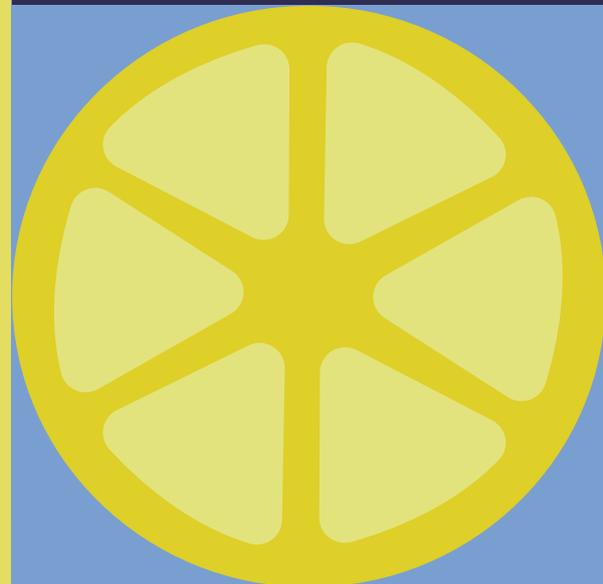
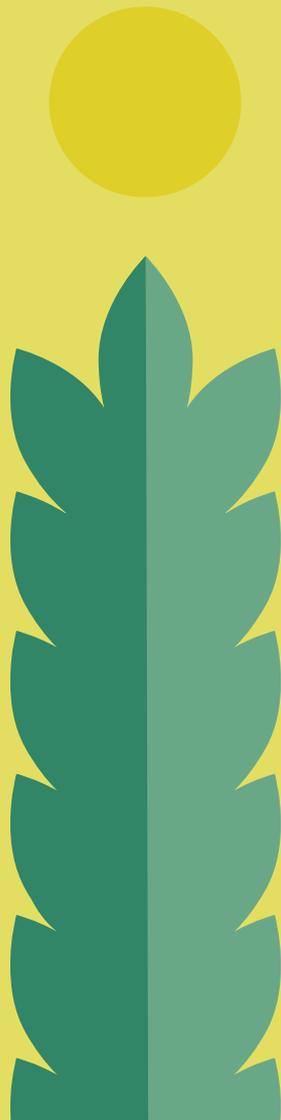


# Rights4Land Monitoring Tool Manual

(TMG)  
ThinkTankforSustainability  
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# INTRODUCTION

## A human rights-based approach to land governance

**“Land is not a mere commodity, but an essential element for the realization of human rights.”** – [Office of the UN High Commissioner for Human Rights](#)

Land underpins nearly every aspect of our lives: it grows our food, houses our families, provides us with incomes, sustains our ecosystems, and is a vital pillar for achieving climate goals.

