



MINISTRY OF AGRICULTURE OF THE REPUBLIC OF TAJIKISTAN

**State Institution “Agriculture Entrepreneurship Development”
Project Management Unit (SI AED PMU)**

**STRENGTHENING RESILIENCE OF THE AGRICULTURE SECTOR PROJECT
(SRASP)**

**PROJECT OPERATIONAL MANUAL
(POM)**

March 26, 2023

NOTE TO STAKEHOLDERS

This document is intended to provide guidance and operational tools to stakeholders involved in the implementation of the Strengthening Resilience of the Agriculture Sector Project (SRASP). The Financing Agreement is the legally binding document for project implementation. In the event of a discrepancy between the Financing Agreement and the POM, the Financing Agreement takes precedence.

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ABBREVIATIONS AND ACRONYMS

AAB	Agridata Advisory Body
AAT	Agridata Advisory Team
ACP	Agriculture Commercialization Project
ADB	Asian Development Bank
AGRIDATA	Agriculture Data Repository
AIIP	Agridata Infrastructure Implementation Provider
ALCs	Agri Logistical Centers
API	Application Programming Interface
ASDC	Automated System of Data Collection
ASP	Agro-meteorological Solutions Provider
ATT	Agridata Technology Team
CCA	Caucasus and Central Asia
CFS	Committee for Food Security under the Government of the Republic of Tajikistan
CPF	Country Partnership Framework
CSA	Climate Smart Agriculture
DPs	Development Partners
ECO	Economic Cooperation Organization
EU	European Union
ESF	Environmental and Social Framework
FAO	Food and Agriculture Organization of the United Nations
FM	Financial Management
QA/QC	Quality assurance/quality control
GBAO	Gorno-Badakhshan Autonomous Region
GDP	Gross Domestic Product
GHG	Greenhouse Gas
GoT	Government of Tajikistan
ICT	Information and Communication Technology
IDA	International Development Association
ISTA	International Seed Testing Association
IVR	Interactive Voice Response
L2TS	Listening to Tajikistan Survey
MoA	Ministry of Agriculture
M&E	Monitoring and Evaluation
MTDP	(State Program for) Medium-Term Development of the Republic of Tajikistan 2021-2025
NAIP	National Investment Plan for Food and Nutrition Security and Sustainable Agricultural Development, Ministry of Agriculture
NDS	National Development Strategy 2015-2030
PDO	Project Development Objective
SI AED	State Institution “Agriculture Entrepreneurship Development” Project Management Unit
PMU	
POM	Project Operational Manual

PPE	Personal Protective Equipment
PSC	Project Steering Committee
PTC	Project Technical Committee
RAMPDD	Real-time Agriculture Monitoring and Planning Dashboard Development Provider
REDP	Rural Economic Development Project
RF	Results Framework
RRS	Region of Republican Subordination
R&D	Research and Development
SMS	Short Message Service
SOE	Statement of Expenditure
SOEs	State Owned Enterprises
SE-LCE	State Enterprise “Locust Control Expedition”
SRASP	Strengthening Resilience of the Agriculture Sector Project
TA	Technical Assistance
TAAS	Tajikistan Academy of Agricultural Sciences
TAU	Tajik Agrarian University
ToT	Training-of-trainers
ULV	Ultra-Low Volume
WBG	World Bank Group
WDC	Wholesale Distribution Centre
WFP	World Food Program
WMO	World Meteorological Organization

I. INTRODUCTION

1. Agriculture is an important sector of the economy of the Republic of Tajikistan. It accounts for more than 24 percent of the country's GDP, 19 percent of exports, and 61 percent of total employment. Between 2010 and 2022, it grew at an average annual rate of 6 percent. Nevertheless, it continues to be largely represented by the activities of production farms and is underdeveloped, characterized by low labor productivity and the use of traditional low-yielding technologies. Most farmers have small farm sizes, for example, the number of dekhkan farms under 5 ha is over 129,000, and they are poorly integrated into agri-food value chains. The food processing and input supply industries are also small in scale and dispersed, which contributes to increased imports of food and agricultural inputs.

2. The Republic of Tajikistan imports about 75% of the food consumed and more than 50% of the total volume of agricultural inputs such as seeds, seedlings, breeding animals, fertilizers, and agricultural machinery, with most of these resources not adapted to the different agro-ecological zones of Tajikistan¹ (there are 10 agro-climatic zones). More than 70% of the total value added in agriculture is created by crop production and the rest by livestock production. Approximately 86% of arable land is cultivated with ten crops, including wheat (31%), cotton (22%), barley (9%), potatoes (6%), apples (5%), grapes (4%), onions (3%) and melons, maize, and tomatoes (2% each). Diversification of agriculture in the Republic of Tajikistan is also supported by a growing focus on value chain development, including support for activities along the entire agri-food value chain. The creation of productive partnerships between leading agribusinesses/processing companies and farmers' groups (or agricultural clusters) has also begun, although at a slow pace, paving the way for the construction of competitive and sustainable value chains, much needed to serve the domestic market and to reach international markets.

3. The Government of the Republic of Tajikistan (GoT) has recently prepared two strategic documents on agriculture development and food and nutrition security in Tajikistan, which are adapted to the realities of the post COVID-19 pandemic to provide a framework for increasing the resilience, inclusiveness, and sustainability of the agricultural sector. The Medium-Term Development Program of the Republic of Tajikistan (MTDP) 2021-2025 emphasizes the need to increase the capacity of agricultural public institutions to improve the stability and sustainability of the agricultural sector, including better response to climate change and other shocks in the future. The Investment Plan for Food and Nutrition Security and Sustainable Agriculture (IP) 2021-2030 for the Republic of Tajikistan recognizes that the preparedness of farmers and GoT for the crisis caused by the COVID-19 pandemic could have been better, and thus emphasizes investment in knowledge and innovation, provision of agricultural services, agro-logistics infrastructure, and integrated seed sector development among priorities, including a "do better than it was" approach to recovery to prevent or at least reduce the impact of future shocks on the agricultural sector and food and nutrition security.

4. The ongoing geopolitical events, in addition to the previous negative impacts of the COVID-19 pandemic, pose a serious risk to food and nutrition security (FNS) in the Republic of Tajikistan. The country's food and nutrition security are very sensitive to price hikes, seasonal shortages of supplies, and widespread malnutrition. Tajikistan is also one of the country's most vulnerable to climate change and natural disasters. The situation is also exacerbated by the growing risk of insecurity in Afghanistan. All of these factors make Tajikistan vulnerable to food and nutrition insecurity.

¹ Most of the territory of Tajikistan belongs to the sub-mountainous sub-province of the Turan sub-tropic province, and only the Eastern Pamir belongs to the Kashkar sub-tropic province. According to this scheme, the republic is divided into six districts, the boundaries of which are drawn according to orographic boundaries: 1. Srednosyrdarya District; 2. Fergana District to the east of Srednosyrdarya District; 3. Zeravshan District; 4. South Tajik District; 5. Pripamir District; 6. Pamir District.

Within districts, peculiarities of location of mountain ranges and their spurs, their height and exposition, in turn, cause differences in spatial and temporal variability of the main meteorological elements. All this determines the necessity of dividing the districts into smaller regions according to the nature of temperature regime formation, manifestation of seasonality, moisture conditions, vertical zonality, etc. As the boundaries of agro-climatic regions were taken natural orographic boundaries within districts, in one way or another affecting the whole complex of weather conditions formation. There are 10 such agro-climatic zones: 1. Dalverzin, 2. North-Turkestan, 3. Kuramin, 4. Isfara, 5. Hissar, 6. Vakhsh, 7. Kyzylsu, 8. Karategin-Darvaz, 9. West-Pamir, 10. Eastern Pamir.

5. The events of the last years contributed to the growth of food prices. Over the past two years, there have been significant increases in domestic food prices, including increases in beef (26.5 percent), lamb (31.4 percent), poultry meat (32.6 percent), corn (29 percent), wheat (26 percent), flour (40 percent), vegetable oils (92 percent) and sugar (63 percent)².

6. The Ministry of Agriculture (MoA) is responsible for the implementation of reforms and investment programs in the agricultural sector identified in the PSRT for 2021-2025 and the IP for 2021-2030. It was in this context that in 2021, the MoA developed the Strengthening Resilience of the Agriculture Sector Project (SRASP), and in 2022 a proposal for additional funding for the project.

7. The SRASP aims to support the GoT in successfully transitioning to a sustainable, more productive, climate resilient and inclusive growth model of the agricultural sector. The SRASP aims to do this by supporting the government in: (i) increasing the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, preferred by farmers, and well adapted to the various agro-ecological conditions of the Republic of Tajikistan; (ii) reviewing policies, legislations, and institutional arrangements governing the seed, seedling and planting material sector and food and nutrition security; (iii) developing a Food Security Crisis Preparedness Plan (FSPCP), and supporting its implementation; (iv) improving the crisis management capacity of public institutions; (v) implementing emergency operations, including the procurement and distribution of seeds, seedlings, planting material, fertilizers, small-size innovative agricultural equipment to vulnerable dekhan (farm) households, including women, (vi) rehabilitation of existing small-scale irrigation schemes and inter-farm and on-farm irrigation infrastructure; (vii) developing agro-logistical centers, and (viii) improving nutrition outcomes, including through food fortification, providing pregnant women and children with micronutrients and vitamins; and implementing nutrition-sensitive priority agricultural interventions.

8. The project also supports infrastructure, system, and human capacity development among participating institutions.

Objectives of the Project Operational Manual.

9. Several public and private institutions and stakeholders are involved in implementation of the SRASP, which is led by the MoA. The purpose of this Project Operations Manual (POM) is to support those involved in implementation of the SRASP. The POM was developed as a project management and implementation tool to be used by all implementing agencies. As such, it is a dynamic tool and will be modified and amended as necessary during project implementation to reflect new developments, needs, and to ensure effective and efficient project implementation.

10. Responsibility for coordinating the operational implementation of the project is assigned to the State Institution "Agriculture Entrepreneurship Development "Project Management Unit (SI AED PMU), which has extensive experience in implementing investment projects.

12. The POM must be used by the SI AED PMU and all stakeholders involved in implementation of the SRASP. The POM regulations must be strictly adhered to by the SI AED PMU and all others that are involved in project implementation during, and throughout project implementation.

13. The POM may be amended during project implementation to reflect new developments, needs and to ensure effective and efficient project coordination, management, and implementation. Proposals for amendments and revisions to the POM may be made by the SI AED PMU and if approved by the MOA, a revised version of the POM will be submitted to the World Bank for review and comments. All amendments and revisions made to the POM must be agreed upon with the World Bank. After agreement of the document with the MoA of Tajikistan and receipt of comments from the World Bank, the proposed changes will come into force.

² WFP, Market update from May 2020 to May 2022.

II. STRENGTHENING RESILIENCE OF THE AGRICULTURE SECTOR PROJECT

Project Development Objective (PDO)

14. The PDO is to strengthen the foundations for a more resilient agricultural sector and support emergency interventions that enhance food and nutrition security in Tajikistan.

PDO Level Indicators

15. Key results (PDO) indicators include the following:

- i. Certified seeds, seedlings, and planting materials sold commercially (Percentage) (PDO 1)
- ii. Clients benefiting from agri-logistical centers (ALC) services (Percentage) (PDO 2)
- iii. Female clients benefiting from ALC services for at least one year (Percentage) (PDO 3)
- iv. Database for timely and effective information for crisis management available (Yes/No) (PDO 4)
- v. Prevalence of moderate to severe food insecurity in the population based on the Food Insecurity Experience Scale (FIES) (percentage) (PDO 5)

Intermediate Result (IR) Indicators

- i. Production of improved seeds, seedlings and planting materials (Percentage) (component 1)
- ii. Improved multiplied seeds, seedlings and planting materials certified for commercial sale (Percentage) (component 1)
- iii. Number of seed multiplication farms supported by the project (Number) (component 1)
- iv. Vulnerable rural households who benefitted from emergency improved seeds, fertilizer, and small farm machinery (Number) (component 1)
- v. Clients satisfied with quality of services provided by ALCs (Percentage) (component 2)
- vi. Clients who report that the two-way channel for feedback and response works (Percentage) (component 2)
- vii. Area surveyed (under surveillance) for crop protection and locust control (Percentage) (component 3)
- viii. Agricultural forecasting system is established and operational (Yes/No) (component 3)
- ix. Capacity for soil testing expanded (Number) (component 3)
- x. National agriculture strategies, policies, and/ or programs in which nutrition objectives and indicators are mainstreamed (Number) (component 3)
- xi. Women that have any type of anemia who have received iron-folic acid supplements as per the national guidelines (number) (Number) (component 3)
- xii. Children (5-69 months) that have any type of anemia who have received iron-folic acid supplements as per the national guidelines (Number) (component 3)
- xiii. Children who are at risk of severe acute malnutrition (SAM) who have received ready-to-use therapeutic food (Number) (component 3)

Project Beneficiaries and geographic focus areas

16. Primary beneficiaries. The project's primary beneficiaries are smallholder farmers (dehkans), vulnerable rural households, including women and youth, commercial farms, agribusinesses, exporters, and other value chain actors. Project beneficiaries also include employees of public institutions, agricultural researchers, and agricultural extension workers, and employees working in various structural units of the MoA and departments, in local public authorities, as well as in private seed farms and nurseries. Also, beneficiaries are pregnant and nursing women and young children (ages 6 to 59 months) and children with acute malnutrition (SAM).

17. Secondary beneficiaries. The Project's secondary beneficiaries include wheat flour producers and producers of edible salt, who will have access to the premix revolving fund.

18. *Geographic focus and selection criteria.* The project will cover beneficiaries throughout the country (Components 1 and 3) as well as beneficiaries of the 5 ALCs whose construction will be supported under Component 2, selected based on their agro-ecological potential, fruit and vegetable production patterns, export opportunities (in the case of Khatlon and Sughd) and proximity to major urban markets (in the case of Dushanbe). In terms of individual sub-sectors, the focus the of ALCs will be on fruit and vegetable production.

Project Cost and Financing

Table 1: Project costs and financing (US\$ million equivalent)

Components	Total	SRASP OF	SRASP AF
Component 1: Strengthening seed, seedling, and planting material systems	53.4	27.,7	25.7
1.1: Enabling Environment	0.65	0.3	0.35
1.2: Research and development	5.0	5.0	0
1.3: Multiplication of seeds, seedlings, and planting materials	47.25	21.9	25.35
1.4: Quality assurance	0.5	0.5	0
Component 2: Support investments in ALCs for horticulture value chains	25.0	14.0	11.0
2.1: Support the establishment and operation of ALCs	24.7	13.7	11.0
2.2: Capacity building for operation and management of ALCs and awareness raising	0.3	0.3	0
Component 3: Strengthen public capacity for crises prevention and management	25.6	13,3	12.3
3.1: Real-time monitoring of agricultural production, land use, and agrometeorology	13.0	5.7	7.3
3.2: Soil fertility management	3.1	3.1	0-
3.3: Crop protection and locust control	4.5	4.5	0-
3.4: Nutrition improvement	5.0	0-	5.0
Component 4. Project management and coordination	4.0	3,0	1.0
TOTAL	108.0	58.0	50.0

Project Terms Used and Definitions:

19. The following terms with specific meanings are used in this Project Operations Manual:

- **State Institution for Agriculture Entrepreneurship Development** Project Management Unit (hereinafter referred to as SI AED PMU) means a project implementing unit (PIU) permanently functioning as project management and execution body; the SI AED PMU is headed by a Director appointed by the Decree of the Government of the Republic of Tajikistan.
- **Strengthening Resilience of the Agriculture Sector Project (hereinafter referred to as "SRASP " or "Project")** means a set of activities jointly prepared by the MoA of the Republic of Tajikistan and the WB to develop and implement activities aimed at laying the foundation for a more sustainable agricultural sector in Tajikistan.

- **Project Operational Manual** (hereinafter referred to as “POM”) means the guidelines approved by the Recipient pursuant to Article IV of the Financing Agreement signed between the Republic of Tajikistan and the International Development Association No. D860-TJ dated June 21, 2021, and Article IV of the Supplemental Financing Agreement dated November 29, 2022, which are satisfactory to the Association and which define the operational and administrative responsibilities, procedures and rules for the Project, including financial management and procurement guidelines that are consistent with the provisions of this Agreement and the Recipient's national laws and regulations, and as may be amended and supplemented from time to time with the prior written approval of the World Bank.
- **Anti-Corruption Guidelines** means the "Guidelines for Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants," dated October 15, 2006, and revised in January 2011.
- **Category** means the category specified in the table in Section IV of Annex 2 of the Financing Agreement signed between the Republic of Tajikistan and the International Development Association on June 21, 2021, and Section III. Supplemental Financing Agreement dated November 29, 2022.
- **Consultant Guidelines** means "Guidelines: Selection and Recruitment of Consultants with IBRD Loan Funds and IDA Loans and Grants by World Bank Recipients," dated January 2011.
- **Environmental Social Assessments (ESAs)** means the site-specific environmental and social assessments, including associated site-specific Environmental and Social Management Plans (ESMPs), to be prepared and adopted by the Recipient pursuant to the Environmental and Social Management Framework (ESMF) and Schedule 2, Section I(E) of the Financing Agreement, and satisfactory to the Association, in respect of works to be undertaken under the Project defining details of measures to manage potential environmental and social risks and mitigate, reduce and/or offset adverse environmental and social impacts associated with the implementation of activities under the Project, together with an environmental and social baseline for each site, details of the relevant environmental and social legislative framework, adequate institutional, monitoring and reporting arrangements capable of ensuring proper implementation of, and regular feedback on compliance with, its terms, as the same may be amended and supplemented from time to time with the Association's prior written approval; and “ESA” refers to one of the above-referenced ESAs.
- **Environmental and Social Management Framework (ESMF)** means the environmental and social management framework referred to in Schedule 2, Section I(E) of the Financing Agreement, and satisfactory to the Association, describing the rules, guidelines and procedures to assess environmental and social impacts of the Project's activities and defining measures to reduce, mitigate or offset adverse environmental and social impacts and enhance the positive impacts of the Project's activities, including a section on pest management-related risks and mitigation measures, as the same shall be amended from time to time with the prior approval of the Association.
- **Environmental and Social Management Plans (ESMPs)** means the site-specific or Subproject specific documents, contained in each site-specific ESA, to be prepared and adopted by the Recipient pursuant to the ESMF and Schedule 2, Section 1(E) of the Financing Agreement, and satisfactory to the Association, in respect of works to be undertaken by the Recipient under the Project defining details of measures to manage potential environmental and social risks, as the same may be amended and supplemented from time to time with the Association's prior written approval; and “ESMP” refers to one of the above-referenced ESMPs.
- **Farmer (dekhkan farm)** means physical or legal person, regardless of ownership type and legal form of organization, whose main activity is the production, rearing or growing of agricultural products, including harvesting, milking, keeping animals for agricultural purposes.
- **Financing Agreement (FA)** means the agreement signed on June 21, 2021 (Core Project) and November 29, 2022 (Additional Financing) between the Republic of Tajikistan and the International Development Association for the purpose of financing the SRASP.
- **General Conditions** means the “International Development Association General Conditions for Credits and Grants”, dated July 31, 2010.

- **Grievance Redress Mechanism** means the system aimed to receive grievances occurrence of which might be associated with the Project activities, including but not limited to on alleged child and forced labor, to be established under the SI AED PMU and to be carried out in accordance with the terms set forth in the POM.
- **Ministry of Agriculture** (hereinafter referred to as “MOA”) means an authorized state body in the agricultural sector with overall responsibility for SRASP implementation.
- **Ministry of Finance** (hereinafter referred to as “MOF”) means the Recipient’s Ministry of Finance or any successor thereto.
- **Operating Costs** means operating costs incurred by the MOA, SI AED PMU and other project implementing agencies included in this POM, as appropriate, on account of Project implementation, management and monitoring, including salaries of SI AED PMU staff who are not civil servants, office and equipment maintenance and repair, vehicle maintenance and repair, local travel, communication, translation and interpretation, bank charges, social charges, audits, and other miscellaneous costs; and all based on semi-annual budgets acceptable to the Association.
- **Pest Management Plan (PMP)** means the pest management plan, included in the ESMF, satisfactory to the Association and adopted by the Recipient setting forth the recommendations on the introduction of environmentally sustainable pest management practices aimed at minimizing potential adverse impacts on human health and the environment associated with pest control and the use of pesticides, from which the Recipient has identified interventions supported by the Project.
- **Procurement Guidelines** means the “Guidelines: Procurement of Goods, Works and Non-Consulting Services under IBRD Loans and IDA Credits and Grants by World Bank Recipients” dated January 2011.
- **Project Procurement Plan (PPP)** means procurement plan of the project prepared by the recipient as part of the project procurement strategy for development (PPSD) and referred to in paragraph 1.18 of the Procurement Guidelines and paragraph 1.25 of the Consultant Guidelines, as the same shall be updated from time to time in accordance with the provisions of said paragraphs.
- Project Procurement Strategy for Development (hereinafter referred to as PPCSD) means....
- **Project Appraisal Document** (hereinafter referred to as “PAD”) means a document, which defines the project’s development objectives; identifies project beneficiaries, and describes project components and sub-components, financial and procurement management, environmental and social standards, monitoring and evaluation (results monitoring) and implementation arrangements of the Project.
- **Project Beneficiary** means a physical person or legal entity benefiting from the activities implemented within the framework of the Project.
- **Project Steering Committee** – is an inter-ministerial and inter-institutional body that provides strategic guidance and oversight for the SRASP.
- **Training** means expenditures for the Project related to study tours, training courses, seminars, workshops, and other training activities not included under goods or service providers’ contracts, including costs of training materials, space and equipment rental, travel and per diem costs of trainees and trainers, all based on semi-annual budgets acceptable to the Association.
- **Stakeholders** means agencies/institutions and organizations who have stake in the planning, implementation and monitoring and supervision of project activities, including project beneficiaries.
- **Implementing agencies** means public and private agencies/organizations/institutions involved in the implementation of project activities.

