GARMENT ASSOCIATION NEPAL (GAN)

Kathmandu, Nepal

VACANCY NOTICE

Position	Program Coordinator
Project duration	3.5 months (August–November 2026)
Duty station	Kathmandu
Application deadline	10 August 2026

Background

The Garment Association Nepal (GAN) is implementing a project supported by the International Labour Organization (ILO), Kathmandu, under the LDC Graduation Project. The intervention aims to contribute to enhanced productivity and competitiveness for sustained, inclusive and sustainable economic growth, full and productive employment, and decent work for all. The project promotes the Decent Work Agenda: employment creation, social protection, rights at work and social dialogue.

GAN invites applications from qualified and motivated candidates for the position of Program Coordinator to lead day-to-day coordination, implementation, monitoring, stakeholder engagement, consultant management, documentation and reporting. The position plays a central role in ensuring that all project activities are implemented on time, within budget, with appropriate quality and with clear evidence of results.

Key Responsibilities

The selected candidate will:

- Lead day-to-day planning, coordination and timely implementation of all project activities under Outputs 1 and 2, within the approved timeframe, budget and quality standards.
- Coordinate with GAN, ILO, garment and textile enterprises, consultants, government agencies, workers' and employers' organizations, buyers and other stakeholders.
- Coordinate sectoral forums and activities on LDC graduation preparedness, competitiveness, market access, digital promotion, quality assurance and business development.
- Coordinate enterprise selection, assessments, improvement plans, technical assistance, coaching and capacity building on productivity, OSH, workplace cooperation, gender equality and labour standards.
- Coordinate development and piloting of the GAN digital/e-portal, quality assurance tools, monitoring system, Responsible Business Conduct Guidelines and model workplace policy.
- Facilitate linkages with the Social Security Fund (SSF), support enterprise and worker registration/enrolment, and coordinate training needs assessments and demand-driven skills development.
- Coordinate digital marketing, business leadership and skills training, and blended buyer–seller/B2B engagement to strengthen enterprise visibility, market access and export opportunities.
- Manage and follow up with consultants, trainers and technical experts to ensure timely, quality deliverables.
- Maintain workplans, activity trackers, enterprise databases, monitoring tools and risk/issue registers, and ensure systematic collection and verification of project evidence and results.

- Prepare and consolidate progress reports, activity reports, meeting minutes, presentations, success stories, lessons learned and final reporting inputs, including technical and financial reporting support to GAN and ILO.
- Identify implementation challenges and recommend timely corrective actions to achieve project targets.
- Undertake other project-related responsibilities assigned by GAN management.

Qualifications and Experience

- Master's degree in Business Administration, Management, Economics, Development Studies, Social Sciences or another relevant discipline.
- Minimum 5 years of relevant professional experience in program/project coordination, private-sector development, enterprise development, employment/labour, business associations, development programs or related fields.
- Demonstrated experience coordinating multi-stakeholder projects involving the private sector, government, development partners and/or workers' and employers' organizations.
- Experience with garment/textile enterprises, manufacturing, export promotion, labour standards, decent work, skills development or responsible business conduct will be an advantage.
- Good communication, coordination, interpersonal and organizational skills.
- Strong writing, reporting and drafting skills.
- Good command of written and spoken English and Nepali.
- Good computer skills, including MS Office and online communication tools.
- Ability to work effectively with enterprises, government agencies, and workers' and employers' organizations.
- Ability to work independently and as part of a team within a short project implementation timeframe.

How to Apply

Interested candidates are requested to submit an updated CV and a cover letter outlining their relevant qualifications and experience to **ganasso2011@gmail.com** no later than **10 August 2026**, with "Application – Program Coordinator" in the subject line.

Only shortlisted candidates will be contacted for the further selection process.

