

TERMS OF REFERENCE (TOR)

Consultancy firm to provide technical training in fisheries in Old Fangak (Re-Advertised).

1. SUMMARY OF CONSULTANCY

Title:	Project implementation – Through technical training for fisher folks in fish processing and fishing methods
Location :	Old Fangak, Jonglei Sate, South Sudan
Application Deadline :	17 th December 2018, Midnight- South Sudan Time
Type of Contract :	Consultancy Firm
Post Level :	Open (National and International Consultancy Firms)
Languages Required :	English Language (Advanced language skills level)
Starting Date :	10 th January 2019
Expected Duration of Assignment :	30 days

2. PURPOSE OF THE CONSULTANCY:

The purpose of the consultancy is to train 500 fisher folks (20 fishing groups) in appropriate fishing and fish processing methods in Old Fangak, Jonglei State.

BACKGROUND

Finn Church Aid is a faith-based organisation founded in 1947. FCA is the largest Finnish development cooperation organisation and the second largest provider of humanitarian aid. FCA operates in around 15 countries in Asia, Africa and the Middle East. We work with the poorest people, regardless of their religious beliefs, ethnic background or political convictions. Our operation includes long-term development cooperation, humanitarian assistance and advocacy, and we operate around three thematic areas: Right to Quality Education, Right to Livelihoods and Right to Peace. Finn Church Aid is a member of ACT Alliance.

3. JUSTIFICATION

FCA is currently implementing FSL project in Central and Southern Fangak County funded by Ministry for Foreign affairs Finland. The project runs from April 2018 to March 2019, and the overall goal is to contribute to restoration of food security and livelihood coping capacities in conflict-affected populations in Fangak County, South Sudan. The project specific objective is that households affected by conflict and displacement have improved access to food and livelihood opportunities. In line with the fisheries support, the project aims to provide fishing kits/ inputs, fisheries related trainings to 500 HHs, provision of 20 small canoes to support productivity, and establishment of 20 informal fishing groups.

Communities in Fangak County practice fishing as secondary source of livelihoods. However, fishery plays important role in improving food and nutritional security as well as a reliable source of economic development. 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. 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. FCA plans to hire consultant(s) to train 500 fisher folks (men and women) working in 10

organized fishing groups. Training duration is two (02) days per group, conducted by the service provider in close collaboration with FCA field staff and officials from the State Ministry of Animal Resources and Fishery, and or County Department of Animal Resources and Fisheries.

4. DUTIES AND RESPONSIBILITIES OF THE CONSULTANCY

The fisher folk training is in-built in the project implementation framework. It will help impact skills and knowledge to target beneficiaries. At the end, trained fisher folks will have improved access to livelihood opportunity through relevant fishing methods and hence contribute to realization of the overall objective of the project.

1. The fisher folk training takes place in Old Fangak.
2. The consultant works closely with the Project Officer, Food Security and Livelihoods and field teams during the period of assignment.
3. The 500-fisher folks organized into 20 groups, undergo two (2) day training sessions
4. Training has a maximum of two groups (50 fisher folks) at one particular time in the sessions.

OBJECTIVE OF TRAINING

The main objective of the training is to equip participants with knowledge and practical skills on different aspects of fish handling, preservation and processing to produce different value added products. By end of the training, trainees demonstrate the following skills:

1. Sound knowledge on basic principles of hygiene and sanitation, to enable handling and preservation of fish and fish products.
2. 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, including sun drying, slating and smoking methods.
4. Increased understanding of contemporary fish management techniques and reduction of post-harvest loss.
5. Benefits of working in a team environment and understanding the requirements/benefits of consistent approaches to fish processing and preservation.
6. Improved understanding on marketing channels and benefits of collective marketing.

