




18/12/25

## Invitation to Tender – Partnerships for Forests – FACT Dialogue

<b>Project:</b>	<b>Partnerships for Forests</b>
<b>Tender for:</b>	FACT Dialogue Secretariat
<b>Activity Number</b>	N/A
<b>The Company:</b>	<i>Palladium International Limited</i>
<b>Closing Date and Time:</b>	Expression of Interest – 17:00 GMT Thursday 8 <sup>th</sup> January
<b>Contact Person:</b>	Hannah Betts – Global Portfolio Manager ( <a href="mailto:Hannah.Betts@thepalladiumgroup.com">Hannah.Betts@thepalladiumgroup.com</a> ) Anna Self – Project Officer ( <a href="mailto:Anna.Self@thepalladiumgroup.com">Anna.Self@thepalladiumgroup.com</a> ) Carrie Woo – Chief Operating Officer ( <a href="mailto:Carrie.Woo@thepalladiumgroup.com">Carrie.Woo@thepalladiumgroup.com</a> )
<b>Details for submission:</b>	<ol style="list-style-type: none"> <li>1) Your organisation should register interest via email to be sent to the Global Portfolio Manager cc Project Officer and Chief Operating Officer. We encourage organisations to register interest asap. We will share clarification responses and any other updates with individuals that express interest.</li> <li>2) All final submissions to be sent to the Global Portfolio Manager cc Project Officer and Chief Operating Officer by the closing date and time.</li> </ol>
<b>Tender Validity Period:</b>	Tenders shall be valid for 6 months from date of submission.
<b>Number of Hard Copies of Tender:</b>	N/A
<b>Delivery Address:</b>	EMAIL ONLY
<b>Jurisdiction</b>	England and Wales

Thank you for your interest in the above procurement. As the managing contractor for the FACT Dialogue Secretariat Renewal, the Company invites you to tender for this activity. This pack includes:

-  Part 1: Terms of Reference (TOR)
-  Part 2: Conditions of tender
-  Part 3: Submission requirements

Please forward your Tender in accordance with the Details for Submission above by the Closing Date and Time to [Hannah.Betts@thepalladiumgroup.com](mailto:Hannah.Betts@thepalladiumgroup.com).

I look forward to your response. If you have any queries, please do not hesitate to contact me by e-mail [Hannah.Betts@thepalladiumgroup.com](mailto:Hannah.Betts@thepalladiumgroup.com).

Yours sincerely,

Hannah Betts

Global Portfolio Manager - Partnerships for Forests

## Part 1 – Terms of reference

Partnerships for Forests (P4F) is a flagship programme in the Nature Based Capital and Climate, Environment and Natural Resources practice area at Palladium International Limited (the “Company”). P4F is a grants and technical assistance facility that supports businesses and investment models in which the private sector, public sector and communities can achieve improved returns from forests and sustainable land use whilst protecting existing forest, restoring degraded land and improving agricultural land management and production practices. The programme is funded by the UK Government.

P4F is seeking a service provider (the “Award Recipient”) to act as the secretariat for the government-to-government component of the FACT Dialogue Renewal (“the Funded Activities”).

This will be a two-step process. Phase one is an EOI due 8<sup>th</sup> January 2026. **The information in this pack is only applicable to the first step of the process.**

Step two is by invitation only and will comprise of a full tender. Timelines and additional information will be provided to those successful from the first step.

### 1. Background

#### **Context**

The UK, as COP26 President, launched the Forest, Agriculture and Commodity Trade (FACT) Dialogue, in February 2021. FACT convenes 28 major producer and consumer countries of internationally traded agricultural commodities to collectively agree actions to protect forests and other critical ecosystems, while promoting sustainable trade and development. Indonesia served as co-chairs alongside the UK since inception, handing over to Malaysia from 2025.

FACT was envisioned as a 5-year Dialogue, ending in March 2026. Due to an overwhelmingly positive response from member countries for it to continue, the UK Government is now extending support for a further two years. This extension will learn from and refine the core elements of the FACT Dialogue, building from the programme’s recent independent evaluation completed in 2025. While major changes are not being proposed under this extension, fresh thinking from bidders around how to deliver FACT objectives efficiently and within available resources is welcome.