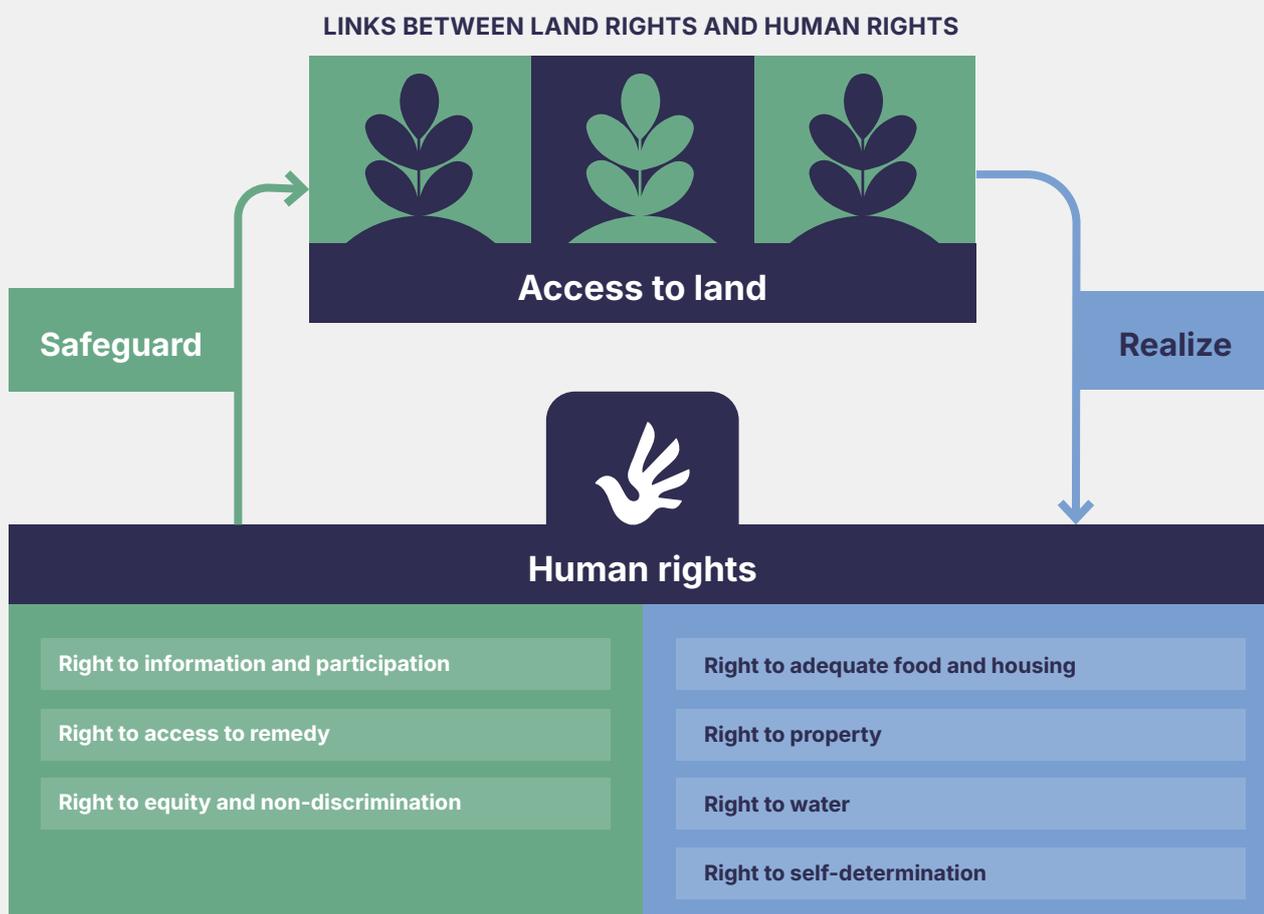
Competition for land is intensifying at an unprecedented rate. Population growth, urbanization, and rising demand for food, energy, and carbon sequestration are placing immense pressure on land. These pressures increase the risks of land grabbing, forced eviction, and other land injustices faced by Indigenous peoples and rural communities whose livelihoods depend on secure access to land.

Given these mounting pressures, **responsible land governance is essential to protect the legitimate tenure rights of disadvantaged land users.**

The [Voluntary Guidelines on Responsible Governance of Tenure of Land, Fisheries and Forests \(VGGT\)](#), adopted by the Committee on World Food Security (CFS), provide countries with a set of internationally recognized standards for responsible land governance.

The VGGT call on governments to respect obligations under international human rights law in their land governance practices ([VGGT 1.1](#)), because land rights and human rights are intrinsically linked:

- Secured access to land is a precondition for the realization of the right to food, housing, water, and self-determination.
- The realization of human rights—including the right to information, participation, remedy, equity, and non-discrimination—serves as a safeguard that enables people in vulnerable situations to secure access to land.



**The Rights4Land (R4L) Monitoring Tool**, developed by [TMG Research](#) and the [Danish Institute for Human Rights \(DIHR\)](#), assesses the extent to which land governance in a given location complies with the VGGT and its underlying international human rights obligations.

This **manual** provides clear guidance on how to use the tool and conduct a human rights-based land governance assessment.

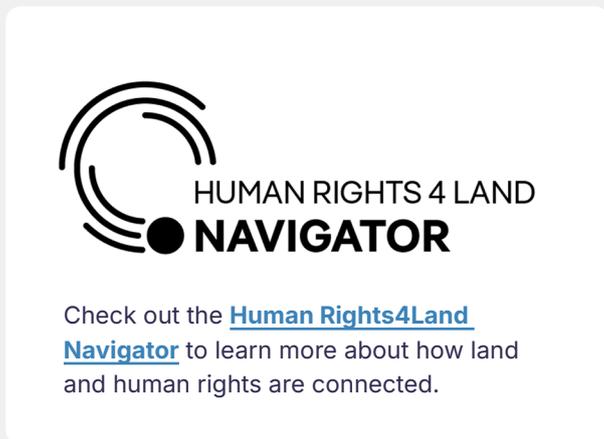
**Purpose:** Provide a clear, hands-on, practical guide for how to run an R4L assessment.

**Primary audience:** Land and human rights advocates that are conducting this assessment for the first time.

**Promise:** Plan, collect, analyze, report, and use R4L data to contribute to improved land governance, secure access to land, and support the realization of human rights, particularly for disadvantaged groups and individuals.



The VGGT promote inclusive, transparent, and equitable land governance systems that prioritize the rights of people who have historically been excluded from decision-making. They call on states to recognize and protect all legitimate tenure rights; public, private, communal, indigenous, customary, and informal.



# RIGHTS4LAND MONITORING TOOL

## What is it exactly?

[The Rights4Land \(R4L\) Monitoring Tool](#) assesses land governance from a human rights perspective.



