

**Kingdom of Cambodia
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**Ministry of Agriculture, Forestry and Fisheries
Cambodia Agricultural Sector Diversification Project
IDA Credit No. 63660 KH**

TERMS OF REFERENCE

**Consulting firm to assess MAFF capacity in developing policy and action plan for
implementation of food safety management systems and quality control**

Project: Cambodia Agricultural Sector Diversification Project (CASDP)
Duty station: Ministry of Agriculture, Forestry and Fisheries, Phnom Penh, Cambodia
Section/Unit: MAFF CASDP Subcomponent 3.2
Contract/Level: Consulting Firm
Supervisor: Project Director and Project Manager
Mode of Contract: TA contract

I. BACKGROUND

1. **Since 2013, Cambodia's agricultural value added has experienced very little growth, raising concerns about the sector's underlying strength and competitiveness and its ability to provide remunerative livelihoods going forward.** The Cambodia's agriculture sector (including fisheries and forestry) contributed about a quarter to annual GDP and was the source of 36.4 percent (or 3.1 million jobs) of all jobs in 2016. External shocks, including the Covid-19 pandemic and the military conflict in Ukraine have played an important role in slowing progress in the sector. This has led to emerging questions about the underlying sustainability and quality of the earlier growth. Agriculture continues to depend heavily on natural resources and ecosystem services. The rapid agricultural growth, which was partly driven by the expansion of cultivated areas and practice of monoculture cropping at the early stage of agricultural development, had unfortunately also contributed to deforestation and soil degradation. Initial challenges facing the management of national resources have resulted in depletion of some important aquatic resources including overfishing.

2. **Cambodian farmers still lack competitiveness in larger markets for agricultural products.** The development of the rice sector has seen significant support from the Royal Government of Cambodia (RGC) and donors, while other crops have also gained increased importance and potential, particularly for small and medium size farmers. A recent policy shift to include diversification as an objective for agriculture sector strategies addresses that. Many



Cambodian producers, particularly small and medium size farmers, lack the knowledge and skills to successfully commercialize their agricultural output. They do not have access to the required technical assistance (extension services), financial services, and public infrastructure to participate in a demand-driven diversification. Support provided to the agricultural sector has not always been designed in a participative way, listening and responding to the needs of farmers and their buyers.

3. Focus of the activities will be on areas under the MAFF's responsibility and jurisdiction. Support for strengthening research and surveillance to comply with food safety and SPS as applied under the trade facilitation regime will follow a holistic approach by paying attention to activities ranging from the production stage to postharvest management stage. Specific attention will be given to pest surveillance, diagnostic, identification, and management systems needed to fulfil requirements under regional and international trade agreements. Significant efforts have been made in recent years to enhance the SPS regime and notable improvement in SPS-related testing and diagnostic infrastructures have been achieved. The project will further strengthen the system to be adequate for meeting modern demands. Funded areas will include animal health, enforcement of agricultural-input regulations, enhancing public awareness on law and regulations of agrochemical management and its impact on public health, animals and environment, agriculture products surveillance, MAFF laboratories, facilities for animal and plant quarantine stations and regional plant quarantine offices, operationalization and enforcement of sanitary and phytosanitary and animal health and hygiene laws and regulations, GAP, GAHP, and CamGAP/Association of Southeast Asian Nations GAP, promotion of participatory guarantee systems, and local labeling/branding. In particular, the promotion of and training on GAP, GAHP, and good manufacturing practices (GMPs) will be supported to open possibilities for Cambodian products in regional and international markets, requiring basic minimum international quality and hygiene certifications.

4. As part of the initiative to address the above issue, CASDP will coordinate capacity development support activities for the line departments of MAFF as well as increase awareness and capacity on food safety and food quality control among stakeholders of agricultural value chains. The capacity support will be provided in the framework of sub-component 3.2 of CASDP. It was agreed in the AM of ISM no. 5 of CASDP *"that this area of work is closely linked with the needs and opportunities that emerge from ACs' DPLs. These should be covered by the work of a consulting firm or organization with global experience in supporting the development of food safety inspections, testing capabilities and quality control management to be engaged by the PCO. To develop this coherently, the project team should work with such firm/organization to ensure that specific food safety and quality control needs are systematically identified, documented and incorporated into the work plan of this sub-component"*.

