

ARIAS SOCIETY

Assam Rural Infrastructure and Agricultural Services Society

(An Autonomous Body under Govt. of Assam)

Project Coordination Unit (PCU) of the World Bank Financed

Assam Agribusiness and Rural Transformation Project (APART)

Agriculture complex, Khanapara, G.S. Road, Guwahati-781022 (Assam, India)

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Draft Terms of Reference (ToR)

Dairy and Livestock Advisor (DLA)/ Senior Dairy & Livestock Advisor (SDLA)

(A) BACKGROUND & 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. ARIAS Society now intends to apply a portion of this loan for engagement of a **Dairy and Livestock Advisor (DLA)/ Senior Dairy Livestock Advisor (SDLA)** on contractual basis to be positioned at Project Coordination Unit (PCU) of ARIAS Society at Guwahati, Assam.
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 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 sector stewardship councils. **The second component is Facilitating Agro Cluster Development** with subcomponents being- (i) Support establishment of cluster level Industry Associations (IAs), (ii) Supply chain support. **The third component 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 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 **objective of sub-component C-1 i.e. promoting climate resilient technologies and their adoption** is to support sustainable increase in production and productivity of the priority value chains, and promote the adoption of climate resilient solutions. This would be achieved by geographically targeted approach for the integrated development of these value chains and will make key investments in the production clusters of prioritized value chains.
6. **Milk and pork value chains under APART:** Interventions in these value chains, which are expected to cover about 117,000 dairy and pig producers, implemented by the district ATMAs, Departments of Animal Husbandry and Veterinary (including Dairy Directorate), West Assam Milk Union Limited (WAMUL), in collaboration with National Research Center (NRC) on Pig, and International Livestock Research Institute (ILRI) and private sector partners, will focus on: (i) increasing production and productivity by organizing smallholder producers into producer groups to access services, inputs and markets, including matching grants (CIG Grants) for improved housing and feed management, with in kind contribution by the beneficiary groups as per the norms given in the project implementation plan (PIP) (ii) developing and equipping a service delivery network (including pig *bandhus*) for breeding including a multiplier scheme for boars and artificial insemination services, feeding and animal health; (iii) common service centres to support access to inputs, post-harvest including bulk milk chillers, small scale slaughter; (iv) capacity building through skills training, demonstrations and exposure visits; (v) enhancing market access through enterprise development and promoting aggregation and processing, with a focus on food safety and human health risks; (vi) building state capacity to implement the Food Safety Standard Act for India

(FSSAI); and (vii) training and certification of small scale market actors (like milk traders, sweet makers, and butchers) and increasing consumer awareness on food safety. Dairy development and meat production is expected to increase overall methane emissions. To mitigate the increased emissions from baseline scenario, the subcomponent will integrate improved breeding through artificial insemination, vaccination of cattle, improving feeding practices with specific agents that aid digestion to reduce methane (CH₄). The project will improve feeding practices by introduction of concentrates, mineral mixes adding certain oils or oil seeds to the diet and improving pasture quality. To improve digestion, specific agents and dietary additives would be added to reduce CH₄ emissions. Further to increase productivity through breeding and better management practices such as reduction in the number of replacement heifers will be adopted.

