

TERMS OF REFERENCE (TOR)

Consultant(s) to Undertake Training of 500-Fisher Folks on Fishing, Fish processing, Preservation and Hygiene in Awerial County, Lakes State.

1. BACKGROUND:

Finn Church Aid (FCA) has supported humanitarian and development programs in Sudan since 1972. Her current project and programs are running in Jonglei, Lakes and Central Equatoria States, and its operations are contiguous in space and time. In addition, FCA has been building the capacity of National Counterparts, Partners and Communities aimed at enhancing delivery of quality programming in Education in Emergency (EiE), Food Security & Livelihoods (FSL) and Peace building program. It has indeed established strong partnerships with the communities, stakeholders and government authorities at the National, State, County, Payam and Boma levels.

2. THE PROJECT BRIEF:

The FSL department is currently implementing MFA funded humanitarian aid project 11781. The project runs from April 2017 to March 2018. It focuses on food security and livelihood support for most vulnerable communities in Lakes and Central Equatorial States.

The overall goal of the MFA 11781 response is to contribute to livelihood restoration to enhance the food security of vulnerable populations affected by conflict in Lakes and Central Equatoria States, South Sudan. The Project specific objective is that households affected by conflict and displacement has improved access to food and livelihood opportunities. In line with the fisheries support, the project aim to provide fishing kits/ inputs, fisheries related trainings to 500 HHs, provision of 20 Dugout Canoes or Fibre Glass Boats to support productivity, and establishment of 10 informal Livelihood Fishing Groups.

The people of Awerial, Lakes States practice fishing as a secondary source of their livelihoods. However, fishery plays important role in improving food and nutritional security as well as a reliable source of economic development in the target areas. The main challenges faced by the fisher folks include weak infrastructure and institutional capacity in terms of human resources, limited availability of fishing gears, lack of knowledge and skills on fishing and fish handling, etc. Post-harvest loss of fish is very high in the project target area due to lack of knowledge and use of inappropriate methods for fish handling, preservation and other post-harvest practices.

Thus, FCA plans to hire consultant(s) to train 500 fisher folks (Male and Female) already working in 20 organized fishing groups; in Awerial Centre (1 group) and Golyia (19 groups) on improved fish handling and preservation techniques. Training duration will be three (03) days per group and training will be conducted by the service provider in close collaboration with the FCA field staff and officials from the State Ministry of Animal Resources and Fishery, and or County Department of Animal Resources and Fisheries of Awerial County, Lakes State.

3. THE PURPOSE OF THE CONSULTANCY

The purpose of the consultant(s) is to train 500 newly registered fishing folks (20 fishing groups) on fishing, fish processing, preservation and hygiene in Awerial County, Lakes State.

4. SCOPE OF THE PROPOSED SERVICES

The Fisher Folks training is in-built in the project implementation framework. It will help impact skills and knowledge to the targeted beneficiaries. At the end, trained fishing folks will have improved access to livelihood opportunity through productive fishing methods and hence contribute to realizing the overall objective of the project.

1. The Fisher Folks training will take place in Awerial, Lakes State.
2. The consultant will work closely with the Project Officer, Food Security and Livelihoods and field teams during this period of the assignment.
3. The 500 Fishers who are organized into 20 groups shall undergo a three (3) day training sessions each effective early January 2018.
4. The training will target 10 Groups with a maximum of 50 Fisher Folks (2 smaller Groups) at every phase in which the training sessions are being run.

5. THE AIMS OF TRAINING

The main objective of the training is to equip the trainees with knowledge and practical skills on different aspects of fish handling, preservation and processing in order to produce different value added products. Moreover, by the end of the training the trainees are expected to acquire the following skills:

1. A sound knowledge on basic principles of hygiene and sanitation during handling and preservation of fish and fish products.
2. A better understanding of value addition of fish through hygiene and sanitation and improved processing and preservation methods.
3. Improved knowledge and technical skills on production of good quality fish products sun drying, slating and smoking methods.
4. Increased understanding of contemporary fish management techniques and reducing post-harvest losses.
5. Benefits of working together in a team environment and gained an understanding of the requirements and benefits of a consistent approach to fish processing and preservation.
6. Improved understanding on marketing channels and benefits of collective marketing.

6. MODE OF THE TRAINING

The following training methods is proposed to be adopted;

1. Before start of the training, consultant should conduct a brief training needs assessment to ascertain existing knowledge on fisheries, understanding about the training topics and expectations from the training.
2. General training mode should be 90% practical and 10 % theory.
3. Training should be translated in the local community language (if Arabic is not well understood among participants).
4. Regroup the trainees in small working groups when explaining and doing practical work.
5. Engage the trainees in all the practical activities and demonstrations.
6. By the end of each training session do small assessment to understand the level of understanding and knowledge gained by the participants by posing some questions.
7. Keep daily records of the trainees' attendance.

