

Consultancy Terms of Reference (ToR)

Call for Short Term Training Provision to Plant Quarantine Inspectors of Ministry of Agriculture, Ethiopia

Background

Ethiopian Horticulture Producer Exporters Association (EHPEA) is established as a pioneer horticultural legal entity representing actors in the sector in 2002. EHPEA is non-governmental organization whose members are legally registered and operating in the horticulture production and export business. Currently, EHPEA registered members have reached to 120 businesses that produce and export flowers, cuttings, ornamental plants, fruits, vegetables, and herbs. The association represents the interest of the members operating in the sector locally and globally.

Over the last decade EHPEA has been working with the Netherlands Embassy to improve the sector's competitiveness. Through the various phases of the program, EHPEA has become successful in addressing various bottlenecks of members and the sector. During this phase which extends from 2017 to 2021 the Netherlands Embassy and EPHEA partners to address yet another pressing issues on the sector. The partnership is designed into four major components namely; Business Promotion and Corporate Social Responsibility Component, Business Climate Component, Compliance and Capacity Building Component and Integrated Pest Management (IPM) Component.

These components have shared goal of enhancing the competitiveness of exportable horticultural crops partnering with national and international actors of the sector. Indeed, one of the objectives of the IPM component is to capacitate key actors of the sector through training and experience sharing visit focusing on plant protection. Hence, development and provision of a sustainable and continuous training for the National Plant Protection Organization (NPPO) Staff is a strategy in accordance with the International Plant Protection Convention (IPPC) which states that training and development of staff capacity is one of several core responsibilities of national plant protection organizations.

NPPO staff capacity enhancement can be done through formal and informal training methods. Most NPPOs conduct in-house phytosanitary training to its inspectors on an annual basis to update their capacity on the latest information in the phytosanitary field and to provide refresher training

on key concepts and procedures including on any changes in phytosanitary legislation and regulations. Often times, NPPOs would conduct trainings in cooperation with higher learning institution and or research organizations to access specific knowledge and skill-sets or facilities that the NPPO lacks and some of these may include field and site visits. Whatever the case, a mix of both formal and informal form of training on a regular basis is essential for existing as well as the new employees to enable them acquainted with their jobs and also increase their job-related knowledge and skills.

Training increases the skill of employees and boosts their motivation to perform better. It also helps in increasing productivity through an increase in quality and quantity of output. A trained worker chance of committing mistakes is minimal; trained workers know their job well and becomes self-reliant. Trained workers make better and economical use of materials and technical equipment and avoid wastage. Trained workers do not cause any damage to machines and equipment because they know how to use them. Above all, trained worker better serve the client and their country. Training also enables uniformity in work processes and standardization of methods in performing the job. This minimizes the mistakes by the workers because they work with great care and understanding.

Supervisors are able to delegate tasks and responsibilities to trained personnel (inspectors) for better managerial control. Governments should view training as an investment with a large return of benefits. Staff can be motivated, promotion opportunities can be created, staff turnover reduced and the human resource needs of the organization can be fulfilled from within. Concurrent with these multifaceted advantages of training, the Ethio-Dutch Program to enhance the horticulture sector competitiveness in Ethiopia has capacitated many actors of the sector so that they serve the sector and the country with their maximum efforts. More specifically, on these issues, EHPEA-the implementing organization of the project, works hand-in-hand with Ministry of Agriculture to capacitate their plant health and quality control staff working on plant quarantine inspection so that they make an informed knowledge based decision. Hence, training of plant quarantine inspectors on the current knowledge and skills of phytosanitary measures, Pest Risk Analysis (PRA), regulated pests diagnosis/identification, and others is deemed necessary. Therefore, we are looking for competent consultant firm/research/university institution who can jointly address the below stated training topics in two months period (from planning to report submission) from the announcement of the winning contender. The ultimate goal is to capacitate the plant quarantine

inspectors, MoA staff, working on import-export of agricultural products with an emphasis on horticultural products.

