

Oxfam and FIDH Human Rights Impact Assessment Training Proposal to IAIA September 15, 2014

Section 1 – Basic information

(a) Course title.

A community-based approach to human rights impact assessments – a training on the Getting it Right tool

(b) Level: foundation, intermediate or advanced.

Foundation and intermediate

(c) Prerequisites for participants (all proposals for courses at the intermediate and advanced courses must list necessary prerequisites).

Although a wide range of actors could benefit from this training, it is primarily tailored for backbone organizations and civil society organizations:

- Involved in the area of business and human rights;
- With links to community-based organizations;
- With potential interest in supporting a community-based organization in conducting an HRIA;
- With interest in promoting *Getting it Right* within their network and region.

(d) Language of delivery.

English with the possibility to have interpretation services available.

(e) Duration (1 or 2 days).

The training is designed to be for 2 days but could be scaled back to 1 day or 1.5 days if necessary.

(f) Maximum number of participants. *(A minimum of 10 students must be both pre-registered and pre-paid by 28 February, 2015. Note that the maximum participants should include the free students as per 4(e) below.)*

To maximize learning opportunities and exchanges between participants, a maximum of 20 participants is recommended. Note that the training can be done with fewer participants, but activities will need to be adapted.

(g) Is each participant required to bring his/her own laptop?

It isn't required but helpful when we have the activity using the online tool. Individuals can navigate the tool with their laptops but if that isn't possible, we would also have several laptops available for group work/group and tool navigation activities.

(h) Name and contact details of each trainer, including whether each is an IAIA member and has signed IAIA's Code of Conduct.

1. Sarah Zoen
Senior Advisor, Private Sector Department, Oxfam America (main contact point for proposal)
szoen@oxfamamerica.org
(617) 728 2456
IAIA Member (has not yet signed the Code of Conduct)
2. Geneviève Paul
Head of Globalisation and Human Rights Desk, FIDH
gpaul@fidh.org
3. Caroline Brodeur
Independent Consultant and formerly of Rights and Democracy managing the HRIA portfolio
carolinebrodeur.clt@gmail.com
4. Gabrielle Watson
Manager, Evaluation and Campaigns, Oxfam America
gwatson@oxfamamerica.org
5. Irit Tamir
Special Advisor, Private Sector Department, Oxfam America
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Section 2 – Course description

- (a) Summary of the purpose(s), content, and anticipated learning outcomes of the course (maximum 300 words). Please include within the text the level of the course and its prerequisites. An edited version of this text will be published on the IAIA15 website.

In a joint effort, Oxfam and FIDH are committed to pursuing the work initiated by Rights & Democracy through improving communities, practitioners, and advocates access to this powerful tool, known as *Getting it Right*. Oxfam, FIDH, other NGOs, community organizations, and communities have had good success piloting *Getting it Right* as an accessible, practical, and interactive guide. The challenge now is putting this tool into the hands of those on the front lines of private investment projects.

This training intends to increase awareness around the tool to ensure more organizations know about it and use it. It also provides useful information for backbone organizations¹ in their support role with community-based organizations. This training is designed to be replicated with the objective that backbone organizations can train other organizations, thus increasing interest around community-based HRIAs.

There is a growing interest for HRIAs at the international level. *Getting it Right* is the main tool available for community-based organizations. In raising awareness of this tool, Oxfam and FIDH hope to highlight the importance of hearing the voices of the communities and adopt a rights-based approach to ensure meaningful consultation.

This training is for beginning to intermediate understanding of human rights impact assessments in the field of business and human rights.

Although a wide range of actors could benefit from this training, it is primarily tailored for backbone organizations and civil society organizations:

- Involved in the area of business and human rights;
- With links to community-based organizations;
- With potential interest in supporting a community-based organization in conducting an HRIA;
- With interest in promoting *Getting it Right* within their network and region.

By the end of the training, participants should:

- Understand the value of a community-based HRIA in preventing human rights abuses;

¹ By backbone organization we mean an organization that may not have direct link with the communities but have strong ties and trust with community-based organization and have the capacities to support it throughout the process. Backbone organizations can be working at the national or international level.

