

## APHR Consultancy Notice

### **External Consultant for the Philippine Legislative Advocacy Toolkit Development**

#### **A. Project Title**

Philippine Legislative Advocacy Toolkit

#### **B. Background**

The region's leaders are increasingly resorting to adopting laws that restrict fundamental freedoms. In this context, parliamentarians, through their legislative mandate, become an important shield against further erosion of rights. MPs can repeal, or amend restrictive laws as they reach parliament.

To be able to engage them effectively APHR and civil society organizations in Southeast Asia must be able to understand and know the parliamentary legislative process well. For APHR this would allow us to better empower our members to use their mandate to reform rights-restricting laws, and to advocate their governments to protect human rights for all.

As such, APHR conducted research in five countries in Southeast Asia, including the Philippines, to better understand and unpack the legislative process. The research covers what is the legislative process, including the different stages a bill can go through, how to write an amendment, who can initiate a bill, what is the usual practice in the country, as well as identify effective entry points for law reform advocacy. This research will be developed into a pedagogical, visual, and engaging toolkit to be disseminated among parliamentarians, APHR staff and members, and civil society members to aid in legislative advocacy work.

#### **C. Scope of Work**

APHR is looking for a consultant to draft a short, pedagogical, and engaging toolkit explaining the different steps in the legislative procedures in the Philippines. The toolkit will be presented as a practical and accessible tool for APHR's staff and members, members of parliament in the Philippines and their staff, and key civil society partners. The output will be published online, launched through a national level workshop with APHR Members, the researcher, and members of civil society in the Philippines. The toolkit will be based on a research output that is already available.

#### **D. Expected Outputs and Deliverables**

E.

<b>Expected deliverables</b>	<b>Timeline</b>
Inception meeting	15 September 2023



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Presentation of Toolkit Outline	22 September 2023
First draft of toolkit	2 October 2023
Second draft incorporating APHR's feedback	16 October 2023
Final draft ready for layout design	31 October 2023

## F. Institutional Arrangement

The consultant will report to APHR's Programs Director who will provide him/her with all relevant background information and directions and will conduct reviews of the drafts.

## G. Duration of Work

15 September - 31 October 2023

## H. Duty Station

Remote

## I. Qualifications of the Successful Contractor

- Previous experience in drafting engaging toolkits, pedagogical or advocacy reports;
- Excellent writing skills for a wide audience;
- Fluency, both oral and written, in English;
- Capacity to write and work under short deadlines;
- If possible previous work on legislative advocacy; and
- Previous experience engaging parliamentarians.

## J. Recommended Presentation of Offer

Applicants may submit the following requirements to [procurement@aseanmp.org](mailto:procurement@aseanmp.org) with subject heading "**Philippine Toolkit Consultant**" by **25 August 2023**:

- Cover letter (1 page max) including why you consider yourself as the most suitable candidates for the assignment.
- Personal CV indicating all relevant past experience.
- A relevant writing sample in English.

*Please note that only shortlisted candidates will be contacted.*

*APHR is committed to diversity and inclusion within its workforce, and encourages qualified candidates of all genders from all nationalities, religious, and ethnic backgrounds, including persons living with disabilities, to apply.*

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