comprises a rapid assessment on the understanding of stakeholders, programs, practices and regulatory frameworks to combat child labor in the cobalt supply chain in the DRC; a capacity needs assessment of the provincial authorities to identify capacity needs, strengths and weaknesses of key stakeholders identified under rapid assessment to fight child labor and

⁴ The PSA was not included in the Project proposal.

an evaluation of existing monitoring and remediation mechanisms to analyze several monitoring and remediation systems of private sector companies operating in the provinces as case studies and their alignment with relevant standards.

➤ **Rapid assessment**

The rapid assessment aims to produce a common understanding among stakeholders active in the protection, prevention and relief of children in mining sites (i.e. Government, civil society organizations, etc., including local community-based organizations), of the programs, practices, and legal framework's gaps, barriers, and opportunities to address child labor in the ASM cobalt supply chains.

The scope of work is as follows:

1. Identify key actors, programs, practices associated with the protection, prevention and rescue of children from mine sites;
2. Describe the role of the different stakeholders whose activity relates to the protection, prevention and rescue of children from cobalt mining in order to develop a mapping of existing and former key stakeholders in programs and practices and the regulatory framework for CL;
3. Describe structures and impact of stakeholders' programs and practices;
4. Depict the legal frameworks governing the elimination of child labor in the cobalt supply chain in the DRC;
5. Identify gaps and barriers to effective implementation of programs against CL and compliance by government and key stakeholders (civil society organizations, etc.) to relevant laws and regulations and opportunities for future work.

The Project will use qualitative and quantitative methods in the data collection process, with specific attention to disaggregated data by sex. The suggested method will involve:

- Literature review and analysis of secondary data from reports;
 - Primary data collection and analysis through key informant interviews and focus group discussions. These will be carried out with representatives of government agencies (Ministries of Mines, Labor, Gender/family/children, Justice, Education, etc.), civil society organizations, religious associations, youth associations, etc. Conduct key informant interviews at community level and organize focus group discussions with local community members;

The purpose of this study is to identify the strengths and weaknesses in combatting CL to guide the development of communication and advocacy strategies.

➤ **Capacity needs assessment:**

The capacity needs assessment will be conducted with the key stakeholders identified for the rapid assessment. It will inform the project of the state of affairs of the capacity of government actors and other stakeholders to fight child labor compared to capacity building of tripartite mandate of ILO. The expected analysis will explore issues such as normative(comply with existing rules), implementation and coordination capacities of key stakeholders.

The Scope of Work will address the following aspects:

1. Identify strengths and weaknesses of stakeholders identified under rapid assessment upon which to focus on for building capacity to address child labor.
2. Identify key capacity gaps of individual stakeholders and networks of partners.
3. Assess challenges of law enforcement and coordination of efforts between all stakeholders.

4. Assess central and provincial government for overseeing the compliance of stakeholders to legal framework.
5. Identify strengths and weaknesses of national policy and regulatory framework for an effective fight against child labor in mining supply chains. The findings of analysis will contribute to develop communication and advocacy strategies, and modules of training sessions.
6. In light of gaps identified, propose clear, practical and specific recommendations to increase the government and other key stakeholders' capacities to resolve the issue of child labor in the cobalt industry in the DRC. These recommendations will pave the way for stakeholders' capacity building strategy.

To achieve the scope of work, the project will use the above methodology:

- Literature review and analysis of secondary reports produced at key ministries level engaged in the fight against child labor in the mining sector. Analyze ILO capacity development guidelines;
- Data collection: Develop data collection tools. Conduct key informant interviews and questionnaires with key staff of government and other stakeholders (civil society organizations, etc.). Based on interviews organized at key staffs' level, bring out strengths and weaknesses upon which individual stakeholders and networks of partners build capacity to address child labor.

The purpose of this study is to lay the foundation for a stakeholders' capacity building strategy by providing area of capacity building for project's stakeholders.

➤ **Study of existing private sector monitoring and remediation systems**

The study will analyze several monitoring and remediation systems of private sector companies operating in the provinces as case studies and their alignment with relevant standards.

The study will seek to address the following kinds of questions:

1. Elaborate a mapping of mine sites' supply chains in the region and highlight the operating mechanisms as well as roles and responsibilities of all private sector actors, key industry initiatives and organizations involved in due diligence (child labor), with downstream, midstream and upstream level of the DRC mining supply chain.
2. Identify existing private sector monitoring and remediation systems of child labor in their supply chains and explain their functioning, strengths and weaknesses.
3. Identify and list local community organizations and actors concerned with these monitoring and remediation systems.
4. Evaluate the local communities' level of understanding of these systems and their expectations from companies regarding monitoring and remediation systems.
5. Identify the best practices and international global standards in minerals supply chain that could be applied locally to improve monitoring and remediation systems.

Highlight the challenges that private sector partners are facing when monitoring and remedying child labor in their mining (cobalt and copper) supply chains and identify how can they be resolved.

The study will employ qualitative method to carry out the research. The methodology will include the following:

- Literature review and analysis of secondary reports and data. Review a range of secondary resources, including relevant academic/professional literature on the issues of child labor and violations of workplace conditions in the Copperbelt; international standards and best practices recommended by international initiatives (Global Battery Alliance /GBA; Responsible Mineral Initiative/RMI; Responsible Cobalt Initiative/RCI) monitoring and remediation of child labor in mineral supply chains, the role and effectiveness of private sector actors in combatting social issues, especially those around child labor and workplace conditions in the cobalt ASM context, and

evaluations of current and past projects. Pact will also refer to information gathered through components 1 and 2 of the PSA.

- Stakeholder interviews and consultations. Conduct consultations, using instruments developed for this exercise, with a diverse cross-section of stakeholders, including key community groups (e.g. women and children). Key Informant Interviews (KIIs) and Focus Group Discussions (FGDs) will be semi-structured in design, guided by a core set of questions that are applied across categories of informants, while leaving significant flexibility to ask probing questions and pursue lines of inquiry that emerge during consultations. Detailed notes will be taken and hand coded along key themes to facilitate the identification and analysis of trends. Data and quotes will not be attributed to individuals but will only be attributed to the informant's position and location in a way that preserves anonymity.

Although they will be executed separately, the sum of the three studies will constitute the Project's Pre-Situational Analysis to meet USDOL's requirement.

