

## Terms of Reference

### Consultancy Services in Organic Cocoa Certification *Ankasa-Tano CREMA, Jomoro district, Ghana*

<b>Organization</b>	West African Primate Conservation Action, WAPCA (NGO - Ghana) Man and Nature (NGO - France)
<b>Project</b>	Demonstrate how Economic Development can boost Community-based Transborder Conservation
<b>Position type</b>	Long-term consultancy
<b>Assessment topic</b>	Consultancy Assignment for the organic certification of the cocoa value chain in the Ankasa-Tano CREMA
<b>Position location</b>	Ghana, Western Region, Jomoro district
<b>Duration</b>	One Year (initial period)
<b>Starting date</b>	September 2018
<b>Application deadline</b>	31st August 2018
<b>Vacancy contact</b>	Please send applications to <a href="mailto:andrea.dempsey@wapca.org">andrea.dempsey@wapca.org</a> and <a href="mailto:cecile.renier@manandnature.org">cecile.renier@manandnature.org</a> – WAPCA and Man and Nature will only respond to short-listed applicants.

## 1. BACKGROUND

### *Partners*

**Man and Nature (M&N)** is a French non-profit organization that develops programs aiming to promote innovative conservation approaches and sustainable development models in threatened tropical ecosystems. Its core strategy consists of supporting a sustainable and rational exploitation of natural resources, as well as a fair income for local communities, in partnership with private companies. M&N operates by providing technical and financial support to local NGOs that run projects combining community development with biodiversity conservation.

In Ghana, Man & Nature works with the NGO **West African Primate Conservation Action (WAPCA)**. WAPCA's mission is to safeguard the future of Critically Endangered primate species in Ghana through community empowerment, education and captive breeding. WAPCA has been instrumental in assisting the rural communities surrounding the Kwabre Rainforest to form the **Ankasa-Tano CREMA**<sup>1</sup>.

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<sup>1</sup> A CREMA is a group of communities who join together and democratically create a management structure both within each community (Community Resource Management Committee - CRMC) and as a group of communities (Community Executive Committee - CEC). The CREMA submits its constitution and bylaws to the local District Assembly and by doing so is presented with a Certificate of Devolution enabling them to sustainably manage their natural resources.

### ***Context***

The forests of Kwabre in western Ghana (2,500 ha) and Tanoé in Ivory Coast (12,000 ha) extend on either side of the Tanoé River. These areas, home to an exceptional biodiversity, are endangered by illegal logging by chainsaw operators, clearing for charcoal production or illegal mining known locally as ‘Galamsey’.

The **Kwabre forest in Southwestern Ghana** (2,500 ha) is a community land; each individual Stool (Community) owns an area of the forest. With the support of WAPCA, 14 communities have created the Ankasa-Tano Community Resource Management Area (CREMA) whose role is to govern and sustainably manage the community forest areas.

### ***Project summary***

The project aims at developing Green Value Chains (GVCs) from production to market benefiting to the communities living on the outskirts of Kwabre and Tanoé Forests and contributing to biodiversity conservation. Supported by the Critical Ecosystem Partnership Fund (CEPF) and the French Development Agency (AFD) the project started in August 2017 and will be funded until 2021. Man & Nature is coordinating the project, whereas the implementing bodies are WAPCA in Ghana and Centre Suisse de Recherches Scientifiques en Côte-d’Ivoire (CSRS) in Côte d’Ivoire.

**In the target area** within the Jomoro District (Ghana) stretching from Mensah Nkwanta in the North of the Kwabre Forest to Edusuazo in the South (see Appendix 1 for detailed map), cocoa has been identified as an interesting value chain to strengthen.

During a feasibility study carried out earlier this year we identified 186 farmers wishing to participate, 97 with yielding farms, 89 with new farms. The average acreage of yielding farms is 6.1 acres and new farms averaging 3.4 acres. The objective is to train the 186 identified cocoa producers, with the caveat to increase farmer numbers if required, and support them through the certification process. The goal is to obtain the organic certification (EU, GAS and NOP if relevant), within 3 years ensuring them a higher income. The developed value chain will support the Ankasa-Tano CREMA through the setting up of a benefit-sharing mechanism.

## **2. PURPOSE AND EXPECTED ACTIVITIES OF THIS ASSIGNMENT**

### **2.1 Purpose**

The purpose of this ONE YEAR assignment is to begin the necessary preparation for about 200 farmers in the project area to become organic by the year 2021.