5. PCO intends to procure international technical assistance in order to enable MAFF to benefit from proven good international practices and experience in development of national food safety management and quality control systems. Given the complex holistic nature of this sub-component and the large number of stakeholders involved, it was proposed that a detailed workplan should be drawn up in the course of a preliminary study which would define the



detailed scope of the work to be undertaken. The current ToR therefore scopes the nature of the study to be undertaken and how the results of the study will be used as a basis for defining the TOR of a subsequent Contract for implementation.

II. PROEJCT DESCRIPTION

6. ***Project Development Objective (PDO) Statement.*** The proposed PDOs 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.

7. ***PDO-level indicators.*** The achievement of the first part of the PDO will be measured through the following indicators: (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); and (c) share of non-rice production area of participating farmers (percentage).

8. ***Project Components.*** The Cambodia Agricultural Sector Diversification Project (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.

9. The proposed project is designed to enhance market opportunities through an inclusive beneficiary-led and market driven approach leading to enhanced competitiveness and increased capacity to manage climate risks. With an overall investment requirement of US\$101.67 million, including a US\$91.67 million IDA credit. The first two components are closely linked and represent the largest part of the investments and will be modular and scalable and adaptable to geographical areas and commodity/value chains. The third component focuses on institutional strengthening and seeks to enhance the impact of the investments made under the first two components in the medium and long term, ensuring sustainability and possible expansion of benefits across the country.

10. The compilation of value chain support, including technical assistance (TA), productive infrastructure, and financial support services under Component 1, emphasizes the proposed project's close ties between direct support to farmers, producer organizations (POs), and small and medium agribusinesses (SMAs) and the public investments in roads and irrigation infrastructure under Component 2. All public infrastructure investments of Component 2 will be prioritized and implemented as described in selected diversification plans (DPIs) prepared under Component 1, applying new civil works codes that reduce vulnerability to climate risks.

11. ***Component 1: Enabling Agriculture Diversification.*** Component 1 will use a holistic value chain approach that is market and demand driven to build diversified competitive value chains, in which POs and their members can access rewarding domestic and international markets, and SMAs (such as aggregators, processors, input suppliers, distributors, wholesalers) can have access to better quality raw material on a consistent basis, while increasing their

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absorptive capacity and achieving the quality standards that the markets require. This component is competitive and mostly private sector driven, with the Government having mainly a facilitating role, while providing certain market-linked agricultural extension services (in which it has a comparative advantage) leading to the adoption of new technologies to increase productivity and to enhance resilience to climate risks. The farmers' POs and SMAs will be in a position to determine the type of services and infrastructure and the delivery mechanisms that responds to their needs.

12. ***Subcomponent 1.1: Supporting the Preparation and Implementation of Diversified Agricultural Value Chains.*** The subcomponent finances (a) awareness raising campaigns, (b) support for teaming up of stakeholders, (c) support for the preparation and evaluation of Diversification Proposals (DPr), (d) support for the preparation and evaluation of full-fledged DPI for selected DPr; (e) implementation support, and (f) technical support.