Constitutive Documents

20. The following documents will be considered as key documents:

- Project Appraisal Document (PAD)

- Financing Agreement (FA) for IDA Grant D860-TJ signed on June 21, 2021, between the Republic of Tajikistan and the International Development Association (IDA) for the purpose of financing the Strengthening Resilience of Agriculture Sector Project (SRASP).
- Financing Agreement (FA) for IDA Grant 20 E1450-TJ signed on November 29, 2022, between the Republic of Tajikistan and the International Development Association (IDA) for Additional financing of the Strengthening Resilience of Agriculture Sector Project (SRASP AF).
- Disbursement and Financial Information Letter (DFIL) signed on June 21, 2021, between the Republic of Tajikistan and the International Development Association (IDA) for the purpose of financing the Strengthening Resilience of Agriculture Sector Project (SRASP).
- Disbursement and Financial Information Letter (DFIL) signed on December 14, 2022, between the Republic of Tajikistan and the International Development Association (IDA) for Additional financing of the Strengthening Resilience of Agriculture Sector Project (SRASP AF).
- Project Procurement Strategy for Development (PPSD) prepared for the purpose of guiding the implementation of procurement activities under the Strengthening Resilience of Agriculture Sector Project (SRASP).
- Project Procurement Strategy for Development (PPSD) prepared for the purpose of guiding the implementation of procurement activities under the Additional Financing Strengthening Resilience of Agriculture Sector Project (SRASP AF).
- Environmental and Social Management Framework (ESMF), Labour Management Procedure (LMP), Stakeholder Engagement Plan (SEP), Environmental and Social Commitment Plan (ESCP) prepared for the purpose of guiding the implementation of environmental and social standards (ESSs) under the Strengthening Resilience of Agriculture Sector Project (SRASP).
- Terms of Loans and Grant Agreements (IBRD) signed on June 21, 2021, and signed on November 29, 2022 (for additional financing).
- Labor Code of the Republic of Tajikistan
- Tax Code of the Republic of Tajikistan.
- The Law on Social Security
- Memoranda of Understanding (MoUs)/Implementation agreements/contracts between implementing agencies
- Standard form of agreement between SI AED PMU and FAO.

III. PROJECT DESCRIPTION BY COMPONENT

Component 1: Strengthening seed, seedling, and planting material systems (US\$53.4 million)

21. Under this component, support will be provided to develop sustainable systems of seeds, seedlings, and planting materials to ensure availability of improved, locally adapted, locally marketable and preferred by dekhani farms, climate change resistant seeds, seedlings, and planting materials of priority crops³ in sufficient quantity and acceptable quality. The component has four subcomponents, including (i) improving the enabling environment necessary for the development of viable seed, seedling, and planting materials systems; and food and nutrition security; (ii) research and development; (iii) multiplication of seeds, seedlings, and planting materials; and (iv) quality assurance of the production and distribution of high-quality seeds, seedlings, and planting materials. Under this component, support will also be provided for the development of small-scale irrigation, particularly rehabilitating existing irrigation systems, including installing energy-efficient irrigation pumps, replacement of obsolete inoperable pumping units, and minor (emergency) rehabilitation of inter- and on-farm irrigation infrastructure and irrigation works.

22. The structure of components is designed to provide a combination of measures to respond quickly to emergency needs of vulnerable rural households through the provision of high quality seeds, seedlings and planting materials (through the importation of elite and super elite varieties and their reproduction on the basis of seed farms for commercial sale) with a gradual build-up of long-term capacity of both public and private seed sector institutions to increase the availability of seeds, seedlings and planting materials, which are better adapted to local agro-ecological conditions and are of higher quality. The component will be implemented by various state organizations, including MoA, Parliament, TAU, TAAS, TAJIKSTANDART, Food Safety Committee, Phytosanitary Control Service, Agency for Land Reclamation and Irrigation, State Institution "National Center for Accreditation and private organizations, including seed farms, cooperatives, etc.

Component 2: Support investments in Agri-Logistical Centers (ALCs) for horticulture value chains (US\$25.00 million)

23. This component will support investments in ALCs to improve fruit and vegetable value chains and improve their competitiveness and access to advanced markets (e.g., retail chains and exports), as well as productive partnerships between producers, processors, and key market players; infrastructure, institutions, protocols, and quality standards; cooperatives to promote small dekhani farmers' participation in chains, etc. Investments in ALCs will help create sustainable food systems, promote agricultural diversification, ensure better market linkages, food quality and safety standards, reduce food loss/waste, and initiate the development of an efficient distribution system network in the Republic of Tajikistan. The component has two sub-components: (i) support the establishment and operation of ALCs and (ii) capacity building for operation and management of ALCs and awareness raising. The component will be implemented by international and national construction and service providers.

Component 3: Strengthen public capacity for crises prevention and management (US\$25.6 million).

24. The implementation of this component will support the capacity building⁴ of relevant government institutions in the prevention and management of agricultural crises, with a particular focus on selected programs that can significantly increase the resilience of the agricultural sector. The component will strengthen the capacities of government agencies to enable them to assess agricultural production and yields in advance, identify potential food shortages, and anticipate and respond to crises at an early stage. It will also support climate change adaptation and mitigation by providing significant climate change co-benefits. This component has four sub-components: (i) real-time monitoring of agricultural production and agrometeorology; (ii) soil analysis to improve soil fertility management and precision

³ Priority crops identified by the GoT include wheat, cotton, potatoes, grapes, onions, apples, and cherries.

⁴ All training activities under this Component will be based on a need's assessment.

agriculture; (iii) plant protection and locust control; and (iv) nutrition improvement. The component will be implemented by international and national service providers.

Component 4: Project management and coordination (US \$ 4.00 million) 25. This component supports project management, coordination, M&E and implementation of the Environmental and Social Standard (ESS) instruments and fiduciary aspects of the project. These functions will be carried out by the SI AED PMU that will also manage the grievance redress mechanism (GRM) of the project and citizen engagement activities. The SI AED PMU will be staffed with the necessary specialists, including fiduciary, environmental and social specialists. Activities to be funded under this component include: (i) procurement, financial management, environmental and social risk management, citizen engagement, monitoring and evaluation, reporting; project-related audits; and (ii) project training and operating costs. The component will be implemented by AED PMU with involving international and national service providers.

IV. INSTITUTIONAL AND IMPLEMENTATION ARRANGEMENTS

26. The implementation of the SRASP will rely on existing structures of the GoT. The MoA will be the lead implementing agency (IA), and responsible for ensuring inter-ministerial coordination, including soliciting relevant inputs and information from the various relevant ministries and agencies involved in project implementation. The MoA, through the SI AED PMU, will ensure project management, coordination, planning, technical support, financial management, procurement support, citizen engagement, ESS compliance, and monitoring and evaluation. The MoA will work closely with the WB team, including during project implementation.

27. Project Steering Committee (PSC). The project will be overseen and strategically guided by the PSC. This is important because several institutions are involved in project implementation, including those outside the MoA. The PSC will ensure coordination as well as effective and comprehensive implementation of the project.

28. The PSC, chaired by the Deputy Prime Minister, will provide strategic direction for the project, provide coordination, and help identify and facilitate the identification of key issues that need to be brought to the attention of the GoT. It has the following broad responsibilities: (i) developing policy guidelines and providing overall oversight and strategic guidance; (ii) reviewing project progress toward achieving the PDO; (iii) reviewing and approving annual work plan and budget (AWP&B), annual progress reports (APRs), semi-annual progress reports (SAPRs), quarter progress reports (QPRs) and other technical reports prepared by the SI AED PMU, including overseeing corrective actions proposed to improve project implementation; and (iv) ensuring interagency coordination, harmonization and alignment among donors. The PSC will meet twice a year, focusing on the implementation of AWP&B, as well as monitoring project performance-based APRs, SAPRs and QPRs. The membership, terms of reference, roles and responsibilities, meeting frequency, and working methods of the PSC are detailed in Appendix 1.

29. State Institution “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU): During the implementation period of the SRASP, the MoA and PSC will be supported by the SI AED PMU. The SI AED PMU, reporting to the MoA, will be responsible for project management and coordination, including the day-to-day implementation of the project. The SI AED PMU is adequately staffed. However, in order to successfully implement/coordinate the project, additional personnel may be hired as and when needed. In addition to the SI AED PMU located in Dushanbe, three regional project offices (RPOs) have already been established, including in the northern part of the country (Sughd Region), in the southern part of the country (Khatlon Region), and in GBAO. The SI AED PMU (the Director of the SI AED PMU reports to the Deputy Minister, MoA) and RPOs (RPOs report to the Director of the SI AED PMU), will provide the following: (i) the overall management and coordination of the project; (ii) the annual planning and the preparation of consolidated AWP&Bs and progress reports; (iii) the follow-up and reporting on project implementation, including the M&E and learning, the supervision and monitoring of the activities and the evaluation of project impacts; (iv) the fiduciary management and reporting (financial management and procurement); (v) the liaison and coordination with other stakeholders; (vi) ESF compliance, including social and environment; and (vii) the overall knowledge management, and the strategic staff capacity-building and mobilization. The terms of reference of SI AED PMU staff are described in Annex 2. The operational activity of the SI AED PMU regarding the implementation of the SRASP will be regulated by:

- Provisions of the FA between the World Bank and the Republic of Tajikistan
- Government’s decrees on the establishment of SI AED PMU, its functions, and Charters
- Memorandum of understanding/implementation agreements/contracts signed with the implementing partners
- Legislation in force

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30. As part of the technical and fiduciary functions mentioned above, the SI AED PMU, on behalf of the MoA, will:

- Contract service providers and international/national consultants through a selection process in accordance with the World Bank Procurement Guidelines, with the results of the selection process submitted to the World Bank for approval and the subsequent signing of the relevant contracts.
- Procure goods, works and non-consulting services in accordance with the World Bank Procurement Guidelines, with the results of the relevant tenders submitted to the World Bank for approval and the subsequent signing of the relevant contracts.
- Make payments to service providers, consultants, and for goods, work and/or services purchased for the implementation of the SRASP.
- Provide capacity building to project implementation agencies through international and national consultants and service providers hired to assist, train, and advise assigned project personnel in assuming full responsibility for the management of SRASP activities.
- Be responsible for collecting and consolidating information, facilitating impact assessments, and submitting quarterly, semi-annual, and annual technical and financial reports to the Government, IDA, MoA, and other project stakeholders.
- Maintain records of all input data and intermediate results of the project with regard to the implementation of the SRASP.
- Prepare annual work plans and budgets.
- Overall coordination of implementation across all components of the SRASP.
- Manage the Project's bank accounts, disbursements, and funding flow for all contractors.
- Provide support for annual audits of the SRASP
- Facilitate the exchange of information among all other participants involved in the implementation of the SRASP.
- Organize regular consultations/seminars.
- Perform the other functions specified in the Financing Agreement and in the documents referred to and/or approved under the said Financing Agreement.

31. Project Technical Committee (PTC). The PSC will be assisted by a project technical committee (PTC) that is already established by drawing technical experts from various entities involved in project implementation. The PTC, chaired by the Deputy Minister of Agriculture, will be responsible for providing technical advice to the SI AED PMU and other project implementing entities on the quality of implementation reports and special studies, guidelines, documentation of best practices, and M&E reports. More specifically, the PTC will be responsible for: (i) reviewing, providing recommendations and advise on improving the AWP&Bs submitted by the SI AED PMU; (ii) providing technical advisory services on implementation modalities; (iii) providing institutional capacity building to the SI AED PMU and other entities involved in project implementation; and (iv) reviewing and analyzing all documents prepared under the project's responsibilities providing recommendations and advising on improvements. The PTC will meet on a quarterly basis to review the technical aspects of the annual plans and monitoring reports. The membership, terms of reference, duties and responsibilities and frequency of meetings of the PTC is detailed in Annex 3.

32. Technical Assistance: The implementation of capacity building and technical-assistance-related activities identified under components 1 and 3 will be led by FAO (or other international consultants). FAO (or other international consultants) will also support the MoA in identifying, recruiting, and supervising subcontractors to support the implementation of these activities. The MoA contracted FAO directly through a single source selection method in order to ensure timely and effective implementation of capacity building and technical assistance activities. The contract with FAO covers the following areas of capacity building and technical assistance: (i) to support the improvement of

seed policy and legislation; (ii) updating seed quality standards, bringing them in line with regional and international standards; (iii) training of the MoA and PBC staff on seed industry development issues; (iv) supporting the introduction and adaptation of improved technologies and best practices at the seed farm and nursery level; (v) to supervise and monitor the production of seeds and planting material at the level of seed farms and nurseries; (vi) conducting an awareness campaign among dekhkan farms on improved varieties of seeds and seedlings; (vii) development and creation of a database for real-time monitoring of the agricultural sector and forecasting of agricultural production; (viii) development of information products using agrometeorological information and mechanisms for their dissemination among dekhkan (private) farms; (ix) support the improvement of testing methodology for different soil types and preparation of agro-technology maps; (x) capacity building for crop protection and locust control; (xi) preparation of technical specifications for specialized equipment and agricultural machinery for seeds, real-time monitoring, soil testing and crop protection; and (xii) support for other areas as agreed between the MoA and FAO (or other international consultants). The MoA may recruit other local and international consultants and/or consulting firms that will provide TA by way of supporting project implementation.

33. Project Planning and Implementation. The Project will follow an annual work plan and budget (AWP&B) preparation, review and approval and implementation process. The preparation of the AWP&B will be the responsibility of the SI AED PMU and will be consultative involving all project implementing agencies while the primary responsibility of preparing specific investment proposals to be financed by the project and their implementation is that of the responsible institution. The MoA, as a lead IA, and through the SI AED PMU, will have the responsibility of leading the preparation and implementation of strategic investments e.g., feasibility studies etc. in close collaboration with relevant institutions. Annual work plans for activities related to coordination and management of the project, including fiduciary and safeguards will be prepared and implemented by the SI AED PMU. The AWP&B, after going through technical review by the PTC, will be reviewed and approved by the PSC in one of the bi-annual PSC meetings.

34. Project Implementation Support Plan. The project implementation support plan will consist of: (i) implementation support missions (ISMs); (ii) mid-term review (MTR); (iii) other complementary reviews (OCRs); and (iv) implementation completion review (ICR), all carried out jointly with the Bank.

ISMs: Semi-annual implementation support missions will be conducted jointly by the World Bank Task Team and GoT to review overall SRASP and SRASP AF implementation performance and progress towards achievement of the PDO. In all ISMs, DPs will be consulted to ensure coordination between complementary operations.

MTR: An MTR will be carried out mid-way in the implementation phase. It will include a comprehensive assessment of the progress in achieving SRASP and SRASP AD objectives as laid out in the results framework. The MTR will also serve as a platform for revisiting design issues that may require adjustments to ensure satisfactory achievement of the project's objective.

OCRs: These include analytical, advisory and knowledge sharing activities. Each year, the World Bank and GoT will consider the need for OCrs and/or third-party reviews. Such reviews will be planned for over and above the semi-annual ISMs.

ICR: At the close of the project, the GoT and the World Bank will carry out separate implementation completion reviews to assess the success of the Project and draw lessons from its implementation.

Technical Assistance: Implementation support will include technical support from the World Bank task teams on critical aspects, particularly in terms of ensuring proper financial management and procurement and, given that the use environmental and social standards (ESSs) is new, in terms of follow-up on environmental and social development issues. The objective of the technical support will be to help the project teams to internalize good practices, and to resolve implementation bottlenecks as they are identified during ISMs.

35. The implementation support and oversight missions (ISMs, OCrs, ICRs and TAs) will have the

combined aim of reviewing the quality of implementation, providing solutions to implementation problems, and assessing likelihood of achieving the PDO. More specifically, they will: (i) review component-wise implementation progress (through its results chain); (ii) provide solutions to implementation problems as they arise; (iii) review action plans and disbursement; (iv) review implementation progress of fiduciary activities, including financial management and procurement and verify compliance; (v) verify compliance of project activities with the World Bank's Environmental and Social Standards (ESSs); (vi) review case studies and survey results to measure results indicators to determine progress towards the PDO against the targets set within the results framework and the quality of implementation; and (vii) review the quality of capacity building activities, which are crucial for an effective implementation of the project. The missions will combine comprehensive field visits and field-based focus group discussions to highlight implementation issues, pick up on implementation lessons emerging and share mission recommendations, including agreements on way forward actions. They will also include reviews of quarterly/annual progress reports and reports of various studies that may be commissioned.

V. PROJECT IMPLEMENTATION ARRANGEMENTS

Subcomponent 1.1: Enabling environment (Budget US\$0.65 million)

The objective of this sub-component is to improve the policy, regulatory, institutional and implementation arrangements/frameworks governing seed, seedling, and planting material production/multiplication, including quality assurance, distribution, and marketing; and food and nutrition security. Key areas of support include: (a) reviewing existing policies, legislations and institutional arrangements, including: (i) identifying gaps and implementation challenges, and (ii) developing new and/or revising/updating existing policies, legislations, and institutional arrangements, including their harmonization with regional and international standards, (b) capacity building of MoA, FSC and other stakeholders involved in designing and implementing policies, legislations and institutional arrangement; (c) supporting membership of the Republic of Tajikistan in international organizations, and (d) preparation of the Food Security Crisis Preparedness Plan (FSCPP), its adoption, and implementation.

Review of policies, legislations, institutional and implementation arrangements governing seed, seedling and planting materials production and distribution; and food and nutrition security *(Budget US\$0.45 million)*

36. The review of policies, legislations and institutional and implementation arrangements governing seed, seedling, and planting material production, including quality assurance, multiplication, distribution, and marketing as well as food and nutrition security will be undertaken through national and/or international consultants and/or consulting firms. The MoA, through the AED PMU, would hire national and/or international consultants, including consulting firms, as and when needed. The consultants and/or consulting firms would carry out the above-mentioned tasks (a, b, c and d) under the auspices of the MoA and in cooperation and consultation with project implementing agencies involved in the development and implementation of policies, legislations and institutional and implementation arrangements governing seed, seedling, and planting material production, including quality assurance, multiplication, distribution, and marketing as well as food and nutrition security.

Capacity building of MoA, FSC and other stakeholders in the development and implementation of seed, seedling, and planting material production and distribution, and food and nutrition security policies, legislations, and institutional arrangement *(Budget US\$0.35 million)*

37. The capacity building support will be undertaken through national and/or international consultants and/or consulting firms. The MoA, through the AED PMU, would hire national and/or international consultants, including consulting firms, as and when needed. The consultants and/or consulting firms would carry out the capacity needs assessment under the auspices of the MoA and in cooperation and consultation with project implementing agencies.

Supporting membership of the Republic of Tajikistan in international organizations *(Budget US\$0.1 million)*

38. The project will support membership of Republic of Tajikistan in international organizations. This can take the form of covering membership fees, participation in international events that foster Tajikistan's membership etc.

The Food Security Crisis Preparedness Plan (FSCPP) and its implementation. *(Budget US\$0.2 million)*

million)

39. The objective of preparing the FSCPP and ensuring its proper implementation is to develop urgent actions aimed at protecting lives and livelihoods, and preventing the loss of hard-earned development gains. The preparation and implementation of the FSCPP will be undertaken by a national and/or international consultant, including with support of an international consultant that will be hired by the WBG. The SI AED PMU, under the leadership of the MoA will hire a national and/or international consultant who would assist the MoA in the development of the FSCPP, detailing goals, objectives, roles, timing of funding mobilization, and operational actions. The FSCPP will be prepared in accordance with the requirements of the World Bank and the Global Alliance for Food Security. The FSCPP will include recommendations and reporting templates that will be shared with food security coordinating bodies on risks, resilience, and urgent food and nutrition security measures. As part of the preparation and implementation of the FSCPP, the consultant will develop an action plan, including capacity building and M&E framework that will help stakeholders make informed decision-making in managing the food security program.

40. The action plan will detail investment needs and activities funded through this project, as well as activities that will require mobilizing additional funding whereas the M&E framework will help stakeholders in monitoring the implementation of the FSCPP. In terms of capacity development aspect of the preparation and implementation of the FSCPP, the consultant will develop: capacity development/building plan for state bodies, members of the Food Security Council, representatives of non-governmental organizations. Capacity building of members of the Food Security Council, representatives of nongovernmental organizations will help to take joint actions by government, humanitarian organizations and development partners to prevent and mitigate future food and nutrition security crises. The capacity building measure will also include providing training to Food Security Council members, NGO representatives on existing early warning systems such as the Integrated Food Security Phase Classification (IPC) and other systems; conducting workshops, meetings, seminars, trainings, and conferences for IPC training. It will also include preparation of materials for workshops, seminars, trainings, and conferences.

