



TERMS OF REFERENCE

Mid-term Evaluation

Child Labour and Forced Labour Prevention and Remediation Programme for Ivorian and Ghanaian Cocoa Small Producer Organisations

1. Introduction to Fairtrade

Fairtrade is an alternative approach to conventional trade and is based on a partnership between farmers and consumers. When farmers can sell on Fairtrade terms, it provides them with a better deal and improved terms of trade. Fairtrade's vision is a world in which all farmers can enjoy secure and sustainable livelihoods, fulfil their potential, and decide on their future. Fairtrade therefore works to provide farmers with fairer trade conditions that allow them to overcome poverty, strengthen their position and take control over their lives.

2. Context and background

An estimated 1.56 million children are in child labour in Côte d'Ivoire and Ghana, the countries that produce two-thirds of the world's cocoa.¹ Most of these children are working on their own family's farm. Poverty is one of the root causes of child labour. In Ghana and Côte d'Ivoire, between 30 and 58 percent of farming households live in extreme poverty.²

Other factors include a lack of access to quality schooling facilities or childcare, as well as exploitation, discrimination, conflict, and natural disasters. When families are not able to earn a decent living from their crops, and young people lack decent educational and employment opportunities, ending child labour remains very difficult.

Fairtrade is committed to fighting the root causes of child labour and forced labour, and promoting the rights of children. Fairtrade takes a holistic approach, drawing on three main mechanisms: robust standards, Fairtrade Prices and Premium, and programmes.

As part of this threefold approach, the **Fairtrade Child Labour and Forced Labour Prevention and Remediation Programme** was initially developed as part of the 2022 Fairtrade Cocoa Standard review. In this review, mandatory monitoring and remediation systems for child labour and forced labour for Fairtrade Small-scale Producer Organizations (SPOs) in Côte d'Ivoire and Ghana were included as part of the new standard. The systems are required to be implemented in a phased approach by Ivorian and Ghanaian SPOs. During the standard review, a number of

¹ NORC Final Report: Assessing Progress in Reducing Child Labor in Cocoa Production in Cocoa Growing Areas of Côte d'Ivoire and Ghana (2020)

² Van Vliet JA et al.: A Living Income for Cocoa Producers in Côte d'Ivoire and Ghana? Front. Sustain. Food Syst. (2021)



SPOs commented on the need for additional support which led to the launch of the Fairtrade Child Labour and Forced Labour Prevention and Remediation Programme³.

Fairtrade believes that by collaborating with stakeholders across the cocoa supply chain, implementing effective prevention strategies, establishing robust monitoring systems, and providing remediation support to affected households and communities, a positive and lasting impact can be made on the lives of cocoa farming households and communities.

The Programme, combined with the new requirements in the Fairtrade Cocoa Standard, seeks to (1) enhance knowledge among cooperatives members in addressing incidence of child labour and forced labour; (2) strengthen capacity for child labour/forced labour monitoring; (3) increase access to educational and vocational opportunities for children/adults, and (4) improve income for households with children/adults who are engaged in/at risk of child labour/forced labour. Of these outcomes, the Programme is most oriented towards increasing access to educational opportunities for children/adults as well as to improving household incomes, as the requirements of the Fairtrade Cocoa Standard are focused on the first two outcomes.⁴

Since 2023, Fairtrade-certified SPOs can apply to the programme to receive support for their prevention and remediation measures. The programme approved funds to 12 SPOs (10 in Côte d'Ivoire and 2 in Ghana) for a variety of initiatives, mainly around renovation or equipment of education facilities such as school buildings, nursery schools, school canteens as well as sanitation and hygiene stations. But the programme also funded support measures such as the provision of bicycles for the children to reach schools or training and awareness sessions. It is important to note that the programme is designed to complement existing funding allocated by SPOs and other entities for prevention and remediation efforts, rather than replacing them. To date, SPOs have each received between €12,000 and €17,000 in Fairtrade funding for the measures they have proposed.

3. Purpose and objective of the mid-term evaluation

The purpose of this evaluation is to provide a comprehensive understanding of the outcomes the Child Labour and Forced Labour Prevention and Remediation programme has had so far, as well as identify enablers and barriers for achieving these outcomes. Moreover, it shall make detailed recommendations for the continued implementation of the programme, in concert with the relevant Fairtrade standard requirements, aimed at the different actors involved (SPOs, Fairtrade Africa, Fairtrade International, commercial partners, traders, government actors, International Cocoa Initiative, other non-governmental parties).

