



## Process for MFAF Scoping Visits

The purpose of the scoping visit process document is to outline an approach to first step engagements with countries the MFA Forum is considering engaging in. In many instances, the MFAF working group is familiar with issues in a country or region, however it is necessary to engage with stakeholders early, to hear what their main concerns are, what they believe key issues in the industry are, and to facilitate a process that is home-owned and home grown. This includes assessing the interest by local players to have the MFAF engage at a country level. Necessary is the engagement by the government as a willing participant of the MFAF efforts.

The purpose of scoping visits is to:

- Engage local stakeholders, including government, employers, trade unions, development organizations, donor organizations and NGOs, to identify the current work taking place, opportunities and needs of the country or region's garment industry and worker communities;
- Assess the potential support for a locally owned multi-stakeholder process that would include the active participation of local industry, government, trade unions, NGOs, and international agencies with local offices;
- Identify key challenges, issues and needs in the country or region related to the garment industry;
- Share the needs with MFA Forum members and international development organizations; and
- Identify next steps to address key issues raised from the scoping visit with a view toward creating value for a single, collaborative process or program, integrating and involving initiatives already taking place.

The process to initiate a country-level scoping visit:

1. An MFAF Multi-stakeholder working group should already be in place, engaging the MFAF participants that have the interest, capacity, and knowledge of the country and/or region that represents a multi-stakeholder contingency and that can identify the value-add of the MFA Forum to engage on a particular country level.



2. The working group should identify and agree to the participants that will represent the MFAF on the scoping visit, limiting the participation to an effective and efficient number—ideally 1-2 buyer representatives, an international trade union representative, an international NGO representative, and if appropriate or possible, an international organisation, Secretariat representative and/or a member of another multi-stakeholder initiative.
3. The cost of the scoping visit is bore by the participating organisations. Where NGOs or Trade Union participants need financial assistance, they should contact the Secretariat as soon as possible to discuss the need for the coverage of costs and the availability of funding. The Secretariat will work with the participant/participating organisation and the working group to secure the necessary funding.
4. The group should draft a document that outlines the purpose/objective of the visit with approval from the larger working group (see Appendix I).
5. The working group should help identify and map the stakeholders that should be contacted and met with on the scoping visit, including government representatives, local trade unions and NGOs, employers/suppliers, industry associations, exporting country embassies, international organisations and donor agencies such as the World Bank, DFID, USAID, UNDP, etc. and any other key players in the country.
6. Participants make logistical arrangements including flights, hotels, meeting appointment schedule, transportation arrangements, etc. If participants need Secretariat help for arranging logistics, please inform the Secretariat well in advance.
7. Notify the Secretariat of the days and schedule of the scoping visit.
8. Within 2 weeks after the scoping visit, the group shall submit a scoping visit report that includes:
  - a. outline of the purpose/agenda/objective
  - b. The MFAF participants involved in the scoping visit
  - c. Who the participants met with and their contact information
  - d. A short brief on the key issues discussed at each meeting
  - e. Group conclusions regarding the key challenges in the industry, in the country, in the region (if appropriate); drivers for the MFAF's involvement; what the value-add is for the MFAF's involvement; and



conclusions about whether MFAF should continue and deepen its engagement in the country.



## *Appendix I*

### **Example Outline of SV Objectives: Lesotho**

#### ***What value does the MFA Forum bring to the Lesotho garment and textile industry?***

1. The MFA Forum includes international institutions, key buyers, trade unions, and NGOs who are committed to the principles laid out in the MFA Forum Collaborative Framework (CF). These principles outline the actions needed to ensure a viable, profitable, responsible, and internationally competitive textile and garment industry in Lesotho.
2. The CF promotes action-oriented dialogue with a clear set of principles for each stakeholder to address.
3. Although the challenges facing the apparel industry in Lesotho have been known for some time, the MFA Forum hopes to raise the profile of these issues, and promote a new sense of urgency. It will strive to facilitate a locally owned collaborative partnership between international institutions, governments, buyers, trade unions, NGOs, and other stakeholders to enhance its competitiveness in a post quota environment and implement an immediate action plan for workers who have been impacted by recent factory closures related to MFA in Lesotho

#### ***MFA Forum Objectives for the First Lesotho Scoping Visit:***

1. Engage local stakeholders including government, development employers, trade unions, development organizations and NGO's to identify the opportunities and needs of the Lesotho garment industry and worker communities
  - a. Assess the potential support for a locally owned multi-stakeholder process that would include the active participation of local industry, government, trade unions and NGOs
  - b. Identify key needs in Lesotho related to the garment industry
  - c. Initiate dialogue with key stakeholders to assess the level of worker displacement following the end of quotas, and determine the levels of support and/or new job opportunities needed to assist workers who have been displaced by factory closure or consolidation
  - d. Meet with key local and international stakeholders to discuss a long-term intervention model to address the HIV and AIDS pandemic in Lesotho
  - e. Prioritize the needs and identify potential work streams for the MFA Forum to focus their efforts with local stakeholders
  - f. Share the needs with MFA forum members and international development organizations





5. Initiate dialogue with the Lesotho government to encourage proactive steps that support a viable, responsible, and globally competitive apparel industry. In particular, the government should consider:
  - a. Adopting policies that promote increased local sourcing of materials while maintaining current levels of foreign direct investment (FDI).
  - b. Streamlining customs practices to reduce border delays.
  - c. Identifying resource needs to strengthen enforcement of labour legislation that is consistent with international standards and encourage improved labour practices and decent work.
  - d. Continuing to encourage dialogue, collaboration, and partnership between the country's trade unions, industry association, and government officials.
  - e. Exploring the viability of social security programs to support and, if necessary, re-train displaced workers.