8. By the end of each module, assess the learning ability and skills gained by the trainees.
 9. After completion of the training, the consultant can also evaluate whether the training met the expectations of the beneficiaries.
- 7. PROPOSED METHODOLOGY TO BE ADOPTED.**

The Training methodology will involve facilitating face-to-face participatory (practical and theoretical) training sessions with 500 fisher folks and at least two (2) FCA Field Staff and two (2) county department of animal resources and fisheries throughout the training period. The consultant will organize 3 days trainings session for each groups and during the training, two groups will be merged together and will undergo a single facilitation. In addition, approved timetable covering all the topics set by the consultant team as well as milestones will guide the training exercise.

FCA SSUCO Project Officer, FSL will be a focal person coordinating, planning, organizing, implementing and monitoring of activities in coordination with the field project staffs and project stakeholders. Project will provide all information related to project locations, number and list of the project beneficiaries to be trained from each location and groups.

8. EXPECTED DELIVERABLES

- Inception Report
- Draft Training Report
- Final Training Report
- Training materials and modules

The report should be clear and simply written, free of jargon. The main body of the report should not exceed 20 pages and should include recommendations. Technical details should be confined to appendices. Background information should only be included when it is directly relevant to the report's analysis and conclusions. The recommendations should also include details as to how they might be implemented.

9. TIMELINE AND SUGGESTED TRAINING OUTLINE:

The assignment is proposed to take place in January 2018. Three working days (about 24 hours) program may involve major topics as detailed below. However, the consultant will have to develop detail-training plans and topics in his/her detail technical proposal that will be agreed upon and stipulated in the inception report.

Table 1: Showing the proposed consultancy timeframe.

S/No	Activity Description	Days
01.	Preliminaries (Planning, preparation, and desk work)	2
02.	Travel from Juba to Mingakaman and from Mingakaman to Juba.	2
03.	Carrying out of the training in Awerial for the fisher folks	30
04.	Report Writing on the training conducted	4
Total	Number of Days for the Consultancy	38

Table 2: Showing the proposed training outline.

#	Topic
1	Environmental sanitation and personal hygiene <ul style="list-style-type: none"> • Safety and hygiene • Maintaining processing area • Instruction on disposal of solid and liquid wastes

2	Different Fish Species <ul style="list-style-type: none"> • Identify the common fish species • Know the name of fish species available in their area • Fish grading etc. • Difference of fat and lean fish • Fish Habitat
3	Fish preservation techniques using <ul style="list-style-type: none"> • Sun drying and • Wet salted methods
4	Storage and packaging for long duration transport <ul style="list-style-type: none"> • Traditional storage structures (advantage and disadvantages)- How to construct small storage facilities • Factors influencing storage practices • Types of improved storage structures • Methods of practicing good store hygiene • Fish transportation • Knowledge of using available transport means in the area
5	<ul style="list-style-type: none"> • Marketing channels and benefits of collective marketing

10. HOW TO RECRUIT THE CONSULTANT CONSULTANTS' EXPERTISE:

- Individuals or consulting firms should demonstrate knowledge and experience in carrying out trainings in fisheries within South Sudan.
- Submission of reference letters with the offer is requested.
- He/she should be able to comply with the timeline and requirements under the Terms of Reference.
- CV of the consultant/s, trainer/s and other key personnel.

11. GENERAL GUIDELINES FOR PREPARING BUDGET.

- Consultant may suggest a modified training module keeping in view of their experience along with the proposal. However, total duration should remain about two to three full working days.
- FCA will fully cover the transport (flight) cost and accommodation to the consultant(s). Provision of food and refreshment to participants should be excluded from the consultants' budget (financial proposal).
- A detail list of training materials to be used during the training programme along with quantities should be included in the training budget.

12. HOW TO SUBMIT TECHNICAL AND FINANCIAL PROPOSAL.

E-mail submission will be accepted (To email; admin.ssuco@kua.fi and CC denis.drichi@kua.fi and moses.habib@kua.fi) but consultants are encouraged to submit their technical and financial proposal to the HR desk at Finn Church Aid (FCA) office in Juba located at Jubana Bari Area, Bilpham Road by CoB 11th December 2017. Note: Technical and Financial proposal received after the deadline will not be considered.