GARMENT ASSOCIATION NEPAL (GAN)

Kathmandu, Nepal

VACANCY NOTICE

Position	Program Consultant
Project duration	3.5 months (August–November 2026)
Duty station	Kathmandu
Application deadline	10 August 2026

Background

The Garment Association Nepal (GAN) is implementing a project supported by the International Labour Organization (ILO), Kathmandu, under the LDC Graduation Project. The intervention aims to contribute to enhanced productivity and competitiveness for sustained, inclusive and sustainable economic growth, full and productive employment, and decent work for all. The project promotes the Decent Work Agenda: employment creation, social protection, rights at work and social dialogue.

The project will identify and select 12 garment and textile enterprises to participate in a pilot programme. GAN invites applications for the position of Program Consultant to provide technical support to participating enterprises and GAN in implementing the thematic interventions under Output 2, including enterprise assessments, improvement planning, technical assistance, coaching, occupational safety and health, workplace cooperation, productivity, gender equality and labour standards.

Key Responsibilities

The selected candidate will:

- Support GAN in developing and applying criteria for the selection and orientation of 12 participating garment and textile enterprises.
- Conduct or support enterprise-level assessments to identify gaps in working conditions, workplace cooperation, social dialogue, productivity, OSH, gender equality and labour standards.
- Develop practical enterprise improvement plans with clear priorities, actions, responsibilities, timelines and indicators.
- Provide technical assistance and on-site coaching to enterprise management and workers' representatives to implement agreed improvement actions.
- Support enterprises to strengthen occupational safety and health, workplace cooperation, productivity, gender equality and compliance with labour standards.
- Facilitate constructive dialogue between management and workers' representatives and support mechanisms for improved workplace cooperation.
- Provide technical inputs to the development and piloting of the monitoring system on working conditions, product quality and labour standards.
- Provide technical inputs for the development and piloting of the Responsible Business Conduct (RBC) Guidelines aligned with international labour standards and due diligence principles.
- Provide technical support for the development and application of the model workplace policy integrating gender equality, social dialogue, social security, OSH and formalization of employment.
- Coordinate with relevant experts and institutions, including the Social Security Fund and skills-training providers, where technical linkages are required.

- Support identification of enterprise-level training and capacity-development needs and contribute to demand-driven interventions.
- Develop practical tools, checklists, templates, guidance notes and other technical materials for enterprise-level implementation.
- Monitor progress of participating enterprises against their improvement plans and recommend corrective actions where required.
- Coordinate closely with the GAN Program Coordinator and project consultants to ensure integrated and timely implementation.

Qualifications and Experience

- Master's degree in Business Administration, Management, Development Studies, Labour Studies, Economics, Social Sciences, Industrial Relations or another relevant discipline. A Bachelor's degree in Law (LL.B.) or equivalent legal qualification with substantial relevant professional experience is preferred.
- At least 10 years of relevant professional experience in private-sector development, enterprise development, decent work, labour standards, productivity, workplace cooperation, social dialogue or related areas.
- Demonstrated experience providing technical assistance, coaching or advisory support to private-sector enterprises.
- Strong understanding of occupational safety and health, labour standards, gender equality, social dialogue, workplace cooperation and productivity improvement.
- Experience working with employers' organizations, garment/textile enterprises, workers' representatives, government institutions or development partners will be an advantage.
- Experience developing practical guidelines, tools, policies, assessment frameworks or enterprise improvement plans.
- Strong analytical, facilitation, communication and report-writing skills.
- Good command of written and spoken English and Nepali.
- Strong computer skills, including MS Word, Excel and PowerPoint.
- Ability to work independently, manage multiple assignments and deliver high-quality outputs within a short and intensive project timeframe.

How to Apply

Interested candidates are requested to submit an updated CV and a cover letter outlining their relevant qualifications and experience to **ganasso2011@gmail.com** no later than **10 August 2026**, with "Application – Program Consultant" in the subject line.

Only shortlisted candidates will be contacted for the further selection process.