## The tool consists of:

[A national level questionnaire](#) that assesses national land-related laws, policies, and provisions, examining how effectively they are implemented at both national and decentralized levels.

**EXAMPLE:** *Are international human-rights standards on women's land rights integrated into national land laws? Are customary rights legally recognized? Are adequate resources allocated and clear procedures in place to ensure inclusive and transparent consultation before land decisions are made?*

[A local level questionnaire](#) that assesses how land governance is experienced by land users.

**EXAMPLE:** *Do land governance policies result in tenure security for women and Indigenous Peoples? Do they help reduce land conflicts? Are land services easily accessible to all? Are land users effectively protected against forced eviction, and do they receive compensation when eviction occurs?*

Together, the two questionnaires collect data against a [set of 60 indicators](#) that cover all human rights aspects of responsible land governance as defined in the VGGT.

An R4L **online tool** helps **collect, analyze and visualize data** for both questionnaires. The local-level questionnaire is also available offline, facilitating data collection in remote areas without a stable internet connection.

## Why use it? For what purpose?

The R4L Monitoring Tool's two questionnaires create a **complementary view** of land governance realities, connecting the analysis of legal frameworks with outcomes experienced by land users. It helps identify and understand potential discrepancies between law and practice.

By providing a standardized, indicator-based methodology for assessing land governance, the tool allows **comparison and aggregation** across contexts and over time. Therefore, the tool can be used for **global assessments of VGGT uptake**.

The tool helps document and **expose policies or practices that violate the human rights of disadvantaged land users**, providing land and human rights actors with **evidence to hold governments accountable for responsible land governance**.

Connecting voluntary guidelines with human rights obligations strengthens advocacy and policy recommendations, providing **clear, strong language** and a **legal basis** for advancing responsible land governance.

## Who is it for?

The tool is designed for **human rights and land advocates**, including National Human Rights Institutions (NHRIs), civil society organizations (CSOs), government officials, and researchers.

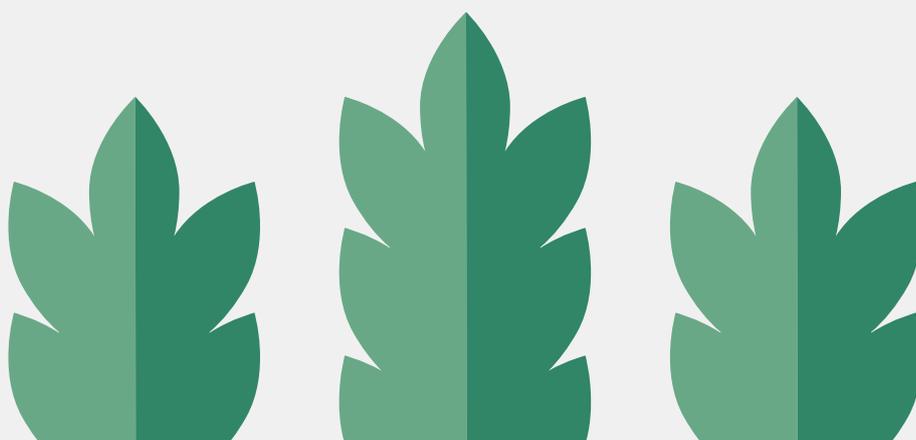
As the tool creates a shared understanding of how land governance and human rights are connected, it provides a common language for both human rights and land experts. It enables them to unite efforts, speak with one voice, and jointly advocate for the realization of land and human rights for marginalized and vulnerable people.

Of crucial importance is the independence of those conducting the assessment, to ensure that

- respondents feel comfortable speaking openly about a sensitive issue such as land and
- assessment results can be used to criticize land governance practices, denounce human rights violations, and hold governments to account.

**EXAMPLE:** *National-level R4L assessments were conducted in Sierra Leone and Malawi by their respective NHRIs. Their expertise on human rights provided a strong basis for analyzing to what extent the global and regional human rights instruments are domesticated in national laws and policies on land governance. In Kenya, a national-level umbrella of CSOs working on land issues conducted the national assessment.*

**EXAMPLE:** *Local-level R4L assessments were conducted by CSOs in all three countries. In Sierra Leone, regional representatives of the NHRI also participated, enabling direct follow-up on human rights violations by the NHRI at the local level and helping break down silos between the land and human rights sectors at the decentralized level.*



# HOW TO USE THE TOOL



Aside from the initial training and final storage steps, the national and local assessments each have their own steps. All steps therefore begin with the letters N (national) or L (local).

