TERMS OF REFERENCE (ToR)

Consultancy for the Development of an NHRI Operational Toolkit for Monitoring ESCRs in National Development Plans and an Abridged Version of the ACHPR Continental Study on the Integration of ESCRs in NDPs

I. Background and Rationale

1. At its 75th Ordinary Session, the African Commission on Human and Peoples' Rights (ACHPR) adopted Resolution ACHPR/Res.561 (LXXV) 2023, mandating a continental study on the integration of economic, social and cultural rights (ESCRs) into national development planning in Africa. The continental study was undertaken by the African Commission on Human and Peoples' Rights, with technical and resource support from the Network of African National Human Rights Institutions (NANHRI), the Danish Institute for Human Rights (DIHR), and the Centre for Human Rights, University of Pretoria. It was subsequently adopted by the ACHPR during its 89th Ordinary Private Session, held virtually from 21 September to 1 October 2026.

2. The study reviewed 51 National Development Plans (NDPs) across Africa and examined the extent to which economic, social and cultural rights are reflected in national development planning processes. Its findings indicate that although many countries prioritise socioeconomic sectors, including health, water and sanitation, and land, there remains scope to strengthen the explicit integration of human rights standards, principles and obligations into development policies, plans and implementation frameworks.

3. In this regard, National Human Rights Institutions (NHRIs) are strategically positioned to advance the realisation of ESCRs, ensuring that national development priorities and resource allocation are guided by human rights obligations. Their independent oversight and advisory roles enable them to influence development processes, address inequalities and promote policies that respond to the needs of marginalised groups. In doing so, NHRIs help bridge the gap between States' commitments to economic, social and cultural rights and their practical realisation, while promoting inclusive, equitable and accountable development.

4. Building on the findings and recommendations of the ACHPR continental study, NANHRI seeks to engage a consultant to develop a summarized version of the study and operational toolkit tailored to the mandates and functions of NHRIs. The toolkit will provide NHRIs with practical guidance, methodologies and monitoring tools to support their effective engagement at different stages of national development planning processes. In particular, it will strengthen their capacity to assess the extent

to which economic, social and cultural rights are integrated into NDPs, monitor progress in the implementation of related commitments, and promote accountability for their realisation through evidence-based engagement, monitoring and recommendations.

II. Objective of the Assignment

5. The overall objective of the assignment is to produce a summarized version of the adopted study and translate the key findings and recommendations of the ACHPR continental study into a practical toolkit, specifically designed for use by NHRIs. The toolkit will provide NHRIs with practical guidance, assessment tools, checklists and monitoring frameworks to support their engagement throughout the national development planning cycle.

6. In particular, the toolkit will assist NHRIs to:
   - ✓ Identify opportunities for engagement in national development planning processes.
   - ✓ Assess the extent to which human rights standards and principles are reflected in national development plans.
   - ✓ Monitor the allocation and utilisation of public resources for the progressive realisation of economic, social and cultural rights.
   - ✓ Strengthen engagement with government institutions, national statistical offices, civil society and other relevant stakeholders.
   - ✓ Document progress, identify implementation gaps and make evidence-based recommendations within their respective mandates.

III. Scope of Work

7. Under the supervision and coordination of NANHRI, the consultant will undertake the following tasks:

   - ✓ Review the ACHPR continental study and Analyze, extract, and synthesize its data, regional statistics, and recommendations, focusing specifically on the institutional blockages and structural implications identified for NHRIs

   - ✓ Develop a practical and accessible operational toolkit that translates the findings and recommendations of the study into guidance and tools to support NHRIs in engaging in national development planning processes and monitoring the integration of ESCRs in NDPs. The toolkit should include standalone operational checklists to support NHRIs in independently assessing and auditing the diagnostic, formulation and monitoring phases of national planning.

- ✓ Ensure that the toolkit is informed by relevant international and regional human rights standards, principles and frameworks relating to ESCRs and national development planning.
- ✓ Develop a shortened and accessible version of the ACHPR continental study, highlighting its key findings, recommendations and relevant evidence. The abridged version should be concise and reader-friendly to the relevant stakeholders.