The FACT Dialogue has emerged as a valuable intervention addressing the complex nexus of economic, environmental, social, and political factors, (re-)shaping trade in agricultural commodities that have a large forest footprint, among member countries. Reflecting on-the-ground realities where short-term economic gains often surpass sustainability, FACT navigates cultural, social, and political dynamics that prioritise profit over environmental conservation. Producer and consumer governments are engaged in efforts to navigate what is a delicate balance of interests, while external factors such as market demand and geopolitical forces further shape the intervention's effectiveness.

The challenge is caused by a combination of divergent perspectives between consumer and producer countries, lack of market access by smallholder farmers, insufficient collaboration and investment, limited data transparency, and eroding global consensus on sustainability. With its renewal, FACT aims to enhance political engagement, improve transparency and understanding of countries' needs and sensitivities within the Dialogue, thereby directly informing objectives around policy reforms. By fostering collaboration, dialogue, and collective action, FACT endeavours to catalyse transformative change towards sustainable commodity production, trade, and consumption, aiming for a more equitable, resilient, and sustainable future.

#### **Reach**

While FACT primarily operates as a government to government (G-to-G) platform, it aims to address barriers by bringing together producer and consumer countries, involving both state and non-state actors. FACT’s main target group includes government agencies, ministries, and departments responsible for agriculture, forestry, environment, trade, and economic development. These state actors have considerable influence over policy

formulation, regulation, and enforcement, making their engagement critical for driving systemic change towards sustainable commodity production, trade, and consumption. In addition, FACT recognises that non-state actors are essential partners in advancing the objectives of FACT, often responsible for improving the realities on the ground and contributing valuable expertise and perspectives to sustainable commodity trade initiatives.

### **Impact pathway**

The FACT theory of change model uses the concept of spheres, acknowledging the declining relative influence of FACT and its outputs as they interact with state and non-state actors and processes over time. The *Sphere of Control* encompasses the activities and outputs produced directly by FACT and over which it has control; the *Sphere of Influence* includes the system actors and processes that are influenced by FACT activities and outputs through direct engagement and/or uptake and use of outputs. The sphere of influence includes outcomes (changes in Knowledge, Attitudes, Skills and/or Relationships and Behaviour), and the *Sphere of Interest* incorporates indirect changes that are outside the direct influence of FACT, i.e. impacts.

To achieve its expected long-term impact, the change strategy of FACT is articulated around two layers of outcomes to which FACT outputs contribute. The FACT results-chain is described as follows:

In the long-term, the desired **impact** (sphere of interest) is:

- *Globally traded commodities increasingly originate from sustainable sources, guaranteeing the needs of people while ensuring overall sustainable development.*

By 2030 (the SDGs objective timeframe), collaborative and foundational processes to halt/reverse deforestation are in place, characterised by the following high-level outcomes (sphere of influence):

- *Greater alignment, trust, international collaboration and mutual accountability between engaged policy actors.*
- *Increased political salience, level of participation and diversity of participants within the global sustainable commodity policy agenda.*

**High-level outcomes underscore the importance of leveraging FACT's outputs and their resulting intermediate outcomes at the international level to drive systemic changes.**

By the end of the funding period, the FACT Dialogue will measurably contribute to a more coherent international system, characterised by the following **intermediate outcomes** (sphere of influence):

- *Neutral facilitation helps prevent conflicts from escalating.*
- *FACT members through exchange are more **willing to engage** in a more open and constructive dialogue around key policy challenges.*
- *FACT members **gain new knowledge** from a wealth of transparent and up-to-date information relevant to the policy challenges.*
- *FACT members **identify common ground and shared priorities** as they work together to address policy challenges.*
- *Synergies are **created**, knowledge exchange **expanded**, resources **leveraged** and FACT 's reach **extended**.*

FACT is structured around three key **outputs** to enable these outcomes:

- 1) Annual Forums – This will be the main platform for policy exchange, learning and collaboration between producer and consumer countries.
- 2) Maintained engagement through the Secretariat – The Secretariat is to guide content for online meetings and share best practices, policies and national plans with member countries which will maintain momentum between Annual Forums. The Secretariat will support new member onboarding and support planning, reflection and coordination.
- 3) Dedicated producer country support – to remove barriers to engagement experienced by producer countries and to ensure FACT benefits from varied insights and balanced dialogue.

