

BASELINE ASSESSMENTS

TOOLKIT 2: BASELINE ASSESSMENT

**Understanding the extent, nature and
severity of child labour in an area**

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Child Questionnaire	
Head of Household Questionnaire	



WHO CAN BENEFIT FROM THIS TOOLKIT?

This toolkit is designed for those who are looking for ways to carry out baseline assessments on child labour in a specific area, in alignment with a human rights-based approach and best practices such as:

- **Governments**
- **Businesses**
- **Civil society**
- **Practitioners**
- **Unions**
- **Associations**
- **Other stakeholders**



The toolkit provides an overview of specific steps to carry out a baseline assessments on child labour, key aspects to consider, good practices, common challenges and specific tools for data collection.

GUIDING PRINCIPLES

- **Human and labour rights based approach**
- **Participatory and inclusive**
- **Sustainable**
- **Gender and context sensitive**
- **Transparency and accountability**
- **A systems approach**



WHAT CAN BE ACHIEVED WITH A BASELINE ASSESSMENT?

Child labour in agriculture has complex and overlapping root causes, including poverty, lack of rural development, infrastructure or access to quality education. The causes of child labour, as well as the extent and the severity of the adverse impacts on children may vary across different areas of business operations and local contexts.

Understanding the local context, the changing nature, and the drivers of child labour in a specific context is a must in order to develop targeted prevention, mitigation and remediation efforts and to track progress over time. A baseline assessment is a first step to develop a high-level understanding of child labour in an area and to map out critical stakeholders.

The baseline assessment forms the basis for a **'before and after' assessment** or a 'change over time' assessment. It involves measuring the status of children, households, communities and institutions.

WHEN IS IT USEFUL?

This baseline assessment can help businesses, government officials and others at the start of a due diligence or planning process to uncover the full scope of the issues around child labour in a targeted area.

When businesses wish to operate in a new context or when salient human rights risks have been identified and an in-depth understanding of the adverse impacts is needed to prevent and mitigate future harm.

When Governments, unions, farmers associations, NGOs and development partners wish to advance their efforts on child labour in a specific area, build partnerships and initiate targeted interventions.



OPPORTUNITIES

For Businesses



1. **Ability to create indicators** and track change over time
2. **In-depth understanding** of current child labour risks in a specific area across sectors
3. **Possibility to design** indicators and targeted prevention, mitigation and remediation actions
4. **Effective and efficient** resource allocation
5. **Supports** ESG reporting and reporting on the UN Guiding Principles on Business and Human Rights.

For Authorities and Policy makers



1. **Targeted implementation** of national action plans
2. **Channel funding effectively** to generate the greatest impact
3. **Identification** of potential partners and synergies to leverage resources
4. **Track progress** over time for internal and international reporting obligations.

We can support you



ECLT can help design the baseline assessment, manage data collection and analysis, and develop a final report with concrete sector specific or area-based recommendations and indicators. The baseline will be tailored to your specific needs and ensure alignment with international standards and best practices. The Baseline Assessment can help create an action plan for due diligence.

WHAT IS A BASELINE ASSESSMENT?

A baseline assessment is a first collection and analysis of information on a specific local context, where the nature of child labour and its extent are analysed and documented. It can serve as part of a human rights impact assessment, when businesses wish to better understand the root causes of child labour, the types of work children perform and the severity of impacts in a specific area.

This baseline assessment is designed to help stakeholders gather clear, comprehensive, and credible data that will allow the design of targeted interventions, effective resource allocation and tracking of the efficiency and the quality of interventions over time. A combination of qualitative and quantitative methods is used to ensure data quality.

A baseline assessment will typically cover the following areas:

- Back-ground characteristics of farmers and farm labour household members
- Contract or non-contractual status of farmers and farm workers
- Education and Training opportunities
- Labour Force Status and hours of work
- Time spent on non-market activities
- Occupational Health and Safety
- Perceptions of Parents /Guardians on working children
- Household and Housing conditions
- Household Livelihood and food security situation
- Labour laws
- Labour market analysis
- Child protection systems
- Access to quality education
- Economy and industries
- Poverty
- Health care
- Rural development
- Mapping of relevant stakeholders and potential partners
- Supply chain analysis



TYPES OF DATA

To uncover the root causes of child labour a combination of data will be used.



QUANTITATIVE DATA

Child questionnaire (aged 5-17)

Desk study on the broader national context
key informant interviews focus groups

QUALITATIVE DATA

Head of household questionnaire

The approach is designed based on the local context.

To get a comprehensive understanding of the issue a combination of data is used. The qualitative data provides an understanding of the context and explanations of what will be relieved in the quantitative data.

Consultation with affected stakeholders is critical to understand the nature and the severity of impacts on children. The household survey and the child questionnaire focus on all forms of child labour in agriculture and will involve interviews with farmer households, farm workers and children age 5-17 in selected villages. The qualitative data collection will be adjusted to the local context and may include focus group discussions with relevant stakeholders. It will cover questions such as: why does child labour exist in this community, what has already been done to address it, what are other potential community issues, like cultural and social norms, distance, and access to water, education and other basic facilities and services, community wide factors, structures, etc.

