



CALL FOR PROPOSALS:

## **Assessment of human rights risks related to the coconut industry, for the Philippines and Indonesia: Stage 1**

July 2024

### **Background and objectives**

The Sustainable Coconut Partnership (SCP) is an international, multistakeholder, voluntary membership organisation, with a mission to work towards a responsible and resilient coconut sector. As an initiative stemming from the human rights and living income working group, the Sustainable Coconut Partnership is commissioning a human rights assessment, focusing on two countries: Philippines and Indonesia.

This project aims to support SCP members to develop a deeper collective understanding of human rights risks related to the coconut industry in the Philippines and Indonesia, and identify strategies which members could implement to address them and comply with current and future regulations. It also aims to summarise the key findings in a format which can be easily understood and actioned by supply chain partners. This project will be carried out in two stages:

#### **Stage 1**

Through desk research and key informant interviews, the consulting team will

- i. Produce a summary of international legal and regulatory responsibilities and requirements related to human rights due diligence for international buyers and supply chain actors in the Philippines and Indonesia
- ii. Identify and assess the salience of human rights risks related to the coconut industry
- iii. Map national legal and regulatory frameworks, and activities being carried out by governments, private sector and civil society actors to address the human rights risks identified in task ii
- iv. Present findings to SCP Members, define scope and produce plans for Stage 2

#### **Stage 2**

Currently, it is envisaged that Stage 2 will involve both primary and secondary research in order to:

- i. Carry out a deeper assessment of the most salient risks identified in Stage 1, identifying hotspots, analysis of factors causing the risk and potential drivers of improvement in the target countries
- ii. Develop actionable strategies which members and supply chain partners can implement to address the most salient risks
- iii. Produce one or more resources to help communicate key information about human rights due diligence to supply chain partners



This CFP outlines the tasks and deliverables for **Stage 1** of this project, to be delivered by the consulting team.

## Tasks

### 1. Summarise international legal and regulatory responsibilities and requirements related to human rights due diligence

The consulting team will:

- Research and summarize relevant international legal and regulatory responsibilities and requirements related to human rights due diligence for international buyers and supply chain actors in the Philippines and Indonesia. It is envisaged that summary would be roughly 10-15 pages and the resources should also provide adequate signposting to sources which provide additional information.
- Provide recommendations about the actions which members and supply chain partners need to be taking to ensure compliance with these regulations

The scope should include, but is not limited to, legislation from the EU, UK and the Americas (including US, Canada, Mexico and South America). Both current and upcoming requirements should be included. The write-up should provide a clear and concise summary of the most relevant points for members and their supply chain partners in relation to the coconut industry, rather than providing a comprehensive legal review.

#### Methods

- Desk research, making full use of various publicly available summaries on this topic

### 2. Identify and assess the salience of human rights risks related to the coconut industry

As outlined in the background section, the Stage 1 salience assessment aims to provide an initial assessment based on desk research and key informant interviews, which will provide the basis for the overall prioritization of risks and will define what further research is needed to complete the assessment in Stage 2.

- **Develop criteria and methodology for the Stage 1 salience assessment** of human rights risks in the coconut industry. At a minimum, the criteria should cover severity and likelihood<sup>1</sup> of negative impacts. The methodology should include a plan for desk research and key informant interviews. Present these to the SCP team for finalization and approval.
- **Carry out the identification of human rights risks related to the coconut industry**, for the Philippines and Indonesia. This should cover all relevant human rights, including living incomes for farmers

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<sup>1</sup> Severity: meaning those impacts that would be greatest in terms of their scale and scope. Likelihood: meaning the likelihood of the impact occurring in the future



- **Carry out the stage 1 salience assessment for each identified risk** based on the agreed criteria and methodology
- **Produce a draft plan for the stage 2 salience assessment.** This should outline the
  - Focus: which risks require further assessment
  - Objectives and methods: specify objectives, data to be collected, as well as proposed methods for collecting and analyzing data.

#### Methods

- **Desk research:** a number of relevant reports contributed by members of SCP will be provided to the consulting team. The consulting team should also carry out comprehensive desk research on all other available sources.
- **Key informant interviews** with experts from government, private sector, academia, UN, NGOs, consultants. These could be conducted online, though in-person meetings would be preferable for some stakeholders.