These outputs collectively contribute to building trust between countries, offering a space where different perspectives on policy issues can be equally and transparently voiced and deliberated, based on evidence

made available through different channels (websites, events, etc.). FACT can identify where to have these conversations and with whom, e.g. FACT can engage with state actors in many ways, bringing in expert advice, organising events and facilitating access to data, knowledge, and best practices. The Secretariat can structure and facilitate these conversations as a neutral actor, ensuring that all relevant knowledge is easily accessible and best practices, e.g., successful policies, regulations, national plans, are highlighted and championed.

See Annex 1 for the Co-chair Proposal for the Continuation of FACT (2026-2028).

## 2. Objectives of the Assignment

The Secretariat will be guided and directed by the national country co-chairs (Malaysia and the United Kingdom) in undertaking this work, with core responsibilities focused on:

- Supporting the co-chairs with the logistics and delivery of the FACT Dialogue.
- Supporting and facilitating the delivery of FACT priorities and objectives, as agreed to by members. This includes annual in-person meetings and facilitating online meetings as needed.
- Supporting the development and agreement of potential governance arrangements to sustain the FACT Dialogue for this funding cycle and beyond.
- Providing clear and effective internal and external communications and outreach on the FACT Dialogue.

Core Activities to be conducted:

*(Identified by the co-chairs. To be confirmed by the new Secretariat)*

### ❖ Annual Policy and Learning Event

- A 3–4 day in-person gathering hosted by the Secretariat and a member country (typically a Co-Chair), preferably in rotation between consumer and producer countries.
- Attendance from approximately 60 country representatives.
- Structured around a thematic focus (e.g. smallholder support), with guided discussions and country presentations.
- Includes a field visit where relevant to demonstrate sustainable practices or challenges on the ground.
- Prioritizes relationship-building through long meal breaks, evening activities, and informal networking.
- Includes an opportunity for senior-level engagement.

### ❖ Year-Round Engagement and Coordination

- A light-touch Secretariat and Chairing Group will guide content and maintain momentum.
- Limited online meetings to support planning, reflection, and coordination around the administration of the Dialogue.
- Communications and outputs will be timely, concise, and accessible to all members.

### ❖ Producer Country Support

- Dedicated funding to ensure full and effective participation of lower- and middle-income producer countries.
- Covers travel, visas, interpretation, and subsistence costs to remove barriers to engagement.

Complementary Activities:

*(These activities are outside the scope of the UK's core funded contribution. However, FACT member countries have identified the following additional priorities, and some have indicated interest in providing supplementary funding or in-kind support to make these possible)*

### ❖ Study Tours and Exchanges

- Country-led visits to explore national systems and innovations.
- Opportunities for immersive learning and peer-to-peer engagement (this is a new idea, in addition to annual forums).

### ❖ Expert Seminars and Technical Sessions

- Possibly to replace the thematic area meetings: ad hoc online events based on member interest and related discussions in the Dialogue.
- Presentations from technical experts or country representatives on emerging issues and best practices.

### ❖ Strategic Coordination with Linked Initiatives

- Proactive alignment with initiatives with complementary goals.

- Coordination of event timing and location to reduce duplication and enhance impact.

### **3. Scope of the Assignment**

The Award Recipient will deliver eight service streams under its Secretariat function:

1. Technical support/analysis
2. Policymaker knowledge-sharing
3. Event management and logistics
4. Meeting secretary and governance
5. Progress monitoring and reporting
6. Participant relations and coordination
7. External outreach and communications
8. Day-to-day administration and financial management

The Secretariat team should collectively demonstrate strong project management capability, technical expertise in sustainable commodity trade and deforestation issues, and proven experience in supporting high-level, politically sensitive dialogues. The team must have language skills to engage effectively with participating countries, uphold strict neutrality to ensure impartiality, and deliver outputs on time and to a high standard. Diversity and inclusion should be embedded within the team structure, and members should possess strong stakeholder engagement and communication skills to manage both internal coordination and external outreach. The Secretariat should also be adaptable, able to respond to evolving priorities, and maintain transparency and professionalism in all interactions.

### **4. Duration and phasing**

The Funded Activities are anticipated to commence on 1<sup>st</sup> April 2026 end on 31<sup>st</sup> March 2028. It will run for a period of 24 months from date of commencement.

### **5. Financial component**

The maximum value for these Funding Activities will be £800,000, inclusive of any applicable national and international taxes, during the two years. Value for Money forms a key part of the assessment criteria in the second step of this tender.

