

FRAMEWORK

Community Monitoring of the Rights to Food and Livelihood

AsM Law Office

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Acknowledgments

This framework was developed and piloted by AsM Law Office, with support from the Rights and Resources Initiative (RRI), in collaboration with Indigenous leaders in Sumatra, Indonesia.

Abbreviations and Acronyms

CBM	Community-based monitoring
CSM	Community-supported monitoring
CSR	Corporate social responsibility
EIA	Environmental Impact Assessment
FAO	Food and Agriculture Organization of the United Nations
FGD	Focus Group Discussion
FPIC	Free, Prior, and Informed Consent
HGU	Right to Cultivate (Indonesia)
ICESCR	International Covenant on Economic, Social, and Cultural Rights
IUP	Plantation Business License/Permit (Indonesia)
IUPHHK HT	Business Permit for Timber Forest Product Utilization in Plantation Forests
KPIs	Key Performance Indicators
PAR	Participatory Action Research
SOP	Standard Operating Procedure
UDHR	Universal Declaration of Human Rights
UNGPs	United Nations Guiding Principles (on Business and Human Rights)
VGGT	Voluntary Guidelines on the Responsible Governance of Tenure of Land, Fisheries and Forests in the Context of National Food Security

1. Scope

1.1. Definitions

The following table describes specific meanings of words or combinations of words used in this framework.

Table 1. Definitions

Community-based monitoring (CBM)	<p>CBM is the actualization of public supervision, driven by local information needs and community values, to increase accountability and/or to contribute to natural resource management and the quality of social services, such as health, education, employment, and development assistance.</p> <p>Specifically, CBM refers to self-determined monitoring that is led by affected communities, rightsholders, and/or community organizations as an expression of their right to self-determination and self-governance. CBM is entirely independent from the operations and activities of a company or investor. CBM initiatives are defined and led by communities and their supporting organizations who decide not only what to monitor and how, but also how to act on the information that is gathered. The data and information that communities undertaking CBM gather can be qualitative or quantitative and can support efforts toward ensuring accountability.¹ Data useful for assessing the human rights and environmental performance of land-based investments and operations may comprise only a small part of a CBM initiative. CBM data may or may not be shared with companies, depending on the decision of the communities.</p>
Community-supported monitoring (CSM)	<p>CSM refers to a process in which local communities and interested companies or investors have agreed to collaborate to collect and share data to improve due diligence and local outcomes. In this case, companies may support CSM with logistical or funding support, including developing protocols with communities about what data to collect and how to use it. Existing information collected through existing CBM initiatives may form the basis for CSM, but only with the Free, Prior, and Informed Consent (FPIC) of communities.</p>
Community monitoring (CM)	<p>CM encompasses the diversity of existing experience, pathways, and approaches to collecting and sharing community-sourced data. It is an umbrella term that can refer to both CBM or CSM arrangements. For the purposes of this document, CM refers specifically to community monitoring of the rights to food and livelihood.</p>
FPIC	<p>Free, Prior, and Informed Consent (FPIC) is the right of Indigenous Peoples and other customary rightsholders to give or withhold consent to a project that may affect them or their territories, and it is embedded within the universal right to self-determination. It is recognized in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and is well-established as applying to all aspects of community–company interactions. FPIC enables Indigenous Peoples and local communities to negotiate the conditions under which a project is designed, implemented, monitored, and evaluated, and once consent is given, communities can withdraw it at any time. FPIC commitments are increasingly being adopted in corporate and investor policies, which must then be integrated in subsidiaries’ operational policies and/or harmonized with those of suppliers to affect operations on the ground.</p>

Community	A group of individuals who live together, cooperate to achieve common interests, and reserve life, order, norms, and customs adhered to their environment
Indigenous Peoples (IP)	A group of people with a history of origin who have occupied customary areas for generations
Local community (LC)	A group of communities who have lived in a specific location within a certain period and carried out daily life procedures based on customs accepted as values in that location
Company	A business entity managing natural resources, whose operations utilize part or all of the existing land resources in the customary area and/or the location of the livelihood of the local community
Initiator	Institution or individual that initiates the community monitoring process
Respondent	People or parties responding to questions concerning, or for the benefit of, community monitoring
Data	The collected information or explanations of specific conditions that are obtained from observation and/or examination of specific sources
Data triangulation	The process of revealing facts behind certain information by employing various data sources
‘Ground-truthing’	The use of information about the actual situation on the ground, gathered from primary or secondary sources that are independent of companies in the supply chain, as opposed to paper-based compliance indicators and company self-reporting ²
Right to food	The right to live in dignity and free from hunger, food insecurity, and malnutrition
Livelihood	A daily work performed as the primary job to fulfill the necessities of life
Livelihood system	The way a group collectively fulfills its needs: for example, an agricultural society or a fishing society (as opposed to livelihood, which refers to the way an individual fulfills their needs, like farming or trading).
Right to livelihood	The right to protection of basic resources and work to fulfill the necessities of life
Facilitator	Individuals from Indigenous Peoples/local communities who assist and guide the monitoring implementation process
Local community territory	A location where the local community lives and performs their livelihood
Customary area	One territorial unit in land, forest, water, and natural resources inherited from generations with specific boundaries to fulfill the necessities of life of Indigenous Peoples

1.2. Beneficiaries

This framework serves as a guideline for evaluating the fulfillment of the rights to food and livelihood within the business and human rights framework. The guidelines in this framework can be adopted individually by each party and jointly or collaboratively between parties.

This framework was prepared as an assessment guide for communities living in one area or region and business actors, in this case, land-based companies. This framework aims to provide comprehensive information as a basis for grievance redress and remedy mechanisms (also referred to as complaint and recovery mechanisms) in the context of respecting the rights to food and livelihood.

Therefore, the beneficiaries of this framework include Indigenous Peoples and local communities (IPs and LCs) living around company concessions and the companies operating around residential or IP and LC areas.

Table 2. Beneficiaries

INDIGENOUS PEOPLES & LOCAL COMMUNITIES	COMPANY
Availability of data and information on the condition of communities (living around and within the company's concessions), particularly regarding their access to food and livelihoods	Availability of data and information on the condition of communities living around and within the company's concessions, particularly regarding their access to food and livelihoods
Availability of tools for establishing communication with companies concerning impacts on food and livelihood	Establishment of initial relations to minimize potential conflicts
Availability of a fundamental basis for submitting complaints on company operations that impact the rights to food and livelihood	Minimizing the risk of complaints related to access to food and livelihoods
Availability of initial and basic information for preparing a plan for an empowerment program in compliance with the characteristics of the community's livelihoods	Availability of initial and basic information for preparing a plan for an empowerment program (e.g., community development or corporate social responsibility (CSR) programs) in compliance with the characteristics of livelihoods of the community
Community participation in effective and targeted grievance redress and remedy mechanisms for respecting the rights to food and livelihood	Strengthening effective and targeted grievance redress and remedy mechanisms for respecting the rights to food and livelihood

1.3. Initiators, Supporters, Sponsors, and Administrators

This framework is implemented by various parties, including initiators, supporters, sponsors, and administrators. Each party has a different function and involvement.

Table 3. Parties and their Forms of Involvement

PARTIES	FORMS OF INVOLVEMENT
<p>Initiators refer to the party encouraging and initiating the implementation of community monitoring (CM). Initiators can be non-governmental organizations or companies interested in implementing CM.</p>	<ul style="list-style-type: none"> • Preconditions for Community Monitoring <ul style="list-style-type: none"> • Exploring initial data • Communicating with parties to be involved in CM • Developing initial scenarios for CM implementation • Scoping CM implementation • Implementing CM
<p>Supporters refer to the party supporting the implementation of CM on the ground. Supporters come from government agencies, donor agencies, community agencies, universities, private agencies, or non-government agencies.</p>	<ul style="list-style-type: none"> • Discussing CM internally and externally • Providing support based on their capacity and expertise, such as providing trainers, campaigning, building relations with companies, etc.
<p>Sponsors refer to the party providing financial support for the CM implementation.</p>	<ul style="list-style-type: none"> • Providing funding support • Supervising CM activities
<p>Administrators refer to the party responsible for the overall implementation of CM. Administrators come from the monitored company and/or the initiator.</p>	<ul style="list-style-type: none"> • Being responsible for the overall implementation of CM, including the implementation of CM stages, reporting, etc.

1.4. Fulfillment of the Rights to Food and Livelihood

The need for food and livelihood security is the most fundamental need for life. However, even though land availability is a crucial requirement for food security and livelihoods, disputes over land rights remain challenging to settle. In all cases, the rights to food and livelihood security shall be maintained, regardless of whether land rights exist, as it is one of the fundamental elements for the sustainability of human life. In other words, the fulfillment of food and livelihood security is often at the core of conflict in difficult-to-resolve land disputes.

The framework on CM of the rights to food and livelihood (herein referred to as the framework) strives to build a breakthrough in the protracted and deadlocked land disputes by encouraging the parties to take responsibility for the fulfillment of these two basic components of human life.

Food is the basic need for the sustainability of human life, and the lack of it can lead to life-threatening situations. Therefore, the right to adequate food is considered a human right. The right to food is mentioned in Article 11 paragraph (1) of the International Covenant on Economic, Social, and Cultural Rights (ICESCR), as follows:

"The States Parties to the present Covenant recognize the right of everyone to an adequate standard of living for himself and his family, including adequate food, clothing and housing, and to the continuous improvement of living conditions. The States Parties will take appropriate steps to ensure the realization of this right, recognizing to this effect the essential importance of international co-operation based on free consent."³

The United Nations Guiding Principles on Business and Human Rights (UNGPs)⁴ establish a three-pillar framework, i.e., protect, respect, and remedy. The first pillar concerns the duty of the State to protect human rights. The second pillar relates to the corporate responsibility to respect human rights, meaning that companies shall avoid violations of internationally recognized human rights by evading, mitigating, or preventing the negative impacts of corporate operations. The third pillar is connected with access to remedy, particularly for victims of business-related human rights abuses.

In terms of the community livelihood system, the villages can be classified as rice villages, farming villages, plantation villages, livestock villages, fishing villages, small industrial villages, and service and trade villages. Livelihoods have a close correlation with human behavior in managing the existing resources in their surrounding environment and other resources that can be organized to meet the needs of life and improve the quality of life. This framework is to be adapted to the livelihood system and resource management style of a given community, as well as the unique impacts and influences they experience due to company operations.

In this context, the livelihood system is a reciprocal relationship between humans as subjects and land as an object. This relationship brings up a set of rights, including access rights and use rights to manage, exclude, and transfer land.

Respect for the rights to food and livelihood becomes the basis for achieving food security. This matter has been implicitly indicated in the Universal Declaration of Human Rights⁵ and the ICESCR.

In 2017, the Food and Agriculture Organization of the United Nations (FAO), through the Voluntary Guidelines on the Responsible Governance of Tenure of Land, Fisheries, and Forests in the Context of National Food Security (VGGT), declared that the efforts to improve the governance

of tenure of land, fisheries, and forest aim for the food security and the progressive realization of the right to food sufficiency, poverty alleviation, sustainable livelihoods, social stability, housing security, rural development, environmental protection, and sustainable social and economic development.⁶ All programs, policies, and technical assistance⁷ to improve governance of tenure through this implementation guide must be consistent with the obligation of the State under international law, including the Universal Declaration of Human Rights and other international human rights instruments.

1.5. Community Monitoring (CM)

Community monitoring is a series of monitoring processes carried out by the parties, especially the communities around the company's concessions. In this document, CM refers specifically to community monitoring of the rights to food and livelihood.