41. The consultant will also help develop awareness-raising measures and their implementation, including:

- organizing events to raise awareness and publicize the FSCPP;
- Media coverage of program (technical), meetings of members of the Food Security Council of the Republic of Tajikistan and joint meetings.

42. Expected outcomes of implementing the FSCPP include:

- i. continuous monitoring and identification of food security and nutrition (FSN) crises;
- ii. involvement of all stakeholders to assess emerging crisis risks and early scaling up of actions;
- iii. Recognize an emerging crisis and address gaps in operations and funding

43. Institutions that will be involved in implementing this sub-component include:

- Ministry of Agriculture of the RT;
- Majlisi Namoyandagon Majlisi Oli of RT;
- Department of Technical Regulation and Standardization of Agency on Standardization, Certification, Metrology and Trade Inspection (Tajikstandart);
- State Institution "National Accreditation Center";
- Committee on Food Security under the GRT.

44. The role of national and/or international consultants and/or consulting firms supporting the AED PMU in implementing the proposed activities under sub-component 1.1 (enabling environment) is described in Appendix 4.

Subcomponent 1.2: Research and development (\$5.0 million)

45. The objective of this sub-component is to strengthen the capacity of national agricultural research institutes (NARIs), starting with the development of the existing primary base so that they can further

engage in the following activities: (i) developing new technologies; (ii) adapting technologies to local social and environmental conditions and changing circumstances over time (e.g. co-evolution of agricultural pests and diseases, water and land degradation and climate change manifestations); (iii) transferring finished technologies to end users; and (iv) providing support for variety conservation (supportive breeding).

46. Under this sub-component, the Project will support research institutes associated with the Tajik Academy of Agricultural Sciences (TAAS) and Tajik Agrarian University (TAU), and strengthen their material and technical base and build human capacity so that they can participate in developing technologies that are resistant to climate change, acceptable in terms of cost and conservation of varieties that are in demand in the local market and among dekhan (farm) households and adapted.

47. The MoA, through SI AED PMU, will hire national and/or international consultants and/or consulting firms who would assist the MoA, TAAS, and TAU in developing strategic action plans detailing goals, objectives, and proposed actions for comprehensive and effective (infrastructure and human) capacity building of the RIs. The action plan will detail the investment needs and activities to be funded through the project as part of the capacity building of the targeted research institutes associated with TAAS and TAU. The implementation of this subcomponent will also be supported by the international service provider.

48. The investment plans to be supported under this sub-component include goods, works consulting and non-consulting services. Goods include office furniture, IT resources, laboratory furniture, equipment, reagents, mobile and mechanized equipment for research farms; whereas works include establishing new and/or rehabilitating existing field and other support infrastructure for research, including irrigation equipment; and construction of new and/or rehabilitation, for research purposes, of existing office and laboratory buildings, warehouses, laboratories, and greenhouses. Human Capacity Development measures that the sub-component will support include trainings, workshops, study tours, seminars and conferences for researchers, specialists and laboratory technicians on topics related to research and scientific development, variety testing, market development and evaluation.

Stakeholders involved in the implementation of the subcomponent

49. The implementation of this subcomponent will be led by TAAS and TAU. Within the TAAS and TAU, six institutes with facilities in 13 locations covering four geographical regions will be involved, including the Pamir Scientific Center for Agriculture, which specializes in higher altitude crops, including potato; the Farming Institute and the Institute of Horticulture, Viticulture and Vegetable Growing, both of which specialize in horticulture and vegetable crops; the National Center for Genetic Resources, which specializes in the maintenance of germplasm; and the Scientific Center for Innovative Technologies and Agricultural Mechanization, which focuses on the development of mechanical technologies related to the propagation and harvesting of crops.

50. The focus areas of research institutions that will benefit from the support under subcomponent 1.2 include the following.

- (i) Pamir Scientific Center for Agriculture (PSCA)
 - specializes in higher altitude crops, including potato
- (ii) Institute of Horticulture, Viticulture and Vegetable Growing (ISViO)
 - specialize in horticulture and vegetable crops
- (iii) Institute of Agriculture (also referred to as the Farming Institute)
 - specializes in horticulture and vegetable crops
- (iv) National Center for Genetic Resources (NCGR)
 - specializes in the maintenance of germplasm
- (v) Scientific Center for Innovative Technologies and Agricultural Mechanization (NTSITMSH)
 - focuses on the development of mechanical technologies related to the propagation and harvesting of crops and livestock
- (vi) Research Institute of Biotechnology of the Tajik Agrarian University
 - Focuses on provision of tertiary education and associated basic and applied research

51. The role of national and/or international consultants and/or consulting firms supporting the SI AED PMU, TAU, and TAAS in implementing activities under subcomponent 1.2 is described in Annex 5.

Subcomponent 1.3: Multiplication of seeds, seedlings, and planting materials (\$47.25 million)

52. The objective of this sub-component is to build capacity of state and private seed farms and nurseries engaged in reproduction of seeds, seedlings, and planting material, and to establish distribution centers along the value chains for processing and sale of high-quality seeds, seedlings and planting material produced for dekhan (private) farms. State seed farms and nurseries will be supported to improve their material and technical base and build human resources capacity, while private seed farms and nurseries, including those run by cooperatives, will benefit from human capacity building, including technical assistance. State seed farms include facilities operated either by TAU or research institutes affiliated with TAAS (Table 6), while private seed farms and nurseries include facilities owned and operated by private organizations involved in reproduction of seeds, seedlings, and planting material in Tajikistan (Table 7).

53. Under this sub-component, the Project supports emergency operations and long-term development activities. While public and private seed farms are beneficiaries of the long-term development activities, MoA and AED PMU, with support from a consultancy firm will develop selection criteria that will help identify beneficiaries of the emergency operations. The consultancy firm will conduct a survey to identify beneficiaries of the emergency operation using predetermined criteria such as land size, experience in seed production etc. The MoA will prepare and distribution list and submit to the AED PMU. The AED PMU is responsible for checking the list against the project requirement and indicators before distributing seeds, fertilizers and/or farm machinery/equipment. The AED PMU is responsible for distribution of agriculture input to beneficiaries. The emergency operation includes the procurement and subsequent distribution to vulnerable rural households of seeds, seedlings, planting materials, fertilizer, and small-scale farm machinery, including mini-tractors, power tillers, ploughs, trailers, chisels, harrow, disc harrow, cultivators, threshers, rakes, sprayers, potato tillers, hole diggers, potato planters, grain seeders, vegetable and melon seeders and other small-sized equipment. The long-term development activities include the procurement of elite and super elite seeds and seedlings and their subsequent distribution to seed farms and nurseries for reproduction in accordance with the established procedure. The Project will also support (infrastructure and human) capacity building of seed farms, rehabilitation of existing small-scale irrigation schemes, and the establishment of seed distribution centers, which are being managed by the Ministry of Agriculture.

54. The (infrastructure and human) capacity building support includes goods, works, consultancy services (TA), and non-consulting services, including trainings, workshops, seminars and study tours. In terms of goods, the project will support the procurement of office, field, storage, and laboratory furniture and equipment, and farm machinery and vehicles. In terms of works, the project will support the construction of new and/or rehabilitation of existing office, laboratory buildings and storage facilities as well as irrigation infrastructure. In terms consultancy services (TA) and non-consultancy services such as trainings, the project will support the recruitment of national and/or international consultants and consulting firms who would undertake needs assessment, develop capacity development plans, and support their implementation. The MoA, through the SI AED PMU, will undertake the procurement of seeds, seedlings, planting materials, fertilizers and small-scale farm machinery supported by the international TA (FAO) in preparing specifications and sourcing the seeds, seedlings, planting materials, fertilizer, and small-scale farm machinery. The MoA, via the SI AED PMU, will recruit consultants and/or consulting firms that would help implement the infrastructure and human capacity building activities supported by the Project.

55. *Implementing Agencies:*

- *State Commission for Variety Testing of Agricultural Crops and Variety Protection (Budget*

\$565,000);

- *State Unitary Republican Enterprise of Fruit-Growing Farms “Tojikniholparvar” (Budget US\$ 1305,000);*
- *State Unitary Enterprise for Varietal Seed of Vegetable Crops of Tajikistan (Budget US\$529,000)*
- *Agriculture machinery and equipment for Private Seed Farms (Budget \$750,000) A list of seed farms to be supported is attached in Annex 5.*

56. Annex 6 contains the ToR for consultants to be hired to assess, prepare, and implement investment plans that will strengthen the (infrastructure and human) capacity of public and private seed farms and nurseries involved in the reproduction of seeds, seedlings, and planting material, and in the establishment of value chain type distribution centers to process and sell high-quality material produced for dekhkan (farm) households (sub-component 1.3). The procurement and distribution of seeds, fertilizers, seedlings, pest control products and small-scale innovative agricultural machinery to vulnerable groups, including women should be completed in the first two years of the project.

57. The sub-component will support human capacity building activities, including trainings, workshops, seminar etc., targeting dekhkan farmers and women in the production of seeds, seedlings and planting material and the use of small and innovative agricultural machinery, knowledge sharing activities such as farmers' field days and retreats.

III. Rehabilitation of irrigation systems. (Budget US\$4,000,000).

58. In order to eliminate existing water use problems, which are related to dilapidated infrastructure and to ensure access of vulnerable farms to the irrigation system, the subcomponent will rehabilitate existing irrigation systems by installing energy-efficient irrigation pumps and carry out minor rehabilitation of existing irrigation networks, including the replacement of obsolete non-operational pumping units serving the existing irrigated areas, as well as minor (emergency) rehabilitation of the inter- and intra-farm irrigation infrastructure for dekhkan farms and women-headed farms, which will receive seeds, seedlings, fertilizers, protection equipment and small-size innovative agricultural machinery. Considering the limited financial resources, the existing irrigation systems will be rehabilitated in areas for which seeds, seedlings and planting material, fertilizers and small innovative agricultural machinery will be purchased and distributed to the beneficiaries. The rehabilitation of irrigation systems includes replacement of obsolete non-operational units, and rehabilitation of inter- and on-farm irrigation infrastructure. It will also include installation of energy-efficient irrigation pumps.

59. Proposed Capacity Building Measures: The project will finance capacity building activities for beneficiaries within the framework of emergency and long-term interventions, including training of dekhkan (farm) households and women on production of seeds, seedlings and planting material and use of small and innovative agricultural machinery, knowledge sharing activities such as field days of dekhkan (farm) households and retreats. The project includes funding for operating costs associated with the implementation of emergency interventions, including procurement and distribution of seeds, fertilizers, and small and innovative agricultural machinery, installation of energy-efficient irrigation pumps and small rehabilitation works on existing irrigation networks, and capacity building initiatives.

60. rehabilitation of existing irrigation schemes will be carried out by the AED PIU together with the Agency for Land Reclamation and Irrigation under the Government of Tajikistan. The SI AED PMU will undertake a needs assessment among beneficiaries to identify their problems regarding existing irrigation system, then support them in the preparation of design and budget. For rehabilitation of the irrigation system will engage local firms by AED PMU through tender procedure. The Agency for Land Reclamation and Irrigation under the Government of Tajikistan will support AED PMU during designing of implementation if needs.

Subcomponent 1.4: Quality assurance (Budget \$0.5 million)

61. The objective of this sub-component is to build the capacity of institutions and organizations involved in ensuring the quality of seeds, seedlings and planting material produced (or imported) and

sold in the Republic of Tajikistan. The main areas of support include: (a) improving the state of the material and technical base of institutions involved in quality assurance, including: (i) construction of new and/or renovation of existing office and laboratory buildings; and (ii) procurement of office furniture, field, laboratory, IT and related equipment, agricultural machinery, and vehicles; (b) human resource capacity building, including conducting capacity and capability assessments of institutions and organizations involved in quality assurance of seeds, seedlings and planting material, and providing training to researchers, lab technicians and other quality assurance personnel.

62. Strengthening the capacity of agencies involved in ensuring the quality of seeds, seedlings and planting material produced (or imported) and sold in the Republic of Tajikistan includes (i) goods, (ii) works, (iii) consulting services, and (iv) non-consulting services. The support under goods includes procurement of equipment and technologies for certification of seeds, seedlings, and planting material in accordance with the standards; and improving methodologies and practices for surveillance and sampling. Equipment to be procured under the Project will be identified by the Committee, with support from the international service provider, including upgrading and equipping laboratories to enable certification of seeds, seedlings, and planting material in all laboratories. The works support includes infrastructure investments, including construction of new or rehabilitation/repairing of existing buildings, laboratories, warehouses, and other facilities related to certification of seeds, seedlings and planting material.

63. Capacity building activities proposed for support under the project: Improve capacity and capability among technicians and field inspectors in the use of advanced field and laboratory analysis of seeds, seedlings, and planting material. The committee also proposes to assist major seed producers and other interested parties in establishing field laboratories for seed quality control.

64. Specific areas of support, including goods, works (infrastructure needs) as well as human capacity building needs, to be provided by the project will be determined after an assessment by a local and/or international consultants and consulting firms who would be hired by the MoA, through the SI AED PMU.

Implementing agencies:

65. Food Security Committee Seed Surveillance Office

- Central Seed Laboratory
- Sogd Regional Seed Laboratory
- Khatlon Regional Seed Laboratory
- Regional Seed Laboratory GBAO

66. Annex 7 presents the ToR describing the role of consultants in supporting the implementation of activities under sub-component 1.4. More detailed information on the activities for Component 1 and its sub-components is provided in the Table describing activities, components, and consultants (Annex 8), Timeframe for consultants throughout the project implementation period for each component (Annex 9), Detailed breakdown of consultant costs (Annex 10) and PDO Indicators for Component 1, Intermediate Result Indicators, and M&E plan (Annex 10).

Component 2: Support investments in Agri-Logistical Centers (ALCs) for horticulture value chains (US\$25.00 million)

67. The objective of this component is to support investments in agro-logistic centers (ALCs) to improve the competitiveness of value chains in the horticultural sector and improve access to markets (e.g., domestic retailers and exports). Investments in ALCs will help create sustainable food systems, contribute to agricultural diversification, establish effective market linkages, ensure quality and food safety standards, reduce food losses/waste, and initiate the development of an efficient distribution system network in Tajikistan. The component has two sub-components: i.e., sub-component 2.1: support the establishment and operation of ALCs, and sub-component 2.2: Capacity building for operation and management of ALCs and awareness raising. Sub-component 2.1 will support feasibility studies, business plans, environmental and social impact assessments, detailed designs; construction of five ALCs; construction supervision; and provision of equipment for operation of the ALCs— pre-

cooling, sorting, grading and packing lines as well as cold storage units and an operational management software. Sub-component 2.1 will provide training for management staff of ALCs for operation and management of ALCs; and for MoA on future scale-up of investments needed for an integrated and sustainable food distribution networks organized around ALCs.

Subcomponent 2.1: Support the establishment and operation of ALCs (US\$24.7 million).

68. This sub-component will support the establishment and operation of an estimated 5 ALCs, 1 of which will be located in Sughd Region, 1 in GBAO, 1 in Direct Rule Districts, and 2 in Khatlon Region to help meet standards related to primary receipt, quality and food safety for local fruit and vegetable production and access to high value-added retail chains. The ALCs will help increase the government's capacity to ensure access to food and nutrition for the public by enhancing the capacity to produce, store, process, and provide sufficient quantities of high-quality food. ALCs will also help the government build sustainable food systems, promote agricultural diversification that contributes to food and nutrition security, ensure better market linkages, improve the competitiveness of horticultural value chains, and increase access to markets.

69. The general locations of these investments in logistics infrastructure have been determined based on the following criteria: (i) proximity of ALC location to major fruit and vegetable production areas in Tajikistan (Khatlon oblast: 1470697 tons of vegetables and 209694 tons of fruits, Sogd oblast: 561187 tons of vegetables and 139395 tons of fruits, RRS: 438106 tons of vegetables and 101130 tons of fruits); (ii) proximity to Dushanbe, home to 700,000 inhabitants, the country's main consumption area; and (iii) demand analysis based on qualitative interviews conducted with various agribusiness entities and preliminary assessment of storage facilities located in different areas, that there was a lack of capacity in terms of product acceptance, processing and packaging. Some potential options for interaction with the existing small-scale The sub-component will support: (i) the preparation of feasibility studies, business plans, environmental and social impact assessments, and detailed design and construction supervision plans; (ii) construction work for the construction of ALCs; (iii) to supervise the construction work; and (iv) to provide equipment for the operation of the ALC regarding precooling, sorting, calibration, packaging lines, and cold storage rooms and operational management software. The MoA, through the SI AED PMU will hire international consulting firms who would undertake the activities mentioned above.

70. The main phases of ALC design are divided into three distinct phases: (i) phase 1: feasibility study including market study, environmental and social impact assessment (ESIA), preliminary design and definition of the business model and business plan for each ALC; (ii) phase 2: detailed design, construction, construction supervision and equipment procurement to be carried out "turnkey" (EPC - engineering procurement and construction) in order to facilitate the process. Additional independent supervision of the works may be contracted to assist the contract manager within the MCA who will be responsible for monitoring the works on the WPI, monitor the schedule/progress of works and financial aspects; and (iii) Phase 3: Operational start-up with technical assistance support to build capacity and ensure operational management of the ALC in their first year of operation.

Subcomponent 2.2: Capacity building for operation and management of ALCs and awareness raising (US\$0.3 million).

71. The subcomponent will support provision of training for: (i) management staff of ALCs for operation and management of ALCs; and (ii) MOA on future scale-up of investments needed for an integrated and sustainable food distribution network organized around ALCs. The training and capacity building activities will be implemented by the company that will be hired and responsible for providing the management service. The MoA, through the SI AED PMU will recruit a consulting firm who would undertake the capacity building and awareness raising.

Component 3: Strengthen public capacity for crises prevention and management (US\$25,6 million).

72. The objective of this component is to strengthen the capacity of relevant state institutions in the

prevention and management of agricultural crises by focusing on selected programs that can significantly increase the resilience of the agricultural sector. This component will strengthen the material base and capacity of state agencies, enabling them to assess agricultural production and yields in advance, identify potential food shortages, and anticipate and respond to crisis situations more quickly and at an early stage. It will also support climate change adaptation and mitigation by providing significant climate change co-benefits. The component has four sub-components, including: (3.1) real-time monitoring of agricultural production and agrometeorology; (3.2) soil analysis for improved soil fertility management and precision agriculture; (3.3) plant protection and locust control; and (3.4) improved nutrition.

73. Under sub-component 3.1, an additional activity is included to strengthen the capacity of state institutions to prevent and manage crisis situations, an early warning system will be developed for the livestock sector.

Subcomponent 3.1: Real-time monitoring of agricultural production, land use, and agrometeorology (US\$13,0 million)

74. The objective of this sub-component is to improve the information base and build capacity in data analysis for effective policy making for more sustainable and resilient agricultural development. The project will focus on collecting critical land use and agricultural production data on a regular and timely basis using digital technology and transforming that data into the basis for real-time policy actions, including crisis preparedness and response. This sub-component will include three main activities: (i) establishment of a system of regular data collection on agricultural land use/seeding decisions, using a unified database and protocols for data collection at jamoat⁵, district and oblast levels; (ii) collecting information on vegetation cover and the impact of climate threats on agricultural production using remote sensing technologies; and (iii) capacity building at the institutional level in agricultural production forecasting and early warning, which will lead to strategic decisions that help dekhan farmers adapt to climate change.

75. This sub-component will also support the production of agrometeorological information in real time. In this regard, the project will support two main activities: (i) enhancing the capacity of the MoA to collect and analyze site-specific weather information in collaboration with the Hydrometeorological Agency; and (ii) providing early warning and timely forecasts to dekhan farms, which will solve the problem of delays in providing currently unreliable agrometeorological information, based on the FAO/EU pilot project in Tajikistan⁶.

76. This sub-component will include three main activities: (i) advisory support for the implementation of an early warning system for the livestock sector, (ii) development of early warning system software for the livestock sector; establishment of information technology infrastructure; and training on system operation

77. Activities to be implemented under the project: The project will support measures to: (a) establish a structure to advise on agricultural data collection and management (also called agro-data stack ("AGRIDATA stack")) for Tajikistan, (b) conducting an analysis of existing agricultural data sets in all agencies, ministries and the private sector, (c) creating an information technology infrastructure (also called "AGRIDATA stack") that will lay the computing foundation for a real-time monitoring and planning tool; (c) creating initial digital services that will enable the flow of data and information into and out of the "AGRIDATA stack," and (d) conducting appropriate training among stakeholders necessary to implement the proposed activities.

78. The following tasks will be carried out by technical support of FAO with collaboration of Hydrometeorological Agency and consultant firm will be engage for agriculture monitoring: (i) Assessing the need for new agrometeorological stations by agro-climatic zone in Tajikistan; (ii)

⁵ A jamoat is a third-level administrative division, similar to a commune or municipality.

