



**INDEPENDENT CONSULTANT SCOPE OF WORK**  
**To conduct training on forest law enforcement strengthening**  
**via using social media tools**

<b>Consultant Name:</b> (Last, First)	<b>Position Title:</b>	Consultancy on training of forest law enforcement strengthening via using social media tools	
<b>Project Name:</b>	USAID Sustainable Forest Management		
<b>Billing Code:</b>	3.1.4.3	<b>Contract No:</b>	72044020F00002
<b>Period of Performance:</b>	From June 2022 to August 31, 2022		
Travel Days:	6 (Hanoi and provinces)		
Workdays (in field):	9		
Remaining Workdays: (Research, Report Writing)	9		
<b>Total Level of Effort:</b>	<b>18</b>		
<b>Evaluator:</b>	DAI, Related PPMUs		

#### **A. DAI ORGANIZATION AND VALUES**

DAI is a global development company with corporate offices in the United States, the United Kingdom, EU, Nigeria, Pakistan, and Palestine and project operations worldwide. We tackle fundamental social and economic development problems caused by inefficient markets, ineffective governance, and instability. DAI works on the frontlines of global development. Transforming ideas into action - action into impact. We are committed to shaping a more livable world.

DAI and its employees are committed to confronting racism and holding ourselves accountable for positive change within the company and in the communities, cultures, and countries in which we live and work. DAI is committed to attracting and retaining the best employees from all races and backgrounds in our continued effort to become a better development partner.

DAI upholds the highest ethical standards. We are committed to the prevention of sexual exploitation, abuse, and harassment as well as other ethical breaches. All of our positions are therefore subject to stringent vetting and reference checks.

#### **B. PROJECT BACKGROUND**

The USAID Sustainable Forest Management Project (the Project) will work with the Government of Vietnam (GVN) to reduce carbon emissions associated with deforestation, the degradation of natural forests, and poor plantation management. The Project will implement a “Green Prosperity” approach that strengthens local communities’ ability to protect their natural resource base and reduce emissions while building a strong foundation for sustainable livelihoods and equitable economic growth.

The Project will work in seven provinces (Lao Cai, Son La, Hoa Binh, Thanh Hoa, Nghe An, Quang Tri, Quang Nam) and focus on five objectives:

1. Improve and expand community forest management
2. Increase conservation-friendly enterprises in forest-dependent communities
3. Increase functionality of law enforcement system for forest crimes
4. Improve production forest management practices
5. Mobilize domestic resources for forest management and protection

The Project will be implemented during the period 2020-2025 by DAI in collaboration with RECOFTC and Preferred by Nature as partners, with the Ministry of Agriculture and Rural Development (MARD) as the counterpart and the Management Board of Forestry Projects (MBFP) as project owner.

## **C. DESCRIPTION OF CONSULTANCY SERVICE:**

### **I. BACKGROUND**

#### **a) Legal basis**

Forest ranger force plays a key role in forest protection and development. In order for Vietnam's forestry industry to develop more and more sustainably, and to mobilize all resources of the state and society in the construction and development of the industry, the competent state agencies are constantly improving the legal framework on forestry sector and law enforcement, making it more complete, clear and strict, including:

- Forestry Law No. 16/2017/QH14 dated November 15, 2017 of the National Assembly, effective from January 1, 2019;
- Law No. 67/2020/QH14 dated November 13, 2020 amending and supplementing a number of articles of the Law on Handling of Administrative Violations No. 15/2012/QH13, which has been amended and supplemented with a number of articles under Law No. 54 /2014/QH13 and Law No. 18/2017/QH14;
- Decree No. 01/2019/ND-CP dated January 1, 2019 of the Government providing for forest rangers and specialized force for forest protection of forest owners.
- Decree No. 35/2019/ND-CP dated April 25, 2019 of the Government on sanctioning of administrative violations in the field of Forestry and Decree No. 07/2022/ND-CP dated January 10, 2022 , amending and supplementing a number of articles of the Decrees on sanctioning of administrative violations in the field of forestry; plant protection and quarantine; veterinary medicine; breed.
- Decree No. 118/2021/ND-CP dated December 23, 2021 detailing a number of articles and measures to implement the Law on Handling of Administrative Violations.
- Decree No. 06/2019/ND-CP on management of endangered, precious and rare forest plants and animals and the implementation of the Convention on International Trade in Endangered Species of Wild Fauna and Flora and Decree No. Decree No. 84/2021/ND-CP amending and supplementing 06/2019/ND-CP.
- Circular No. 27/2018/TT-BNNPTNT dated November 16, 2018 stipulating the management and traceability of forest products.

