

# SOCIAL IMPACT REFERENCE PACK

## *for Camp Managers and Camp Bosses*

Edition 2.0, published on July 2023



© Baan Dek Foundation/N. Taleh

This is a 'live document' and will be updated according to changes in policies, regulations, standards and feedback from companies. When using, please access [buildingsocialimpact.org](https://buildingsocialimpact.org) where online and printable versions are available. Please download a new version at least once per year, or when there has been a change in policies, regulations or standards.



An initiative implemented by Baan Dek Foundation in partnership with UNICEF and funded by the European Union

**The purpose of this Reference Pack is to support social impact programmes across the construction sector by guiding Camp Managers and Camp Bosses to ensure the wellbeing of workers and their children through camp development.**

THE LATEST VERSION OF THIS REFERENCE PACK AND THE FRAMEWORK FOR ACTION'S TOOLKIT – A SET OF PRACTICAL TOOLS FOR CAMP DEVELOPMENT – CAN BE FOUND AT [buildingsocialimpact.org](https://buildingsocialimpact.org)

Note: Updates to the Framework for Action's Toolkit will be made annually or as needed, in line with recommendations from the construction sector or its investors, and/or in line with national regulations and international standards.

Edition 2.0 produced by Baan Dek Foundation, 2019-2023.

This Reference Pack is the product of a technical collaborative effort between Baan Dek Foundation, UNICEF and partner real estate and construction companies who provided valuable insight and feedback during the development process. Special thanks is extended to Eric Arndt, Amornchai Challchroenwattana and Sally Barber at UNICEF for their coordination and technical support. Recognition is also extended to Kwanmanas Meethavorn and Pavitra Sakulchaimongkol, UNICEF Thailand's Child protection, Communication, Education, Social Policy sections as well as UNICEF EAPRO for their extensive technical support

Baan Dek Foundation would like to acknowledge the authorship of Melissa Dang, Harriet Milsted, Disayanun Pejpongsai and James Eckford. This document was reviewed by Taitait Paipilai, Julien Strens, Pisit Kunavarote, Pimpilai Rumthum, Tanaporn Ormtavesub, Soknith Chreak, Dawan Khonthong and Kornkamon Petsuriya.

Thai Translation was provided by Sirivipa Thedvichienchai, Chanunrath Bunnag and Anusara Drahmoune.

Strategic guidance was provided by Nicola Crosta and Magali du Parc.

The document was prepared for publication by Magdalena Dolna.



**An initiative implemented by Baan Dek Foundation in partnership with UNICEF and funded by the European Union**

*This publication was produced with the financial support of the European Union. Its contents are the sole responsibility of Baan Dek Foundation and do not necessarily reflect the views of the European Union.*

# TABLE OF CONTENTS

GLOSSARY	6
List of Acronyms	8
INTRODUCTION	9
INFRASTRUCTURE	12
<b>1. Implementing safe living conditions</b>	<b>13</b>
1.1 Ensure camp community can access goods and services easily	
1.2 Security guard, gate and barriers around the construction site camp	
1.3 Environmental and housing safety	
1.4 First Aid Kits and Community Training	
1.5 Fire and emergency protocols	
1.6 Remove hazardous construction materials	
<b>2. Implementing Water, Sanitation, Hygiene, and Solid Waste Management</b>	<b>17</b>
2.1 Access to municipal waste system	
2.2 Waste is stored safely and hygienically, safe from vermin	
2.3 There is regular access to safe drinking water	
2.4 There are sufficient working toilets in good condition	
2.5 Shower areas and toilets should be gender separated with solid walls, locks and lights	
2.6 Effective drainage and sanitary systems to avoid stagnant water or flooding and general camp environmental cleanliness	
<b>3. Creating opportunities and space to interact and play with other children</b>	<b>22</b>
3.1 Families and their children are kept safe from hazards or injuries	
3.2 There is a designated Community Safe Space for children and parents	
WELFARE & SERVICES	24
<b>4. Camp Rules and Safeguarding Measures</b>	<b>25</b>
4.1 Establish house rules for camp residents	
4.2 There are functional Child Safeguarding Procedures	
4.3 Prevention of child exploitation or child labour	

**5. Supporting documentation and access to services** **28**

- 5.1 Coordinate with subcontractors to ensure families have the documents they need to access basic services in Thailand
- 5.2 Workers and their children are supported in securing key documentation needed for accessing public services
- 5.3 Promote access to local services
- 5.4 Workers and families know how to access information
- 5.5 Workers and families are supported to access services as needed

**6. Improve social development and well-being** **32**

- 6.1 Safe childcare (i.e., connection to local nurseries/child-minder)
- 6.2 Non-Violent Behaviour and Communication

**HEALTH** **33**

**7. Supporting access to vaccines** **34**

- 7.1 Community has awareness about vaccines
- 7.2 Children are vaccinated
- 7.3 Children have practical access to vaccinations

**8. Supporting access to health cards** **36**

- 8.1 Workers and their families have healthcare coverage

**9. Supporting knowledge of common medical needs and responses** **38**

- 9.1 Community members are aware of common health issues and have access to information concerning them
- 9.2 Community knows how to respond to common health issues and have access to information concerning them
- 9.3 There is information in the community about good nutrition and food safety
- 9.4 Smoking, Alcohol and Drugs are Kept Away from Children

**EDUCATION** **42**

**10. Supporting preparation for integration into formal education** **43**

- 10.1 Children are enrolled in school
- 10.2 Children are prepared for school

<b>11. Supporting access to formal education through school enrolment</b>	<b>45</b>
11.1 Parents are supported to enrol their kids into school	
11.2 Children falling behind in school are supported to catch up	
11.3 Children learn relevant life skills education	
<b>12. School support through non-formal education</b>	<b>47</b>
12.1 The community is briefed about Thailand’s non-formal education	
12.2 There are activities and materials in the camp that support child development	
<b>ANNEXES</b>	<b>49</b>
<b>Annex 1 - Child Safeguarding</b>	<b>49</b>
Annex 1.1 Developing the House Rules	
Annex 1.2 PSEA and Child Safeguarding Policy	
Annex 1.3 Child Safeguarding Reporting Structure	
<b>Annex 2 - Identifying &amp; Mapping Key Local Institutions</b>	<b>53</b>
<b>Annex 3 - Obtaining Documents, and Registration to Services for Children</b>	<b>54</b>
1. How to Obtain a Birth Certificate in Thailand	
2. Process of Enrolling Children into School and Keeping Children in School	
3. How to Support Children’s Vaccination	
4. Obtaining Health Cards through the MHIS	
5. Keeping Work Permit up to date	
<b>Annex 4 - Identifying Qualified Social Services</b>	<b>57</b>
<b>Annex 5 - Community Safe Space Checklist</b>	<b>58</b>
<b>Annex 6 - Preventing and Reducing Child Labour</b>	<b>60</b>
<b>Annex 7 - Reference Information in Thai</b>	<b>61</b>

# GLOSSARY

**Camp Boss (Po Baan):** Person hired by the company to manage operations and implement company policies in construction site camps where workers live, often with their families and children.

**Camp Maintenance Staff (Mae Baan):** Maintenance staff hired by the company to ensure the camp is kept in a clean condition, and who may also often take on the responsibilities of the Camp Boss.

**Camp Manager:** This refers to the Camp Manager, Project Manager or Human Resources Manager (depending on company structure) who manages the Camp Bosses in an area, or for a project. The Camp Manager is responsible for ensuring that company policy is implemented across all camps.

**Child:** The Convention on the Rights of the Child, to which Thailand has [acceded](#), defines a child as every human being under the age of 18, unless under the law applicable to the child, majority is attained earlier. In Thailand, the Child Protection Act, B.E. 2546 defines a child as a person below 18 years of age, but does not include those who have attained majority through marriage.

**Child Labour:** Defined by the International Labour Organization (ILO) as work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development. It is work that:

- is mentally, physically, socially or morally dangerous and harmful to children; and
- interferes with their schooling by:
  - depriving them of the opportunity to attend school;
  - obliging them to leave school prematurely; or
  - requiring them to attempt to combine school attendance with excessively long and heavy work.

Child labour may also be a form of child slavery. Child slavery is the transfer of a young person (under 18) to another person so that the young person can be exploited.

**Child Protection Incident:** Child Protection incident refers to when an allegation is made, even if it is unsubstantiated, that a child is being abused or is likely to be abused.

**Child Safeguarding:** The term used to cover all aspects of promoting a child's welfare, including protecting a child from abuse and maltreatment, preventing harm to the child's health and aiding their development, keeping them safe and ensuring they have effective care and taking action to enable them to have the best outcomes in life.

**Child Safeguarding (CS) focal point:** is a designated person of an organization/ company/ institution whose his/her roles and responsibilities to ensure protection of children from violence and all forms of abuse, including neglect and on-line safety and protection

**Child Safeguarding Policy:** A corporate and/or camp policy that provides information on how it safeguards children. This includes situations where staff have direct contact with children as part of their work and where there might be indirect effects on children through business relationships or operations.

**Child Sexual Abuse:** Child sexual abuse is the involvement of a child in sexual activity that he or she does not fully comprehend, is unable to give informed consent to, or for which the child is not developmentally prepared and cannot give consent, or that violate the laws or social taboos of society. Child sexual abuse is evidenced by this activity between a child and an adult or another child who by age or development is in a relationship of responsibility, trust or power, the activity being intended to gratify or satisfy the needs of the other person.

**Exploitation:** Commercial or other exploitation of a child refers to use of the child in work or other activities for the benefit of others. This includes, but is not limited to, child labor and child prostitution. Child exploitation also includes the recruitment and use of children in armed conflict, child trafficking and the sale of children or child pornographic materials.

**Emotional Abuse:** Emotional abuse involves the failure to provide a developmentally appropriate, supportive environment, including the availability of a primary attachment figure, so that the child can develop a stable and full range of emotional and social competencies commensurate with her or his personal potentials and in the context of the society in which the child dwells. There may also be acts towards the child that cause or have a high probability of causing harm to the child's health or physical, mental, spiritual, moral or social development. These acts must be reasonably within the control of the parent or person in a relationship of responsibility, trust or power. Acts include restriction of movement, patterns of belittling, denigrating, scapegoating, threatening, scaring, discriminating, ridiculing or other non-physical forms of hostile or rejecting treatment.

**Framework for Action:** An evidence-based Framework for improving social impact in the construction sector, which guides companies in improving their social standards. The Framework contains 12 focus areas grouped across four major themes: infrastructure, safety, health and education.

**Framework for Action's Toolkit:** A set of three documents designed to support businesses in the construction sector to implement the Fram in practice. The Toolkit is comprised of three documents (described below in this Glossary): 1) Social Impact Guidelines; 2) Self-Assessment Tool; 3) Reference Pack.

**House Rules:** A document establishing a company's expectations for employees and clients' behaviour, which can include measures to respect children's rights.

**Informed Consent:** The voluntary agreement of an individual who has the capacity to give consent, and who exercises free and informed choice.

**Migrant Health Insurance Scheme:** A scheme managed by the Ministry of Public Health, designed to address the gap in health insurance coverage for migrant workers not covered by the Social Security Fund, including regular and irregular migrant workers and their accompanying dependents.

**Neglect:** Neglect can be defined as the failure to provide for the development of the child in all spheres: health, education, emotional development, nutrition, shelter, and safe living conditions, in the context of resources reasonably available to the family or caretakers and causes or has a high probability of causing harm to the child's health or physical, mental, spiritual, moral or social development. This includes the failure to properly supervise and protect children from harm as much as is feasible.

**Physical Abuse:** Physical abuse is the non-accidental use of physical force that deliberately or inadvertently causes a risk of/or actual injury to a child. This may include hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing non-accidental physical harm to a child. Physical harm can also be caused when a parent or caregiver fabricates the symptoms of, or deliberately induces, illness or temporary, permanent injury or disability of a child.

**Reference Pack:** Detailed information to support Camp Managers and Camp Bosses to make improvements in camps and to support workers' access to goods and services. There are two versions of the Reference Pack, one for Camp Managers and Camp Bosses, and one for workers and their children.

**Self-Assessment Tool:** A checklist for each camp that Camp Bosses can fill out. Based on these inputs the Tool will automatically generate a suggested Action Plan for camp improvements (with priority ratings). The Tool is able to calculate trends for a group of camps so that Camp Managers can use it for decision-making, or presenting to leadership or clients.

**Sexual Exploitation:** Sexual Exploitation is any actual or attempted abuse of a position of vulnerability, differential power or trust for sexual purposes, including, but not limited to profiting monetarily, socially or politically from the sexual exploitation of another.

**Social Impact Guidelines:** A brief document that outlines how a company can engage in this initiative and how to use the Framework for Action's Toolkit.

**Social Media:** Forms of electronic communication/content used to share information, comments, messages, images, video and other content via a Social Network.

**Social Security Fund:** The main fund for all social security, including healthcare, for eligible Thai and documented/regular migrants working in the formal sector.

**Subcontractor:** A person who often directly employs construction workers and is responsible for matters relating to their employment documents and status. In many cases they also oversee the construction site camp and are responsible for the well-being of its residents.

**Survivor:** Refers to a person who is, or has been, sexually exploited or abused.

**Violence Against Children:** The United Nations defines violence against children in line with Article 19 of the Convention on the Rights of the Child as "all forms of physical or mental violence, injury and abuse, neglect or children negligent treatment, maltreatment or exploitation, including sexual abuse".