The CM process is characterized by five values: It is 1) participatory, 2) representative, 3) collaborative, 4) transparent, and 5) inclusive.

Participatory refers to encouraging every concerned party in the monitoring process to express their opinion. **Representative** can be defined as monitoring while ensuring that respondents represent the interests of the parties. **Collaborative** refers to establishing cooperative relations between the parties through the monitoring process. **Transparent** is interpreted as carrying out the monitoring in such a manner as to enable concerned parties to access the implementation process and its results. **Inclusive** implies that the monitoring process prioritizes the involvement of representatives of all stakeholders.

Furthermore, commitments to the rights to food and livelihood of IPs and LCs (also referred to as “communities” in this framework) consists of seven main principles: 1) companies shall comply with and respect the legal provisions applied in the country where the companies run their businesses; 2) companies shall provide a public statement (commitment) to respect the rights to food and livelihood of IPs and LCs; 3) companies shall conduct an operational impact assessment on the food security of IPs and LCs; 4) companies shall track the performance of respecting the rights to food and livelihood of IPs and LCs; 5) companies shall integrate the respect for the rights to food and livelihood in companies’ operations; 6) companies shall establish a complaint/grievance mechanism related to the rights to food and livelihood of IPs and LCs; and, 7) companies shall have a remedy/redress mechanism in the event that the companies’ actions violate the rights to food and livelihood of IPs and LCs.

The monitoring process runs in a participatory method, where the community and the company must position themselves as equal parties. Thus, the monitoring process can be assisted by an initiator appointed by the parties to facilitate the monitoring process, prepare the results framework, report, and negotiate between the parties.

2. Community Monitoring of the Rights to Food and Livelihood

2.1. CM Implementation Methods

At the IP and LC level, this monitoring framework employs the Participatory Action Research (PAR) method. PAR is a process of transforming a wide range of diverse, existing knowledge in the community towards a better life. In addition, PAR is applied to build collective consciousness of the community through developing critical thinking, adult learning, and dialogue.

At the company level, monitoring is executed by implementing the due diligence method to fulfill the rights to food and livelihood of IPs and LCs. Due diligence is a specified, detailed, and thorough examination of the compliance indicators.

2.1.1. Data Collection Techniques

In executing the monitoring process, the data collection at the community level and the company level was carried out by implementing the following techniques:

a. *Direct observation*

Direct observation refers to the process of obtaining data and information based on the results of direct observations in the field. The observed aspects ranged from biophysical conditions, environment, and social relations.

b. *In-depth interviews and structured interviews adopting a questionnaire checklist*

In-depth interviews and structured interviews adopting a questionnaire checklist refers to the process of collecting respondents' information and explanations through face-to-face meetings.

See Section 4.5 for the questionnaire checklist.

c. *Focus Group Discussion (FGD)*

FGD refers to a process of data collection and triangulation carried out on a group of respondents.

See Section 4.7 for the FGD guidelines.

d. *Workshop*

A workshop is a meeting process involving various parties to formulate a wide range of criteria, gather information, and develop a framework of action. The workshops were organized under the themes and stages described in this guide.

2.1.2. Determination of the Respondent Numbers

a. *Respondents from IPs and LCs*

To determine the number of respondents necessary, we offer two models which can be used for CM implementation.

- 1) Slovin's formula: this model is applied to define the representative numbers of a community.

$$n = \frac{N}{1 + N \times e^2}$$

Where,

n = Sample size

N = Population size

e = Margin of error

The margin of error is a measurement of how accurately the sample distribution represents a population.

In calculating the number of respondents, the below model employs Slovin's formula with a 10% (ten percent) margin of error (e) and a population (N) of 400 families:

$$n = \frac{400}{1 + 400 \times 10\%^2}$$

$$n = 80$$

According to the equation of Slovin's formula above, of 400 families, 80 serve as the respondents.

- 2) Quota Sampling: This approach considers the element of representation in the community. This approach is only employed if the CM implementation encounters challenges, such as:
- a) No valid data on the family numbers in the community that will conduct the monitoring;
 - b) Not all communities are affected by the operations of companies;
 - c) The community conducting the monitoring is extremely heterogeneous;
 - d) Inadequate resources and sources of financing for CM implementation.

The following list presents the criteria for representing the community that may serve as a reference to determine the number of respondents under this approach:

- a) representation of Indigenous figures/leaders;
- b) representation of elderly groups;
- c) representation of women;
- d) representation of religious groups;
- e) representation of youth;
- f) representation of groups directly affected by the operations of companies;
- g) and so forth.

b. *Respondents from the monitored companies*

Each monitoring shall be conducted on one company operating in the customary or the local community areas. If the number of companies operating in the area consists of more than one, which company is to be monitored shall be determined.

Respondents from the monitored companies represent the entire operation of the companies. Therefore, the units or departments of the companies serving as respondents shall comply with the types and qualifications of the questions (questionnaires) and based on the duties and authorities internally regulated in the companies. For example, questions related to the legality of company operations shall be addressed to units or departments holding duties and authorities in legal affairs, such as the Legal Officer or Legal Manager.

2.1.3. Data and Data Processing

This monitoring process involves the following data:

a. *Primary Data*

Primary data are collected directly from the field based on the results of observations, interviews, and discussions.

b. *Secondary Data*

Secondary data are collected indirectly or based on preliminary identification/desk research results. Apart from that, it can also be collected from various literacy sources, preliminary research results, and other sources.

c. *Data Processing*

This stage involves data processing of interviews, which employ a questionnaire checklist addressed to respondents from IPs and LCs and respondents from authorized units or departments in the companies.

- a) The data collected from IP and LC respondents are processed by calculating the percentage of Yes or No answers to each question.

$$Yes\% = \frac{Total\ Yes}{Total\ Respondents} \times 100\%$$

$$No\% = \frac{Total\ No}{Total\ Respondents} \times 100\%$$

Yes = Yes Answers

No = No Answers

- b) The data collected from respondents from authorized units or departments in the companies are processed by observing Yes or No to answer each question. Their answers shall be complemented by supporting evidence.

d. *Data Analysis*

The data collected from interviews using a questionnaire checklist are analyzed by describing the percentage of Yes or No answers. Afterward, a more in-depth analysis is conducted based on in-depth interviews, FGDs, and workshop results. Under a CSM arrangement, the interview results of each group (community and companies) are discussed in FGDs and/or workshops with the community and companies. Conversely, under a CBM arrangement, each group discusses the results of the interviews in separate FGDs and/or workshops.

2.1.4. Qualifications of Facilitators

The following table describes the qualifications of facilitators for the community and companies. The facilitators are responsible for collecting data in the field, inputting data, and processing data.

Table 4. Qualifications of Facilitators

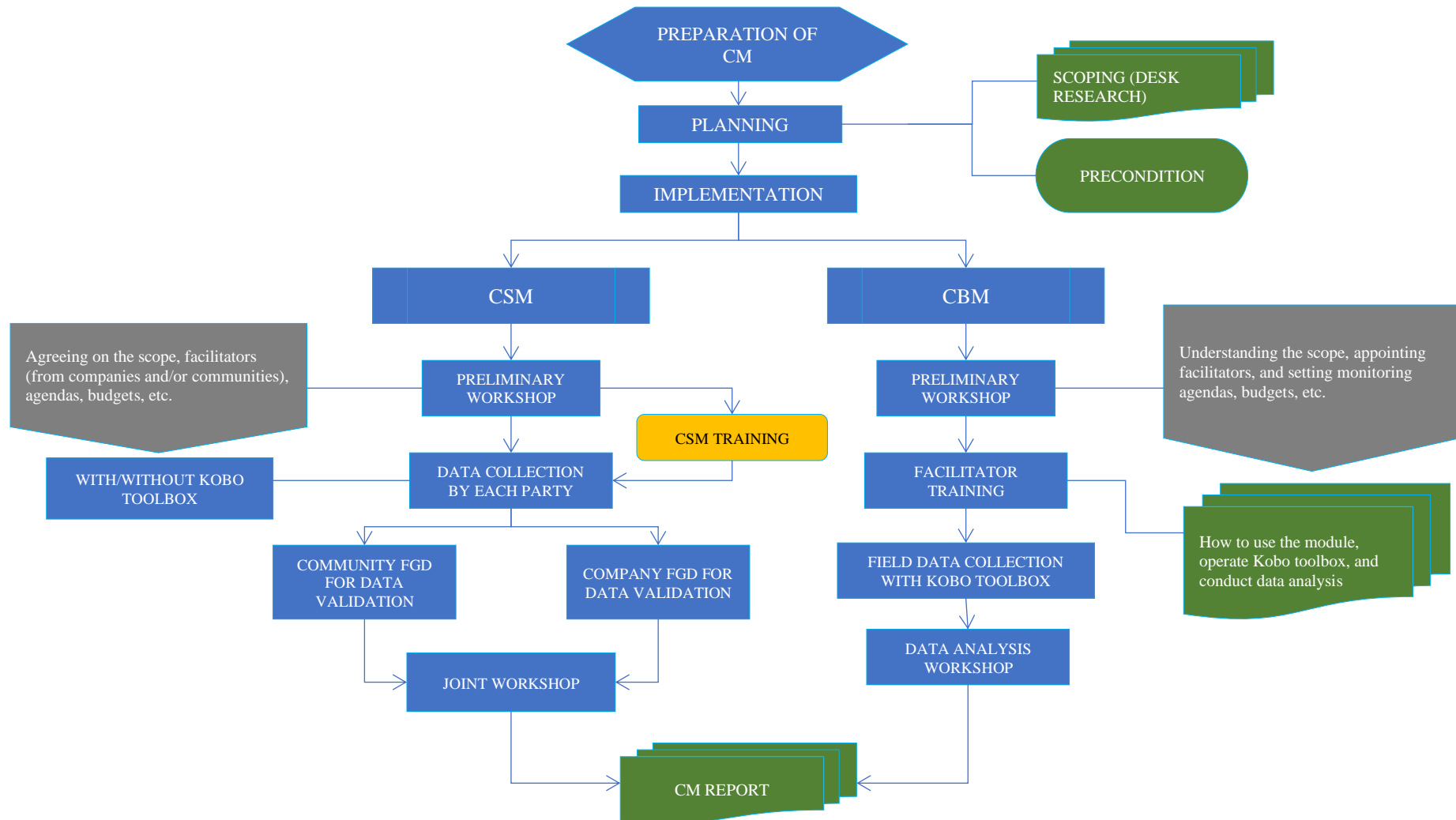
COMMUNITY FACILITATORS	COMPANY FACILITATORS
<i>General Qualifications:</i> <ol style="list-style-type: none">1. Capable of conducting facilitation, interviews, and interpersonal communication;2. Capable of analyzing field data;3. Capable of conducting detailed and thorough observations in the data collection process;4. Capable of operating Microsoft Word and Microsoft Excel.	
<i>Specific Qualifications:</i> <ol style="list-style-type: none">1. Having a minimum educational background of junior high school or equivalent;2. Appointed or recommended by the local community through the local Village Head/Indigenous Leader.	<ol style="list-style-type: none">1. Having a relevant educational background or at least having relevant duties/responsibilities;2. Appointed by the head of the company.

2.2. CM Implementation Procedures

1.2.1. CM Process Flows

The following chart illustrates the process flows of community monitoring of the rights to food and livelihood.

Chart 1. Community Monitoring Process Flows



1.2.2. Preparation

In this stage, the initiators of CM shall conduct preparations consisting of a series of internal discussions related to the monitoring targets and locations.