## Part 2 – Conditions of Tender

### 1. Tender content

- 1.1. The tender must contain the following:
  - 1.1.1 a technical submission (in the form detailed in Part 3);
- 1.2. Every Tender needs to state in the submission:
  - 1.2.1 in the case of an individual, full or given names, surname, and address.
  - 1.2.2 in the case of a trust, the full names and addresses of each trustee of the trust.
  - 1.2.3 in the case of a company, NGO or other registered entity, the full name of the entity, the address of the registered office of the entity, the relevant registration number and a copy of the certificate of registration; and
  - 1.2.4 If relevant, a list (including CVs if requested) of all the nominated personnel expected to contribute to the performance of the TOR, including their names, surnames, title of their position and their proposed level of effort.
- 1.3. Tenders are to be written in English, Arial font 12
- 1.4. 'The Tenderer' (where capitalised) means the person or organisation to whom this invitation has been sent, the person or organisation responding to this invitation (as applicable). Depending on the context, an uncapitalised version of 'tenderer' may also refer to the Tenderer.

### 2. Tender Assessment Process

- 2.1. Tenders must comply with the requirements of the TOR. Failure to submit a Tender including the information required by the TOR (or this Tender generally) will factor into The Company's assessment of the level of compliance of the Tender and may result in rejection of the Tender.
- 2.2. The Company will evaluate Tenders on the following basis:
  - 2.2.1 a technical assessment;
  - 2.2.2 any other factors which may impact on the Tenderer's potential performance.
- 2.3. The Company reserves the right:
  - 2.3.1 to accept or reject any tender, and to annul the tendering process thereby rejecting all tenders, at any time prior to the award of contract at its sole discretion;
  - 2.3.2 to cancel or vary the Invitation to Tender process at any time whether before or after the closing date;
  - 2.3.3 to reject any tender that does not adhere to the structure and content requirements as outlined in these Terms and Conditions;
  - 2.3.4 to recall tenders from any source including those tenderers who have already submitted tenders, without thereby incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the grounds for this action;
  - 2.3.5 to accept Tenders for the whole or any part of the requirement;
  - 2.3.6 to require that tenderers submit to the Company's Due Diligence process prior to or after the submission of Tenders; and
  - 2.3.7 to negotiate with the most favourable tenderer should it be deemed that the offered prices are unreasonable or greater than the targets set in the planning process.
- 2.4. The Company shall not be bound by any advice given or information furnished by it.
- 2.5. The conduct of this Invitation to Tender is not intended to give rise to any legal or equitable relationship.
- 2.6. Any inducements and rewards intended to influence the outcome of the Tendering process will result in Tenderer's immediate suspension from the process.
- 2.7. Your Tender will be valid for the Tender Validity Period specified on p.1.

### 3. Technical Assessment

- 3.1. The Technical Assessment will be undertaken by an internal procurement committee.

### 4. Alternative Tenders

- 4.1. The Company reserves the right to accept and consider alternative Tenders providing they:
  - 4.1.1. re submitted with a compliant Tender;
  - 4.1.2. clearly identify the differences and improvements offered.

### 5. Non-Compliant Tenders

- 5.1. Tenders will be regarded as non-compliant if they do not comply with any part of the requirements of this Invitation to Tender.
- 5.2. The Company may, however, in its absolute discretion evaluate any non-compliant Tender.



**6. Lodgement of Tenders**

- 6.1. It is the responsibility of the Tenderer to ensure that the Tender is received by the Company by the closing date and time prescribed in this Invitation to Tender. A Tender lodged after the closing date is a late Tender.
- 6.2. A late Tender will normally not be considered unless it can be demonstrated by the Tenderer that the Tender would have arrived at the tender point by the required date and time as prescribed in this Invitation to Tender but, for reasons proven by the Tenderer, it did not. The Company may allow a late Tender to be assessed at its absolute discretion.
- 6.3. The Company will not consider or entertain any queries about a decision to assess or reject a late Tender.

**7. Tenderer Costs**

- 7.1. Tenderers are responsible at their own cost to:
  - 7.1.1. make all arrangements and obtain and consider all information relating to the TOR;
  - 7.1.2. prepare, deliver, and lodge their tender;
  - 7.1.3. deal with any issues, including disputes, that may arise out of the tendering process.