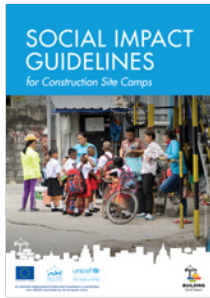
# ■ LIST OF ACRONYMS

<b>BDF</b>	Baan Dek Foundation
<b>CCTV</b>	Closed-Circuit Television
<b>CSR</b>	Corporate Social Responsibility
<b>CSS</b>	Community Safe Space
<b>ECD</b>	Early Childhood Development
<b>DSWHD</b>	Department of Social Welfare and Human Development
<b>HIV</b>	Human Immunodeficiency Viruses
<b>ID</b>	Identification
<b>MHIS</b>	Migrant Health Insurance Scheme
<b>MSDHS</b>	Ministry of Social Development and Human Security
<b>NFE</b>	Non-Formal Education
<b>NGO</b>	Non-Governmental Organization
<b>ONFEC</b>	Office of Non-Formal Education
<b>SSF</b>	Social Security Fund
<b>STI</b>	Sexually Transmitted Infections
<b>THB</b>	Thai Baht
<b>UNICEF</b>	United Nations Children's Fund
<b>WASH</b>	Water, Sanitation and Hygiene
<b>PSEA</b>	Protection from Sexual Exploitation and Abuse



# INTRODUCTION

This Reference Pack forms part of the Framework for Action’s Toolkit. It provides detailed guidance and precise steps for Camp Managers and Camp Bosses<sup>1</sup> to implement their Action Plans for improving the living conditions of construction site camps and access to public services for the workers and their families living in construction camps. This Reference Pack can be used once the Self-Assessment Tool has been completed and an Action Plan has been formulated.



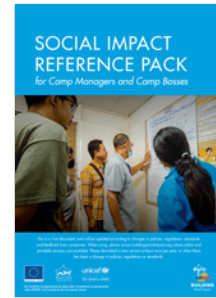
## SOCIAL IMPACT GUIDELINES

Recommendations from key stakeholders to actively improve the living conditions, access to health, safety and education for children and families of construction workers.




## SELF-ASSESSMENT TOOL

For companies to monitor their own progress in improving social impact for children and families and create or update their own policies in line with international standards.




## REFERENCE PACK





For operational staff to read directly (can be downloaded and printed), detailing documents needed to access services and the registration process, risks to be aware of, etc.



## FRAMEWORK FOR ACTION



12 Key Actions that make a difference

 <b>Infrastructure</b>	<ol style="list-style-type: none"> <li>1 Implementing safe living conditions</li> <li>2 Implementing water, sanitation, hygiene, and solid waste management</li> <li>3 Creating opportunities and space to interact and play with other children</li> </ol>
 <b>Welfare &amp; Services</b>	<ol style="list-style-type: none"> <li>4 Camp Rules and safeguarding measures</li> <li>5 Supporting documentation and access to services</li> <li>6 Improved social development and well-being</li> </ol>
 <b>Health</b>	<ol style="list-style-type: none"> <li>7 Supporting access to vaccines</li> <li>8 Supporting access to health cards</li> <li>9 Supporting knowledge of common medical needs and responses</li> </ol>
 <b>Education</b>	<ol style="list-style-type: none"> <li>10 Supporting preparation for integration into formal education</li> <li>11 Supporting access to formal education through school enrollment</li> <li>12 School support through non-formal education</li> </ol>

Note: This Framework for Action has been developed and implemented as an assessment and programming tool by Baan Dek Foundation. It has been further refined through findings from the 2017-2018 research project with UNICEF.

<sup>1</sup>Depending on the structure of the company, personnel assigned to the implementation may also be the Safety Officer, Project Manager or a member of staff from the Human Resources Department.

First and foremost, the Camp Manager and Camp Boss are advised to [visit the \*\*buildingsocialimpact.org\*\* website to access the Social Impact Guidelines](#), which explain the benefits for businesses of improving social impact of construction projects and the process for engaging with this initiative.

Camp Managers and Camp Bosses are also advised to download and use the Self-Assessment Tool, in order to assess workers' living conditions and access to goods and service in camps, to assess the situation, make plans for improvements, and to monitor social impact for the company overall.

Once completed, the Self-Assessment Tool will generate a score against the 12 action points and four overall themes of the Framework for Action for each camp, thereby guiding the company on how and where to prioritize improvements. If a camp or the company scores low on social impact in a particular area, it is recommended to intervene to reach the standards of the Framework. This Reference Pack may be used to help companies to plan relevant interventions. Once a company has achieved a high score, they will be able to deploy the Framework standard as a tool for demonstrating their good practices and commitment to social sustainability in the construction and real estate sectors. Publicly listed companies will also be able to improve their Thai Sustainability Index score on the Stock Exchange of Thailand, thus improving their competitiveness and brand value<sup>2</sup>.

This document details the specific recommendations for Camp Managers and Camp Bosses aligned with the Framework (which is aligned to Thai policies, regulations and relevant standards, described in detail in the Annex of the Social Impact Guidelines). A brief overview of the proposed roles and responsibilities towards the implementation of the Framework for the Camp Manager and Camp Boss are as follows:

## **1. In general the Camp Manager should be responsible for:**

- a) Holding the Camp Bosses accountable for their responsibilities, and ensuring they receive adequate training and resources to meet their obligations
- b) Holding the subcontractors accountable for their responsibilities, especially related to documentation and social security coverage of workers
- c) Ensuring that monitoring of all camps is on track (i.e., collecting quarterly Self-Assessment results from all Camp Bosses and approving their improvement plan)
- d) Collecting quarterly Self-Assessment Tools report from Camp Bosses and monitor analysis of the status of each camp
- e) Supporting and approving the proposed Action Plan based on results from the Self-Assessment Tool, to achieve better living conditions
- f) Ensuring the Action Plan is implemented to create a Community Safe Space<sup>3</sup> in camps including in compliance with national policies and international standards regarding child protection.

<sup>2</sup> For more information, please consult the THSI Criteria and Guidelines [here](https://www.setsustainability.com/download/7j5mi3kfs9btlux) (https://www.setsustainability.com/download/7j5mi3kfs9btlux).

<sup>3</sup> A Community Safe Space provides an area where children can come together to learn and play, and community members can gather and socialize.

## 2. In general, the Camp Boss should be responsible for:

- a) Following Company protocols, supporting the referral of any concerns/incidents of child abuse to appropriate staff in the company, to a specialized NGO or Government institution capable of providing services, and in the cases of criminal violations ensuring compliance with reporting requirements in line with national law.
- b) Supporting the safeguarding of children by ensuring that all residents are aware of and follow the camp's House Rules
- c) Supporting the camp residents by providing maps and contact details of local services in communal areas of the camp, including in languages understood by migrant workers
- d) Highlighting any issues to the company or municipal services related to a camp's access to waste collection, water etc.
- e) Monitoring the number of people in a camp (including children), including disaggregation by gender, nationality, and the documents they have/when updates are required (in coordination with the company's administration department) which will help camp staff to adjust Action Plans accordingly
- f) Supporting workers and their children to access goods and services by providing them with information about goods and services available to the camp locally, and, if they need extra support (e.g., with translation), coordinating this support for them



# INFRASTRUCTURE

# 1. IMPLEMENTING SAFE LIVING CONDITIONS

## 1.1 Ensure camp community can access goods and services easily

### Camp Manager

Ensure child safeguarding principles, including the needs of children, are integrated into camp design, structure, operation and maintenance. Camp planning should consider accessibility, safety and security for children of all ages, genders, disabilities and other relevant diversity factors; and provide dedicated spaces for children.<sup>4</sup> It is best for children if camps are in a location not completely isolated from local towns or communities; this increases children's access to services. Longer-term camps enable installation of higher quality infrastructure, more stable education conditions for children, and better community integration in Thailand. In cases where camps are situated an inconvenient distance from local services, the Camp Manager should consider providing transportation services to improve access for camp residents.

### Camp Boss

- Identify services around your camp (e.g., school, public health centre, shelter, police station, etc.)
- Create an easy services map, available in languages understood by migrants and their families, that identifies the camp's location and services around including contact information, ideally in the common languages of the camp residents, and ensure the map remains up to date
- Put the services map in Community Safe Space or in front of the camps where workers can easily access or create a flyer to be distributed to all residents, in languages understood by migrants and their families.

## 1.2 Security guard, gate and barriers around the construction site camp

### Camp Manager

There are varied practices regarding physical barriers and security guards at camp sites:

- As much as possible, support barriers and post clear guidelines against strangers entering the community without permission from the company, while respecting the right to freedom of movement for camp residents, including the right to enter and exit the camp
- Forego access to individuals or agencies who spread discriminatory perspectives which may cause harm to children, while respecting the right of camp residents to freedom of association
- Designate a person responsible for keeping the gate closed, while respecting the right to freedom of movement for camp residents, including the right to enter and exit the camp
- If possible, hire security officers and install CCTV or a security system at the entrances of the camp to control who can enter, while respecting the right to freedom of movement and freedom of association for migrants and their families residing in the camp.

<sup>4</sup> The Alliance for Child Protection in Humanitarian Action, 2019. *Minimum Standards for Child Protection in Humanitarian Action*, available at: [https://emergency.unhcr.org/entry/43381?lang=en\\_US](https://emergency.unhcr.org/entry/43381?lang=en_US)

## Camp Boss

- Prohibit dangerous animals from entering the camp site: consider humane methods to deter large animals and small rodents from entering the community through gating or with the support of animal control
- Make sure any poisonous substances are not accessible to children
- Establish systems to ensure non-residents have a valid reason for entering the camp (including to socialize with camp residents), and that they sign in and out when entering and exiting the camp
- Train the person responsible for security on child's rights and child safeguarding
- Ensure a system is in place to monitor when unaccompanied children, particularly young children, leave the camp. This system should be for the purposes of the safety of the child only, taking into account that children have a right to privacy and to freedom of association and assembly under the Convention on the Rights of the Child. This system may account for parental permission if possible, and ensure that children are not prevented from exiting the camp for educational purposes and ensure a system is in place for sign in and sign out and ensure education purposes/parental permission doesn't preclude movement

## 1.3 Environmental and housing safety

### Camp Manager

Regarding the construction of the building structures for camp residents, companies are strongly encouraged to follow Government guidelines for employer-provided temporary housing, the details of which can be found in the Annex of the Social Impact Guidelines. The Camp manager should also follow measures set under EIA (if applicable) or check with the local construction permit section to learn more about updated regulations/standards on wellbeing of camp residents.

Other ways to support the development of a safe living environment during camp design and settlement:

- Install lighting in communal areas and homes, possibly solar lighting which can reduce costs, support against power outages, and improve environmental impact for the company
- Proper lighting is especially important in bathing areas/bathrooms where assault is more likely to occur against children and women especially. For more information, see section 2.4
- There should be designated space to park vehicles that is separate from housing areas or Community Safe Spaces, where children may be playing or running around

### Camp Boss

- Regularly check that the structural integrity of the shelters is maintained, including that locks work, none of the shelters have water leaks and light bulbs are changed when needed
- Report any environmental or housing safety issues to the Camp Manager when they arise, including based on regular child-inclusive community consultation

## 1.4 First Aid Kits and Community Training

### Camp Manager

The Camp Manager should ensure at least one regularly maintained and clearly marked first aid kit is provided for every 10 residents in the area, which may be supplied by the employer to provide basic healthcare.<sup>5</sup> The Camp Manager should provide the telephone numbers of all nearby healthcare centres/hospitals, including in languages understood by migrants, in case of illness or accident, so that it is clearly visible to the residents.

Employers are required to provide first aid kit training and supplies, which is currently being supported by Safety Officers.<sup>6</sup> While employers may provide first aid kits in camps, often they are not fully stocked, are empty, or are not easily accessible. Children are more likely to sustain injuries within the camp, and it is important to ensure they are trained to know where to go and who to approach for assistance if a medical emergency occurs.

- Provide a system and budget for Camp Bosses to regularly check and ensure first aid kits are stocked
- Provide regular child-centred first-aid training to Camp Bosses
- Ensure that first aid kits are clearly marked and easily accessible to families, and that all camp residents are regularly made aware of where and how to access them, so they can then immediately treat infections or injuries
- Ensure that children are trained to go to a clearly marked location with recognizable 'First Aid' signage in a medical emergency, and that children are aware that Camp Bosses, or other personnel as relevant, are trained in First Aid

### Camp Boss

Ensure that first aid kits are easily accessible to families, who can then immediately treat infections or injuries

- Systematically check and ensure first aid kits are stocked
- Gain and maintain a recognized first aid certificate

## 1.5 Fire and emergency protocols

### Camp Manager

- Provide fire and emergency protocols and ensure information in languages understood by residents is displayed, for example through signs in areas accessible to all workers and their families
- Provide training on this topic to all community members, including children, and ensure fire drills plans that are child-inclusive and based on community consultation are updated regularly (at least yearly)

<sup>5</sup> According to the 2016 Notification of the Labour Welfare Committee on the Standards of Labour Welfare for Shelters for Construction Employees, January 13, 2016.

<sup>6</sup> Labour Protection Act (No. 7), B.E. 2562 (2019).