### 3. Map national legal and regulatory frameworks, and activities being carried out to address the human rights risks identified in task 2

This task aims to provide members with a clear picture about regulatory frameworks and activities<sup>2</sup>) being carried out to address the human rights risks which were identified in task 2 as relevant to coconut industry. This mapping will help members to understand how best to position their efforts in way that maximizes synergies with local initiatives. Through desk research and key informant interviews the consulting team should:

- **Map relevant legal, regulatory and policy frameworks in the Philippines and Indonesia.** Identify, list and provide a brief summary of key details. Precise information to be gathered will be agreed with the SCP Team in advance, though comprehensive legal analysis is not envisaged.
- **Map relevant human rights monitoring systems, grievance and remediation mechanisms** in the Philippines and Indonesia
- **Map relevant programmes and other activities** implemented by governments, private sector and civil society actors to address the identified human rights risks.
- **Based on the mapping, assess the landscape and provide recommendations to members,** focusing on potential gaps and opportunities for synergies with other actors

#### Methods

- **Desk research:** a number of relevant reports contributed by members of SCP will be provided to the consulting team which. The consulting team should also carry out comprehensive desk research on all other available sources

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<sup>2</sup> 'Activities' could include human rights monitoring systems, grievance and remediation mechanisms, programmes and other interventions to address human rights risks in coconut supply chains



- **Key informant interviews** with experts from government, private sector, academia, UN, NGOs, consultants. These could be conducted online, though in-person meetings would be preferable for some stakeholders.

#### **4. Present findings, define scope and produce plans for Stage 2**

##### **Workshop with SCP members**

The consulting team will deliver a workshop with SCP members during which they will:

- **Present and validate** the findings and recommendations from tasks 1-3
- **Present draft plans for Stage 2**
- **Gather feedback and fine-tune plans for Stage 2**

##### **Produce final plans for Stage 2**

Integrating feedback from SCP Team and SCP members, the consulting team will develop plans for Stage 2, covering:

- Objectives
- Methodology and activities
- Timeframes
- Deliverables

## **Deliverables**

The deliverables for this assignment are as follows:

- 1. Powerpoint** for SCP members workshop
- 2. Report.** This should include:
  - **Stage 1 reporting:** Objectives, methodology, key findings and recommendations related to tasks 1-3 above
  - **Plans for Stage 2:** objectives, methodology, timeframes and outputs
- 3. Repository of desk research**
  - Folder containing all documents collected during the research
  - Excel document listing all documents collected during the research

## **Timeframes**

- Contracting and start work by: 23 August
- Finalise methodology and key informant interview schedule by: 3 September
- Complete desk research and key informant interviews by: 12 September
- Draft workshop powerpoint by: 16 September
- Workshop with SCP members by: 27 September
- Final report: 28 October



## Proposal submission guidelines

To apply for this assignment, please send a short proposal (6 pages max, excluding CVs) to [jon@coconutpartnership.org](mailto:jon@coconutpartnership.org)

Call published: 30 July 2024. **Deadline for proposals: 13 Aug 2024**

### Proposals should include:

- **Company Profile:** An overview of your firm and relevant examples of work
- **Team Expertise:** A list of key team members who will be involved in the project, along with a summary of how they meet the profile needed for this assignment. Please include CVs as an appendix (not counted towards the page limit).
- **Methodology:** A summary of your proposed research approach, data collection methods, and analysis techniques.
- **Workplan:** A project timeline outlining key milestones and deliverables.
- **Budget:** A breakdown of your proposed budget, including all costs associated with the project. The maximum budget available for this work is 24,000 USD

### Proposals will be evaluated based on the following criteria:

- Relevance of experience and expertise of the consulting team in relation to the profile outlined below
- Clarity and thoroughness of the proposed methodology.
- Realistic work plan and timeline.
- Competitive and well-structured budget

### Required profile of the consulting team

- Strong expertise on human rights due diligence in supply chains for agricultural commodities
- Strong experience conducting research to assess human right risks and formulating strategies to address them
- Capacity to conduct research in the Philippines and Indonesia, including relevant networks and language capabilities
- Excellent written and spoken English language skills

We look forward to receiving your proposal. If you have any questions or require additional information, please contact Jonathan Bird – Supply Chain Transformation Manager, Sustainable Coconut Partnership at [jon@coconutpartnership.org](mailto:jon@coconutpartnership.org).