Aligned with this overall purpose, the evaluation has the following specific objectives:

- To provide a detailed understanding of the programme implementation, including the contribution of the different actors (see above) and of the different instruments (such as

³ <https://www.fairtrade.net/news/new-programme-for-fairtrade-cocoa-cooperatives-supports-child-labour-prevention-and-remediation-efforts>

⁴ Appendix I & II show the ToC and the logical framework of the programme.



programme budget, Fairtrade Premium, interventions from West African Cocoa Programme as well as support from commercial partners/traders and/or NGOs).

- To refer to the initial findings of the programme's baseline study and analyze the respective development from activities to outcomes.
- To help validate or refute the assumptions in the overall programme's Theory of Change (ToC) as well as targets in programme's Monitoring Evaluation, and Learning (MEL) Framework (see pages 7-10).
- To identify successful strategies, best practices, and lessons learned from the programme and the standard interventions which can inform the further programme implementation.
- To collect narratives and photos which can be used for subsequent stakeholder communication about the programme.

4. Scope and methodology

- The scope of the evaluation study shall cover 9 Fairtrade certified SPOs, 2 SPOs in Ghana and 7 SPOs in Côte d'Ivoire. The SPOs and their projects are proposed for evaluation because they have already received funds and started the implementation of their projects, albeit with different levels of progress.
- The mid-term evaluation is expected to primarily use mixed- or qualitative methods (including contribution analysis) due to the nature of the evaluation objectives.
- Key informants involved in the programme and relevant for the evaluation are SPO management, SPO farmers and households members (including children and vulnerable groups such as Farm Operators), community leaders, school teachers, Fairtrade Africa staff, Fairtrade International staff and the Programme Management Committee. External stakeholders who might inform the evaluation are commercial partners, other partner and/or donor organisations and National Fairtrade Organisations.
- The evaluation shall be complementary to the baseline study of the programme and the findings shall build on those results and recommendations.⁵
- The methodology should be designed by the consultant or consulting firm in close collaboration with Fairtrade International and in line with the OECD DAC evaluation criteria (namely relevance, coherence, effectiveness, efficiency, impact, and sustainability). Given the evaluation objectives, effectiveness is the primary criteria, followed by relevance. The consultant or consulting firm shall demonstrate how these DAC criteria (or others as argued) inform the conceptual framework, methodology, and analysis of the proposed research.

⁵ The assessment was completed in March 2023 and, using a mixed-method approach, provided baseline values for the indicators in the MEL framework as well as contextual information supporting the shape and implementation of the programme. This baseline assessment, together with progress reports posted [online](#), would allow a mid-term evaluation to look back on selected indicators (or indicator clusters) and make general statements as to how the programme is progressing along its Theory of Change. It is not expected to take quantitatively oriented, experimental or quasi-experimental approaches (especially given the absence of a counterfactual) such as RCTs or Difference-in-Differences.



- The data collection process will be the responsibility of the consultant or consulting firm; however, Fairtrade Africa will help in facilitating communication between them and programme stakeholders.

5. Ethical Standards and Human Rights Remediation Policy

Fairtrade is committed to ensuring that the rights of those participating in data collection or analysis are respected and protected, in accordance with our Research Ethics policy and Fairtrade International's Human Rights Remediation Policy, and Fairtrade Africa's Safeguarding and Protection Policy.

These policies include (but are not limited to) requirements that participants are informed as to the purposes of the research, that they have a right of refusal, that they can revoke consent after participation, and what the prospective benefits of participating in the research are. For minors, there is a two-step process including both guardian/parental consent and age-appropriate child assent, in local languages (not just English/French). These policies also ensure that any violations of human rights identified in evaluation process is confidentiality reported for remediation.

All applicants should include details in their proposal as to how they will ensure research ethics, how confidentiality of participants (particularly children and other vulnerable groups) will be guaranteed in the data collection and analysis process, and if/how they are willing to abide by our policies.

All parties involved in the data collection will receive an induction and would be required to sign off on agreeing to abide by these policies.

6. Proposed Timelines and Deliverables

The expected timelines and deliverables for this tender to include:

Awarding of Contract	Timeline
Tender deadline	23 July 2026
Interviews with shortlisted candidates	10-14 August 2026
Contract awarded & contract signed, inception meeting with consultant/consulting firm	Mid-August 2026
Deliverable	No later than
Brief inception report, outlining the proposed methodology, data collection tools, and work plan (to be agreed with Fairtrade International before initiating the data collection phase)	18 September 2026
Data collection and Interviews	end of October, 2026



A draft evaluation report to be submitted for review and comments	end of November, 2026
Validation workshop with key stakeholders including Fairtrade Africa, Small Producer Organizations, International Cocoa Initiative, Government Institutions etc.	mid-January, 2026
Submission of final report, including raw and clean collected data, is handed over to Fairtrade International	end of January, 2027
1 webinar session for Fairtrade system staff, including summarizing the main findings and key recommendations	Mid-February 2027

The report should be submitted electronically in both English and French versions. The consultant or consulting firm is responsible for editing and proofreading the final report, which should be well formatted. Surveys instruments and all transcripts of interviews, photographs taken during the assignment should be submitted in electronic format.