(B) OBJECTIVES OF THE ASSIGNMENT & SCOPE

7. The **Dairy and Livestock Advisor (DLA)/ Senior Dairy & Livestock Advisor (SDLA)** will *inter alia* be responsible for overall smooth implementation of the pork and milk value chains under APART. The **DLA/SDLA** would monitor and supervise the work of various service providers hired in these two value chains. The **DLA/SDLA** would be involved in vetting the technical reports submitted by the consultants (eg. International Livestock Research Institute and ICAR National Research Centre on Pig) for various assignments relating to pork and milk value chains. **DLA/SDLA** would be instrumental in setting up of pork and based common service centres (primary processing hubs owned and managed by FPOs). In case of milk/dairy, it would be Dairy Cooperative Societies (DCSs) or Milk Producer Institutions (MPIs). The **DLA/SDLA** would be instrumental in training and capacity building of the project staff working in pork and milk value chains.
8. **The key Job Responsibilities include the following:**
 - a) **DLA/SDLA** will closely oversee the working of international consultants supporting the project in milk and pork value chains i.e. International Livestock Research Institute (ILRI) and Indian Council of Agricultural Research-National Research Centre (ICAR-NRC) on Pig & suggesting mid course corrections, if any.
 - b) **DLA/SDLA** will work closely with the project implementation agencies in milk and pork sector i.e. West Assam Milk Union Limited (WAMUL) or Purabi Dairy for formal milk sector, Directorate of Dairy Development (DDD) for informal milk sector and Animal Husbandry and Veterinary Department (AHVD) for pork value chain and cross cutting support to formal and informal dairy value chains.
 - c) **DLA/SDLA** will train the project staff at State and District level involved in milk and pork value chains. In addition, **DLA/SDLA** would also recommend the institutes/organizations for various external trainings and exposure visits for project staff. Final recommendation of project staff for exposure visits and training programs from amongst the nominations received from WAMUL/DDD/AHVD shall also be vetted in principle by **DLA/SDLA**.
 - d) **DLA/SDLA** will ensure that all the activities in milk and pork value chains are carried out as per Project Implementation Plan (PIP)/ Annual Work Plan (AWP). In case of any deviation, suitable clearances, if any, are obtained and appropriate corrective measures are taken in a timely manner.
 - e) **DLA/SDLA** will liaise with the Directorate of Agriculture for fodder demonstrations leading to improved feeding for livestock sub-component. **DLA/SDLA** will also contribute to the ration balancing program focusing on balanced intake of locally available animal feed and fodder as well as intake of processed feed and other feed supplements based on the weight and lactation cycle of animals.
 - f) **DLA/SDLA** will provide quality inputs for the Information Education and Communication (IEC) campaign on safe and hygienic pork, milk and milk products. **DLA/SDLA** would also be instrumental in implementation of the provisions of Food Safety Standards Act of India (FSSAI) Act with respect to pork and milk value chains.
 - g) **DLA/SDLA** will oversee the implementation of cross cutting activities between informal and formal milk sectors like animal healthcare services, breed improvement through Artificial Insemination (AI), capacity building of para-vets and local service providers, feed, fodder, mineral mixture support etc.
 - h) **DLA/SDLA** will ensure that all the activities in milk and pork value chains under APART are carried out in adherence to the Environment Management Framework (EMF) and Social Management Framework (SMF) of the project.
 - i) **DLA/SDLA** would document the case studies, success stories and innovative models emerging from

the milk and pork value chain interventions of the project and disseminate them at various platforms with the approval of SPD.

- j) **DLA/SDLA** would represent the project at various forums like seminars, symposia, summits, press conferences and other such events as directed by the SPD.
- k) **DLA/SDLA** will undertake commissioning of various studies to identify the policy issues concerning the growth of agri enterprise clusters (particularly those relating to milk & pork value chains) and raising such issues at various forums and bringing to the attention of Project Authorities to sort out these issues.
- l) Any other task as assigned by the SPD.
- m) **Travel Requirements:** The **DLA/SDLA** will be required to undertake field-visits and tours to the project sites with the approval of SPD. Occasional out of state visits may also be required as directed by the SPD.

(C) QUALIFICATIONS, EXPERIENCE, AGE, ETC

6. Educational Qualification & Working Experience:

Educational Qualification (Any one of the following)	Commensurate Working Experience
Bachelors in Veterinary Science/ Dairy Science/ Dairy Technology or a closely related field	13 years of professional experience in animal healthcare industry or dairy industry at officer or managerial level
Masters in Veterinary Science/ Dairy Science/ Dairy Technology or a closely related field	11 years of professional experience in animal healthcare industry or dairy industry at officer or managerial level

8. Computer Skills: Must have proficiency in the use of Internet based applications, Graphics, MS Word, MS Excel & MS Power Point and other related applications.

