

Livestock Emergency Guidelines and Standards LEGS

livelihoods-based livestock interventions in disasters



LEGS DISCUSSION PAPER ON MAKING THE LEGS HANDBOOK MORE USER FRIENDLY: CONSULTANT TOR

LIVESTOCK EMERGENCY GUIDELINES AND STANDARDS (LEGS)

The Livestock Emergency Guidelines and Standards (LEGS) are a set of international standards and guidelines for the assessment, design, implementation and evaluation of livestock interventions to assist people affected by humanitarian crises. The ultimate aim of LEGS is to improve the quality and livelihoods impact of livestock-related projects in humanitarian situations. LEGS is recognized and promoted by a growing number of donors globally, and is implemented by a broad range of operational organizations, including NGOs as well as international agencies such as FAO and ICRC.

The LEGS Handbook was first published in 2009, with the second edition in 2015. LEGS draws on evidence-based good practice from around the world, which is incorporated into the Handbook, training materials and other resources. LEGS tracks and uses evaluations, reviews and impact assessments of livestock and livestock-related projects as part of this evidence base. The LEGS standards also promote impact assessment and learning as part of the LEGS Approach to support quality livestock-based responses in emergencies.

The *Livestock Emergency Guidelines and Standards – LEGS* organisation is a non-profit entity registered in the United Kingdom, managed by a Board of Trustees and supported by a technical Advisory Committee made up of individuals from the Food and Agriculture Organisation (FAO), the International Committee of the Red Cross (ICRC), the Overseas Development Institute (ODI), Sphere India, and Tufts University.

LEGS DISCUSSION PAPER

LEGS is commissioning a series of Discussion Papers on current issues of relevance for the LEGS community of practice, to review internal and external learning in order to feed into the preparations for the next edition of the LEGS Handbook, which is planned for 2021/22.

The main objective of the Discussion Papers series is to inform the LEGS Technical Advisory Committee about key and emerging issues and trends that are not yet, or not adequately, covered in the second edition of the LEGS Handbook. The Discussion Papers will be produced in hard and soft copies and will be promoted through the LEGS website and Mailing List. A series of webinars will be held, focusing on each of the Discussion Papers, open to the LEGS community of practice, to discuss and promote the topic further.

The Discussion Papers will focus on evidence-based good practice, presenting a summary of the issue, any key areas where the next edition of the LEGS Handbook could take these issues into account and, where appropriate, case studies to enhance the existing collection of case studies in the Handbook.

Simplifying the Language and Layout of the LEGS Handbook

Most of the Discussion Papers in the series focus on particular topics or issues that are insufficiently addressed in the current edition of the LEGS Handbook. In contrast, this Paper will review the current edition of the Handbook and identify ways in which it can be simplified and easier to use, in preparation for the production of the 3rd edition.

While the LEGS Handbook is recognised to contain high quality guidance and a rich level of detail, for many of the users of the Handbook, English, French, Spanish or Arabic is not their first language and this may be a barrier for some users. Some of the concepts and layout may also limit understanding.

LEGS is therefore commissioning a Discussion Paper to review this issue, with a particular focus on the following:

- How the **language** can be simplified to make it more easily understood by non-first language speakers
- The extent to which some key aspects and **concepts** could be combined or simplified, for example mainstreaming the cross-cutting issues and/or combining them with the Core Standards
- How the **layout and design** could be improved to increase ease of use
- How the format might be improved for easier **use in the field**

The Paper will address issues of language and layout of the Handbook and not the technical content which will be covered by the other Discussion Papers in the series together with the planned Handbook consultation process.

The LEGS Handbook remains the core LEGS product, and as such is not expected to be drastically reduced in length or detail (although in the future short summaries and/or quick guides may be produced). The aim of this Discussion Paper is therefore to identify ways in which the Handbook may be improved for easier use, whilst retaining much of the depth and quality of the guidance.

CONSULTANT TERMS OF REFERENCE

The objective of the Simplifying Language and Layout Discussion Paper is:

- *to provide an overview of the key issues and recommendations for the LEGS Advisory Committee on increasing the ease of use of the revised edition of the LEGS Handbook.*

The **Discussion Paper** will:

- consist of two sections:
 - o first, a summary and analysis of the key issues, challenges and learning from other similar initiatives, including where appropriate case studies or examples of solutions
 - o second, targeted information and recommendations to the LEGS Advisory Committee for the new edition of the LEGS Handbook, in a detachable annex
- be no more than 15 pages in length, including annexes
- have the LEGS Advisory Committee as its key audience
- take into account that LEGS uses a rights-based approach with links to international humanitarian law and hence be written from a humanitarian standpoint.
- bear in mind the global reach of LEGS
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The consultant will therefore:

- Participate in a briefing call with LEGS to agree the scope and focus of the Paper
- Carry out a review of selected literature, including similar handbooks and guidance, coupled with email and/or Skype discussions with a small number of key informants, to include members of the Humanitarian Standards Partnership (these and other contacts to be provided by LEGS)
- Draft a contents page for the Discussion Paper, to be discussed and agreed with LEGS
- Submit an initial draft of the Discussion Paper and case studies for comment and feedback by the LEGS Advisory Committee
- Produce a final version of the Paper

Anticipated start date:	14 th September 2020
Duration of assignment:	up to 8.5 days
Anticipated output:	Discussion Paper of maximum 15 pages including annexes
Reporting to:	LEGS Coordinator
Required competencies:	background and at least 10 years' experience in livestock and emergency response; editing experience and skills; excellent writing skills; previous knowledge of LEGS

Interested parties should submit their CV, a brief technical proposal (max 1 page) outlining their suggested methodology and timeline, together with a sample of their writing, to the LEGS Coordinator by **4th September 2020**: Coordinator@livestock-emergency.net.