GARMENT ASSOCIATION NEPAL (GAN)

Kathmandu, Nepal

VACANCY NOTICE

Position	Finance Officer
Project duration	3.5 months (August–November 2026)
Duty station	Kathmandu
Application deadline	10 August 2026

Background

The Garment Association Nepal (GAN) is implementing a project supported by the International Labour Organization (ILO), Kathmandu, under the LDC Graduation Project. The intervention aims to contribute to enhanced productivity and competitiveness for sustained, inclusive and sustainable economic growth, full and productive employment, and decent work for all. The project promotes the Decent Work Agenda: employment creation, social protection, rights at work and social dialogue.

GAN invites applications from qualified and experienced candidates for the position of Finance Officer to support sound financial management, accounting, budget monitoring and financial reporting throughout the project implementation period.

Key Responsibilities

The selected candidate will:

- Manage day-to-day project financial transactions, accounting records, supporting documentation and financial files in accordance with GAN's financial procedures and project requirements.
- Monitor project expenditure against the approved budget and maintain an updated budget-versus-actual expenditure tracking system.
- Review payment requests, invoices, bills, contracts, advances and supporting documents for accuracy, completeness and compliance before processing payments.
- Ensure timely processing, recording and reconciliation of project expenditures, advances, cash/bank transactions and relevant financial records.
- Coordinate with the Program Coordinator and GAN management to ensure that financial resources are available and appropriately used for timely implementation of project activities.
- Maintain proper documentation and filing of all financial records to ensure transparency, accountability and audit readiness.
- Prepare periodic financial statements, expenditure reports, budget updates and other financial information required by GAN management and ILO.
- Support preparation and consolidation of the project's financial progress and final reports, ensuring consistency between financial records, the approved budget and reported activities.
- Monitor consultant payments, training/event-related costs, procurement payments and other project expenditures in accordance with approved procedures.
- Support financial reconciliation and follow up on outstanding advances, settlements and required documentation.
- Assist with internal and external audits, financial reviews and responses to audit queries, as required.

- Ensure compliance with applicable financial policies, donor requirements, and tax and statutory obligations.
- Coordinate with project staff and service providers to resolve financial and documentation issues promptly.
- Undertake other finance- and project-related responsibilities assigned by GAN management.

Qualifications and Experience

- Bachelor's degree in Finance, Accounting, Business Administration, Management, Economics or a relevant discipline. A Master's degree or professional accounting qualification will be an advantage.
- Minimum 3 years of relevant professional experience in accounting, finance management, financial administration or donor-funded project finance.
- Experience in financial management of development projects, preferably projects supported by international development partners.
- Knowledge and practical experience in budget monitoring, financial reporting, reconciliation, documentation and audit preparation.
- Strong knowledge of MS Excel and accounting/financial management software.
- Good understanding of financial controls, accounting procedures, taxation and statutory requirements in Nepal.
- Strong attention to detail, numerical accuracy and organizational skills.
- Good written and spoken English and Nepali.
- Ability to work independently and effectively within a short project implementation timeframe.
- High level of integrity, confidentiality, accountability and professionalism.

How to Apply

Interested candidates are requested to submit an updated CV and a cover letter outlining their relevant qualifications and experience to **ganasso2011@gmail.com** no later than **10 August 2026**, with "Application – Finance Officer" in the subject line.

Only shortlisted candidates will be contacted for the further selection process.

GARMENT ASSOCIATION NEPAL (GAN)

Kathmandu, Nepal

VACANCY NOTICE

Position	Outreach Officer
Project duration	3.5 months (August–November 2026)
Duty station	Kathmandu
Application deadline	10 August 2026

Background

The Garment Association Nepal (GAN) is implementing a project supported by the International Labour Organization (ILO), Kathmandu, under the LDC Graduation Project. The intervention aims to contribute to enhanced productivity and competitiveness for sustained, inclusive and sustainable economic growth, full and productive employment, and decent work for all. The project promotes the Decent Work Agenda: employment creation, social protection, rights at work and social dialogue.

GAN invites applications from qualified and motivated candidates for the position of Outreach Officer to support the effective implementation of project activities.

