



Call for Proposals

Training Design & Delivery on the Topic of Human Rights & Climate Change October/November 2022 Online

Overview

The Informal Asia-Europe Meeting (ASEM) Seminar on Human Rights promotes mutual understanding and co-operation between Asia and Europe in the area of political dialogue, particularly on human rights issues, and encourages an open and non-confrontational debate between representatives of civil society organisations and officials from all ASEM Partners. The Seminar series is co-organised by the Asia-Europe Foundation (ASEF), the Raoul Wallenberg Institute (nominated by the Swedish Ministry of Foreign Affairs), the French Ministry for Europe and Foreign Affairs, the Department of the Foreign Affairs of the Philippines, the Federal Department of Foreign Affairs of Switzerland, and the Ministry of Foreign Affairs of the People's Republic of China.

In 2017, the Co-organisers introduced a capacity-building component on human rights to support the Seminar's overall objective of promoting mutual understanding and cooperation on human rights issues in ASEM. Capacity-building is delivered via an annual human rights training related to the Seminar's overall theme.

The [21st Informal ASEM Seminar on Human Rights](#) took place on 16-18 March 2022 with a hybrid format on the theme of "*Human Rights and Climate Change*." The Seminar was co-hosted by the Ministry of Foreign and European Affairs of the Grand Duchy of Luxembourg.

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ASEF is seeking a training organisation to design and deliver training on the above topic with a view to:

- ***Build capacity and technical knowledge*** in support of ASEM Partners efforts to mitigate climate change and to promote rights-based climate action
- ***Provide practical, participatory, and interactive learning*** about the methodologies and approaches to addressing human rights concerns associated with climate change
- ***Facilitate the exchange of knowledge and evidence-based best practices*** to mitigate the impact of climate change on human rights

The training organisation may explore any of the following sub-topics:

- *Reinforcing socio-ecological resilience of communities through information and public participation*
- *Promoting the full enjoyment of human rights by all persons affected by climate change*
- *Green, equitable and inclusive: Innovative ideas on international cooperation to address the impacts of climate change on human rights*
- *Taking stock of national and international human rights regimes to protect against the consequences of climate change*

Role: Trainer (training organisation)

Training date: October- November 2022

Format: Online

Time frame: July - November 2022 (preparation, implementation and reporting)

The Trainer is expected to:

- Design the training programme, curriculum and materials suitable for a virtual environment, in consultation with ASEF
- Coordinate and deliver a training for 25 hours spread over a period of 1 to 2 months
- Prepare a training report
- Prepare and conduct pre- and post-event survey
- Provide an online platform for the learning courses (i.e. learning management system) and a conference application (e.g, Zoom, Cisco Webex)

Please refer to the annex for further details.

Candidate Requirements

The candidates are required to have the following qualifications:

- Experience in designing and delivering trainings on human rights, specifically on issues relating to climate change (e.g. international and regional frameworks, national level policymaking, legal reform, capacity-building, technical support, training and literacy)
- Experience in conducting trainings for government officials, inter-governmental organisations and/or NGOs
- Qualifications in human rights, international environmental law, environmental science, or other related fields
- Experience in human rights-based training methodology and facilitation
- Experience in utilising mixed methodology in the design and delivery of trainings in a virtual environment
- Up-to-date knowledge on international and regional human rights systems related to climate change
- Familiarity with the ASEM process, and Asia-Europe relations in general
- Strong communication, facilitation and inter-personal skills including tact and cultural sensitivity
- Proactive and flexible
- Able to work with an international team
- Fluency in written and spoken English

Deadline & Contact Details

Queries, CVs, cover letters, and proposals (including budget) should be emailed to Ms Armi Hannele AARNI (armihannele.aarni@asef.org) and Mr Simon PIOLDI (simon.pioldi@asef.org). Please cc humanrights.seminar@asef.org.

Expressions of interest must be received by 23h59 (Singapore time) on Sunday, 10 July 2022.

Please use the enclosed proposal template. Each CV should not exceed 2 pages.