- (a) **Awareness raising campaigns.** The project finances the preparation and implementation of an awareness raising strategy to promote an understanding of the project's scope and objectives through outreach to potential stakeholders and beneficiaries. Awareness raising and dissemination activities will be supported by nongovernmental organizations (NGOs) or firms to ensure that potential beneficiaries have all information and knowledge about project processes and eligibilities.
- (b) **Support for teaming up of stakeholders.** Once the project is known by the public, the project will finance the organization of business networking events, including business roundtables forums and local workshops, for supporting the formation of strategic partnerships among key stakeholders along priority selected value chain, leading to teams that want to conduct business together (such as the POs, SMAs, larger agribusinesses and buyers, financial lenders). Dedicated awareness raising material and events will be used to ensure access, including for women, to all information needed to encourage stakeholders' active participation in the project.
- (c) **Support for the preparation and evaluation of DPr.** Following the awareness raising and information dissemination campaigns in the project provinces, there will be a general Call for Proposals, and interested POs and SMAs can submit initial Diversification Proposals following a standard format. The DPr will consist of one or several business proposals (BPr), one for each PO and SMA, describing the intended private investments and the required public infrastructure investment support (financed under Component 2) needed to support the implementation of the BPr. The BPr will state the business objective and include all involved stakeholders, including the financial lender (ideally participating in the credit line described in Subcomponent 1.2). It will also include an assessment of the knowledge and investment gap and broadly include the investments and TA that would be needed at farm, PO, and SMA level, including their cost and a simple financial analysis. When needed, POs and SMAs will receive support from a TSP, employed by the project. The DPr and associated BPr will be evaluated by an evaluation committee (EC) led by the Ministry of Economy and Finance (MEF) and including the MAFF, following clear evaluation criteria and judging technical feasibility and contribution to improving nutrition, financial viability, and social and environmental sustainability, as well as to enhance climate resilience. The detailed criteria are elaborated in the Project Operations Manual (POM) and

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include scored marks for explicit incorporation of GAP/GAHP/GMP, job creation, inclusion of women and youth, and nutrition sensitivity of the proposals. Competitively selected DPr will be endorsed by an Advisory and Endorsement Committee (AEC) for further elaboration, with support from the TSP, into a fully-fledged DPl.

(d) **Support for the preparation and evaluation of full-fledged DPl for selected DPr.**

The project will ensure provision of TA to teams for the preparation of detailed DPl. Each DPl will have a detailed public infrastructure plan and include one or several detailed business plans (BPl), one for each PO and SMA. Each selected BPl should be technically feasible, financially viable, economically profitable, socially responsible, and environmentally sustainable, and should, when implemented, contribute to a consistent and timely supply of sufficient quantities of quality produce to buyers while providing a reliable income to farmers. Proposed production and processing systems will be designed with the purpose of strengthening resilience and introducing climate smart techniques. TA and infrastructure provision will support adaptation of respective practices. The DPl and associated BPl will be evaluated and selected by the EC and thereafter endorsed by the AEC. Priority will be given to BPls that can contribute to closing key nutrient gaps in the domestic food system (as identified in the Fill the Nutrient Gap analysis) or exploit improvements in nutrition outcomes through collaboration with other relevant, respective projects. Additionally, criteria prioritize also resilience and climate responsiveness of proposed production and processing systems through a scoring system.

(e) **Implementation support.** In addition to the core public services to be provided to the BPl beneficiaries as outlined in the DPl, support will be provided to the POs and SMAs to make sure that all the investments and TA are implemented as planned and to the highest standards possible. The objective is to strengthen the implementation readiness at the farmer, PO, and SMA level. This support includes financial literacy to increase the procurement and financial management (FM) capacity of the POs and SMAs.

(f) **Technical support.** The BPl beneficiaries will also receive core public technical services: (i) training in areas such as agricultural cooperatives (ACs) and contract farming; (ii) TA in areas such as postharvest management, organic farming, climate smart agriculture practices, agricultural machinery, and food safety; (iii) the participation in workshops, fairs, and exchange visits; and (iv) training in environmental and social safeguards.

13. **Prioritization of nutrition-sensitive and/or export-oriented BPls.** The selection criteria for the DPr are designed to prioritize financing the implementation of nutrition-sensitive and/or export-oriented BPls. Nutrition-sensitive value chains will be defined as those that can contribute to reducing undernutrition in the Cambodian population. Export-oriented value chains will be defined as those that can contribute to promoting Cambodia's exports of agricultural products. Detailed selection criteria are outlined in the Project Operations Manual (POM).