1.2.2.1. Planning

This stage requires the initiators to conduct a series of discussions and meetings to produce the Terms of Reference or Guidelines for the Implementation of CM, which encompass background, objectives, stages of activities, timeline, job descriptions, and financial plans.

1.2.2.2. Scoping – Initial Identification/Desk Research

Scoping/initial identification/desk research refers to a series of processes and activities which aim to:

- a) discuss the scope of monitoring, including territorial boundaries, identification of respondents, and identification of relevant companies and communities;
- b) collect various data and basic information related to this monitoring;
- c) formulate monitoring strategies, monitoring procedures, timelines, and targets.

1.2.2.3. Precondition

The precondition stage aims to obtain initial agreements with the targeted parties in the implementation of CM. This stage may determine whether the monitoring will be performed under a CSM or CBM arrangement.

Precondition is conducted by:

- a) establishing initial communication and agreement with the companies (agree/disagree);
- b) establishing initial communication and agreement with the community (agree/disagree).

1.2.3. Implementation

1.2.3.1. Community-Supported Monitoring (CSM)

A CSM arrangement signifies that the community and the companies agree to carry out joint or separate monitoring. Monitoring results will be validated in a participatory and transparent workshop process. In this condition, both parties also agree on the monitoring agenda, management, timeline, financial requirements, and procedures during monitoring. The initiator, in this case, will help each party to understand the monitoring principles and techniques.

Under CSM, the community and the companies will go through the following stages:

A. *Preliminary Workshop*

The initiator facilitates the preliminary workshop to agree on the scope of monitoring, monitoring agenda, the appointment of facilitators from each party, monitoring procedures, respondents, timeline, and financial requirements. Apart from that, the preliminary workshop should also determine the monitoring procedures conducted independently or jointly.

In this stage, it is also essential to agree on the need to conduct Facilitator Training for the community and companies, including training on utilizing the Kobo Toolbox.

B. *Field Data Collection*

Field data can be collected independently or jointly, with or without utilizing the Kobo Toolbox.

The facilitators shall conduct field monitoring by employing a checklist. This checklist shall be filled out by conducting direct interviews with respondents.

The collected data can be input directly into the form available in the Kobo Toolbox, given the data collection employs Kobo Toolbox. Otherwise, numeric and non-numeric data (observational data in the form of photos or conversational narratives) can be included in a particular file.

C. *Focus Group Discussion (FGD) for Data Validation*

Each party should implement a FGD to validate the results. The FGD can be conducted separately (for independent monitoring) or jointly (for collaborative monitoring). The collected data should be correctly verified to avoid prejudice, groundless opinions, or unjustified assumptions.

D. *Joint Workshop*

A joint workshop should be organized to agree on a follow-up plan for the monitoring process. The follow-up plan is formulated based on the results and gaps. This workshop will result in the report of the monitoring.

1.2.3.2. Community-Based Monitoring (CBM)

A CBM arrangement occurs when the community alone collects and uses CM data on the rights to food and livelihood. In addition, it also may arise if one party believes that CM will not positively impact the community or the operations of the companies.

In such a condition, the initiator can build an initial understanding with one of the parties intending to practice the monitoring process. Such a measure will reflect the precondition actions that the initiator has performed.

In CSM, the stages of activities carried out include:

A. *Preliminary Workshop*

The initiator facilitates the Preliminary Workshop to agree on the scope of monitoring, the monitoring agenda, the appointment of facilitators, monitoring procedures, respondents, timeline, and financial requirements.

B. *Facilitator Training*

Facilitator training aims to provide knowledge and expertise in monitoring. The facilitator candidates will be trained to enhance their basic understanding of community monitoring of the rights to food and livelihood and several techniques related to interviews, observation, field monitoring, data collection, data processing, and utilizing the Kobo Toolbox.

C. *Field Data Collection utilizing Kobo Toolbox*

The facilitators conduct field monitoring by using the available checklists in Kobo Toolbox. In this stage, the facilitators interview the respondents directly, observe the field, take several pictures, etc.

D. *Data Analysis Workshop*

The data analysis workshop is facilitated by the initiators. The facilitators who have conducted field data collection shall convene to analyze the data.

The representatives of each party (parties that agree to perform monitoring) may also attend this workshop to validate the results. The data obtained should be correctly verified to avoid prejudice, groundless opinions, or unjustified assumptions.

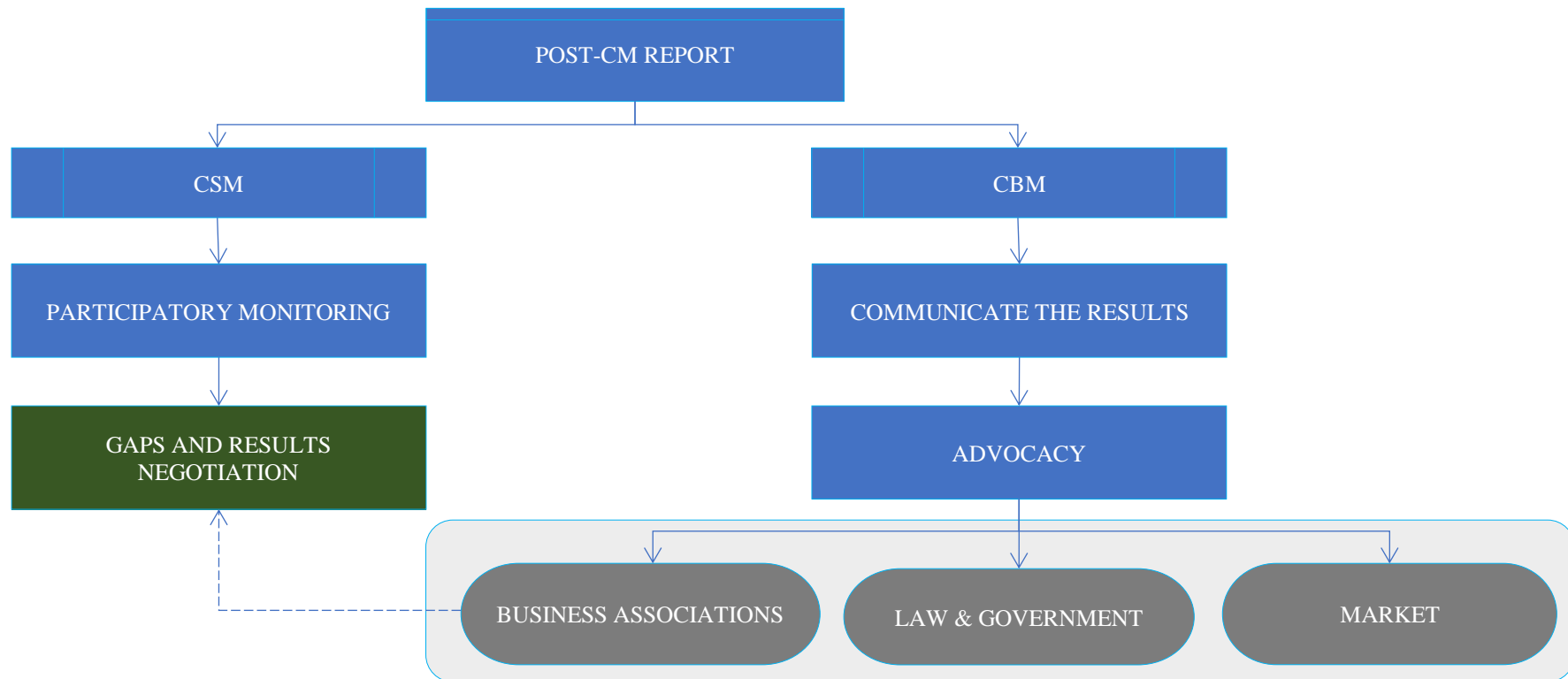
The follow-up plan is formulated based on the results and gaps. This workshop will result in the report of the monitoring.

3. Post-Community Monitoring

3.1. Post-CM Process Flows

Upon the accomplishment of the monitoring implementation stages, the following process deals with communicating the results and gaps to the community and companies. Therefore, the chart below describes the process flows of the post-CM report.

Chart 2. Post-CM Process Flows



3.2. Post-CM Stages

This section covers the stages that follow implementation of community monitoring under CSM and CBM arrangements. Both schemes result in the process of negotiating the results and gaps.

3.2.1. Community-Supported Monitoring (CSM)

Under an CSM, the stages are as follows:

A. *Participatory Monitoring*

Participatory monitoring is conducted by multiple parties, including the community and companies, and each party is responsible for monitoring their respective results. The monitoring will result in gaps to be negotiated later. Such action will facilitate the complaint process for all parties.

Participatory monitoring can be performed through “ground-truthing” or results verification. The outcomes will confirm and clarify identified problems on the ground.

B. *Results and Gaps Negotiation*

The negotiation forum is conducted in a workshop that will only invite competent and relevant individuals from each party; if needed, a facilitator and an assistant can be appointed to facilitate the workshop.

The workshop will be organized in the following steps: 1) checking the attendance list of each party's representatives; 2) establishment of rules and agendas; 3) results presentation; 4) ascertaining gaps; 5) negotiation; 6) reading of negotiation results; and 7) agreement on negotiation results.

3.2.2. Community-Based Monitoring (CBM)

Under a CBM arrangement, the stages are as follows:

A. *Communicating the Results*

The party conducting the monitoring should communicate the results to the relevant parties. If the community conducts the monitoring, the results should be communicated to the companies and vice versa.

The results can be communicated through a closed meeting that only involves relevant and representative parties.

B. *Conducting Advocacy*

If the community conducting the monitoring does not communicate the results directly to the companies, conducting advocacy should be the next measure.

The advocacy can be targeted to business associations where the companies engage, the government and/or applicable regulations, and the market where the companies sell their products. Business associations and markets, in this case, also include financial institutions from which the companies acquire credit or loans.

3.2.3. Results and Gaps Negotiation

If each party has carried out all stages of the monitoring process under CSM or CBM, a forum for negotiating results and gaps is required. Referring to section 3.2.1. part A, the negotiation forum can be conducted in a workshop. This workshop will only invite competent and relevant parties. If needed, facilitators and assistants can be appointed to facilitate the workshop.

The workshop will start by checking the attendance of each party's representatives, determining the rules and agendas, submitting results, formulating gaps, negotiating, reading the results of the negotiations, and agreeing on the results.

4. Guidelines on CM of the Rights to Food and Livelihood

4.1. Scoping and Initial Identification Form

The form below lists the data requirements to be identified at the initial stage. It is helpful to focus CM efforts specifically on the rights to food and livelihood.

