Terms of Reference (TOR)

Project Title:	Free, Prior and Informed Consent (FPIC) for the Livelihood Component, DTL Connectivity Project (Ban Ta Ko Pid Tong, Ratchaburi), Thailand
Under Project:	Moving from Landscape Planning to Action: Rewilding the Dawna Tenasserim Landscape with a particular focus on Tigers and Elephants
Selection Committee members	1. Head of People & Culture 2. Interim Head of Finance 3. ESSF Manager

1. General Information

Supervisor: On-iriya Fugthaworn and Dr Phichet Munpa, ESSF Lead

Period: 1 January 2027 – 30 June 2027 (6 months of consultant input)

Location of work: Ban Ta Ko Pid Tong (Ban Ta Ko Bon), Moo 8, Suan Phueng Sub-district, Suan Phueng District, Ratchaburi Province, Thailand; and adjacent Ban Ta Ko Lang (Moo 8) where forest resources are shared. Desk work is home-based, with field missions to the village.

Working languages: Thai and English; S'gaw (Pga K'nyau) and Pwo Karen in community sessions

2. Purpose and Background:

WWF Thailand is seeking a consultant to lead a Free, Prior and Informed Consent (FPIC) process with the Ban Ta Ko Pid Tong community before any livelihood activity under the DTL Connectivity Project begins. No livelihood activity that may affect rights-holders will start until consent is formalised.

The Connectivity Project aims to restore and secure wildlife movement between forest blocks in the Dawna Tenasserim Landscape (DTL). Its livelihood component will support alternative and sustainable income options, such as agroforestry, non-timber forest products and community enterprises, to reduce pressure on corridor forests. These activities may affect customary land use, access to forest resources, benefit distribution and traditional livelihoods, positively or negatively.

The DTL Environmental and Social Management Framework (ESMF) categorises the landscape as medium risk and triggers six WWF Environmental and Social Safeguards Framework (ESSF) standards, including the Standard on Indigenous Peoples. Under the ESSF, WWF applies the highest standard among national law, donor requirements and WWF standards. Thailand does not formally recognise Indigenous Peoples, so communities that self-identify as Indigenous, such as Karen communities, are treated as rights-holders under WWF policy.

Site profile: Ban Ta Ko Pid Tong is a remote, mainly Pga K'nyau (S'gaw Karen) and Pwo Karen community. Moo 8 as a whole has about 4,381 people in 1,060 households. Most households do not own land, many lack Thai ID or nationality, and most adults have little or no formal schooling. Livelihoods depend on seasonal wage labour (THB 5,000–10,000 per month on average) and forest products such as termite mushrooms, bamboo shoots, honey and herbs. The village lies in both conservation forest and a border security zone, and protected-area management has left legacy issues in western Thailand.

Implications for the FPIC process:

- Information must be oral and visual, in S'gaw and Pwo Karen as well as Thai.People without ID or land rights may fear speaking in front of officials or police. The Border Patrol Police (BPP) school is a police-run venue, so neutral, community-chosen venues are required.
- Meetings must fit around seasonal wage work and forest-harvest calendars.
- Prior WWF work at the school (2024–2026) builds trust but may raise benefit expectations. FPIC must be clearly separated from those earlier activities.

3. Project Objectives: State the objectives of the assignment and the expected outcomes.

Overall objective: rights-holder communities collectively decide, on their own terms, whether and how livelihood activities proceed in their village, and that consent is maintained throughout implementation. Assess wildlife movement alternatives to the north and south using quantitative means and/or professional judgement.

1. Confirm through due diligence which communities are rights-holders and how the livelihood activities may affect them.
2. Co-design with each community an FPIC process that respects its customary decision-making and timeline.
3. Give communities full, accessible information so they can assess impacts, set conditions and shape activity design.
4. Ensure women, youth, elders, persons with disabilities, landless households and those without Thai ID take part in decisions.
5. Formalise consent, or record its refusal, in a culturally appropriate form with agreed implementation terms.
6. Set up an accessible grievance mechanism and participatory check-ins so that consent can be maintained.