## Camp Boss

To protect the camp against fires the below guidance can be used:

- Ensure electrical equipment is maintained to a safe and non-defective standard
- Ensure the availability and accessibility of equipment to protect against any electrical short circuits, and that electrical wiring is placed in higher areas away from flammable materials and out of reach of children
- Post the emergency exit routes throughout the campsite, ensure this information is available in languages understood by residents, and implement fire drills that include all camp residents, including migrants and children, every six months
- Ensure fire extinguishers are placed throughout the camp, in alignment with existing safety policies
- Help children easily identify pathways on the ground to emergency exits or meeting spots, provide tips on how to prevent fires and provide training to address common emergencies
- For ground floor or underground electrical wiring, it is recommended to install a pipe to contain wiring and ensure wiring is connected to the electrical insulator equipment
- Provide tips on how to prevent fires and training to address common emergencies through sessions with trained camp bosses or the local fire department
- Set up a common area for cooking and ensure residents always have reasonable access to it. Do not allow residents to use open flames or electrical equipment for cooking within or immediately next to the housing units

## 1.6 Remove hazardous construction materials

This section refers to the management and disposal of construction materials. More information on the management of general waste is provided in Section 2.

### Camp Manager

- Ensure that there are regular environmental checks organized within the camp in collaboration with public health officials
- Coordinate with the Safety Officer and/or Project Manager to avoid storing hazardous construction materials, equipment, or construction material waste in the site camp
- If necessary, provide a storage container or a secure designated area to store loose construction materials and equipment

### Camp Boss

- Systematically check that construction materials, such as metal sheeting, girders, concrete blocks and other materials, are removed or stored out of the way of children to prevent injury, illness or death



## 2. IMPLEMENTING WATER, SANITATION, HYGIENE, AND SOLID WASTE MANAGEMENT

### 2.1 Access to municipal waste system

#### Camp Manager

- Contact the government municipality to set up regular garbage collection according to the camp's need, in line with public health laws<sup>7</sup>
- Prohibit the burning of waste at the camp, which can expose residents, especially children, to toxic gases
- Check with the Camp Boss regularly to ensure that the waste is being collected as agreed
- Ensure that waste-water effluent is appropriately managed (i.e., using a closed, functional drainage system) so as not to spread disease, or cause flooding in the camp

#### Camp Boss

- Ensure there is regular garbage collection according to the camp's needs
- Ensure that camp residents comply with the system of garbage collection and are provided with sufficient garbage bags to do so

### 2.2 Waste is stored safely and hygienically, safe from vermin

#### Camp Manager

- Ensure that the Camp Boss is supported and provided with sufficient budget to purchase necessary items and equipment to help maintain the cleanliness of the camp
- Allocate a budget to run community cleaning sessions and to purchase cleaning products and personal protective equipment (PPE)
- These community cleaning sessions could be incorporated into a 'Community Fun Day' if there are also resources to have additional community activities, such as a complimentary dinner while watching a film which can be projected in the camp
- This could be accompanied by public health educational videos from the Thai Health Promotion Foundation to support camp cleanliness
- Ensure all information and community engagement is inclusive of migrants and their families, by making it available in languages they understand

<sup>7</sup> Public Health Act, B.E. 2535, Section 20 and Ministerial Regulation No. 33, B.E. 2535, Clause 38.

## Camp Boss

- Hold awareness sessions for adults and children to learn about proper disposal of waste
- If possible, buy and set up colour-coded garbage bins which reinforce separation of types of waste: recycling, food, and general waste as relevant to the waste management company. Ensure all bins have lids that can be securely shut
- Ensure bins have pictures of what goes into them
- Ensure the food waste bin is always lined with plastic garbage bags and is maintained by designated staff
- Place a food waste bin directly next to dishwashing areas in the camp. Have designated staff collect the waste on a regular, rotational basis
- Use a net or cover to close off areas where it is easy for litter to build up and where there is no designated person to maintain cleanliness (under houses, sides of pathways, etc.)
- Especially before a new group enters or leaves the community, implement a cleaning session and community walk-through
- Organize community cleaning and waste management sessions to ingrain collective understanding of systems in the camp. This can be done during orientation, whenever new people arrive at camp and/or whenever camp cleanliness decreases

## 2.3 There is regular access to safe drinking water

### Camp Manager

The Ministry of Public Health lays out policy specifications providing standards on proper water conditions, including pH levels, metals, and solids.<sup>8</sup> Without enforcement, proper maintenance and/or sufficient sanitation, it is easy for existing water supplies to become harmful for the consumption of children or adults. This in turn leads to sickness, spread of diseases, and dehydration. Companies should ensure their practices do not contaminate drinking water sources.

Drinking water for residents at the camp should be affordable, available on the premises when needed and safe (from an improved source<sup>9</sup> and free from faecal and priority chemical contamination). Provision of sufficient safe drinking water prevents sickness, spread of diseases, and dehydration. Companies are obliged to provide clean, safe water for employees to meet their drinking, as well as cooking, personal and domestic hygiene needs.

If a municipal water supply is not available at the camp, contact the municipality to request a water connection. If a public water connection from the municipal system is not possible, consider:

- Ensuring proper water supply for sanitation by collecting groundwater in the tank, which involves setting up an approved water tank(s) in the camp which pumps either ground water into the tank or delivers water into the tank in sufficient quantities to meet household needs

<sup>8</sup> Ministry of Public Health, Bureau of Quality and Safety of Food, Drinking Water Standards, 2021 <https://www.fda.moph.go.th/sites/food/FileNews/2564/FPCS-Water.pdf>. Retrieved on 8/02/2022

<sup>9</sup> Improved sources include piped household connections, public taps or standpipes, boreholes or tube wells, protected dug wells, protected springs, rainwater, tanker trucks and bottled water.

- Ensure that the water source and water in the tank when removed is safe to drink
- Conduct regular maintenance and cleaning of tanks and taps to prevent contamination and operation
- Providing water machines installed inside the camps sufficient to meet household needs
- It is recommended that water is provided free of charge, but at minimum should be affordable to camp residents
- Ensure that water companies regularly check on their maintenance as well as the quality of the water
- Ideally using taps that automatically shut off to conserve water
- Ensuring that the water source is accessible to children and all community members, including people with disabilities
- Ensuring water quality tests are conducted, on the basis of the local government's recommendations.

### **Camp Boss**

- Coordinate with the Senior Safety Officer to regularly check the safety of the water (every three to six months)
- Be sure to label non-drinking and drinking water sources, including in languages that community members can understand

## **2.4 There are sufficient working toilets in good condition**

### **Camp Manager**

The construction of temporary shelters for employees is subject to general laws on residential buildings under the Building Control Act, B.E. 2522, and relevant regulations.<sup>10</sup> Most of the requirements concern the quality of life and health of the workers, i.e., toilets and bathrooms. The Camp Manager should ensure the following:

- Provide separate toilets and bathrooms for residents by gender, alongside gender neutral and accessible toilets and showers with an entrance ramp. Gender-separate toilets and showers are recommended to prevent sexual assault (see section 2.5 for details)
- Provide at least one toilet, bathroom and wash basin for every 20 residents in the camp
- Ensure children are able to easily access bathrooms, either with child-friendly bathrooms or bathrooms with steps
- Ensure that toilets work and have working locks on the doors
- Toilet and shower areas should be well-lit, as in other community areas
- Educate residents on proper use of facilities as the type of facilities may be new to them. This should include what can or cannot go into toilets

<sup>10</sup> Ministerial Regulations No. 63, B.E. 2551, which is pursuant to the Building Control Act, B.E. 2522 (1979).

- Have a mechanism where residents can anonymously report problems with the use or functionality of all waste management and WASH facilities

### **Camp Boss**

- Ensure that children are able to easily access bathrooms
- Regularly check that toilets work and have working locks on the doors and that adequate handwashing facilities are maintained

## **2.5 Shower areas and toilets should be gender separated with solid walls, locks and lights**

### **Camp Manager**

Construction site camps can be dangerous for women, as well as other vulnerable groups (including children, people with a disability, and people with diverse sexual orientation, gender identity and expression), as the lack of appropriately segregated toilets and showers can increase the risk of sexual harassment or assault. Failing to take gender and accessibility for all users into consideration when planning, designing or managing public and community toilets restricts the movement of women and girls, as well as older people and people with disabilities, and limits their ability to participate in public life.

To help women and other vulnerable groups in the camp feel safe from gender-based violence, companies are strongly recommended to:

- Provide separate bathrooms and washing areas for men and women, and as needed for other vulnerable groups
- Carefully consider placing toilets closer to accommodation for vulnerable groups, including children, to maximize safety
- Install lights to ensure sufficient lighting at night
- Provide locks for bathrooms and barriers between bathing areas and public walkway areas
- Encourage Camp Bosses to consult regularly with residents, including children, to identify any needs specific to the community, for example more gender-neutral toilets, toilets with entrance ramps, and/or safer placement of women's toilets

### **Camp Boss**

- Regularly check that locks work properly, doors fully close, lighting is bright, and barriers between bathrooms and bathing areas are solid and strong so there is less chance for sexual assault and harassment
- If implementing gender segregation in WASH facilities is a challenge, consider adding one or two private shower rooms
- Promote prevention of sexual exploitation and abuse among camp residents, and monitor the use of bathrooms and bathing areas to ensure everyone is able to use them safely, while respecting the right to privacy of residents.

## 2.6 Effective drainage and sanitary systems to avoid stagnant water or flooding and general camp environmental cleanliness

### Camp Manager

- Create an efficient water drainage system in the camp flowing away from homes and not easily accessible to children
- Houses should be raised off the ground to prevent flooding
- If and where possible, pour cement onto floor areas and walkways inside the camp to prevent accumulation of stagnant water pools, where trash and mosquitos can gather and fester. This also enables easy cleaning of the camp site
- If cement is not possible, support different zoning areas inside the camp for garbage collection, dishwashing, and showers and bathrooms, taking into account gender and accessibility in each zone

### Camp Boss

- Orient new community members on rules and tips on how to maintain clean rooms, showers, and toilets after every use, including hand washing skills, and organize regular refresher sessions
- Ensure bathrooms have proper and sufficient supplies to maintain cleanliness, including soap
- Keep pathways and community areas free from mud and wastewater
- Before the rainy season, contact the municipal office to spray chemicals which prevent mosquitoes from multiplying
- Be sure to use products that do not pose a risk to children and pregnant women
- If mosquito breeding areas are identified, address this immediately to destroy mosquito larvae
- Install water filtration at the ends of dishwashing areas which help separate general waste, fat, oil, and grease as needed

## 3. CREATING OPPORTUNITIES AND SPACE TO INTERACT AND PLAY WITH OTHER CHILDREN

### 3.1 Families and their children are kept safe from hazards or injuries

#### Camp Manager

Some developers and construction companies create a 'Community Safe Space' in construction camps where children can safely learn and play, and community members can gather to socialize, which reduces risk of child injuries. The Framework for Action recommends the creation of Community Safe Spaces for all construction camps where children reside, and furthermore to incorporate child safety into camp design, construction and operation.

#### Camp Boss

- Regularly consult with camp residents, including children, to identify their needs, remove hazards and mitigate risks
- Ensure that pregnant women, young or small children are only living on the ground floor, this prevents them from falling and being severely injured
- If possible, include families in one area or block in the construction camp site, with easy access to escape routes and large, open spaces; this encourages communal child-friendly spaces, and supports easy, quick access to safety
- Have designated areas for smoking, alcohol, and any other adult-related activities away from children

### 3.2 There is a designated Community Safe Space for children and parents

#### Camp Manager

Developing Community Safe Spaces in camps not only helps prevent violence and substance abuse, but also supports social cohesion through developing a sense of belonging, trust, and respect for diversity.

- Creating Community Safe Spaces allows adults to learn and share helpful resources, to de-stress, and for children to play and learn together
- Develop an open multi-purpose space for recreational activities (i.e., sports area with facilities such as football, badminton, volleyball, etc.). Sports activities can help build community spirit between children and adults, and reduce violence
- Designate areas where people can make and eat meals together, or gather for awareness sessions and community events (such as movie nights, Community Fun Day, etc.)

- To discourage open fires in the camp, consider building a barbecue/kitchen area that the community can share, ensuring it is child-safe
- Build a weather-proof space (fans and shelter from rain) for the community to use, that is safe for children, away from exposure to illicit or adult-related activities
- Allocate a budget for resources such as a whiteboard, markers, or screen for projections, a computer, and educational, developmental and sports materials (e.g., sports equipment, books, toys, games)

### **Camp Boss**

- Ensure this space is open and accessible at all hours
- Include an 'Education and Learning' wall with educational posters, rules for children, and shelves with developmental toys, books, digital and art materials, etc.
- Include a 'Parental Empowerment' wall with rules for parents/adults, maps and flyers with information on local public institutions, emergency numbers, information on vaccinations, school registration, and other useful resources, including in languages understood by migrants
- Include a wall for interactive learning which includes a whiteboard, markers, or screen for projection. If possible, have a computer or device which can project educational videos or films for community movie nights
- Provide educational, developmental and sports materials (e.g., sports equipment, books, toys, games, resources for learning Thai language) so that there are positive stimulating activities to improve social development and wellbeing in the community, reduce discrimination and violence, and encourage social, language, cognitive and physical development



# WELFARE & SERVICES



## 4. CAMP RULES AND SAFEGUARDING MEASURES

### 4.1 Establish house rules for camp residents

#### Camp Manager

- Develop House Rules for each camp and facilitate workshop sessions to communicate the House Rules to the community
- The House Rules should include a child-friendly version for children to understand, and different language versions in line with languages understood by camp residents
- Ensure all camp management staff, including Camp Bosses, are trained on child safeguarding principles and the Camp's House Rules
- Ensure orientation is provided to parents and new arrivals, training them on the existing company House Rules, including child safeguarding principles and information about child safeguarding services
- For guidance on developing House Rules, see Annex 1

#### Camp Boss

- Ensure that children, parents, workers and camp staff are aware of, understand and observe the House Rules

### 4.2 There are functional Child Safeguarding Procedures

This section provides practical guidelines on actions that can be taken in camp settings to promote child safeguarding. Protection from Sexual Exploitation and Abuse (PSEA) and Child Safeguarding Policy must be in place and implemented actively by all employees in the company (see Annex 1.2). The PSEA and Child Safeguarding Policy is utilized to primarily prevent potential risks that may occur as well as improve protection children from sexual exploitations and abuse. All companies and construction camps should have a Child Safeguarding Policy including overall policies, roles and responsibilities including designation of Child Safeguarding Focal Points, incident reporting mechanisms and response plans, child protection authority contact information, and sources for more information. A child Safeguarding Policy is instrumental to benefit children's well-being, workers welfare and companies. Please visit [buildingsocialimpact.org](http://buildingsocialimpact.org) for the latest detailed guidance and examples for developing a Child Safeguarding Policy and related procedures.