7. Budget

The consultant or consulting firm should submit a detailed budget (in Euro) in the proposal including but not limited to, the estimated number of days, cost per day for professional fees, logistical budget.

The total budget allocated for this project is € 65.000. Please note that all costs invoiced must be below this amount, including a mandatory 19% VAT payable in Germany (as this is where Fairtrade International is headquartered). While total cost quoted is not the primary criteria by which proposals are evaluated, value-for-money (within the bounds of budget available) will be.

8. Expected Qualifications

The Consultant or consulting firm should have the following competencies and qualifications:

Essential

- Highly fluent in English and French, both written and spoken.
- Minimum of 5 years of experience in designing evaluations including proven experience in sound sampling, mixed method approaches (quantitative and qualitative), preferably for international nonprofit organizations or multilateral agencies.
- Demonstrated general understanding of the cocoa sector in Côte d'Ivoire and Ghana and child labour and forced labour prevention and remediation programmes.



- Demonstrated experience of facilitating research with participatory methods and tools, particularly with children and other vulnerable groups.
- Competency in managing, organizing, and interpreting quantitative and qualitative data and information.
- Good data analysis and analytical report writing skills.

Highly Desirable

- Ability to communicate effectively to a range of different stakeholders.
- Demonstrated experience in using contribution analysis as an evaluation method.
- Understanding of Fairtrade principles, key tools and approaches, including the Fairtrade Theory of Change, standards and producer support, and Fairtrade structures.
- Prior experience in researching in Ghana and Côte d'Ivoire.

Note that the consultant or consulting firm would be required to either have already or identify, recruit, contract, and train evaluators in both countries.

9. Submission Instructions

Qualified and interested applicants are asked to submit the following:

a. Detailed **technical proposal** clearly demonstrating a thorough understanding of the Terms of Reference, and including the following:

- i. Description of the capacity and qualifications of the consultant or consulting firm, including previous relevant experience.
- ii. Description of the proposed approach and methodology, including data collection, sampling strategy, data analysis, integration of gender considerations and ethical standards, quality assurance.
- iii. A proposed schedule/work plan (i.e., a Gantt chart).
- iv. Team composition and level of effort of each proposed team member.

b. A **financial proposal** (in Euros) with a detailed cost breakdown (including a mandatory 19% VAT) as follows:

- i. Itemized consultancy fees/costs.
- ii. Itemized field data collection expenses.
- iii. Itemized administrative expenses.
- iv. Validity period of quotations.

