



TERMS OF REFERENCE (TOR) FOR RAPPORTEUR SERVICES

Policy Engagements on Human Rights and Environmental Due Diligence (HREDD) and the Protection of Environmental Human Rights Defenders (EHRDs)

Workshops Dates: 6th -9th July 2026: Johannesburg

1. About NANHRI

The Network of African National Human Rights Institutions (NANHRI) is a regional membership organization that brings together and supports National Human Rights Institutions (NHRIs) across Africa. NANHRI works to strengthen the capacity of NHRIs to effectively promote and protect human rights and enhance accountability across the continent.

In partnership with the Business and Human Rights Centre (BHRC) and the South Africa Human Rights Commission (SAHRC), NANHRI is implementing the Corporate Accountability, Resilience and Participation for an Equitable Transition (CARPET) Project, funded by the European Union. As part of this initiative, NANHRI and its partners will convene two multi-stakeholder policy engagement meetings in South Africa focusing on:

- i. Human Rights and Environmental Due Diligence (HREDD) – **6th to 7th July 2026.**
- ii. Protection of Environmental Human Rights Defenders (EHRDs) – **8th to 9th July 2026.**

2. Background and Rationale

The global business and human rights landscape is evolving rapidly, driven by emerging regulatory frameworks and growing expectations for responsible business conduct. International instruments such as the United Nations Guiding Principles on Business and Human Rights (UNGPs), the OECD Guidelines for Multinational Enterprises, and the European Union Corporate Sustainability Due Diligence Directive (CSDDD) have elevated the importance of Human Rights and Environmental Due Diligence (HREDD) as a critical mechanism for identifying, preventing, mitigating, and remedying adverse human rights and environmental impacts across business value chains.

At the same time, Environmental Human Rights Defenders (EHRDs), particularly those working in mining and renewable energy sectors, continue to face significant threats, intimidation, harassment, and restrictions while defending environmental and human rights. Strengthening the protection of EHRDs is essential for promoting civic participation, accountability, and a just transition towards sustainable development.

The two policy engagement meetings will bring together representatives from government institutions, civil society organizations, private sector actors, community representatives,

legal practitioners, National Human Rights Institutions, and development partners to strengthen understanding, identify implementation gaps, promote stakeholder collaboration, and advance policy dialogue on these critical issues.

To ensure accurate documentation of discussions, capture key recommendations, and produce high-quality knowledge products, NANHRI seeks the services of an experienced Rapporteur in Johannesburg.

3. Objectives of the Assignment

The overall objective of the assignment is to provide **professional rapporteur services** during the four-day policy engagement meetings and produce comprehensive reports documenting discussions, recommendations, lessons learned, and agreed actions.

Specifically, the rapporteur will:

- i. Document proceedings from both policy engagement meetings.
- ii. Capture key insights, recommendations, and commitments from stakeholders.
- iii. Synthesize discussions into actionable policy and programmatic recommendations.
- iv. Produce high-quality reports that can inform future advocacy, policy engagement, and project implementation.

4. Scope of Work

The Rapporteur will be expected to:

a) Before the Workshop

- Review all relevant background documents, including concept notes, agendas, participant lists, and project materials.
- Familiarize themselves with key frameworks related to Business and Human Rights, HREDD, and the protection of Human Rights Defenders.
- Develop a note-taking and reporting framework aligned with the objectives and expected outcomes of both meetings.

b) During the Workshop (6th – 9th July 2026)

- Attend and document all sessions during both engagements.
- Capture presentations, panel discussions, plenary deliberations, breakout sessions, and stakeholder reflections.
- Record key emerging issues, lessons learned, challenges, opportunities, and recommendations.
- Document commitments and proposed actions by participating stakeholders.
- Prepare daily highlights and summaries for presentation at the end of each day.
- Support session facilitators by providing concise summaries and synthesis of discussions.

c) After the Workshop

- Prepare and submit draft reports for both engagements.
- Incorporate comments and feedback received from NANHRI, BHRC, and SAHRC.
- Produce final consolidated reports reflecting all discussions, outcomes, recommendations, and agreed next steps.

5. Expected Deliverables

The Rapporteur will be expected to provide:

- I. A reporting and note-taking template prior to the meetings.
- II. Daily highlights and summaries for each meeting day.
- III. Draft Report on the Policy Engagement on Human Rights and Environmental Due Diligence (HREDD), including:
 - Key presentations and discussions.
 - Emerging issues and implementation challenges.
 - Identified gaps and opportunities.
 - Recommendations for strengthening HREDD implementation in South Africa.
- IV. Draft Report on the Policy Engagement on the Protection of Environmental Human Rights Defenders (EHRDs), including:
 - Key discussions and stakeholder perspectives.
 - Protection challenges facing EHRDs.
 - Identified policy and institutional gaps.
 - Recommendations for strengthening protection mechanisms.
- V. Final Consolidated Reports {2Reports} (maximum 30 pages each excluding annexes) as per template to be shared.

6. Duration and Timeline

- **Final submission:** Within 21 days after the workshop (by 31st July 2026).

7. Payment

Payment shall be made upon satisfactory completion of the assignment and submission of all agreed deliverables, in accordance with NANHRI's financial procedures.

8. Required Qualifications

The Rapporteur must:

- Be based in Johannesburg.
- Master's degree or higher in Human Rights, Law, Political Science, Environmental Governance, Development Studies, International Relations, Social Sciences, or a related field.
- At least five (5) years of demonstrated experience in rapporteur services, workshop documentation, policy dialogue reporting, or similar assignments.
- Strong understanding of Business and Human Rights, Human Rights and Environmental Due Diligence (HREDD), environmental governance, civic space, and human rights defender protection issues.
- Proven experience producing high-quality analytical reports for regional or international organizations.
- Excellent analytical, writing, and communication skills in English.
- Experience working with National Human Rights Institutions, civil society organizations, regional bodies, or international development partners will be an added advantage.

9. Application Requirements

Interested individuals should submit:

- A one-page cover letter demonstrating relevant experience.
- Updated CV.
- Sample(s) of at least two similar workshop reports authored.
- A financial proposal (lump sum for the assignment, inclusive of taxes).

10. Submission of Proposals

Applications should be submitted by email to **info@nanhri.org** no later than **30th June 2026**, with the subject line:

“Proposal for Rapporteur Services – HREDD and EHRDs Policy Engagements, South Africa”