Key Responsibilities

The selected candidate will:

- Support the planning, coordination and implementation of project activities with garment and textile enterprises and relevant stakeholders.
- Conduct outreach and maintain regular communication with GAN member enterprises, workers' representatives, government agencies, social partners and other stakeholders.
- Support the organization of trainings, workshops, enterprise-level activities, meetings and sectoral dialogues.
- Coordinate with consultants, enterprises and project partners for timely implementation of activities.
- Assist in preparing project reports, meeting minutes, correspondence, activity documentation and other project-related documents.
- Support data collection, monitoring, follow-up and documentation of project results.
- Undertake other project-related responsibilities assigned by GAN.

Qualifications and Experience

- Master's degree in Business Administration, Management, Economics, Development Studies, Social Sciences or another relevant discipline.
- Relevant professional experience in project implementation, enterprise development, private-sector development, labour/employment, stakeholder coordination or related areas is preferred.
- Good communication, coordination, interpersonal and organizational skills.
- Strong writing, reporting and drafting skills.
- Good command of written and spoken English and Nepali.
- Good computer skills, including MS Office and online communication tools.
- Ability to work effectively with enterprises, government agencies, and workers' and employers' organizations.

- Ability to work independently and as part of a team within a short project implementation timeframe.

How to Apply

Interested candidates are requested to submit an updated CV and a cover letter outlining their relevant qualifications and experience to **ganasso2011@gmail.com** no later than **10 August 2026**, with "Application – Outreach Officer" in the subject line.

Only shortlisted candidates will be contacted for the further selection process.

GARMENT ASSOCIATION NEPAL
Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Quality and Compliance Assurance Tools Expert

Project activity	Activity 1.2 – Quality and Compliance Toolkit	**Duration**	15 days (01–15 September 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To develop, validate and pilot a practical quality and compliance assurance toolkit that GAN member enterprises can use to assess and improve product quality, labour standards compliance and market readiness for key export markets.

KEY RESPONSIBILITIES

- Review quality management and compliance practices in GAN member enterprises and buyer requirements in key export markets (EU, UK, USA, Japan and Australia), including social compliance audits and ILO fundamental principles and rights at work.
- Develop a toolkit with a product quality checklist (materials, in-line and final inspection, AQL sampling, defect tracking), a labour compliance checklist aligned with the Labour Act 2074 and OSH requirements, a market readiness checklist (documentation, traceability, rules of origin, certification) and a simple scoring and action planning format.
- Validate the draft toolkit with GAN, the ILO technical team and selected enterprise representatives.
- Pilot the toolkit in selected enterprises, including a two-day piloting and orientation session for around 20 enterprise representatives.
- Finalize the toolkit and prepare a pilot report with findings, lessons and recommendations for wider use by GAN.

KEY DELIVERABLES

Inception note with methodology, work plan and toolkit outline; draft quality and compliance assurance toolkit; piloting and orientation session with pilot records; final toolkit (English, with Nepali checklists where relevant) and pilot report.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Degree in textile or industrial engineering, quality management, business administration or a related field.
- Substantial experience in quality assurance, production management or social compliance in the garment and textile sector.
- Good knowledge of buyer requirements, social compliance audits and Nepal's labour legislation.
- Excellent writing and facilitation skills in English and Nepali.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Quality and Compliance Assurance Tools Expert"**.

Date of publication: 13 August 2026 **Application deadline: 20 August 2026 (Thursday), 5:00 PM**

Only shortlisted candidates will be contacted. GAN is an equal opportunity organization; women, persons with disabilities and candidates from marginalized groups are strongly encouraged to apply.

GARMENT ASSOCIATION NEPAL

Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Business and Digital Marketing Consultant

Project activity	Activity 1.3 – Digital Marketing Platform	**Duration**	10 working days (20 September – 09 October 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To develop and launch a digital marketing platform for GAN that showcases Nepalese garment and textile products and member enterprises to international buyers, and leads the platform concept, buyer-focused content strategy and digital promotion plan.