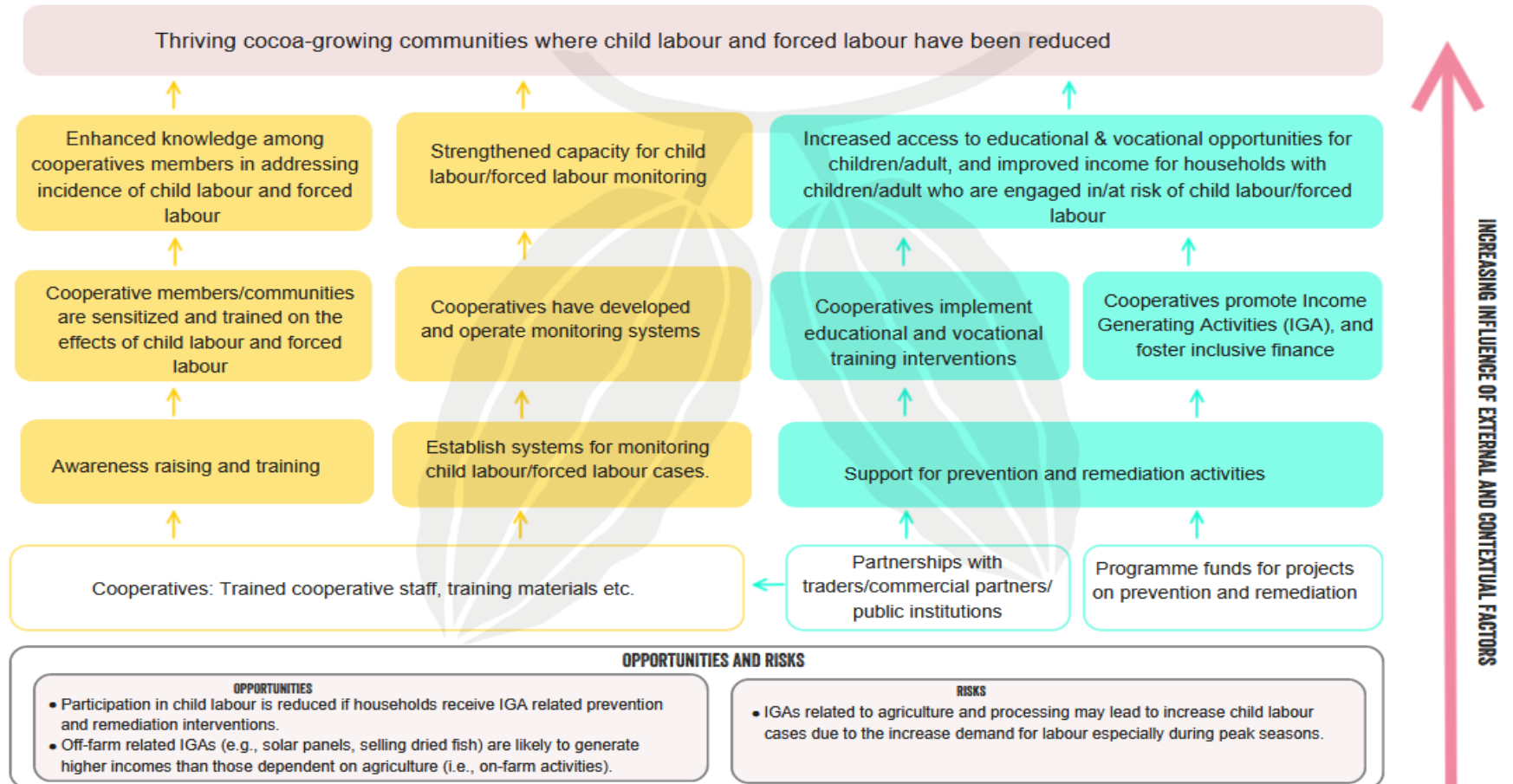
c. Curriculum Vitae(s) of all proposed staff outlining relevant experience.

Complete applications should be submitted electronically to impact-tenders@fairtrade.net before the deadline of 23 July 2026.