**Local level**

**National level**

## PHASE I: PREPARATION

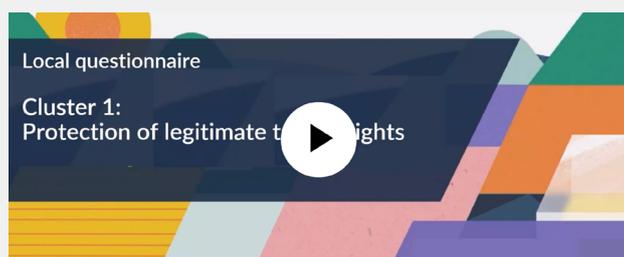
### National and local level

#### Step N1 and L1: Training

Before conducting the R4L assessment, organize a three-day training for everyone involved to:

- improve understanding of international human-rights standards and instruments that are relevant for responsible land governance

[Introductory videos](#) are available on the Rights4Land platform



- familiarize themselves with the R4L Monitoring Tool, including its underlying logic, key concepts, the complementarity between the national and local level questionnaires, and the roles and responsibilities of the assessment team.

When the assessment is jointly conducted by a human rights organization—for example, by an NHRI and CSOs with land expertise—the training also serves to build trust and break down silos or prejudices before beginning the assessment.

## National level

### Step N2: Development of a data collection plan

To start preparations for data collection, [create an account](#) on the Rights4Land platform. Once the survey administrator approves your account, you gain access to the platform, which allows you to use the online form for data collection and analysis.

The national-level questionnaire consists mainly of a literature review. After reviewing the questions, assess the availability of relevant information sources. If secondary data is not available to sufficiently answer all the questions, schedule interviews with experts to gather additional data.

## Local level

### Step L2: Development of a data-collection plan

The local-level assessment involves conducting questionnaires with land users, either through individual interviews or focus group discussions.

**EXAMPLE:** *Focus Group Discussions are most suitable when assessing experiences of land governance on community land (see [assessment report of Kenya](#))*

**EXAMPLE:** *Individual interviews are most suitable when assessing experiences of land users that use or own land individually or as a family (see [assessment report of Malawi](#))*

For small-scale assessments, use a purposive sampling technique to select respondents. This approach—for example, targeting areas and people that are known to be affected by certain land-based measures—selects respondents based on the assumption that they are likely to provide a good understanding of the challenges and best practices of land governance in their contexts.

**EXAMPLE:** *In Sierra Leone, the assessment used a combination of purposive and random sampling methods. Out of 14 districts, six districts were selected for the local level questionnaire. Each selected district is characterized by different land-based activities and land governance challenges (including mining, large scale agricultural and public infrastructure investments, urban expansion, and nature conservation), but together they represent all regions of the country. Within the districts, one urban and one rural chiefdom were selected, and one chiefdom that is directly affected by certain land-based activities. Within the selected chiefdoms, villages were mapped and divided into sectors. In each sector, people were randomly selected for interviews, until reaching predefined targets per demographic category (men, women, persons with disabilities, youths, widows). demographic category (men, women, PWD, youth, widow).*

In both cases, it's important to document the rationale for the selection of the assessment area and sample group and include this in the methodology section of the assessment report.

In representative (large-scale) assessments which aim to reflect experiences of larger population groups, use random sampling or stratified sampling method for selection to ensure different demographic groups are represented.

**DOs**

- ✓ Focus on land users in vulnerable or marginalized situations. They are most often excluded from land governance practices (such as land use decision-making or land services) and most at risk of human rights violations and losing access to land.
- ✓ Make sure women are included as respondents, also in contexts where women are not considered the owner of the land, as their perspectives and experiences can differ significantly from those of men.

**DON'Ts**

- ✗ Don't target landowners only for the local level questionnaire. The assessment should include all legitimate tenure holders, including those with informal and customary user and/or ownership rights.
- ✗ Don't let your respondents be selected by (traditional) local authorities. While it is important to mitigate their influence on your research and outcomes, a courtesy visit to introduce yourself may remain common practice in your country.

**Step L3: Preparation of the data collection tool**

The local level assessment tool can be used in online or offline form.

- To use the online form, [create an account](#) on the R4L platform.
- For offline data collection, the questionnaire is available as a template that can be used by [KoboToolbox template](#). The data collection team must create

a free KoboToolbox account and upload the questionnaire. When using KoboToolbox, you may add additional, context-specific questions to adapt the questionnaire to the local area, but only responses to the standard questionnaire can be imported to the central R4L data repository.

Questionnaires are available in English, French, and Spanish. In some contexts, translating the questions into local languages may be necessary.



## Step L4: Selection and training of enumerators

If the local-level assessment involves individual respondents, you will likely work with a team of enumerators.

- Conduct interviews in pairs (one male, one female enumerator) to facilitate access to female respondents and encourage open conversation.
- Select enumerators with the following criteria in mind:
  - experience in conducting interviews and using KoboToolbox (if applicable)

- fluency in the local language
- a sound understanding of the area's land governance context area to help interpret and understand the answers given during the interviews.