The strict legal basis and detailed guidance above will ensure that the law enforcement work in the forestry sector is conducted methodically and in a timely manner, and successfully prevented and handled violations of the law in the forestry sector.

## **b) Practical basis**

Social media is a low-cost and effective means of communication to help enhance the role and profile of law enforcement agencies. Social media has the potential to be used to highlight crime, strengthen the profile of law enforcement action, raise awareness, and gather information for law enforcement agencies to respond to. favorable work. The reality is that most agencies, as well as state forestry and law enforcement agencies, do not or do not effectively use social media tools to support their work. Agencies at the local level should use social media channels to share information regarding forest crimes, and law enforcement actions taken in their areas.

Therefore, in order to improve the effectiveness of law enforcement in the forestry sector, the Project will conduct training for forest rangers in the Project's provinces to use social media tools to improve law enforcement work.

## **2. OBJECTIVES OF THE ASSIGNMENT**

### **2.1 Overall Objectives**

Provide capacity building for forest ranger force to strengthen law enforcement (LE) against violations in the forestry sector through the use of social media.

### **2.2 Specific Objectives**

Consultant to conduct:

- Develop training curriculum
- 03 Training classes for forest rangers in 3 project provinces

## **3. SCOPE OF WORK**

The consultant will carry out the following tasks:

1. Work with the consultant supervisor, the PPMU, the provincial FPD to agree on the training agenda and plan;
2. Research and refer to relevant sources to develop draft training materials. The main training contents include:
  - Introduction of Social media tools and their application for LE strengthening;
  - Introduction of Forest LE information and its contribution to LE strengthening;
  - Skills on collection and preparation of LE news, photos and video clips and practice;
  - Provisions of Vietnam legal framework on posting information in the social networks;
  - Practice of using Social media (Facebook) to post the LE news, photos and video clips.
3. Consult with the Project, provincial FPDs to finalize training materials;
4. Conduct trainings in the provinces according to plan;
5. Evaluation and post-training assessment and report for each class.

## **4. LOCATIONS**

Hanoi and provinces.

#### **D. CONSULTATION TIME (LOE) AND DELIVERABLES**

The estimated consulting time for this task is 18 man-days, scheduled from June 2022 to August 31, 2022 including field trips in 3 provinces. The specific products to be delivered are as follows:

<b>Activities</b>	<b>Deliverables</b>	<b>LOE</b>	<b>Time</b>
1, 2, 3	Training agenda and materials developed	09	June-July 2022
4, 5	03 trainings conducted, and reported (2.5 days/class/province+ 0.5 day for reporting);	09	August 31
	<b>Total</b>	<b>18</b>	

Remark:

- The Project to pay for fieldtrips, hotels, and travel for a maximum of 15 days for fieldwork in provinces
- The Project does not pay on meals, incidentals and travel for the consultant during his/her working time in Ha Noi.
- The final deliverables will be submitted in Vietnamese and approved by relevant PPMUs.

#### **E. QUALIFICATIONS**

The consultant is to meet the following criteria:

- Be a Vietnamese citizen;
- Master's degree or higher in Law, Communication, Forestry, Journalism or equivalent;
- Having at least 15 years of experience in the fields related to communication, forestry, law, communication experience in the forestry industry is an advantage;
- Experience in communication training, teaching about social media is an advantage;
- Having extensive knowledge and understanding of forestry law enforcement in Vietnam;
- Skilled in using Microsoft office applications such as word' excel, social media tools;
- Skilled in taking photos and recording clips;
- Fluency in spoken and written English is an advantage.

#### **F. HOW TO APPLY AND REQUESTED DOCUMENTS**

**Individual interested candidates are requested to submit:**

1. Updated CV in English and Vietnamese
2. Cover letter in English indicating why the applicant is suitable for this position along with current contact details of at least three referees in English or Vietnamese
3. Scanned copy of related degrees
4. Similar consultancy works completed before either in English or Vietnamese



via email to our recruitment email at VietnamSFM@dai.com. Please quote the position title in the subject line: **“Candidate’s full name \_ Training Social Media”**.

**Deadline for application: 5.00 p.m. (Hanoi time), June 10, 2022**

**Remark:** *If being recruited, the candidate will have to provide DAI with a release letter with authorized signature and stamp from current employer to certify that candidate will not receive salary from current employer during the implementation of this consultancy assignment or candidate commits to carry out the assignment outside normal working hours. This release letter is required for candidate **who are currently working for government agencies only**.*

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*DAI is an equal opportunity/affirmative action employer with a commitment to diversity. DAI does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, parental status, veteran status, or other non-merit factor.*