⁶ The "Strengthening Institutions and Capacity of the Ministry of Agriculture and the State Veterinary Inspection Service for Policy Development" project, funded by the EU and implemented by FAO, has supported the successful establishment of several agrometeorological stations in the Tursunzade, Kanibadam and Balkhi regions in 2019-2020, the number of which may be increased.

Installing new agrometeorological stations and setting up existing stations to ensure data transfer to the "AGRIDATA stack" system; (iii) Distributing weather forecasts through the "AGRIDATA stack" system; (iv) Developing digital weather, pest/disease warning systems and crop advisory services; (v) Developing an early warning system for the sector; (vi) Developing an early warning system for the agricultural sector.

79. Proposed Project Infrastructure and Equipment Acquisition: There will be operating costs associated with the Early Warning System process and information technology infrastructure will be acquired, which includes a collection of information centers, subsystems, data and knowledge banks, communications systems, control centers, hardware and software, and technology to support information collection, storage, processing, and transmission.

80. These activities will be implemented under the leadership of the MoA on the part of the SI AED PMU together with the FAO with the involvement of an international consultant and a national company. The Center for Digitalization Development acts as an implementation partner on the side of the Ministry of Agriculture.

1. Consultants engaged by FAO will perform the following: Design and establishment of database for real-time agricultural sector monitoring and agricultural production forecasting; (vii) development of information products using agrometeorological information and mechanisms to disseminate them to farmers.
2. Development of information products using agrometeorological information and development of mechanisms to disseminate it to farmers.
3. Support for improvement of methodologies for testing various soil types and preparation of agrotechnological maps.

Also, the consultants will:

- (i) develop methodology for monitoring and forecasting agricultural production (forecast methodology, data collection, institutional conditions, technical characteristics of purchased equipment, etc.),
- (ii) improve legislation to support monitoring and forecasting methodology;
- (iii) Support capacity building and technical support to implement information collection and forecasting analysis.

The national company hired by the SI AED PMU will develop of an information system for accounting and monitoring of agricultural production.

Proposed infrastructure and equipment acquisition under the project: Operating costs associated with the process of establishing an early warning system, including an early warning system for livestock, will be funded and information technology infrastructure will be acquired, which includes a set of information centers, subsystems, data and knowledge banks, communication systems, control centers, hardware and software tools and technologies to ensure information collection, storage, processing and transmission.

81. Capacity building activities and capacities proposed for support under the project: FAO for implementation of these activities will conduct training for the staff of the Ministry of Agriculture of the RT, Agency on Hydrometeorology, Institute of Veterinary of the Tajik Academy of Agricultural Sciences, Center for development of digitalization and improvement of human resources in agriculture and other parties involved in implementation of the sub-component on system operation and new information technologies.

82. Planned activities on human capacity building of agencies involved in the implementation of this sub-component will be carried out by consultants together with the Center for development of digitalization and improvement of human resources capacity of the Ministry of Agriculture of Tajikistan.

83. Modules on functioning of infrastructure of "AGRIDATA" system, on management system "Precision Farming" will be developed for conducting trainings, establish an early warning system for

the livestock sector, as well as modules on tools for real-time monitoring and planning of agricultural production;

A series of trainings will be organized:

84. The first training event will include training of selected representatives of the MoA. The participants will be selected by the Ministry from among key managers as well as the management team.

85. The second training activity would include training of members among local structures of the MA (oblast, rayon departments, other relevant units).

86. The third training event will include training of members from other government agencies that are represented in the MoA.

87. The fourth training event would be a field program in which a CGA digital trainer would train selected representatives of jamoats and dehkan (farm) households in each of the nine agro-climatic regions. Ideally, two field officers from each jamoat and five dehkan (farm) households would participate in the program. Dehkan (farm) farms should be selected so that they are "leading" dehkan (farm) farms that represent different levels of dehkan (farm) farms.

Project implementation agencies:

- Agency for Hydrometeorology of the Committee for Environmental Protection under the Government of Tajikistan;
- Center for development of digitalization and improvement of human resources in agriculture of the Ministry of Agriculture of Tajikistan- The Institute of Veterinary Medicine of the Tajik Academy of Agricultural Sciences

Implementation of the Integrated Food Security Staging Classification (IFSCC) methodology (US\$2 million)

88. The Comprehensive Classification of Stages of Food Security (CCFS) is a set of tools and procedures for classification based on international standards of severity and causes of acute food and nutrition insecurity as well as chronic food insecurity. To date, the CCSPS has not been implemented in Tajikistan.

89. This activity will support ongoing efforts by development partners (including FAO, UNICEF, and WFP) to introduce the Integrated Food Security Staging Classification (IFSCC) methodology in the country, as an advanced multi-stakeholder initiative to improve analysis and decision-making on food security and nutrition.

90. Activities proposed for the project: The project will fund periodic surveys, research, report writing, dissemination, etc., as well as operating costs incurred for research and report writing and dissemination of survey results

91. Capacity building and capacity building activities proposed for support under the project: Support to government agencies in implementing the IFSCC methodology through possible follow up capacity building support such as trainings, information, and experience exchange visits, etc., based on identified needs under the IFSCC methodology and financing of operating costs.

Preparation of the Food Security Crisis Preparedness Plan (FSCPP) and its implementation through possible follow-up capacity support based on identified needs under the FSCPP.

92. Activities expected to be supported under the project: Under these activities, there will be ongoing convocations of members of the Food Security Council of the Republic of Tajikistan, representatives of non-governmental organizations and development partners to assess emerging crisis risks and scale up early action, and to identify emerging crisis and address operational and financial gaps. Implementation of the PCCP will help prevent worsening risks and additional needs to involve senior officials.

93. The FSCPP will also serve as part of the M&E system for implementing the 2030 Agenda for Agri-Food System Development and Sustainable Agriculture.

Sub-component 3.2: Soil Fertility Management (\$3.1 million)

94. The objective of this sub-component is to increase dekhkan (farm) households' awareness of their soil, water, and biological hazards and to succeed in replacing general recommendations with practically tested recommendations and introducing climate-optimized farming practices (i.e., precision agriculture). This work will include the development of agro-technological maps and a broader list of options for dekhkan (farm) farms adapted to the specific needs of the country's agro-ecological zones.

- Support under this subcomponent will include (but not be limited to) the following: Upgrading laboratory infrastructure for soil and water analysis. This activity will be implemented by the SI AED PMU with the involvement of a national consultant in collaboration with the Research Institute of Soil Science and Agrochemistry of TAAS. A list of necessary laboratory equipment will be prepared by the involved consultant, as well as technical indicators of this equipment.
- Support to improvement of testing methodologies for different types of soils and preparation of agro-technological maps
- Capacity building in land mapping (through investments in technical assistance, purchase of necessary equipment, ICT and software) and digitization of land/soil map information with open access to data. The implementation of this activity will be carried out by the SI AED PMU. A national consultant will be hired by SI AED PMU to prepare the methodology of soil survey, soil analysis and created agro-technical maps. Assistance will also be provided in digitalization of archive materials, development of scientific principles for collection, storage and processing of soil-agrochemical information.
- Development of guidelines on best practices for soil monitoring, mechanization methods/techniques and fertilizer use, considering different soil types and agro-ecological zones within the guidelines on good agricultural practices and capacity building in the field of COCA, and providing this information to dekhkan (farm) households through local extension services. This activity will be implemented by FAO as technical assistant.
- Supporting the development of climate-sensitive mechanisms and equipment suitable for small farms; and piloting the introduction of new digital technologies for soil and water testing/scanning, in particular portable on-site soil testing equipment to enable advisory staff to provide real-time advice to (dekhkan (farm) households on soil and water quality and adjustments needed to improve natural resource management.
- "Training of Trainers" will be conducted by an international consultant hired by FAO for further dissemination of knowledge among farmers. The developed training modules will be handed over to the Center for development of digitalization and improvement of human resources capacity of the Ministry of Agriculture of Tajikistan.

95. The activity will also be supported by FAO to capacity building of experts, scientists, and local communities in natural resource management through a combination of (a) awareness raising and training; (b) provision of field and office equipment and necessary materials; and (c) provision of extension services such as demonstration plots, field days and practical exercises. The sub-component will also invest in building the capacity of the MoA and other government agencies in CSA practices that lead to reductions in greenhouse gas (GHG) emissions and fertilizer use.

96. Implementation of this activity will be carried out by the SI AED PMU and FAO consultants through trainings for trainers and employees of the Center for development of digitalization and improvement of human resources capacity of the Ministry of Agriculture of Tajikistan.

97. This sub-component will have three main thrusts: (i) improving land productivity through improved soil fertility and health and addressing land degradation; (ii) building the capacity of the MoA, TAAS, TAU, and other government agencies in climate-smart practices that lead to reduced greenhouse gas emissions and fertilizer use; and (iii) laying the foundation for effective use of innovative remote digital scanning and soil testing in the future.

98. Technical management of implementation of this sub-component will be carried out by the State Unitary Enterprise "Center for Advanced Training of Agricultural Personnel" under the Ministry of Agriculture. This center will cooperate with the Hydrometeorological Agency to ensure coordination and complementarity. The main elements of support for this sub-component include the following: (a)

improving land productivity through improved soil fertility and health and addressing land degradation, including: (i) development of soil and water analysis laboratory infrastructure, including: building renovation and construction work, provision of equipment, ICT, and software; (ii) establishment of a network of central reference and regional laboratories; (iii) improving the quality of manuals/guides on soil testing and fertilizer use; (b) capacity building for the MoA, TAAS, TAU and other government agencies on climate-smart practices, including through training; and (c) laying the foundation for effective use of innovative remote digital scanning and soil testing in the future, including promotion of field soil testing equipment among dekhans (farmers) farms and (d) operating costs, particularly for supervision and monitoring of field activities supported by the project. FAO will support human capacity building and technical assistance activities, including organizing and conducting trainings, and technical assistance in preparing specifications for laboratory and field equipment.

Sub-component 3.3: Plant Protection and Locust Control (\$4.5 million)

99. The objective of this subcomponent is to strengthen the capacity of plant protection and locust control agencies to provide farmers with plant protection services against agricultural pests based on the principle of environmental sustainability. Public sector support is provided in areas critical to the effective management of risks associated with protecting plants from agricultural pests, mainly locusts, in the country. The sub-component will focus on two areas: (i) investing in large-scale locust and other pest control measures, including data collection on pest prevalence, strengthening laboratories for better diagnostics, and detection and identification of agricultural pests (ii) investing in the logistics and human resource capacity of state agencies responsible for plant protection and locust control, including equipment, materials, and training of staff. Main support elements under this subcomponent include (a) investment in large-scale locust monitoring and control and prevention of crop damage and losses caused by pests, as well as risks related to pesticide residues for the health of plant food consumers, (b) upgrading the plant protection laboratory infrastructure, including repair and construction works on the buildings and procurement of equipment and laboratory reagents, and (c) investment in human This set of activities will aim to strengthen Tajikistan's national capacity to reduce risks associated with plant pests, with a particular focus on locusts. It will include strengthening the capacity of plant protection laboratories to test soil samples, cultivated or stored plants for pests and identify pests if detected.

100. Proposed infrastructure and equipment acquisition under the project: The project will provide equipment for locust control system operation for the institutions and units responsible for crop protection, locust control and for laboratories.

101. Capacity building activities and opportunities proposed for support under the project: The project will build capacity of technical staff of state plant protection organizations on introduction of integrated pest management as a basic system of sustainable plant protection, which reduces the risk of damage to environmental elements. Trainings will also include a climate-smart agriculture approach and cover aspects related to preventing or mitigating the impact of agriculture on climate change, e.g., by minimizing greenhouse gas emissions or increasing carbon sequestration. Trainings will be conducted on sustainable management of natural resources (water, soil) in agriculture in the context of climate change, as well as on climate change impacts on plant protection, e.g., changes in host plant distribution, development and life cycles of agricultural pests or their natural spread to new areas. In addition, trainings should cover integrated pest management as a basic approach that combines effective plant pest control along with protection of the natural environment and biodiversity, especially protection of non-target organisms including beneficial organisms, protection of non-target plants from pesticide contamination and protection of human health by reducing pesticide applications along with the associated risks of pesticide residues. The trainings will be conducted by international or national experts. The specific scope of trainings will be determined during project implementation in accordance with the need's assessment.

102. Project Implementation Agency: State Enterprise "Locust Control Expedition" of the Ministry of Agriculture.

Subcomponent 3.4: Improving Nutrition (Budget US\$ 5.0 million).

103. The overall objective of this sub-component is to address the long-term and short-term nutrition needs and challenges. This Sub-component will finance 3 major blocks of nutrition-specific and nutrition-sensitive interventions:

- 1) Procurement and distribution of micronutrients and vitamin supplements for pregnant and lactating women and children (of age 6 to 59 months), and ready-to-use therapeutic foods (RUTFs) for children at risk of severe acute malnutrition (SAM).
- 2) Establishment and capitalization of the National Premix Revolving Fund (NPRF).
- 3) Support to the MoA in implementing priority nutrition-sensitive agricultural interventions under the Multi-Sectoral Plan of Action for Nutrition of the Republic of Tajikistan for 2021-2025, and strengthening human resource capacity in the agriculture sector to develop and implement nutrition-sensitive policies and programs.

104. This sub-component will contribute to the achievement of the National Development Strategy for the period of 2030 (and specifically Strategic Development Objective 3. Food and nutrition security and people's access to good quality nutrition). It will also support implementation of Health Code Republic of Tajikistan⁷, the Law of the RT “on Ensuring access of the population to the fortified food products”⁸, Multi-Sectoral Plan of Action for Nutrition of the Republic of Tajikistan for 2021-2025⁹, the National Program for Prevention of Micronutrient Deficiencies and Related Diseases among the Population of the Republic of Tajikistan for 2022-2027¹⁰, National Communication Strategy for Social and Behavioral Change on the First 1000 days, and other national programs and policies.

Procurement and distribution of micronutrient and vitamin supplements for pregnant and lactating women and children (of the age 6 to 59 months), and the RUTFs for children at risk of SAM.

105. The SRASP AF will finance the procurement and distribution of micronutrients and vitamin supplements for pregnant and lactating women and children (6-59 months), and RUTFs for children at risk of SAM in accordance with the established clinical guidelines developed by the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan (MoHSPP). The SRASP will also seek MoHSPP’s guidance on types and quantities of micronutrient and vitamin supplements that will be procured. Given the extensive experience built by the UNICEF Tajikistan in procuring and delivering quality micronutrient and vitamin supplements and RUTF, these items will be procured through UNICEF.

106. The SRASP will send an official letter to the MoHSPP informing about nutrition activities under the Project before initiating this activity. An Inter-Ministerial Agreement will be signed between MoA and MoHSPP. Micronutrient and vitamin supplements will be distributed to the target beneficiaries through the primary healthcare network (PHC) nationwide. The MoHSPP using project funding will provide training for medical staff on using of the micronutrients and vitamins. The overall coordination, monitoring, reporting and supervision over a proper administration of the supplements and RUTF will be the responsibility of the Directorate for Maternal and Child Health Services and Family Planning under MoHSPP. Daily monitoring, reporting and proper administration of distributed RUTF will be the responsibility of the Clinical Research Institute of Pediatrics and Children's Surgery under the MoHSPP. Warehousing, storage, and distribution of the micronutrient and vitamin supplements and RUTF at the national level will be also the responsibility of the MoHSPP. The SRASP Nutrition and Health Specialist in collaboration with MoHSPP relevant staff and relevant institutions will develop instructions for health workers on a proper administration of micronutrient and vitamin

⁷ Health Code of the Republic of Tajikistan, No.1413, May 30, 2017.

⁸ Law of the RT "on Ensuring access of the population to fortified food products", No. 1635, July 19, 2019.

⁹ Multi-Sectoral Plan of Action for Nutrition of the Republic of Tajikistan for 2021-2025, No. 25, February 25, 2021.

¹⁰ National Program for Prevention of Micronutrient Deficiencies and Related Diseases among the Population of the Republic of Tajikistan for 2022-2027, No. 415, September 30, 2021.

supplements and RUTF. The SRASP will cover costs related to provision of monitoring of this activity. 107. This activity will be accompanied by media and communication campaign aimed at raising awareness on the importance of healthy and diverse diets and of micronutrients intake; consequences of micronutrient deficiencies; good IYCF practices; and other critical nutrition messages. This activity will be based upon the National Communication Strategy for Social and Behavioral Change on the First 1000 days. In delivering this activity, the Project will conduct a desk review to collect information on the existing communication materials and programs and will make use of the existing lessons learnt and resources. The project will develop a package of communication materials for parents, PHC workers and for the public. The media campaign will be conducted through the local TV and radio stations. Information materials and booklets will be distributed through PHCs networks. To implement this activity the project will coordinate with all development partners active in this area.

108. In addition to these measures, the SRASP will hire a local civil society organization (CSO) to conduct the third-party monitoring (TPM). Finally, the Project will closely collaborate with the WB-funded Early Childhood Development Project which is implementing the child growth and development monitoring program nationwide to leverage and compliment the efforts. The SRASP will report on the progress of this activity to the National Council on the Scaling Up Nutrition in Tajikistan, Maternal and Child Health Coordination Council, to the Primary Healthcare Coordination Council and other coordination mechanisms. It would be important to report these interventions as they are specified in the Multi-Sectoral Plan of Action for Nutrition for 2021-2025 and National Program for Prevention of Micronutrient Deficiencies and Related Diseases among the Population of the Republic of Tajikistan for 2022-2027.

Establishment and capitalization of the National Premix Revolving Fund (NPRF).

109. The Project will finance establishment and capitalization of the NPRF. This activity will be done to support implementation of the Law of the RT "on Ensuring access of the population to fortified food products" and to support the centralized procurement of premix to fortify wheat flour and potassium iodate/iodide for iodization of edible salt. This activity will consist of 2 stages:

- identification and set up of NPRF host agency;
- capitalization of the NPRF and capacity building of the host agency.

Identification and set up of NPRF host agency

110. The SRASP will recruit a technical assistance (TA) to assist in assessing all modalities and proposing the most optimal set up for the NPRF by identifying the host agency). Terms of Reference for this TA will be developed by the Project. For this TA, SRASP can hire either International and/or National Consultants on establishment of the revolving fund.

111. In order to establish the PRF, the Decree of the Government of Tajikistan will be adopted, and the NPRF regulation, functioning mechanisms and SOP will be approved, which will describe the mechanisms of calculation and purchase of annual stocks of premixes and capitalization of this fund.

112. The proposed model for the NPRF will be created under the Government Oversight Committee consisting of MoA, Ministry of Finance, MoHSPP, Ministry of Industry and New Technologies of the Republic of Tajikistan, TajikStandart Agency, private companies – producers and other relevant stakeholders. The SRASP will attend the meeting of the Working Group on implementation of National Program for Prevention of Micronutrient Deficiencies and Related Diseases among the Population of the Republic of Tajikistan for 2022-2027 as well as the meetings of the to the National Council on the Scaling Up Nutrition in Tajikistan and will report on its progress. Проект будет работать в тесном сотрудничестве с международными организациями, работающими по фортификации продуктов питания.

Capitalization of the NPRF and capacity building of the host agency

113. Once the entity for NPRF is identified, fiduciary assessment of this host entity in a manner satisfactory to the Association will be conducted. The SRASP will also finance capacity building of the PRF implementing entity with an aim to enhance its capacity to manage and run the PRF. The SRASP AF will also join other DPs, such as UNICEF, in supporting advocacy work for including the micronutrient premix and potassium iodate/iodine in the essential drugs list and/or for exempting procurement of premix and potassium iodate/iodine from customs fees and taxes;

Support to the MoA in implementing priority nutrition-sensitive agricultural interventions under the Multi-Sectoral Plan of Action for Nutrition of the Republic of Tajikistan for 2021-2025, and strengthening human resource capacity in the agriculture sector to develop and implement nutrition-sensitive policies and programs.

114. Under this activity, the Project will support MoA to implement priority nutrition-sensitive agricultural interventions under the Multi-Sectoral Plan of Action for Nutrition for 2021-2025.

115. The Project will finance MOA's effort to integrate into its agriculture extension and advisory services delivery of nutrition messages (extension materials e.g., leaflets, brochures, posters, etc., production and distribution), such as the promotion of production and consumption of locally available folate-rich foods (such as dark leafy green vegetables, pulses, nuts and seeds, and citrus fruits). The SRASP AF will also finance demonstration of nutrition sensitive agricultural activities and the development and dissemination of nutrition-sensitive agriculture training and information, education, and communication (IEC) materials that will enable the training of MoA staff at national, province and district levels, including "Training of Trainers" who can then lead demonstrations in the field on for example diversified homestead gardening, and small livestock production. The Training of Trainers will be provided by MoA (subordination) under the project. The extension information materials will be provided MoA and distributed by Institute under the MoA to the farmers.

116. The Project will also finance human resource capacity development of the MOA e.g., training, exchange visits, conference participation etc., to be able to mainstream nutrition considerations in policies, strategies and programs, including in the Republic of Tajikistan Food Security Program and render it capable to participate and report on the activities it is responsible for in global and national nutrition fora, including the National SUN Coordination Council Meetings, including reporting on dietary diversity under the Food Security Program.