The timing for each is detailed in the M&E category of the Project timeline/work plan, and can also be found in the Project's M&E budget category. These studies are to inform interventions, strategies, and to some extent, project results.

SECTION IV: IMPLEMENTATION AND MANAGEMENT OF CMEP

A. Roles and Responsibilities

Throughout the project lifecycle, the project team will execute activities described in the Activities Mapping developed in the CMEP in line with their respective roles and responsibilities. In the process, the team will collect and monitor information as the project evolves to ensure proper implementation of the CMEP.

From start, the project will secure the service of a consultants to conduct the two first studies (rapid assessment and capacity assessment). They will work under the direct supervision of the M&E Officer (MEO) who will oversee the contactor's data collection, analysis and reporting process. These reports will be revised by the project technical team (M&E Officer and the Project Manager) with the support ILO's M&E Seniors when necessary. The third study, regarding Component 3 which consist of the evaluation of private sector's existing monitoring and remediation of child labor mechanism, will be carried out by the Private Sector Liaison Officer (PSLO) directly with the support of PACT team. The Project Manager will oversee the overall assignments and remain responsible for all documents produced by the project vis-à-vis USDOL.

The collection of monitoring data is an ongoing task throughout the life of the project. Information will be collected and analyzed during the monitoring process and will be reported in the Technical Progress Report (TPR) submitted to DOL every six months.

The roles and responsibilities of the project technical team and partners are as follows:

Project Staff:

Core Technical Team:

The core technical team of the project consists of four persons: the Project Manager (PM), M&E Officer (MEO), Child Labor National Expert (CLNE) and Private Sector Liaison Officer (PSLO).

Project Manager(PM) roles and responsibilities:

- Review and validate the data submitted to her by the M&E Officer before sending them to USDOL.

M&E Officer roles and responsibilities:

- Develop and implement the CMEP monitoring;
- Oversee all the CMEP updating process with government actors, PACT and other relevant key stakeholders including civil society actors', local community-based organizations.
- Design data collection tools to manage the CMEP.
- Oversee the collection of data
- Analyze, compile, assess, review and verify all data to feed database for inclusion in the TPR.
- Provide technical guidance to the PSLO and to CLNE in the data collection process.
- Interact with Pact's M&E Officer and ILO M&E Seniors to ensure quality data and adequate planning of M&E activities and reports
- Oversee Consultants ~~the PSA consultants~~ work to ensure the accuracy of data collected and the quality of the report.
- ~~COTECCO's~~ M&E Officer will oversee all aspects of Monitoring and Evaluation activities including analysis, dissemination, database oversight under the direct supervision of the PM or PD.

National Expert in Child Labor

- Elaborate a strategy to implement CLMS in cobalt supply chains from the design to the test,
- Conduct assessment analysis studies for the development of the CLMS;
- Liaise with relevant ministries, government agencies and partners to ensure ownership and sustainability of project activities;
- Coordinate project activities as a whole by working closely with M&E and PSLO the implementation of project activities
- Oversee the implementation of the project Communication Strategy
- Implement and operationalize database on CL in the cobalt mining,
- Oversee and coordinate consultants' work in the implementation of project's activities,
- Work closely with M&E in tracking project indicators,
- Promote a multi-actors dialogue through key actors' commitment,
- Provide technical guidance to consultants in reviewing reports produced,
- Develop training tools for key actors' capacity building,
- Oversee the implementation of pilot activities.

Private Sector Liaison Officer (PSLO) roles and responsibilities:

- Provide inputs to the project's M&E ~~system as~~ **pertaining to the implementation of project activities under Outcome 3,**
- Participate and co-manage, with the M&E Officer, the baseline survey and data collection as it relates to the project efforts to improve the private sector's ability to monitor and address instances of child labor in their cobalt supply chains.

Non-Project Technical Support

ILO Seniors Specialists from ILO HQ, Regional, and Field offices:

ILO puts at the disposal of the project's team, an array of technical resources from senior and specialists on various topics relevant to the project to tap into to advance the project's activities. The ILO promotes experience sharing among its personnel. Webinars and discussions are organized between specialists, field project teams, field staff from different countries working on DOL-funded project to enhance the mastery of donor's procedures. Specialists are available to provide technical support whenever necessary. The COTECCO project benefits from the expertise of the different Specialists from the ILO Yaounde/Cameroon Specialist Office.

ILO's M&E Seniors :

Although not directly assigned to the project, ILO's M&E seniors represent a great resource for the project team. The Project benefits from ILO's M&E seniors' support in the development of the CMEP and the handling of all related M&E issues. They will continue to support the project team providing technical advice and orientation whenever necessary.

PACT's Seniors and M&E Specialist:

- Provide technical support for project's M&E activities pertaining to component 3 under the supervision of the project's M&E Officer who is responsible for the overall project M&E activities
- Support PSLO's data collection activities for component 3 of the project.
- Conduct the component 3 evaluation of existing monitoring and remediation mechanism. Based on the evaluation report, the project will design a set of best practices including testing of ComplyChain application to guide private sector in ensuring that cobalt supply chains are free of CL.

Consultants:

The project will hire experts and consultants to fulfill specific assignments including studies, analysis, and trainings in support of the project implementation. These consultants will work under the guidance of the project technical team to ensure their compliance with the ILO and DOL's requirements.

Non-Technical Project Staff and Support:

