

**KINGDOM OF CAMBODIA**

**Nation Religion King**

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**TERMS OF REFERENCE**

**“National Consultant for Formulation of Regulations (Guideline, Prakas of GAHP, Quarantine)”**

<b>Project:</b>	Cambodia Agricultural Sector Diversification Project (CASDP)
<b>Duty station:</b>	Ministry of Agriculture, Forestry and Fisheries (MAFF), Phnom Penh, Cambodia.
<b>Section/Unit:</b>	CASDP/MAFF
<b>Contract/Level:</b>	Individual National Consultant
<b>Supervisor:</b>	Project Director
<b>Mode of Contract:</b>	Lump Sum Contract (4 months)

**I. Background**

The Cambodia Agricultural Sector Diversification Project (CASDP) aims to enhance market opportunities through an inclusive, beneficiary-led, market-driven approach leading to improved competitiveness and increased capacity to manage climate risks and is to be implemented over 6 years. The Project Development Objectives of CASDP are to facilitate the development of diversified agriculture value chains in selected geographical areas in Cambodia and to provide immediate and effective response in case of an eligible crisis or emergency. The project supports (i) facilitating integrated agribusiness investment; (ii) investing in farm-level organizations and farm productivity; (iii) expanding value chain linkages; (iv) stimulating agribusiness innovation; (v) investing in critical public goods which provide the supportive environment; and (vi) identification and provision of key economic infrastructure to remove constraints to diversified agriculture development. The key results the project expects to achieve are (a) Increase in the volume and value of gross sales at benefitting farms (percentage); (b) Increase in the value of gross sales of benefitting agribusinesses (percentage); (c) Share of non-rice production area of participating farmers. The main beneficiaries of the project are: (i) farmers in selected project regions, both rural and peri-urban; (ii) agribusinesses (entrepreneurs and workers) participating in identified value chain development; (iii) general population in rural project areas; and (iv) project implementing agencies (IAs) at national and sub-national level. The CASDP comprises the following five components: (a) Enabling Agriculture Diversification; (b) Supporting Public Infrastructure; (c) Improving Agriculture Information Systems and Quality Control Management; (d) Project Management, Coordination, and Monitoring and Evaluation; and (e) Contingent Emergency Response.

**II. Rational**

Livestock subsector is an essential need to promote agricultural sector for economic growth. The promulgation of law on Animal Health and Production in 2016 has increased more roles and challenges for the General Directorate of Animal Health and Production (GDAHP) to strengthen livestock management and development in the country. In order to operationalize the law enforcement and to establish legal standards for each activity of the livestock subsector such as fostering sanitary standards for animal health, animal welfare, public health and environment, the formulation of a series of regulations (Prakas) needs to be carried out. To this end, the, GDAHP seeks to hire an experienced National Consultant for the formulation of required regulations (Guideline, Prakas of GAHP, and Quarantine).

**III. Job Description**

The Consultant is an expert who will provide assistance in all the legal matters and advice in legal documentation, negotiations, contracts, etc. This professional is responsible for defending the rights and the legitimate interests of the party they are working for. He/she is responsible for drafting and reviewing the drafting the legal documents or regulations.

**IV. Main Duties and Responsibilities**

The Consultant is expected to address the needs of relevant livestock activities to be carried out by MAFF under the CASDP project. The consultant will undertake the following specific tasks and services:

1. draft regulations pertaining to the enforcement of the 2022. Law on Animal Health and Production including:

- a. Prakas on Procedures and technical standard requirements for the establishment, management, and permission to establish quarantine stations for animals and animal products
  - b. Prakas on Procedure and requirements for accreditation of public and private laboratories for animal health and production
  - c. Prakas on operational guideline of laboratories on animal health and production
  - d. Prakas on Management of facilities for preliminary processing of animal products
2. review the relevant rules, regulations, and guidelines on livestock such as, good animal husbandry practice and Prakas on Procedures for veterinary sanitation inspection
  3. formulate a methodology and lead an assessment of the existing national legal frameworks, and carry out a gap analysis vis a vis international benchmarks;
  4. provide legal advice;
  5. obtain expert support as well as feedback so that the legal work procedures may be proceeded without any interruptions;
  6. facilitate in national discussion/workshop/meeting on legal issue and gather input from relevant stakeholder.

#### V. Working Arrangement, Deliverables and Reporting Requirements

(a). **Working arrangements:** The consultant will day-to-day work closely with General Directorate of Animal Health and Production, and will report to the CASDP Project Director.

(b). **Deliverables:** The Consultant will be responsible for the following main deliverables:

No.	Deliverables	Timeline	Payment Schedule (%)
1	Inception Report	2 weeks after contract signing	10%
2	Draft regulations under 2022 Law on Animal Health and Production	7 weeks after contract signing	30%
3	<ul style="list-style-type: none"> <li>- Review relevant rules, regulations, and guidelines on livestock,</li> <li>- Give the necessary guidance, methodology to assess the existing national legal frameworks and deliver international gaps' analyses for the implementation of the regulations,</li> <li>- Provide legal advises.</li> </ul>	11 weeks after contract signing	20%
4	Obtain expert support as well as feedback so that the legal work procedures may be proceeded without any interruptions.	13 weeks after contract signing	10%
5	Facilitate national discussion/workshop/meeting on legal issue and gather input from relevant stakeholder.	14 weeks after contract signing	20%
6	Final Report	16 weeks after contract signing <b>Following review and approval by PCO</b>	10%
<b>Total</b>			<b>100%</b>

**Reporting requirement:** Most reports are expected to be written in English and/or Khmer; exceptions may be agreed.

**VI. Payment:**

The payment will be made to the individual consultant upon satisfactory completion of each deliverable certified by the Project Director.

**VII. Duty Station:** The consultants will be based at GDAH Office in Phnom Penh.

**VIII. Selection Criteria**

**The assignment will require to have the following minimum qualifications:**

- Master's degree of law (LL.M);
- Experience in drafting legal documents in similar livestock activities;
- Minimum of 5 years of professional experience as practitioner of law; preferably in Cambodia;
- Experience in providing legal advice for the establishment of government strategy/ policy/legislation reports;
- A good knowledge and understanding of the main challenges facing the implementation of animal health and production sub-sectors;
- Experiences working in agriculture/livestock sector;
- Experience in facilitation to lead national discussions involving key experts and stakeholders from relevant national institutions;
- Professional experience working with government agencies;
- Experience working for international organizations and public institutions;
- Excellent interpersonal relationship skills.
- Excellent in writing, editing, and oral communication skills in Khmer and English