Train enumerators on how to use the online and offline questionnaires of the R4L Monitoring Tool and make sure they understand the survey questions and response options. This training also serves to raise their awareness of the connection between land and human rights.

## Step L5: Introduction of the assessment to the community

Meet with community representatives and local authorities to introduce the land governance assessment. Explain what the assessment is about, why it matters, and how and by whom it will be conducted. Radio announcements can further support community awareness of the assessment.

This step not only helps prepare for a smooth data collection process, but also raises understanding among authorities (duty bearers) and land users (rights holders) about how land governance practices affect the realization of human rights.

**EXAMPLE:** *Land for Life, an international umbrella organization of CSOs, conducted town hall discussions with local authorities and community representatives in Sierra Leone to discuss land governance activities and challenges and their potential impact on the realization of human rights.*

### DOs

- ✓ Aim for a joint introduction of the assessment by NHRI and CSO teams (if NHRI staff is available at local level) to foster collaboration and increase their visibility as land and human rights advocates in the assessment area.

# PHASE II: DATA COLLECTION

## National level

### Step N3: Conduct desk research

Data for the national-level assessment can mostly be collected through desk research. Questions are answered by reviewing laws, policies, and secondary data sources. Where gaps remain, contact the relevant experts or resource persons to obtain additional information.

### Step N4: Data cleaning and quality control

The R4L online tool includes a review function that can be used that allows the data collection team to check and ensure the quality and consistency of responses submitted by team members.



### DOs

- ✓ Rely on your own critical analysis of the quality of laws, policies, and their implementation as much as possible. Balance different perspectives when interviewing experts to ensure objectivity and nuance in your responses. Remember this is your independent assessment.
- ✓ Engage with existing multi-stakeholder platforms (for example, the VGGT Technical Working Groups) to coordinate research and gather input from both government and non-governmental actors in the land sector.

## Local level

### Step L6: Conduct interviews

The assessment team travels to the selected assessment areas to conduct interviews with individual respondents or facilitate focus group discussions. Responses are entered directly into the R4L platform online or captured offline using KoboToolbox.

Depending on context, data should be disaggregated by gender, age, and other

demographic criteria (such as marital status or disability) that may influence governance issues, including access to information, participation and consultation, or access to justice. Organize focus group discussions by demographic category (e.g. separate groups for men and women) to ensure open and representative dialogue.

### Step L7: Data cleaning and quality control

Enumerators should upload responses from offline questionnaires at the end of each day. This enables the coordination team to review data quality, correct errors promptly, and provide additional guidance to the enumerators, if necessary.

Provide enumerators with clear expectations on the number of interviews per day, the total number of interviews to be conducted, and the data collection time frame. This helps maintain high quality and mitigates the risk of rushed or incomplete interviews.

The GPS function in KoboToolbox helps to record the actual position of the enumerator when conducting interviews or focus group discussions, ensuring data authenticity.

The local questionnaire in KoboToolbox is designed to minimize potential mistakes and inconsistencies in answers. For example, irrelevant questions are automatically skipped, and enumerators can only proceed with the next question if previous questions have been answered.

**EXAMPLE:** *In Sierra Leone, 600 individual interviews were conducted by 12 enumerators operating in pairs. Each of the pairs had 20 days (four weeks) to conduct 100 interviews in total, with a maximum of five per day.*

### DOs

- ✓ Use the open text boxes in the questionnaires as much as possible to add explanations, examples, and sources references. This additional context further enriches the information collected through the standardized questions.

# PHASE III: DATA ANALYSIS AND STORAGE

## National level

### Step N5: Data analysis

The R4L platform automatically generates visualizations of results for each cluster.

In the data visualizations, as shown on the right,

- The cluster name appears in the title of each graphic (e.g. 2. Responsible governance of tenure).
- Indicators belonging to the cluster (e.g. Mapping and registration process, Protection of informal tenure rights, etc.) are listed on the left.
- The bar chart uses a traffic light system to illustrate compliance with the VGGT and international human rights standards: green indicates compliance, yellow represents partial compliance, and red indicates non-compliance.
- The numbers within the bars in the chart reflect the number of questions per indicator that were answered revealing the compliance of land governance laws and policies.
- Each indicator can be expanded to show all related questions and responses (see the summary box in grey).

Conducting a more in-depth analysis of answers—supported by the detailed guidance included in the questionnaire—will provide further information revealing specific gaps and actions needed to improve compliance with the VGGT and human rights standards.

## NATIONAL ASSESSMENT IN MALAWI (2022)

### 2. Responsible governance of tenure



The diagram shows the number of compliant issues for each indicator. The length of the bar is in relation to total number of questions

#### Mapping and registration process

##### Guidance

This indicator monitors states' implementation of a fair, independent, impartial, open and transparent process, with participation of concerned rights-holders, to recognize and adjudicate their rights to land and resources.