KEY RESPONSIBILITIES

- Review GAN's online presence, member data and comparable regional platforms; define the platform concept, target users, features and sitemap.
- Design buyer-focused member profiles, a searchable product catalogue, export capability information and a buyer enquiry function.
- Guide and review the work of content developers, designers and the photographer for quality and consistency.
- Develop a digital promotion plan (SEO, social media and B2B sourcing portals), linked to the B2B buyer–seller meet under Activity 1.6.
- Support testing and launch, prepare a user manual and train GAN secretariat staff.

KEY DELIVERABLES

Inception note (concept, sitemap, content plan); platform prototype; content uploaded and tested; platform launch with digital promotion plan, user manual, staff training and final report.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Master's degree in business administration, marketing or a related field.
- At least five years' experience in digital marketing, branding or export promotion.
- Good knowledge of garment and textile export markets and how international buyers source suppliers.
- Practical experience in search engine optimization, social media marketing and content strategy.
- Excellent writing skills in English and Nepali.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Business and Digital Marketing Consultant"**.

Date of publication: 13 August 2026 **Application deadline: 20 August 2026 (Thursday), 5:00 PM**

Only shortlisted candidates will be contacted. GAN is an equal opportunity organization; women, persons with disabilities and candidates from marginalized groups are strongly encouraged to apply.

GARMENT ASSOCIATION NEPAL

Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Digital Platform IT Consultant

Project activity	Activity 1.3 – Digital Marketing Platform	**Duration**	10 working days (20 September – 09 October 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To lead the technical development of GAN's digital marketing platform, covering platform architecture, development oversight, data security, testing, hosting and handover, so that GAN can showcase member products to international buyers and manage the platform itself.

KEY RESPONSIBILITIES

- Define the technical architecture, features and sitemap of the platform with the Business and Digital Marketing Consultant.
- Build the structure for member profiles, a searchable product catalogue, a buyer enquiry function and social media links.
- Oversee the web developer and review technical outputs for quality, security and performance.
- Set up hosting, website security and technical search engine optimization.
- Test and launch the platform, prepare a content management manual and train GAN secretariat staff.

KEY DELIVERABLES

Inception note (concept, sitemap, features); platform prototype with profile and catalogue structure; content uploaded and platform tested; platform launched with user manual, staff training and final report.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Bachelor's degree in computer science, information technology, engineering or a related field.
- At least five years' experience in web development, e-commerce or online platform management.
- Experience with content management systems, hosting, website security and technical SEO.
- Experience with B2B, trade promotion or product catalogue platforms is an advantage.
- Excellent writing skills in English and Nepali.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Digital Platform IT Consultant"**.

Date of publication: 13 August 2026 **Application deadline: 20 August 2026 (Thursday), 5:00 PM**

Only shortlisted candidates will be contacted. GAN is an equal opportunity organization; women, persons with disabilities and candidates from marginalized groups are strongly encouraged to apply.

GARMENT ASSOCIATION NEPAL

Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Technical Assistance and Workplace Improvement Consultant

Project activity	Activity 2.3 – On-site Coaching	**Duration**	20 days (01–20 September 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To help the 20 pilot enterprises implement their enterprise improvement plans and adopt better workplace practices on labour standards, occupational safety and health (OSH), social dialogue, gender equality and productivity.

KEY RESPONSIBILITIES

- Review the enterprise improvement plans from Activity 2.2 and prepare a coaching plan and training materials.
- Design and deliver a two-day training for around 25 management and workers' representatives on OSH, workplace cooperation, productivity (5S, line balancing, waste reduction), gender equality and labour standards.
- Conduct on-site coaching visits to pilot enterprises to support priority improvement actions.
- Track each enterprise's progress against its improvement plan using simple indicators.
- Prepare a final report with progress, good practices, case examples and recommendations for GAN.

KEY DELIVERABLES

Inception note and coaching plan; training modules; two-day training with training report; coaching visits with progress tracking sheets; final report with good practices and case examples.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Degree in engineering, management, occupational health, industrial relations or a related field.
- Extensive experience in OSH, productivity improvement or workplace cooperation programmes in enterprises.
- Experience in delivering training and coaching to both management and workers.
- Fluency in Nepali and good command of English.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Technical Assistance and Workplace Improvement Consultant"**.

