Terms of reference

The ACCA is looking for a senior consultant to act as lead researcher for a project on developing effectiveness criteria for engagement and consultation of rights holders in the context of the German Supply Chain Act. To this end, the consultant will collect and analyse the data of a minimum 10 rights holders in-person from the East African Community, support the data analysis from other regions and contribute towards a joint report.

The ACCA is collaborating with the German Institute for Human Rights (the GIHR) for this research project. GIHR is also collaborating with a team of researchers in Brazil for the same purpose. The consultant will collaborate and work in consultation with these partners to complete the work.

The research outcome will be used to draft recommendations and publications, and, to develop a rights-holder and human rights-centered approach in the implementation of mandatory human rights due diligence legislation in Germany.

Scope of the work:
1. Research design of participatory data collection formats in East Africa;
2. Identification of at least ten rights holders from the East African region based on selection criteria.
3. Liaise with the ACCA for the logistical organization for data collection on the ground, preparation, execution and required follow up;
4. Data collection and analysis (interim and final);
5. Contribution to the analytical synthesis of empirical findings and results from analysed data from South America towards the development of effectiveness criteria from the perspective of rights holders;
6. Written contribution to final report based on the findings from the analysed data from East Africa.

Deliverables:
1. Written research methodology including the selection criteria for rights holders, maximum of 5 pages.
2. Discussion and validation of the research
3. Data management and storage of anonymised raw and analysed data i.e. recordings, written observation, transcripts
4. Written data analysis report, maximum of 10 pages
5. Written contribution to a chapter of a publication, which is drafted by the DIMR and the team in Brazil, of the research project, circa 3-7 pages.

The two parties agree to perform the following tasks to meet the specific objectives below:
• To collect experts' information about good practices when involving stakeholders into decisions.
• To ensure the participation of stakeholders in the development of an Instrument that will indicate the optimal procedure for collecting their opinions on due diligence
procedures;
• To provide guidance on best practices to ensure effective participation of stakeholders in consultations.

Skills:

Deliverable 1: Design of participatory data collection formats in East Africa.
Deliverable 2: Liaising with ACCA towards the logistical organization for data collection on the ground, preparation, execution and required follow up.
Deliverable 3: Data collection and analysis (interim and final).
Deliverable 4: Contribution to the analytical synthesis of empirical findings and results from analysed data from South America towards the development of effectiveness criteria from the perspective of rights holders.
Deliverable 6: Written contribution to final report based (drafted by the DIMR) on the findings from the analysed data from East Africa.

Schedule:
• Deadline to submit the offer by 18 of April 2024, 12pm time;
• Start: One week after award of contract
• Data collection at 28 of May
• Data analysis by 30 of June
• Written contribution to the report by end of September, 2024.

Please submit a brief offer, which contains the approach to addressing the scope of the work (methodology, timeline) and your financial offer (i.e. daily rate, days required to complete the work, VAT), a CV without photo, by 18 of April 2024, 12 AM per E-Mail addressed to communications@accahumanrights.org with the subject line “TOR Consultation effectiveness”. Questions about these terms of reference may also be directed to communications@accahumanrights.org

The days of work required to complete the work are estimated at 10 days. Please provide a breakdown of days in your offer. We will rate the approach to addressing the scope of the work with 65% and the financial aspect of the offer with 35%.