Table 5. Scoping Form for CM of the Rights to Food and Livelihood

#	Identification Domain	Data Requirements	Data Availability	
			Yes	No
1.	Monitoring Location/Area	<ul style="list-style-type: none"> • Digital Thematic Maps <ul style="list-style-type: none"> ○ Geospatial data (e.g., shapefile) of company operational delineation (right to cultivate or HGU) ○ Geospatial data of village area delineation or customary area delineation ○ Aerial portrait (drone photo or satellite image map) ○ Thematic shapefile data of community livelihood locations (garden area, farmland, hunting area, capture fishery area, inland fishery area, pasture, etc.) ○ Geospatial data of the company's management (concession) area (Annual Work Plan, etc.) • Forest area map (if required) • Regency/Provincial plantation area map (if required) • Map of provincial-level spatial plan or regency/city spatial plan (if required) 		
2.	Company Information	<ul style="list-style-type: none"> • Legal status (establishment permits, principle permits, environmental permits, etc.) • Supply chain information, including information about markets, company groups, etc. • Information about shareholders • Information about directors and operational staff • Production capacity • SOP for waste management • Complaint mechanism system • Sustainability policy • Landscape information • Other information as required 		

3.	Community Information	<ul style="list-style-type: none"> • Village and subdistrict monographs <ul style="list-style-type: none"> ○ Major tribes distribution ○ Population distribution ○ Sex and age group distribution • Indigenous Peoples history • Local wisdom information (especially information related to livelihood and income) • Village government structure • Customary government structure • Income and livelihood information • Gini ratio (if required) • Target respondent information • Landscape information • Other information as required 		
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4.2. Agreement Form

4.2.1. Example of a CSM Agreement

Below is an example of a CSM agreement between a company as the first party and the community as the second party:

AGREEMENT
BETWEEN
[COMPANY'S NAME] OR [COMMUNITY'S NAME]
CONCERNING
COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD

WE, WITH EACH PARTY (depending on the number of representatives who will sign the agreement) ARE REPRESENTED BY:

NAME :
ID NUMBER (NIK) :

POSITION/TITLE :
ADDRESS :

NAME :
ID NUMBER (NIK) :
POSITION/TITLE :
ADDRESS :

NAME :
ID NUMBER (NIK) :
POSITION/TITLE :
ADDRESS :

NAME :
ID NUMBER (NIK) :
POSITION/TITLE :
ADDRESS :

ON THIS DAY, [NAME OF DAY], ON [DATE], HAVE AGREED TO CARRY OUT COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD IN [COMPANY'S NAME]'S OPERATIONAL AREA AND [VILLAGE/INDIGENOUS PEOPLES' NAME]'S TERRITORY.

THE SCOPES OF MONITORING (depending on the agreement) CONSIST OF:

1. OBJECTIVES

- 1.1. TO IDENTIFY ISSUES RELATED TO THE RIGHTS TO FOOD AND LIVELIHOOD OF [VILLAGE/INDIGENOUS PEOPLES' NAME] COMMUNITY LOCATED AROUND OR WITHIN [COMPANY'S NAME]'S CONCESSION
- 1.2. TO FORMULATE THE STEPS FOR COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD IN [COMPANY'S NAME]'S OPERATIONAL AREA AND [VILLAGE/INDIGENOUS PEOPLES' NAME]'S TERRITORY

2. LOCATIONS:

- 2.1. PLANTATION AND FARMING MANAGEMENT AREA OF [VILLAGE/INDIGENOUS PEOPLES' NAME] COMMUNITY

- 2.2. TRADITIONAL HUNTING AREA AROUND [COMPANY'S NAME]'S CONCESSION
- 2.3. [COMPANY'S NAME]'S AREA OVERLAPPING WITH [VILLAGE/INDIGENOUS PEOPLES' NAME]'S LIVELIHOOD AREA IN [PLACE'S NAME]

3. MONITORING AGENDA:

- 3.1. FORMULATING TARGETS FOR COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD, WHICH CONSIST OF: FARMERS' REPRESENTATIVES [NUMBER OF PEOPLE], WOMEN'S REPRESENTATIVES [NUMBER OF PEOPLE], FISHERMEN'S REPRESENTATIVES [NUMBER OF PEOPLE], and others depending on the agreement.
- 3.2. STAGES OF MONITORING CONSIST OF:
 - FORMULATING THE PRELIMINARY AGREEMENT BETWEEN [COMPANY'S NAME] AND THE COMMUNITY [VILLAGE/INDIGENOUS PEOPLES' NAME] TO CARRY OUT THE MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
 - APPOINTING FACILITATORS FOR THE MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
 - CONDUCTING THE MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
 - CONDUCTING A COLLECTIVE WORKSHOP PROCESS TO FORMULATE THE MONITORING RESULTS AND IDENTIFY THE GAPS

4. EACH PARTY'S DUTIES AND RESPONSIBILITIES:

4.1. COMPANY [COMPANY'S NAME]

- DETERMINING THE REPRESENTATIVES INVOLVED IN THE PROCESS OF COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
- OPENING COMPANY ACCESS (TO ROADS, SECURITY, etc., depending on the agreement) IN THE PROCESS OF COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
- IMPLEMENTING THE STAGES OF COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
- PROVIDING VALID AND RELIABLE INFORMATION
- WRITING THE REPORT ON COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD

4.2. COMMUNITY [VILLAGE/INDIGENOUS PEOPLES' NAME]

- DETERMINING THE REPRESENTATIVES INVOLVED IN THE PROCESS OF COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD

- FULLY INVOLVED IN THE MONITORING PROCESS OR REPRESENTING THE COMMUNITY IN THE PROCESS OF COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
- PROVIDING VALID AND RELIABLE INFORMATION

5. INITIATOR

BASED ON THIS AGREEMENT, BOTH PARTIES AGREE TO APPOINT THE PERSON MENTIONED BELOW AS THE INITIATOR OF COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD:

NAME : [PERSON/INSTITUTION'S NAME]

ID NUMBER : [NIK OR NOTARIAL DEED NUMBER]

ADDRESS :

THE INITIATOR IS RESPONSIBLE FOR:

- FACILITATING MEETINGS BETWEEN [COMPANY'S NAME] AND [VILLAGE/INDIGENOUS PEOPLES' NAME] REGARDING THE AGENDAS FOR COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
- FACILITATING TRAINING FOR FACILITATORS USING KOBO TOOLBOX
- ASSISTING THE FORMULATION OF RESULTS AND GAPS
- ASSISTING THE REPORTING PROCESS

6. MONITORING FACILITATORS

MONITORING FACILITATORS CONSIST OF:

6.1. COMPANY REPRESENTATIVE (the number depends on the requirement and agreement)

NAME :

ID NUMBER (NIK) :

POSITION/TITLE :

ADDRESS :

6.2. COMMUNITY REPRESENTATIVE (the number depends on the requirement and agreement)

NAME :

ID NUMBER (NIK) :

POSITION/TITLE :

ADDRESS :

7. TIME OF MONITORING

COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD IS CONDUCTED FROM [NAME OF MONTH, YEAR] TO [NAME OF MONTH, YEAR].

8. ANY OTHER MATTERS NECESSARY FOR SUCCESSFUL COMMUNITY-SUPPORTED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD WILL BE DISCUSSED AFTERWARD.

[CITY/PLACE NAME], [DATE, MONTH, YEAR]

SIGNED AND AGREED TO BY:

[NAME] [SIGNATURE]

[NAME] [SIGNATURE]

[NAME] [SIGNATURE]

[NAME] [SIGNATURE]

4.2.2. Example of a CBM Agreement

Below is an example of a CBM agreement/statement to carry out a Community-Based Monitoring System (CBMS):

AGREEMENT
[COMMUNITY'S NAME]
CONCERNING
COMMUNITY-BASED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD

WE, THE REPRESENTATIVES OF [VILLAGE/INDIGENOUS PEOPLES' NAME] COMMUNITY CONSISTING OF:

NAME :
ID NUMBER (NIK) :
POSITION/TITLE :
ADDRESS :

NAME :
ID NUMBER (NIK) :

POSITION/TITLE :
ADDRESS :

ON THIS DAY, [NAME OF DAY], ON [DATE], HAVE AGREED TO CARRY OUT COMMUNITY-BASED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD IN [COMPANY'S NAME]'S OPERATIONAL AREA AND [VILLAGE/INDIGENOUS PEOPLES' NAME]'S TERRITORY.

THE SCOPES OF MONITORING (depending on the agreement) CONSIST OF:

1. OBJECTIVES

- 1.1. TO IDENTIFY ISSUES RELATED TO THE RIGHTS TO FOOD AND LIVELIHOOD OF [VILLAGE/INDIGENOUS PEOPLES' NAME] COMMUNITY LOCATED AROUND OR WITHIN [COMPANY'S NAME]'S CONCESSION
- 1.2. TO FORMULATE THE STEPS FOR COMMUNITY-BASED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD IN [COMPANY'S NAME]'S OPERATIONAL AREA AND [VILLAGE/INDIGENOUS PEOPLES' NAME]'S TERRITORY

2. LOCATION:

- 2.1. PLANTATION AND FARMING MANAGEMENT AREA OF [VILLAGE/INDIGENOUS PEOPLES' NAME] COMMUNITY
- 2.2. TRADITIONAL HUNTING AREA AROUND [COMPANY'S NAME]'S CONCESSION
- 2.3. [COMPANY'S NAME]'S AREA OVERLAPPING WITH [VILLAGE/INDIGENOUS PEOPLES' NAME]'S LIVELIHOOD AREA IN [PLACE'S NAME]

3. MONITORING AGENDA:

- 3.1. FORMULATING TARGETS FOR COMMUNITY-BASED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD, WHICH CONSIST OF: FARMERS' REPRESENTATIVES [NUMBER OF PEOPLE], WOMEN'S REPRESENTATIVES [NUMBER OF PEOPLE], FISHERMEN'S REPRESENTATIVES [NUMBER OF PEOPLE], and the others depending on the agreement.
- 3.2. STAGES OF MONITORING CONSIST OF:
 - A PRELIMINARY WORKSHOP THAT INVOLVES AN INITIATOR TO FORMULATE THE PRELIMINARY AGREEMENT TO CARRY OUT THE MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
 - APPOINTING FACILITATORS FOR THE MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD

- CONDUCTING THE MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD
- WITH THE HELP OF AN INITIATOR, CONDUCTING A WORKSHOP TO FORMULATE THE MONITORING RESULTS AND IDENTIFY THE GAPS

4. INITIATOR

THE INITIATOR OF COMMUNITY-BASED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD IS:

NAME : [PERSON/INSTITUTION'S NAME]
 ID NUMBER : [NIK OR NOTARIAL DEED NUMBER]
 ADDRESS :

5. MONITORING FACILITATORS

MONITORING FACILITATORS CONSIST OF (the amount depends on the agreement):

NAME :
 ID NUMBER (NIK) :
 POSITION/TITLE :
 ADDRESS :

6. TIME OF MONITORING

COMMUNITY-BASED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD IS CONDUCTED FROM [NAME OF MONTH, YEAR] TO [NAME OF MONTH, YEAR].

7. ANY OTHER MATTERS NECESSARY FOR SUCCESSFUL COMMUNITY-BASED MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD WILL BE DISCUSSED AFTERWARD.

[CITY/PLACE'S NAME], [DATE, MONTH, YEAR]

SIGNED AND AGREED TO BY:

[NAME] [SIGNATURE]

[NAME] [SIGNATURE]

[NAME] [SIGNATURE]

[NAME] [SIGNATURE]

4.3. Example of Minutes of a Preliminary Workshop

Whether under CSM or CBM, the example below can be used as a guide for writing workshop minutes.

MINUTES

ON THIS DAY, [NAME OF DAY], ON [DATE], A PRELIMINARY WORKSHOP ON COMMUNITY MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD HAS BEEN CARRIED OUT IN [COMPANY'S NAME]'S OPERATIONAL AREAS AND [VILLAGE/INDIGENOUS PEOPLES' NAME]'S TERRITORY.