- Be more familiar with the *Getting it Right* tool and have a better idea on how to get started using the tool;
- Be able to reproduce the training with other groups; and
- Feel better equipped to support community-based organizations

For more information on our organizations' HRIA work, please visit these sites:

Oxfam: www.oxfamamerica.org/hria

*We also published an article through IAIA on our community-based HRIA approach - <http://www.tandfonline.com/doi/abs/10.1080/14615517.2013.771007#preview>

FIDH: <http://www.fidh.org/en/globalisation-human-rights/business-and-human-rights/7502-community-based-human-rights-impact-assessments>

- (b) Detailed description of the course structure and content (2 – 5 pages), including an outline of participatory and/or case study-based exercises. Interactive approaches to courses are strongly encouraged.

The way this training was designed was to be as interactive as possible. The material covered in the 2-day period requires hands-on learning through the use of case studies and role play. Below is an overview of the training structure and a sample agenda. Depending on the participants' knowledge and experience with human rights impact assessments, we will modify the agenda to best address capacity of the group.

**The full training manual is available upon request.*

Here are the key components of the training:

1. About the training
This first section is designed for the facilitators to support the preparation of the training. Here there is useful information on how to organize the training, things to think about when getting ready as a facilitator and participant.
2. Introduction
This is the first part of the training. In the introduction the group establishes rules, reviews the trainings objectives and gets to know each other through icebreaker activities.
3. Module 1: Are you getting it right?
This module introduces participants to HRIAs and explains the added value of a community-based HRIA. Through a tour of the *Getting it Right* tool, participants gain knowledge of the tool and their ability to use it.

4. Module 2: Getting started!

The activities included in this module provide guidance on the key steps of a HRIA. By analyzing a case study, participants understand the challenges associated to these activities and are then able to identify strategies to overcome these difficulties. Tips for backbone organizations are also offered to help them in their accompanying role with community-based organizations.

Additional resources for the training facilitators will be the following:

1. Reference sheets

The material included in the reference sheets offers information needed to conduct the various activities. More resources are provided to deepen knowledge of those specific topics. For example, you will find reference sheets on the different kinds of impact assessments, another one on how to do research on a company and the investment project, etc.

2. Case studies

These case studies were developed to provide concrete examples of cases and encourage learning by doing. We will might modify these cases or use other cases that are more relevant to the group. We believe it is important to provide cases from various industries and countries to illustrate that the tool can be used in various contexts.

Proposed agenda:

	DAY 1		DAY 2
8:30	Welcoming participants	8:30	Energizer and icebreaker
9 :00	Introduction +icebreaker (30 minutes) Activity #1 What is a community-based HRIA? (60 minutes)	9:00	Activity #8 How to develop a budget? (60 minutes) Activity #9 Stakeholders outreach (40 minutes)
10:30	Break	10:40	Break
10:50	Activity #2 Objectives of a HRIA (35 minutes) Activity #3 About <i>Getting it Right</i> (50 minutes)	11:00	Activity #10 The company and the investment project (60 minutes)
12:15	Lunch	12:00	Lunch
13:30	Activity #4 What makes a good case? (50 minutes) Energizer (10 minutes) Activity #5 How to build a team and define objectives? (30 minutes)	13:00	Activity #11 How to select human rights? (40 minutes) Energizer (10 minutes) Activity #12 Consultation process (60 minutes)
15:00	Break	14:50	Break
15:20	Activity #6 BBO, CBO and communities: who's doing what? (50	15:10	Activity #13 Preparation of the report (30 minutes)

	minutes) Activity #7 What kind of risks and challenges are associated to HRIAs? (50 minutes) Recap of the day (10 minutes)		Activity #14 Follow-up options (30 minutes) Recap of the day (10 minutes) Conclusion (30 minutes)
17:10	End of day	16:50	Evaluation of the training
18:00	Facilitator's debrief	18:00	Facilitator's debrief

(c) Description of the materials participants will receive prior to or during the course.

Documents for participants in advance of the training:

- A link to the online tool, *Getting it Right*, to be more familiar with it (<http://hria.equalit.ie/en/index.html>)
 - Rights & Democracy and Oxfam America (2010). Community-based HRIA: practical lessons, a report from an international meeting; Canada. (found here: <http://www.oxfamamerica.org/explore/research-publications/community-based-human-rights-impact-assessments-practical-lessons/>)
 - Reference sheets that provide a deeper context of certain concepts (e.g. developing a budget for an HRIA, preparing an advocacy strategy, etc.)
 - Case studies
 - Some examples will be from previous cases such as: <http://www.oxfamamerica.org/static/media/files/a-state-of-fear.pdf> or <http://www.congomines.org/wp-content/uploads/2012/11/TCC-Etude-dimpact-Chemaf-Ruashi-2012-FR.pdf>
- (d) Description of any technology/equipment required to facilitate this course beyond the usual flip charts and PowerPoint projectors.

