



## **TECHINICAL ASSISTANCE (TA) FOR THE DEVELOPMENT OF AN OCCUPATIONAL SAFETY AND HEALTH (OSH) ELECTRONIC REGISTRY AND REFERRAL SYSTEM**

### **PROJECT OVERVIEW AND ROLE**

The Ministry of Commerce, Industry and Labour (MCIL) in collaboration with the International Labour Organization (ILO) will undertake the above task to develop an electronic registry for centralizing OSH related data within MCIL. In addition, the system is intended to facilitate referrals from key partners i.e. Ministry of Health, Fire and Emergency Services Association, Accident Compensation Corporation and the Ministry of Police.

The objective and importance of this project is to address fragmentation in the collection of OSH related information. The commitment between key agencies established through memorandums of understanding marks an important crossroads for MCIL to continue to push forward efforts to consolidate data across key agencies.

In addition, the project will support the following strategies identified under the National OSH Framework 2018:

- Develop effective methods for the collection and analysis of work place accidents, injuries and illnesses; and
- Correctly apportion financial responsibility for OSH especially in relation to its impact on the health system.

The consultant will be working closely with the Assistant CEO for Industrial Relations, Employment Permits and Occupational Safety and Health, OSH labour inspectors, the ILO office in Samoa and key partners.

### **EXPECTED OUTCOMES**

Technical Assistance will be required to produce the following:

- Consultation and documenting needs analysis
- Proposing System options to MCIL and finalising Conceptual Framework for Database System
- Development of Database System skeleton
- Develop Standard Operating Procedures
- Train responsible MCIL staff and populate the database

A full TOR including the scope of work and selection criteria can be obtained from the MCIL website [www.mcil.gov.ws](http://www.mcil.gov.ws) or Albert Meredith on email [albert.meredith@mcil.gov.ws](mailto:albert.meredith@mcil.gov.ws) or from our main office at Level 4, Accident Compensation Corporation Building, Apia.

### **APPLICATION DEADLINE**

Submission of Expression of Interest responding to the invitation should be addressed to the Chief Executive Officer, Ministry of Commerce Industry and Labour, Level 4 Accident Compensation Corporation Building, Apia or email to Albert Meredith on email [albert.meredith@mcil.gov.ws](mailto:albert.meredith@mcil.gov.ws) by close of business **28<sup>th</sup> October 2020**.

For further information on this project please contact Albert Meredith on 20441 or 22323.