**8. Confidentiality**

- 8.1. The Tenderer acknowledges that during this Tender, it may become acquainted with or have access to the Company's Confidential Information (including the existence and terms of this Tender and the TOR). It agrees to maintain the confidence of the Confidential Information and to prevent its unauthorised disclosure to any other person.
- 8.2. The Tenderer will not disclose or use any Confidential Information except to the extent that such disclosure or use:
  - 8.2.1. is strictly necessary for submitting the Tender;
  - 8.2.3. is required by relevant laws;
  - 8.2.3. is authorised by prior written approval from the Company; or
  - 8.2.4. occurs after the Confidential Information already is or comes into the Tenderer's possession (or in the public domain) otherwise than pursuant to this Tender, pursuant to a separate confidentiality undertaking by the Tenderer or a third parties' (or that parties') unauthorised disclosure.
  - 8.2.5. If the Tenderer is required to disclose Confidential Information due to a relevant law or legal proceedings, it will provide reasonable notice of such disclosure to the Company.
  - 8.2.6. The parties agree that this obligation applies during the Tender and after the completion of the process.

**9. Request for Information**

- 9.1. Any prospective tenderer may within a reasonable time before the closing date request information on any point of clarification in this Tender. The information requested shall be given in writing by the Company as soon as practicable. Where in the opinion of the Company the information could have an effect on other tenderers, that information may at the Company's sole discretion be given in writing to all known prospective tenderers.

**10. Business Partner Code of Conduct**

- 10.1. Tenderers shall comply with the Company's Business Partner Code of Conduct in the submission of any tenders. The Code is currently available at [thepalladiumgroup.com/policies](http://thepalladiumgroup.com/policies).

**11. Unsuccessful Tenders**

- 11.1. Unsuccessful Tenders will be notified in writing and shall be entitled to feedback regarding their tender.

**12. Tenderer Acceptance of Conditions**

- 12.1. A Tender lodged in response to this Invitation to Tender does so with agreement to these Conditions of Tender unless any departures from these Conditions are detailed in the cover letter of the submission. The Company reserves the right to reject any departure from these Conditions of Tender, and thereby determine that the tender submission is non-conforming for that reason.

**13. Conflict of Interest**

- 13.1. Tenderers must notify the Company immediately if any actual, potential or perceived conflict of interest arises (a perceived conflict of interest is one in which a reasonable person would think that the person's judgement and/or actions are likely to be compromised, whether due to a financial or personal interest (including those of family members) in the procurement or the Company).

**14. Inconsistencies**

- 14.1. If there is inconsistency within this ITT, the following order of precedence shall apply:
- 14.1.1. these Terms and Conditions;
  - 14.1.2. the Cover Page of this ITT; and
  - 14.1.3. Part 1 – Terms of Reference
  - 14.1.4. Part 3 – Technical Assessment Selection Criteria
  - 14.1.5. the Schedule
- so that the provision in the higher ranked document will prevail to the extent of the inconsistency.

**15. Jurisdiction**

- 15.1. This Tender process shall be subject to the laws of the Jurisdiction.
- 15.2. The Supplier and the Company will use their best efforts to settle amicably any dispute, controversy, or claim arising out of, or relating to this Agreement or the breach, termination, or invalidity thereof.
- 15.3. If no agreeable settlement can be found, any dispute, controversy, or claim arising out of or relating to this Agreement or the breach, termination, or invalidity thereof, shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules in effect on the date of this Agreement. The appointing authority shall be the Secretary-General of the Permanent Court of Arbitration. The Parties will be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such dispute.
- 15.4. The place of arbitration shall be the headquarters location of Company at the time the claim is filed, and the language of the arbitration will be English. The relevant laws shall be the laws of the Jurisdiction.
- 15.5. Should the claim involve a State, a State-controlled entity, or an intergovernmental organization, the case shall be administered by the International Bureau of the Permanent Court of Arbitration.



## Part 3 – Submission Requirements

The bidding process for this opportunity follows a **structured two-step approach** designed to ensure transparency and allow for the submission of high-quality proposals.

This stage is not intended for detailed technical or financial proposals; rather, it serves as a screening mechanism to identify qualified applicants who will be invited to proceed to the next stage.