Materials needed:

- Three or four computers connected to the Internet - preferably laptops to move around the room. If not, 3 or 4 computers set up in different parts of the room to support teamwork around a computer.
 - *Getting it Right* tool installed on the main laptop (<http://hria.equalit.ie/en/index.html>)
 - Wi-fi or internet connection
- (e) Provisions for pre-conference and post-conference communication with participants. *Trainers are expected to register for and attend the full conference to allow for maximum face-to-face communication immediately following course delivery.*

We propose an online survey for participants to fill out prior to the training so the facilitators have a good understanding of their human rights background and primary reasons for taking the training. This way we can best tailor the training to meet participants' needs.

Section 3 – Qualifications of the trainer(s)

(a) Abridged curriculum vitae (*maximum 1 page*) for each trainer.

All trainers have a LinkedIn Profile with relevant professional background information. See below for links. Each proposed trainer has extensive experience in facilitation of workshops, trainings, and multi-stakeholder events where participants come from a variety of backgrounds and levels of capacity.

1. Sarah Zoen
LinkedIn profile: www.linkedin.com/pub/sarah-zipkin-zoen/5/307/573/
2. Geneviève Paul
LinkedIn profile: fr.linkedin.com/pub/geneviève-paul/99/856/b26/en
3. Caroline Brodeur
LinkedIn profile: ca.linkedin.com/in/carolinebrodeur/en
4. Gabrielle Watson
LinkedIn profile: www.linkedin.com/pub/gabrielle-watson/12/a5a/23
5. Irit Tamir
LinkedIn profile: www.linkedin.com/pub/irit-tamir/10/69a/895

(b) History of the course: title(s), number of times, where and to whom it has previously been delivered and evidence of its success, number of attendees.

- Complete
 - We have provided this training to the Mexican NGO, Poder, and their network (Aug 21-22, 2014). 10 participants. This training was done in English and Spanish.
- On the horizon
 - We will present an abridged version of this training at the UN Regional Forum on Business and Human Rights in Addis-Ababa, Ethiopia (Sept 18, 2014). 20 participants planned. This training will be done in English with French translation.
 - We will have a one-day training in Bogota, Colombia for member organizations of the ESCR-Net Network (Sept 29, 2014). 20 participants planned. This training will be done in English and Spanish.
 - At the launch of our future HRIA in the field, we will hold a full training with the implementing partner and relevant stakeholders (country and date TBD)

- (c) If the course is new, give history of a comparable course, with the same information as in 3b.

Although the course is new, it is very similar to any other HRIA trainings except that this one puts the community perspective and voice at the center of the study process. Oxfam, FIDH, and other ally organizations have provided similar HRIA trainings in the past to our partners in the field and networks. This specific training builds on those many years of experience.

Section 4 – Commitment of the trainer(s)

- (a) Identify how many times any course by any of the trainers has been offered. If applicable, explain the reasons why a course offering has been cancelled.

See the overview of completed and future training events in Section 3.

- (b) Similarly, identify earlier approved training courses you were involved in organizing, but where changes in trainers or course structure were amended, and explain the reasons for this.

N/A

- (c) Indicate the level of commitment to give this course at IAIA15 by noting any circumstances that would cause the course to be cancelled (other than if the minimum enrolment is not reached) or circumstances that would cause the instructor(s) not to be in Florence to offer the course. Note also that courses that require a minimum of more than 10 participants will be at a disadvantage.

We don't foresee any major risks that would prevent us from delivering this course.

- (d) Note backup strategy in the event an instructor must withdraw unexpectedly.

This is a dynamic training with five available facilitators. We design it this way to mitigate any changes that might occur to either one of the trainers or if the number of participants should change.

- (e) Statement agreeing to provide free places to students based on formula described in the "Student participation" paragraph below.

Like the IAIA, both Oxfam and FIDH strongly agree that students should be provided with opportunities to attend these trainings and we completely support the fee waiver program that IAIA has in place to ensure student participation.