#### Camp Manager

Preventing and responding to violence, exploitation and abuse of children while supporting their development is an important responsibility when employing and housing migrant workers with families. Camp management should:

- Establish relationships with local sub-district child protection focal points or other such competent officials who have the duty to protect children under their jurisdiction as per Section 24 of the Child Protection Act, B.E. 2546<sup>11</sup>

<sup>11</sup> See Section 4: References of the Social Impact Guidelines for details.

- Ensure that the camp has a referral mechanism for Government child protection services, specifically the MSDHS 1300 hotline, as well as Childline Thailand 1387
- Ensure that information on the MSDHS and Childline Thailand hotlines are clearly displayed throughout the camp, in languages understood by migrant residents, along with the House Rules
- Ensure training is delivered for the Camp Manager and Camp Boss by a competent and authoritative agency designated by the local Child Protection Committee or a non-governmental organization that specializes in child protection. Consult with BDF if necessary.
- To support communities to prevent and respond to violence, abuse and exploitation of children, allocate budget for the following:
  - a) Information in community spaces about child development and protection in languages understood by migrant workers and their families, including access to the Child Safeguarding Policy.
  - b) Training for all Camp Bosses and onsite camp management staff including cleaners on the basic principles of child safeguarding, education and healthcare, including how to identify child abuse and how to respond in line with Thai law, international standards and company policy
  - c) Regular, active sessions for children and parents which reinforce knowledge and assess understanding of child development and safeguarding. This can be done weekly or monthly in collaboration with the Government or NGOs referred by Government and who specialize in child development and protection (see Annex 4), or through digital applications such as Digital Superheroes Academy (an App commissioned by BDF and available to download for free [here](#)).<sup>13</sup>
- ***For the above guidelines to function properly, all community members must be trained on how to identify warning signs of abuse, neglect and exploitation, the risk factors, prevention, Thai law and international standards, and the response mechanism/policy and protocol of the company***
- Ensure that parents, workers, staff, Camp Bosses, and children know the services available to them, if abuse, neglect or exploitation takes place, as captured in the Child Safeguarding Policy.
- Include a clear, safe and anonymous reporting mechanism for any child abuse or exploitation experienced in the camp. This should be a direct hotline to a competent and relevant person in Human Resources, as specified in the Child Safeguarding Policy. It should be strictly confidential and be posted clearly throughout the camp, in languages understood by migrants
- With support from a competent and relevant NGO referred by the MSDHS, run training sessions on internet safety and parental controls for new arrivals (see Annex 4 for guidance).

### Camp Boss

- Coordinate with the Camp Manager to organize workshops for camp residents on child protection issues, how to spot signs of abuse, neglect or exploitation and whom to contact regarding suspected cases, as captured in the Child Safeguarding Policy

<sup>13</sup> <https://play.google.com/store/apps/details?id=com.kidshomedevlopmentnetwork.dsha&hl=en&gl=US>

- Ensure no young children are unsupervised in the camp, and that no young children are caretaking for other children
- Ensure that parents understand they are not permitted to take their children to the construction site, and if necessary ensure suitable adult supervision of children on the site camp if both parents are working
- Ensure that children are not exposed to any illegal behaviour or illicit substances
- Ensure young children are always accompanied when leaving the camp
- If being driven on a motorcycle, reinforce road safety awareness by providing children with helmets, which can be returned to the camp when not in use

## 4.3 Prevention of child exploitation or child labour

### Camp Manager

Migrant children, children with minority status and/or from lower socio-economic backgrounds face heightened risks of child exploitation, physical and sexual abuse and child labour. Children of parents with gaps in legal protection due to a lack of identity documents and/or social protection are particularly vulnerable to exploitation. Families in this situation may also be at risk of family separation due to deportation or immigration detention. Some simple steps that can be taken to ensure all children are protected from violence and exploitation include:

- Ensure company compliance through the Child Safeguarding Policy in adhering to the Child Protection Act, B.E. 2546, specifically Sections 26 (6) and Section 40 (see Section 4: References of the Social Impact Guidelines for details)
- Ensure that the House Rules are also posted at the construction work site and any child under the age of 15 is not permitted to enter
- Follow Government announcements for migrant worker amnesties, registration and regularization (e.g., Nationality Verification) processes and support the subcontractor to register any workers and their dependents who are eligible during these windows
- Ensure that no one is withholding the documents of workers or their families; failure to do so may result in prosecution of the offending party under national anti-trafficking laws<sup>14</sup>

### Camp Boss

- Ensure that all workers and their families are in possession of their identity documents; that work permits and visas are valid and kept up-to-date; and that their children are supported to acquire identity documents and visas
- Ensure workers and their dependents feel comfortable in approaching camp staff regarding their documentation, employment and migration status
- Ensure that no child under the age of 15 accompanies their parent/s to the worksite

<sup>14</sup> Retention by an employer of a workers' identification documents, contract or wages may be construed as 'an abuse of power' under the Anti-Trafficking Act, B.E. 2551, Chapter 1, Section 6, Paragraph 1 and may be punished for supporting the commission of an act of trafficking under Section 7.

## 5. SUPPORTING DOCUMENTATION AND ACCESS TO SERVICES

### 5.1 Coordinate with subcontractors to ensure families have the documents they need to access basic services in Thailand

#### Camp Manager

Camp management and human resources staff can play an important role in ensuring workers and their children are able to maintain, and if necessary and possible, gain regular migration status. Having valid stay and work permits and passports is absolutely essential for workers and their families to be able to access services and have their rights protected. Camp Managers and HR play a crucial role in ensuring that all subcontractors hiring migrant workers observe the law and assist them where necessary to make sure all workers and their children are legally protected under the laws.

- Work with employers/subcontractors who have ethical recruitment policies and procedures in place, in line with the International Labour Organization's General Principles and [Operational Guidelines on Fair Recruitment](#)<sup>15</sup>, the [International Organization for Migration's International Recruitment Integrity System \(IRIS\)](#)<sup>16</sup>, applicable national laws and regulations and relevant bilateral agreements
- Coordinate with the Project Manager of the construction site, or subcontractor (as relevant), to ensure that workers are in possession of their contracts and identity documents, and notify the company/subcontractor in cases where documentation is missing, incomplete or due for renewal
- Coordinate with the Project Manager of the construction site, or subcontractor (as relevant), to ensure compliance with legal requirements for the recruitment of workers as well as the conditions of the workers' contracts and terms of payment
- Ensure that all workers, including parents, who are employed by the company or subcontractors are registered in the Social Security Fund (SSF)<sup>17</sup> or Migrant Health Insurance Scheme (MHIS) (in accordance with their migration status and/or sector of employment) and the Workmen's Compensation Fund<sup>18</sup>
- Coordinate with the Project Manager of the construction site, or subcontractor (as relevant), to ensure that non-working spouses and dependent children of workers have passports, birth certificates and visas, and are enrolled in the MHIS<sup>19</sup>; notify the company/subcontractor in cases where documentation is missing or incomplete

<sup>15</sup> [https://www.ilo.org/wcmsp5/groups/public/---ed\\_protect/---protrav/---migrant/documents/publication/wcms\\_536755.pdf](https://www.ilo.org/wcmsp5/groups/public/---ed_protect/---protrav/---migrant/documents/publication/wcms_536755.pdf)

<sup>16</sup> <https://crest.iom.int/international-recruitment-integrity-system>

<sup>17</sup> For more details on the Social Security System for Migrant Workers, please consult guidance on social protection for employers provided on [MitrThai.com](#)

<sup>18</sup> For more details on the Workmen's Compensation Fund, please consult guidance on the Fund provided on [MitrThai.com](#)

<sup>19</sup> The Kingdom of Thailand has periodically and on an ad hoc basis provided periods of registration for migrant workers who entered the country irregularly, or who have become irregular during their stay in Thailand. Children may be registered by the Ministry of Interior as per Tor Ro. 38/1 which provides them with an identity number comprised of 13 digits beginning with '00'.

- Follow Government announcements and Cabinet Resolutions on worker amnesty procedures or registration windows that allow all workers and their dependents to acquire documentation if they do not have them, and support subcontractors to follow this process – noting that these processes are ad hoc and not always available.

### **Camp Boss**

- Display clearly in the camp, in languages understood by migrants, the processes related to maintaining regular migration status (for example, passport, stay and work permit extension procedures) to ensure migrant workers know how to keep their documents up-to-date and valid, including the documents of their children and supporting them if necessary
- Display clearly in the camp, in languages understood by migrants, the processes related to enrolment in the SSF and MHIS, as well as the process for making claims under the schemes
- Support migrant families to translate documents into Thai, if they are required for enrolment in school or other public services, for example children’s birth certificates, so that they may be enrolled in school and other public services; this can take place as part of recruitment and set-up process in the camp
- Ensure workers feel comfortable in approaching camp staff in matters related to either their or their children’s documentation.

## **5.2 Workers and their children are supported in securing key documentation needed for accessing public services**

### **Camp Manager**

- For new incoming camp residents ensure there is a mechanism in place to inform the subcontractor of the steps for securing, updating and renewing visas, work permits, enrollment in the SSF or MHIS
- Support the Camp Boss in coordinating with subcontractors to secure workers, non-working spouses and dependent children’s key documents

### **Camp Boss**

- Maintain a database to track the number of children in the camp, and each child’s progress in obtaining: a birth certificate, passport, health insurance, vaccination record (pink book), school or nursery registration
- Use the database to notify families of next steps to secure key documents for every child
- Work with the subcontractor and other relevant stakeholders to support parents and children to secure these key documents

## 5.3 Promote access to local services

### Camp Manager

Families living in camps need support in accessing key public services, particularly migrant workers and their family members who often face numerous barriers to them, due to language, lack of awareness or confidence, or non-enrolment by employers. Companies can assist by taking some simple steps:

- Ensure eligible migrant workers are enrolled in the SSF and that all other migrant workers and their family members are assisted to enrol in the MHIS
- Train the person responsible for implementing the Framework for Action's Toolkit and any other community leaders on how to identify and access key services
- Camp management staff are recommended to map key public services, forming partnerships and taking families to register officially for school and with local health centres; they should also take steps to ensure migrant workers are aware of the hospital with which they are registered
- Identify the name, address, and phone number of key local public institutions for children and families
- Create and maintain a map of the locations and contact details for all local hospital/s, health centres, one-stop crisis centres and public school/s as well as any nearby police stations and nurseries (see Annex 2).

### Camp Boss

- Support camp management staff in identifying and contacting key public services, and ensure the list is regularly checked and updated

## 5.4 Workers and families know how to access information

### Camp Manager

Based on the comprehensive mapping of services undertaken in section 5.3, develop ways to share the details of services and other resources easily with families. The following tools should be supported with child-friendly versions, or should be child-friendly to start with, and should be accessible in languages understood by migrant workers and their families:

- Orientation packet of information which includes the camp's emergency protocols, a letter verifying residence (see Annex 4), and a list of key local public institutions to hand out to new families in the camps
- The Framework for Action and information directly from local public institutions can provide guidance on the documents needed for accessing services, and the process to follow

## Camp Boss

- Identify people in the community who can help translate and share key information on how to access services, or could even volunteer to support the process to register to or use services
- Display a community calendar with dates for renewing legal documents, school enrolment periods, and vaccination days
- Ensure emergency numbers are posted in an easily accessible community space. This should be translated in languages understood by migrants and include numbers for:
  - a) Police department
  - b) Fire department
  - c) Medical emergency department
  - d) One Stop Crisis Centre or the Provincial Shelter for Families
  - e) MSDHS 1300 Hotline
- Recommended: Seek support from the local representative of the MSDHS for referral to specialized NGO(s) which can provide case management or counselling support to families

## 5.5 Workers and families are supported to access services as needed

### Camp Manager

- Allocate budget for transportation for children to get to school on a daily basis
- Make sure any transportation arranged for children to go to school, or to other services such as healthcare centres, is safe
- Consider requiring drivers or vendors who interact regularly with camp residents, especially children, to read and understand the same House Rules as camp residents, and sign a section of it related to them.