### **Expression of Interest (EOI) Phase One – A maximum of 6 pages, including diagrams and tables.**

The first phase requires interested organisations to submit an Expression of Interest. This is a preliminary submission that demonstrates your organisation's capability, experience, and alignment with the programme's objectives. The EOI response should include the following key information:

- Full name and type of entity (sole proprietorship, partnerships, corporation, non-profit, other)
- Brief overview of the organisation's background
- Relevant expertise of key team, including short biography paragraphs for the proposed leadership team for this engagement.
- High level proposed approach to the "Funded Activities" (maximum 2 page), including any initial thoughts on partnerships or consortium arrangements.
- Confirmation your organisation will be able to deliver within the budget envelope advertised.
- Three examples of similar assignments successfully delivered (maximum 1 page in total). Examples that are multi-country, event facilitation, including government to government aspects are encouraged.
- Confirmation your organisation is able to meet FCDO standard terms and conditions
- Indicative rates within the below defined job bands.

Level of Expertise	Max daily rate (GBP)
Principal Expert	
Senior Expert	
Expert	
Assistant Expert	

### **Level of Expertise Definition**

Principal Expert: internationally recognised expert in their field with exceptional knowledge of the subject area and extensive sectoral and / or regional expertise. Will have outstanding capabilities to conceptualise, design, and deliver complex interventions in a timely fashion. It is expected, but not mandatory, that a Principal Expert will have a minimum of 15 years professional experience relevant to their field.

Senior Expert: exceptional knowledge of the subject area with extensive sectoral and / or regional expertise and proven ability to translate theory into practice. Will have proven capability to undertake team leader functions and provide quality assurance of other consultants' work. It is expected, but not mandatory, that a Senior Expert will have a minimum of 10 years professional experience relevant to their field.

Expert: thorough theoretical knowledge of the subject area with proven ability to translate theory into practice. Will have proven capability to provide quality assurance of other consultants' work. Will have recognised, independently verified qualifications, i.e. through professional body membership. It is expected, but not mandatory, that an Expert will have a minimum of 5 years professional experience relevant to their field.

Assistant Expert: strong theoretical knowledge of the subject area with proven ability to translate theory into practice together with recognised, independently verified qualifications, i.e. through professional body membership. It is expected, but not mandatory, that an assistant expert will have a minimum of 2 years professional experience relevant to their field.

**Clarification questions should be submitted to [Hannah.Betts@thepalladiumgroup.com](mailto:Hannah.Betts@thepalladiumgroup.com) before 17:00 on 31<sup>st</sup> December 2025.**

**All submissions must be received by 17:00 GMT on 8<sup>th</sup> January 2026** – submission of your PDF document in line with page 1 of this document.

**Documents should be named in the following convention for submission:** Organisation Name\_FACT2 SECRETARIAT EOI\_DATE OF SUBMISSION

It is the Company intention to provide outcomes for all submissions by 22<sup>nd</sup> January 2026 to allow successful organisation sufficient time to prepare a full tender by the end of February.

**Step 2: Full Proposal Submission – Tender Phase**

Organisations shortlisted from the EOI stage will be invited to submit a comprehensive proposal. This second stage involves providing detailed technical plans, methodologies, budgets, timelines, and risk management strategies. The full proposal should build upon the concepts outlined in the EOI and demonstrate a clear, actionable plan for delivering the intended outcomes. **Only applicants invited from the EOI stage will be eligible to participate in this phase.**

**The requirements for the technical submission will be released only to the selected tenderers.**

## Annex - Co-Chair Proposal for the Continuation of FACT (2026-2028)

### Preamble

- Recalling the launch of the FACT Dialogue in 2021 as a collaborative initiative to promote sustainable trade in forest and agricultural commodities, and the completion of its first phase in 2026;
- Recognizing the value of FACT as a unique, trusted space for policy exchange, learning, and relationship-building between major agri-commodity countries;
- Welcoming the progress made in fostering mutual understanding, supporting national systems, and elevating producer country voices in global supply chain discussions;
- Acknowledging the urgent need to halt and reverse deforestation and forest degradation by 2030, and to promote sustainable development, climate resilience, and inclusive growth across commodity supply chains;
- Reaffirming the shared responsibility of producing and consuming<sup>1</sup> countries to support sustainable production, fair market access, and the protection of forests, biodiversity, and local livelihoods;
- Affirming our commitment to continue and renew the FACT Dialogue as a platform for partnership, learning, and collective action toward these shared goals.