14. **Subcomponent 1.2: Financing Agriculture Diversification.** To facilitate the financing of the productive investments and TA identified in the approved DPl and associated BPl, the project will set up a credit line, complemented by a matching grant facility predominantly intended for POs, aiming to link to value chains. The financial instruments will finance a broad range of investments at the farm/PO/SMA level as identified in the DPl and BPl, related to

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agriculture diversification, including processing equipment, on-farm irrigation equipment (drip, microjet, sprinkler, on-farm water storage, and so on), agricultural machinery, (cold) storage, vehicles, packaging and trading equipment, information and communication technology (ICT) solutions, agricultural inputs, and other eligible investments. Development for diversified, irrigated farming will focus on one or more blocks in the existing irrigation schemes where on-farm irrigation equipment will be installed. Diversified agriculture will for most sub-projects require pumped on-farm irrigation rather than gravity rice irrigation. The project will provide technical advice to beneficiaries to ensure that water and energy efficient technologies will be applied, in particular solar power. Some of the POs may develop small irrigation schemes outside existing irrigation schemes. These schemes will typically be around 20 ha and will use groundwater or surface water from small streams. The credit line and matching grant facility will be available to finance viable schemes.

15. ***Credit Line for Agribusiness and Value Chain Development.*** The US\$30 million), which will be managed by a Treasury Bank (the Agriculture and Rural Development Bank; ARDB), will have two windows, one supporting a broad-based development of the sector while a second one will support value chain development by financing BPI of POs and SMAs from the selected DPl of Subcomponent 1.1. The general credit line window will cater to a broad range of potential borrowers borrowing through the participating financial institutions (PFIs) and will be open to the POs and SMAs and other actors supporting a diversified and competitive agriculture sector. Funding will be available for viable business plans, accepted by PFIs. This Window will provide investments and limited working capital loans for diversified agribusiness development. The second – Diversification Proposal Window (approximately US\$10 million) will be earmarked for the value chains supported/established under Subcomponent 1.1, and will, therefore, aim to finance entire value chains, from producers to the market. Under this window, the value chain participants (including SMAs, POs or others) will borrow for investment in production facilities and assets, for contract farming arrangements, and other suitable value chain financing arrangements. Overall, it is expected that the maximum loan size/exposure to a value chain will reach up to US\$1 million in cases of financing entire value chains or agribusiness investments (where a precondition will be linking farmers to markets). The credit line would be channelled through selected qualified banks, financial institutions and deposit-taking MFIs (PFIs), selected through a due diligence process using criteria agreed with the World Bank, at the outset of the project.

16. ***Matching grant facility.*** The matching grant facility will provide matching grants to the POs (and their members) involved in selected DPls supported by the project, to facilitate their links with diversified and competitive value chains led by SMAs or larger agribusinesses and buyers (such as aggregators, agribusinesses, processors, distributors, wholesalers, retailers, and exporters), creating links back to the POs and providing their access to markets. The matching grants will finance up to 40 percent of the portion of the BPI related to the activities of the POs or up to US\$400,000, whichever is lower. Only investments and TA will be eligible for the matching grant co-financing. The remaining 60 percent would be financed either by the beneficiary savings/equity or borrowing from the project's credit line of the DPrs window.

17. ***Component 1 Implementation Arrangements.*** The Ministry of Agriculture, Forestry and Fisheries (MAFF) is responsible for the implementation of Sub-component 1.1, as well as


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for the implementation of the Matching Grant Program. The Ministry of Economy and Finance, through the ARDB, is responsible for the implementation of the credit line. An international consulting company with relevant expertise in value chain development (hired under these TOR) will lead the support to the value chain development and support the preparation of BPr and BPl, as well as ensure linkages with the other two components of the project. This work will be done in collaboration with local technical service providers (TSP) hired under separate TORs.

18. **Component 2: Supporting Public Infrastructure.** The component will support government/public actors providing demand-driven, improved infrastructure, such as rural roads and higher-order irrigation infrastructure, for which private sector services are generally not available or accessible. These include off-farm irrigation infrastructure and rural market access roads, identified by the stakeholders in the approved DPls under Component 1, to improve the PO's ability to diversify crop production through improved and on-demand water availability and transport produce to the markets in an efficient manner that speeds up delivery and minimizes losses. The component will also finance consulting services for design and construction supervision. Removing bottlenecks for productive investments and the provision of public infrastructure is also part of the proposed project's efforts to facilitate MFD intervention by private sector stakeholders.