### Camp Boss

- Share with families information on transportation to services (local Songthaews<sup>20</sup>, taxis, bus lines, etc.)
- Coordinate with drivers to ensure regular school drop off and pick up of children
- Ensure families understand and feel comfortable using the services. If they do not, set up a method to make it easier to use services, through a helper, community leader, friend or relative
- Make sure there is an actionable system in place for an emergency, as part of the onboarding process for camp residents
- Assist families where necessary to overcome language barriers

<sup>20</sup> Local open-air private mini-bus without fixed stops.

## 6. IMPROVE SOCIAL DEVELOPMENT AND WELL-BEING

### 6.1 Safe childcare (i.e., connection to local nurseries/child-minder)

#### Camp Manager

- Outreach to the local nursery and childcare services for enrolment of young children is strongly recommended in order to improve the community's child care situation
- It is recommended to allocate resources to support non-formal education (NFE) and early childhood development (ECD) activities for children to prepare for school

#### Camp Boss

- Contact nearby local nurseries on behalf of children newly residing in the camp and encourage parents with children to take their children to the nursery
- If there are no nurseries nearby, provide a space for early childhood development activities in the camp, and supervision of children using the space especially during work hours

### 6.2 Non-Violent Behaviour and Communication

#### Camp Manager

Engage a competent and specialized NGO or relevant department of the Ministry of Social Development and Human Welfare to assist in educating the camp management, staff, and community on Non-Violent Communication, especially:

- Between parents
- From parent to child (positive discipline)
- Between peers (to avoid bullying and fights)





HEALTH

## 7. SUPPORTING ACCESS TO VACCINES

### 7.1 Community has awareness about vaccines

#### Camp Manager

- Support the Camp Boss where necessary in holding awareness sessions in the community concerning vaccines
- Note that vaccines are free for children enrolled in the MHIS, and that schools often provide school-aged children with vaccinations at low or no cost

#### Camp Boss

- With support from the Camp Manager, hold awareness sessions in the community about the importance of vaccines provided to children in Thailand, according to national standards, and how to access them; share if/when the company can support bringing children to get vaccinated

### 7.2 Children are vaccinated

#### Camp Manager

- Find out at the local sub-district hospitals which day they offer vaccinations for children and support the Camp Boss in arranging transportation to take as many parents and children as possible
- Support the Camp Boss where necessary in tracking incoming children's vaccination records (pink books) and any other necessary identity documents

#### Camp Boss

- Establish linkages with local health centres/hospitals, informing them of the camp and its location
- Acquire from the health centre/hospital some visual materials, in languages understood by migrants, for the camp displaying when children need to get vaccinated and post in the Community Safe Space
- Each time children take up residence in the camp, and only with the consent of the child and their parents, check their vaccination record/s to assist the parent/s to determine what vaccinations need to be followed up on (see Annex 3)
  - a) Send a picture of the vaccination record/pink book to the health centre to organize the vaccination and arrange transport for those children identified as needing vaccinations
  - b) Check to see if the parent has the child's birth certificate (which will support the child to get registered and receive vaccinations at the local sub-district hospital)
  - c) If parents do not have the child's birth certificate, make sure either the working parent or both parents are able to bring their own identification documents: passport, work visa, or work permit as well as any vaccine documents they may have for the child

- d) Let parents know that if they do not have a vaccination record/pink book, the local sub-district hospital will interview them to determine what vaccines to give their child
- e) Ensure the parent can come with someone who can help translate if they do not speak Thai

## 7.3 Children have practical access to vaccinations

### Camp Manager

- On the day of vaccinations, support the Camp Boss to facilitate transportation to bring parents and their child(ren) with all appropriate documents to the local sub-district hospital

### Camp Boss

- Take the following steps to support children to receive vaccines provided to children in Thailand, according to national standards:
  - a) Whether the child has a pink book, vaccine records from their country of origin, or has never received vaccines/has no record, the hospital/medical centre should be able to follow protocol to fulfil the next vaccine based on their best possible assessment of the vaccines the child has had (or not had) in relation to their age
  - b) Support children and their parents to consult with medical practitioners concerning appropriate vaccinations for each child, for example by providing reliable information and translation. Below is some general guidance on the provision of vaccines for children:
    - i) If the child has never had vaccinations, hospitals will start the vaccination programme
    - ii) If the child has had vaccinations, but it is not known which, and the child is younger than 7 years old, hospitals will start the vaccine programme from scratch (this is safe if done in line with a qualified health professional's advice)
    - iii) If the child has had vaccinations but it is not known which, and is 7 years old or older, hospitals will give vaccines:
      - (1) Based on the child's age group,
      - (2) Based on an assessment with the parent,
      - (3) Or additionally, older children can get a blood test to verify which vaccines have previously been given (this is generally a more expensive and less common option provided at district hospitals, and not covered by MHIS)

## 8. SUPPORTING ACCESS TO HEALTH CARDS

### 8.1 Workers and their families have healthcare coverage

#### Camp Manager

Support workers and their family members to access healthcare coverage. Communities of people living in close quarters, as in construction site camps, are especially vulnerable to health issues and communicable diseases and have significant difficulty accessing healthcare services:

- Ensure subcontractors register all eligible workers in the national Social Security Fund which provides health insurance coverage alongside other benefits, identical to that of Thai nationals. Employers in the construction sector with more than one employee are required to enrol all full-time workers in the SSF, regardless of nationality
- Migrants and their families with Pink Cards are usually eligible for the Migrant Health Insurance Scheme instead of the SSF. When enrolling in either scheme, migrant workers and their families will be assigned a local hospital where they will receive all eligible treatment free of charge
- To ensure the coverage of all workers, regular and irregular, adults and children, contact the Thai Public Health Information Department and inquire about the [Migrant Health Volunteer scheme](#)<sup>21</sup>
- Ensure all adults know the process of enrolment in the SSF and/or MHIS when beginning work, including their spouses (even if they do not work) and their children. It is recommended to help them to enrol in the SSF/MHIS as the local systems will be new for newly arrived workers<sup>22</sup>
- Coordinate with the employer/subcontractor to ensure they meet their legal responsibility to enrol their workers in the SSF, or assist with their enrolment in the MHIS
- Coordinate with the employer/subcontractor to ensure continuity of coverage under the SSF and/or MHIS (as relevant) for families who have moved districts/provinces
- Companies can support families with enrolment in SSF/MHIS by translating any birth certificates to Thai as part of the onboarding process, along with vaccination records/pink books and other critical documents
- Obtaining health insurance for children:
  - a) Different hospitals may have different requirements relating to whether one or both parents need to come into the hospital with documents to obtain health insurance for their child(ren)
  - b) Only child(ren) who have been born in Thailand with a birth certificate, or who have been born outside Thailand and are registered as a dependent, can enrol in the MHIS; it is therefore important for first generation migrant children to be registered as a dependent on the parent/s visa

<sup>21</sup> [https://en.thaihealth.or.th/NEWS/344/#:~:text=Thai%20Health%20Promotion%20Foundation%20\(ThaiHealth,to%20reduce%20long%2Dterm%20risk](https://en.thaihealth.or.th/NEWS/344/#:~:text=Thai%20Health%20Promotion%20Foundation%20(ThaiHealth,to%20reduce%20long%2Dterm%20risk)

<sup>22</sup> Company Staff may use the following [video as orientation](#) (available on MitrThai.com) for subcontractors or any employer responsible for the construction workers to understand how to enrol workers in social security or the Migrant Health Insurance Scheme.

- c) Children with a non-Thai ID card ('10-year card') may be eligible for health insurance with key reference documents (usually including health check-up certificate and ID):
  - i) Cost to add a child younger than 7 years old to MHIS is around 400 THB/year
  - ii) Cost to add child who is 7 years old or older to MHIS is around 2,100 THB/year
- As mentioned above, it is recommended to ensure subcontractors provide workers and their families with information on health, child protection and education services, and on the documents needed to access them, and are supported to access these on arrival

### **Camp Boss**

- Coordinate with the subcontractor to ensure all regular workers are registered in the Social Security Fund
- Share the following [video](#)<sup>23</sup> with arriving workers and families during the orientation, in addition to the Thai version, there are also [Khmer](#)<sup>24</sup> and [Myanmar](#)<sup>25</sup> versions available on the same website

---

<sup>23</sup> <https://mitrthai.com/employees/information/migrant-workers-access-to-healthcare/>

<sup>24</sup> <https://mitrthai.com/employees/cbd/information/migrant-workers-access-to-healthcare/>

<sup>25</sup> <https://mitrthai.com/employees/mm/information/migrant-workers-access-to-healthcare/>

## 9. SUPPORTING KNOWLEDGE OF COMMON MEDICAL NEEDS AND RESPONSES

### 9.1 Community members are aware of common health issues and have access to information concerning them

#### Camp Manager

- Establish a relationship and coordinate with the Thai Public Health Information Department under the Ministry of Health to procure resources for public health awareness in the camp, as well as holding community awareness sessions with staff either from the Department or a local hospital or health centre
- Monitor COVID-19 prevention measures and announcements from the local health centre
- Refer to the guidance issued by the Department of Health on preventing the spread of COVID-19 in construction sites and their associated camps<sup>26</sup>

#### Camp Boss

- Place informative posters around the community as reminders, and present informative films to explain risks and responses (i.e., use resources from the Thai Public Health Information Department under the Ministry of Health)
- Resources should be shared in languages understood by residents, including migrants
- During the Community Fun Day or during an awareness session, invite nurses or health professionals from the local sub-district hospital to share about vaccination and other common public health issues:
  - a) Vaccine preventable diseases, sexually transmitted infections (STIs), insect-borne diseases and other communicable diseases that can be prevented through proper hygiene and sanitation measures
  - b) Supporting healthy pregnancy, delivery, and early childhood development needs, particularly by ensuring that eligible pregnant women are enrolled in the SSF and receive the maternity benefits to which they are entitled
- Share digital videos/informative posters and other such resources from trustworthy sources directly with families during orientation, community movie nights, etc. (see Annex 6), in languages understood by migrants
- Create child-friendly awareness sessions in the camp on the importance of washing hands, flushing the toilet, covering and storing food etc.
- Ensure access to water and soap for handwashing, irrigation systems for toilets/drains, and food covers and storage
- Organize regular trips to local hospitals for flu shots

<sup>26</sup> [https://stopcovid.anamai.moph.go.th/attach/w774/f20210809104744\\_XhQBih6HgU.pdf](https://stopcovid.anamai.moph.go.th/attach/w774/f20210809104744_XhQBih6HgU.pdf)

## 9.2 Community knows how to respond to common health issues and have access to information concerning them

### Camp Manager

#### Poor dental hygiene:

- Allocate budget for the provision of hygiene sets including dental care

#### Poor child nutrition:

- Provide regulations for camp food shops to provide better options for children (non-sweetened milk, fruits, grain crackers, etc.)

#### Lice:

- Ensure provision of budget for procuring lice shampoo

#### HIV/STIs:

- Connect with a local hospital or health centre which can provide free condoms in the community. Ensure these are stocked and available in an area which is not stigmatizing for members to access
- Partner with local health centres to raise awareness about sexual health, how to treat common STIs, medication available for people living with HIV, and teach proper use of condoms; ensure dedicated sessions are provided to adolescents residing in the camp

#### Alcohol abuse

- Encourage camp leaders to de-escalate conflict within the camp resulting from alcohol consumption and any conflicts are resolved in a safe manner

### Camp Boss

#### Poor dental hygiene:

- Hold awareness sessions for families to be aware about the importance of dental hygiene and how to properly take care of teeth (including food and nutrition intake, brushing teeth, etc.)
- Whenever possible, provide children with hygiene sets to take care of their teeth

#### Poor child nutrition:

- Partner with local food vendors who can provide healthy options to families inside the camp

#### Lice:

- Ensure lice shampoo and brushes are available
- Raise awareness on how families can prevent the spread of lice (washing items, not sharing clothes, etc.)

### Alcohol abuse:

- When adults are drinking together, ensure that is happening in a designated area away from children
- If problematic drinking arises which leads to domestic violence and/or affects children, refer to public institutions such as MSDHS shelters as needed, and apply child safeguarding protocols/sanctions in line with Thai law, international standards, and Camp's House Rules

### Rabies and diseases from animals or rodents:

- Support appropriate physical barriers and sanitation measures which prevent animals from entering the camp
- Raise awareness on rabies and treatment
- When/if there is an infestation, respond accordingly with Government standards for pest control

### Pregnancy:

- Support pregnant mothers to enrol in the Social Security Fund which will cover the cost of pregnancy, childbirth and maternity leave
- Ensure company and subcontractor compliance with the Labour Protection Act, B.E. 2541, which entitles women enrolled in the SSF with up to 90 days of paid maternity leave and protection from termination of employment for becoming pregnant<sup>27</sup>
- All women regardless of migration status or nationality are entitled to protection from termination of employment, and are also entitled to healthcare; non-working mothers and women migrants who are not eligible for the SSF may enrol in the MHIS
- Ensure mothers and pregnant women are able to regularly access the hospital for proper check-ups, receive a vaccination record (pink book), and appropriate antenatal care

## 9.3 There is information in the community about good nutrition and food safety

### Camp Manager

Establish relationships with local hospitals and health centres and the Thai Public Health Information Department to help spread understanding of good nutrition for children

### Camp Boss

Use public health campaigns and videos (e.g., as one part of the Community Fun Day, and external trainers/supporters/medical staff from local hospitals and health centres to help spread understanding of good nutrition for children, and preparing and storing food safely, protecting it from germs and bacteria

<sup>27</sup> Please consult the [following resource](#) on MitrThai.com regarding mother's maternity rights and child allowance.