Date of publication: 13 August 2026 **Application deadline: 20 August 2026 (Thursday), 5:00 PM**

Only shortlisted candidates will be contacted. GAN is an equal opportunity organization; women, persons with disabilities and candidates from marginalized groups are strongly encouraged to apply.

GARMENT ASSOCIATION NEPAL

Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Supply Chain Monitoring System Consultant

Project activity	Activity 2.5 – Supply Chain Monitoring	**Duration**	15 days (01–15 September 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To design, pilot and hand over a practical system that GAN can use to monitor working conditions, product quality and labour standards among member enterprises and their supply chains, including subcontractors and home-based workers.

KEY RESPONSIBILITIES

- Review national labour law, ILO standards and buyer due-diligence requirements relevant to supply chain monitoring.
- Develop a monitoring framework with a focused set of indicators on working conditions, product quality and labour standards.
- Develop data collection tools (enterprise self-reporting form, monitoring visit checklist, worker feedback tool) and a simple data management format.
- Pilot the system with member enterprises, including a two-day piloting session for around 25 participants, and refine the tools.
- Prepare a monitoring manual and orient GAN secretariat staff on its use.

KEY DELIVERABLES

Inception note and review summary; draft monitoring framework and tools; pilot records; final monitoring system, manual, pilot report and staff orientation.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Degree in law, social sciences, management or a related field.
- Experience in labour law, compliance monitoring or supply chain due diligence.
- Good knowledge of Nepal's labour legislation and ILO standards.
- Excellent writing skills in English and Nepali.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Supply Chain Monitoring System Consultant"**.

Date of publication: 13 August 2026 **Application deadline: 20 August 2026 (Thursday), 5:00 PM**

Only shortlisted candidates will be contacted. GAN is an equal opportunity organization; women, persons with disabilities and candidates from marginalized groups are strongly encouraged to apply.

GARMENT ASSOCIATION NEPAL

Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Responsible Business Conduct (RBC) Guidelines Consultant

Project activity	Activity 2.6 – RBC Guidelines	**Duration**	15 days (01–15 September 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To develop, consult on and pilot voluntary Responsible Business Conduct (RBC) Guidelines for Nepal's garment and textile sector that are practical for MSMEs and aligned with international labour standards and due diligence principles, including GSP+ conditions.

KEY RESPONSIBILITIES

- Review relevant frameworks, including the ILO Declaration on Fundamental Principles and Rights at Work, ILO MNE Declaration, UN Guiding Principles, OECD Garment and Footwear Due Diligence Guidance, GSP+ requirements and national laws.
- Draft RBC Guidelines covering policy commitment, risk identification, prevention, grievance mechanisms, remediation and reporting, with attention to freedom of association, forced and child labour, discrimination and OSH.
- Consult on the draft with GAN, member enterprises, trade unions and government agencies.
- Pilot the Guidelines, including a two-day piloting session for around 25 participants, and revise based on feedback.
- Finalize the Guidelines with an enterprise self-assessment checklist for GAN endorsement.

KEY DELIVERABLES

Inception note and framework review; draft RBC Guidelines; consultation and pilot records; final RBC Guidelines, self-assessment checklist and pilot report.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Advanced degree in law, economics, business, social sciences or a related field.
- Experience in responsible business conduct, human rights due diligence, labour standards or policy development.
- Knowledge of the garment and textile sector and of ILO and OECD frameworks.
- Excellent writing skills in English.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Responsible Business Conduct (RBC) Guidelines Consultant"**.

Date of publication: 13 August 2026 **Application deadline: 20 August 2026 (Thursday), 5:00 PM**

Only shortlisted candidates will be contacted. GAN is an equal opportunity organization; women, persons with disabilities and candidates from marginalized groups are strongly encouraged to apply.