4. Scope of Work / Product or Service Specifications:

The consent covers the livelihood component only: the proposed livelihood activities, beneficiary selection, changes in resource use and benefit-sharing in Ban Ta Ko Pid Tong. Other project components follow the Stakeholder Engagement Plan and are outside this assignment.

Rights-holders and groups to engage:

Group	How engaged
S'gaw and Pwo Karen households of Ban Ta Ko Pid Tong (primary rights-holders)	Village and hamlet assemblies through their own decision-making institutions, in Karen languages
Ban Ta Ko Lang (Moo 8) and Thai households sharing the same forest	Joint or separate meetings, as communities prefer
Women and female-headed households	Women-only focus groups with female facilitators
Youth and elders	Separate focus groups and intergenerational dialogue
Persons with disabilities	Accessible venues, home visits, adapted materials
Households without Thai ID, landless or recently arrived	Outreach by trusted liaisons; eligibility not tied to ID; transparent criteria

Group	How engaged
Duty-bearers (DNP, Suan Phueng SAO, district office, BPP, village head)	Informed and consulted; they do not decide on behalf of communities

Standards to apply: WWF ESSF Standards on Indigenous Peoples, Stakeholder Engagement and Grievance Mechanisms; WWF FPIC Guide v1.0 (Sept 2026) and FPIC Primer, including Tool 1 (due diligence) and Tool 2 (documentation); the DTL ESMF and its Indigenous Peoples / Process Framework; UNDRIP and ILO 169 as international reference; and applicable Thai law.

Approach. The consultant will follow the five stages of the WWF FPIC Guide. Each stage ends with a gate: if the community does not wish to continue, the process stops and the livelihood component does not proceed in that village. Timing follows each community's own pace. If decision-making takes longer, the timeline will be extended rather than the process compressed.

All four FPIC principles apply at every step. Consent must be free of pressure or incentives tied to a "yes", and silence is never treated as agreement. It must come before any livelihood activity, beneficiary selection or procurement. Communities may agree, refuse, set conditions, modify or later withdraw consent. GEDSI, do-no-harm and conflict sensitivity apply throughout.

5. Roles and Responsibilities:

The consultant will:

1. **Inception.** Review the concept note, DTL ESMF, the late-2024 socio-economic survey and the Phase 3 report (SDG Creative, May 2026). Agree the methodology, workplan, team and field schedule with WWF.
2. **Stage I: Due diligence.** Apply FPIC Tool 1 to confirm rights-holders and WWF's role. Run a desk review and key informant interviews on legal context, land tenure (formal and customary), customary institutions and legacy issues. Prepare a stakeholder, political-economy and conflict-sensitivity analysis and a GEDSI baseline (sex, age, disability, language group and ID status).
3. **Stage II: Co-design the process.** Make initial contact with community-selected representatives. Hold an introductory village meeting where no decision is expected. Agree a village FPIC roadmap covering steps, timing, decision-making method, liaisons, language, grievance channel and logistics.
4. **Stage III: Information exchange and impact assessment.** Facilitate repeated village meetings and separate focus groups for women, youth, elders, persons with disabilities and households without ID. Use participatory tools: resource and land-use mapping, seasonal calendars, livelihood ranking and site visits. Help the community identify non-negotiables, such as sacred forests and rotational farmland, and co-design mitigation and benefit-sharing. Develop information materials in Thai and Karen in oral, visual and written formats.
5. **Stage IV: Arriving at consent (or not).** Support the community's internal deliberation on its own timeline. If consent is given, co-design implementation terms: beneficiary criteria, benefit-sharing, roles, monitoring, traditional-knowledge terms and grievance handling. Formalise the decision in the community's preferred form (customary ceremony and/or written agreement).
6. **Grievance and handover for Stage V.** Set up a village grievance channel linked to WWF Thailand contacts and EthicsPoint / the Office of the Ombudsperson. Prepare a handover plan so DTL field staff can run quarterly consent check-ins.
7. **Documentation throughout (Tool 2).** Record attendance by sex, age and disability, information shared, questions and answers, decisions and conditions. Share records back with the community in an accessible format.