### **2.2 Expected activities**

The consultant(s) are expected to conduct the following activities as part of the consultancy agreement (see tentative timeframe):

- Sensitization and recruitment of farmers;
- Training of farmers in organic cocoa production and agricultural best practices;
- Printing & photocopies of internal inspection materials, passbook & internal standard;
- Training of internal inspectors;

- Farmer audits /internal inspection;
- Follow up for corrective measures of internal inspection;
- Approval & documentation of internal inspection;
- Training of purchasing clerks;
- Pre-audit;
- External certification;
- Chemical residue analysis (MRL);
- Corrective measures for all non-conformities.

### **3. EXPECTED REPORT FROM ASSIGNMENT AND PRESENTATION**

#### **3.1 Report content**

At the end of the first year of consultancy, the consultant must submit a report including:

- **A SWOT Analysis:** SWOT (strengths, weaknesses, opportunities, and threats) analysis of the initial first year of consultancy.
- **An action plan:** Propose and draw an action plan for further supporting improving the cocoa value chain (yields, sustainability, quality and income generation). The action plan must detail how to proceed in order to meet the certification standards within TWO years, after the initial first year of consultancy. The action plan must:
  - Describe the specific actions to implement (trainings, technical support, demonstration plots if relevant, administrative procedure, companies to liaise with, market outlets to secure, etc.) with an indicative timeframe.
  - Describe the actions to undertake to develop the agroforestry products (tree species of economic interest to plant in cocoa plantations, nurseries, products production, processing and marketing).
  - Provide recommendations for the implementation of a cocoa benefit-sharing mechanism aiming at partly funding the CREMA.

#### **3.3 Data processing and reporting**

Field information and data will be analyzed by the consultant team in order to produce a first draft report. A workshop will be organized where the consultant team will present their findings and proposed action plan for further support in organic cocoa certification for comments from invited participants. The final report will be produced taking into account the feedback from the consultation workshop.

#### **3.4 Deadline of Reporting**

The final report must be submitted by the 31<sup>st</sup> of the last month of the agreed consultancy period, failure do so will result in a reduction of the agreed fee.

#### **4. CONSULTANT TEAM**

This call for application is open to consulting firms and individual consultants with sound experience in the services outlined above. The Lead Consultant must have a strong background in cocoa sector. The consultant team must meet the following criteria:

##### *Lead Consultant*

- At least a Masters degree in Agricultural Sciences or Agricultural Development;
- At least 10 years of practical experience in the field of agriculture and rural development;
- Required experience in cocoa production in Ghana;
- Required experience in leading organic production trainings for cocoa farmers;
- Proven record of programme/project management experience;
- Knowledgeable about cocoa organic certification framework and processes;
- Knowledgeable of the study areas and/or in Ghana;
- Outstanding inter-cultural communication, networking and coordination skills;
- Excellent oral Twi;
- Basic Nzema would be beneficial;
- Excellent written and oral English.

5. TENTATIVE TIMELINE

		Activities over the period Sept 2018-Aug 2019											
		Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug
1	Sensitization and recruitment of farmers												
2	Training of farmers												
3	Printing & photocopies of internal inspection materials, passbook & internal standard												
4	Training of internal inspectors												
5	Farmer audits /internal inspection												
6	Follow up of corrective measures for internal inspection												
7	Approval & documentation of internal inspection												
8	Training of purchasing clerks												
9	Pre-audit												
10	External certification												
11	Chemical residue analysis (MRL)												
12	Corrective measures for all non-conformities												

## 6. SUBMISSION OF APPLICATIONS

Interested applicants must submit technical and financial consultancy proposals, updated curricula of the team leader (and team members if any) and a cover letter by email (object “Application for Consultancy - cocoa, Ghana”) **BY 31<sup>st</sup> AUGUST** to:

**Ms. Andrea Dempsey**

West African Primate Conservation Action

Country Coordinator

[andrea.dempsey@wapca.org](mailto:andrea.dempsey@wapca.org)

and

**Ms. Cécile Renier**

Man and Nature

Project Coordinator


[cecile.renier@manandnature.org](mailto:cecile.renier@manandnature.org)

Proposals will be evaluated considering the best quality/price ratio.

Late submissions will not be considered.

Appendix One

MAP OF THE AREA

 Communities with preidentified farmers

MAP OF KWABRE FOREST