IN THIS WORKSHOP, WE, THE UNDERSIGNED:

1. HAVE UNDERSTOOD AND COMPREHENDED ABOUT THE COMMUNITY MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD, ALONG WITH ALL ITS ASPECTS
2. HAVE FORMULATED THE AGENDA FOR COMMUNITY MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD THAT CONSISTS OF:
 - 2.1. EQUALIZING VIEW OF COMMUNITY MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOODS
 - 2.2. DETERMINING THE CRITERIA FOR CANDIDATE FACILITATORS, AS WELL AS SELECTING AND DETERMINING CANDIDATE FACILITATORS
 - 2.3. SCHEDULING TRAINING FOR FACILITATORS IN [MONTH, YEAR]
 - 2.4. SCHEDULING COMMUNITY FIELD MONITORING ON THE RIGHTS TO FOOD AND LIVELIHOOD IN [MONTH, YEAR]
3. HAVE DECIDED TO USE RESOURCES FOR THIS MONITORING FROM (depending on the agreement):
 - 3.1. [NAME OF INSTITUTION]
 - 3.2. [NAME OF INSTITUTION]
4. WILL DISCUSS ANY OTHER MATTERS NECESSARY FOR SUCCESSFUL COMMUNITY MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD AFTERWARD.

THUS, WE HAVE MADE THESE MINUTES TO BE USED APPROPRIATELY AND RESPONSIBLY.

[CITY/PLACE NAME], [DATE, MONTH, YEAR]
SIGNED,

[NAME] [SIGNATURE]
[NAME] [SIGNATURE]
[NAME] [SIGNATURE]
[NAME] [SIGNATURE]

4.4. List of Materials for Training of Facilitators

The training for facilitators is carried out for three days, excluding the introduction, opening, evaluation, and closing sessions, with the materials listed in the table below.

Table 6. Materials for Facilitator Training

Day	Materials	Description	Duration	Methods
1	Training context	<ul style="list-style-type: none"> • Introduction • Flow • Adult learning method 	3	Presentation, lecture, brainstorming
	Basic concepts of facilitation	<ul style="list-style-type: none"> • Facilitator figure • Basic principles of facilitation • Facilitator's attitude • Facilitator's roles 	5	Presentation, lecture, brainstorming, group discussion, plenary discussion, role play, game
2	Facilitation technique	<ul style="list-style-type: none"> • Asking technique • Listening technique • Paraphrasing technique • Reframing technique • Handling difficulty • Preparing the agenda and managing the meeting forum 	8	Presentation, lecture, brainstorming, group discussion, plenary discussion, role play, game

	Understanding module	<ul style="list-style-type: none"> • The context of respect for human rights and the rights to food and livelihood • Value system in a community • Community livelihood • Food security 	3	Lecture, presentation, brainstorming
3	Principles, criteria, and indicators	<ul style="list-style-type: none"> • Seven basic principles of respecting the rights to food and livelihood of local communities/Indigenous Peoples around companies' concessions 	2	Lecture, presentation, brainstorming
	Conducting monitoring and developing monitoring plan	<ul style="list-style-type: none"> • Monitoring Methods • Developing Monitoring Plan 	3	Brainstorming, Group Discussion, Plenary Discussion

4.5. Questionnaire

If the utilization of KoboToolbox is agreed upon, a questionnaire on CM of the rights to food and livelihoods will be created and uploaded in KoboToolbox to facilitate the process of collecting data in the field. In this section, the scope of the questionnaire for communities and companies refers to the fulfillment of the seven principles of food security and livelihood mentioned previously.

4.5.1. Questionnaire for the Community

The following table describes the principles, criteria, and list of questions for communities in the monitoring of the rights to food and livelihoods of communities within and around the companies' concession.

Table 7. Principles, Criteria, and Questions for Communities

Assessed Principle/Parameter (P)	Criteria (C) and Indicator (I)	Checklist/Questions for the Community	To answer, put a check mark (✓) in the correct column	
			Yes	No
P.1. The company complies with the applicable laws of the country where the company runs its business	C 1.1. The company has all valid and legal business licenses under the applicable laws of the country where the company is located.	1. Do you know that the company has a company establishment permit?		
		2. Do you know that the company has a Right to Cultivate (HGU), Plantation Business Permit (IUP), Business Permit for Timber Forest Product Utilization in Plantation Forests (IUPHHK HT), or Mining Business Permit (based on the type of the company's business)?		
		3. Do you know that the company has an environmental permit (EIA/Environmental management/monitoring)?		
	C 1.2 The company informs the community about the licenses/permits it holds.	4. Has the company shared any information about its licenses or permits?		
		5. Has the community seen the documents/copies of the documents?		
	C 1.3 The company ensures that its operation does not threaten the food security of the community (e.g., by carrying out pest control and waste management)	6. Are the rivers within or flowing from the company's operational areas polluted (changed in color or smell) since the company started its operation?		
		7. After the company started its operation, did the rivers or springs within the company's operational areas become shallow or dry up?		
		8. After the company started its operation, did it cause any changes to the existing water bodies or streams?		
		9. Have floods occurred often since the company started its operation (was the flood frequency lower before the company started its operation)?		
		10. Has the company ever carried out pest control activities (such as spraying pesticides/herbicides) that caused damage to community plantations or killed the fish in the rivers around the company's plantation areas?		
		11. Has there been an increase in pest attacks since the company started its operation?		
	C 1.4. In acquiring the lands, the company meets the legal requirements (FPIC, consultations, and compensation) in processes free from corruption	12. Does the community believe that, in acquiring the lands, the company has carried out the FPIC processes to obtain Free, Prior, and Informed Consent (FPIC) from the community without coercion?		
		13. Has the company notified the community that it would use community lands for its operation?		
		14. Has the company provided information regarding the potential positive and negative impacts on the community lands to be used?		
		15. Has the company provided information regarding the mechanism for mitigating the potential negative impacts on the lands to be used?		

		16. Does the company involve security forces in land acquisition processes?		
		17. In making the decision to accept or reject the company operation, can the community use the community decision-making mechanism (through deliberation/customary assembly/local wisdom)?		
		18. Does the community believe that, in acquiring the lands, the company has fulfilled the agreement regarding compensation?		
		19. In acquiring land, are the company's interactions with the government and the community documented and carried out in a transparent or open manner?		
		20. Does the community believe that the land acquisition processes are conducted in a transparent or open manner?		
<i>P.2. The company has a public statement (commitment) to respect the rights to food and livelihood of the Indigenous Peoples/ local communities</i>	<i>C 2.1 The company makes a public statement/commitment to respect the tenure rights and the rights to food and livelihood of Indigenous Peoples/local communities, which at least covers protection from deprivation of tenure rights, loss of local food security, and environmental damage.</i>	21. Does the community know that the company has a public commitment to protecting the community's right to food		
		22. Has the company provided an explanation to the community regarding its commitment?		
<i>P.3. The company assesses the impact of its operation on the food security of Indigenous Peoples/ local communities</i>	<i>C 3.1. The company assesses its operational impact on food security and keeps related assessment documentation</i>	23. Has the company ever collected information about the state of the community's food and livelihood sources after starting its operation?		
		24. Are the results of the gathered information shared back with the community?		
<i>P.4. The company</i>	<i>C 4.1 The company conducts an internal</i>	25. After the company started its operation, does the community, whose main livelihood is hunting and collecting, find difficulties in fishing and collecting forest products?		

<i>tracks its performance in respecting Indigenous Peoples'/ local communities' rights to food and livelihood</i>	<i>assessment on its compliance with the community's right to food, tenure rights, and right to livelihood</i>	26. After the company started its operation, does the community, whose main livelihood is cultivation, find difficulties in carrying out shifting cultivation activities?		
		27. After the company started its operation, does the community, whose main livelihood is permanent agriculture, find difficulties in carrying out permanent agriculture activities, such as rice farming, gardening, etc.?		
		28. If the community finds difficulties in their main livelihood, has the community benefitted from supporting programs as an alternative to meet their food needs?		
		29. If there is any supporting program as an alternative to meet food needs, is the affected community involved in its planning?		
		30. If the company has provided such alternative programs, did the program successfully meet the community's food needs?		
<i>P.5. The company integrates respect for the rights to food and livelihood in its operation</i>	<i>C 5.1. The company plans to address its operational impacts on tenure rights and livelihood systems of Indigenous Peoples/local communities related to food security, covering the dimensions of food availability, adequacy, affordability/access, and sustainability</i>	31. Has the community ever been invited by other persons appointed by the company (consultants, not the company's employees) to record the land rights of people living in or around the company's business locations?		
		32. Has the community ever been invited by other persons appointed by the company (consultants, not the company's employees) to record the livelihood systems of people living in or around the company's business locations?		
		33. Has the company ever invited the community to discuss the loss/reduction of the community's livelihood as a result of the company's operation?		
		34. Has the company ever invited the community to discuss the impact of the company's operation on the loss/decrease in the types of food commonly consumed by the community?		
		35. Has the company ever invited the community to discuss the decrease in income or increase in expenditures on food/water due to the company's operation?		
		36. Has the company ever consulted with the community to secure its sources of livelihood in the future?		
		37. Has the company ever invited the community to discuss a work plan to address the loss/decrease of the community's agricultural land for food crops, types of food, and sources of livelihood in the future?		
		38. Do you know that the company has a work plan to address the loss/decrease of the community's agricultural land for food crops, types of food, and sources of livelihood?		
		39. Is the work plan relevant to the community's main livelihood system?		
		40. Does this work plan include the community and company rights and obligations?		
		41. Does this work plan mention the community institutions that will be involved (groups, cooperatives, or others)?		
		42. Does this work plan include a budget to finance the activities (financing source, amount, system, and period)?		
	<i>C 5.2. The company obtains free, prior and</i>	43. Did the company seek community approval before carrying out activities in areas the community relies on for livelihood?		

<i>informed consent (FPIC) on the operation plans affecting tenure rights and livelihood systems related to the food security of Indigenous Peoples/local communities.</i>	44. Did the company provide understandable information about the impacts (positive and negative) that may result from the company's activities to be conducted in areas the community relies on for livelihood?		
	45. When seeking community consent for activities in areas the community relies on for livelihood, was this process done through community representatives?		
	46. Were the community representatives in this process chosen by the community or given the authority to represent the community based on customary rules?		
	47. If some affected communities have not yet given their consent, does the company continue to carry out its operations?		
	48. If some affected communities have not yet given their consent, has the company attempted to obtain further approval?		
<i>C 5.3. The company has an Internal System/Standard Operating Procedure (SOP) on how to handle the impact of its operation on tenure rights and livelihood systems of Indigenous Peoples/local communities regarding food security.</i>	49. Is the community aware that the company possesses regulations to address the impacts of the company's operation?		
	50. Is the community satisfied with how the company handles the impacts of its operation?		
	51. Does the community recognize the individual or unit appointed by the company to implement the community's food security program?		
<i>C 5.4. The company has programs to address its operation's impacts on tenure rights and livelihood systems of Indigenous Peoples/local communities regarding food security.</i>	52. Is the community aware that the company has supporting programs for the community's food security, such as agriculture, fisheries, or small industries?		
	53. If such supporting programs exist, do all affected people benefit from them?		
	54. If such supporting programs exist, do they comply with the work plan agreed by the community and the company?		
	55. If such supporting programs exist, are they effective in strengthening the community's food security or increasing its income?		
	56. If such supporting programs exist, do they comply with the community's local wisdom/production system?		
	57. If such support programs exist, does the company involve other partners (institutions)?		
58. If the company involves other partners/institutions in the mentoring program, is it easier for the community to run the program?			