19. **Subcomponent 2.1: Supporting Irrigated Agriculture.** Many of the POs are expected to develop diversified agriculture in existing irrigation schemes. Led by the MoWRAM, the project will finance selective rehabilitation or upgrading of irrigation water conveyance and distribution systems identified in the DPI prepared under Subcomponent 1.1. The project will not invest in large-scale irrigation infrastructure, and investment support will be provided only in combination and coordination with other value chain diversification measures. Thus, investments under the project will be limited to selective canal lining, construction of control structures, installation of new gates, and so on to ensure that the water can reach the irrigation blocks of the POs practice diversified agriculture on a demand rather than supply-driven basis. It will also include the TA and training to water user communities and municipalities to strengthen their capacity to operate and maintain the financed irrigation infrastructure, and financing consulting services, as needed to design and supervise the infrastructure investments. Finally, the project will support the MoWRAM and MAFF with the introduction of modern technologies, such as remote sensing and drones, to improve irrigation water management and its monitoring.

20. **Subcomponent 2.2: Supporting Agriculture Roads.** Led by the Ministry of Rural Development (MRD), the project will support the enhancement of connectivity through improving farm-to-market roads (rural roads) identified in the DPI prepared under Subcomponent 1.1. Based on the needs described in the DPI, the existing rural roads will be improved, either paved or unpaved, to increase the impact on productivity and market access of investments delivered as part of Subcomponent 1.2 and contribute to the overall competitiveness of the agriculture sector. The engineering road design will follow adequate civil works codes taking into account the need to ensure resilience of the infrastructure to climate change and extreme weather events. Improved traffic flows on rehabilitated/upgraded roads will decrease GHG emissions per unit transported.



21. **Component 3: Improving Agriculture Information Systems and Quality Control Management.** The objective of Component 3 is to strengthen foundational knowledge, data analysis capacities, and regulatory delivery systems within the public sector and their implementation and enforcement. These will contribute to broad and transparent knowledge and improved decision making of public sector and private actors, with impacts reaching beyond the supported farmers, POs and SMAs. Agriculture information and quality management systems will benefit direct stakeholders as well as farmers, POs, and SMAs that operate in areas not included in the project communes and provinces. The component will also fund analytical and policy advisory work to guide government investments in support of agriculture sector development.

22. **Subcomponent 3.1: Agriculture Information Systems.** The Sub-component will finance investments in the further development and improved use of soil/agroecological maps, agricultural early warning systems, food production and agricultural statistics/census data (agricultural market intelligence and marketing information systems), and potentially others. New technologies in ICT will be promoted to ensure broadest dissemination and best use of available data and information for public and private sector stakeholders' planning and decisions regarding production, processing, and marketing of agriculture products, and services and support will be given for market intelligence to identify medium-and long-term opportunities for suitable products. Funding will be provided for targeted information provision through new and appropriate technologies to reach the participating women farmers with limited access to written material. Information dissemination will include nutrition-related messages and materials relevant to strengthen the nutrition outcomes of the project.

23. **Subcomponent 3.2: Quality Control Management.** Investments to strengthen the effectiveness of plant protection and phytosanitary, animal health, and food safety surveillance, reporting, and inspectorate systems and systems to enforce agricultural input regulations will be supported. This will include support for the development of certification, licensing and other quality control and management services, development and application of regulations on GAPs and organic products, good animal husbandry practices (GAHPs), use of geographic indicators, and so on.

24. Responding to an identified constraint to the development of quality products, the project will provide TA to strengthen the use and promotion of good varieties and quality seed and propagated materials. The project will actively search for an interested PO and/or SMA to establish seed multiplication groups and building their capacity to select good varieties and quality seeds. Technical and material assistance to such alliances/cooperation would follow the approach and conditions as described in Component 1.