IV. Key Deliverables and Expected Outputs

8. The consultant will be expected to deliver the following:
    i. A brief inception report of approximately five pages outlining the proposed methodology and approach, the structure and content of the proposed documents, the suggested format and presentation, and the work plan and delivery schedule.
    ii. A practical toolkit of approximately 16 pages, incorporating guidance, assessment frameworks, checklists and monitoring tools to support NHRIs in engaging in national development planning processes and assessing the integration and implementation of ESCRs in NDPs.
    iii. A shortened and accessible version of the ACHPR continental study (approximately 10 pages), highlighting its key findings, recommendations and relevant evidence, including comparative findings from the 51 National Development Plans reviewed. The abridged version should retain the study's core messages while presenting the information in a concise and reader-friendly format.

V. Drafting and Review Process

9. The consultant will follow the steps below in developing, reviewing and finalising the two documents:
    - ✓ Submit the first drafts of the toolkit and the abridged version of the Study to NANHRI Secretariat for initial review and feedback.
    - ✓ Incorporate the comments and feedback received from NANHRI and submit the revised drafts to NANHRI for further review.
    - ✓ Incorporate the final comments, finalise both documents and submit the final versions for validation in editable Microsoft Word format.
    - ✓ Participate in a validation meeting organised by NANHRI and DIHR to present the toolkit, facilitate discussions on its content and practical application, and familiarise participating NHRIs with the use of the toolkit's checklists and

monitoring tools to support their engagement in national development planning processes.

- ✓ Incorporate feedback and recommendations arising from the validation meeting, revise the toolkit accordingly and submit the final version to NANHRI in editable Microsoft Word format.

VI. Required Qualifications and Experience

10. The consultant should possess the following qualifications and experience:
    - ✓ An advanced university degree (Master's or PhD) in International Human Rights Law, Public Policy, Development Studies, Governance, Social Studies, Human Rights, or a related discipline.
    - ✓ At least 7 years of relevant professional experience in human rights, national development planning, socioeconomic rights or related areas.
    - ✓ Demonstrable experience working with National Human Rights Institutions, regional human rights mechanisms, including the African Commission on Human and Peoples' Rights, or relevant development and governance institutions.
    - ✓ Experience in developing practical policy tools, institutional guidelines, human rights indicators, monitoring frameworks or technical reports.
    - ✓ Good understanding of the African regional human rights system and the normative framework relating to economic, social and cultural rights.

VII. Duration and Financial Considerations

11. The assignment is expected to be completed within four (4) weeks from the date of contract signature. The consultant will work in close coordination with NANHRI to ensure timely submission of deliverables, incorporation of feedback and completion of the final toolkit within the agreed timeframe.

12. The consultancy will be remunerated on a lump-sum basis, with the total fee agreed upon at contract signing. The fee will be inclusive of all costs associated with undertaking the assignment and delivering the required outputs. Payment will be structured as follows:
    - ✓ 30% of the total consultancy fee upon submission and approval of the inception report.
    - ✓ 30% upon submission and approval of the first drafts of the Toolkit and the abridged version of the ACHPR study.
    - ✓ 40% upon submission and approval of the final NHRI Operational Toolkit and abridged version of the study, incorporating feedback from the review and validation processes.

13. All deliverables will be subject to review and written approval by NANHRI before the corresponding payment is released. NANHRI reserves the right to request revisions where deliverables do not meet the agreed requirements and quality expectations.

VIII. Confidentiality and Non-Disclosure

14. The consultant shall maintain strict confidentiality regarding all information, documents and materials accessed or received during the assignment and shall not publish or disclose any of these, including drafts and final outputs. This obligation shall remain in force after the completion or termination of the consultancy. All materials and outputs developed under the assignment shall remain the property of NANHRI and its designated partners.

IX. Submission of Applications

15. Interested candidates are invited to submit their applications to **info@nanhri.org ,** copied to **dnguti@nanhri.org,** no later than 26 November 2026. Applications should include the following:

    1. A cover letter outlining the candidate's suitability for the assignment.
    2. An updated Curriculum Vitae (CV) highlighting relevant qualifications and professional experience.
    3. A technical proposal outlining the proposed approach, methodology and work plan for undertaking the assignment.
    4. A financial proposal indicating the proposed consultancy fee, with a breakdown and justification of the estimated costs and level of effort required to undertake the assignment.
    5. Two writing samples of previous toolkits, policy briefs, research reports or other relevant analytical documents developed by the candidate.
    6. A copy of the consultancy licence, where applicable.
    7. Contact details of two professional referees.

Only shortlisted candidates will be contacted. NANHRI reserves the right to request additional information from applicants and to conduct interviews as part of the selection process.