<i>P.6. The company has a complaint mechanism about the community's rights to food and livelihood.</i>	<i>C 6.1 The company has a community monitoring mechanism</i>	59. Is the community involved in monitoring the implementation of company activities related to the community's food security?		
		60. If the community is involved in the monitoring, are all elements (men, women, and minorities) also involved?		
		61. If the community is involved in the monitoring, do they know the results?		
	<i>C 6.2 The company has a complaint mechanism</i>	62. Is the community aware that the company has procedures to submit complaints regarding livelihood and food issues they face?		
		63. Can the community easily submit complaints to the company?		
		64. Does the company receive the community's complaints?		
		65. Does the company follow up on the complaints within a clear and reasonable timeframe?		
		66. Does the solution offered by the company to community complaints address the current needs?		
	<i>P.7. The company has a compensation mechanism to address violations of the community's rights to food and livelihood</i>	<i>C 7.1. The company has a mechanism to deal with violations of the right to food</i>	67. After receiving the complaints, what action does the company take to restore the community's food security?	
68. Do the food recovery plans and processes consider the community's livelihood system?				
<i>C 7.2 The company negotiates the types of recovery</i>		69. If there is no other compensation, is the community provided safe access to lands, fishing grounds, forests, and other sources of livelihood?		
<i>C 7.3 The company adopts a multisectoral approach to address key constraints to food security.</i>		70. Does the company consider the community's culture, social relations, local economy, and environment to restore food security?		
		71. Does the company involve all interested parties in restoring community food security?		

4.5.2. Questionnaire for Companies

The following table describes the principles, criteria, and questionnaire for companies to monitor the community's rights to food and livelihood within and around the company's concession.

Table 8. Principles, Criteria, and Questions for Companies

Assessed Principles/Parameters (P)	Criteria (C) & Indicators (I)	Checklist/Questions for Companies	Respondent's Answer <i>Put a check mark (✓) in the corresponding column</i>		Verification Tools	Respondents
			Yes	No		
P1	C 1.1, I 1.1.1	1. Does the company hold all the permits required by national laws to run its business (land rights, establishment permit, business permit, and environmental permit)?			Right to Cultivate (HGU), establishment permit, business permit, and environmental permit	Unit/department related to the legality of the company
	C 1.2, I 1.2.1	2. Is the company willing to disclose all its permits to the community?			Included in the monitoring SOP	Unit/department related to the legality of the company
	C 1.3, I 1.3.1	3. Does the company manage its waste in compliance with a waste management system approved by authorized officials?			The results of monitoring of waste management issued by authorized officials	Unit/department related to waste management
	C 1.4, I 1.4.1	4. Has the company implemented a pest control system approved by authorized officials?			The results of pest control monitoring issued by authorized officials	Pest control unit/department
		5. Has the company obtained FPIC in land acquisition?			Land acquisition documents	Public relations unit/department
		6. Has the company complied with the compensation provisions under national laws?			Land acquisition documents	Land acquisition unit/department
		7. Are the company's interactions with the government and community documented and transparent during the land acquisition process?			Land acquisition documents (documentation of the land acquisition meeting process)	Government relations unit/department
P2	C 2.1, I 2.1.1	8. Has the company committed to respecting the right to food?			Company's commitment (public statement)	Public relations unit/department

	<i>C 2.1, I 2.1.2</i>	9. Has the company informed the community about who to contact regarding the commitments?			Contact person	Public relations unit/department
<i>P3</i>	<i>C 3.1, I 3.1.1</i>	10. Has the company assessed its operation's impact on the community's food security before investing?			Impact assessment document	Sustainability unit/department
		11. Has an independent expert performed the impact assessment of the company's operation?			Impact assessment document	Sustainability unit/department
<i>P4</i>	<i>C 4.1, I 4.1.1</i>	12. Does the company's operation prohibit the community from performing the listed activities below?			Photos of prohibition sign, letter of appeal	Security unit/department
		a. Hunting, fishing, and collecting forest products for communities whose main livelihood systems are hunting and collecting				Security unit/department
		b. Shifting cultivation activities for communities whose main livelihood system is shifting cultivation				Security unit/department
		c. Sedentary farming activities such as rice farming, gardening, etc. for communities whose main livelihood system is sedentary farming				Security unit/department
<i>P5</i>	<i>C 5.1, I 5.1.1</i>	13. If such a prohibition exists, has the community been provided with a support program as an alternative to meet its food needs?			The support program implementation/ monitoring reports	Empowerment unit/department
		14. If an alternative supporting program to meeting food needs exists, does the planning involve the affected community?			Meeting proceedings	Empowerment unit/department
	<i>C 5.1, I 5.1.2</i>	15. If the company provides an alternative program, does it successfully meet the community's food needs?			The support program implementation/ monitoring reports	Empowerment unit/department
		16. Has the company identified the tenure rights and livelihood systems of Indigenous Peoples/local communities?			Assessment report or ethnographic study documents	Empowerment unit/department
		17. Is the identification process performed by an independent expert?			Assessment report or ethnographic study documents	Empowerment unit/department
		18. Does the company prepare a work plan to address the operation's impact in areas where the community makes a living, which may be lost or diminished?			Work plan document	Empowerment unit/department
19. Does the company prepare a work plan to address the types of food that may be lost/reduced due to the company's operation?			Work plan document	Empowerment unit/department		

	20. Does the company have a work plan related to the possibility of decreasing community income or increasing expenses on food or water due to the company's operation?			Work plan document	Empowerment unit/department
	21. Does the company have a work plan related to the sustainability of community livelihood that ensures their sources of livelihood will remain in the future?			Work plan document	Empowerment unit/department
	22. If the company has a work plan, has the company distributed it or disclosed its contents to the community?			Related public consultation documents	Empowerment unit/department
	23. If the company has a work plan, is it prepared according to the community's main livelihood system?			Work plan document	Empowerment unit/department
<i>C 5.2, 15.2.1</i>	24. If the company has a work plan, does the work plan contain an agreement on the rights and obligations of each party?			Work plan document	Empowerment unit/department
	25. If the company has a work plan, has the company determined which community institutions would be involved?			Work plan document	Empowerment unit/department
	26. If the company has a work plan, does it include financing for the planned activities (financing source, amount, system, and period)?			Work plan document	Empowerment unit/department
	27. Does the company constantly ask for community approval before performing activities in areas where the community makes a living?			FPIC documents and documentation	Operation or public relations unit/department
<i>C 5.3, 15.3.1</i>	28. Did the company, prior to requesting the approval, provide understandable information about any impacts (positive and negative) that might occur? (information conveyed in the local language/language understood by the community)			FPIC documents and documentation	Operation or public relations unit/department
	29. Does the company consistently ensure that the entire community, in approving, is represented according to the community's expectations (can choose its representatives)?			FPIC documents and documentation, minutes of agreement/ documents	Operation or public relations unit/department
<i>C 5.4, 15.4.1</i>	30. Will the company continue to perform its activities if some community members have not granted their approval?			Photo	Operation or public relations unit/department
<i>C 5.4, 15.4.2</i>	31. Does the company have SOPs to operate while protecting the tenure rights and livelihood systems of the Indigenous People/local community related to food security?			SOP documents	Operation or public relations unit/department
	32. Does the company have a specific organizational structure tasked with and responsible for addressing the impacts of its operation on the tenure rights and			Company organizational	Empowerment unit/department

		livelihood systems of the Indigenous People/local community related to food security?			structure/assignment letter	
		33. Does the company have programs to ensure community food security, such as agriculture and fisheries programs, small industries, etc.?			Support program implementation/ monitoring documents	Empowerment unit/department
		34. If such programs are available, are they accessible to all affected communities?			Support program implementation/ monitoring documents	Empowerment unit/department
		35. If such programs are available, are they in compliance with the work plan agreed by communities and the company?			Support program implementation/ monitoring documents	Empowerment unit/department
		36. If such programs are available, have actions been determined in compliance with the community's local wisdom/livelihood systems?			Support program implementation/ monitoring documents	Empowerment unit/department
		37. If such programs are available, has the company monitored and evaluated their implementation?			Support program implementation/ monitoring documents	Empowerment unit/department
		38. If the company monitors and evaluates the program, is it carried out by an independent expert service?			Support program implementation/ monitoring documents	Empowerment unit/department
		39. If the monitoring and evaluation have been carried out, do the results indicate success in improving community food security?			Support program implementation/ monitoring documents	Empowerment unit/department
P6	C 6.1, I 6.1.1	40. If such programs are available, does the company involve other partners (institutions) in them?			Support program implementation/ monitoring documents	Empowerment unit/department
		41. If the company involves other partners (institutions) in the program mentioned above, does the company specify special conditions for such involvement?			Support program implementation/ monitoring documents	Empowerment unit/department
		42. Is the company open with the community and other third parties to monitor the impact of its operation?			SOP for the monitoring mechanism	Empowerment unit/department
	C 6.2, I 6.2.1	43. If the community is invited to conduct monitoring, does the company ensure that all elements of the community (men, women, and minorities) are involved?			Minutes of Monitoring	Empowerment unit/department
		44. If the community is invited to conduct monitoring, will the monitoring results be published or at least disseminated to the community?			Notification letter/ public consultation document	Empowerment unit/department

		45. Does the company have a complaint mechanism?			SOP for the complaint mechanism	Complaint handling unit/department
		46. Does the company provide accessible instruments or mechanisms for the community to submit complaints?			Contact person, e-mail address, complaint book, etc.	Complaint handling unit/department
		47. Has the company provided training on complaint handling for the complaint handling staff?			Training certificates/ training proceedings	Complaint handling unit/department
P7	C 7.1, I 7.1.1	48. Has the company set time standards or KPIs (Key Performance Indicators) for the complaint mechanism?			SOP for the complaint mechanism	Complaint handling unit/department
		49. Can most (90%) of the complaints be resolved properly?			Minutes or agreement of complaint resolution	Complaint handling unit/department
	C 7.2, I 7.2.1	50. After obtaining complaints of violations of the right to food , does the company have a recovery mechanism?			SOP for the recovery mechanism	Complaint handling unit/department
	C 7.3, I 7.3.1	51. Does the recovery mechanism consider the community's main livelihood system?			SOP for the recovery mechanism	Complaint handling unit/department
	C 7.3, I 7.3.2	52. If there is no compensation in the recovery process, is the company willing to provide the community safe access to land/water sources within its operational area?			SOP for the recovery mechanism	Complaint handling unit/department
		53. Does the company consider the community's culture, social relations, local economy, and environment to restore food security?			SOP for the recovery mechanism, recovery activity implementation/ monitoring reports	Complaint handling unit/department
54. Does the company involve all interested parties in restoring food security?				SOP for the recovery mechanism, recovery activity implementation/ monitoring reports	Complaint handling unit/department	

4.6. Assessment Recapitulation

4.6.1. Recapitulation of the Assessment Results of Community Interviews

The following table describes the recapitulation of the assessment of results of interviews with the community in the monitoring of the rights to food and livelihood of the community in and around the company's concession.