8. **Learning and validation.** Co-facilitate the landscape learning and validation workshop and draft a lessons-learned note for other WWF Thailand landscapes.

Conduct requirements. The consultant must stop and report to the supervisor if any FPIC principle is compromised. Officials attend decision meetings only if the community invites them. No ID details are collected beyond what people choose to share, and personal data is handled under Thailand's Personal Data Protection Act. The consultant and team must sign and comply with the WWF Code of Conduct and child safeguarding, PSEAH and anti-harassment policies.

Other roles:

Who	Role
WWF Thailand ESSF Manager / GEDSI Lead	Supervision, quality assurance against the ESSF and FPIC Guide, sign-off at each stage gate
DTL landscape and livelihood team	Explains livelihood options; adjusts activity design and budget to community decisions
DTL field staff	Logistics, grievance log, quarterly check-ins after the consultancy
Community liaisons and interpreters	Chosen by communities; coordination and interpretation (contracted by WWF)
WWF Safeguards Helpdesk	Advice on complex cases (legacy disputes, contested tenure, coercion)

6. Deliverables / Expected Outputs:

All written deliverables are in English with a Thai summary. Community-facing materials are in Thai and Karen.

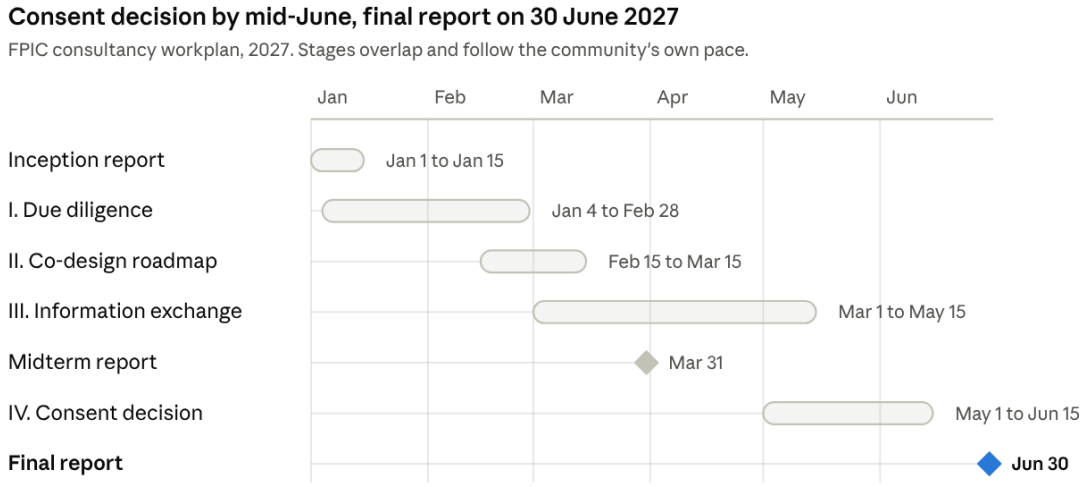
No.	Deliverable	Due date
1	Inception report: methodology, workplan, team, field schedule, safeguarding and data-protection measures	15 January 2027
2	Due diligence report (Tool 1), with stakeholder and conflict-sensitivity analysis and GEDSI baseline	28 February 2027
3	Village FPIC roadmap(s) co-designed with Ban Ta Ko Pid Tong (and Ban Ta Ko Lang, if in scope)	15 March 2027
4	Information materials in Thai, S'gaw and Pwo Karen (visual and audio formats)	31 March 2027
5	Midterm narrative report covering Stages I–III progress, participation data and risks	31 March 2027

No.	Deliverable	Due date
6	FPIC process records (Tool 2) and consent agreement with implementation terms, or a documented refusal	15 May 2027
7	Recommendations to update the livelihood activity design and budget to reflect community conditions	15 May 2027
8	Grievance mechanism operating in the village, and handover plan for Stage V check-ins	15 May 2027
9	Final narrative report, lessons-learned note and PowerPoint summary	15 June 2027

Reports must present participation disaggregated by sex, age, disability and ID status, against these targets: at least 40% women among participants; separate women's and youth sessions held before the decision; at least 80% of participants reporting that they understand the activities and their right to say no (exit survey).