25. **Geographical targeting.** The project operates in 12 provinces, plus in Phnom Penh. The provinces have been chosen for their suitable agroecological conditions for high-value products, with Phnom Penh as the location of many potentially participating SMAs. The provinces include: Battambang, Mondulkiri, Stung Treng, Ratanakiri, Preah Vihear, Kampong Cham, Tboung Khmum, Kratie, Siem Reap, Kandal, Kampong Speu, Kampong Chhnang.

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III. SCOPE OF THE STUDY

26. The following three areas are considered as priority for CASDP in implementation of Sub-component 3.2.

1. **Food Safety Management Systems and Quality Control Policy.** The law on Food Safety was adopted in June 8, 2022 for food safety management in Cambodia. Law of Plant Protection and Phyto-Sanitary (adopted on May 3, 2022) and Law of Animal Health and Production (adopted January 2016) also support Food Safety Management and food control systems and agri-trade systems. The International legislation frameworks such as the IPPC, OIE and Codex also support to food safety control systems. These laws and legislation frameworks are to be reviewed by the consultant and to draw policy gaps and operational implications for MAFF.
2. **Food safety inspection, control, advisory and surveillance practices of line departments of MAFF (GDA, GDAHP and DAI).** Assess potential capacity of MAFF to carry out planned roles within context of FSMS in line with international best practices coordinated with Ministry of Commerce. Given that Cambodia is a member of WTO and is required to observe SPS requirements, the MAFF is required to maintain a database of notifiable diseases and pests as part of SPS measures required for export markets.
3. **Analytical testing capacities and quality management practices of selected MAFF laboratories (GDA, GDAHP, and DAI) enhanced.** The role of laboratory testing on a risk-based FSMS is to be clearly defined and the role of MAFF laboratories is to be agreed upon with Ministry of Commerce and relevant RGC agencies. The laboratories of different line departments have expressed need to obtain international accreditation for specific testing capacity. Assessment of needs should be undertaken and a roadmap for achievement of this objective is to be drawn up. The testing capacity should correspond to the legislative requirements and be economically sustainable. Laboratory testing capacity should also fulfill the minimum international requirements of Cambodia under SPS and TBT.
4. The MAFF also pursues activities in the following three areas as part of an integrated approach towards improving general food safety and quality standards including a) Establishment of Geographic Indicator System b) Development of Organic Agriculture possibly under national brand "CamOrg and c) Implementation of GAP at widescale level among producers.

IV. ASSIGNMENT OBJECTIVES

27. The Consultant will conduct analytical work (Phase 1) to identify the capacity needs of each line department by reviewing existing procedures, policy documents, current food legislation (including new Food Law) and regulations related to food safety and quality control. This will involve holding meetings and consultations with all key stakeholders and personnel involved in food safety management and quality control. The main output will be an assessment report which details the results of the system audit and a proposed detailed work plan which will be followed during the implementation of the workplan in Phase 2.



28. The following key activities are to be performed by the consultants:

A. Food Safety Management Systems and Quality Control Policy

- Review adopted Laws as mentioned above in Cambodia as well as related international frameworks and related policy and legislation frameworks and assess the implications for MAFF organizational and operational structure in the implementation of a national Food Safety Management System (FSMS) and Quality Control.
- Coordinate with Ministry of Commerce which is authorized by the legislation to lead and coordinate on food safety management system implementation on the measures to be undertaken by MAFF and how these are to be integrated into national policy.
- Map existing capacities and needs of line departments of MAFF from perspective of new legislation and identify regulations and measures needed for implementation of national FSMS.
- Define the processes for licensing and registration of food businesses, training of food business operators, requirements on labelling and packaging, cold chain, traceability and consumer awareness. The possible role of MAFF in these tasks should be clarified in coordination with Ministry of Commerce, the Ministry of Industry, Science, Technology and Innovation, the Ministry of Health, and other relevant RGC's agencies.
- On the basis of this assessment, prepare a work plan with detailed implementation roadmap enabling MAFF to carry out the proposed tasks and establish identified competencies. The workplan should also define the profiles of internationally experienced FSMS professionals and the duration of their inputs who could work with MAFF in implementing the proposed measures as agreed with Ministry of Commerce and relevant RGC's agencies.

