

# Terms of Reference

## Consultant for the Legalisation Process of PLASED (Platform for Socio-Economic Development) in Ratanakiri Province

### INTRODUCTION

Building Community Voices (BCV) is a local NGO established in 2007 to share resources, ideas, skills, and technologies that would enable the views of the local communities and the indigenous community members to be heard through community media centers and local development initiatives in Cambodia.

**Our Vision** – A society in which all citizen exercises their rights to manage their resources for sustainable and equitable development in Cambodia.

**Our Mission** – BCV works to empower local communities to improve livelihoods while engaging in income-generating activities and awareness-raising while supporting them to voice their concerns with confidence.

**Our Core - Values** We operate its program based on five core values:

- 1) **Teamwork:** Our team members have different skill sets and we value each other toward working to achieve a common goal.
- 2) **Ownership:** Men and Women will have new initiatives in progressive economic development and they will take full ownership of those projects and activities.
- 3) **Diversity:** All citizens regardless of race, gender, ethnicity, social status, and age have important roles and contributions to Cambodia's sustainable development.
- 4) **Accountability:** We operate all programs with transparency and accountability manner we also demand that government institutions take higher accountabilities and openness to local communities they serve at all levels (national and sub-national).
- 5) **Yearning:** We believe that when we have a strong desire for improvement, knowledge, and growth. We can be more driven to learn, evolve, and make a positive impact.

## **PROJECT OVERVIEW**

BCV is funded by the European Commission through the project “Support to Civil Society Organizations (CSOs) and Support to Human Rights and Democracy (HR&D),” with reference Europe Aid/175673/DD/ACT/KH and grant contract No. NDICICSO/2023/448/125.

The CLESIDRA Action responds to the EU policy meant to contribute to an enabling and accessible environment for civil society, to a more inclusive CSO participation in policy dialogue, and to the strengthening of CSOs’ capacity to perform their roles as independent development actors more effectively. In particular, the Project is coherent with the LOT 1 global objective (“To contribute to an inclusive, participatory, empowered and independent civil society and democratic space in Cambodia.”), and with Specific objective 1 “To strengthen civil society capacity, participation and environment for functioning as independent actors of good governance and development”). The Action seeks in fact, to strengthen civil society organisations’ capacity and participation in multi-stakeholder dialogue for tackling socio-economic challenges and advancing sustainable and inclusive development in Ratanakiri province of Cambodia. (Impact). The Action will pivot around the constitution of a Platform for Socio-Economic Dialogue (PLASED), and a Comprehensive Service System (COSS), intended as main achievements reached through the 4 main project outputs: OP1- Capacity of CSOs, producers and LAs enhanced on multi-stakeholder dialogue and governance, inclusive socio-economic development, organisation’s management, and environmental risk mitigation. OP2- A multi-stakeholder platform for permanent dialogue and participatory decision making (PLASED) on local socio-economic development made operative. OP3 – Status and potential of 4 key local value chains (provisionally identified in: rice, cassava, forest products, eco-tourism) assessed in participatory way and corresponding strategies for their development elaborated and endorsed OP4 – A Comprehensive Services System (COSS) established as a branch of the PLASED to support the socio-economic development of the Ratanakiri Province. With this perspective, the Action will achieve its Outcome of innovative and democratic forms of multi-stakeholders’ partnership boosted and access to socio-economic resources of small producers, women, youth, indigenous and marginalised people improved in Ratanakiri province of Cambodia.

### **The objective of this assignment:**

To provide legal support for legalisation process of PLASED (Platform for socio-economic development), a public-private organisation for the support of socio-economic development of Ratanakiri Province.

### **Scope of Works:**

- 1) Identify the legal options for the establishment of PLASED, in accordance with the Cambodian legislation; the legal options must respond to the characteristics of PLASED identified by the PLASED Steering Committee and set out in ANNEX I;
- 2) Provide legal support in the drafting of PLASED statute;
- 3) Provide the necessary support for the registration and legalisation of PLASED with the competent authorities

The professional services must be carried out under the supervision of BCV, and in coordination with the other CLESIDRA project partners (FELCOS, ILS LEDA, UPWD).

### **Duration:**

The professional services must be provided within 2 months, according to a specific working plan to be submitted prior to the commencement of the consultancy.

The duration of the consultancy may be extended if there are specific reasons and with the agreement of BCV.