Table 9. Recapitulation Form for Results of Community Interviews

Principles (P)	Criteria (C) & Indicators (I)	Checklist/Questions for the Community	Number of Responses	Number of YES Answers	Number of NO Answers	% of YES Answers	% of NO Answers
<i>P.1. The company complies with the applicable laws of the country where the company runs its business</i>	<i>C 1.1. The company has all valid and legal business licenses under the applicable laws of the country where the company is located</i>	1. Do you know that the company has a company establishment permit?					
		2. Do you know that the company has a Right to Cultivate (HGU), Plantation Business Permit (IUP), Business Permit for Timber Forest Product Utilization in Plantation Forests (IUPHHK HT), or Mining Business Permit (based on the type of company's business)?					
		3. Do you know that the company has an environmental permit (EIA/Environmental management/monitoring)?					
	<i>C 1.2 The company informs the community about the licenses/permits it holds</i>	4. Has the company shared any information about its licenses or permits?					
		5. Has the community seen the documents/copies of these documents?					
	<i>C 1.3 The company ensures that its operation does not threaten the food security of the community (e.g., by carrying out pest control and waste management)</i>	6. Are the rivers within or flowing from the company's operational areas polluted (changed in color or smell) after the company started its operation?					
		7. After the company started its operation, did the rivers or springs within the company's operational areas become shallow or dry up?					
		8. After the company started its operation, did it cause any changes to the existing water bodies or streams?					
		9. Have floods occurred often since the company started its operations (was the flood frequency lower before the company started its operation)?					
		10. Has the company ever carried out pest control activities (such as spraying pesticides/herbicides) that caused damage to community plantations or killed the fish in the rivers around the company's plantation areas?					
		11. Has there been an increase in pest attacks since the company started its operation?					
	<i>C 1.4. In acquiring the lands, the company meets the legal</i>	12. Does the community believe that, in acquiring the lands, the company has carried out the FPIC processes to obtain Free, Prior,					

	<i>requirements (FPIC, consultations, and compensation) in processes free from corruption</i>	and Informed Consent (FPIC) from the community without coercion?						
		13. Has the company notified the community that it would use community lands for its operation?						
		14. Has the company provided information regarding the potential positive and negative impacts on the community lands to be used?						
		15. Has the company provided information regarding the mechanism for mitigating the potential negative impacts on the lands to be used?						
		16. Does the company involve security forces in land acquisition processes?						
		17. In making the decision to accept or reject the company operation, can the community use the community decision-making mechanism (through deliberation/customary assembly/local wisdom)?						
		18. Does the community believe that, in acquiring the lands, the company has fulfilled the agreement regarding compensation?						
		19. In acquiring land, are the company's interactions with the government and the community documented and carried out in a transparent or open manner?						
		20. Does the community believe that the land acquisition processes are conducted in a transparent or open manner?						
<i>Q.2. The company has a public statement (commitment) to respect the rights to food and livelihood of the Indigenous Peoples/ local communities</i>	<i>C 2.1 The company makes a public statement/commitment to respect the tenure rights and the rights to food and livelihood of indigenous peoples/local communities, which at least covers protection from deprivation of tenure rights, loss of local food security, and environmental damage.</i>	21. Does the community know that the company has a public commitment to protecting the community's right to food?						
		22. Has the company provided an explanation to the community regarding its commitment?						

P.3. The company assesses the impact of its operation on the food security of Indigenous Peoples/ local community	C 3.1. The company assesses its operational impact on food security and keeps related assessment documentation	23. Has the company ever collected information about the state of the community's food and livelihood sources after starting its operation?					
		24. Are the results of the gathered information shared back with the community?					
P.4. The company tracks its performance in respecting the Indigenous People's/ local community's rights to food and livelihood	C 4.1 The company conducts an internal assessment on its compliance with the community's right to food, tenure rights, and rights to livelihood	25. After the company started its operation, does the community, whose main livelihood is hunting and collecting, find difficulties in fishing and collecting forest products?					
		26. After the company started its operation, does the community, whose main livelihood is cultivation, find difficulties in carrying out shifting cultivation activities?					
		27. After the company started its operation, does the community, whose main livelihood is permanent agriculture, find difficulties in carrying out permanent agriculture activities, such as rice farming, gardening, etc.?					
		28. If the community finds difficulties in their main livelihood, has the community benefitted from supporting programs as an alternative to meet their food needs?					
		29. If there is any supporting program as an alternative to meet food needs, is the affected community involved in its planning?					
		30. If the company has provided such alternative programs, did the program successfully meet the community's food needs?					
P.5. The company integrates respect for the rights to food and livelihood in its operation	C 5.1. The company plans to address its operational impacts on tenure rights and livelihood systems of Indigenous Peoples/local communities related to food security, covering the dimensions of food	31. Has the community ever been invited by other persons appointed by the company (consultants, not the company's employees) to record the land rights of people living in or around the company's business locations?					
		32. Has the community ever been invited by other persons appointed by the company (consultants, not the company's employees) to record the livelihood systems of people living in or around the company's business locations?					

<i>availability, adequacy, affordability/access, and sustainability</i>	33. Has the company ever invited the community to discuss the loss/reduction of the community's livelihood as a result of the company's operation?					
	34. Has the company ever invited the community to discuss the impact of the company's operation on the loss/decrease in the types of food commonly consumed by the community?					
	35. Has the company ever invited the community to discuss the decrease in income or increase in expenditures on food/water due to the company's operation?					
	36. Has the company ever consulted with the community to secure its sources of livelihood in the future?					
	37. Has the company ever invited the community to discuss a work plan to address the loss/decrease of the community's agricultural land for food crops, types of food, and sources of livelihood in the future?					
	38. Do you know that the company has a work plan to address the loss/decrease of the community's agricultural land for food crops, types of food, and sources of livelihood?					
	39. Is the work plan relevant to the community's main livelihood system?					
	40. Does this work plan include the community and company rights and obligations?					
	41. Does this work plan mention the community institutions that will be involved (groups, cooperatives, or others)?					
	42. Does this work plan include a budget to finance the activities (financing source, amount, system, and period)?					
<i>C 5.2. The company obtains free, prior and informed consent (FPIC) on the operation plans affecting tenure rights and livelihood systems related to the food</i>	43. Did the company seek community approval before carrying out activities in areas the community relies on for livelihood?					
	44. Did the company provide understandable information about the impacts (positive and negative) that may result from the company's activities to be conducted in areas the community relies on for livelihood?					

<i>security of Indigenous Peoples/local communities.</i>	45. When seeking community consent for activities in areas the community relies on for livelihood, was this process done through community representatives?						
	46. Were the community representatives in this process chosen by the community or given the authority to represent the community based on customary rules?						
	47. If some affected communities have not yet given their consent, does the company continue to carry out its operations?						
	48. If some affected communities have not yet given their consent, has the company attempted to obtain further approval?						
<i>C 5.3. The company has an Internal System/Standard Operating Procedure (SOP) on how to handle the impact of its operation on tenure rights and livelihood systems of Indigenous Peoples/local communities regarding food security.</i>	49. Is the community aware that the company possesses regulations to address the impacts of the company's operation?						
	50. Is the community satisfied with how the company handles the impacts of its operation?						
	51. Does the community recognize the individual or unit appointed by the company to implement the community's food security program?						
<i>C 5.4. The company has programs to address its operation's impacts on tenure rights and livelihood systems of indigenous peoples/local communities regarding food security.</i>	52. Is the community aware that the company has supporting programs for the community's food security, such as agriculture, fisheries, or small industries?						
	53. If such supporting programs exist, do all affected people benefit from them?						
	54. If such supporting programs exist, do they comply with the work plan agreed by the community and the company?						
	55. If such supporting programs exist, are they effective in strengthening the community's food security or increasing its income?						
	56. If such supporting programs exist, do they comply with the community's local wisdom/production system?						
	57. If such support programs exist, does the company involve other partners (institutions)?						

		58. If the company involves other partners/institutions in the mentoring program, is it easier for the community to run the program?					
<i>P.6. The company has a complaint mechanism about the community's rights to food and livelihood.</i>	<i>C 6.1 The company has a community monitoring mechanism</i>	59. Is the community involved in monitoring the implementation of company activities related to the community's food security?					
		60. If the community is involved in the monitoring, are all elements (men, women, and minorities) also involved?					
		61. If the community is involved in the monitoring, do they know the results?					
	<i>C 6.2 The company has a complaint mechanism</i>	62. Is the community aware that the company has procedures to submit complaints regarding livelihood and food issues they face?					
		63. Can the community easily submit complaints to the company?					
		64. Does the company receive the community's complaints?					
		65. Does the company follow up on the complaints within a clear and reasonable timeframe?					
		66. Does the solution offered by the company to community complaints address the current needs?					
<i>P.7. The company has a compensation mechanism to address violations of the community's rights to food and livelihood</i>	<i>C 7.1. The company has a mechanism to deal with violations of the right to food</i>	67. After receiving the complaints, what action does the company take to restore the community's food security?					
		68. Do the food recovery plans and processes consider the community's livelihood system?					
	<i>C 7.2 The company negotiates the types of recovery</i>	69. If there is no other compensation, is the community provided safe access to lands, fishing grounds, forests, and other sources of livelihood?					
	<i>C 7.3 The company adopts a multisectoral approach to address key constraints to food security.</i>	70. Does the company consider the community's culture, social relations, local economy, and environment to restore food security?					
		71. Does the company involve all interested parties in restoring community food security?					

4.6.2. Recapitulation of the Assessment Results of Company Interviews

The following table outlines the recapitulation of the assessment results of interviews with a company in the monitoring of the rights to food and livelihoods of communities in and around the company's concession.

Table 10. Recapitulation Form for Results of Company Interviews

Assessed Principle/Parameter (P)	Criteria (C) and Indicator (I)	Checklist/Questions for the Company	Answer		Verification Tool: Yes (√), No (X)
			Yes (Y)	No (N)	
P1	C 1.1, I 1.1.1	1. Does the company hold all the permits required by national laws to run its business (Land Rights, Establishment Permit, Business Permit, and Environmental Permit)?			
	C 1.2, I 1.2.1	2. Is the company willing to disclose all its permits to the community?			
	C 1.3, I 1.3.1	3. Does the company manage its waste in compliance with a waste management system approved by authorized officials?			
		4. Has the company implemented a pest control system approved by authorized officials?			
		5. Has the company obtained FPIC in land acquisition?			
		6. Has the company complied with the compensation provisions under national laws?			
		7. Are the company's interactions with the government and community documented and transparent during the land acquisition process?			
P2	C 2.1, I 2.1.1	8. Has the company committed to respecting the right to food?			
	C 2.1, I 2.1.2	9. Has the company informed the community about who to contact regarding the commitments?			
P3	C 3.1, I 3.1.1	10. Has the company assessed its operation's impact on the community's food security before investing?			
		11. Has an independent expert performed the impact assessment of the company's operation?			
P4	C 4.1, I 4.1.1	12. Does the company's operation prohibit the community from performing the listed activities below?			
		a. Hunting, fishing, and collecting forest products for communities whose main livelihood systems are hunting and collecting			
		b. Shifting cultivation activities for communities whose main livelihood system is shifting cultivation			
		c. Sedentary farming activities such as rice farming, gardening, etc. for communities whose main livelihood system is sedentary farming			
P5	C 5.1, I 5.1.1	13. If such a prohibition exists, has the community been provided with a support program as an alternative to meet its food needs?			
		14. If an alternative supporting program to meeting food needs exists, does the planning involve the affected community?			
	C 5.1,	15. If the company provides an alternative program, does it successfully meet the community's food needs?			

	<i>I 5.1.2</i>	16. Has the company identified the tenure rights and livelihood systems of Indigenous Peoples/local communities?			
		17. Is the identification process performed by an independent expert?			
		18. Has the company prepared a work plan to address the operation's impact in areas where the community makes a living, which may be lost or diminished?			
		19. Has the company prepared a work plan to address the types of food that may be lost/reduced due to the company's operation?			
		20. Does the company have a work plan related to the possibility of decreasing community income or increasing expenses on food or water due to the company's operation?			
		21. Does the company have a work plan related to the sustainability of community livelihood that ensures their sources of livelihood will remain in the future?			
		22. If the company has a work plan, has the company distributed it or disclosed its contents to the community?			
		23. If the company has a work plan, is it prepared according to the community's main livelihood system?			
	<i>C 5.2, I 5.2.1</i>	24. If the company has a work plan, does the work plan contain an agreement on the rights and obligations of each party?			
		25. If the company has a work plan, has the company determined which community institutions would be involved?			
		26. If the company has a work plan, does it include financing for the planned activities (financing source, amount, system, and period)?			
	<i>C 5.3, I 5.3.1</i>	27. Does the company constantly ask for community approval before performing activities in areas where the community makes a living?			
		28. Did the company, prior to requesting the approval, provide understandable information about any impacts (positive and negative) that might occur? (information conveyed in the local language/language understood by the community)			
	<i>C 5.4, I 5.4.1</i>	29. Does the company consistently ensure that the entire community, in approving, is represented according to the community's expectations (can choose its representatives)?			
		30. Will the company continue to perform its activities if some community members have not granted their approval?			
	<i>C 5.4, I 5.4.2</i>	31. Does the company have SOPs to operate while protecting the tenure rights and livelihood systems of the Indigenous People/local community related to food security?			
		32. Does the company have a specific organizational structure tasked with and responsible for addressing the impacts of its operation on the tenure rights and livelihood systems of the Indigenous People/local community related to food security?			
		33. Does the company have programs to ensure community food security, such as agriculture and fisheries programs, small industries, etc.?			
		34. If such programs are available, are they accessible to all affected communities?			