## 9.4 Smoking, Alcohol and Drugs are Kept Away from Children

### Camp Manager

- Ensure that avoiding children's exposure to illicit activities is part of the House Rules
- More serious sanctions should apply to staff who break the law or conduct severely dangerous activities: consider sanctions such as contract termination, and have a way to monitor and enforce camp rules to ensure children are effectively protected in practice

### Camp Boss

- Ensure the camp is free of illicit drugs and weaponry consistent with Thai law
- Ensure the camp guard monitors the camp entrance at all times and does not permit entry to people without a valid reason to enter the camp



EDUCATION



# 10. SUPPORTING PREPARATION FOR INTEGRATION INTO FORMAL EDUCATION

## 10.1 Children are enrolled in school

Under Thai law all children regardless of nationality or migration status are legally entitled to 15 years of basic education. However, many migrant children still lack access to school. Camp staff are well placed to ensure that formal linkages are built between camp communities and local public schools. School staff are also legally obliged to protect children from violence, abuse, neglect and exploitation and provide a focal point for camp staff regarding such issues in addition to the MSDHS.

### Camp Manager

- Outreach to local schools to gain key information on school registration (registration dates, space/capacity at the school, registration forms, etc.)
- It is recommended that staff from the local school comes to brief the camp on registration, school preparation, education support and what to expect<sup>28</sup>
- Consider inviting teachers to visit the camp to brief families in one evening (such as during Community Fun Day):
  - a) Implement a session with parents and children dedicated to emphasizing the importance of education, how to enrol, and help parents and children practice preparing for school by going through the school routine (i.e., waking up, brushing teeth, preparing school materials, getting to transportation, checking on homework, etc.)
- With support from a local NGO or Migrant Learning Centre:
  - a) Identify local NFE centres around the camp where children can be referred to for additional support
  - b) Support children to catch up with educational gaps, either directly or through referrals to external institutions
  - c) Provide emotional support to children and families to support their integration, and run confidence-boosting activities in line with Thai child development standards, including arranging social events in the community
  - d) Assessing Thai language reading and speaking abilities, and educational status of children who are at, or are around, school-age

<sup>28</sup> Print out the following [resource](https://mitrthai.com/employees/rights_of_spouses/want-to-send-your-children-to-school/) to help guide parents on how to enroll their children in school and have it clearly displayed in the CSS: [https://mitrthai.com/employees/rights\\_of\\_spouses/want-to-send-your-children-to-school/](https://mitrthai.com/employees/rights_of_spouses/want-to-send-your-children-to-school/)

## Camp Boss

The responsibilities around child development should include:

- Identifying all children who are school-aged within the camp and checking on their enrolment status for the following term:
  - a) Children between 2 and before 7 years of age are encouraged to enrol in a local nursery, early childhood development center to receive early childhood development and school preparation
  - b) At 7 years old or sooner, children must be enrolled into the education system ( grade 1-9) as per Compulsory Education Act, B.E. 2545 (2002)
  - c) Children 15 years of age or older with the necessary Thai language ability can be referred to an NFE centre for continuing education, or gain access to further education through Migrant Learning Centres

## 10.2 Children are prepared for school

### Camp Manager

Supporting children's fluency in Thai supports their safety living in Thailand by allowing them to communicate and access services, and also provides the foundation for their continued learning.

- Have an NGO/NFE, Migrant Learning Centre, local school, or designated education specialist staff (see Annex 4 on identifying a safe partner) implement regular interactive activities which focus on Thai alphabet and vocabulary and support children to practice speaking with each other.

### Camp Boss

- With support from an outside specialist, provide children with supervised access to digital NFE sessions to improve their Thai language abilities

# 11. SUPPORTING ACCESS TO FORMAL EDUCATION THROUGH SCHOOL ENROLMENT

## 11.1 Parents are supported to enrol their kids into school

### Camp Manager

- Organize a few days during the school enrolment period when parents can share a vehicle to travel to the school to enrol their child
- Support daily transportation of children to school once they are enrolled, ensuring the driver has read and signed the camp's House Rules
- Build positive partnerships with local schools for mutual support
- The Equitable Education Fund under the Equitable Education Act, B.E. 2561, was developed in May 2018 to provide financial support for children and youth who are in greatest need, this could be accessed by companies to support school retention:
  - a) The EEF can be applied for on a child-by-child basis
  - b) Families earning less than 3,000 THB per person per month and meet the criteria of extremely poor status are eligible for support
  - c) Camp staff should visit [EEF's website](#)<sup>29</sup> where they can download and print information posters outlining the application process and share this information with parents
  - d) Camp staff should assist parents and families where necessary, especially in terms of language
  - e) Camp staff should assist schools and teachers to complete the screening process to collect information for EEF, which include providing children and families with information and conducting home visits

### Camp Boss

Assist parents towards independently enrolling their children into school. This increasingly empowers parents to take charge of their child's education. During the next school term, the Camp Boss should, either with camp staff or the support of a local school or educational authority:

- Gather copies of all the personal documents related to school enrolment, taking pictures as needed to follow-up with those who need extra support (see Annex 3)
- Support translation of their documents if a child does not have a birth certificate or ID with their name in Thai, and if necessary assist with the fees for translation services
- Support parents who cannot write in Thai to complete the school registration form
- Explain to parents about school uniforms in relation to their school's requirements, and share information with parents regarding the costs and where to buy them

<sup>29</sup> <https://www.eef.or.th/>

- When necessary, support parents (maybe through a focal point) to understand how a child can move schools with a moving letter from the previous school confirming grades and attendance

## 11.2 Children falling behind in school are supported to catch up

### Camp Manager

#### After-School Support:

- Allocate resources and budget for the provision of learning materials such as handouts, flashcards and games

#### Digital Learning:

- Support internet access in the camp
- If possible, provide tablets installed with safe digital NFE applications (see Annex 6); these tablets can be kept locked in a cabinet in the Community Safe Space when not in use, under the responsibility of a community leader/someone trained to use them
- Have an external education or child safeguarding specialist hold awareness sessions on digital literacy and online safety

### Camp Boss

#### After-School Support:

- Implement supervised regular after-school homework sessions in the Community Safe Space, consider having parents who are available to supervise these sessions
- If children do not have Thai homework, provide handouts, flashcards, games which reinforce Thai language learning

#### Digital Learning:

- Support parents to hold a regular structured 'digital learning hour': regular supervised times with digital non-formal education applications which can be downloaded on children's phones or community tablets which teach Thai language through games and flashcards

## 11.3 Children learn relevant life skills education

### Camp Manager

Consider working with a specialized and competent NGO (see Annex 4) or train staff to provide children with life skills education on topics such as:

- Preventing bullying and discrimination
- Safe and fair migration
- Preventing violence in the family
- Preventing substance abuse (e.g., Drugs, Alcohol, Tobacco)

## 12. SCHOOL SUPPORT THROUGH NON-FORMAL EDUCATION

### 12.1 The community is briefed about Thailand's non-formal education

#### Camp Manager

For children 15 years of age or older, and who can read and write Thai, Thailand's Office of Non-Formal Education Commission (ONFEC) offers a few options:

- *Equivalency Programme*, or Non-Formal Education Basic Curriculum, is "organized for youth and adults over 15 years old, who did not have access to or who withdrew or missed from formal primary/basic education."
- There are three levels which help children to catch up on formal primary and secondary education, most of which occur at regional community learning centres
- *Vocational Education and Skills Training* NFE also has options for those who have already completed primary education and want to access vocational training

Additional learning opportunities are available for children and young adults at Migrant Learning Centres throughout the country.

### 12.2 There are activities and materials in the camp that support child development

#### Camp Manager

Early Years/Child Development areas (as below) are important for keeping children happy and healthy and give them a bright future. Risks (including witnessing or experiencing abuse, exploitation, neglect, etc.) can impact their development and later life.

Establish a relationship with a local school or Migrant Learning Centre, and promote among parents, community leaders and community members the following areas:

#### Cognitive Development

- Board games, puzzles, parent-child reading sessions

#### Social-Emotional Development

- Hold drama/theatre events, interactive team-oriented activities and sports, or meditation sessions. Teach about understanding and identifying feelings and emotions

### Language Development

- Include reading time with parents, practice rhyming, reading, word games, sentence structure, poetry or storytelling

### Physical Development

- Sports, dancing, jump rope, hopscotch, toys which require pushing/pulling

It is important to provide the community with materials that support these types of activities, for example:

- Space to run sports activities, theatre sessions or social events in the community
- Sports equipment
- Books in Thai and languages understood by migrants, including factual/educational, and fiction to practice reading
- Tablets for digital NFE
- Toys, games and social materials



# ANNEXES

## ANNEX 1 - CHILD SAFEGUARDING

### Annex 1.1 Developing the House Rules

#### Aim of having House Rules to safeguard children:

All community members are aware of their role in promoting the protection, health and education for children and families in camps, reducing risk and promoting positive behaviour and community cohesion.

#### Drafting the document:

- **Define the risk the House Rules aim to mitigate:**
  - a) In order to make the rules substantial enough to cover these risks, you need to understand the risks as fully as possible
  - b) To do this, ensure that all key stakeholders (including the target group/those being 'protected') are consulted during the drafting process, at least at the beginning during scope/statement and rule definition, and at the end to approve the policy document before it is circulated more widely with the target group
- **Include all relevant stakeholders:** it is recommended that you include all relevant functions of the organization as well as the target group in the stakeholder review group, including, for example: Human Resources, Legal, Sales/Brand/Marketing, Operations, representatives of target group such as sub-contractors and employees of sub-contractors etc.
- **Keep it simple:** the House Rules should be written so that everyone can pick it up and use it easily without having been in drafting meetings, it should be short and simple enough to refer to regularly
- **Scope:** decide who this policy document is aimed at, and what its purpose/vision is
- **Statement:** define the company's position on issues relating to the topic (child safeguarding, or health and education)
  - a) For example on health and safety: 'X Company is dedicated to the health and safety of its direct and third party employees as the highest priority, and shares this policy as mandatory protection for all employees.'
- **Roles and Responsibilities:** who does what, when and how often. This should be clear to ensure that it happens.
- **Principles:** the main guiding principles that the target group must follow
- **Procedures or guidelines:** the protocols/actions/advice for target group to follow step by step in order to implement the rules or principles of the policy
- **Compliance/non-compliance:** it should be clear the repercussions of breaching the policy (e.g., disciplinary action or termination of contract), this will support the company to hold stakeholders to account for the policy

- **Supporting documents:** hyperlinks or notes on relevant documents and where to access them, so that target group can locate all the relevant information they need easily

### **Implementing the House Rules:**

- Ensure that all relevant stakeholders and people with responsibilities aligned to the policy are adequately trained in a timely manner to reduce risk, it is recommended to have a team in charge of rolling out the policy when it is new
- Ensure that those with roles and responsibilities fully understand and commit to these responsibilities, preferably by signing the House Rules or an agreement that holds them to account for adhering to the rules
- Ensure that if someone does not fulfil their responsibility or does not hold others to account for the policy, that the policy protocol is followed to hold them to account for their misconduct
- **It is important that when a rule is breached there are repercussions otherwise a culture of non-compliance builds quickly and the policy does not fulfil a purpose anymore**
- With this in mind it is important that the policy is realistic and can be followed, so that breaching the policy is seen as unacceptable
- **The House Rules should be reviewed regularly to ensure it remains relevant and realistic**
- Ensure that relevant regular risk assessments are designed and rolled out as the rules circulated, so that the policy can be fully implemented
- Ensure that any relevant documents, communication materials, internal/external systems or processes that should be aligned to the House Rules are updated and that everyone is aware of changes and feels able to fulfil any changes to their role that comes from

## Annex 1.2 PSEA and Child Safeguarding Policy

There are several forms of abuse and violence against children and women occurs in the construction site camps, mostly domestic violence involving verbal abuse and physical fights. These forms of violence also common in the surrounding community. As a nature of construction works in Thailand, often workers are mobilized from one site to another, as a result, family separation is inevitable, and it is apparent that lack of parental care obstructs children's development, also children become vulnerable as they are exposed to other risks, such as neglect, exploitation and child labor.

Based on the recommendation, in order to minimize those risks and harm to families and their children living in the construction site camps, Protection from Sexual Exploitation and Abuse (PSEA) and Child Safeguarding Policy must be in place and implement actively by all employees in the company. The PSEA and Child Safeguarding Policy is utilized to primarily prevent potential risks that may occur as well as improve protection children from sexual exploitations and abuse.

