

TERMS OF REFERENCE
FOR INDIVIDUAL CONTRACT

POSITION TITLE:	Consultant – Research on Human Rights Defenders Situation in Digital Spaces
AGENCY/PROJECT NAME:	UNDP Thailand
COUNTRY OF ASSIGNMENT:	Bangkok, Thailand

1) GENERAL BACKGROUND

The United Nations Development Programme (UNDP) has been a trusted partner of the Royal Thai Government and the people of Thailand for more than 50 years. As part of the UN Country Team, UNDP aims to advance inclusive, sustainable and human-centred development for all people in Thailand. Through a human rights-based approach, UNDP works closely with the Office of the High Commissioner for Human Rights (OHCHR), South-East Asia Regional Office based in Bangkok. OHCHR is mandated by the UN General Assembly to promote and protect the enjoyment and full realization, by all people, of all human rights. The Charter of the United Nations, the Universal Declaration of Human Rights, and international human rights laws and treaties established those rights.

We work to enhance Thailand's efforts in building an inclusive sustainable society in which everyone has access to quality services and can participate in making decisions that affect their lives. In recent years, to promote and advance SDG16 in Thailand, UNDP has applied the "Sustaining Peace" framework, which focuses on increasing tolerance and embracing diversity in the country. With the digital transformation, online spaces become another platform of social discussion in which digital threats and harms are frequent. Online users still have limited awareness about online harassment in several forms, including gender specific harassment, disinformation, fake news, cyber surveillance, and cyber-attack.

We also support vulnerable groups on digital literacy and awareness on cyber bullying and hate speech. Especially, human rights defenders (HRDs) in Thailand who have been experiencing physical violence including in their communities and homes, as a result of activities in online spaces.¹ Such harassment, intimidation and attacks online are frequently involved limited gender-responsive remedies and can lead to self-censorship, stigma and violence offline. This includes gender-based violence towards WHRDs and LGBTI defenders who are working on gender equality.

As a collaborative effort, UNDP and OHCHR are developing a research process to identify key risk factors and areas where HRDs are most prone to those threats, how they can prevent themselves, protect and cope with it. We hope that the process will result in the proposed guideline for HRDs protection and preventive measures for online threat to HRDs. More importantly, the process seeks to ensure that policy interventions and programmatic actions are grounded in research and evidence; those national policies and programmes are inclusive, in line with a whole-of-society approach, including through civilian and civil society partners, and the private sector.

¹ https://www.fidh.org/IMG/pdf/rapport-tailhande2021_1_-3.pdf

2) OBJECTIVES OF THE ASSIGNMENT

UNDP and OHCHR are seeking a national expert to develop a methodology and conduct the process of research on Human Rights Defenders Situation in Digital Spaces in Thailand. Under the supervision of the Project Manager and National Human Rights Officer, the consultant will deliver the following tasks:

- Develop methodology and process to collect data on HRDs and WHRD's current situation in digital spaces.
- Review, collect and analyze data on HRDs and WHRD's current situation in digital spaces and prepare the inputs for the workshop
- Facilitate a workshop in coordination with UNDP and OHCHR team to validate finding of the research as well as capacitate HRDs and WHRD related government authorities about online harassment and together develop mitigation measures.
- Provide advice and technical knowledge to UNDP and OHCHR team with regards to the situation of HRDs and WHRD in relations to organized violence and extremism sphere.
- Provide advice on policy related to protect HRDs and WHRD and/or mitigate risk of online harassment.
- Produce a report on the current situation, lesson learnt, and recommendation for UN agencies, and government partners to intervene on the issue.
- Performing other relevant tasks as necessary.

3) EXPECTED OUTPUTS AND DELIVERABLES

The consultant is expected to produce the following deliverables:

Deliverable	Description	Timeline
1.	Maximum 10 pages of draft methodology and research plan	31 st October 2022
2.	Facilitate workshop to validate findings	24-25 November 2022
3.	Submission of the final report	31 st January 2022

4) INSTITUTIONAL ARRANGEMENTS

The consultant will work under the supervision of the Project Manager – Promoting Tolerance and Respect for Diversity and in close collaboration with OHCHR National Human Rights Officer, UNDP and OHCHR Programme and Technical Support Team, UNDP Regional Office colleagues.