7. Timeline:

1 January 2027 – 30 June 2027



Each stage ends with a community gate, and no livelihood procurement or beneficiary selection happens before the Stage IV decision. From July 2027, DTL field staff lead Stage V (quarterly consent check-ins) until the 12-month FPIC process closes.

8. Payment Terms: Payment schedule, supporting documents required for payment

- 1st instalment of 30% contract value, will be provided upon signing contract, acceptance of the inception report (Deliverable 1) and receipt of the invoice by World Wide Fund for Nature International: WWF.
- 2nd instalment of 40% contract value, will be provided upon acceptance of the due diligence report, village roadmap(s), information materials and midterm report (Deliverables 2–5) and receipt of the invoice by World Wide Fund for Nature International: WWF.
- Final instalment of 30% contract value, will be made within 15 June 2027 after the delivery and acceptance of Deliverables 6–9, to be delivered on or before 30 May 2027, and receipt of the invoice by World Wide Fund for Nature International: WWF.
- Payment is not conditional on the community giving consent; a properly documented refusal is a valid outcome. If the community needs more time, WWF and the consultant will agree a no-cost extension rather than compress the process.

9. Qualifications and Experience:

- At least 10 years of experience in community engagement, FPIC or participatory processes with Indigenous and ethnic communities in Thailand, preferably Karen communities in western Thailand.
- Demonstrated experience in GEDSI analysis and in facilitating safe, separate sessions for women, youth, persons with disabilities and marginalised groups.
- Sound knowledge of FPIC and safeguards standards, such as the WWF ESSF, IFC Performance Standard 7, UNDRIP and ILO 169, and of Thai laws on national parks, wildlife, land and ethnic groups.
- Experience in conflict-sensitive work on land tenure, protected areas or statelessness, and in participatory tools (resource mapping, seasonal calendars, livelihood ranking).
- A female consultant or gender-balanced team. Fluency in Thai is required; at least one team member able to work in S'gaw or Pwo Karen is a strong advantage.
- Independence: no current role with government agencies or interests that could affect neutral facilitation, and no conflict of interest with WWF or the community. Any potential conflict must be declared.
- Strong documentation and report-writing skills in English and Thai.
- Applicants will be evaluated on the relevance and depth of their experience, with particular emphasis on FPIC facilitation with Indigenous and ethnic communities, GEDSI, and the quality and cultural fit of the proposed methodology.
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10. Submission Requirements:

- Technical proposal (maximum 8 pages): understanding of the assignment, FPIC methodology adapted to the Ban Ta Ko Pid Tong context, GEDSI and safeguarding approach, workplan and team composition
- Financial proposal and quotation (professional fees only, inclusive of taxes)
- CVs of the consultant and each team member, with two references for recent FPIC or community engagement work
- Sample of a previous FPIC, consultation or GEDSI report (or an extract)
- Commercial Registration Certificate (for firms)
- VAT Registration Certificate (Form P.P. 20), if applicable
- A copy of ID card
- Signed declaration of no conflict of interest

11. WWF Support

WWF Thailand will cover and arrange the following field costs from the project budget, separately from the consultancy fee:

- Translation and production of information materials
- The landscape learning and validation workshop and the consent formalisation event (customary ceremony or signing)

WWF will also provide background documents, introductions to DTL field staff and partners, and access to the WWF Safeguards Helpdesk.

Submission Deadline: 15 December 2026

Contact Information: Please submit all application documents

to: procurement@wwf.or.th **Cc:** oniriyaf@wwf.or.th and phichetm@wwf.or.th

Email subject line: Apply for FPIC/GEDSI Consultancy – Ban Ta Ko Pid Tong, Ratchaburi