



Terms of Reference

Consultant for the development and testing of a training manual on Free Prior Informed Consent (FPIC) on effective consultations during classification processes and sustainable agriculture-crops and livestock for key ESIA practitioners

(Activity Code: 3.1.1.1 a &b)

1. Context and justification

Free, Prior and Informed Consent (FPIC) has been a central requirement amongst others of the Cameroon REDD+ readiness strategies since they were adopted in 2012. Respect for the right to FPIC is designed to ensure that Environmental & Social Impact Assessment (ESIA) for Protected Areas (PAs), REDD+ and other development projects come from areas without resource and land conflicts or 'land grabs'. Some stakeholders have adopted the Free Prior and Informed Consent Guide for since it provides advice on how to implement the binding elements of the ESIA, REDD+ and other projects (PA) standard (the Principles, Criteria and Indicators) pertinent to FPIC.

Although the FPIC guide is tailored to provide guidance for stakeholders, there has been a call to provide resources towards building knowledge and capacity for respecting people's right to FPIC across all the relevant ESIA practitioners and key staff of MINEPDED, MINFOF and other key agencies and the communities which are impacted by the projects (led by MINFOF for Protected Areas, MINADER for agricultural Issues, and MINEPDED for Payment for environmental services (PES), Reducing emissions from deforestation and forest degradation and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries (REDD+) at the national level for examples).

Under the GRASP Project entitled "Great Apes Survival Partnership (GRASP) - an innovative tool to improve livelihoods through the conservation of great apes as flagship species", GRASP in collaboration with WWF conducted activities which objective is to define national High Conservation Value (HCV) indicators in Cameroon in the landscape priority areas, where developments are currently being planned, and also at the national level to be integrated into the national level land-use planning process.

In light of this, the SUFACHAC project is desirous of engaging a consultant to develop a comprehensive training manual focusing on FPIC a "Safeguard instruments" that will be geared towards improving the management of impacts of development and conservation projects on socio-economic wellbeing, High Conservation Value (HCV) Forests, and High Carbon Stock (HCS) forests. Through this training manual, the project hopes to provide ideas, experiential learning exercises and training materials that can help trainers systematically unpack the concept of FPIC and related implementation processes for different groups of people and/or stakeholders in a range of context and countries where MINFOF/MINEPDED has a footprint in.

The SUFACHAC project seeks the services of a consultant to develop a comprehensive training manual and handbook containing relevant modules geared towards an effective consultations during classification processes; viable community based natural resource management options; sustainable agriculture-crops and livestock which would meet the needs as described above.

2. Responsibilities of the consultant:

Within the project period, the Consultant is expected to ensure the development of specific deliverables, but not limited to the following:

1. Conduct research and desk review of existing training manuals, curricula and materials as well as the existing legislative framework regarding Free Prior Informed Consent (FPIC) and



effective consultations during classification processes; viable community based natural resource management options; sustainable agriculture-crops and livestock in Cameroon. It should stem from the revised/updated Free Prior Informed Consent (FPIC) developed by the REDD+ Project,

2. Outline how the principle of Free Prior Informed Consent (FPIC) can be implemented during the preparation of such projects (e.g. socio-economic wellbeing, PAs classification, ESIA, High Conservation Value (HCV) Forests, and High Carbon Stock (HCS) forests)
3. Develop a comprehensive training manual and curriculum for master trainers on Free Prior Informed Consent (FPIC) which focuses on such projects and adapted to the local needs. The training material will be also based on methodologies and principles of gender but youth and adult learning within the SUFACHAC context, targeting ESIA practitioners and key staff of MINEPDED, MINFOF, MINADER, MINEPIA, MINAS and other key agencies, Village Forest management Committee (VFMC), including group of smallholders, and community-based organisations (CBO).
4. Develop a simple handbook for Village Forest management Committee (VFMC) including a group of smallholders, and community-based organisations (CBO) on the topic stated above.
5. Develop an assessment toolkit, which includes (1) an evaluation to be administered both at the beginning and of trainings to measure the impact of training and (2) data analysis tool to analyse data, for the Training of Trainers (ToT) and the trainings for targeting ESIA practitioners and Village Forest management Committee (VFMC).
6. Conduct the initial Training of Trainers (ToT) workshop for selected practitioners, based on the developed manual and curriculum, with the participation of representatives of key VFMC/CBO. The training also intends to test the draft training material, which shall be revised based on the lessons learned/ feedback from the workshop.
7. Provide interim and final reports, including recommendations for further training needs of the beneficiaries, submitted at the end of the assignment respectively.

3. Expected Deliverables

The consultant will be expected to:

- Submit a timeline for the deliverables for the consultancy period.
- A 5-page brief outlining the training areas, and how it complements existing SUFACHA resources.
- Produce and deliver a final training manual.
- Develop the local VFMC handbook.
- Conduct a ToT based on the training manual.
- Develop and deliver an assessment and data collection toolkit for the training

4. Methodology:

The implementation of this assignment will involve a series of sub-activities including:

- **Inception meeting with SUFACHAC:** After a consultant has been engaged, he or she will prior to work meet with SUFACHAC team for briefing and draft detailed operational work plan for the period of consultancy.



- **Desktop research and field observations:** The consultant will be expected to use some literature provided by SUFACHAC project and other sources identified by him/her to execute the assignment.
- **Presentation of the draft and final documentation:** Following detailed work plan, the consultant will meet with SUFACHAC team and some key participants, VFMCs, etc. to present draft document and subsequently with the “SUFACHAC Ad Hoc Technical Working Group” and will be expected to make an adjustment to the document if the need arise and before ultimately submit the final document and report of consultancy.

5. Profile of Consultant (individual): Required Skills and Experience

Education: Holds at least a postgraduate degree in Natural Resource management, Forest Ecology, or Social Sciences with reference to rural development, sustainable farming and protected areas management or any related discipline.

Professional experience:

- At least 5 years of relevant professional experience in and extensive knowledge of developing training manuals and handbooks on different standards for social & environmental safeguards especially the FPIC in the southwest or other part of Cameroon.
- Extensive professional experience in the area of training on issues like gender in socio-economic wellbeing, PAs classification, ESIA, High Conservation Value (HCV) Forests, and High Carbon Stock (HCS) forests.
- Proven and extensive experience in the development of training curricula and materials;
- Ability to interact with governmental agencies, good interpersonal skills and organizational proficiency.
- Excellent communication and drafting skills, both orally and in writing.
- Knowledge of ESIA and REDD+ in Cameroon and Central Africa is an advantage.
- Excellent ability to set priorities and manage time.
- Excellent facilitation skills.

Composition of file:

- Signed cover letter indicating interest and availability to take up this assignment
- Curriculum vitae (CV) and photocopies of diploma obtained alongside related certificates or contracts if any
- A technical proposal which should expressed the consultant understanding of the ToR alongside the methodology and work plan for the consultancy
- A financial offer indicating the unit price (excluded in the workshop costing to be done by PMU)

6. Duration of the individual consultancy: 25 days



How to apply: Interested persons can obtain further information and or drop file every working day from 7:30 am to 3:30 pm local time at the address below:

Hard copy (one original and three photocopies)

National Direction of the SUFACHAC project

Located on the 6th floor of the Ministerial Building No. 2, Door 619.

Or At the SUFACHAC Project Management Unit

Divisional Delegate of MINEPDED Fako, Limbe

While soft copy should be sent with subject “FPIC SUFACHAC” to: earrah.sufachac@gef-cameroon.org and copied mpciel2000@yahoo.fr