117. Additionally, the Project will fund knowledge generation and exchange events on nutrition-agriculture programming and organization and participation in national and international nutrition platforms and forums to showcase the results and progress on nutrition-sensitive activities implemented by the MOA.

Component 4: Project Management and Coordination (US\$4.0 million)

118. The objective of this component is to support project management, coordination, M&E, and implementation of fiduciary and safeguard aspects of the project. These functions will be undertaken by the SI AED PMU established under the auspices of the MoA to support the implementation of the SRASP. The SI AED PMU will also manage the project's grievance redress mechanism (GRM) and citizen engagement activities. Enhanced engagement and outreach activities will improve the outcomes of the project. Component 1 will carry out beneficiary satisfaction surveys (using scorecards and other feedback mechanisms) annually. Components 2 and 3 and the project will also conduct ex ante inclusive group discussions to elicit the demand for ALC functions, and for public sector agricultural information and delivery mechanisms, with emphasis on group discussions with vulnerable (small, young) producers as well as women-farmers and other users. These will be organized annually as participatory social monitoring activities with the objective to engage with stakeholders. The SI AED PMU will be staffed with the required specialists, including fiduciary and ESF. Activities to be financed under this component include: (i) project management, coordination, and implementation; (ii)

procurement, financial management, environmental and social risk management, citizen engagement, monitoring and evaluation, and reporting; project related audits; and (ii) training and operating costs for the project.

M&E mechanisms

119. Management Information System (MIS). The project will support the SI AED PMU in developing and implementing an M&E system and framework that will help monitor progress toward PDO and intermediate indicators. The national consultant engaged by the RPSH PMU will support the SI AEID PMI in developing and implementing an M&E system and framework that will help track progress toward the MIS and milestones. -. As per PAD, the SI AED PMU will adopt a geo-enabling methodology to establish a geo-enabled M&E platform for the project, that will include an online MIS. The project will collaborate with the World Bank's Geo-Enabling Monitoring and Support (GEMS) initiative¹¹ to establish an online platform consisting of a cloud-based database, a web portal, and mobile data collection applications based on the Kobo ToolBox – an open-source software that enables the collection and reporting of real-time data to facilitate project monitoring and supervision. The World Bank will facilitate this introduction. The SI AED PMU will design computerized reporting formats, which can be completed with simple software such as Word and Excel. The MIS will be set up at the beginning of the project and will improve as project implementation proceeds. The SI AED PMU will organize training of project staff in managing and using the MIS at all levels of project implementation, including the RPOs. The SI AED PMU in Dushanbe will ensure that for the geo-enabled M&E platform:

- procedures will be developed, and written in training and operating manuals, for data collection, compilation and confirmation at each level.
- standards for quality assurance and for supervision are specified, and the processes by which the RF indicators will be monitored and submitted to WB and the implementing entities (e.g., quarterly) are specified.

120. The SI AED PMU will develop capacity at the project implementation levels to manage simple aggregation of data to be used or reported. The branch PIUs SI AID will summarize and report the data to the SI AED PMU Director on a monthly basis using the agreed upon procedure.

121. Key Planned M&E Activities. The SI AED PMU will be responsible for overall M&E of project outputs and impact, as well as the development and monitoring of annual work plans. A full-time M&E specialist will be appointed for leading the results measurement, with guidance from WB, and for compiling M&E data for consolidation into project progress reports and updating the project's RF (Annex 21). M&E capacity building under Component 4 will facilitate understanding of gender dimensions and inequalities in the sector. The project will provide technical assistance to encourage MOA to introduce the measurement of gender indicators in their M&E system. Indicatively, these could include the development of specific mixed-methods to track gender (surveys, focus groups, specific evaluations), gender-specific evaluations, and use of diagnostics to recognize gender-specific constraints or opportunities and design policy interventions which could address these problems. The M&E information shall give the qualitative and quantitative data needed to take informed decisions on recommended subsidy levels, eligibility criteria and procedures, the Project budget and the annual work program. The M&E system will help capture the jobs creation impact of the project. A rigorous monitoring of this activity will be carried out by the SI AED PMU to ensure that the jobs created as a result of the project are new (through robust baseline data collection) and sustainable (i.e., long-term such as those lasting at least 12 months). Project's M&E system will be further enhanced to capture different dimensions of jobs created, including wages/earnings.

122. The M&E system will include baseline, mid-term, and end of project surveys and studies (e.g., income and job impacts) to be carried out by independent specialists that will be recruited under the proposed Project. Semi-annual joint implementation support missions with representatives from WB and GoT will ensure compliance with legal covenants and implementation progress.

11 <https://www.worldbank.org/en/topic/land/brief/geospatial-technology-and-information-for-development>

123.M&E reports are to be prepared to provide the World Bank, the Steering Committee, the Government of Tajikistan (GoT), as well as other relevant entities with information on:

- I. The status of the Project implementation, making use of output indicators for the GoT, and how the output targets of the Project are being achieved.
- II. The socio-economic impact of the Project.

124.The effectiveness of the Project procedures and the relevancy and cost-effectiveness of the Project financed activities.

125.A baseline survey will be carried out within the first three months of project effectiveness, which would establish benchmark indicators for measuring Project's results and impact. TORs and questionnaires for the baseline survey and TORs for the MIS are presented in Annex to this POM.

126.A mid-term review will be undertaken three years after project effectiveness to review progress and, if necessary, adjust project design. For the mid-term review purpose, a local consulting company will be hired to conduct an independent assessment, and interviews with selected beneficiaries assess the impact of the Project's activities on the ground as well as establish any cases of (i) elite capture, (ii) ethnic capture, (iii) gender discrimination, and (iv) environmental risk and impact. During the Project-end impact assessment, a beneficiary survey will be carried out.

127.An Implementation Completion and Results Report will be prepared by GOT and by WB within six months after the project closes to assess achievements. A local consulting company will be hired to conduct the project's independent impact assessment.

128.Regular monitoring of project implementation. Monitoring the progress of implementation of the Project activities will be carried out by the SI AED PMU. This will involve routine activities designed to monitor and track progress and effectiveness in the implementation of the project (inputs, activities, processes, outputs, intermediate outcomes, and PDO indicators). It will also include the routine (bi-annual) World Bank Implementation Review Missions. The PIU will be responsible for the overall Project's M&E, including consolidating the reporting inputs from various IAs. The results of the monitoring will be reflected in quarterly progress reports to be submitted to the GOT and the World Bank. In the process of monitoring, potential issues such as (i) elite capture, (ii) ethnic capture, (iii) gender discrimination, and (iv) environmental risk and impact will also be monitored. The M&E data will be used during the Project implementation to assess the progress of the Project towards achieving the PDO. Deviations from the expected results will be carefully analyzed to identify the main reasons and possible solutions.

129.Routinely, the SI AED PMU will undertake monitoring visits to project implementation areas. In these visits they shall observe on-going activities, verify reported data, discuss with beneficiaries, provide support, or supervise specific activities. To ensure efficiency and effectiveness of field monitoring, the following procedure will be followed for all field monitoring activities:

130.The official or team conducting field monitoring shall prepare for the visit by first preparing a format or checklist that shall be used to document the findings. The format shall outline what field monitoring activities will be conducted e.g., field monitoring, support supervision, data audits, etc. A detailed checklist of issues to be monitored will also be developed by the official or team to guide a standardized way of documenting the field monitoring. Main issues raised in the earlier monitoring visits will also be followed up. Guidelines for these will be developed by the SI AED PMU.

131.After the visit, the official or team shall compile a field report, that includes key issues and proposals on addressing them, within one week after the field visit and submit it to the PIU Director who will share it with the rest of the PIU staff.

132.On a quarterly basis, the M&E Officer will extract and analyze all the relevant data in the field monitoring reports and note the critical issues highlighted therein and the proposed strategies to address them (if necessary). These issues will form part of the Project Technical Committee meetings. Minutes of the meeting will clearly indicate any actionable points and responsible persons to address them with agreed timelines. Such actionable points may include follow-up on certain issues, verification of information picked up during the monitoring visit or feedback to the partners on questions raised during the field visit.

133.The SI AED PMU will maintain a record of recommendations and actions taken (or pending).

This will also form part of the agenda of the Project Technical Committee meetings.

134. Learning and Knowledge Sharing. Through its various M&E activities and studies/surveys, the project will acquire a wealth of knowledge. This knowledge must be disseminated and fed back to policy makers, project staff, and the World Bank. The project will implement a variety of methods to share this knowledge (e.g., events, social media platforms, as needed).

135. Roles and Responsibilities in M&E activities. The key roles and responsibilities of the different players pertaining to the M&E activities at the different levels of the project implementation are summarized in the table below.

Table 13: National, District and Community level M&E Roles and Responsibilities

Who	Roles and responsibilities
National level	
<ul style="list-style-type: none"> Project Steering Committee 	<ul style="list-style-type: none"> Review project progress reports
<ul style="list-style-type: none"> Project Technical Committee 	<ul style="list-style-type: none"> Review annual work plans and budgets Monitor beneficiary adoption, use and satisfaction with project interventions and produce reports
SI AED PMU	<ul style="list-style-type: none"> Set up a project MIS and M&E system Coordinate/manage all M&E activities specified above Report on project progress
At branch level	
Head of RPOs	<ul style="list-style-type: none"> Conduct overall monitoring of the project's performance, procurement and financial management in the area that the branch SI AED PMU is responsible for Submit project performance and fiduciary reports to SI AED PMU in Dushanbe
M&E officer	<ul style="list-style-type: none"> Provide regularly monitoring of the project site To establish data base and analyze the data and submit result to heads of AED PMU Evaluation and provide advice and support to project staff Contribute to preparation project progress reports

PROJECT MANAGEMENT MEASURES

136. The overall coordination of the Project implementation will be carried out by the SI AED PMU, which will be responsible for all issues related to the implementation and operational activities of the Project.

137. To ensure regular oversight of Project implementation, the Deputy Director/SRASPC Coordinator will perform the following functions:

- Ensuring effective interagency communication;
- Review Project implementation plans and budget;
- Monitor and evaluate the progress of the Project;
- Prepare a detailed list of project implementation issues for discussion with WB missions, and ensure implementation of actions previously agreed with the WB;
- Consider proposals for reallocation of funds, changes in project documents, Project extension, etc., and then submit them to the WB
- Carry out other actions necessary to ensure effective and timely implementation of the Project.

Objectives and target areas of the SI AED PMU activities

138. The main objectives are:

- Timely and proper implementation of the Project.
- Ensuring targeted and efficient use of financial resources provided by the WB to implement the Project.

The target areas of SI AED PMU activities are:

- Organization of work and cooperation with relevant ministries and agencies, local governments and other organizations;
- Coordination and creation of suitable environment for international and local consultants and experts in Project implementation;
- Ensuring timely financing of the Project and payment for the services of international and local consultants;
- Procurement of goods, works and services in accordance with the legislation of the Republic of Tajikistan and the WB guidelines;
- Monitoring and quality control of works carried out within the framework of implementation of components.

Planning and implementation of the Project

139. Project planning and implementation will be carried out in accordance with the WB guidelines, the Project Appraisal Document (PAD), the Financing Agreement, the Project Operational Manual (POM), and the WB mission memos.

140. Overall implementation will be based on achievement of the Project Development Objective. The actual implementation of the project will be based on annual cycles, considering the actual works and tasks to be carried out in the coming year, as well as the unit costs existing at that time. To this end, on an annual basis, the SI AED PMU will prepare a work plan, budget and procurement plan to be submitted to the WB for approval.

Project activities: In principle, the activities to be carried out should only be those set out in the Project Appraisal Document. If the SI AED PMU considers that the activities should be changed or supplemented, the justification for this should be submitted to the WB in writing for consideration.

Budgets: If there may be any changes in unit costs or cost items in the budgets, these will be indicated by the SI AED PMU when submitting the annual budget to the WB, with justification and explanation for the changes in the original budgets.

Category allocations: If any reallocation between categories is required, this should be noted by the SI AED PMU and any changes to category allocations should be agreed with the WB.

Functions and responsibilities of the SI AED PMU

141. The SI AED PMU will perform the following functions:

- Coordinate and supervise the implementation of the Project.
- Coordinate the preparation of the ToR and participate in the evaluation of proposals.
- Ensure communication and publication of the Project results.
- Ensure effective, timely and cost-effective implementation;
- Project in accordance with the Financing Agreement and Loan Agreement.
- Ensure that project inputs (goods, consultants, training, information campaign) and outputs (consultant reports, policies, institutional reorganization, administrative and legal changes, information systems, business process changes, regulations, procedures) lead to achievement of project objectives.
- Prepare a work plan, budget and procurement plan for the Project and submit them annually to the WB for approval until the completion of the Project.

- Sign an agreement with a commercial bank acceptable to the WB to open a Designated Account and make payments from this account for the Project;
- Prepare disbursement requests in accordance with WB procedures and submit them to the WB in a timely manner;
- Sign a contract with an auditor acceptable to the WB to conduct an audit of the Project financial statements in accordance with WB requirements;
- Coordinate the various activities of the ministries and agencies involved in project implementation to proactively address possible problems of a general nature;
- Discuss coordination issues with donor representatives on a regular basis;
- Bring to the attention of the MAWR and the WB any issues requiring a higher-level intervention.
- Prepare documents necessary to make timely payments on signed contracts/agreements after obtaining necessary approvals, make payments on contracts/agreements within the time and manner specified in the respective contracts/agreements and in accordance with WB rules.
- Prepare monthly, quarterly, and annual progress reports indicating progress made, difficulties encountered and proposed actions to address problems and bottlenecks. Progress reports will also provide updates on project performance, expenditures, and procurements.
- Maintain documentation related to project implementation in accordance with the WB General Conditions.
- Provide English translation of documents related to the Project.
- Facilitate the oversight of the Project by the WB Oversight Missions and the mid-term review of the Project.
- Organize meetings of the oversight missions with the MoA, selected ministries and agencies, other donors, and civil society representatives, as appropriate.
- Collect all data needed to monitor performance indicators.
- Prepare proposals for reallocation of funds, changes in the Project documents, extension of the Project for approval by the WB.
- Carry out other actions necessary to ensure effective and timely implementation of the Project.
- Manage Project funds and maintain accounts, including the Designated Account, and audit them.
- Facilitate the work of consultants and verify the results of the consultants' work.
- Establish and maintain a Grievance Redress Mechanism.

142. SI AED PMU will ensure appropriate fiduciary arrangements for Project implementation, and SI AED PMU will designate staff with appropriate skills responsible for procurement and financial management issues in accordance with World Bank guidelines.

SI AED PMU will perform the following procurement functions:

- Ensure timely procurement of goods and services in accordance with WB guidelines and Tajikistan legislation.
- Organize appropriate advertising in online and other media (e.g., a national circulation newspaper or official gazette, or a widely used website or electronic portal with free national and international access) for the procurement of works, goods and services envisaged under the project;
- Periodically update the Procurement Plan and send the updated Procurement Plan to the WB for approval.

- Request/facilitate the process of revision of the POM (Procurement Section) in accordance with the procedures of the WB.
- Contribute to the preparation of TORs for consultation and training as well as technical specifications for equipment to be procured.
- Approve the finalized ToRs for consultancy and training activities and technical specifications of the equipment to be procured.
- Obtaining expressions of interest from consulting firms, sending them to relevant Project staff, and arranging for preparation of shortlists.
- Invitation to tender based on request for proposals (RFP) or other technical proposals in accordance with WB rules. Receive technical and financial proposals based on the decision of the tender committee, prepare evaluation reports, and submit them to the tender committee and the WB for approval.
- To participate in the work of the tender commissions.
- To approve the evaluation reports of the bids or to submit them to the tender commission for approval (depending on the value of the issue/package), before their submission to the WB for rejection.
- Obtain WB approval of evaluation report and/or recommendations for contract award.
- Prepare draft contract, obtain WB approval and sign if necessary.
- Negotiate with vendors, contract consultants.
- Publish award information in accordance with the WB Procurement and Consultant Manual.
- Inform the supplier of any breakdowns, damage or defects in the goods supplied and ensure that they are corrected.
- Monitor and administer project contracts;
- Regularly assess the quality of received goods and services in coordination with the relevant specialists
- Make payments to consultants in accordance with the payment schedule established in the contract.
- Make payment to the supplier in accordance with the contract.
- Manage all actions related to disputes with consultants or suppliers and warranties for purchased goods.
- Create and regularly update a database of potential contractors, suppliers, and consultants;
- Facilitate annual WB review of procurement results by retaining all documentation for each contract that is not subject to prior review.
- Maintain records of all procurement activities and safeguard all procurement documentation.

The SI AED PMU will perform the following financial management functions:

- Carry out all financial management activities related to the Project in accordance with the Financing Agreement and relevant WB guidelines.
- Open and maintain the Special Account and other deposit accounts for the Project at an agreed commercial bank.
- Maintaining financial records of the Project, the Special Account, preparing statements of expenditure and monitoring the use of Project funds.
- Review quarterly, mid-term and Consultant summaries and prepare appropriate financial reports.
- Make payments to consultants and vendors.

- Maintain complete records of the Project, including all documentary evidence supporting individual transactions, in accordance with the WB financial management guidelines.
- Prepare interim unaudited financial reports (IFRs) in accordance with the WB guidelines and submit them regularly to the WB.
- Prepare the project budget for each financial year.
- Coordinate with the Ministry of Finance to ensure that adequate allocations are made in the national budget for the coming financial year.
- Prepare the relevant reports on the applications for the granting of the WB funds.
- Monitor the timing of the implementation of the Project as a whole and its individual components
- Consideration of the prepared materials for verification of the Project implementation by the WB representatives and engaged auditors.
- Audit of the Project accounts by an independent auditor acceptable to the WB.
- Submission of the audit report to MoA and WB.
- Signing (by SI AED PMU management) of requests for replenishment of trust account.
- Independently determine the forms and methods of organization of internal work to carry out their duties in accordance with the goals and objectives of the Project and the WB.
- Carry out other actions necessary to ensure effective and timely implementation of the Project.

Rights and obligations of the SI AED PMU

143. The SI AED PMU has the right (in accordance with the terms of its Charter) to own, use, and dispose of the property/assets assigned to it by right of operational management:

- Own, use and dispose of the property/assets assigned to it by the right of operational management in accordance with the established procedure.
- Conclude agreements (contracts), acquire property and non-property rights; participate in court proceedings as a plaintiff or defendant.
- Independently organize current and long-term operations.
- Open settlement and currency accounts in banks of the Republic of Tajikistan.
- Carry out other activities that do not contradict the objectives of the Project and the legislation of the Republic of Tajikistan.

The SI AED PMU is obligated to:

- Ensure the effective use of resources provided by the WB.
- In accordance with the legislation of the Republic of Tajikistan, provide its employees with state-guaranteed rights of citizens and be responsible in the prescribed manner for the damage caused to their health and ability to work.
- To carry out operational accounting and accounting records on its financial and economic operations, to maintain statistical and accounting records.
- To submit quarterly and annual reports on payments and progress of the Project to the MoA and WB.

Sources of formation of funds and assets of SI AED PMU

144. Resources of SI AED PMU are formed from:

- Financial resources provided by the WB for the implementation of the Project.

The financial resources of the SI AED PMU shall be used in accordance with the terms and conditions stipulated in the financing agreement and grant agreement.

Accounting and reporting by SI AED PMU.

145. Accounting and reporting in accordance with the requirements of the legislation of the Republic of Tajikistan for legal entities, as well as in accordance with international standards and requirements of the WB. The results of the activities of the SI AID PIU shall be reflected in monthly, quarterly, semi-annual, and annual reports submitted to the MAWR and the WB.

Procedure for making amendments and additions to the Charter of the SI AED PMU.

146. Amendments and additions to the Statute of SI AED PMU are made in accordance with the procedure established by the legislation of the Government of the Republic of Tajikistan, and are not subject to objection by the WB insofar as they affect Project implementation.

Liquidation of the SI AED PMU

147. Reorganization (merger, annexation, division, restructuring, separation) and liquidation of the SI AED PMU shall be carried out by the decision of the Government of the Republic of Tajikistan in the manner prescribed by the legislation. To the extent that any of these actions may affect the implementation of the Project, the consent of the WB must be obtained in advance.

VII. FUDICIARY

Financial Management

General

148. The finance management (FM) system shall promote effective implementation of the Project. It shall provide delivery of reliable and timely information for efficient Project resources management; include procedures of budgeting and financial planning, accounting, and reporting in required format, as well as monitoring of the Project's funds application and performance of works. The SI AED PMU exercises Project finance management, as well as management and use of the Project's funds on the Designated Account and bears full responsibility for the intended use of the Project's funds.

149. The Main Components of the Financial Management System include:

- Planning and budgeting
- Financial accounting and reporting
- Internal control
- External control (audit, audits and examinations of the state agencies, inspection of the World Bank missions).

150. To ensure financing proceeds are used for the intended purpose and as efficiently as possible, it is essential that SI AED PMU sets up and maintains adequate financial management arrangements at each stage of the project cycle: i) preparation and planning, ii) implementation as well as iii) completion and closing, as illustrated in Table 14 below.