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Annex I: Training Design & Delivery on the General Topic of Human Rights & Climate Change

Role: Trainer (training organisation)

Start date: October 2022

Format: Virtual

Time frame: 5 months (preparation, implementation and reporting)

Coordination: Project Coordinator, Governance & Economy Department, Asia-Europe Foundation (ASEF)

1. Background

ASEF, together with its Partners, has been organising regular human rights meetings for the ASEM members since 1997. The aim of this initiative is to promote mutual understanding and co-operation between Asia and Europe in the area of political dialogue, particularly on human rights issues.

After each conference, the main recommendations are sent to the ASEM governments. The outcomes of the discussions are gathered in a publication that may be used by governments and civil society as a reference on the state of play of the debate on human rights in ASEM countries. Since 2017, an annual training component has been implemented with the aim of utilising the human rights meetings' outcomes to train professionals on human rights topics.

2. Training Objectives

The training is part of the Informal ASEM Seminar on Human Rights Series which aims to promote better mutual understanding and cooperation on human rights issues in Asia and Europe. The objectives of the training are to increase participants' knowledge of the interlinks between human rights and climate change policy and how human rights obligations can support action to tackle climate change at the national, regional, and international level. Furthermore, the training objective should align with the OHCHR methodology, where human rights training refers to "*an organised effort to transfer the knowledge and develop the skills and attitudes that encourage behaviour to promote and protect human rights*".

Through the training, participants should:

- Gain practical, participatory, and interactive learning about human rights-based approach to climate action
- Gain relevant and up-to-date knowledge and tools to better understand and respond to climate change and human rights challenges and opportunities
- Exchange knowledge and evidence-based best practices in relation to promoting and protecting human rights against climate change impacts with their peers from Asia and Europe

3. Methodology & Training Curriculum

Ideally, the training should run for at least 25 hours covering the preparatory phase (readings, exercises, and assignments) and actual training (i.e. live sessions), and spread across 1 to 2 months. The trainer should also prepare:

1. A pre-training survey: to assess the knowledge of participants on the subject matter and identify their learning goals.
2. A post-training survey: to evaluate the participants' learning experience and assess the relevance, effectiveness, and impact of the training.



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The Trainer will propose a detailed methodology for the curriculum, which will be finalised in consultation and agreement with ASEF. The training method should be learner-centred and focused on human rights aspects that are relevant to the work of the target audience. The training should present international standards and the substantive content in the curriculum should be relatable to corresponding policies & practices in the learners' institutions & organisations.

Where possible, the [Background paper](#) and the [Key Messages](#) of the 21st Informal ASEM Seminar on Human Rights will be incorporated into the curriculum, and it would be desirable for the curriculum to include introduction of Asia-Europe Meeting (ASEM) and the Informal ASEM Seminar on Human Rights.

Speakers must be experts on the topics and comprise Asians and Europeans¹. The final set of speakers will be jointly selected by the Trainer and ASEF.

The Trainer must provide **advance readings and exercises** so that participants can prepare for the training. Post-training, the presentations and training materials may be made available to educational and other human rights institutions for knowledge-sharing.

4. Training Participants

The training will be targeted to about 30 participants of early to mid-level practitioners (with 3–10 years of relevant work experience) from across the ASEM Partners. Depending on the focus of the training, the proposal shall include a suggestion of one or multiple of the following target group(s):

- **Government officials working** for ASEM Ministries (such as Ministries of Foreign Affairs, Social Affairs, Environment/ Sustainable Development, Justice, Trade and Commerce)
- **Representatives of national and regional human rights institutions**
- **Representatives of offices of national ombudspersons**
- **Representatives of relevant civil society organisations**, including youth organisations

ASEF will launch the call for participation, shortlist and select the participants together with the Trainer, based on their experience and suitability for the training. The selection of participants will also take into consideration of their potential multiplier effect.