### FACT Objectives for 2026–2028

1. **Promote Sustainable and Inclusive Commodity Trade**  
Support the development of trade and investment systems that incentivize sustainable production and consumption, respect national contexts and approaches, and ensure equitable market access for producer countries.
2. **Strengthen Smallholder Inclusion and Resilience**  
Strengthen smallholder livelihoods, inclusion in supply chain and climate resilience by scaling up support through shared learning, targeted exchanges, and collaborative efforts to improve access to finance, land tenure, and technical assistance.
3. **Enhance Transparency and Traceability Across Supply Chains**  
Collaborate to improve the interoperability of traceability systems, close data gaps, and promote transparency in commodity supply chains, supporting accountability and trust among actors.
4. **Foster Innovation and Knowledge Exchange**  
Enable countries to share experiences, innovations, and lessons learned through immersive forums, study tours, and targeted exchanges that build capacity and inspire action.
5. **Deepen Policy Dialogue and Mutual Understanding**  
Maintain FACT as a trusted and constructive space for countries to test ideas, reflect on progress, and build relationships across diverse national contexts.
6. **Align with Global Goals and Complementary Initiatives**  
Ensure FACT contributes to broader global efforts, including the Paris Agreement, the SDGs, and biodiversity frameworks, and coordinates with related initiatives to amplify impact.
7. **Deliver Practical Outcomes That Support National Action**  
Focus on practical outputs that help countries strengthen national systems, build partnerships, and implement sustainable solutions.
8. **Maintain a Flexible and Responsive Dialogue**  
Adapt FACT's focus and format to reflect member needs and the evolving global context, ensuring relevance and responsiveness over time.

### FACT Dialogue: Scope of Work (2026–2028)

#### Overview

The extension the FACT Dialogue will build on the foundations of the 2021–2026 Roadmap, responding to member feedback and lessons learned. It will focus on delivering a streamlined, responsive, and inclusive platform for policy exchange, learning, and collaboration between producer and consumer countries.

The next phase of the Dialogue will continue to operate primarily at the policy and technical level, with ministerial engagement limited.

**Core Activities**

1. Annual Policy & Learning Event
  - A 3–4 day in-person gathering hosted by the Secretariat and a member country (typically a Co-Chair), preferably in rotation between consumer and producer countries.
  - Attendance from approximately 60 country representatives
  - Structured around a thematic focus (e.g. smallholder support), with guided discussions and country presentations.
  - Includes a field visit where relevant to demonstrate sustainable practices or challenges on the ground.
  - Prioritizes relationship-building through long meal breaks, evening activities, and informal networking.
  - Includes an opportunity for senior-level engagement (e.g. formal dinner or drinks events as a platform to showcase FACT's progress and engage decision makers).
2. Year-Round Engagement & Coordination
  - A light-touch Secretariat and Chairing Group will guide content and maintain momentum.
  - Limited online meetings to support planning, reflection, and coordination around the administration of the Dialogue.
  - Communications and outputs will be timely, concise, and accessible to all members.
3. Producer Country Support
  - Dedicated funding to ensure full and effective participation of producer countries.
  - Covers travel, visas, interpretation, and subsistence costs to remove barriers to engagement.

**Complementary Activities**

(These activities are outside the scope of the UK's core funded contribution. However, FACT member countries have identified the following additional priorities, and some have indicated interest in providing supplementary funding or in-kind support to make these possible)

1. Study Tours and Exchanges
  - Country-led visits to explore national systems and innovations.
  - Opportunities for immersive learning and peer-to-peer engagement (this is a new idea, in addition to annual forums).
2. Expert Seminars and Technical Sessions
  - Possibly to replace the thematic area meetings: ad hoc online events based on member interest and related discussions in the Dialogue.
  - Presentations from technical experts or country representatives on emerging issues and best practices.
3. Strategic Coordination with Linked Initiatives
  - Proactive alignment with initiatives with complementary goals
  - Coordination of event timing and location to reduce duplication and enhance impact.

**Remark on Co-Chairs**

- It was always envisioned that the Co-Chairs of the FACT Dialogue would rotate periodically, both for consumer and producer countries.
- The current Co-Chairs remain open to expressions of interest from member countries to take on this role and may invite future leadership from current members.
- The establishment of Malaysia as the co-chair of FACT Dialogue was approved by the Malaysia Cabinet for the period of Jan 2025 – end Dec 2026.