



TERMS OF REFERENCE

Project Evaluation

The Cambodian Human Rights and Development Association (ADHOC) is the first Cambodian human rights association founded on December 10, 1991 by a group of human rights defenders who peacefully advocate human rights and democracy, following the signing of the Paris Peace Agreements which were signed by the four Khmer factions on 23 October 1991 on “A Comprehensive Political Settlement of Cambodia Conflict” in Paris, France. Its first office was in a Buddhist temple in Phnom Penh, supported by a small group of volunteers who believed in the importance of human rights and democracy. ADHOC was officially recognised and approved by Samdech Preah Norodom Sihanouk on March 10, 1992 when he was the Head of State and Chairman of the National Council of Cambodia. By Samdech Hun Sen, on March 19, 1992, when he served as Chairman of the Council of Ministers of the State of Cambodia. As well as officially recognised by the Ministry of Interior, Prakas no. 278, dated 28 March 2000.

1. Project introduction and background

The Project of “Empowering and Protecting Human Rights in Remote Rural Areas of Cambodia” was developed to address the rights violations related to migration and land rights are particularly prevalent in targeted provinces. This project has benefited victims of rights violations, community members, local authorities (including, among others, village and commune chiefs, commune council members, and police officers), and migrant workers in the provinces of Banteay Meanchey, Battambang, Pailin, Pursat, Oddar Meanchey, Koh Kong, and Preah Vihear. The project has successfully contributed to the overall goal of strengthening the capacity of ordinary citizens by enabling them to defend their own rights and advocate for better governance and full respect for human rights.

Funded by the Katholische Zentralstelle für Entwicklungshilfe e.V. (KZE), MISEREOR, the project was aimed at; Civil and political rights, women’s and children's rights, land and natural resources rights are fully exercised, promoted, and protected in the above provinces. It’s already 15 years for the ADHOC to implement the project period from 01 July 2011 and ends on 31 December 2026, but different agreements (*the last proposal agreement starts on 01 January 2024 and ends on 31 December 2026*). The project has never been conducted the assessment since this is the first evaluation announcement.

2. Objectives of the evaluation

The main purpose of the evaluation is finding the key achievement of the project implementation, coherence, efficiency, effectiveness, effects (outcomes and impact, relevance, and sustainability of the project.



3. Question to be answer by the evaluation

- A. Relevance: The extent to which project objectives and design respond to the needs, priorities and policies of the target groups and of the organization responsible for the project and its partner organizations, and continue to do so if circumstances change.
- B. Coherence: The compatibility of the project with other interventions in a country, sector or institution.
- C. Effectiveness: The extent to which a project achieved, or is expected to achieve, its objectives (as laid out in the Project Contract) and outputs, including differential results across target groups.
- D. Efficiency: The extent to which the project delivers or is likely to deliver results in an economic and timely way.
- E. Effects (outcomes and impacts²): The positive and negative changes produced by a project at a higher level. The evaluation should focus on both intended and unintended outcomes and impacts.
- F. Sustainability: The extent to which the net benefits of the project continue, or are likely to continue. Benefits are intended to be socially, environmentally, economically and technologically sustainable. The review is also intended to include institutional aspects.

4. Methodology and Scope

The consultant will be responsible for data collection–related tasks, and which is comprehensively detail the proposal guideline.

4.1 Preparation

- Review project background, data collection objectives, and approved survey questionnaires
- Participate in a briefing meeting or the discussion with the project team (ADHOC)
- Finalize the data collection plan (schedule, field locations, target respondents)

4.2 Data Collection

- Conduct field visit or the discussion with the project team
- Apply methods: primary and second data reviews
- Other

4.3 Data Quality Assurance

- To ensure that data collection is completeness and consistency
- Address missing or inconsistent responses promptly
- Coordinate closely with the project focal person for checking and feedback



4.4 Methodology

Sampling framework and survey tools will be provided or validated by the project team

- Data collection will be conducted in targeted provinces.
- The consultant is expected to strictly follow:
 - Approved questionnaires
 - Ethical guidelines
 - Gender inclusion criteria

5. Tasks and Deliverables

Number	Work block	Deliverable
1	Kick-Off meeting	Inception report
2	Data Collection plan	Final schedule and approach
3	Roll out the baseline study-Questionnaire	The deliverable is the completion of data collection. It is ensuring ethical standards, informed consent, confidentiality, and sender-sensitive interviewing with adequate inclusion of women.

6. Schedule

The schedule starting April 1-May 15, 2026

7. Location

Banteay Meanchey, Preah Vihear, Oddor Meanchey, Battambang, Pailin, Pursat, Koh Kong and Preah Sihanouk ville.

8. Communication arrangement

The communication arrangement will involve a designated key person in ADHOC with the team leader of the consultancy team.

The consultant team will provide weekly progress updates to the project team. These updates will facilitate timely feedback and adjustments to ensure the data collection meets the project objective.

9. Consultant team profile

The consultant team or company must have deep experience (5+ years) working in project evaluation, data collection and field research in Cambodia or similar contexts. The consultant team is expected to have the following qualifications and skills:



- Experience working with human rights sector, laws and advocacy
- Strong understanding of gender-sensitive data collection, victims of human rights violation, victims of GBV (domestic violence, rape, and/or early child forced married)
- Strong analytical and report-writing skills.
- High level of proactivity and independence.
- Presence and availability in Cambodia during the contract period.
- Proficient in Khmer language for the surveyor English mandatory for the team leader.
- Strong observational skills and ability to take clear field notes

10. Application

The applications have to be submitted by email by March 23, 2026, 5:00pm Cambodian time

Email: info@adhoc cambodia.org

Applications should comprise:

- A proposed approach including methodology and work plan
- CV and details of the assigned expert and team (max 3p. per CV)
- And examples pf similar work done

Applications also provide an estimated cost of this study and all taxes applicable included.