

Draft Indicative Terms of Reference (ToR): Statistician for Agricultural Policy Unit under the World Bank financed Assam Agribusiness and Rural Transformation Project (APART)

(A) BACKGROUND AND OBJECTIVES OF THE PROJECT

1. The Government of Assam (GoA) through Government of India (GoI) has received a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex coordinating and monitoring agency at state level for the Project. An Agricultural Policy Unit is being set up under APART in consultation with the World Bank. The Agricultural Policy Unit will work towards enhancing the state level institutional capacity in terms of Policy review, implementation, amendments, and formulation of new policies. The unit will also be helpful in translating national policies to the state level implementation strategies. The Policy Unit will also support in effectively organizing the existing capacity to be more dynamic and result oriented. ARIAS Society now intends to hire six positions for the policy unit to be set up under APART. One of the positions is **Statistician**. The following are the draft indicative terms and conditions for engagement of Statistician.
2. The development objective of APART is “*add value and improve resilience of selected agricultural value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam*”.
3. There are four components of APART. **The first component-A is Enabling Agri Enterprise Development**, with sub components being (i) enhancing state capacity to attract private investments, (ii) Setting up an Agribusiness Enterprise Development and Promotion Facility (EDPF) (iii) Agribusiness Investment Fund (AIF) support (iv) establishing stewardship council. **The second component-B is Facilitating Agro Cluster Development** with sub components being (i) support establishment of cluster level Industry Associations (IAs), (ii) supply chain support. **The third component-C is Fostering Market Led Production and Resilience Enhancement** with sub components being (i) promoting climate resilient technologies and their adoption (ii) facilitating market linkages through market intelligence and product aggregation (iii) facilitating access to and responsible use of financial services. **The fourth component-D is project Management, Monitoring and Learning.**
4. **The Project will achieve the PDO by:** (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are better able to respond to market opportunities and climate variability.
5. **The sub-component A-4** will support the setting up, and establishment of stewardship council in select value chains. The Stewardship Council will act as a platform for engaging industry leaders and stakeholders of the given value chain to act in concert to develop and implement

sustainable strategies for their value chain. The aim is to strengthen information, coordination and linkages in the targeted value chains and institute a sustainable mechanism for effective public-private sector dialogue. It is expected that the Council, will identify constraints (policy, institutional, etc.) and workforce development, skill gaps that are needed to be bridged to raise productivity and competitiveness of the respective value chain. Activities to be funded among others, include: (i) preparation of detailed action plans and, feasibility studies, for sustainable growth of the identified value chains, (ii) providing technical assistance to develop a market based vision and strategic action plan for each value chain, and (iii) providing need based matching grants (Sector Stewardships Council Grants) on the basis of business plans prepared by them.

(B) OBJECTIVES OF THE ASSIGNMENT AND SCOPE

6. The scope of position for **Statistician**, as a part of the Agricultural Policy Unit, mainly involves supporting the Head of the Unit cum Sr Policy Advisor with expert inputs through statistical analysis of policy related data including beneficiary survey, census data etc.
7. *The key job responsibilities of Statistician include-*
 - a) **Statistician** will support the Head of the Policy Unit cum Sr Policy Advisor with expert inputs with respect to data analytics, statistics with relation to agri and allied sector policies.
 - b) Designing of survey forms, questionnaires, schedules etc required for carrying out field surveys in relation to the work of Policy Unit.
 - c) Organizing the available data on agriculture & allied sectors, in a systematic & quick retrievable manner & making up for missing, erroneous data, wherever possible and accordingly purification of data.
 - d) Translate policy principles into tangible policy design towards a sustainable policy program in the State.
 - e) Conduct cost estimates on various policy design options.
 - f) Work with technical experts – including international agencies and other consultants in APART to refine policy design considerations. The Statistician will also work closely with the Statistics Department of Assam Agricultural University (AAU), Jorhat and Directorate of Economics and Statistics, Assam. Among others, AAU is an implementing agency under APART.
 - g) Develop innovative and long term partnerships with technical experts in other States & countries who can help inform policy design questions.
 - h) Analysis of current similar policies, laws, acts, regulations in other States/ countries and accordingly propose multiple policy design options with pros and cons that address stakeholder needs, economic considerations, practicality, and policy precedent
 - i) Track and analyze relevant government and policy documents, including regulation and other agency guidance, as well as academic and policy research to inform policymaking.
 - j) Where necessary facilitate support to the institutional reform and change process within the State statistical system as guided by the leading developments in the field in other States/ countries.
 - k) Training and capacity building of the Project staff, Govt staff and also the staff of the Policy Unit in basis statistical methods, data analysis, projections etc
 - l) **Travel Requirements:** Statistician will take up field visits/tours to the project locations, District Offices, private sector establishment etc with the approval of Reporting Officer. Occasional out of state visits may also be required as directed.