Administrative and Finance Assistance

Project Driver

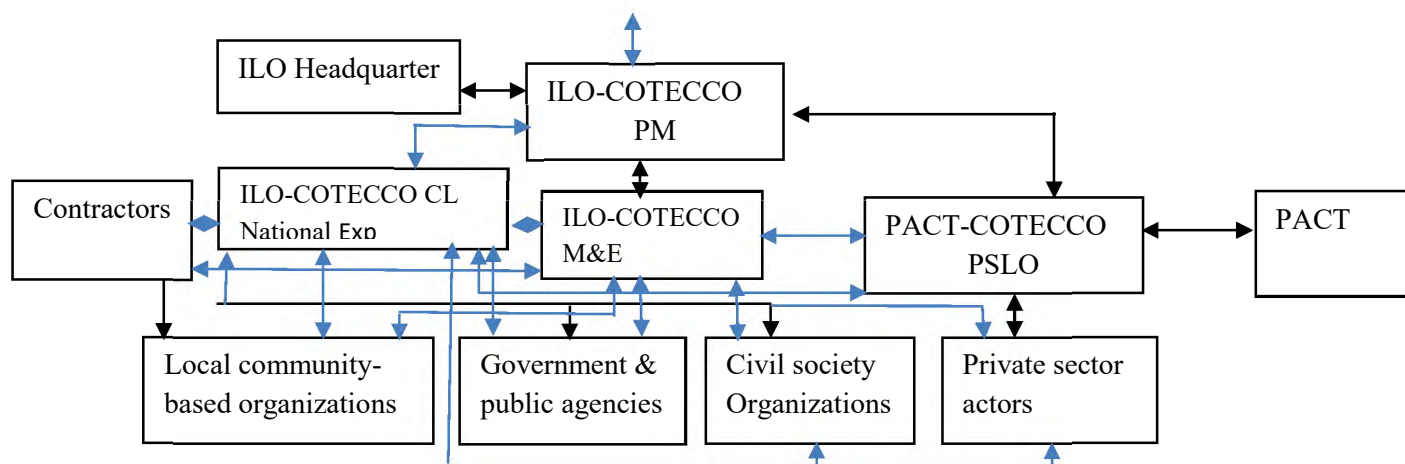
DRC ILO Country Office: especially the Administrative and Finances Unit, the Program Unit, the HR Unit and the Country Director.

B. Management Information System and Document Retention

COTECCO is a non-direct service project. As such, the project will develop a simple database management system using Microsoft Excel. All data collected will be entered into a protected password-Excel database to enable speedy, but limited access to authorized people. This system will store and secure all data that have been collected throughout the project cycle. The M&E Officer will insert data into the database which will be kept up to date. Access to the database will require password.

Figure N°2 Monitoring data flow

USDOL



Pre-Situational Analysis Process:

Regarding the two PSA, data will be generated by the consultants and the CLS/NCLE for the project M&E review. These data will be secured in cloud. For the third outcome, the PSLO will collect data from private sector actors for the purpose of carrying out the evaluation of their existing monitoring and remediation mechanism.

After the analysis of collected data with PACT seniors, PSLO will share analyzed information including related report with the rest of COTECCO technical team for inputs. After consolidation, the all three PSA reports will be shared with the ILO Seniors in Geneva for review. Once the ILO seniors' inputs are incorporated in the final documents, the project's PM will submit project reports to USDOL for inputs and approval.

The project's M&E Officer will lead data collection and analysis processes throughout the life of the project for routine monitoring data collection, in collaboration with Pact M&E team and other stakeholders. The data collected and analyzed will be compiled periodically in a programmatic report.

The project will refer to the following criteria in managing the collected information.

Data and Information Verification and Storage: All data collected will be stored physically in a secured place within the office premises as well as electronically in a protected hard disk.

Confidentiality: The Project data, particularly any Personal Identifiable Information, will be secured in locked cabinets with a password. Confidentiality of personal information will be handled in line with the ILO's Forced Labor Complaints Mechanism procedure. Specific Training may be provided to staff as needed.

SECTION V: DATA ANALYSIS PLAN

A. Purpose and Use of the Data Analysis Plan

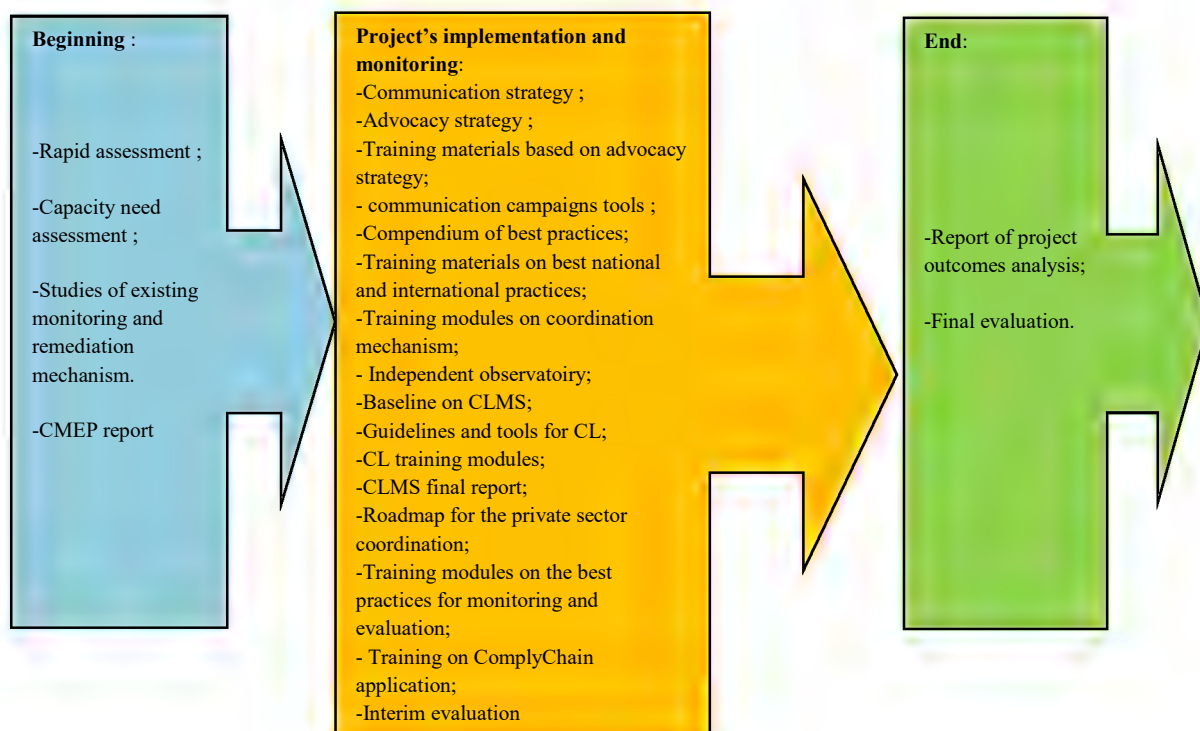
A data analysis plan (DAP) is a roadmap that indicates how a project will assess the data generated by project monitoring activities and, if relevant, data obtained from other sources. The DAP should help projects assess how they are progressing toward expected outcomes, help unveil unexpected outcomes, inform implementation, justify course corrections, and help projects understand how they are, to a limited extent, affecting change. Detailed DAPs of direct service projects will likely be more rigorous than DAPs of other projects. The purpose of developing a DAP is to systematize and standardize how

monitoring data will be interpreted. This will, in turn, help ensure data accuracy and reliability and contribute to a better understanding of what works, why, how, and in which contexts. The DAP integrates monitoring information into the project's feedback loop, so as to establish on-going mechanisms to promote sharing of data and inform and improve the quality of the decision-making process carried out by project management and field staff. The DAP will help ensure that as data against indicators are gathered, the results of those efforts are systemically assessed and thus progress toward achieving the overall project goal, as it pertains to all stakeholders involved, is accurately represented for the interim and final evaluations. The description below details COTECCO's plan for analyzing CMEP data in a timely manner throughout the life of the project.