International human rights bodies have made specific observations and recommendations on the necessity of ensuring adequate demarcation, mapping and registration of land with a view to ensuring adequate protection of land, property and resource rights. These include the:

- Human Rights Committee
- International Committee on Economic, Social and Cultural Rights
- International Committee on the Elimination of All Forms of Racial Discrimination
- Committee on the Rights of the Child
- ILO's Committee on the Application of Conventions and Recommendations (for Conventions No. 169)
- Human Rights Council
- Human Rights Special Procedures

2.1. Has the State adopted procedures for identification, demarcation, mapping and registration of lands and resources of all legitimate rights holders that claim rights to those areas?

Yes, all relevant procedures are adopted

2.2. Have procedures been adopted in relation to both individual and collective rights?

Yes, both individual and collective rights

2.3. Is information about the procedures for identification, demarcation, mapping and registration of lands publicly available?

No, it is not publicly available

Is it made accessible:

In formats other than writing (such as audio or visual)? No

In languages spoken by minorities in the country? No

How is it made accessible? (click the answer that applies)

On request - documents/information can generally be obtained within 1 week of request

Does it cost anything to get this information? (click the answer that)

Yes, there is a fee, and it would likely be too costly for those with low-income

## Local level

### Step L8: Data Analysis

Local-level data collected through the R4L online tool is directly connected to the R4L platform. Data gathered via KoboToolbox can be uploaded to the R4L platform as well.

The [Data Explorer](#) on the R4L platform allows users to view aggregated results per question and apply different filter options. The [Index Explorer](#) provides aggregated results per indicator and per cluster.

Responses from the local-level questionnaire - whether collected via KoboToolbox or the R4L online tool - can be exported to Microsoft Excel for further statistical analysis and exploration of correlations between variables (e.g. between formal tenure documentation and the number of land conflicts a respondent has experienced in the past three years). You can also conduct disaggregated analyses by filtering results according to demographic or geographic criteria (e.g. women, widows, youth, or specific localities).

## National and local level

### Step N6 and L9: Data storage and protection

Information related to land certificates, conflicts, corruption, or benefits can be highly sensitive. Secure data storage and privacy protection are therefore essential, particularly for the local-level questionnaire where individual data is collected. All local respondents must provide informed consent to participate in the questionnaire and to allow their responses to be used in anonymized form.

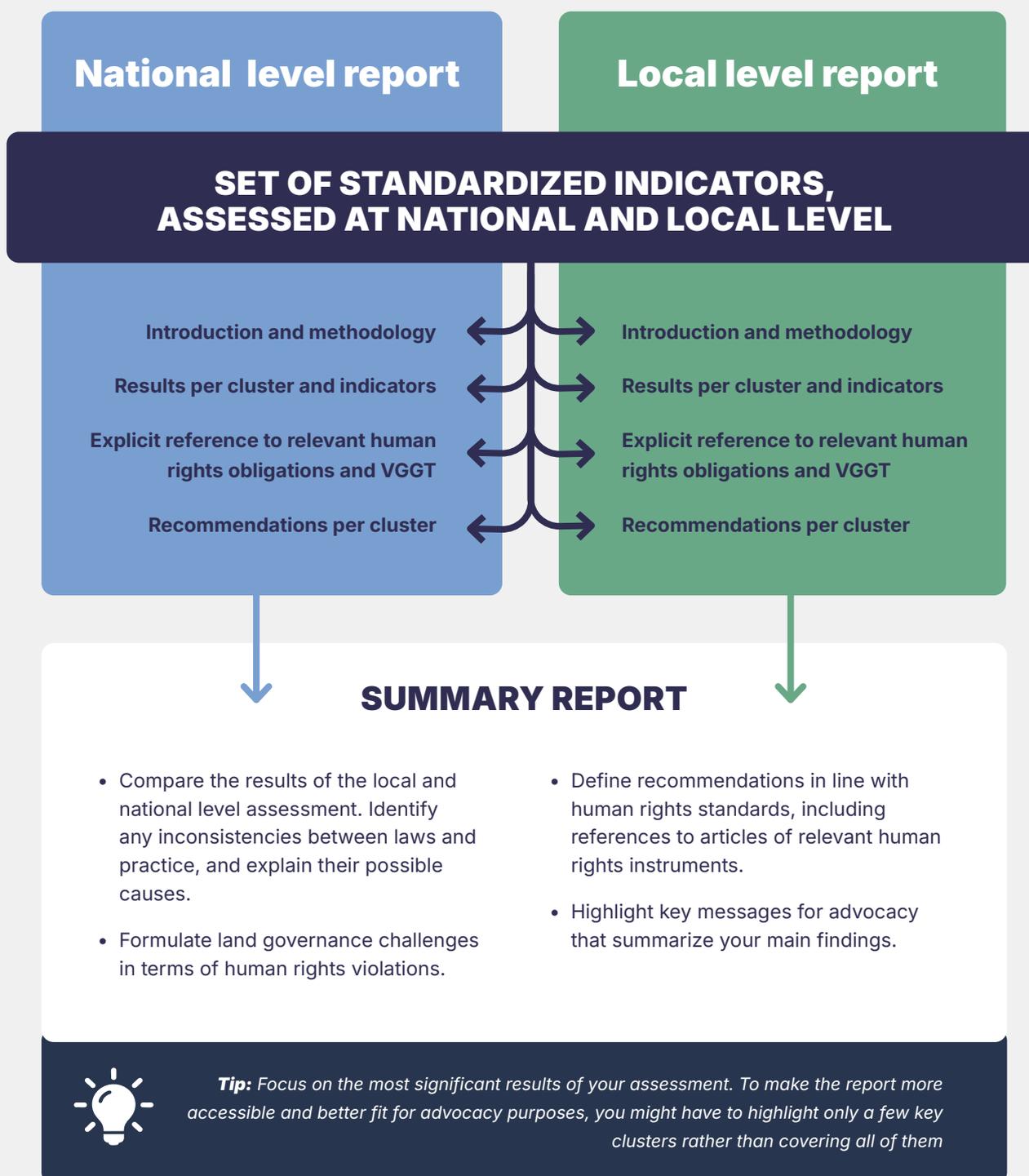
Assessment teams may decide whether to publish the results of national-level assessments in the R4L data repository. Data from local-level assessments cannot currently be published in the repository for data security reasons. As the overall administrators of R4L, TMG Research and the DIHR have access to all data stored there. Upon request to TMG Research or the DIHR, assessment reports may be uploaded to the R4L website in PDF format, making them accessible to all visitors.