(C) MINIMUM ESSENTIAL QUALIFICATIONS, EXPERIENCE, AGE ETC.

8. **Educational Qualification:** At least a Masters degree in Statistics/ Agricultural Statistics.
9. **Working Experience:** At least 10 years of experience in work related to statistics in agriculture domain, preferably in relation to policy design, analysis etc
10. **Computer Skills:** Sufficient Hands on experience of working with statistical applications and softwares like SPSS, STATA etc is a must. Candidates may be tested practically on these during the interview. In addition, the candidate must have proficiency in the use of internet based applications, Graphics, MS Word, MS Power Point and other related applications.
11. **Language:** Fluency in English and Hindi
12. **Age:** Age of the candidate should not be more than **50** years as on **1st July, 2021**.
13. **Desirable:**
 - a) Experience of working in North Eastern Region
 - b) Fluency in Assamese/Bengali,/Bodo and other local languages;

(D) DURATION OF THE CONTRACT, NOTICE PERIOD ETC

14. The tenure of the **Statistician** is intended for entire remaining duration of the project and co-terminus with the project i.e. September 2024. However, continuity of the Statistician beyond **eleven (11) months** from the date of signing the agreement and joining the position, will depend upon his/her performance. The assignment is purely contractual in nature. The contract with Statistician may be terminated by either side at any point of time during the contractual period by serving a 30 days' notice without assigning any reason and without thereby incurring any liability to the Govt. of Assam/PCU/ ARIAS Society. The PCU/ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent deployment of the Consultant.
15. The Statistician shall not assign or sub-contract, *in whole or in part*, his/her obligations except with the Reporting Officer's prior written consent. The Statistician will have to serve the project on full time basis. He/she will provide services from the office of ARIAS Society, Khanapara, Guwahati.

(E) REMUNERATION, PAYMENT TERMS & LEAVE

16. Depending on the qualifications, experience, competency, and also the remuneration/pay package of the last assignment, the consolidated fixed remuneration of the **Statistician** will be determined and mutually agreed, which could be in the range of Rs 11.40 lakhs to Rs 19.20 lakhs per annum or as admissible under HR Policy of ARIAS Society; initial period of engagement will be three years. Final package will be based on negotiation with the selected incumbent.
17. Travelling, Boarding & Lodging expenses for approved official tours outside HQ will be reimbursed as per prevailing Project rules.
18. The remuneration will be given in equal monthly installments and the performance-linked-incentive will be provided quarterly based on the performance and achievement against the mutually agreed deliverables by the **Statistician**. Taxes as applicable shall be dealt with as per applicable laws.
19. The provisions of leave would be as per HR Policy of ARIAS Society.

(F) REPORTING AND PERFORMANCE REVIEW

20. The **Statistician** will report to the Head of the Unit cum Sr Policy Advisor. The performance of

the Statistician will be reviewed accordingly on quarterly basis.

(G) FACILITIES TO BE PROVIDED

21. Access to all the required documents, correspondence, and any other information associated with the project, as deemed necessary and shared office space at ARIAS Society, Guwahati, along with necessary facilities like computer, printer, scanner, internet connectivity etc.

Notes:

- 1. This is a draft ToR and SPD reserves the right to modify the ToR, including increasing or reducing the number of positions or scrapping all the positions any time before the recruitment process is completed.*
- 2. ARIAS Society is an equal opportunity employer and strongly encourages women candidates to apply.*