B. Plan for Data Analysis and Utilization

Data analysis will be integrated into the routine process of monitoring, evaluation and learning of the project. The project will use three (3) frequencies for data analysis as described in the below chart:

Figure N°3: Frequency of data analysis



Throughout the life of the project, number of lessons learned will be compiled from baselines studies to final evaluations. Data monitoring and reporting forms will be designed along with the project's monitoring database.

The logic link between PSA data starts with mapping of key actors involved in child labor in mining sector. The mapping comprises two groups. In the first group, there are government officials, civil society organizations and stakeholders implementing project on the ground. The second group gathers private sector actors (mining companies, mining traders, mining cooperatives, provincial coordination of artisanal miners, and unions working with mining companies, cooperatives and traders).

Under outcome 1, the project will develop the mapping of the first group. To this end, the project undertakes the rapid assessment (output 1.1.1). The findings of the rapid assessment will guide the development of communication strategy (output 1.2.1) and advocacy strategy (output 1.2.2). The

project foresees to implement an advocacy strategy through pilot activities. The communication strategy will orient communication campaigns (output 1.2.5).

Based on the Identified stakeholders under output 1.1.1, the project will lead the capacity needs assessment foreseen under output 2.1.1 (outcome 2). The capacity needs assessment will guide the development of compendium of best national and international. Building on the rapid assessment (output 1.1.1) and the capacity needs assessment, the project will develop the compendium of national and international standards. From the capacity needs (output 2.1.1) identified and compendium produced (output 2.1.2), the project will design adapted training materials to strengthen key government officials and other key stakeholders at central and provincial levels (output 2.1.3). Based on identified needs highlighted in the capacity needs assessment (output 2.1.1), the project will establish a multi-stakeholder child labor monitoring system to end child labor in mines. The team will carried out baseline study of existing child labor monitoring mechanisms (output 2.3.1). From the findings of baseline, the project will develop a child labor monitoring system, including, guidelines and tools for CL identification (output 2.3.2); then adapted training materials will be designed to strengthen government officials and other key actors on CLMS processes. Finally, the CLMS will be tested through pilot activities (output 2.3.4).

Under outcome 3, the project will develop the mapping of the second group (private sector actors). To this aim, the first step consists on carrying out assessment of existing monitoring and remediation mechanism of private sector actors (output 3.1.1). The findings on assessment of existing monitoring and remediation will enable to pinpoint gaps of private sector actors on the monitoring and remediating. To fill identified gaps under output 3.1.1, the project finds useful to train private sector actors on the best practices of monitoring and remediating child labor (output 3.1.2) in order to prepare them on the standard compliance management.

The DAP will be implemented during the 3-project phases below:

Beginning: The project will document baseline situation through three separate but interrelated studies (rapid assessment, capacity needs assessment and existing monitoring and remediation systems). Even though conducted separately, these studies will constitute the project's PSA to meet DOL's requirement. The results of PSA lead to more appropriately defined activities, outputs and outcomes at project level and facilitate the implementation of project activities.

Project's implementation and monitoring: The findings of the preceding studies will enable the project to document the baseline situation of the indicators of the PMP. The baseline data will be inserted in the first Technical Progress Report (TPR) to be submitted to DOL. These studies will likewise serve as the basis for key documents such as the communication/advocacy strategies and messages, as well as training modules and tools.

Each TPR will be fed per deliverables produced during the reporting period

All produced reports will be shared with recruited external and independent consultant to feed interim evaluation.

Monitoring will highlight data progress, successes, obstacles, and resolutions. Additionally, COTECCO will routinely generate performance reports and/or dashboards to monitor progress toward process and output targets. The findings of all developed research will progressively feed TPR to be submitted to DOL.

End: The project will carry out an analysis of project outcomes and bring out factors that have impacted the project's results. The report of project outcomes analysis will be available prior to final evaluation.

The project will support the external and independent evaluation (the final evaluation) as part of CMEP to meet the requirements of DOL and ILO policies. This evaluation will assess project results achieved by the time of evaluation, successes, challenges, factors that have hindered or promoted the implementation of the project, draw on lessons learned. Therefore, relevant documents produced by the project, such as CMEP, TPR, report of project outcomes analysis, etc., will be available to inform the final evaluation. Each semester, the project will discuss monitoring data with government agencies. These agencies will review monitoring data and take corrective action.

The project's outcomes, sub-outcomes and outputs will be measured through defined indicators, collected at specific points in time. However, none of these indicators alone could ensure the achievement of the outcome. Each of them contributes to achieve the outcomes. For instance, share the rapid assessment report to key stakeholders (OTP.I.1.1.1) does not ensure that the outcome 1 is achieved i.e. there is a shared consensus on the common understanding of challenges and opportunities. To this end, it is relevant to take into account other indicators such as get the validation of communication and advocacy strategies (OTP.I.1.2.1 and OTP.II.2.2), train key stakeholders on the advocacy strategy (OTP.I.1.2.3), provide technical support to pilot advocacy strategy (OTP.I.1.2.4), Organize communication campaigns (OTP.I.1.2.5). These indicators are interconnected in order to achieve the outcome 1.