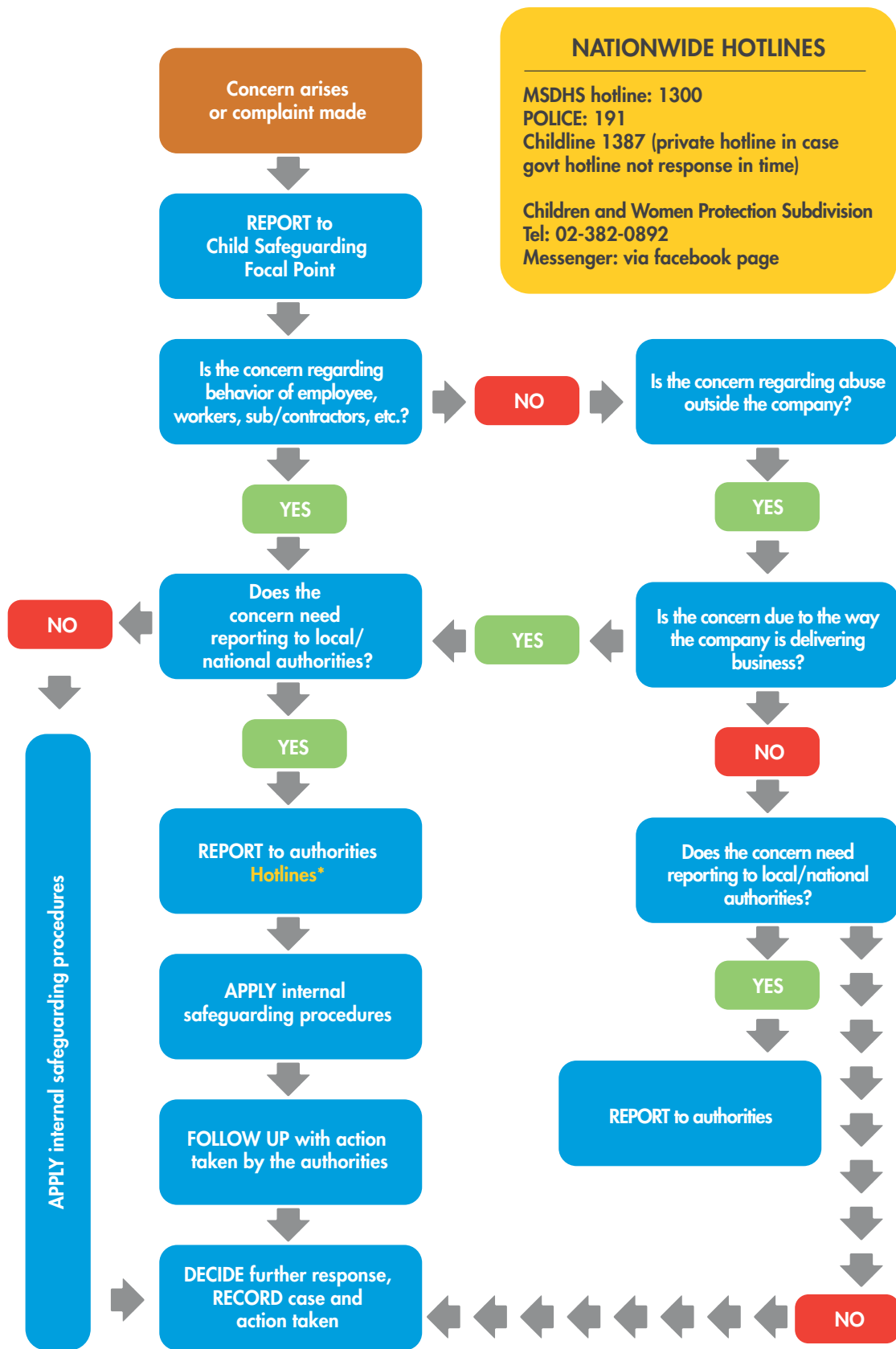
The PSEA and Child Safeguarding Policy, its **Self-Audit Tool**, will help the company to assess how well across the company, including business partners incorporate and 'behave' when in contact with children, this is for the company to know their strengths and improvements. Additionally, PSEA and Child Safeguarding Policy offer companies to build capacities, promote good practices in 'do no harm' to children and take appropriate actions to ensure safety and best interest of a child which outlined in the sections in this policy:

- **PSEA and Child Protection Policy:** Foundations, key definitions, global, regional policies and standards and National legislations
- **Preventative Actions:** Guidance on company's policies and procedures; safer recruitment, risk Assessment and mitigation plan in all possible construction areas and locations
- **Reporting:** Providing guidance on internal and external reporting mechanisms, to ensure rapid and confidential reporting
- **Assistance and referral:** Guidance on coordinating immediate professional survivor assistance referral and follow-up either directly or through service providers
- **Investigation:** Guidance on ensuring prompt and adequate investigations and follow-up.

All in all, the PSEA and CS policy is instrumental to benefit children's well-being, workers' welfare and companies. This is to lead by example of the companies, in the construction sector, relevant stakeholders both managerial and operational personnel to ensure the protection and safety of children in all companies' activities and facilities as PSEA and Child safeguarding is everyone's business. Clear stated in the Children's Rights and Business Principles<sup>30</sup>:

<sup>30</sup> UNICEF, Children are everyone's business workbook 2.0 A guide for integrating children's rights into policies, impact assessments and sustainability reporting 2nd edition, 2014.

# Annex 1.3 Child Safeguarding Reporting Structure



## ANNEX 2 - Identifying & Mapping Key Local Institutions

PUBLIC INSTITUTIONS	INFORMATION
Hospital	Name: Address: Phone:
Local Health Centre	Name: Address: Phone:
School	Name: Address: Phone:
One-Stop Crisis Centre	Name: Address: Phone:
Nursery	Name: Address: Phone:
Police	Name: Address: Phone:

The local authority for town planning may be able to assist with information around local services if your company is new to the municipality.

# ANNEX 3 - Obtaining Documents, and Registration to Services for Children

This section is information for how parents can obtain legal documentation for their children in Thailand. Camp Bosses can use this to support parents to obtain the right documents for their children at the right times. It is strongly recommended that the Camp Boss or other camp staff assist parents with the birth registration process, especially if the child is born outside of the hospital. Migrant parents may not feel confident or safe to deal with Thai authorities independently, either due to language barriers or lack of documentation.

Under the Civil Registration Act, B.E. 2534, Amendment (No. 2), B.E. 2551 has provided that birth registration can cover “[a]ll children born in Thailand”. Birth registration can be accessed regardless of racial differences, nationality, gender, language, etc.

## 1. How to Obtain a Birth Certificate in Thailand

### 1. Registration of the birth in the case of a child born in a hospital

1. The hospital will provide the Certificate of Birth, known as Tor Ror 1/1 (Section 23)
2. Both parents (if both are available) will need to fill out the form and provide the documents detailed below

### 2. Obtaining birth certificates when giving birth outside of hospital

1. The village headman or community leader is authorized to issue the birth certificate, Tor Ror. 1/1, parents can to the local district office
2. The person who has the duty to notify the birth is the father or mother of the child or another person who has reached the age of majority to report the birth who has a close relationship with the family

### 3. Documents required to register a birth at District office in both cases:

1. A copy of the house registration of the host (if any)
2. Identification card of the parents
3. Birth certificate from the hospital (if any)
4. Parental identification documents (if any) such as non-Thai identification card, passport, cross-border letter

### 4. In the case that the birth is not registered within 15 days after the birth

1. Is punishable with a fine not more than 1,000 THB
2. The parents must submit the above documents and evidence of why the birth was not registered to the registrar in the area where the child was born
3. The registrar will examine the evidence. and investigating the birth reporter, father or mother about the reasons that caused the birth to be overdue for registration

## 2. Process of Enrolling Children into School and Keeping Children in School

### Documents & information needed:

- Birth certificate with name in Thai (not required)
  - a) If no birth certificate is available, parents can complete the “Report Identification of Person” form (this process could be managed by one person from the community in coordination with local school teachers. If support is needed for relevant forms, policies or laws you can find online, with OBEC Education Commission Thailand, or with BDF)
- Verification proof of residence within the school district
  - a) Can be asked by the camp leader, company, or NGO verification
  - b) Can list company’s address
- Keep children in school despite regular migration around Thailand for work, ensuring that they collect a ‘moving letter’ from their current teacher before leaving school, and show this to the new school once they have moved.

## 3. How to Support Children’s Vaccination

No documents are required for a child to obtain vaccinations; however, it is strongly recommended to bring:

- Pink book, or vaccination record book
- Birth Certificate

If no documents are available, be sure to bring the child and a parent with legal documents to the hospital to register the child and go through an assessment for determining appropriate vaccines. Be sure to have someone who can help translate in Thai if the family does not speak Thai.

If the child is under 7 years old, they can go to the local sub-district hospital.

If the child is 7 or older, they can go to a hospital.

One person is responsible for checking all children’s pink books and vaccination documents. Organize a trip during one work day every three months to ensure children’s vaccination follows the Thai standard.

Make sure to give parents back each document.

## 4. Obtaining Health Cards through the MHIS

It is recommended to check local systems in local health centres near to the camp, but in general, to give an idea:

If a child is younger than 7 years of age, a health insurance card under the MHIS is around 365 THB per year with relevant documents (as below). It can still be difficult for some medical centres to register migrants, so it is worth forming a partnership or for a camp with a hospital(s) that can provide these, and expects clients from the camp.

One is eligible to buy a health insurance card 7 years old or older when the individual has either of the following:

1. Employer has come with them to confirm that the workers work with them (only applies to adults, dependents of the adult can subsequently be registered)
2. The mother has a social security card that is registered within a hospital that offers health insurance cards, or in a hospital that can refer the case to a hospital that offers health cards.

The cost is around 2,100 THB per year (health check-up 500 THB, health insurance 1,600 THB).

## 5. Keeping Work Permit up to date

- It is the responsibility of the company and/or subcontractor to ensure that the work permit and associated visas are kept up to date
- The Work Permit book is 3,000 THB and lasts one year
- Companies and subcontractors should consult the Ministry of Labour for updated information regarding documentation and costs for migrant workers



## ANNEX 4 - Identifying Qualified Social Services

Companies can develop their policies in camps to protect workers and their children and can facilitate the camp residents' access to services, information and provide ad hoc support with orientation in a new location. However, for specialist social services such as case management for families facing critical social problems, or non-formal education services for children of parents who are migrants, companies should contact the local district office of the MSDHS to declare that their camp has a child population and would like to access child protection services, in addition to non-formal education centres. Child Protection-related procedures should be captured in the Child Safeguarding Policy (Annex 2), and all children at risk or suspected risk of child protection violations must be referred to Social Services. For access to education and other services, partnerships should be established with local service providers to facilitate services access, with guidance from local MSHDS entities as needed.

It may also be helpful for HR staff to consider the following when establishing a relationship with an NGO referred to them by the MSDHS:

### **Registered in Thailand**

Non-profit organizations, NGOs, and other charities or foundations should all be registered in Thailand. This allows for basic accountability against illegal or harmful practices.

### **Child Protection Policy**

Any group which interacts with children should have a clearly written 'Child Safeguarding Policy' which includes acknowledgement of child rights, protocol which protects children from abuse or exploitation, and proper follow-up if the policy is not being followed.

### **No media, pictures or videos of children without consent**

Organizations or partners coming to construction site camps visit a vulnerable population which face sensitive issues. At all times partners should respect the privacy of the children and families living there. Pictures, videos, and communication material should not be taken and shared in any way that can exploit the situation of children, and basic informed consent from parents should be obtained before any media is obtained or used.

### **Non-political and non-discriminatory**

Support for children should not be dependent on their race, gender, religion, language, or other status. Partners should consent to not spreading any religious, political, or discriminatory messages before coming in to work with children in the camp sites.

# ANNEX 5 - Community Safe Space Checklist

This “Community Safe Space Checklist” is a guidance for every actor in the construction sector (construction companies, real estate developer companies, contractors, workers, etc.) on how to develop an action plan to improve the living camp site of workers. For the camps to have an appropriate safe space for children and families in the community.

Community Safe Space (CSS) is a common area in the camp, accessible and usable for every community member. This is a safe space for relaxation, support space for children’s learning and development, advertisement space for important news for children and families, and an activity space for solidarity in the camp community.