### **Remuneration:**

Please provide the ToR with your specific timeline of deliverables and remuneration, including WHT 15% or VAT 10% (please attach your VATIN).

### **Application Process**

Interested candidates are invited to send a cover letter and professional resume (CV) before **February 22, 2025**, to the address provided below. Please do not send diplomas and certificates. These will be requested later if necessary. Only short-listed candidates will be contacted for an interview. CVs will not be returned.

### **Contact Detail:**

Address: #17A, Street 468, Toul Tumpung I, Chamkar Morn, Phnom Penh.

Tel. 089 885 625/085 51 96 99

Email: [chanthy@bcv-cambodia.org](mailto:chanthy@bcv-cambodia.org)

## ANNEX I

### PLASED – Platform for Socio-Economic Development in Ratanakiri Province

#### A. What is PLASED?

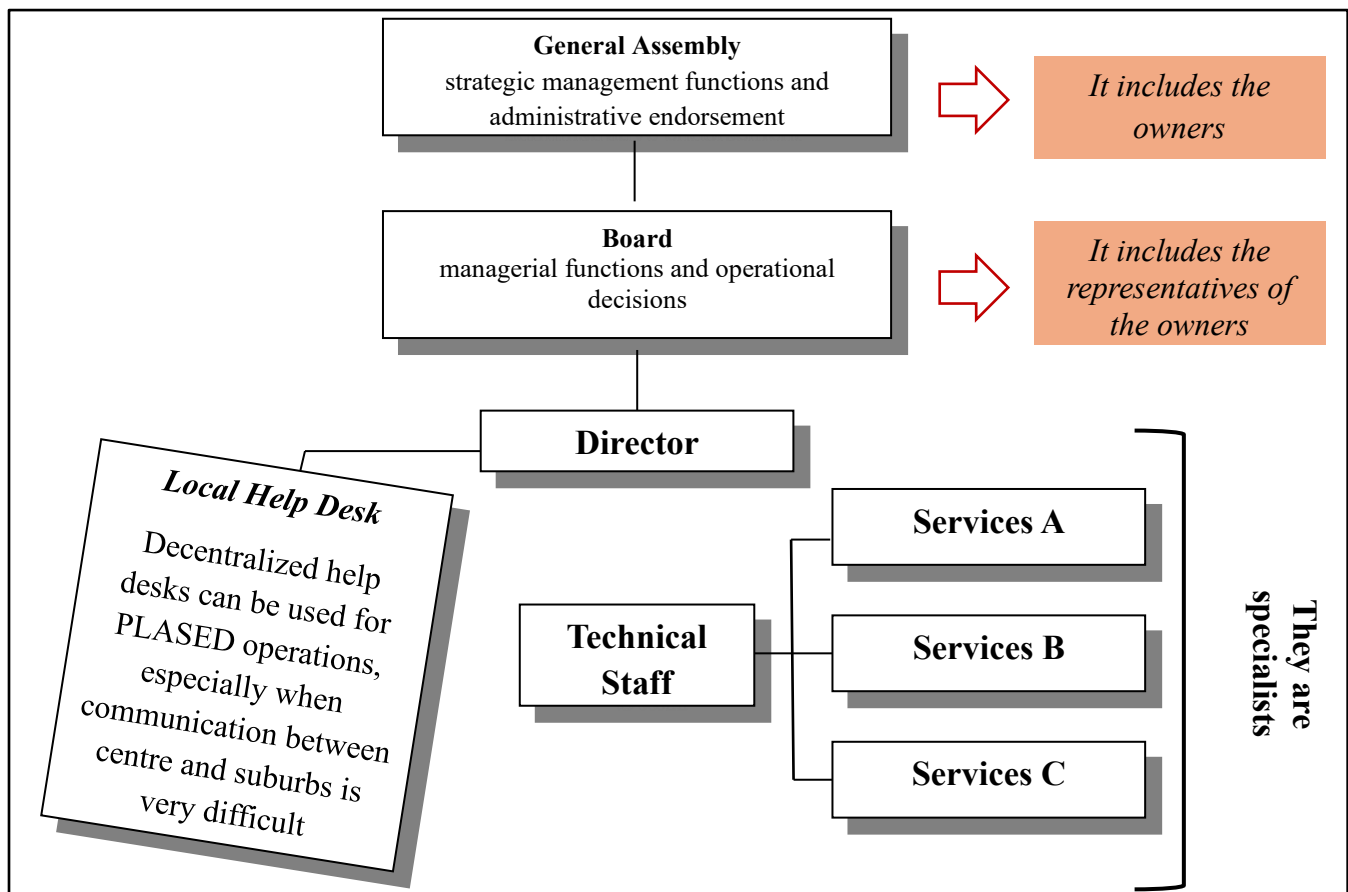
PLASED will be established and registered as a public-private organization. It will play a vital role in addressing socio-economic challenges. It is a place where everyone can come to consult and find solutions related to socio-economic difficulties.