Under outcome 2, the fact that the report on capacity needs assessment is shared to key stakeholders (OTP.I.2.1.1) cannot assure that the capacity of key stakeholders is strengthened. Based on needs identified (OTP.I.2.1.1), and gaps and barriers identified (OTP.I.1.1.1), the project will strengthen stakeholder's capacity (OTP.I.2.1.3). Stakeholders are used to implementing their own interventions with a short impact. Consequently, their actions do not bring substantial change due to lack of coordination. To promote change, the project plans to strengthen coordination between them by training members of coordination (OTP.I.2.2.1.1; OTP.I.2.2.1.2), making coordination functional (OTP.I.2.2.2), and making independent observatory functional (OTP.I.2.2.3.1 and OTP.I.2.2.3.3). The assessment report also insisted on the urgent need for reliable data on CL in mining. To address this critical need assist the DRC Government in setting up a child labor monitoring system to enhance the fight against CL in the mining sector. To this end, the project will carry out a baseline study on CLMS (OTP.I.2.3.1.1) as a first step in the creation process of the CLMS. From the findings of this baseline study, the project will produce guidelines and tools for the CLMS (OTP.I.2.3.2.1). Capacity building workshops will be organized to train Government and key actors on the implementation of these tools and guidelines (OTP.I.2.3.3.1 and 2.3.3.2). Throughout the creation and pilot processes of the CLMS, advocacy activities will be conducted to promote a common understanding of the system by decision-makers as well as implementing actors. Finally, to ensure the effectiveness of the CLMS, pilot activities on CLMS will be conducted (OTP.I.2.3.4.1). All these indicators contribute toward the attainment of outcome 2.

Building on outcome 3, the identified gaps on monitoring and remediating (OTP.I.3.1.1) does not imply the achievement of this outcome 3. The project needs to train private sector actors both on the best practices (OTP.I.3.1.2.1; OTP.I.3.1.2.2) and , and provide technical assistance on the use of the ComplyChain application (OTP.I.3.1.3.1 and OTP.I.3.1.3.2). After strengthening private sector actors' skills, the project will support their coordination group by making functional private sector actors' group (OTP.I.3.2.1), developing roadmap of private sector actors (OTP.I.3.2.2) and implementing the roadmap (OTP.I.3.2.3). The efforts implemented will lead to achieve the outcome.

C. Data Quality Assurance Procedures

The COTECCO will conduct a data quality assessment at least once before the interim performance evaluation in order to verify: (1) the quality of reported data for key indicators (data verification); and (2) the ability of the project's data management system to collect, manage, and report high quality data (system assessment). Findings from a data quality assessment should be used by the Recipient to formulate and implement corrective measures to strengthen the data management and reporting system and eventually to improve data quality. The evaluator leading the interim performance evaluation will conduct a review of the completed data quality assessment and provide feedback to the project. Recipients are encouraged to use USDOL's suggested format which is called the Routine Data Quality Assessment (RDQA).

The project technical team will supervise data collection procedures. To this end, the M&E Officer will develop data collection tools to ensure reliability. Data quality verification will entail to assess data itself, stakeholders' capacities to produce them and reports/documents containing these data.

To meet US DOL data quality standards, COTECCO will employ the following additional strategies:

- Field test new data collection tools
- Include data verification and quality improvement during routine monitoring visits
- Conduct spot checks of data warehoused against source data
- Check data for logical consistency, timeliness, completeness and accuracy.

A routine internal data quality assessment will be conducted quarterly for both ILO and PACT to ensure all data collection procedure are respected. Specific recommendations to different project's stakeholders for data quality improvement will be produced and shared.

D. Performance Reporting

The project will submit a Technical Progress Report (TPR) to OCFT biannually. Required with each TPR submission is the project's Data Reporting Form (DRF—TPR Annex A), which reports actual progress against pre-established targets for each indicator and provides context to the results being reported. TPRs are due every six months (in October and April). Reporting periods run from April 1st –September 30th, and from October 1st –March 31st. COTECCO's DRF is attached to this CMEP in Annex 3.

E. Revisions to the CMEP

The project is responsible for the implementation and revision of the CMEP. Projects may revise their CMEP as needed during the life of the project. In cases of minor modifications to the CMEP, such as small alterations in indicator wording or M&E management processes internal to the project, the project must notify the GOR and M&E POC of any and all changes and then submit a revised CMEP.

In some cases, the project may propose substantial changes that alter targets, involve major changes to indicator wording, add or remove indicators, involve major revisions to written sections of the CMEP, or affect the scope of the project (including changes to major project activities). Changes of this nature must be discussed with and approved by the OCFT GOR and M&E staff POC, and then a revised CMEP must be submitted for full review and approval by USDOL.

If there is a substantive project modification that alters the outputs and activities of the project or adds/removes countries from the work plan, the project should initiate a CMEP revision. The project should consult the OCFT GOR and M&E POC to confirm whether a revision will be required.

LIST OF ANNEXES TO CMEP

Annex 1– Project-level Child Labor or Forced Labor

I- **Project-Level Child Labor Definitions for a Common Understanding of The DRC Legal Framework**

Child labor issues significantly undermine the Democratic Republic of Congo's economy which is chiefly based on the mining industry. Addressing the subject has always been the national government's preoccupation. Recently at the *Mining Day* Conference organized in Kolwezi in 2018, the President of the DRC recognized the problem. In his opening remarks, he vowed to make the elimination of child labor in the mining sector a priority for the government. The DRC child labor legal scheme stems from the International Labor Organization of Labor's (ILO) key conventions (138 and 182) and recommendation 190 on child labor which the country ratified both in June 2001. It comprises: the Constitution, the labor code, a panoply of regulations and, more importantly, the Ministerial Arrêté No 12 of August 2008 which provides specific legal requirements governing children's working activities and conditions.

The DRC Constitution states, "No one can be brought to forced and mandatory work" and that "Public authorities have the duty to provide protection to children in difficult situations and to bring to justice people causing harm to children as well as their accomplices." The Constitution gives mandate to the Ministry of Labor to regulate labor activities through Arrêtés. In 2002, the DRC was endowed with a new labor code following reformation of the 1967 code. Key novelties of the 2002 labor code include *inter alia*, the ban of worse forms of child labor and immediate action for their eradication, as well as the raising of the legal working age from 14 under the previous code to 16 years. While the labor code provides broader guidance in protecting minors against various types of economic exploitation, the Ministerial Arrêté N° 12/CAB.MIN/TPSI/045 /08 of 08 August 2008

rules on different aspects of children working requirements: legal working age, working duration, types of activities that are allowed and not allowed, etc.

I. Definitions of Key Terms:

1. **Child:** under DRC law, a child means “any person under the age of 18 years” - *Ministerial Arrêté N° 12/CAB.MIN/TPSI/045 /08 of 08 August 2008, Article 2.*
International law defines “child” as an “individual under the age of 18 years.”