MODE OF THE TRAINING

The following proposed methods of training be adopted

1. Before commencement of training, consultant should conduct training needs assessment to ascertain existing knowledge on fisheries, understand the training topics and expectations from the training.
2. General training mode should be 90% practical and 10 % theory.
3. Training translated in the local community language (if Arabic or English not understood among participants).
4. Regroup the trainees in small working groups when explaining and conducting practical work.
5. Engage the trainees in all the practical activities and demonstrations.
6. At the end of each training session, assess participants to understand the level of knowledge gained through sample questions.
7. Keep daily records of the trainees' attendance.
8. At the end of each module, assess learning ability and skills gained by participants.
9. After completion of the training, conduct evaluation to gauge whether or not beneficiaries have met their expectations.

METHODOLOGY ADOPTED.

The Training methodology involves facilitation of face-to-face participatory (practical and theoretical) training sessions, with 500 fisher folks and at least two (2) FCA Field Staff, four (5) community facilitators,

and two (2) officials from county department of animal resources and fisheries. The consultant organizes two (2) day training sessions for each group, and during training, two groups merge together to undergo a single facilitation. In addition, approved timetable set by the consultant(s) to cover topics planned, as well as milestones to guide the training sessions.

FCA Humanitarian Program Officer is the focal person to coordinate, plan, organize, implement and monitor activities in close collaboration with Livelihood Project Officer and other project support staff, including project stakeholders. Livelihood Project Officer to provide all information related to project locations, numbers and list of project beneficiaries to participate in trainings, including Fisher folk groups.

THE ASSIGNMENT PROCESS AND TIMELINES (SUGGESTED TRAINING MODULE)

The proposed assignment takes place in November (30 working days). Program may involve major topics as detailed below. However, the consultant develops a detailed training plan and topics in the technical proposal, agreed upon prior to submission of the inception report.

#	Topic
1	Environmental sanitation and personal hygiene of fish handling <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	Marketing channels and benefits of collective marketing

Expected Deliverables:

Inception report: Consultant prepares an inception report with details of the technical training to ensure FCA has understanding of the content. The inception report includes training methodology, content, scope of work, work plan, timeframe/schedule of tasks and deliverables, with clear responsibilities for each task or product.

Draft report: Consultant prepares draft report, submits for review and comments. FCA provides comments within 3 days of receiving the draft, review to ensure training meets the required quality criteria.

Final report: Submitted within 5 days after receiving comments from FCA.

Proposed Schedule of Payment.

Consultancy fee paid upon completion of the following milestones.

1. 20 % after adoption of the inception report
2. 30 % after presentation of the draft report

3. 50 % after the approval of the final report

The consultancy fee is subject to income tax in accordance with South Sudan Financial ACT 2017/18, section 53 of the Taxation Amendment ACT 2016.

NOTE: The contract price remains fixed regardless of changes in the cost components.

Required expertise and qualification

The consultant must have the following expertise and qualifications:

1. Master's degree or Bachelor of Science in Fisheries and Aquaculture or related field
2. Extensive expertise, knowledge, and experience in fisheries based livelihoods in humanitarian context.
3. Fluency in English. Working knowledge of the project area and local language is an added advantage.

Selection Criteria

Evaluation and selection based on **Quality and Cost** approach (combined scoring method). Technical proposal evaluated at 70% score whereas the financial proposal at 30% score.

Consultant submits the final report to SSUCO Humanitarian Coordinator by 25th February 2019.

General Guidelines.

- Consultant may suggest a modified training module keeping in view past experience along with the proposal. However, total duration should remain about two to three full working days.
- FCA covers fully transport (flight) costs and accommodation for the consultant(s). Budget does not include provision of refreshment to participants
- Detailed list of training materials is required, which covers the entire training period/program.

HOW TO SUBMIT TECHNICAL AND FINANCIAL PROPOSAL.

Submit by email to Procurement.Ssuco@kua.fi. However, applicants are encouraged to hand deliver their proposal to Finn Church Aid (FCA) office in Juba located at Juba Na Bari Area, Behind Midan Rembo on Bilpham Road. Deadline for submission **17 December 2018**