#### B. Owners/Members of the PLASED:

The owners/members will come from three sectors: the Productive/Processing Sector (including farmers, cooperatives, tourist operators, CBOs, etc.), the Public Sector (such as local authorities, ministries, etc.), and the Service Provider Sector (covering NGOs, Chamber of Commerce, etc.).

Specifically, these organizations are: farmers organizations, cooperatives, private companies, NGOs, CBOs, other civil society organizations, Local Authorities (Province, District/Municipality, Communes level), Chamber of Commerce, University, Departments from different Ministries (Agriculture, Tourism, Environment, etc.), etc.

#### C. Organizational Structure of the PLASED



The PLASED Organisation consists of three main bodies: 1) General Assembly, 2) Board, 3) Director, and Technical Staff. Each body has its roles and responsibilities as follows:

**a. General assembly**

The general assembly is composed of producers representing four value chains, local authorities, and service providers. The general assembly has three main roles:

- Design strategies
- Elect the chair of the board and the board members.

***Board***

The board members will comprise 4 representatives from the 4 value chains, 3 representatives from local authorities, and 3 representatives from service providers. The main roles of the board members are to:

- Recruit the Director of the PLASED
- Provide advice or initiate actions for the PLASED.

***Director and technical staff***

The director and technical staff, overseen directly by the board, handle all organisational activities. This includes designing and executing strategies, conducting market research, writing proposals, managing administrative tasks, and providing all necessary services, particularly those requested by board members and the general assembly.

**b. Governance**

Regarding governance aspects, the Steering Committee agreed on decision-making procedures at the General Assembly. Specifically, the three sectors forming the PLASED (producers/tourist operators, service providers, public) will hold a meeting prior to each Assembly to vote for their representatives. The voting figures will be 8 for producers/tourist operators, 7 for service providers, and 7 for the public sector. This voting system, which has already been successfully employed in electing the Steering Committee, ensures a balance of power among the three sectors and prevents any one sector from holding more than 50% of the votes, regardless of sector size. This balance will also be reflected in the composition of the board, with 4 representatives from the producers/tourist operators, 3 from the service providers, and 3 from the public sector.

**c. Vision:**

Empower people's livelihoods and promote local economic development through the conservation of natural resources and processing high-quality agricultural products to sustainably meet local needs and compete in the international market.

### **Objectives (combined from the two groups)**

- To promote/develop the Agriculture and Tourism Sectors
- To inclusively expand the scope of agriculture and agro-industry
- Farmers have agricultural skills and technical
- To sell Agri-products at high and competitive prices in the market.
- Have stable market and job opportunities
- Exchange of experience, technical, and information in order to produce products with standard. (To promote the production of standard products)
- To sustainably improve socio-economic

### **Main Activities**

- Provide training courses on relevant skills (agriculture, tourism...)
- Raising awareness
- Collaborating and networking with other partners and relevant stakeholders
- Experience exchanged visit activities both locally and globally
- Establish/organize a fund-saving group
- Establish a laboratory to produce seeds, and for research purposes
- Producing organic fertiliser
- Organizing products exhibition/fair, and organizing indigenous people's cultural events/activities
- Processing and packaging products with standard
- Creating an indigenous people's cultural village
- Seeking support from relevant stakeholders and investors, both locally and globally
- Researching and studying about farmers
- Conducting research in the target areas to study about the strength, weaknesses, advantages, and disadvantages of the areas.
- Recruiting or selecting potential farmers to be role model of others
- Advertise the products through exhibitions/fairs, events, websites, and social media.
- Establishing advocacy and lobbying mechanism to discuss with government officials and relevant stakeholders
- Requesting for quality certification of the products
- Organizing producer group
- Processing products that meet with the needs
- Conduct regular monthly meetings with Local authorities at the village and commune levels