2. Legally Working Children (LWC):

The legal working age for children under the DRC law is 16 years. The 2002 Labor Code has set 16 years as the legal minimum age required to enter into a working contract. *Labor Code 2002, art. 6.* However, 15-year-old children under the same code are permitted to perform “light and safe works” as described by the implementing order/Arrêté. This exception allows 15-year-olds to work if there is an “express waiver from a labor inspector and legal parent or guardian’s authorization” Such a waiver can be quashed by the court on the ground of equity and specific circumstances. *2002 Labor Code – PREAMBLE; Chap. III, art. 6.*

Children 16 to 18 years of age are not allowed to work more than 8 hours a day. “If working time exceeds 4 hours, such period shall be interrupted by one or more breaks of no less than one hour. » *Ministerial Arrêté N° 12/CAB.MIN/TPSI/045 /08 of 08 August 2008 – Chap. II, art. 5.*

“No children under the age of 18 shall be employed on Saturday and Sunday.” *Ibid. – Art. 6*

Night work is strictly prohibited for any child under the age of 18. *Ibid. art. 7.*

According to ILO Conventions 182 and 138 children 13-15 are allowed to perform light work. Article 7 of ILO Convention 138 defines “light work” as employment or work performed by children age 13 to 15 including activities:

- *not likely to be harmful to their health or development; and*
- *not such as to prejudice their attendance at school, their participation in vocational orientation or training programs approved by the competent authority or their capacity to benefit from the instruction received.*

Children 16 to under 18 in the DRC are eligible for “**Light and safe work**”. Art. 17 of the 2008 Arrêté provides a list of types of work that are authorized to legally working children. This includes:

1. Harvesting bananas and palm nuts, provided that the work of picking is carried out on the ground;
 2. Manually crushing fruits and seeds, sorting of plant products;
 3. Making nests for nurseries;
 4. Basketry;
 5. Keeping small livestock and barnyard animals.
 6. Supervising activities as doorkeeper and day watchmen;
 7. Selling of newspapers and hawking not involving the transport of heavy goods;
 8. Or work that will be authorized by the Inspector of the jurisdiction.
- Arrêté No 12, Chap. V, Sect. 1, art 17.*

3. Children engaged in Child Labor (CL):

The DRC law in line with the ILO regulation recognized that children should be encouraged to perform light and safe work such as helping parents or learning new skills for their physical and psychological development. Child labor, under DRC law refers to children of legal or illegal working age performing work that is prohibited by law, for a proscribed duration that is harmful to a child's education, health, physical, mental and moral growth.

Children 4-18 are engaged in child labor in the following circumstances under the DRC legislation:

- 1) Performing work that exceeds their strength,
- 2) Performing dangerous and unsafe work which is likely to cause harm to their health, safety and morals;
- 3) Engaging in worse forms of child labor as described in the regulation;
- 4) Working for more than 4 hours without a break;
- 5) Girls: It is forbidden to use female children to transport loads on pedals and handcarts.
- 6) Engaging children 4-15 in even "light work" is illegal as light work is allowed only to those ranging from 16-18 and to some extent those at the age of 15 if supported by an "express waiver from the labor inspector and legal parent/guardian authorization.

4. Children engaged in Hazardous Child Labor (HCL):

In line with ILO Convention 182 on the WFCL, DRC law protects children of legal working age against "work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety or morals of children." In addition, work that exceeds children's strength, and dangerous and unsafe work, are also proscribed to children 16-18.

Work exceeding children's strength: Arrêté No 12, art 9-12. It is punished by law to assign children, boys and girls under 18, to regular manual transport of loads that are forbidden, except in the case of harvesting seeds, leaves and fruits with the condition that the harvest is being done on the ground. This caveat excludes the transport and harvest of bananas and palm nuts. Children from 16 to under 18 are forbidden to carry, drag or push, both inside and outside the usual place of work, loads weighing more than the following maxima:

- 1) Occasional manual transport of loads:
Boys: 15 Kg Girls: 10 Kg
- 2) Transport on wheelbarrow (vehicle included):
Boys: 35 Kg Girls: 25 Kg
- 3) Transport on three- or four-wheel vehicles (vehicle included):
Boys : 50 Kg Girls: 35 Kg
- 3) Transport on wagon on flat railway and at maximum 4 hours per day (vehicle included) :
Boys: 400 Kg Girls: 250 Kg. *Ibid art. 10*

It is forbidden to use female children to transport loads on pedals and handcarts. *Ibid art. 11*

Carriage by trolley or similar vehicles is prohibited to children of two sexes under the age of 18 years.

Section 3: Unsafe or unhealthy work. *Ibid art. 12*

Dangerous and unsafe work: DRC law forbids employment of children under the age of 18 for the following labor deemed dangerous and unsafe for them:

- 1) Inspection, greasing, cleaning or repair of machinery or mechanisms in operation;

- 2) Work requiring the presence or passage in a room where there are machines operated by hand or by an animal or mechanical engine, engines, transmissions and mechanisms whose dangerous parts are not covered by appropriate protective organs;
- 3) Operation or handling equipment;
- 4) Rendering and slaughterhouse work, guts and tanneries;
- 5) Driving engines, vehicles and mechanical machines;
- 6) Engine work by means of pedals, wheels, cranks, levers, jig maneuvers and shaking tables by hand or foot;
- 7) Use and handling of circular or ribbon or multi-blade saws, working on shears or mechanical cutting blades or grinding wheels;
- 8) Manufacture, handling or transport of explosive or flammable substances;
- 9) Manufacture or repair of electric accumulators;
- 10) Industrial painting work involving the use of white lead, sulphate of lead and all products containing these pigments;
- 11) Work in closed premises of the electrical service;
- 12) Work that exposes children to physical, psychological or sexual abuse;
- 13) Work underground, underwater, at dangerous heights or in confined spaces;
- 14) Work with dangerous machinery, equipment or tools, or involving handling or carrying heavy loads;
- 15) Work in an unhealthy environment that may, for example, expose children to hazardous substances, agents or processes, or to temperature, noise or vibration conditions that are detrimental to their health;
- 16) Work that is done under particularly difficult conditions, for example, for long hours, or at night, or for which the child is unjustifiably detained on the premises of the employer;
- 17) And generally, any work prohibited, because of their dangerous or unhealthy nature, by the Inspector of Labor of the jurisdiction.