# REPORTING

Comprehensive analyses of the national and local assessments are presented in separate national- and local-level reports. These reports include results by cluster and indicator.

Conduct a review workshop to connect the national- and local-level analyses. The workshop should enable the national and local assessment teams to:

- Familiarize themselves with the key results of both assessments
- Validate the main land governance gaps at the national and local levels for inclusion in the summary report
- Develop key messages and identify opportunities for joint advocacy



# HOW TO USE THE ASSESSMENT RESULTS

## Step 1: Develop communication products

Summarize key findings and recommendations in concise materials for effective communication. These might include fact sheets which focus on a specific topic or geographic location, short videos, social media campaigns, or radio spots. Always reference national laws and international human rights standards in your key messages.

## Step 2: Disseminate key messages to:

- **Raise awareness** of the rights of disadvantaged land users and the risk of human rights violations when land governance laws and practices are not compliant with the international standards for responsible land governance
- **Hold governments accountable** to implementing the VGGT by reiterating their obligation to respect, protect, and fulfil the human rights of its citizens
- **Facilitate dialogue** between land users and land governance decision-makers at national and decentralized levels to jointly identify solutions
- **Advocate for policy change** to improve land governance laws, policies, and their implementation at national and decentralized levels
- **Report human rights violations related to land governance** through national and international human rights monitoring and reporting mechanisms
- **Contributing to global monitoring of progress in VGGT implementation.**

**EXAMPLE:** *In consultation with civil-society land experts, the Human Rights Commission of Malawi (MHRC) included the results of the R4L assessment in its national position paper on Malawi's current social, political, and economic situation (November 2022) and in its alternative report to the international Committee on Economic, Social and Cultural Rights (CESCR) (January 3, 2023). In this report, the MHRC urged CESCR to encourage the Government of Malawi to strengthen land governance and apply the VGGT by:*

- *establishing local tribunals to manage land disputes,*
- *devolving land administration to district councils to improve access to land services in rural areas,*
- *ensuring transparency in land deals,*
- *increasing funding of the land ministry, and*
- *ensuring the objectivity of environmental impact assessments.*

# Whom to target?

## Rights holders

- Legitimate tenure rights holders (formal and customary, individual and collective, owner and user rights)



## Duty bearers

- Traditional authorities
- Public officers (e.g. land administration services)
- Governments (politicians) at the national and decentralized levels
- Parliamentarians
- Judiciary and alternative dispute resolution mechanisms



## Media



## Land and human rights activists

- Community-based organizations
- National and international CSOs
- NHRIs
- United Nations human rights institutions, such as
  - the Human Rights Council, conducting Universal Periodic Reviews and Special Procedures
  - Human Rights Treaty Bodies, including CESCR and the Committee on the Elimination of Discrimination against Women (CEDAW)
- Researchers



**The overall goal** of these activities is to achieve responsible land governance - in both policy and practice - that:

- secures tenure rights
- avoids human rights violations
- protects the livelihoods of disadvantaged land users.