		35. If such programs are available, are they in compliance with the work plan agreed by communities and the company?			
		36. If such programs are available, have actions been determined in compliance with the community's local wisdom/livelihood systems?			
		37. If such programs are available, has the company monitored and evaluated the implementations?			
		38. If the company monitors and evaluates the program, is it carried out by an independent expert service?			
		39. If the monitoring and evaluation have been carried out, do the results indicate success in improving community food security?			
P6	C 6.1, I 6.1.1	40. If such programs are available, does the company involve other partners (institutions) in them?			
		41. If the company involves other partners (institutions) in the program mentioned above, does the company specify special conditions for such involvement?			
		42. Is the company open with the community and other third parties to monitor the impact of its operation?			
	C 6.2, I 6.2.1	43. If the community is invited to conduct monitoring, does the company ensure that all elements of the community (men, women, and minorities) are involved?			
		44. If the community is invited to conduct monitoring, will the monitoring results be published or at least disseminated to the community?			
		45. Does the company have a complaint mechanism?			
		46. Does the company provide accessible instruments or mechanisms for the community to submit complaints?			
		47. Has the company provided training on complaint handling for the complaint handling staff?			
P7	C 7.1, I 7.1.1	48. Has the company set time standards or KPIs (Key Performance Indicators) in the complaint mechanism?			
		49. Can most (90%) of the complaints be resolved properly?			
	C 7.2, I 7.2.1	50. After obtaining the right to food complaints and violations, does the company has a recovery mechanism?			
	C 7.3, I 7.3.1	51. Does the recovery mechanism consider the community's main livelihood system?			
	C 7.3, I 7.3.2	52. If there is no compensation in the recovery process, is the company willing to provide the community safe access to land/water sources within its operational area?			
		53. Does the company consider the community's culture, social relations, local economy, and environment to restore food security?			
		54. Does the company involve all interested parties in restoring food security?			

4.7. Data Triangulation through Focus Group Discussion Question List

The following list includes key questions in the FGD. These key questions triangulate the data from the monitoring of the rights to food and livelihood of communities field interview in and around the company's concession.

Table 11. List of Key Questions for Focus Group Discussion

Monitoring Principles	Key Questions
1) Companies shall comply with and respect the legal provisions applied in the country where the companies run their businesses;	<ul style="list-style-type: none"> To what extent has the field assessment reflected the company's compliance and respect for all applicable legal provisions? How does the company prove to the community that it has fulfilled all applicable legal provisions? How does the community find that the company has fulfilled all applicable legal provisions?
2) Companies reserve a public statement (commitment) to respect the rights to food and livelihood of Indigenous Peoples/local communities;	<ul style="list-style-type: none"> To what extent has the field assessment reflected the company's public statement (commitment) about respect for the rights to food and livelihood of Indigenous Peoples/local communities? What process does the company undergo to disseminate the company's public statement (commitment) about respect for the rights to food and livelihood of Indigenous Peoples/local communities? To what extent does the community become aware of, understand, and engage in disseminating the company's public statement (commitment) about respecting the rights to food and livelihood of Indigenous Peoples/local communities?
3) Companies conduct an operational impact assessment on the food security of Indigenous Peoples/local communities;	<ul style="list-style-type: none"> To what extent has the field assessment reflected that the company has conducted an operational impact assessment on the food security of Indigenous Peoples/local communities? What kind of process has the company developed for conducting an operational impact assessment on the food security of Indigenous Peoples/local communities? To what extent does the community become aware of, understand, and engage in the process of an operational impact assessment on the food security of Indigenous Peoples/local communities?
4) Companies track the performance of respecting the rights to food and livelihood of Indigenous Peoples/local communities;	<ul style="list-style-type: none"> To what extent has the field assessment reflected that the company has tracked the performance of respect for the rights to food and livelihood of Indigenous Peoples/local communities? How does the company track the performance of respect for the rights to food and livelihood of Indigenous Peoples/local communities? How does the community become aware of, understand, and engage in the process of tracking the performance of respect for the rights to food and livelihood of Indigenous Peoples/local communities?
5) Companies integrate the respect for the rights to food and livelihood in companies' operations;	<ul style="list-style-type: none"> To what extent has the field assessment reflected that the company has integrated respect for the rights to food and livelihood in the company's operation? How does the company integrate respect for the rights to food and livelihood in the company's operation? How does the community become aware of, understand, and engage in the process of integrating respect for the rights to food and livelihood in the company's operation?

<p>6) Companies establish a complaint mechanism related to rights to food and livelihood of Indigenous Peoples/local communities;</p>	<ul style="list-style-type: none"> • To what extent has the field assessment reflected that the company has a complaint mechanism related to the rights to food and livelihood of Indigenous Peoples/local communities? • How does the company operate a complaint mechanism related to the rights to food and livelihood of Indigenous Peoples/local communities? • How does the community become aware of, understand, and engage in a complaint mechanism related to the rights to food and livelihood of Indigenous Peoples/local communities?
<p>7) companies have a remedy mechanism in the event that the companies' actions indicate violations to the rights to food and livelihood of Indigenous Peoples/local communities</p>	<ul style="list-style-type: none"> • To what extent has the field assessment reflected that the company has a remedy mechanism in the event that the company's actions have violated the rights to food and livelihood of Indigenous Peoples/local communities? • How does the company operate a remedy mechanism in the event that the company's actions have violated the rights to food and livelihood of Indigenous Peoples/local communities? • How does the community become aware of, understand, and engage in a remedy mechanism in the event that the company's actions have violated the rights to food and livelihood of Indigenous Peoples/local communities?

4.8. Report Format

The CM report can follow the below format:

1. BACKGROUND, which includes:
 - Principles in the implementation of the rights to food and livelihood
 - A brief description of the landscape and “lifescape” where CM is implemented
 - Reasons for implementing CM
 - The community and company understanding of the importance of CM

2. OBJECTIVES, which include:
 - The general objectives of the implementation of the CM
 - The specific objectives of the implementation of CM

3. DESCRIPTION OF THE COMMUNITY [THE NAME OF THE VILLAGE/LOCAL COMMUNITY], which includes:
 - The landscape conditions, including bio/geophysical, geo-economic, and other conditions
 - The history of the community's emergence in the involved area
 - The distribution of major tribes, population, sex, and age

- The village government structure or customary government structure
 - The food security and livelihood conditions in the involved area
 - Other concerns related to the rights to food and livelihood of the community in the involved area, such as those related to geopolitics, cultural relations, customs, and habits of the community
4. DESCRIPTION OF THE COMMUNITY [THE COMPANY'S NAME], which includes:
- Legal status (establishment permit, principle permit, environmental permit, etc.)
 - Information about the supply chain, including market information, company groups, etc.
 - Information about the shareholders
 - Information about the directors and operational staff
 - Production capacity
 - Information about waste management
 - Information about the complaint mechanism system
 - Sustainability policy
 - Other information as required
5. MONITORING OF THE RIGHTS TO FOOD AND LIVELIHOOD OF THE COMMUNITY, which includes:
- Monitoring process and stages
 - Information about field observations
 - Interview tabulation
 - Information about interview results
6. RESULTS AND GAPS, which include:
- Field results on the rights to food and livelihood of communities
 - Gaps between the company and the community regarding the rights to food and livelihood of communities
7. RECOMMENDATIONS, which include:
- Recommendations and follow-up for the company
 - Recommendations and follow-up for the community
 - Recommendations and follow-up for other parties (if necessary)

4.9. Participatory Monitoring & Evaluation (M&E) Form

For the implementation of participatory M&E, please refer to the table below.

Table 12. Form of Participatory Monitoring & Evaluation

Principles	Results/Gaps	Results of Participatory M&E	Follow-Up
1) Companies shall comply with and respect the legal provisions applied in the country where the companies run their businesses;			
2) Companies reserve a public statement (commitment) to respect the rights to food and livelihood of Indigenous Peoples/local communities;			
3) Companies conduct an operational impact assessment on the food security of Indigenous Peoples/local communities;			
4) Companies track the performance of respecting the rights to food and livelihood of Indigenous Peoples/local communities;			
5) Companies integrate the respect for the rights to food and livelihood in companies' operations;			
6) Companies establish a complaint mechanism related to rights to food and livelihood of Indigenous Peoples/local communities;			
7) Companies have a remedy mechanism in the event that the companies' actions indicate violations to the rights to food and livelihood of Indigenous Peoples/local communities			

Endnotes

¹ International Observatory on Participatory Democracy. 2013. Basic Principles of Community-based Monitoring. Barcelona: International Observatory on Participatory Democracy. <https://www.oidp.net/docs/monitoring/CommunityBasedMonitoring.pdf>.

² Forest Peoples Programme. 2020. Discussion Paper: Ground-truthing to Improve Due Diligence on Human Rights in Deforestation-risk Supply Chains. <https://www.forestpeoples.org/en/ground-truthing-to-improve-due-diligence>.

³ United Nations. 1966. International Covenant on Economic, Social, and Cultural Rights (ICESCR). New York: United Nations. <https://www.ohchr.org/en/instruments-mechanisms/instruments/international-covenant-economic-social-and-cultural-rights>.

⁴ Office of the United Nations High Commissioner for Human Rights (OHCHR). 2011. Guiding Principles on Business and Human Rights: Implementing the United Nations "Protect, Respect and Remedy" Framework. New York and Geneva: OHCHR. https://www.ohchr.org/sites/default/files/Documents/Publications/GuidingPrinciplesBusinessHR_EN.pdf.

⁵ United Nations. 1948. Universal Declaration of Human Rights (UDHR). New York: United Nations. <https://www.un.org/en/about-us/universal-declaration-of-human-rights>.

⁶ Food and Agriculture Organization of the United Nations (FAO). 2022. Voluntary Guidelines on the Responsible Governance of Tenure of Land, Fisheries and Forests in the Context of National Food Security. First revision. Rome: FAO. <https://doi.org/10.4060/i2801e>; The Interlaken Group and the Rights and Resources Initiative (RRI). 2019. Respecting Land and Forest Rights: A Guide for Companies, revised. Washington, D.C.: The Interlaken Group and RRI. <https://doi.org/10.53892/ILQS7086>.

⁷ Accountability Framework initiative (AFi). 2019. Core Principles. Accountability Framework initiative. <https://accountability-framework.org/use-the-accountability-framework/core-principles/>; United Nations Development Programme (UNDP). 2017. Application of the Sustainable Livelihood Framework in Development Projects. Panama City: UNDP. <https://www.undp.org/latin-america/publications/guidance-note-application-sustainable-livelihoods-framework-development-projects>.