These activities owing to their nature, or conditions in which they are performed, have high probability to cause harm to children health and safety.

ILO: Determination of HCL is the domain of national legislators, as the appreciation of hazards varies from one country to another. *Ibid art. 13.*

5. **Worst Forms of Child Labor (WFCL):**The definition of WFCL under the Congolese law includes:
 - a. *All forms of slavery or practices similar to slavery, such as the sale and trafficking of children, debt bondage and serfdom and forced or compulsory labor, including forced or compulsory recruitment of children for use in armed conflict;*
 - b. *The use, procurement or offering of a child for prostitution, the production of pornography or for pornographic performances;*
 - c. *The use, procurement or offering of a child for illicit activities, in particular for the production and trafficking of drugs as defined in the relevant international treaties.*
 - d. *Work that, by its nature or the conditions in which it is performed, is likely to harm the health, safety, dignity or morality of the child;*
 - e. *The use of children under 18 years of age in the manufacturing, handling and sale of writings, printing materials, drawings, designs, symbols, images and other objects whose sale, offer, exhibition, display or distribution are repressed by penal law.*

Any employer is prohibited by law to engage children in these types of work. The national definition of WFCL combines both the international definition of ILO WFCL (paragraphs a, b, and c of the ILO Convention 182) and HCL definitions. *Ibid Labor Code art. 3; Chap IV, Sect. 1, article 8.*

For the purpose of the project, in addition to the above, WFCL will also include employing children to mining activities and any other activity requiring children presence near large scale mining (LSM) or artisanal and small-scale mining (ASM) activities as such activities, by their nature and circumstances, are likely to harm children health, safety, physical, mental, and spiritual growth.

II. TABLE OF CHILD LABOR DEFINITIONS OF KEY TERMS:

Terms	Definition
Child	Under DRC law, a child means “any person under the age of 18 years” - <i>Ministerial Arrêté N° 12/CAB.MIN/TPSI/045 /08 of 08 August 2008, Article 2.</i> International law defines “child” as an “individual under the age of 18 years
Legally Working Children (LWC): Light work	OITC-138, art 3 – minimum age for children’s employment is 18. DRC Law: The legal working age for children under the DRC law is 16 years. The 2002 Labor Code has set 16 years as the legal minimum age required to enter into a working contract. <i>Labor Code 2002, art. 6.</i> Exception: According to ILO Conventions 182 and 138 children 13-15 are allowed to perform light work. Article 7 of ILO Convention 138 defines “light work” as employment or work performed by children age 13 to 15 including activities: ▪ <i>not likely to be harmful to their health or development; and not such as to prejudice their attendance at school, their participation in vocational orientation or training programs approved by the competent authority or their capacity to benefit from the instruction received</i> Under DRC Law , 15-year-old children under are authorized to perform “light and safe works” as described by the implementing order/Arrêté. This exception allows 15-year-olds to work if there is an “express waiver from a labor inspector and legal parent or guardian’s authorization” Such a waiver can be quashed by the court on the ground of equity and specific circumstances. <i>2002 Labor Code – PREAMBLE; Chap. III, art. 6.</i> Children 16 to 18 years of age are not allowed to work more than 8 hours a day. “If working time exceeds 4 hours, such period shall be

	interrupted by one or more breaks of no less than one hour. «Ministerial <i>Arrêté</i> N° 12/CAB.MIN/TPSI/045 /08 of 08 August 2008 – Chap. II, art. 5. “No children under the age of 18 shall be employed on Saturday and Sunday.” <i>Ibid.</i> – Art. 6 Night work is strictly prohibited for any child under the age of 18. <i>Ibid.</i> art. 7. Children 16 to under 18 in the DRC are eligible for “Light and safe work”. Art. 17 of the 2008 <i>Arrêté</i> provides a list of types of work that are authorized to legally working children. This includes: 1. Harvesting bananas and palm nuts, provided that the work of picking is carried out on the ground; 2. Manually crushing fruits and seeds, sorting of plant products; 3. Making nests for nurseries; 4. Basketry; 5. Keeping small livestock and barnyard animals. 6. Supervising activities as doorkeeper and day watchmen; 7. Selling of newspapers and hawking not involving the transport of heavy goods; 8. Or work that will be authorized by the Inspector of the jurisdiction. <i>Arrêté No 12, Chap. V, Sect. 1, art 17.</i>
Children engaged in Child Labor (CL):	The DRC law in line with the ILO regulation recognized that children should be encouraged to perform light and safe work such as helping parents or learning new skills for their physical and psychological development. Child labor, under DRC law refers to children of legal or illegal working age performing work that is prohibited by law, for a proscribed duration that is harmful to a child’s education, health, physical, mental and moral growth. Children 4-18 are engaged in child labor in the following circumstances under the DRC legislation: 7) Performing work that exceeds their strength, 8) Performing dangerous and unsafe work which is likely to cause harm to their health, safety and morals; 9) Engaging in worse forms of child labor as described in the regulation; 10) Working for more than 4 hours without a break; 11) Girls 12) Engaging children 4-15 in even “light work” is illegal as light work is allowed only to those ranging from 16-18 and to some extent those at the age of 15 if supported by an “express waiver from the labor inspector and legal parent/guardian authorization.

Children engaged in Hazardous Child Labor (HCL):	In line with ILO Convention 182 on the WFCL, DRC law protects children of legal working age against “work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety or morals of children.” In addition, work that exceeds children’s strength, and dangerous and unsafe work, are also proscribed to children 16-18.
Work exceeding children’s strength: 	Arrêté No 12, art 9-12. It is punished by law to assign children, boys and girls under 18, to regular manual transport of loads that are forbidden, except in the case of harvesting seeds, leaves and fruits with the condition that the harvest is being done on the ground. This caveat excludes the transport and harvest of bananas and palm nuts. Children from 16 to under 18 are forbidden to carry, drag or push, both inside and outside the usual place of work, loads weighing more than the following maxima: 4) Occasional manual transport of loads: Boys: 15 Kg Girls: 10 Kg 5) Transport on wheelbarrow (vehicle included): Boys: 35 Kg Girls: 25 Kg 3) Transport on three- or four-wheel vehicles (vehicle included): Boys : 50 Kg Girls: 35 Kg 6) Transport on wagon on flat railway and at maximum 4 hours per day (vehicle included) : Boys: 400 Kg Girls: 250 Kg. <i>Ibid art. 10</i> It is forbidden to use female children to transport loads on pedals and handcarts. <i>Ibid art. 11</i> Carriage by trolley or similar vehicles is prohibited to children of two sexes under the age of 18 years. Section 3: Unsafe or unhealthy work. <i>Ibid art. 12</i>
Dangerous and unsafe work: <i>work which by its nature or the conditions in which it is carried out is likely to harm children’s health, safety and morality.</i>	Employment of children 16 to under 18 is deemed dangerous and unsafe, therefore prohibited by law in the DRC. 18) Inspection, greasing, cleaning or repair of machinery or mechanisms in operation; 19) Work requiring the presence or passage in a room where there are machines operated by hand or by an animal or mechanical engine, engines, transmissions and mechanisms whose dangerous parts are not covered by appropriate protective organs; 20) Operation or handling equipment;



