

Notice

Seeking Experts for Development of Human Rights Due Diligence (HRDD) Checklist, B+HR Guidelines, and Documentation of good cases for private sectors to promote business and human rights in Nepal

1. Background:

Government of Nepal has adopted National Action Plan on Business and Human Rights (BHR NAP) in Nepal in December 2023. FNCCI has been closely working with the government of Nepal from the very beginning of the initiatives and is committed to advancing the initiatives within business communities, in line with the United Nations Guiding Principles on Business and Human Rights (UNGPs), BHR NAP and other relevant national and international standards.

To strengthen our approach to respect Human Rights and enhance private sector capacity to prevent and address adverse human rights impacts, we are seeking to engage experienced professionals or consultants in developing a comprehensive **HRDD Checklist, a Business and Human Rights (BHR) guidelines, and documenting best practices in BHR implementation.**

2. Scope of Work:

The selected expert(s) will be responsible for:

- **Development of an HRDD Checklist:**
 - Design a practical, step-by-step checklist to guide the organization in conducting human rights due diligence, from risk identification to mitigation and reporting.
 - The checklist should align with the UNGPs, BHR NAP and relevant legal frameworks.
- **Development of a Business and Human Rights (BHR) Guideline:**
 - Create a detailed guideline that outlines the organization's commitment to human rights, applicable policies, and procedures for ensuring human rights are respected across operations and supply chains.
 - The manual should include guidance on embedding human rights into corporate governance, risk management processes, stakeholder engagement, and grievance mechanisms.
- **Documenting Best Practices in Business and Human Rights (BHR):**
 - Conduct research and compile case studies of best practices in BHR, specifically in HRDD, risk mitigation strategies, and successful initiatives that have led to improved human rights outcomes in various sectors.
 - Provide recommendations for implementing these best practices in the context of our operations and supply chain management.

3. Required Expertise:

We are looking for consultants or experts who have the following qualifications and experience:

- Proven expertise in Business and Human Rights, Human Rights Due Diligence (HRDD), and international human rights frameworks (UNGPs, OECD Guidelines, etc.).
- Experience in developing practical tools, checklists, and manuals related to human rights compliance, risk management, or corporate social responsibility.
- A strong track record in documenting and analyzing best practices in the field of Business and Human Rights.
- Experience working with a diverse range of industries, sectors, and stakeholders (including civil society, government, and business).

- A postgraduate degree in law, international relations, human rights, or a related field (or equivalent professional experience).
- Excellent written communication skills and the ability to present complex information in a clear and accessible manner.

4. Deliverables:

The following deliverables are expected from the engagement:

- HRDD Checklist (draft and final version).
- Business and Human Rights (BHR) Guideline (draft and final version).
- Documentation of best practices (including 10 case studies and recommendations).
- A final report summarizing the process, findings, and recommendations.

5. Application Procedure:

Interested candidates or firms should submit the following by 24 Nov. 2024

1. A detailed proposal outlining their approach to the assignment, including methodology, work plan, and timeline.
2. A brief profile or CV, highlighting relevant qualifications and experience.
3. Samples of similar work (if applicable).
4. A financial proposal, including daily rates and estimated total cost for the assignment.
5. One can submit the proposal for whole work or separately specific task.

Applications should be submitted to: **Director General, FNCCI** email: fncci@fncci.org / sita@fncci.org

Deadline for submission: 24 Nov. 2024

6. Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

- Relevant expertise and experience.
- Quality and feasibility of the proposed approach and methodology.
- Cost-effectiveness of the financial proposal.
- Demonstrated ability to deliver on time and to high standards.

7. Confidentiality and Conflict of Interest:

All applicants must ensure that they have no conflicts of interest with the organization and agree to maintain confidentiality regarding all materials shared during the course of the assignment.

8. Rights Reserved:

FNCCI reserves the right to reject any or all proposals and to negotiate the terms of the assignment as necessary.