Ultimately, the R4L assessment - and its associated advocacy and awareness raising activities - contribute to sustainable and equitable development in which all people enjoy the realization of their human rights.

## DOs

- ✓ Assess how the different networks, resources, and entry points of the members of the assessment team complement each other to maximize outreach. Where an NHRI and a CSO have jointly conducted the assessment, their partnership expands opportunities for communication and advocacy at the local, national, and international levels.

# REQUIRED RESOURCES

## Before you start

Check this list to assess the time, human resources, and financial inputs required to conduct the R4L assessment.

## Joint activities for the national and local level assessments:

- ✓ **Introduction Training** for national and local assessment teams to understand the links between land governance and human rights and familiarize themselves with the R4L Monitoring Tool.
  - Two trainers
  - A budget for venue, transport and accommodation costs of participants
  - Training materials, including a slide presentation, which can be provided upon request, and introductory videos (available on [rights4land.org](https://rights4land.org))
  - Around 10 days to two weeks to prepare and conduct the training, including three days for the training sessions

- ✓ **Review workshop** to connect and discuss results from the national and local level analyses.
  - Two trainers
  - A budget for venue, transport, and accommodation costs for participants
  - Around one week to prepare and conduct the review, including three workshop days

- ✓ **Summary report**
  - Two people—one writer and one reviewer
  - A budget for staff time
  - A report template (examples available at [rights4land.org](https://rights4land.org))
  - Around two to three months to finalize the report, including several feedback loops

- ✓ **Communication outputs development and dissemination of results** for awareness-raising, advocacy, and human rights reporting.
  - A budget for staff time and costs for the design and printing of communication materials
  - Time needed in the months or years following the assessment for outreach

## National level assessment:

- ✓ **Data collection**
  - A team of three to five people within one organization, or across several organizations dividing the 11 clusters from the questionnaire among them
  - A budget for staff time and transport (if additional in-person interviews are needed)
  - Around two months for data collection, especially when interviews with external experts are needed

- ✓ **Data analysis and report writing**
  - Two people—one analyst/writer and one reviewer
  - A budget for staff time
  - A report template (available on request)
  - Around three months to finalize the report, including several feedback loops

## Local level assessment:

✓ **Data collection** can be conducted in small or large teams, depending on the scope of the assessment.

- A budget for staff time, fees for enumerators, smartphones or tablets, and transport costs.
- For larger scale data collection efforts with individual interviews:
  - At minimum, one coordinator for quality control, one trainer/support person for enumerators, and a team of enumerators
  - Two days of enumerator training and one day of field testing
  - One day to introduce the assessment to local authorities and community leaders
  - Individual interviews, lasting around 40 to 80 minutes each, with about five interviews per day
- For smaller data collection efforts with focus group discussions:
  - One day to introduce the assessment to local authorities and community leaders
  - Focus group discussions lasting around 1.5 hours each

✓ **Data analysis and reporting**

- Two people—one writer and one reviewer. If using KoboToolbox for data collection, external support from an IT expert will also be needed to upload data to the R4L platform (for assistance, contact TMG Research)
- A budget for staff time (including two days of fees for an IT expert) and transport costs for reporting back to the data collection team
- A report template (available on request)
- Around three months to finalize the report, including several feedback loops

Overall, the process of training, data collection, analysis, reporting, and dissemination can take up to one year.

### External support needed?

To begin an R4L assessment, survey administrators at DIHR or TMG Research must first approve your request to open an account on the R4L platform.

If you collect local assessment data with KoboToolbox, TMG Research can support you in converting and uploading the data to the R4L data repository.

Beyond this, assessments can be conducted independently without further support from external organizations. You can freely use the tool with support from the guidance materials and introductory resources available at [rights4land.org](https://rights4land.org).

Of course, you may request additional support by contacting DIHR or TMG Research at any time for help with training materials, report templates, or other needs that may arise throughout the assessment process.

# CONCLUSION

The R4L Monitoring Tool empowers you to collect valuable data about the land governance situation and the realization of human rights in this context.

Use this data to **advocate for stronger land tenure security and the fulfilment of human rights for all**, particularly for those most at risk of losing access to and control over land and natural resources.

By using the R4L Monitoring Tool, you become part of a global movement for responsible land governance, equitable land rights, social justice, and a dignified life for all.

## Would you like to use the tool?

- Visit [Monitoring - Before you start | Human Rights4Land](#) to learn more
- Start straight away by [creating a user account](#) on the R4L platform.
- Or contact us for further information and support: [info@tmg-thinktank.com](mailto:info@tmg-thinktank.com)