Table 14: Financial management arrangements in the different stages of the project cycle

Preparation and Planning	Implementation	Completion and closing of the financing
<ul style="list-style-type: none"> - Setting up and proper staffing of SI AID PIU - Setting up accounting systems and financial management procedures - Opening designated and project operational accounts 	<ul style="list-style-type: none"> - Record keeping and accounting - Withdrawal applications - Periodic reporting and comparison with actual expenses and forecasts - Auditing arrangements - Amendments and budget reconciliations - WB supervision missions 	<ul style="list-style-type: none"> - Expenditures (eligible) claimed by the borrower by the closing date - Final inventory (disposal/handover) - Closing of bank accounts and refund balances - Final audit and financial reporting

Disbursement Procedures

151. The WB disbursement procedures are governed by the DFiL and the Disbursement Guidelines for Investment Project Financing, dated February 2017, (“Disbursement Guidelines”), which have already been shared with the Borrower and constitute an integral part of the FM section. The Guidelines is also available on the site <https://www.worldbank.org> and its secure website “Client Connection” at <https://clientconnection.worldbank.org>.

152. The loan disbursing period ends on the final date established by the Bank for receipt by the Bank of applications for withdrawal and supporting documentation (the “Disbursement Deadline Date”). The Disbursement Deadline Date may be the same as the Closing Date, or up to four months after the Closing Date (the deadline date is indicated in the DFiL). The Bank does not accept applications for withdrawal or supporting documentation received after the Disbursement Deadline Date. The borrower should promptly inform the Bank of any expected implementation delays or exceptional administrative issues before these dates. The Bank notifies the borrower of any exception that the Bank may make to the Disbursement Deadline Date.

153. The following disbursement procedures may be used for withdrawal of financing:

- a) **Reimbursement:** The Bank may reimburse the borrower for expenditures eligible for financing pursuant to the Financing Agreement (“eligible expenditures”) that the borrower has prefinanced from its own resources.
- b) **Direct Payment:** The Bank may make payments, at the borrower’s request, directly to a third party (e.g., supplier, contractor, and consultant) for eligible expenditures.
- c) **Special Commitment:** The Bank may pay amounts to a third party for eligible expenditures under special commitments entered into, in writing, at the borrower’s request and on terms and conditions agreed between the Bank and the borrower.

Withdrawal of Financing Proceeds and Supporting Documentation

154. The withdrawal of all Project financing proceeds (direct payments to contractors from WB, and to reimbursements and replenishments to the designated account) is done using Withdrawal Applications (WAs) and Statement of Expenditures (SOEs). It is the responsibility of the Chief Accountant (CA) of the SI AED PMU to make sure that WAs are correctly prepared, the documentation is complete and submitted to WB in a timely manner. The necessary forms and supporting documentation to be attached to the WA are outlined in detail for each disbursement method in the DFiL.

155. Upon Project entry into force and after sending to WB, the letter designating the officials authorized to sign WA with their names and specimen signatures, the CA will prepare and will make sure of the correctness of the WA together with the necessary supporting documentation requesting

the WB to transfer an initial advance to the DA up to a ceiling of USD as indicated in the DFIL. Disbursement from the DA may then start for eligible expenditures under the Project. The borrower must notify the Bank promptly of any changes in signature authority.

156. For all payments (Works, goods, consultants', and other services) the following supporting documentation is required:

(i) For all cases described in (ii) through (vi) below:

- The signed contract– showing the specified amount that is due to be paid.
- The bank guarantee for advance payment, as specified in the contract documents.
- The bank guarantee for performance, as specified in the contract documents.
- Copies of communications sent by the WB to the lead project implementing agency providing the 'no objection' (whether post or prior) to the contract award; and
- Evidence of payment.

(ii) For payment of goods, in addition to (i):

- Supplier's invoice, duly certified for payment by the SI AED PMU Director – specifying the goods, their quantities, and prices.
- As appropriate, the certificate of delivery (to include condition of goods on delivery).

(iii) For payment of consultants' services and other services, in addition to (i):

- The supplier's or consultant's claim duly certified for payment by the SI AED PMU director and showing sufficient detail; and
- As appropriate, a certificate of delivery of satisfactory services. If the consultant provided training, it should be specified how many workshops/people trained together with a list of participants. If the Consultant developed a manual or a study, this study should be attached or indicated in the certificate etc.

(iv) For progress and retention payments of civil works, in addition to (i):

- The claim of the contractor, including a financial progress report, stating the work performed and the amount due.
- A certificate – signed by the project consultants or owner's representative, if any, or by the borrower's chief engineering officer or resident supervising engineer assigned to the project, to the effect that the work performed is satisfactory and the payment claimed is due in accordance with the terms of the contract; and
- A copy of the contract payment monitoring form.

(v) For payment of Trips, fuel, stationary and other expenses in addition to (i):

- Supplier invoices
- Evidence of payment
- Back to office report
- Travel authorization
- Expense reports by the traveler (including invoices).

(vi) The calculation of the average monthly wage is carried out in accordance with the Rules for calculating the average wage for the payment of vacations, unemployment benefits, temporary disability benefits and other cases related to the payment of average wages (as amended by the Decree of the Government of the Republic of Tajikistan dated 30.06.2012 No. 349).

157. These rules govern the calculation of:

- Payment of vacations, severance pay, compensation for unused vacation and average wages during the period of employment;

- Payment of the average salary of an employee in case of non-fulfillment of processing standards, idleness, and production of defective products not due to the fault of the employee, performing state or public duties, being on a business trip, not showing up for work for an inappropriate period, providing additional guarantees for women and young people who are calculating they demand the average salary;
- Payment of state social emergency benefits, benefits for temporary disability and benefits for pregnancy and childbirth;
- General rules for all cases related to the payment of average wages.

Together with each WA received for replenishment to the designated account, the accounting section must submit the designated account reconciliation Statement, prepared by the CA for the same reporting period in which the eligible expenditures are being claimed. This form needs to be accompanied by bank statements of the designated account and that of any other operating project accounts ensuring that the closing bank balances for all these accounts correspond to the balances at the end of the same reporting period as indicated in the WA period. To minimize transaction costs, the Bank establishes a minimum value for Applications for reimbursement, direct payment, and special commitment, which are outlined in detail in Disbursement and Financial Information Letter.

Use of Statements of Expenditures (SOE)

158. The statement of expenditure (SOE) procedure is normally used for those expenditure types where it is impracticable or unduly burdensome to require submission of full documentation. However, the supporting documentations for the Statements of Expenditures must be maintained by the accounting section and made available for review by WB supervision missions upon request and to external auditors during their annual review of project accounts to enable issuing of an independent audit opinion. Details regarding the use of the Statement of Expenditure (SOE) are provided in the DFIL.

159. Authorized people who have right to sign Payment orders for Suppliers, contractors (goods, works and services) and PFIs: (Subject to do internal regulations of the SI AED PMU it may be changed)

- Director of the SI AED PMU
- Chief Accountant of the project.

160. For all payments, the CA should ensure that the following steps are performed:

- (i) Preparation of Payment Order. A payment order should be prepared for each payment.
- (ii) Validation of invoice. The following validation checks should be performed by the accounting section:
 - Invoice arithmetically correct; and
 - Quantity and price recorded on invoice should be checked back to contract, order, certification of completion/delivery.

161. If there is any discrepancy identified, it should be raised with the vendor prior to proceeding with invoice processing.

Planning and Budgeting

162. Planning and budgeting of the project follows the government's annual planning and budgeting cycle. Planning within the framework of the Project implementation and budgeting are interconnected. Plans describe types of activities which shall be implemented within the framework of the Project, as well as procurement methods which shall be thus used, while budgets contain the information on practice of use of funds to implement the specified plans. The Project's Annual Work Plans and Budgets (AWP&B) will be prepared by SI AED PMU staff, under the guidance of the M&E Specialist, in collaboration with (inputs from) all implementing agencies; reviewed and approved by the Director of the PIU; following which they will be submitted to the PTC for review and comments; before they are submitted to the PSC (by the Director of the SI AED PMU) for final review and approval.

Financial Accounting and Reporting

163. The PIU bears responsibility for the monitoring of use of the Project's funds, as well as submission of reporting to the WB. Financial statements of the SI AED PMU will be annually audited (i) by independent auditors acceptable to the Bank on terms of reference acceptable to the Bank; and (ii) in accordance with International Standards on Audit (ISA) issued by the International Auditing and Assurance Standards Board of the International Federation of Accountants (IFAC). The audited financial statements will be submitted to the World Bank within six months of the end of each fiscal year and within 6 months after the closing of the project.

164. The SI AED PMU will quarterly and periodically prepare an Interim Financial Report (IFR), which will reflect: (a) the Statement on condition of the sources and use of funds; (b) Use of Project's funds by components, categories, and types of expenses; (c) the Statement on Designated Accounts; and (d) Monthly Statement on Funds Distribution. IFRs shall be submitted to the Bank within 45 days upon closing of each quarter. The report will be a basis of the Project implementation monitoring. The program of works for the next year will be attached to the relevant quarterly statement for the Bank's consideration. During Bank's supervision missions, the Government of the Republic of Tajikistan and Bank will together consider the results of the Project implementation.

165. The SI AED PMU, under the guidance of Bank, will prepare and submit to the Bank the Project Completion Report (PCR) within six months after the date of closing of the World Bank's credit. The report shall include evaluation of the Project implementation, reflect the costs and benefits, fulfillment by the Borrower, Consultants, SI AED PMU and departments and agencies who participated in the Project implementation of the obligations, obtained results, and gained experience.

Accounting

166. The accounting system shall have internal accounting and control instruments allowing timely entering and retrieval of information on all financial transactions within the framework of the Project. The accounting shall be kept in accordance with the requirements of the International Accounting Standards and applicable accounting practice on cash basis method, as well as comply with the legislative acts of the Republic of Tajikistan. The accounting system shall reflect sources of used funds and represent cost breakup by the Project's components. In other words, it shall provide information allowing evaluation of the Project progress.

167. Detailed accounting procedures include the following sub-sections:

- Used accounting standards
- Chart of Accounts
- Budgeting and budgetary control
- Exchange rates
- Recording and processing of transactions
- Bank account reconciliations
- Fixed assets register and fixed assets accounting methodology
- Accounting records and documents
- Period for which records are to be kept
- Access Levels
- Revision of accounting manual

Financial Statements

168. Financial statement is one of the important tools allowing evaluation of the Project progress. The following items shall be reflected in the financial statements:

- General information on sources of the received funds and their use.

- Use of funds with breakdown by measures and main categories of expenditures.
- Position with regard to monetary resources and movement of funds on the Designated Account.
- Money demand forecasting.

169. The following are the reporting requirements which include:

- Submission by PIU to the World Bank of certified copies of financing documents within the agreed period;
- Preparation of Interim Un-Audited Financial Reports (IFRs) (annual and quarter), meeting the Bank's requirements, which shall:
 - a) specify sources of the Project's funds and their use;
 - b) specify application of the Project's funds by categories of expenditures;
 - c) specify balance sheet reports on the Project, as applicable;
 - d) verify keeping of the Project's Designated Account and Special Purpose Accounts with the Bank account statements.

170. The SI AED PMU will prepare IFR considering all components, categories, and indicators of activity in accordance with the WB requirements. The Si AED PMU (within the time frame agreed with the WB) shall prepare quarterly reports in accordance with the WB requirements, which are the basis for:

- specification of the actual sources of funds and their use for the Project implementation both by cash method, and for the period then ended; projected sources of funds and outlets of the Project's funds for the six-month period following the reporting period.
- specification of separate cost items financed from credit funds in the given accounting period and cost items proposed to financing from credit funds for the six-month period following the reporting period.

171. Upon completion work with Action Plan specifying fixed deadlines, the PIU shall prepare and submit to the WB the Project Progress Report for the given accounting period not later than 45 days after the closing of each accounting period.

Internal Control

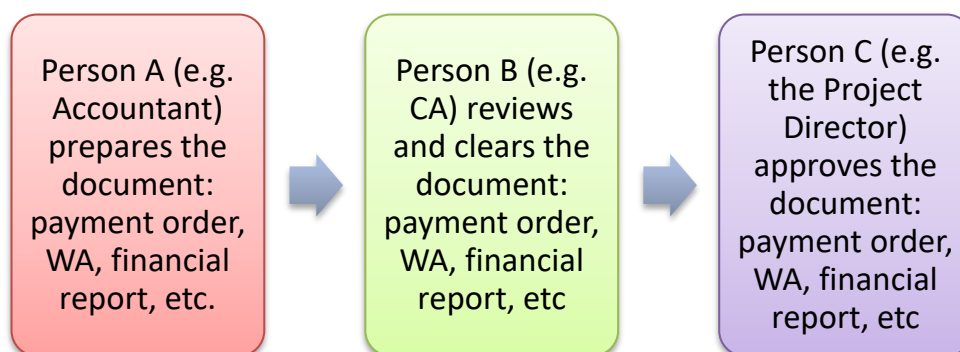
172. The PIU's activities shall be guided by internal control requirements of the MoA, which are established by the legislation of the Republic of Tajikistan and a variety of other regulatory acts and guidance materials regulating work of the accounting department and financial management specialists, engaged in accounting and reporting. The responsible department within the MoA will play a leading role in ensuring internal control functions of the project are put in place and implemented. The key features of internal control system are summarized below:

- Segregation of duties;
- Authorization;
- Reconciliations and checks;
- Restricted access;
- Monitoring and review.
- Records Management
- Fixed asset management

Segregation of duties

173. An important element in any control system is the separation of those duties which would, if combined, enable one individual to record and process a complete transaction. The MoA, through the PIU, will play the leading role in segregating duties. Within the PIU, it is the CA's responsibility to

ensure that the following duties are segregated under the project: preparation, authorization, execution, custody, recording and operation of systems.



(Example of segregation of duties for a project)

Authorization

174. Authorization controls require certification that a transaction or event is acceptable for further processing. Several types of authorization are in effect at the project, mainly in the procurement cycle, bank, and cash management cycle, including reconciliation. The accounting section should ensure that the authorizations of SIAED PMU staff ensure efficient implementation while keeping the risk as low as possible. The authorization of project staff should be in line with their respective job descriptions.

Reconciliations and Checks

175. Reconciliations between independent, corresponding sources of data are key control for identifying errors and discrepancies in balances. The CA should perform the following reconciliations each month:

- Bank reconciliation
- Reconciliation between system and designated account receipts and payments statement
- Any reconciling or balancing amounts should be promptly cleared. Unusual or long outstanding reconciling items must be brought to the attention of the higher authority (Deputy Minister of MoA). The higher authority will review and sign all reconciliations as evidence of his/her review.

Restricted Access

176. All data, records and assets should be kept in a physically secure environment. This should cover safe keeping of finance records such as official order forms and bank details. Financial data and other records should also be protected in the form of back up procedures. All work should be regularly backed up and copy records stored securely off site.

Monitoring and Review

177. As detailed in financial reporting, periodic financial reports must be prepared and submitted to the WB. The reports should be prepared on a timely basis and should normally be available for distribution. The reports should be reviewed by the Director of the PIU as a minimum. Where necessary, corrective action should be taken to ensure the authorized budget and procurement plan is not exceeded.

Records Management

178. Financial records must be created and preserved for every financial transaction performed under the project. Financial records are defined as any financial information, including written, computer data, internal forms, e-mails, or any other form of storage information originated from PIU such as internal forms, journal vouchers financial reports (Monthly & quarterly) copies of checks and

withdrawal applications etc. or received by PIU such as supplier invoices and receipts, bank statements, WB documents etc. within the framework of the project's official activities. To avoid the loss or damage of financial data proper back-up procedures will be put in place (e.g., weekly backup).

Fixed Asset Management

179. Fixed asset management is an important process that seeks to track fixed assets for the purposes of financial accounting and to ensure preventive maintenance, and theft deterrence. Adequate Fixed asset maintenance also increases the sustainability of the project. There are three elements in fixed asset management that require the attention of the accounting section

- Purchase of equipment
- Setting up and maintaining an asset register, including verification
- Setting up a plan for disposal and/or handover of the asset once the project is completed

Purchase of Equipment

180. All procurement and payments for project equipment will be processed in line with the guidance provided in the procurement section of this POM. A unique, sequential asset number must be assigned to all furniture and equipment item or equivalent purchased (excluding minor items such as stationary). The identification number must be clearly labeled on each item. Each item of equipment must be recorded in the fixed asset register.

Fixed Asset Register

181. The CA must maintain a register of all (material) project equipment. This will be recorded on the asset management module of the accounting software. The asset register should record the following information for each individual piece of equipment:

- 1) Asset description,
- 2) Asset number,
- 3) Serial number of the item,
- 4) Officer responsible for asset,
- 5) Funding of asset (WB, government etc.),
- 6) Location; Date of purchase; and 7) Estimated life.

Asset Verification Review

182. The CA must ensure that a verification count of all equipment recorded in the fixed asset register is performed at least once a year. This should include the following checks:

- Verify that all equipment is still held in the location recorded on the register; and
- Check that equipment is still in a reasonable state of repair.
- Discrepancies between the verification exercise and the fixed asset register should be investigated. Where assets are missing or seriously damaged, they should be removed from the asset register. The removal should be formally documented and approved by SI AED PMU.

183. The verification review must be performed by different staff from those who use the equipment, to ensure adequate segregation of duty.

External control: basic requirements

184. The external control shall be understood to mean conducting audit of financial statements of the Project and the PIU by external agencies - audit firms and representatives of the state agencies (Ministry of Finance of the Republic of Tajikistan). In accordance with IDA's requirements the audit of the Project's financial statements will be carried out annually by

- (i) independent auditors acceptable to the Bank on terms of reference acceptable to the Bank; and
- (ii) in accordance with International Standards on Audit (ISA) issued by the International Auditing and Assurance Standards Board of the International Federation of Accountants (IFAC) to be selected by tender.

185. The annual audited project financial statements will be submitted to the World Bank within six months of the end of each fiscal year and at the closing of the project. Audited project financial statements will be publicly disclosed on the www.worldbank.org/projects/ in accordance with the Bank's Access to Information Policy.

Financial Management Procedures

186. The financial management of the Project will be carried out by introduction of financial management procedures.

187. Internal control procedures: The CA based on procurement plans forms the plan of an expenditure of Project funds and it is approved by the Director of the PIU semiannually or annually (depending on what term the procurement plan is made), checks funds availability under the credit and on separate categories, gives the recommendations on introducing changes in the Financing Agreement in case of need. The CA participates in development of financial terms of draft contracts, in the analysis of financial offers of applicants, in negotiations with suppliers on matters of competence and vise the contract before its signing.

188. Accounting system: Accounting will be conducted by the CA of the Project based on the accounting program 1C. The CA of the Project will conduct records, carry out verification of payments and form financial reports for Bank. The CA carries out payments based on primary documents availability and the written application of the staff responsible for performance of contracts (Director, Procurement Specialist). The CA provides availability of credit funds on the Designated Account, makes withdrawal applications for all kinds of reimbursements, the application for direct payment and provision of special obligation. Accounting system of the project will be automated for reporting and recording purposes. See Annex 23 for unaudited Interim Financial Report (IFR).

Procurement Management

General

189. The purpose of this section is to provide the Ministry of Agriculture (MoA) with the general principles and procedures to be observed in carrying out procurement of goods, works, non-consulting services and consulting services under the SRASP. It will also serve as a practical guide for all implementing agencies, auditors, and anyone who may be involved in the project procurement.

Applicable Procurement Guidelines

190. Procurement under the project will be governed by the World Bank's Procurement Regulations for IPF Borrowers, dated December 14, 2018 (revised on August 1, 2020) and will be subject to the World Bank's Anti-Corruption Guidelines (dated July 2016). The Project Procurement Strategy for Development (PPSD) has been developed by the MoA, in close support of the World Bank. Based on the PSD, the optimal procurement approaches have been determined. The general procurement procedures and policies are summarized hereunder, and the details are in the PSD. Based on the PSD, procurement plan for the project duration was prepared and agreed during negotiations.

Procurement Responsibilities

191. **The SI AED PMU Director:** The SI AED PMU Director is responsible for ensuring compliance of all procurement activities with the procurement procedures pursuant to World Bank procedures. S/he is responsible for designating an authorized PIU representative to sit on evaluation committees

considering representatives of the relevant agencies. The Director is also responsible for inviting representatives from the project implementing agencies to the evaluation committees when the procurement relates to activities implemented by the agencies under the project. Particular oversight procurement responsibilities of the Director are the following:

- planning of project procurement activities, all of which shall be set forth in the procurement plan subject to review and approval by the World Bank.
- preparation of bidding documents, including technical specifications for goods, detailed designs for works, and terms of reference (TORs) for consulting assignments.
- organization and conduct of bidding/selection processes.
- contract signing.
- contract administration.
- establishing a filing and record keeping system and ensuring the safety of all procurement documentation; and
- upon request, preparing periodic progress reports on procurement for the World Bank, the State Investment Committee, and other state agencies.

192. **Evaluation Committee:** For any procurement package that requires evaluation, the evaluation will be delegated to an evaluation committee. The evaluation committee (EC) will be established on the basis of an order of the Minister of Agriculture of the Republic of Tajikistan and the EC will remain functional throughout project implementation. To ensure that the EC is equipped with expertise relevant to the subject of procurement and that the selection includes input from relevant stakeholders, the indicative composition of the EC is expected to include representatives from the following authorities:

- Ministry of Agriculture.
- Food Security Committee.
- Tajik Academy of Science.
- Tajik Agrarian University.
- PIU.