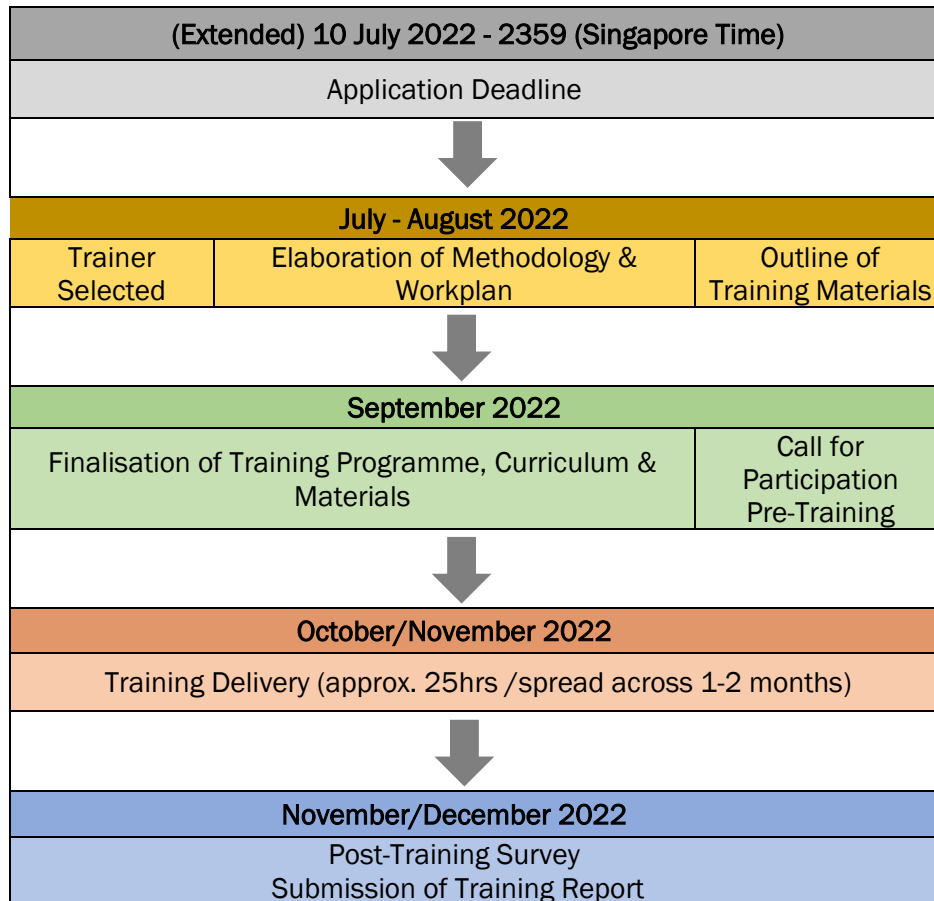
5. Tentative Timeline

Below is the overall timeline of the training, which is still subject to changes

¹ Ideally, from ASEM nationalities (see <https://www.aseminfoboard.org/about/partners>)



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The timeline for deliverables is as follows:

- Outline of training materials and workplan to be submitted by end July 2022
- Final version of the training materials to be presented by end August 2022
- Call for participation will be launched in early September 2022
- Training to be delivered in October 2022 (up to November 2022 if the proposed training will be longer than 4 weeks)
- Training report to be completed by end November 2022

6. Procedures & Logistics

Regular emails, phone calls or virtual meetings will be set up between the Trainer and ASEF to discuss the detailed work plan, training preparations and follow-up. ASEF will provide relevant seminar documentation to the Trainer as well as facilitate contacts with potential speakers. The ideal methodology will be one that is logically structured while also providing some flexibility for the context of the project series' structure and evolution.

7. Financial Arrangements

All training costs (personnel costs, trainers, platform fees, etc.) must be included in the training proposal.

8. Outputs



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- Training curriculum and materials produced by the Trainer
- Certificate of completion received by participants trained in human rights and climate change
- Training report prepared by the Trainer at the end of the training

9. Contracting Arrangements

ASEF is commissioning the training and will contract the Trainer and coordinate with all relevant stakeholders.

10. Confidentiality

All unpublished information transmitted between the ASEF and the trainer shall not be published or disclosed to a third party without the prior written consent of ASEF. In addition, no publicity is to be given to the training without the prior consent from ASEF.

11. Time Required

The training design and delivery is estimated to require up to 50 days work.