9. Language: High level of fluency in English and Hindi

10. Desirable Qualifications, Experience, Skills etc:

- a) Experience of working in complex, multi stakeholder, fast moving environment and ability to work under pressure, respecting strict deadlines and multi tasking
- b) Experience in the use of innovative technologies in animal healthcare/dairy industry
- c) Knowledge of Assamese and/or Bengali
- d) Good social, analytical, inter-personal and planning skills
- e) Self-motivated and possessing ability to work independently as well as in teams.

11. Age: Age of the candidate should not be more than **50 years as on 1st October, 2018.**

(D) DURATION OF CONTRACT, NOTICE PERIOD ETC.

12. The tenure of **DLA/SDLA** is intended for entire duration of the project i.e. upto 2024 and co-terminus with the project period of APART. However, continuity of the **DLA/SDLA** beyond one (1) year from the date of signing the agreement will depend upon his/her performance. The decision of the SPD will be final and binding in this regard. The contract management shall be as per the HR Policy of the ARIAS Society.

13. The contract with **DLA/SDLA** 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 assignment is purely contractual in nature and shall not, under any circumstance, be extended beyond the APART's closing date. The ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent employment of the consultant.

14. The **DLA/SDLA** shall not assign or sub-contract, *in whole or in part*, his/her obligations to perform under this Contract, except with the SPD's prior written consent. The **DLA/SDLA** will have to serve the ARIAS Society on full time basis under overall command of State Project Director (SPD), ARIAS Society and provide services from the PCU at Khanapara, Guwahati. The resignation/termination shall be as per HR Policy of the ARIAS Society.

(E) REMUNERATION, PAYMENT TERMS AND LEAVE

15. For Dairy & Livestock Advisor (DLA): Depending on the qualifications, experience, competency, and also the remuneration/pay package of the last assignment, the consolidated fixed monthly remuneration of the **DLA** will be determined and mutually agreed, which could be in the range of **Rs. 18.00 lakh to Rs. 25.80 lakh per year**. This annual rate shall be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at Guwahati, conveyance to attend the office etc. Taxes as applicable will be dealt with as per applicable laws. *87% of the remuneration would be paid as fixed salary while 13% would be linked to performance.* The remuneration will be enhanced on an annual basis, based on the HR Policy of the ARIAS Society. *Candidates willing to apply under this category should mention the*

"position applied for" as "DLA" in the online application

For Senior Dairy & Livestock Adviser (SDLA): *They may apply for "10 days a month service basis" wherein the incumbent shall have to attend the office of the ARIAS Society at Guwahati for 10 days in a month (as per mutually agreed dates) and accomplish the given deliverables within the given time limit and submit a task completion report at the end of ten days period. The per day remuneration in such cases, will be finalized based on mutual negotiation with the selected candidate at the end of the day of interview and the to & fro travel, hotel stay & food charges etc for the 10 days stay at Guwahati will be reimbursed from the project based on the agreed rates. Candidates willing to apply under this category should mention the "position applied for" as "SDLA" in the online application.*

16. Travelling, Boarding & Lodging expenses for approved official tours outside Guwahati will be reimbursed as per HR Policy of ARIAS Society.
17. The provisions of leave would be as per HR Policy of ARIAS Society.
18. No house rent allowance or any other allowance shall be paid by the PCU. No other payment whatsoever (except reimbursement of official travelling expenses) shall be paid, except as agreed with the **DLA/SDLA** by the SPD, ARIAS Society.

(F) REPORTING AND PERFORMANCE REVIEW

19. The **DLA/SDLA** will report to the SPD, ARIAS Society. In the absence of SPD, he/she will report to the Deputy Project Director or as directed. Annual performance review will be done as per the HR Policy of the ARIAS Society.

(G) FACILITIES TO BE PROVIDED BY THE PCU

20. Access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary. The **DLA/SDLA** will be provided with one office cubicle/workstation in the PCU along with computer, printer, computer/office consumables, and internet access. *The **DLA/SDLA** however will not be provided with any clerical assistance.*

Note: This is a draft ToR and SPD, ARIAS Society reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.