B. Food safety inspection, control, advisory services and market surveillance

- Define the requirements for implementation of an effective food safety inspection system appropriate for Cambodian needs in coordination with Ministry of Commerce and relevant RGC's agencies and define role of MAFF which ultimately will be formalized via inter-ministerial prakas.
- Identify the operational measures required to carry out food surveillance as part of FSMS and the potential role of MAFF in carrying out this task is to be defined under the coordination of Ministry of Commerce and relevant RGC's agencies and the role of MAFF testing laboratories (DAI, GDA, GDAHP) in carrying out this work.
- Assess the current status regulating import of food products and the role of MAFF to be defined with Ministry of Commerce, the Ministry of Industry, Science, Technology and Innovation, the Ministry of Health, and other relevant RGC's agencies working with customs. Define procedures and responsibilities of authorities where imported food products are confiscated, destroyed, or rejected for re-work.
- Assess the needs of MAFF to maintain notifiable diseases and pest databases consistent with SPS and TBT requirements.
- Highlight steps to be undertaken and additional resources required to establish and maintain a pest and notifiable diseases database consistent with SPS requirements to protect against zoonoses, pests or disease causing organisms or damage caused to an importing country by entry, establishment or spread of pests including weeds.

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- Take stock of other parallel technical assistance and/or investment supports by multilateral and bilateral development partners to maximize synergy whilst avoiding duplications of activities or investments.

C. Analytical testing capacities and quality management practices of selected MAFF laboratories

- The Consulting Firm should liaise with the CAPFISH project funded by EU which supports the development of laboratory testing capacity related to the fisheries sector and draw up a work plan. The work plan should address how laboratory capacity among the MAFF line departments can be upgraded according to market needs within the technical capacity and available budgets for the proposed national FSMS.
- Following presentation of the assessment results to MAFF, a subsequent workshop is to be delivered with the participation of Ministry of Commerce and other relevant Ministries as well as World Bank representatives.
- An assessment report will be submitted in draft form to MAFF-PCO which will be shared with World Bank. Following review and comments, the final report may be completed and submitted by the Consultant. Submit the Phase 1 assessment report to PCO for approval. It is expected that the report roadmap will serve as a template for the subsequent procurement of a service provider responsible for implementing the work plan.

D. G.I. Organic Farming, GAP

- Assessment of capacity of MAFF resources and highlight steps needed to successfully organize the following interventions: a) Establishment of Geographic Indicator System (Institutional organization, legislative changes needed, involvement of producer organizations); b) Assessment of a potential to establish a national organic certification system "CamOrg" – identify advantages and disadvantages of doing so when compared to the existing international Organic certification systems and the regulatory requirements (legislation, specifications, certification requirements, inspection and auditing); c) Review existing work carried out by MAFF on GAP applied to the agriculture sector in Cambodia. Prepare an assessment of current delivery and adoption of GAP and identify gaps which need to be filled

- E. The overall study should take SPS and regional food safety standards (especially ASEAN) into account in order to harmonize processes in line with regional trading partners.

V. Duration, Working Arrangement, Deliverables and Reporting Requirements

29. ***Duration of the assignment.*** The assignment is expected to be of 4 months duration.

30. ***Working arrangements.*** The Contracting Firm will liaise closely with other relevant Ministries and especially Ministry of Commerce, firms and/or NGOs, international and national consultants/advisers and officers at MAFF and sub-national team as well as

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development partners and other relevant stakeholders to support the CASDP activities. In addition, the Consultant will work closely with Department of Planning and Statistics, Agricultural Information and Documentation Center, Department Extension of Agriculture, Forestry and Fisheries, General Directorate of Agriculture, General Directorate of Animal Health Production, Department of Agro-Industry and Technical offices under Departments.