PARTICIPANT GROUPS

- Children
- Farmers
- Parents
- Teachers
- Community leaders
- Unions
- Government authorities
- Human Rights Experts
- Other affected stakeholders*

* Ensure inclusion of vulnerable groups such as (minorities, indigenous peoples, migrants etc.)



KEY STEPS OF IMPLEMENTATION



1. PLAN AND SCOPE THE BASELINE ASSESSMENT AND CREATE A TOR



2. IDENTIFY A TEAM TO MANAGE DATA COLLECTION

Including the development of questionnaires, training of interviewers, data collection, data entry and analysis.



3. DEVELOP A BASELINE

Develop a sound sampling frame, a data collection strategy and human rights indicators/benchmarks

a. Develop and implement appropriate research techniques

b. Develop clear and comprehensive training materials for the fieldwork team



4. CONDUCT THE FIELDWORK

Data collection and entry.



5. ANALYSE DATA

Assess risks, severity and root causes.



6. FEEDBACK FROM PARTICIPANTS

To verify findings and to build ownership of the problem



7. DRAFT AND SUBMIT A FINAL REPORT

MEASURING PROGRESS

The CCPCs can be a way to track progress against international indicators at community level. Sample indicators can include:

SDG 8.7

Proportion and number of children aged **5-17 years** engaged in child labour, by sex and age.

8 DECENT WORK AND ECONOMIC GROWTH



SDG 4

Proportion of children and young people: (a) in grades 2/3; (b) at the end of primary; and (c) at the end of lower secondary achieving at least a minimum proficiency level in (i) reading and (ii) mathematics, by sex.

4 QUALITY EDUCATION



Alignment with international standards

UNGPs: Principle 17, 18, 20, 21

UNGC: Principle 1,2,5

ILO Conventions: 138 and 182, specifically art. 5.

GRI: Principle 408

SDGs: 4, 8

TIMEFRAME FOR IMPLEMENTATION



1-4 months

The timeframe will depend on the context and the size of the baseline assessment.



BUDGETING FOR A BASELINE SURVEY



COSTS

- **Stage 1:** plan of action to collect data and development of tools.
Outcome: inception report
- **Stage 2:** Data collection of qualitative and quantitative data.
Outcome: data-set
- **Stage 3:** Data analysis and reporting.
Outcome: final report





GOOD PRACTICES

The data collection team should have sufficient knowledge on:

- **The data collection team:**
Child labour and survey techniques, instrument design, capacity build, data collection and analysis, reporting. Technical expertise on: statistics and quantitative surveys techniques, design, implementation and analysis of survey data, quality control and validation skills. The data collection team should interview techniques, facilitation of interviews, child's rights-based approach.
- **The assessment must be based on** relevant **ILO conventions** and statistical measurement frameworks, labour laws and good practices.
- **Collaboration** with government, local organizations, companies, unions, associations and other relevant stakeholders is critical to increase local capacity and to ensure local ownership of the process and the finding.
- In order to develop effective prevention, mitigation and remediation the assessment needs to include **identification of actual and potential risks** of rights holders.
- **A human rights-based approach** requires meaningful consultation with affected stakeholders including vulnerable groups with a focus on the risks of the rights holders.
- **Benchmarking** is done based on human rights indicators (the International Bill of Human Rights, ILO conventions the convention on the Rights of the Child, any previous national studies and child labour surveys)
- **Transparency and accountability** should be integrated into the process.
- **Non-discrimination principles** applied throughout the process.

COMMON CHALLENGES

Equal representation

Gender inequalities and existing power structures may prevent women and children from voicing their concerns.

Response:

- There needs to be a focus on building inclusive interview structures, for vulnerable groups to be heard and to get an accurate idea of the issue.
- Ensure confidentiality

Limited timeframe

Building the relationships and trust needed for people to share their experience requires time, which often may be limited when conducting a baseline assessment. COVID-19 is putting additional constraints on data collection due to travel restrictions and social distance requirements.

Response:

- Select a data collection team that has a connection to the community and understands the local context and the language.



Taboos

Religion, local beliefs and cultural norms may pose a challenge in regards to collecting adequate data, since some topics may be difficult or impossible to discuss.

Response:

- To get the most out of data collection, develop an understanding of the local culture and norms, which may influence conversations on certain topics.
- Partnering with local organisations or community members can help identify culturally sensitive ways to obtain the necessary information.

Illiteracy

Collecting information from illiterate persons can potentially be challenge, especially if communication is not adjusted to their needs and circumstances and communicated in their native language.

Response:

- Ensure multiple choice options with pictures to accommodate illiteracy
- Train enumerators on this specific challenge
- Develop a thorough interview guide with common terminologies and alternatives that leave room for adjusting to the specific context
- Operationalise survey and interview questions as much as possible
- Be aware that meaning can be lost in translation



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