Myanmar – children searching for ruby stone in mine site

- 21) Rendering and slaughterhouse work, guts and tanneries;
- 22) Driving engines, vehicles and mechanical machines;
- 23) Engine work by means of pedals, wheels, cranks, levers, jig maneuvers and shaking tables by hand or foot;
- 24) Use and handling of circular or ribbon or multi-blade saws, working on shears or mechanical cutting blades or grinding wheels;
- 25) Manufacture, handling or transport of explosive or flammable substances;
- 26) Manufacture or repair of electric accumulators;
- 27) Industrial painting work involving the use of white lead, sulphate of lead and all products containing these pigments;
- 28) Work in closed premises of the electrical service;
- 29) Work that exposes children to physical, psychological or sexual abuse;
- 30) Work underground, underwater, at dangerous heights or in confined spaces;
- 31) Work with dangerous machinery, equipment or tools, or involving handling or carrying heavy loads;
- 32) Work in an unhealthy environment that may, for example, expose children to hazardous substances, agents or processes, or to temperature, noise or vibration conditions that are detrimental to their health;
- 33) Work that is done under particularly difficult conditions, for example, for long hours, or at night, or for which the child is unjustifiably detained on the premises of the employer;
- 34) And generally, any work prohibited, because of their dangerous or unhealthy nature, by the Inspector of Labor of the jurisdiction.

These activities owing to their nature, or conditions in which they are performed, have high probability to cause harm to children health and safety.

ILO: Determination of HCL is the domain of national legislators, as the appreciation of hazards varies from one country to another. *Ibid art. 13.*

Worst Forms of Child Labor (WFCL):

The definition of WFCL under the Congolese law includes:

- a. *All forms of slavery or practices similar to slavery, such as the sale and trafficking of children, debt bondage and serfdom and forced or compulsory labor, including forced or compulsory recruitment of children for use in armed conflict;*
- b. *The use, procurement or offering of a child for prostitution, the production of pornography or for pornographic performances;*
- c. *The use, procurement or offering of a child for illicit activities, in particular for the production and trafficking of drugs as defined in the relevant international treaties.*



Child in mines in Mali



Child in mining in Burkina Faso



- d. *Work that, by its nature or the conditions in which it is performed, is likely to harm the health, safety, dignity or morality of the child;*
- e. *The use of children under 18 years of age in the manufacturing, handling and sale of writings, printing materials, drawings, designs, symbols, images and other objects whose sale, offer, exhibition, display or distribution are repressed by penal law.*

Employers are prohibited by law to engage children in these types of work. The national definition of WFCL combines both the international definition of ILO WFCL (paragraphs a, b, and c of the ILO Convention 182) and HCL definitions. ***Ibid Labor Code art. 3; Chap IV, Sect. 1, article 8.***

Considering that mining activities, regardless of their nature or the conditions in which they are being carried out, are critically harmful to children's health, safety and dignity, they thus meet the description of WFCL as described in article 3-d of C-182 and DRC Labor Code – Chap IV, Sect. 1, art 8-d.

Therefore, for the purpose of the project, in addition to the above, WFCL will also include employing children to mining activities and any other activity requiring children presence near LSM or ASM activities as such activities, by their nature and circumstances, are likely to harm children health, safety, physical, mental, and spiritual growth.

Annex 2– Routine Data Quality Assessment Checklist Suggested Format

COTECCO Routine data quality assessment checklist is included in a separate Excel file

Annex 3 –Data Reporting Form Template (also known as Annex A)

COTECCO data reporting form is included in a separate Excel file

Annex 4– Project Data Collection Instruments

COTECCO data collection instruments is included in a separate Excel file

[2020 Findings on the Worst Forms of Child Labor](#)

2021

[Progress in Implementing Chapter 16 \(Labor\) and Capacity-Building under the Dominican Republic – Central America – United States Free Trade Agreement – Fourth Report](#)

2021

[List of Goods Produced by Child Labor or Forced Labor](#)

2020

[ILAB Synthesis Review](#)

2020

[United States-Mexico-Canada Agreement \(USMCA\) Labor Rights Report](#)

2019

[Report on the U.S. Employment Impact of the United States-Mexico-Canada Agreement](#)

2019

[Work-Related Violence Research Project: Overview and Survey Module and Focus Group Findings \(Central America\)](#)

2017

[List of Products Produced by Forced or Indentured Child Labor](#)

2016

[Public Report of Review of Submission No. 2015-01 \(Peru\)](#)

2016

[Public Report of Review of Submission No. 2015-04 \(Mexico\)](#)

2016

[Independent Impact Evaluation for the Strengthening Protections of Internationally Recognized Labor Rights in Colombia Project](#)

2016

[Progress in Implementing Capacity-Building Provisions under the Labor Chapter of the Dominican Republic - Central America - United States Free Trade Agreement \(Third Biennial\)](#)

2015

[Standing Up for Workers: Promoting Labor Rights Through Trade](#)

2015

[Understanding Children's Work and Youth Employment Outcomes in Laos](#)

2015

[Public Report of Review of Submission No. 2012-01 \(Honduras\)](#)

2015

[Final Report: Survey Research on Child Labor in West African Cocoa Growing Areas](#)

2015

[Improving Labor Inspection Systems: Design Options](#)

2014

[Informe Nacional Sobre el Trabajo Infantil y el Empleo Juvenil](#)

2014

[Human Resource Practices for Labor Inspectorates in Developing Countries](#)

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