193. The EC should have three to five members. Once established, the PIU Director and Procurement Specialist (PS) will convene the EC members for the evaluation of procurement packages. In addition to members indicated above, representatives from other government agencies and technical advisors that are deemed helpful for the evaluation of a specific procurement package could be invited to provide technical inputs to the EC. In such cases, the PIU Director will be responsible for inviting these additional representatives to the EC for the relevant procurement packages.

194. *Process for Convening the EC:* The SI AED PIU Director will convene the EC for evaluation of bidding submissions. The evaluation will be based on a quorum approach, and not all members of the EC will need to participate in every selection process. The intention is that, for each selection process, only those members of the EC who are relevant to that particular selection process will participate in it. Similarly, local governments could be invited to participate in selection processes for activities in their respective regions. Each EC member will sign declaration on the absence of conflict of interest with respect to specific procurement.

195. For contracts procured using procurement and selection procedures that require the opening of public bids/proposals, an evaluation report signed by the EC as per Governmental Decree # 500 dated October 2, 2010, should be submitted to the State Committee on Investment and State Property Management (SCISPM) for review and approval.

196. The evaluation meeting should be convened immediately after receiving all bid submissions, and the evaluation report should be completed as quickly as possible after receiving the bid submissions. The indicative timeline for convening the EC is as follows:

- As soon as the EC receives all bid submissions, the SI AED PMU will share the following

materials with members of the EC:

- an invitation to participate in evaluation of the package.
- the full bidding submissions (scanned or digital copies); and
- the detailed evaluation criteria and evaluation sheet.
- After these materials have been shared with the evaluation committee, the PIU will convene an evaluation meeting.
- An EC member is considered to have participated in the evaluation process if the committee member attends the evaluation meeting in person,
- EC members who do not participate in the evaluation process would be considered to have forfeited their rights to evaluate the given bidding submissions.
- Original evaluation sheet duly signed by the EC member is considered during the evaluation
- If an appointed EC member is not able to participate, s/he should be replaced by someone from the same agency.
- Following the evaluation, the SI AED PMU will prepare the evaluation report.
 - For packages under prior review, the SI AED PMU will prepare the evaluation report and submit it for review and clearance to the World Bank through STEP.
 - For packages under post review, the evaluation report needs to be uploaded onto the World Bank's online procurement planning and tracking tool (STEP) on the same date the evaluation report is signed.

197. *The Evaluation Report:* The evaluation reports should include the filled-in evaluation sheet. In addition to providing the scoring for each of the evaluation criteria, the evaluation report should include a detailed rationale for the selection, supported by concrete evidence extracted from bidding documentation. The evaluation sheet must be signed and dated by the evaluation committee members who participated in the evaluation meeting.

198. In evaluating bids or proposals, the EC shall adhere to the rules and procedures stipulated in the "Procurement Regulation for IPF Borrowers" and this manual. In cases of disagreements, differing opinions, and divergent scores provided by EC members, the evaluators may discuss the results of their individual evaluations before preparing the final ranking table with other supporting information. It is possible that, after such discussions, evaluators may want to revise their individual scores. All related documents (minutes of discussions, notes, opinions of members, decisions, and so on) should be attached to the evaluation report.

199. **The Procurement Specialist:** The Procurement Specialist (PS) will be responsible for ensuring that procurement under the project is conducted in accordance with the procedures and timetables agreed with the World Bank. In so doing, he/she will:

- liaise with World Bank procurement staff.
- collaborate closely with other concerned agencies on procurement matters, especially on technical matters, such as the preparation of technical specifications.
- in conjunction with project teams, prepare advertisements, bidding documents, letters of invitation, draft contracts, evaluation reports, and so on.
- submit advertisements, bidding documents, letters of invitation, evaluation reports, and contracts to the World Bank for items subject to prior review.
- obtain timely World Bank no-objections for procurement documents.
- in conjunction with project teams, organize and help manage bidder conferences, and in due time for bid evaluations, organize and support evaluation committees (as appropriate, to economize evaluation efforts by identifying standing members to serve on various evaluation committees under the project); ensure proper documentation of evaluation committees' deliberations and findings; ensure timely ministerial approval of evaluation committees'

recommendations (including, as appropriate, Steering Committee review) and of prospective contracts;

- initiate and complete internal approvals and contract signatures.
- submit the signed contract, completion/delivery certificates, and so on, to the financial official for payments.
- track the progress of procurement activities against the plans set forth in the procurement plan, highlighting variations in progress, recording the reasons for these variations, and identifying remedial actions.
- collect data on procurement from other concerned agencies and contribute to periodic progress reports to be submitted to the SI AED PMU and the World Bank.
- maintain up-to-date and accurate project procurement records.
- advise the SI AED PMU and relevant stakeholders on the World Bank's procurement procedures, as described in corresponding regulations.

Procurement methods

200. The SI AED PMU shall carry out procurement activities using methods as approved in PPSD. The PPSD envisages the following procurement methods to be used during project implementation:

1. Works:
 - Request for Bids (RFB), Post-qualification, National, Open.
 - Request for Quotations; and
 - Direct Selection.
2. Goods and non-consulting services:
 - Request for Bids (RFB), Post qualification, International/National, Open,
 - Request for Quotations; and
 - Direct Selection.
3. Consulting Services:
 - Quality Cost-Based Selection.
 - Fixed Budget-based Selection.
 - Least Cost-based Selection.
 - Consultants' Qualification-based Selection.
 - Direct Selection; and
 - Selection of Individual Consultants.

Main Steps for Applicable Methods

1. Request for Bids

201. When purchasing goods, works, or non-consulting services, the "Request for Bids" procurement method could be used. Procurement under this method is conducted in a single-stage process. The following steps must be completed:

- Establishment of a Tender Evaluation Commission.
- Preparation of request for bids document, using the Bank's Standard RFB document for open international procurement.
- Publication of a Specific Procurement Notice, using the World Bank's online tool - "Procurement Exchange Tracking System (STEP)" on the external website of the World Bank and in the UN Development Business Online (UNDB online), as well as on the websites

of UN agencies in Tajikistan (www.untj.org), the Ministry of Agriculture, the State Committee for Investment and State Property Management, the SI AED PMU website.

- Issuance of the RFB document to potential bidders.
 - Provide written responses to any request for clarification of RFB document and forward a copy of the response to all bidders; if necessary, amend the RFB document in the form of an addendum.
 - Receiving bids before the deadline for submission of bids.
 - Receipt bids prior to the bid submission deadline. the minimum time period allowed for preparation of bids shall be thirty (30) business days for open international competitive procurement, unless otherwise agreed with the Bank.
 - Public opening of bids received by the submission deadline; a copy of the Bid Opening Minutes shall be promptly sent to all bidders whose bids were opened.
 - Evaluation of bids (technical and financial) and preparation of an evaluation report using standard documents.
 - Make decision on the contract award.
 - If standstill period applies, issue Notification of Intention to Award the Contract to the unsuccessful bidders.
 - Award of contract and publication of Contract Award Notice.
 - Maintaining confidentiality of information until the award of the contract.
 - Signing of contract with a selected supplier/contractor, after receipt of the performance guarantee.
 - Carrying out verification of goods, works or non-consulting services for compliance with technical requirements and their acceptance.
 - Making payments in accordance with the terms of the contract.
 - Keeping relevant documents in folders.

2. Request for Quotations

202. When purchasing goods, works, or non-consulting services, the procurement method “Request for Quotations” is applied in accordance with the procedures described below. This method is used for limited quantities of readily available off-the shelf goods or non-consulting services, standard specification commodities, or simple works of small value. The following steps must be completed:

- Formation of a Tender Evaluation Commission.
- Preparation of request for quotations (description, quantity, technical specifications, delivery schedule, minimum qualification requirements, location, etc.).
- Request quotations from not fewer than three (3) firms.
- Receipt of (price) quotations by the deadline; each supplier can submit only one quotation.
- Evaluation (qualification, technical, financial) and preparation of evaluation report using standard documents.
- Award of a contract.
- Maintaining confidentiality of information until a contract is awarded.
- Publication of the results of competitive bidding on the websites of the Ministry of Agriculture, the State Committee for Investment and State Property Management and the SI AED PMU website.
- Signing of contract with the selected supplier / contractor after 1-2 days from the date of issue of the contract award notification.

- Implementation of verification of goods / works for compliance with technical requirements and their acceptance.
- Making payments in accordance with the terms of the contract.
- Keeping relevant documents in folders.

3. Procurement of consulting services (firms): Quality and Cost Based Selection

203. When hiring consulting firms, “Quality and Cost Based Selection” method (QCBS) may be used. The following steps apply in this method:

- preparation of terms of reference along with the budget.
- publication of the Request for Expression of Interest along with the complete TOR using the STEP program on the external website of the World Bank and in the *UNDB online*, as well as on the websites of UN agencies in Tajikistan (www.untj.org), the Ministry of Agriculture, the State Committee for Investment and State Property Management, the SI AED PMU website.
- submission of Expressions of Interest provides enough time for firms to respond to an REOI — usually at least 10 business days.
- shortlisting: expressions of interest are evaluated to compose a Shortlist. The final Shortlist is communicated to all firms that expressed interest, as well as any other firm that requests this information.
- send an invitation letter along with the request for proposals document to all Shortlisted firms.
- technical and financial proposals must be submitted at the same time in two (2) separate sealed envelopes.
- opening of the technical proposals.
- evaluation of technical proposals; Evaluation of technical proposals should be carried out in accordance with the evaluation criteria specified in the request for proposals.
- after the evaluation of the technical proposals is completed, DVK informs all the companies that submitted the Proposal of their score and whether they met the minimum qualification technical score specified in the request for proposals, at the same time notify the companies that meet the requirements of the technical proposal of when the opening of financial proposals will be made.
- financial proposals must not be opened earlier than seven (7) days from the communication of technical evaluation results to the firms.
- Combined evaluation of quality and cost must satisfy the requirements set forth in the request for proposals.
- negotiations include discussion of the TOR, the methodology, Client’s inputs, and special conditions of the contract.
- notification of intention of award and standstill period.
- award of the contract and publication of the contract Award.
- provide debriefing to unsuccessful consultants, if requested.

4. Fixed Budget-based Selection: consulting services

204. When consulting firms to be procured, the Fixed Budget Selection could be used. The following steps apply in this method:

- Preparation of terms of reference along with the budget.

- publication of the Request for Expression of Interest along with the complete TOR using the STEP program on the external website of the World Bank and in the *UNDB online*, as well as on the websites of UN agencies in Tajikistan (www.untj.org), the Ministry of Agriculture, the State Committee for Investment and State Property Management, the SI AED PMU website.
- submission of Expressions of Interest provides enough time for firms to respond to an REOI — usually at least 10 business days.
- shortlisting: expressions of interest are evaluated to compose a Shortlist. The final Shortlist is communicated to all firms that expressed interest, as well as any other firm that requests this information.
- send an invitation letter along with the request for proposals document to all Shortlisted firms; Request for proposals document clearly indicates the cost of services that shall not be exceeded.
- technical and financial proposals must be submitted at the same time in two (2) separate sealed envelopes.
- opening of the technical proposals.
- evaluation of technical proposals; Evaluation of technical proposals should be carried out in accordance with the evaluation criteria specified in the request for proposals.
- after the evaluation of the technical proposals is completed, DVK informs all the companies that submitted the Proposal of their score and whether they met the minimum qualification technical score specified in the request for proposals, at the same time notify the companies that meet the requirements of the technical proposal of when the opening of financial proposals will be made.
- financial proposals must not be opened earlier than seven (7) days from the communication of technical evaluation results to the firms.
- the firm with the highest technical score that meet the fixed budget shall be invited to negotiate a contract.
- negotiations include discussion of the TOR, the methodology, Client's inputs, and special conditions of the contract.
- notification of intention of award and standstill period.
- award of the contract and publication of the contract Award.
- provide debriefing to unsuccessful consultants, if requested.

5. Least Cost-based Selection: Consulting Services

205. When firms to be procured, the Least Cost-based Selection could be used. The following steps apply in this method:

- Preparation of terms of reference along with the budget.
- publication of the Request for Expression of Interest along with the complete TOR using the STEP program on the external website of the World Bank and in the *UNDB online*, as well as on the websites of UN agencies in Tajikistan (www.untj.org), the Ministry of Agriculture, the State Committee for Investment and State Property Management, the SI AED PMU website.
- submission of Expressions of Interest; provides enough time for firms to respond to an REOI — usually at least 10 business days.

- shortlisting: expressions of interest are evaluated to compose a Shortlist. The final Shortlist is announced to all firms that expressed interest, as well as any other firm that requests this information.
- send an invitation letter along with the request for proposals document to all Shortlisted firms; the request for proposals specifies the minimum score for the technical proposals.
- technical and financial proposals must be submitted at the same time in two (2) separate sealed envelopes.
- opening of the technical proposals.
- evaluation of technical proposals; Evaluation of technical proposals should be carried out in accordance with the evaluation criteria specified in the request for proposals.
- after the evaluation of the technical proposals is completed, NCU informs all the companies that submitted the Proposal of their score and whether they met the minimum qualification technical score specified in the request for proposals, at the same time notify the companies that meet the requirements of the technical proposal of when the opening of financial proposals will be made.
- financial proposals must not be opened earlier than seven (7) days from the communication of technical evaluation results to the firms.
- the firm with the scores higher than the minimum technical score with the lowest evaluated cost is invited for negotiations.
- negotiations include discussion of the TOR, the methodology, Client's inputs, and special conditions of the contract.
- award of the contract and publication of the contract Award.
- provide debriefing to unsuccessful consultants, if requested.

6. Consultants' Qualification-based Selection (CQS): Consulting Services

206. When firms to be procured, the Consultants' Qualification-based Selection could be used. The following steps apply in this method:

- Preparation of terms of reference along with the budget.
- advertisement of the Request for Expression is not mandatory.
- provides enough time for firms to respond to an REOI — usually at least 14 business days.
- receipt expressions of interest from at least three qualified firms.
- select the firm with the best qualifications and relevant experience.
- send an invitation letter along with the request for proposals document to the selected firm and invite the firm to submit its technical and financial proposals.
- negotiations include discussion of the TOR, the methodology, Client's inputs, and special conditions of the contract.
- preparation of minutes of contracts negotiations.
- preparation of contracts.
- award of the contract and publication of the contract Award.

7. Selection of Individual Consultants: consulting services

207. When hiring individual consultant, it is necessary to follow the steps below:

- creation of a tender evaluation commission.
- preparation of Terms of references and the estimated budget.

- invitation and receipt of at least three qualified resumes.
- declare a tender in the media at the discretion of the tender commission.
- use of the roster of specialists for invitation, if any.
- evaluation of the received resumes.
- preparation of an evaluation report reflecting the selection process in accordance with selection criteria.
- provide the selected consultant with the TOR.
- invitation of the selected candidate to submission of technical and financial proposals and for negotiations on the terms of the assignment and the terms of the contract.
- signing a contract.
- monitoring the activities of the consultant and receipt deliverables/outputs.
- ensuring payments for the provision of agreed reports/achievement of results.

208. Individual consultants may be selected on direct selection basis, with due justifications, under the following circumstances:

- Assignments are a continuation of the previous work, which was carried out by an individual specialist, selected on a competitive basis.
- Assignments whose total expected duration is less than six months.
- Emergency situations; or
- In the event that an individual consultant has relevant experience and qualifications of exceptional value for a given assignment.

8. Direct Selection method for Goods, Works, or Non-Consulting Services

209. This method allows to approach and negotiation with only one supplier/ contractor directly. This method may be appropriate when there is only one suitable firm or there is justification to use a preferred firm. It may be appropriate under the following cases:

- an existing contract, including a contract not originally financed by the Bank, for Goods, Works, or Non-Consulting Services, awarded in accordance with procedures acceptable to the Bank, may be extended for additional Goods, Works, or Non-Consulting Services of a similar nature, if: it is properly justified.
 - no advantage could be obtained through competition; and
 - the prices on the extended contract are reasonable.
- there is a justifiable requirement to re-engage a firm that has previously completed a contract, within the last 12 months, with the Borrower to perform a similar type of contract. The justification shall show that:
 - the firm performed satisfactorily in the previous contract.
 - no advantage may be obtained by competition; and
 - the prices for the direct contracting are reasonable.
- the procurement is of both very low value and low risk, as agreed in the Procurement Plan.
- the case is exceptional, for example, in response to Emergency Situations.
- standardization of Goods that need to be compatible with existing Goods may justify additional purchases from the original firm if the advantages and disadvantages of another brand or source of equipment have been considered on grounds acceptable to the Bank.
- the required equipment is proprietary and obtainable from only one source.

- the procurement of certain Goods from a particular firm is essential to achieve the required performance or functional guarantee of an equipment, Plant, or facility.
- the Goods, Works, or Non-Consulting Services provided in the Borrower's country by an SOE, university, research center or institution of the Borrower's country are of a unique and exceptional nature in accordance with Paragraph 3.23 c. of World Bank Procurement Regulations; or
- direct selection of UN Agencies in accordance with Paragraphs 6.47 and 6.48 of World
- In all instances of direct selection, the Borrower shall ensure that:
 - the prices are reasonable and consistent with the market rates for items of a similar nature; and
 - the required Goods, Works, or Non-Consulting Services are not split into smaller sized procurement to avoid competitive processes.

9. Direct Selection Method for Consulting Services

210. This selection method may be appropriate when only one firm is qualified, a firm has experience of exceptional worth for the assignment, or there is justification to use a preferred firm. It may be appropriate under the following cases:

- an existing contract for Consulting Services, including a contract not originally financed by the Bank but awarded in accordance with procedures acceptable to the Bank, may be extended for additional Consulting Services of a similar nature, if it is properly justified, no advantage may be obtained by competition, and the prices are reasonable.
- for tasks that represent a natural continuation of previous work carried out by a specialist within the last 12 months, where continuity in the technical approach, experience acquired, and continued professional liability of the same specialist may make continuation with the initial specialist preferable to a new competition, if performance has been satisfactory in the previous assignment(s).
- there is a justifiable requirement to reengage a firm that has previously completed a contract with the Borrower to perform a similar type of Consulting Service. The justification shows that the firm performed satisfactorily under the previous contract, no advantage may be obtained by competition, and the prices are reasonable.
- the procurement is of both very low value and low risk, as agreed in the Procurement Plan.
- in exceptional cases, for example, in response to Emergency Situations.
- only one firm is qualified, or one firm has experience of exceptional worth for the assignment.
- the Consulting Services provided in the Borrower's country by an SOE, university, research center, or institution of the Borrower's country are of a unique and exceptional nature, in accordance with Paragraph 3.23. c.; or
- direct selection of UN Agencies in accordance with Paragraphs 7.27 and 7.28 of Procurement Regulations. In all instances of direct selection, the Borrower shall ensure that:
 - the prices are reasonable and consistent with the market rates for items of a similar nature.
 - the required Goods, Works, or Non-Specialist Services are not split into smaller sized procurement to avoid competitive processes.

211. The "Procurement Plan" will indicate which contracts are subject to prior review, and which are subsequent. The Prior Review Thresholds are as follows:

Type of procurement	Thresholds in US\$
Works	>=15,000,000
Goods, Information technology and non-consulting services	>=4,000,000
Consulting firms	>= 2,000,000; all TORs
Individual Consultants	>= 400,000; all TORs

212. All the remaining contracts are subject to post review. The post review will be conducted on one of five contracts. The aforementioned threshold values will be adjusted during project implementation.

Publication of Procurement Notices

213. Contract awards Should be published in STEP and in the national press (as well as the MoA/SI AED PMU website) for all contracts. All open international competitive procurement opportunities must be notified through the General Procurement Notice (GPN) and Special Procurement Notice (SPN). The GPN shall be submitted to the Bank for approval after which it could be published. It is published only once at the beginning of the project. All procurement notices under the Project, including GPN, SPN, requests for expressions of interest and notices of contract awards, will be prepared and published using the World Bank's online tool - "Procurement Exchange Tracking System (STEP)". All notices will be automatically published on the external website of the World Bank and in the UN Development Business Online (UNDB online). The SPN will also be posted on the website of the State Committee for Investment and State Property Management (SCISPM), the website of UN agencies in Tajikistan (www.untj.org), website of the MoA or any other freely accessible electronic portal, or at least in one nationwide newspaper. Notices should provide from 7 days up to 42 depending on the procurement type to enable potential bidders to prepare and submit their bids/proposals. such publication shall be within two weeks of receiving the World Bank's no-objection to the award recommendation for contracts subject to World Bank prior review, and within two weeks of the Borrower's award decision for contracts subject to World Bank post review.

Reporting

214. The SI AED PMU Procurement Specialist is responsible for the preparation of semi-annual reports on progress with respect to procurement activities under the SRASP. In addition to regular reporting, s/he may also be requested to prepare special reports for state agencies or the World Bank.

