**Checklist: Free, Prior, and Informed Consent (FPIC)**

This is a simplified guide to help researchers comply with the FPIC and safeguard against extractive practices that exploit Indigenous peoples.

# 1. PREPARATION PHASE

☐ Thoughtfully explore why you want to collaborate with the Indigenous peoples. For whose benefit?

☐ Learn and understand their governance systems, decision-making procedures, and cultural protocols.

☐ Engage with recognized leaders, elders, or governing bodies to initiate dialogue.

☐ Translate all materials (written, visual, or oral) into local languages and dialects.

☐ Involve cultural mediators or facilitators who are trusted by the community.

# 2. FREE

☐ Ensure that consent is voluntarily given, without coercion, manipulation, or pressure.

☐ Confirm that there are no conditions (financial, legal, or social) that might compromise the freedom of consent.

☐ Provide safe and neutral spaces for community members to discuss and decide collectively.

# 3. PRIOR

☐ Provide all relevant information well in advance before any activity begins.

☐ Plan for community sufficient time for for sufficient time in your plan for the community to have internal deliberations and consultations.

☐ Do not rush the community for consent to meet external project timelines and due dates.

# 4. INFORMED

☐ Clearly explain the purpose, scope, and expected outcomes of the activities.

☐ Disclose potential risks, benefits, and long-term impacts to the community.

☐ Explain how the data or resources will be used, stored, and possibly shared.

☐ Clarify who will benefit from the projects, including any commercial aspects.

☐ Answer all questions and allow community members to seek further clarification as needed.

☐ Provide this information in accessible formats (e.g., audio, visual, storytelling).

# 5. CONSENT

☐ Ensure community-wide consent is obtained, not just from individual participants.

☐ Use culturally appropriate methods to record consent (e.g., oral agreements, witnessed statements, or audio recordings).

☐ Offer different levels of consent (e.g., public use, community-restricted, sacred/private).

☐ Respect the community’s right to say “no” at any point in the process.

☐ Provide clear procedures for community members to withdraw consent later.

# 6. ONGOING CONSENT MANAGEMENT

☐ Reconfirm consent regularly, especially when project objectives change or more partners join the collaboration.

☐ Schedule periodic review meetings to check in with the community.

☐ Provide continuous access to project updates, findings, or uses of the data.

☐ Securely organize and store the consent agreements with community oversight.

# 7. DOCUMENTATION & ACCOUNTABILITY

☐ Keep detailed records of all FPIC processes, consultations, and agreements.

☐ Share these records with the community in their preferred format.

☐ Ensure a grievance or complaint mechanism is in place for the community.

☐ Appoint a contact person or liaison within the community for all FPIC-related matters.

**Acknowledgement:** This checklist was adapted for educational purposes and acknowledges the longstanding work of Indigenous leaders and international agencies in establishing FPIC as a global standard.

**For More Information on FPIC:** Food and Agriculture Organization of the United Nations (FAO). (2016). Free, Prior, and Informed Consent. An Indigenous Peoples’ right and a good practice for local communities. FAO. <https://openknowledge.fao.org/handle/20.500.14283/i6190e>