CHECKLIST	Q1	Q1	Q3	Q4
CSS is situated far from traffic area or parking space				
There is a CSS sign				
There is a rule and sign which prohibits traffic within 5 metres distance from the CSS				
There is a 'no smoking' sign				
There is a 'no gambling' sign				
There is a 'no drugs and alcohol in the area' sign				
There is a 'no weapons or sharp item in the area' sign				
There is a 'no dissemination of pornography and illicit activities in the area' sign				
There is a 'keep area clean' sign and a rule specifying the CSS to be a trash-free area, including a designated person responsible for cleanliness				
There is an 'emergency exit' sign, and it is within range of sight for children				
The building has strong and durable structure including rooftop (or if it is an open space, there must be an awning which protects from sun and rain)				
Floor made of strong polished concrete/porcelain				
Wash basin with hand soap, including proper drainage system to prevent stagnant water				
Lighting system (preferably solar lighting)				
Plug sockets installed higher than children's reach, but not so high that you would need to climb on a chair				

CHECKLIST	Q1	Q1	Q3	Q4
Electric fans installed higher than children's reach				
Storage with a working lock, and the key is kept with Camp Boss or a responsible person				
Door(s) with a working lock (or if it's an open space, there must be fences with working locks)				
At least one waste bin and recycling bin in the area				
Wall-clock and calendar				
Desks/foldable tables and chairs				
Notice board for information/news dissemination				
There is CSS rule displayed on the wall				
Posters about child rights and child safeguarding displayed in CSS				
House Rules including the Child Safeguarding Policy displayed in CSS				
Camp Management team details (name, photo, position) displayed in CSS, so that community members know who to contact for what				
Print Annex 2 from the Social Impact Reference Pack Section 1 (for Workers and Children), which contains emergency phone numbers				
Designated space/wall for the exhibit of children's artwork				
Stationery and art tools e.g., pencils, coloured pencils, erasers, pencil sharpeners				
At least one whiteboard/blackboard with marker/chalk				
Games, tools, and toys that are suitable for children				
Bookshelf with picture books, storybooks, and informative books with appropriate content for children, in languages the community understands (e.g. Thai, Khmer, Tai Yai, Myanmar etc)				
Sports equipment available and can be borrowed from Camp Boss e.g., basketball hoop & ball, badminton racket and shuttlecock, jump rope				
There is a spare table and chairs or floor mat, in case of community's activities				
Informative posters e.g., Thai alphabet, English alphabet, basic math, basic health education				
*If possible* television/tablet/laptop to be used in CSS				

# ANNEX 6 - Preventing and Reducing Child Labour

Below is a reference table regarding child labour laws and regulations.<sup>31</sup>

## Thailand

SIGNIFICANT ADVANCEMENT

**Table 4. Laws and Regulations on Child Labor**

Standard	Meets International Standards: Yes/No	Age	Legislation
Minimum Age for Work	Yes	15	Chapter 4, Section 44 of the Labor Protection Act (35)
Minimum Age for Hazardous Work	Yes	18	Chapter 4, Sections 49 and 50 of the Labor Protection Act (35)
Identification of Hazardous Occupations or Activities Prohibited for Children	Yes		Chapter 4, Sections 49 and 50 of the Labor Protection Act; Clause 4 of the Ministerial Regulation concerning Labor Protection in Sea Fishery Work (35, 36)
Prohibition of Forced Labor	Yes		Sections 312, and 312 bis of the Penal Code; Sections 4 and 6 of the Anti-Trafficking in Persons Act (37, 38)
Prohibition of Child Trafficking	Yes		Sections 282–283 of the Penal Code; Section 6 of the Anti-Trafficking in Persons Act (37, 38)
Prohibition of Commercial Sexual Exploitation of Children	Yes		Section 8 of the Prevention and Suppression of Prostitution Act; Section 6 of the Anti-Trafficking in Persons Act; Sections 282 and 285–287 of the Penal Code; Article 26 of the Child Protection Act; Amendment to the Penal Code Act No. 24 (37-41)
Prohibition of Using Children in Illicit Activities	Yes		Article 26 of the Child Protection Act; Section 93 of the Narcotics Act; Section 84 of the Penal Code (40, 42, 43)
Minimum Age for Military Recruitment			
State Compulsory	Yes	21	Section 25 of the Military Service Act (44)
State Voluntary	Yes	18	Section 25 of the Military Service Act (44)
Non-state Compulsory	No		
Compulsory Education Age	Yes	16	Section 17 of the National Education Act (45)
Free Public Education	Yes		Section 10 of the National Education Act (45)

<sup>31</sup> <https://www.justice.gov/eoir/page/file/1010436/download>

# ANNEX 7 - Reference Information in Thai

## Rights of the migrant child and birth registration

Please find out more from:

1. สิทธิและแนวทางการพัฒนาสถานะบุคคลของเด็กอพยพโยกย้าย ยถึนฐานในประเทศไทย

Download at:

[https://www.unicef.org/thailand/media/5846/file/Rights\\_and\\_approaches\\_to\\_facilitating\\_the\\_acquisition\\_of\\_legal\\_status\\_for\\_children\\_affected\\_by](https://www.unicef.org/thailand/media/5846/file/Rights_and_approaches_to_facilitating_the_acquisition_of_legal_status_for_children_affected_by)



# สารบัญ

วัตถุประสงค์ของเอกสาร	3
บทที่ 1 ภาพรวมสถานการณ์เด็กอพยพโยกย้ายถิ่นฐานในประเทศไทย	5
บทที่ 2 เด็กอพยพโยกย้ายถิ่นฐานกลุ่มต่าง ๆ	7
2.1 เด็กข้ามชาติที่ไม่มีเอกสารประจำตัว	8
ก. เด็กอายุไม่เกิน 18 ปี (เกิดนอกราชอาณาจักรไทย) ที่อพยพติดตามผู้ปกครอง ที่เป็นแรงงานอพยพเข้ามาทำงานในประเทศไทยอย่างผิดกฎหมายโดยไม่ได้รับการผ่อนผัน ให้อยู่ในราชอาณาจักรไทย	9
ข. เด็กที่เกิดในประเทศไทยที่ยังไม่ได้รับการจดทะเบียนการเกิด	12
ค. เด็กที่ถูกบุกรุกหรือทอดทิ้งหรือไม่ปรากฏบิดา และมารดา (คนไร้รากเหง้า) ที่ยังไม่ได้รับการจดทะเบียนการเกิด	14
ง. เด็กที่ไม่มีสัญชาติไทยในสถานศึกษาและสถานศึกษาระบุเลขประจำตัว เป็นเลข P หรือ G หรืออื่น ๆ	16
จ. เด็กข้ามชาติในศูนย์การเรียนรู้ (Migrant Learning Center :MLC)	18
2.2 เด็กข้ามชาติที่มีเอกสารประจำตัว	22
ก. เด็กที่เกิดในราชอาณาจักรไทยและจดทะเบียนการเกิด (สูติบัตร)	22
ข. เด็กที่เกิดนอกราชอาณาจักรไทย	25
ค. เด็กกลุ่มที่มีนโยบายเฉพาะ เด็กไทยพลัดถิ่น ชาวเล และมานิ	28
2.3 เด็กผู้ลี้ภัย	30
ก. เด็กที่เป็นผู้ติดตามผู้อพยพหนีภัยการสู้รบจากประเทศเมียนมา และรัฐบาลไทยอนุญาตให้พำนักในศูนย์พักพิงชั่วคราว (9 ศูนย์ตามแนวชายแดน)	30
ข. เด็กที่เป็นผู้อพยพและถือเอกสารประจำตัวของสำนักงานข้าหลวงใหญ่ผู้ลี้ภัย แห่งสหประชาชาติประจำประเทศไทยแต่ไม่ได้พำนักในศูนย์พักพิงชั่วคราว (ผู้ลี้ภัยในเมือง)	32
2.4 เด็กกลุ่มอื่น ๆ	35
ก. เด็กที่มีบิดาหรือมารดาเป็นคนสัญชาติไทยแต่ยังไม่ได้รับการรับรองสัญชาติไทย	35
ข. เด็กที่เป็นผู้เสียหายจากการค้ามนุษย์ หรือแรงงานบังคับ	36
ค. เด็กขอทาน	38

### บทที่ 3 สิทธิและสวัสดิการของเด็กอพยพโยกย้ายถิ่นฐาน ตามกฎหมายแห่งราชอาณาจักรไทย

ก. สิทธิในการได้รับการยอมรับเป็นบุคคลตามกฎหมาย (Legal Recognition)	41
ข. สิทธิอาศัยในราชอาณาจักรไทย	42
ค. สิทธิในการทำงาน	43
ง. สิทธิในการใช้ / การได้นามสกุล	44
จ. สิทธิในสวัสดิการของรัฐ	45
• โครงการเงินอุดหนุนเพื่อการเลี้ยงดูเด็กแรกเกิด	45
• วัคซีน	46
• การเข้าถึงศูนย์พัฒนาเด็กเล็ก	47
• การเข้าถึงสิทธิด้านการศึกษาขั้นพื้นฐาน	48
ฉ. สิทธิในการเดินทาง และการย้ายภูมิลำเนา	49
ช. สิทธิในการเข้าถึงความยุติธรรม	50
ซ. สิทธิในการมีส่วนร่วม	55

### บทที่ 4 กลไกการร้องเรียนกรณีเจ้าหน้าที่รัฐปฏิบัติหน้าที่โดยมิชอบหรือละเว้นการปฏิบัติหน้าที่

ภาคผนวก	60
ภาคผนวกที่ 1 แผนผังการจดทะเบียนการเกิดกรณีเกิดในสถานพยาบาล	60
ภาคผนวกที่ 2 แผนผังการจดทะเบียนการเกิดกรณีเกิดนอกสถานพยาบาล	61
ภาคผนวกที่ 3 แบบพิมพ์การทะเบียนราษฎรต่าง ๆ	62
ภาคผนวกที่ 4 ความหมายของเลขประจำตัวประชาชนทั้ง 13 หลัก	63
ภาคผนวกที่ 5 การขออนุญาตออกนอกเขตพื้นที่ควบคุม	64
ภาคผนวกที่ 6 ตารางวินิจฉัยสัญชาติของบุคคลที่เกิดในประเทศไทยโดยบิดาและมารดาเป็นคนต่างด้าว	65
ภาคผนวกที่ 7 ตารางสิทธิ / สวัสดิการที่สำคัญของเด็กย้ายถิ่น	66
ภาคผนวกที่ 8	69

## 2. คู่มือการจดทะเบียนการเกิดและกระบวนการพัฒนาสิทธิในสัญชาติไทย

Download at:

<https://www.unicef.org/thailand/media/5941/file/Manual%20on%20Birth%20Registration%20and%20Procedures%20on%20Facilitating%20the%20Right%20>



# คู่มือ

การจดทะเบียนการเกิด และ  
กระบวนการพัฒนาสิทธิในสัญชาติไทย





# สารบัญ

บทนำ	3
การจดทะเบียนการเกิด	5
1. การแจ้งเกิดภายในกำหนดระยะเวลาที่กฎหมายกำหนด	5
2. การแจ้งเกิดเกินกำหนด	8
3. การแจ้งเกิดกรณีเด็กแรกเกิด/เด็กไร้เดียงสาที่ถูกทอดทิ้ง	11
4. การแจ้งเกิดกรณีของเด็กเร่ร่อน/เด็กไม่มีพ่อแม่หรือพ่อแม่ทอดทิ้ง ซึ่งอยู่ในความดูแลของสถานสงเคราะห์	13
5. การขอออกหนังสือรับรองการเกิด 20/1	15
การขอจัดทำทะเบียนประวัติบุคคลไม่มีสถานะทางทะเบียน ตามมาตรา 38 วรศ 2 แห่งพระราชบัญญัติ การทะเบียนราษฎร พ.ศ. 2534 แก้ไขเพิ่มเติม (ฉบับที่ 2) พ.ศ. 2551 (คนไร้รัฐโดยสิ้นเชิง)	17
การขอเพิ่มชื่อและรายการบุคคล ในทะเบียนราษฎร ตามข้อ 97 แห่งระเบียบสำนักทะเบียน ว่าด้วยการจัดทำ ทะเบียนราษฎร พ.ศ. 2535	20
การขอลงรายการสัญชาติตามระเบียบสำนักทะเบียนกลางว่าด้วยการพิจารณาลงรายการ สถานะบุคคลในทะเบียนราษฎร ให้แก่บุคคลบนพื้นที่สูง พ.ศ. 2543	22
การขอลงรายการสัญชาติไทยตามมาตรา 23 แห่งพระราชบัญญัติสัญชาติ พ.ศ. 2508 แก้ไขเพิ่มเติม (ฉบับที่ 4) พ.ศ. 2551	25
การขอสัญชาติไทย กรณีคนไร้รากเหง้า มาตรา 19/2 แห่งพระราชบัญญัติการทะเบียนราษฎร พ.ศ. 2534 แก้ไขเพิ่มเติม (ฉบับที่ 3) พ.ศ. 2562	29
การขอพัฒนาสิทธิในสัญชาติไทยของคนไทยพลัดถิ่น แห่งพระราชบัญญัติสัญชาติ พ.ศ. 2508 แก้ไขเพิ่มเติม (ฉบับที่ 5) พ.ศ. 2555	32
การขอรับรองสิทธิในสัญชาติไทยตามมาตรา 7 ทวิ แก่บุคคลซึ่งเกิดในประเทศไทย ตามพระราชบัญญัติสัญชาติ พ.ศ. 2508 แก้ไขเพิ่มเติม (ฉบับที่ 4) พ.ศ. 2551 และมติคณะรัฐมนตรี 7 ธันวาคม 2559	37
กลุ่มที่ 1 บุตรของชนกลุ่มน้อยและชาติพันธุ์ที่อพยพเข้ามาอาศัยในประเทศไทยเป็นเวลานาน	37
กลุ่มที่ 2 บุตรคนต่างด้าวประเภทอื่น ๆ	44
กลุ่มที่ 3 คนไร้รากเหง้าที่เกิดในประเทศไทย	50
กลุ่มที่ 4 ผู้ทำคุณประโยชน์เป็นที่ประจักษ์แก่ประเทศไทย	56
การขอหนังสือรับรองความจำเป็นที่จะต้องมีสัญชาติไทยตามมาตรา 7 ทวิ กลุ่มบุตรของคนต่างด้าวอื่น ๆ ที่ไม่ใช่ ชนกลุ่มน้อยหรือกลุ่มชาติพันธุ์ (นักเรียน/นักศึกษา)	63
สรุปการเข้าถึงสิทธิอันจำเป็นของคนที่มีปัญหาสถานะบุคคล	67
บรรณานุกรม	70







Baan Dek Foundation  
27 Moo 5, Chiang Mai - Doi Saket Rd.,  
Sanphranet, Sansai, Chiang Mai 50210  
Thailand

[www.buildingsocialimpact.org](http://www.buildingsocialimpact.org)

[www.baandekfoundation.org](http://www.baandekfoundation.org)

Telephone: +66(0)53 222 211

Email: [socialimpact@baandekfoundation.org](mailto:socialimpact@baandekfoundation.org)



An initiative implemented by Baan Dek Foundation in partnership  
with UNICEF and funded by the European Union