GARMENT ASSOCIATION NEPAL

Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Model Workplace Policy Consultant

Project activity	Activity 2.7 – Model Workplace Policy	**Duration**	15 days (01–15 September 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To develop and pilot a model workplace policy that garment and textile enterprises, especially MSMEs, can easily adapt and adopt, integrating gender equality, social dialogue, social security, OSH and formalization of employment.

KEY RESPONSIBILITIES

- Review the legal framework, including the Labour Act 2074, Labour Rules 2075, Contribution Based Social Security Act 2074, Sexual Harassment at Workplace (Prevention) Act 2071, Child Labour Act 2056 and relevant ILO conventions.
- Draft a model policy covering non-discrimination, prevention of sexual harassment, grievance handling, social dialogue, social security enrolment, OSH and formalization of employment.
- Prepare a presentation and adaptation guide for enterprises on adopting and communicating the policy.
- Consult with employer and worker representatives and pilot the policy, including a two-day session for around 25 participants.
- Finalize the model policy (English and Nepali) and guide based on feedback.

KEY DELIVERABLES

Inception note and legal review; draft model policy and adaptation guide; consultation and pilot records; final model policy (English and Nepali), adaptation guide and pilot report.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Degree in law; licensed legal practitioner.
- Experience in labour law, gender equality or workplace policy development.
- Good knowledge of Nepal's labour, social security and anti-harassment laws.
- Excellent drafting skills in English and Nepali.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Model Workplace Policy Consultant"**.

Date of publication: 13 August 2026 **Application deadline: 20 August 2026 (Thursday), 5:00 PM**

Only shortlisted candidates will be contacted. GAN is an equal opportunity organization; women, persons with disabilities and candidates from marginalized groups are strongly encouraged to apply.

GARMENT ASSOCIATION NEPAL

Shankhamul Road, New Baneshwor, Kathmandu, Nepal | ganasso2011@gmail.com

VACANCY ANNOUNCEMENT

Call for Individual Consultant

Training Needs Assessment Consultant

Project activity	Activity 2.8 – Skills Training	**Duration**	10 days (01–10 September 2026)
Duty station	Kathmandu (with enterprise visits in Kathmandu Valley)	**Reports to**	Project Coordinator, GAN

ABOUT GAN AND THE PROJECT

Garment Association Nepal (GAN), established in 1987, is the umbrella organization of producers and exporters of ready-made garments in Nepal. With support from the International Labour Organization (ILO) under the project "Enhancing Decent Work and Productivity on the Textile and Garment Supply Chains for Nepal's LDC Graduation", GAN is helping the sector prepare for Nepal's graduation from Least Developed Country status in November 2026. GAN invites applications from qualified and experienced individuals for the following consultancy assignment.

OBJECTIVE OF THE ASSIGNMENT

To identify priority skills gaps among workers in selected garment and textile enterprises and ensure that demand-driven training for around 20 participants, delivered with the NAVT authority and/or accredited private training providers, responds to those needs.

KEY RESPONSIBILITIES

- Develop a training needs assessment tool covering technical skills (cutting, sewing, finishing, quality control, machine maintenance) and supervisory and soft skills.
- Conduct the assessment in selected enterprises agreed with GAN, drawing on Activity 2.2 findings.
- Prepare a TNA report identifying priority skills and recommended training courses.
- Liaise with the NAVT authority and/or accredited training providers; prepare the training plan, course outlines and participant selection criteria, with attention to women workers.
- Monitor training delivery, conduct a post-training evaluation and prepare a final report.

KEY DELIVERABLES

Inception note and TNA tool; TNA report with priority skills and recommended courses; training plan, provider arrangements and participant list; training monitoring, post-training evaluation and final report.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Degree in education, human resource development, management or a related field.
- Experience in training needs assessment and skills development.
- Familiarity with training providers in Nepal.
- Good report writing skills in English and Nepali.

HOW TO APPLY

Interested candidates should submit (1) an updated CV, (2) a cover letter describing relevant experience, and (3) a brief technical and financial proposal by e-mail to **ganasso2011@gmail.com** with the subject line **"Application – Training Needs Assessment Consultant"**.

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