UNDP in Thailand will review the progress and quality of assignment upon outputs prior to the issuance of payment. Review/ approval time required to review/ approve outputs prior to authorizing payments is 7 – 10 days.

5) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

Duration: 24th October 2022 – 31st January 2023, with maximum 40 days of work

Duty Station and expected place of Travel: The consultant will work on a home-based basis, with no travel required.

6) DEGREE OF EXPERTISE AND QUALIFICATIONS

I. Academic Qualification:

- Minimum Master's degree or equivalent in political sciences, human rights, peace and conflict, international development, international relations, or related field.

II. Technical Experience:

- At minimum 3 years of experience about political and human rights situation in Thailand.
- Experiences on qualitative and quantitative data collection methodologies, tools, and training, especially on digital spaces
- Proven knowledge of digital data analysis and its reporting.
- Experience in coordinating with human rights related organizations.
- Experience on policy analysis and policy recommendation. Highly desirable on gender issues related policy.

III. Language:

- Fluency in Thai and English is required;
- Excellent written and oral communication skills.

IV. Competency:

- Excellent organizational skills with a successful track record of planning and implementing events and trainings;
- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels within the Country;
- Ability to work and adapt professionally and effectively in a challenging environment;
- Ability to work effectively in a multicultural team of international and national personnel; and;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines.

7) REQUIRED DOCUMENTS

Interested individual consultant must submit the following documents/information to demonstrate their qualifications.

Please group them into one (1) single PDF document as the application system only allows to upload maximum one document:

1. Letter of Confirmation of Interest and Availability with Financial Proposal (in THB) using the template provided as **Annex III**;
 - **Financial proposal** that indicates the all-inclusive fixed total contract price supported by a breakdown of costs (in THB), as per template provided. Consultant must quote a financial proposal based on the lump sum amount. The total amount quoted shall be all-inclusive and include all costs components required to perform the deliverables identified in the ToR, including professional fee and all other applicable cost to be incurred by the IC in completing the assignment. The contract price will be fixed output-based price regardless of extension of the herein specified duration.
 - If an Offeror is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.
2. CV or (P11) Personal History Form as per attached template
3. Examples of prior relevant work using digital data analysis with a short description. (at least one example with one short description).

Incomplete applications will not be considered. Please make sure you have provided all requested materials.

8) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/UNDP PREMISES

☒ NONE

☐ PARTIAL

☐ INTERMITTENT

☐ FULL-TIME

9) PAYMENT TERMS

Payments will be done upon completion of the deliverables/ outputs and as per below percentages:

Deliverable	Description	Payment
1.	Maximum 10 pages of draft methodology and research plan	10%
2.	Facilitate workshop to validate findings	40%
3.	Submission of the final report	50%

10) CRITERIA FOR SELECTION OF THE BEST OFFER

Individual consultants will be evaluated based on the following methodology

Cumulative analysis

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as a) responsive/compliant/acceptable; and b) having received the highest score out of set of weighted technical criteria (70%). and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal received by UNDP for the assignment.

Technical Criteria for Evaluation (Maximum 70 points)

Criteria 1: Relevance of Education – Max 10 points:

Master's degree or equivalent as minimum in political sciences, human rights, peace and conflict, international development, international relations, or related field.

Criteria 2: Relevance of Expertise - Max 30 Points:

Proven knowledge of digital data analysis and its reporting (short description of the previous project)

Criteria 3: Relevance of Experience - Max 30 Points:

Number of years of experiences and political and human rights situation in Thailand and number of years of experience on qualitative and quantitative data collection methodologies, tools and training, especially on digital spaces., - experience on policy analysis and policy recommendation, especially on gender issues related policy will be an asset.

Only candidates obtaining a minimum of 70% of the total technical points would be considered for the Financial Evaluation.