

## Terms of Reference – consultancy on guidance for management and monitoring of HCV areas, HCS forest and community areas

### Introduction

Established in 2014, the High Carbon Stock Approach (HCSA) is a methodology that distinguishes forest areas for protection from degraded lands with low carbon, social and biodiversity values that may be developed. The methodology was developed with the aim to ensure a practical, transparent, robust, and scientifically credible approach that is widely accepted to implement commitments to halt deforestation in the tropics, while ensuring the rights and livelihoods of local peoples are respected.

In applying the HCS Approach, after initial preparation and FPIC activities, an HCV-HCSA assessment is conducted to identify HCS forest, HCV areas and community land to protect. Guidance on how to conduct this assessment is provided in the HCV-HCSA assessment manual and HCSA toolkit (v2). The output of an HCV-HCSA assessment is a report that includes recommendations on values and areas identified for conservation, as well as their management and monitoring. Based on these recommendations, the commissioning company is then required to develop an Integrated Conservation and Land Use Plan (ICLUP). In July 2019 HCSA commissioned Proforest, FPP and HCVRN to develop guidance and quality assurance recommendations for developing an ICLUP – this work is underway and is being consulted at intervals with HCSA’s Protection Working Group (PWG).

After an ICLUP is developed, companies are then responsible for implementing the plan (with relevant stakeholders, especially local communities). This implementation is arguably the most important part because it continues for the duration of the operation, requiring regular updates (or revisions to the original ICLUP) and ongoing work to ensure that HCV areas, HCS forest and community areas are respected and maintained over time.

HCSA’s grant from P4F includes budget to support development of guidance on “Management and Monitoring of HCV areas, HCS forest and community areas” (i.e. the implementation and review of ICLUPs over time). This consultancy has been tendered to develop this guidance for the HCSA. The consultancy is expected to use and build on initial feedback provided by the HCSA PWG in September 2019 (which will be shared with the consultant).

### Objectives

The consultant will develop and share with the PWG co-chairs:

1. Guidance on best practice in the management and monitoring of HCV areas, HCS forest and community use areas. The proposed structure/scope of the guidance (with feedback from the PWG members) is:
  - a. Scope of the guidance: subject to confirmation but likely to focus on company concession/MU and immediately surrounding landscape
  - b. Management activities: spatially zoned activities, cross-cutting activities (e.g. community engagement, staff training), agreed community activities in HCS forest and HCV areas
  - c. Monitoring activities: strategic, operational and threat monitoring, community-based monitoring, monitoring tools. The guidance should also highlight the

- importance of extra monitoring of “unresolved” areas in the ICLUP (e.g. where negotiations are ongoing)
- d. Roles, resourcing and responsibilities: This should include:
    - i. Company management, and staff in the following divisions: community engagement, conservation, GIS, and all workers
    - ii. Local community including community leaders.
    - iii. Local government, particularly in relation to securing longer-term protection.
    - iv. Other stakeholder roles: institutions, NGOs etc
  - e. Community engagement and co-management:
    - i. This should consider traditional and economic aspects of livelihoods
    - ii. Guidance on addressing community disputes, e.g. community disagreement with proposed conservation areas
    - iii. *NB – the consultant should engage with the SRWG to minimize overlap/duplication of this guidance with existing or in-development SRs guidance*
  - f. Adaptive management & revision of the ICLUP. To include grievance management and guidance on managing new migrants to the area
  - g. Progress reporting
2. The guidance must include relevant case studies throughout the document to illustrate different elements. These should include case studies shared previously by HCSA grower companies (to be shared with the consultant), and where relevant more detailed SOPs could be included in report annexes. Stakeholders should be drawn from a range of countries and commodity contexts.
  3. Guidance should draw on existing guidance e.g. HCVRN CG for M&M, Social Requirements (especially SR9)
  4. Guidance should seek to align with and not contradict other initiative guidance and requirements such as RSPO, AFI, FSC.

## Deliverables and timeline

The consultant is expected to provide the following deliverables as listed under the P4F grant:

1. 1st draft of requirements<sup>1</sup> and guidance for management and monitoring of HCV areas and HCS forests in concessions completed and consulted upon with PWG and SG
2. Final draft of requirements<sup>1</sup> and guidance for management and monitoring of HCV areas and HCS forests in concessions completed
3. Expert review and editing of guidance and templates

These deliverables must be provided in the following phases and timeline:

1. February 2020: Overview and draft structure for M&M guidance shared with PWG co-chairs (incorporating inputs from September 2019 PWG session)
2. March 2020: Near final draft of M&M guidance (word document) to be shared with PWG co-chairs and also PWG members in advance of March 2020 PWG meeting
3. July 2020:
  - a. Final M&M guidance document and templates

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<sup>1</sup> To be confirmed with the PWG co-chairs if requirements for M&M are still required – it is likely they will be covered instead by the ICLUP guidance and quality assurance requirements. This is a new change since the P4F deliverables were agreed

- b. A summary of feedback provided by the PWG and short explanation of how feedback was addressed

### Expertise and abilities

- Experience and/or knowledge of the High Carbon Stock Approach toolkit as well as concepts such as High Conservation Value Approach,
- Experience of conducting HCV and/or HCSA assessments
- Experience with conservation planning
- Experience with local community participatory mapping
- Experience developing action plans, management/monitoring plans or recommendations for palm and/or fibre grower companies
- Excellent written communication skills with experience in producing formal procedure/protocol documentation.
- Excellent project planner/manager and time management skills.
- Ability to engage and coordinate within the multi-stakeholder framework.

### Budget

The total budget available is US\$ 13,000. No expenses budget is available.

Item	USD	Payment Terms
Consultant Fee for total deliverables	13,000	i. US\$6,000 in March 2020 on completion of draft structure
		ii. US\$7,000 on completion of work in July 2020

To apply please send a written cover letter and CVs to [info@highcarbonstock.org](mailto:info@highcarbonstock.org) by 17<sup>th</sup> January 2020.