31. **Deliverables.** The Contractor will be responsible for the following main deliverables:

- After one month of inputs, the Contractor will organize an inception workshop and submit an inception report to MAFF-PCO. The inception workshop would be used to reinforce awareness and promote information exchange among the stakeholders on the implications of the study. The inception workshop will also ensure that takeholders fully understand the inputs they will be expected to provide in the course of the study and have an opportunity to make suggestions regarding the process.
- Carry out information exchange meetings with key institutional partners and most notably Ministry of Commerce and relevant RGC's agencies.
- Provide support and advice to MAFF
- Deliver a draft final report workshop on the results of the assessment for MAFF in order to incorporate comments from MAFF line departments
- Deliver a large workshop in order to present the assessment findings to other Ministries and stakeholders and notably Ministry of Commerce and relevant RGC's agencies
- Deliver final report to MAFF-PCO.

32. **Reporting requirements.** Most of reports are expected to be written in English and Khmer. This applies to the updated reports/plans specified below as well as studies, reports, briefings, technical guides, manuals or any other document for public distribution (on a case-by-case basis). All reports and plans are subject to written final approval and acceptance by MAFF and the World Bank.

- **Inception Report.** The inception report will present preliminary findings after month one of implementation and will advise MAFF on implementation progress and any changes to be incorporated.
- **Draft Final Report .** The report will be submitted one month before end of the Contract. This will be accompanied by a workshop which presents the findings and invites comments from MAFF stakeholders to be integrated in the final report. A second workshop will be organized afterwards which will involve other Ministries including Ministry of Commerce and relevant RGC's agencies.
- **Final Report.** The final report will be submitted to MAFF-PCO following integration of comments made by stakeholders during the presentations by the Consultant. MAFF and the World Bank shall provide comments on the draft final report within 10 working days. Once the final report is approved by MAFF (subject to World Bank's no objection), five hard copies of the final report in English and five in Khmer and the electronic versions in both languages must be submitted to the MAFF.

No	Deliverables	# Time of Schedule 4 months	Payment Schedule %
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1	Inception Report	1 month	20
2	Draft Final Report	3 months	40
3	Final Report	4 months	40
	Total		100

33. ***Inputs ensured by the MAFF.*** The MAFF will ensure that the consultants have the necessary access to all MAFF counterparts and accommodate work facilities where needed in Phnom Penh or in the provinces.

34. ***The assignment will require the following minimum qualifications:***

(a) Consulting Firm:

- Extensive professional experience of at least five years experience in Food Safety Management System (FSMS) design and implementation and quality control development of different national governments consistent with WTO principles.

(b) Profiles of Key Experts to be provided by the Contractor:

i. Chief of Party/FSMS Study Lead (full-time, 4 months)

- Master's degree or higher in food technology, food science or equivalent in food-related specialization with at least 5 years of experience in design and implementation of FSMS and SPS measures in comparable countries to Cambodia.
- At least 5 years experience delivering advice and institutional support to Government staff at Ministerial level and highly familiar with international food safety standards such as ISO 22000, BRC or equivalent.

ii. Laboratory Expert with experience of food surveillance and testing. (2 months)

- Master's degree or higher in microbiology or chemistry with food-related specialization with at least 5 years experience in management or administration of FSMS laboratory testing preferably accredited to ISO 17025.
- At least 5 years experience delivering advice and institutional support to Government staff. Experience in Cambodia or South East Asia preferable.

iii. Inspection and Food Surveillance Expert with experience of food surveillance and inspection of food businesses. (full-time, 4 months)

- Master's degree or higher in food-related specialization with at least 5 years experience in food safety inspection, food safety audits of HACCP inspections or experience of other internationally recognized or other international food safety management systems.
- At least 5 years of experience delivering advice and institutional support to Government staff. Experience in Cambodia or South East Asia is preferable.

iv. **Expert with experience in Geographic Indicators, Organic agriculture, and GAP (2 months)**

- Master's degree or higher in food technology, microbiology, or chemistry in food-related specialization with at least 5 years experience in GI, Organic Agriculture production systems, and GAP.
- At least 5 years experience delivering advice and institutional support to Government staff. Experience in Cambodia or South East Asia preferable.

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