FAIRTRADE
INTERNATIONAL

10. Appendix 1:
I. Theory of Change



II. Logframe

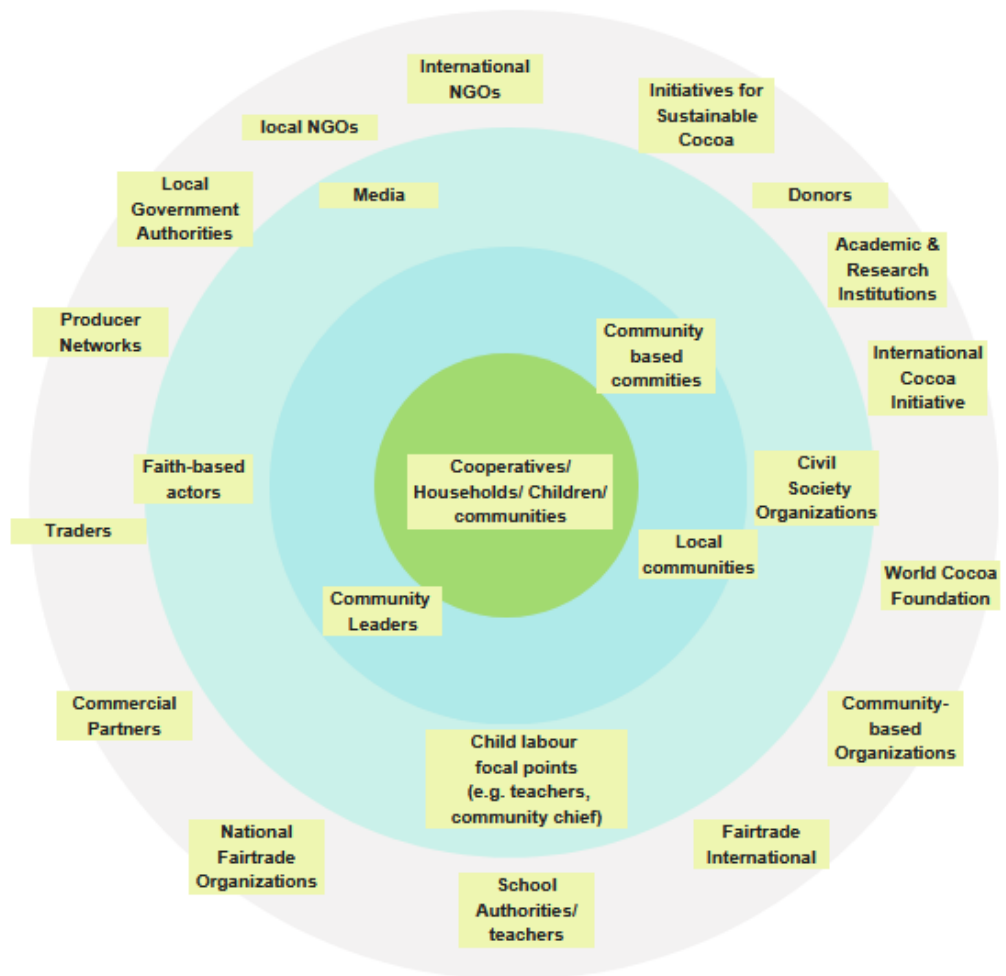
Results	Result change	Number	Indicators
Impact	Thriving cocoa-growing communities where child labour and forced labour have been reduced	Impact indicator 1. Reduced child labour and forced labour	# and % of children in child labour in cocoa-growing households and communities
			Average score for protective community index
Outcome	Enhanced knowledge and capacity among cooperatives & their members, communities in responding to child labour and forced labour cases	Outcome indicator 1. Enhanced Knowledge	% of cooperative members and their household who demonstrate increased knowledge and changed attitudes towards child labour and forced labour
			Average Score for Fairtrade International Child Rights Awareness Index
	Strengthened capacity for child labour/forced labour monitoring	Outcome indicator 2. Strengthened monitoring	# of monitoring visits conducted by cooperatives to their members or those at risk of child labour and forced labour
	Increased access to educational & vocational opportunities for children/adult, and improved income for households with children/adult who are engaged in/at risk of child labour/forced labour	Outcome indicator 3. Increased access to educational opportunities	Average percentage change in school enrolment
			Average score for protective school environment assessment
Outcome indicator 3. Improved income through Income Generating Activities	# children and adults enrolled in at least one vocational/apprenticeship training		
	# and % of cooperative members who report that IGA interventions have raised their or a member of their household's income		
Output 1	Cooperative members/communities are sensitized and trained on the effects of child and forced labour	Output indicator 1.1: Training programmes	# of cooperative staff who have participated in at least one training on child labour and forced labour
			# of workers (traders) who have participated in at least one training on child labour and forced labour
			# of school teachers/school management committees, community leaders, local authority heads who have participated in at least one training on child labour and forced labour
		Output indicator 1.2: Awareness-raising	# of cooperative members or their households who participated in at least one awareness raising session on child labour and forced labour



Output 2	Cooperatives have developed and operate monitoring systems	Output indicator 2.1: Community action plans (CAPs)	# of communities that have developed effective CAPs to prevent/reduce/eliminate child labour and forced labour
		Output indicator 2.2: Monitoring and remediation systems	# and % of cooperatives that have an effective CLMRS or similar structures to deal with child labour and forced labour issues
Output 3	Cooperatives implement educational and vocational training interventions	Output indicator 3: Education-related preventive and remedial measures	# of schools and communities benefitting from at least one educational infrastructure support/school renovation
			# of schools and communities benefitting from at least one educational material/equipment support
			# of children engaged in/at risk of child labour benefitting from at least one educational material intervention (e.g. school uniforms, books, bags)
			# and types of vocational and skills trainings provided by cooperative to members in the last calendar year
			# annual registrations for bridging and extra classes
Output 4	Cooperatives promote Income Generating Activities, and foster inclusive finance	Output indicator 4.1: Income Generating Activities (IGAs)	# and % of cooperative members who report that they or a member of their household have at least one additional source of income as a result of IGA interventions
			Output indicator 4.2: Financial inclusion
		% of VSLA member household accessing VSLA finance for entrepreneurial activities	
		# of cooperative members or members of their households who are active members of VSLA groups	



III. Stakeholder Map



Core Stakeholders	Cooperatives, Households, children, communities
Informal Stakeholders	Often in closest contact with children engaged in/ at risk of child labour and forced labour
Semi-formal Stakeholders	Formalized stakeholders who are influential but are not formally recognized for their roles within child labour and forced labour
Formal Stakeholders	Constituted organizations who have a clear mandate and responsibility of addressing child labour and forced labour issues