The Objectives of the training

The purpose of this assignment is to strengthening the MoA' staff capacity working on plant quarantine inspection. The objective of the training is to improve the knowledge and skill of plant quarantine inspectors and plant protection specialists so that they attain the necessary level of competence to enable the NPPO accomplish its responsibility to the best of its ability thereby achieving the aim of securing common and effective action to prevent the introduction and spread of exotic pests of plants and plant products, and also to promote appropriate measures for the introduced exotic pests control.

Training Topics

Though not limited to, the following key topics (scope of the training) shall be addressed during the training days emphasizing exportable horticultural crops

1. An overview of International Plant Protection Convention (IPPC) and International Standards for Phytosanitary Measures (ISPMs)
2. Phytosanitary diagnostic protocols and procedures for exportable horticultural produces
3. Phytosanitary treatments for regulated pests in relation to ISPMs for horticultural crops
4. Pest Risk Analysis (PRA) and regulated pests of a country and quarantine pests of importing countries of selected horticultural crop

Training methodology

The training shall be offered in an interactive bi-directional way with lecturing and practical exercise methods to be addressed in maximum of five days.

Activities, timeline and location

The training on the specified training areas above will need a month (four weeks) for planning, implementation of the plan and reporting of the out puts. The phases of activities, detail activities, estimated time line and locations, are therefore, as indicated in the table below.

Phase of activities	Detail Activities (deliverables)	Time line	Location
Preparation	Selection of trainers	Week 1	EHPEA or MoA
	Completion of the work plan for this assignment in close coordination with the EHPEA	Week 2	EHPEA or at trainers convenience
	Developing all the training design (Write-up, slides and exercises) required for the five days intensive training	Week 2	EHPEA or at trainers convince
	Selection of trainees	Week 2	MoA & EHPEA
Conducting the training on topics identified	Induction session with the Association on the training and its main objectives	Week 3	EHPEA/MoA /To be determined
	An overview of International Plant Protection Convention (IPPC) and International Standards for Phytosanitary Measures (ISPMs)	WEEK 3	EHPEA/MoA /To be determined
	Phytosanitary diagnostic protocols and procedures for exportable horticultural produces		
	Phytosanitary treatments for regulated pests in relation to ISPMs for horticultural crops		
Post training	Submitting final report of the whole consultancy mission and the training sessions	Week 4	EHPEA & MoA
	Detail training materials (ppt and word document) submission	Week 4	EHPEA & MoA
Note: The time allocated for this consultancy service is a maximum of four weeks; the detail days required for planning, implementation and report development and submission being to be negotiated between the parties for designing, implementation and reporting			

Training participants

The total number of trainees will be a maximum of 25. The training is meant for plant quarantine inspectors at various posts working for Federal MoA and Regional Agricultural Offices as the case may be. Two or three experts in the association will also participate on the training.

Profile of the consultants

We understand that the task demands a collaborative approach between experts in the general field of plant protection to efficiently prepare the training material, provide the training services and prepare the report. However, professionals with MSc degree or above in both Plant Pathology and Agricultural Entomology are required for the task. Experiences in international organization working with standards and guidelines of IPPC has a merit. The contenders are evaluated by EHPEA and MoA, Plant Health and Quality Control Directorate and winner will be informed within short days from the final date of submission of their technical and financial proposals.

Place and deadline for proposal submission

The proposal shall be submitted to EHPEA within ten days starting from the date of announcement. The office of EHPEA (Ethiopian Horticulture Producer Exporters Association) is physically located at Micky leyland Avenue, NB Business Center Bld, 6th floor, P.O.Box 22241, Code 1000, Addis Ababa.

Reporting

The selected consultant will report to EHPEA. The consultant will ensure the full cooperation with other stakeholders, as well as EHPEA'S IPM staff during the implementation of this assignment.

Application Process

For applying for this consultancy, the consultant must submit the following:

- A technical and financial proposal on how they will implement this assignment with the timeframe.
- A letter of interest, showing why they are the best to be considered for this assignment
- CVs of the professionals (at least two: Pathologist and entomologist)
- At least two Reference letters introducing the consultant and the work implemented.