Custody of Documents

215. The SI AED PMU is responsible for both paper and STEP and for the safety of all procurement documents. For that, the Procurement Specialist/Consultant(s) shall be equipped with separate, securely locked bookshelves and cabinets. All documentation with respect to each contract shall be kept during project implementation and up to two years after the closing date of the financial agreement. After the expiration of the storage period, the cases are duly handed over to the state archive. Files should include cost estimates; bidding documents; originals of bids/proposals received; evaluation report and minutes of the tender committee meeting; any related correspondence between the SI AED PMU and bidders/suppliers/consultants; the notice of award of the contract; a copy of the contract and a bank guarantee; contract amendments, acceptance certificates, reports, shipping documents, and so on; information on payments; complaint and related correspondences.

Use of online procurement planning and tracking tools (STEP)

216. STEP is an online system to help the World Bank and borrowers plan and track procurement activities under Bank-financed projects. The STEP system supports the SI AED PMU to plan procurement, record procurement transactions, and track key stages of the procurement process. The procurement plan and other procurement documentation should be uploaded onto STEP.

217. Under difficult conditions caused either by pandemic e.g., COVID-19 or other natural factors, the following guidelines will be applied for handling electronic bidding submissions.

- The SI AED PMU should make the bidding documents available for download on a freely available web site or make them available via email to interested bidders.
- The procurement/bidding document should specify the treatment of submission of bids through emails. Certain documents such as bid form, bid securing declaration and power of attorney should include a language stating that copies of these documents will be treated as if they are originals during the COVID-19 emergency.
- For bid submission, bidders will send an email to a specified email address in the bidding documents with either the encrypted bid or password protected documents as an attachment(s).
- Both, bidders, and SI AED PMU should check Inbox and SPAM folders for the receipt of electronic bidding documents or electronic bids and any related communication.
- SI AED PMU will confirm receipt of each bid.
- Strengthening Resilience of the Agriculture Sector Project.
- In the case of encrypted bids, the bidder will indicate the official (nominated by the SI AED PMU) that may open the bid and the 'password key' for opening the bid (or technical proposal). Bids cannot be opened before the time of bid submission and opening.
- In the case of password protected bids - within one hour after the bid submission deadline bidders must send the password of their password protected bids to the email address specified in the bidding documents.
- For two envelope procurement packages, passwords for technical proposals will be sent within one hour after the bid submission deadline.
- After receiving the results of the technical proposal, Bidders will be asked (via email) to provide their password for the financial proposals. Please note, a bidder shall use different passwords for the technical and financial proposals.
- In the case of encrypted bids, bidders will send their 'password key' for the financial proposals.
- Original documents may be requested as part of the evaluation process and will be verified by the SI AED PMU before the signing of the contract.
- SI AED PMU shall use bid securing declarations instead of bid securities.
- Minutes of Bid opening shall be shared with all bidders by email.

Complaints

218. All complaints from bidders, observers, or other parties should be promptly considered and addressed by the SI AED PMU and follow up actions taken by the SI AED PMU will be forwarded to the Bank. All complaints shall be filed in STEP.

VIII. ENVIRONMENTAL AND SOCIAL MANAGEMENT FRAMEWORK

219. The environmental and social risks are both rated Substantial, making the overall E&S risk rating Substantial. The project recognizes the following Environmental and Social Standards as relevant: ESS 1 – Assessment and Management of Environmental and Social Risks and Impacts; ESS 2 – Labor and Working Conditions; ESS 3 – Resource Efficiency, and Pollution Prevention and Management; ESS 4 – Community Health and Safety; ESS 5 – Land Acquisition, Restriction on Land Use and Involuntary Resettlement; ESS 6 – Biodiversity Conservation and Sustainable Management of Living Natural Resources; and ESS 10 – Stakeholder Engagement and Information Disclosure.

220. The project is expected to result in overall positive impacts as the interventions will improve livelihoods and local knowledge. Adverse environmental and social impacts, if any, and the risks therefrom, are expected to be limited in duration and mitigable. While the planned activities involve well-defined pest management or moderate to small scale construction, the overall project objective of intensifying agricultural and particularly horticultural production leaves open the possibility of the need for larger scale pest management needs and pesticide use. Both Components 1 and 3 involve the potential for pesticide use in different sub-projects that are, individually, expected to be well defined and mitigable with properly prepared and implemented pest management plans. There are potential works under all three Components that are limited primarily to the rehabilitation of existing facilities and installation of new systems – though, in a few cases, the construction of moderate sized buildings could be required. Works related risks are likely to occur during the construction phase (occupational health and safety hazards, generation of solid waste, air pollution and noise, disruption of traffic, etc.) and are easily managed and mitigated.

221. The project's success depends upon not only on the development of appropriate farmer friendly technologies (which includes knowledge, skills, and management practices) but also how well they are disseminated countrywide. Technology development and dissemination needs to be effective and inclusive, reaching out to the nook and corners of the country as well as different sub sections of the farming community including marginal/ small farmer households, women, and other vulnerable sections. So, one of the key challenges for the project will be to ensure 'inclusion'. However, exclusion may happen due to differentials in: (i) geography – given the vast expanse of the farming community and that some of the terrain is mountainous and remote, on the Afghanistan border, it is likely that some areas may not be covered by the project; (ii) scale of farming – large and richer elite farmers may receive preferential treatment; (iii) absorption capacity - technologies developed may be more friendly to large farmers; and (iv) administrative expediency and economy in reaching out to the 'elites' vis-à-vis huge social intermediation efforts required to reach out to small and marginal farmers across the country. The risk of exclusion can be addressed through the Stakeholder Engagement Plan (SEP) supplemented with community mobilization plan and an effective IEC campaign. Inclusion/ exclusion apart, there could be some risks related to involuntary resettlement as civil construction could require 'lands. While the project is expecting that the GoT will make available lands, due diligence is required to ensure that there are no resultant physical, and/ or economic displacements. Risks related to this will need to be avoided or reduced or if involuntary acquisition is inevitable, then, it will have to be addressed.

222. The project is taking a framework approach because the details about the investments and their exact locations (could be located anywhere across the country) are not known and most of which will not become known until after implementation begins. The following instruments were prepared and disclosed on April 23, 2021: (i) Environmental and Social Management Framework (ESMF); (ii) Resettlement Policy Framework (RPF); (iii) Stakeholder Engagement Plan (SEP); and (iv) Labor

Management Procedures (LMP). The ESMF was prepared and disclosed on May 4, 2021. It assesses current pest management practices and recommend areas for improvement; provide guidelines for assessing project activities; and, where necessary, preparing and implementing the project specific Pest Management Plan (PMP) and the site-specific Environmental and Social Impact Assessments/Environmental and Social Management Plans (ESIA/ESMPs). The RPF likewise indicates when site specific Resettlement Action Plans (RAPs) will be required.

223. Grievance Redress Mechanism. Communities and individuals who believe that they are adversely affected by a World Bank (WB) supported project may submit complaints to existing project-level grievance redress mechanisms or the WB's Grievance Redress Service (GRS). The GRS ensures that complaints received are promptly reviewed to address project-related concerns. Project affected communities and individuals may submit their complaint to the WB's independent Inspection Panel which determines whether harm occurred, or could occur, as a result of WB non-compliance with its policies and procedures. Complaints may be submitted at any time after concerns have been brought directly to the World Bank's attention, and Bank Management has been given an opportunity to respond. For information on how to submit complaints to the World Bank's corporate Grievance Redress Service (GRS), please visit <http://www.worldbank.org/en/projects-operations/products-and-services/grievance-redress-service>. For information on how to submit complaints to the World Bank Inspection Panel, please visit www.inspectionpanel.org.

ANNEXES

Annex 1. Terms of reference for Project Steering Committee

I. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- (i) increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- (ii) improve the access to improved agri-logistic services of farmers and agri-businesses; and
- (iii) strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

II. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

III. Scope of work

Project Steering Committee (PSC) will be set up under the Project to provide strategic guidance for Project implementation, as well as ensure that key issues that need to be resolved are brought to the attention of the Government and their resolution facilitated. The project’s oversight and strategic direction will be performed by a Project Steering Committee. The PSC will ensure coordination and effective and enhanced project implementation. The Project Steering Committee may consist of representatives of the Ministry of Agriculture, Ministry of Finance, Ministry of Economic Development and Trade, Academy of agricultural Sciences of the Tajikistan National Bank of Tajikistan, and private sector representatives. The mechanism and structure of the Steering Committee will be agreed upon at the time of the establishment of such Steering Committee.

PSC will have the following broad responsibilities:

- Promote the policy and general principles regulating the SRASP implementation;
- Establish policy guidelines and provide overall oversight and strategic guidance;
- Review of the project’s progress towards the PDO;
- Review and approve the Annual Work Plans and Budgets consolidated and submitted by the AED PMU;
- Review annual implementation performance report prepared by the SI AED PMU and Implementing Agency and oversee the implementation of corrective actions;

- Ensure inter-ministerial coordination, harmonization and alignment among donors.
- Monitor the implementation of all the Components, make proposals and requests to foster and facilitate the Project implementation, identify obstacles in the Project implementation and make proposals to remove these obstacles;
- Perform other functions as stated in the FA, as well as in the documents referred to and/or approved through the FA.

IV. Preparation meeting minutes

SI AED PMU (Secretary/Clack Specialist) is responsible on prepare the meeting minutes in Tajik language of the process of meeting with record process, decisions, and participants approval by signatures. Then SI AED PMU Translator is responsible for translation of meeting minutes in the English language for WB, if needs in the Russian language.

V. PSC meeting time

The Project Steering Committee will meet bi-annually focusing on the review and approval of annual work plans and budget and monitoring of project performance based on annual and bi-annual reports. The first PSC Meeting will be conducted during the first year of the project for review and approval of POM, Project work plan and budget.

Annex 2. Terms of reference for State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU) Staff

Deputy Director/SRASP Coordinator

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2) Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3) Scope of work

The main responsibilities of the Deputy Director/SRASP Coordinator are assist to AED PMU Director on manage and oversee the quality and timely implementation of the project and activities funded by World Bank. The Deputy Director/SRASP Coordinator will work on manage and coordinate project component activities and perform the following responsibilities:

- Provide direct supervision of all the staff at the AED PMU office, Component and field coordinators, and field offices and provide leadership to the partners the for implementation of the Project;
- Developing detailed annual work and budget plans with finance department based on approved overall work plan;
- Making schedules for project activities listed in the annual work plans to ensure all components activities completed on time; ensuring timely and duly management of the project and implementation of all activities in accordance with the rules and regulation of donor and the Government of Tajikistan;

- Managing the work implementation of specialists/partners: Developing TORs and assist in recruiting specialist/partners to conduct work on specific activities and objectives set forth in the work plan;
- Managing and guiding staff members and consultants contracted by SI AED PMU to work on the activities and objectives listed in the WP, and ensuring that their work is conducted in a timely manner and hold high quality;
- Managing, monitoring and guiding contracted consultants/partners to work on the activities and objectives listed in the work plan and ensuring that their work is conducted in a timely manner and with high quality; Reviewing all deliverables and reports of contracted specialists/partners;
- Ensuring timely and duly management of the project and implementation of all activities listed in the Work Plan (WP) in accordance with the rules and regulations of WB and GoT and in accordance with POM;
- Hold regular monthly meetings with all key staff and implementing partners to discuss Project planning, implementation and progress;
- Reviewing all deliverables and reports to be submitted to SI PMU SRASP and liaise with staff members and consultants to ensure that the quality of the deliverables and reports are according to relevant guidelines, TORs and hold the expected standard of quality;
- Preparing monthly, quarterly and annual activity progress reports (in English and Tajik/Russian) and ensuring the accuracy and timely submission of these reports to the donor and managing agencies;
- Ensure that the consolidated progress reports are prepared on a timely basis and submitted to all concerned agencies including WB. S/He will ensure that the special issues and constraints including those affecting the poor, vulnerable and women are highlighted in Project reports;
- Ensure that the meetings of the Project Steering Committee are held regularly on a six-monthly basis and provide all facilitation and support in this regard
- Working with the project accountant to monitor project funds, ensuring the funds are used for the proper purposes, proper activities and with the efficiency and transparency;
- Ensure that the procurements of all items are made using the procedures specified in the Financing Agreement and Project Manuals;
- Ensure that Memoranda of Understanding (MoUs), Partnership Agreements (PAs) with the key implementing partners are in place for ensuring the efficient implementation of Project activities;
- Organizing monthly team meetings to review and plan project activities;
- Coordination with the donor, managing agencies, partners and other stakeholders, organizing regular or extraordinary team meetings in project management unit and meetings and reviews with donor, partners or other stakeholders during the project period to monitor and manage the progress of project implementation;
- Compiling and maintaining project reports and minutes of meetings;
- Participating in field visits to monitor and evaluate the progress of project activities;
- Ensure that contracts are executed with qualified agencies for the timely conduction of the baseline, mid-term and the completion surveys to assess Project impact;
- Promote linkages with other programmes and projects that would help to achieve Project objectives and maintain contacts with the different implementing agencies, donor projects, central level institutions and ensure that they are well informed about the Project progress, best practices and areas where there are opportunities for linkages and sharing;
- Ensure that WB supervision missions are facilitated and provided with logistic support.
- Ensure the proper implementation of the GRM.
- Any other tasks assigned by the SI AED PMU Director to achieve the project objectives;

4) Scope

Support the SI AED PMU Director in managing and overseeing all activities/works of the project.

5) Methodology

The Deputy Director/SRASP Coordinator will be supervised by the SI AED PMU Director to manage and coordinate the implementation of the project. The Deputy Director/SRASP Coordinator will work on a full-time basis and be located in office of the SI AED PMU in Dushanbe. She/he is expected to travel to the field and related places of the project.

6) Reporting

The Deputy Director/SRASP Coordinator will report direct to the Director of SI AED PMU. The Deputy Director/SRASP Coordinator should provide monthly reports in Tajik or English languages, as well as quarterly and annual reports on the progress of the activities and results of the implementation of the Project.

7) Language

The working languages for the Deputy Director/SRASP Coordinator are Tajik, English and Russian. Documents shall be prepared in Tajik and English languages.

8) Qualifications

1. Higher education in marketing or economics (in the agricultural sector);
2. At least 5 years of professional experience in similar project management;
3. At least 10 years of professional experience in international development projects, financed by the donor organizations;
4. Experience in implementing and managing Agriculture and agribusiness project;
5. At least 3 years' professional experience in managing World Bank funded projects;
6. Experience in project planning, design, follow-up, report writing, monitoring and evaluation of the projects;
7. Experience in working with various partners, working with international and national experts to implement project activities;
8. Experience in conduct project reports in Tajik and English;
9. Able to work independently or in a team;
10. Strong communication and negotiating skills;
11. Fluent knowledge of Tajik, Russian and English languages;
12. Excellent user of the PC and the office equipment.

9) Duration of the assignment.

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and have an opportunity to extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Financial Management Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e., early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

In his/her activity the Financial Management Specialist shall be guided by the Project Operations Manual (POM) and current legislation of the Republic of Tajikistan. Financial Management Specialist will be responsible for the following tasks:

- To improve and manage the financial management system of the Project.
- To plan the annual and quarterly budgets of the Project, as well as to prepare detailed cost estimates for the entire budget range and to participate in the preparation of plans for each component of the Project.
- Participation in the preparation and conduct of activities related to grant programs with verification of financial report.
- Manage the disbursement of Project’s funds and prepare applications for payment in accordance with the requirements of the World Bank.
- Manage the project’s Special Account. Prepare payment orders and make payments from the Special Account.
- Prepare all necessary documentation (WA, SOE, Summary Sheets, etc.) for submission to the World Bank to request the replenishment / restoration of the Special Account on timely basis.
- Maintain procedures for collecting, checking and preparing documentation required for verifying Supplier's invoices.

- Conduct regular reconciliations of the bank account balances to the project accounts, as well as to the World Bank Client Connection system. Conduct regular foreign exchange revaluation of undisbursed balances of the project funds.
- Prepare the project annual financial statements to be audited and coordinate the audit arrangements of the project and cooperate with the auditors.
- Ensure that the project accounting system is reliable for preparation of quarterly Interim Un-audited Financial Reports (IFRs);
- Prepare and submit to the World Bank quarterly IFRs in time and manner indicated in the legal agreements.
- Cooperate with the World Bank missions in conducting regular financial management supervisions of the project and properly address the observations and recommendations provided.
- Timely reporting to state bodies on all issues related to Project implementation; assess and timely make tax payments to the state budget.
- Carry out all other finance related duties as required ensuring timely implementation of project management requirements.

4. Reporting

The Specialist will report to and work under supervision of AED PMU Director. The Financial Management Specialist will provide monthly activity reports to AED PMU Director in Tajik or Russian languages.

5. Languages

The Financial Management Specialist shall work in the English, Russian, and Tajik languages. Documents shall be prepared in the Tajik, English and Russian Language.

6. Qualifications and Requirements

- Higher education in finance, economics, or similarly relevant discipline.
- At least 3 years of relevant experience in accounting/financial management in accordance with the international standards and requirements of International Financial Institutions, experience with the World Bank funded projects.
- Proven knowledge and experience with the 1-C Enterprise Accounting Software and International Standards of Financial Reporting.
- Sound knowledge of accounting and financial procedures, including practical knowledge of IFRS, Tajik Accounting and Tax regulations.
- Computer literacy, in particular, knowledge of Microsoft Excel and relevant accounting software.
- Ability to work in teams and communicate well with others.
- Excellent knowledge of Tajik and Russian, and good knowledge of English.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Chief Accountant

1. General Information

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

In his/her activity, the Chief Accountant must follow the World Bank Guidelines, the Project Operational Manual of SRASP, the current legislation of the Republic of Tajikistan and other fundamental documents. He/she will be responsible for the following tasks:

- Coordination with Financial Management Consultant on all matters of accounting and reporting, and accounting software, in accordance with the Project Grant Agreement of the SRASP and other fundamental financial management and disbursement documents.
- Participate in the planning of the annual and quarterly budgets of the Project, as well as prepare detailed cost estimates for the entire range of the budget and participate in the preparation of plans for each component of the Project.
- Participate in the preparation and undertake relevant FM activities related to commercial grant programs by: (i) verifying financial reporting on grants received by farmer groups; and (ii) monitoring their execution in accordance with the agreed requirements as well as the execution of the contributions provided by the grant beneficiaries.
- Preparation and implementation of the chart of accounts in accounting software, in accordance with the reporting requirements of the World Bank and the Government of the Republic of Tajikistan, as well as making changes to the chart of accounts that meets changing requirements.
- Regularly checking/preparing accounting books (cash book, bank book, general ledger, etc.) from the software and maintaining relevant accounting records.

- Preparation of information necessary for generation of quarterly financial reports from software, in accordance with the planned schedule and the requirements of the World Bank (according to the approved formats).
- Preparation of internal monthly accounting reports.
- Confirmation of accounting entries that are entered on a daily basis in accounting software.
- Organization of project assets inventory at reasonable intervals (at least annually) and preparation of reports on surpluses and shortages of physical assets in comparison with the records made in General Ledger and in accounting software.
- Make payments for eligible project expenditures and prepare payment orders and timely make payments from the Designated Account to the Suppliers in accordance with the contract terms.
- Prepare all necessary documentation (Withdrawal Applications, Statement Of Expenditures, summary sheets, etc.) for submission to the World Bank, timely request replenishment/recovery of the Designated Account as prescribed in the Disbursement and Financial Information Letter.
- Conduct regular reconciliations of bank account balances against project financing accounts, as well as Client Connection System of the World Bank. Conduct regular revaluation of foreign currency on undisbursed balances of project funds.
- Prepare draft Annual Financial Reporting to be checked and audited and collaborate with auditors with respect to annual financial audit of the project.
- Follow up on audit recommendations and observations.
- Preparation and submission of quarterly IFR (Interim Financial Reporting) to the World Bank within the terms and in the manner specified in legal agreements.
- Collaborate with World Bank missions to conduct regular financial project management supervision and appropriately review comments and recommendations.
- Maintaining a register of fixed assets for equipment purchased from project funds.
- Submit timely reports to government bodies on all issues related to the implementation of the Project; evaluate and timely make tax payments to the state budget.

4. Reporting

The Chief Accountant will report directly to the Director of the SI AED PMU and will provide monthly activity reports in Tajik/Russian languages.

5. Qualification requirements

- Higher education in Accounting, Finance or other related fields;
- At least 5 years of experience in Accounting, Management based on the standards of International Financial Institutions or with WB projects;
- Excellent knowledge of “1-C Accounting” software and good accounting practices. The knowledge of International Financial Reporting Standards (IFRS) or their equivalent (IPSAS) would be an advantage;
- In-depth knowledge of Accounting and Financial procedures, including the practical knowledge of National Accounting Standards, IFRS or equivalent standards, Tax Legislation of the Republic of Tajikistan;
- Computer literacy, in particular, knowledge of Microsoft Excel and related accounting software;
- Ability to work in a team and communicate well with people;
- Excellent knowledge of Tajik and Russian, good knowledge of English.

6. Timing of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and have an opportunity to extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Chief Procurement Specialist

1. General Information

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The principal responsibility of the Chief Procurement Specialist will be to manage the procurement process in order to ensure strict compliance with the World Bank procurement rules and procedures as well as the relevant regulations of the Republic of Tajikistan. The Chief Procurement Specialist will coordinate procurement activities, completion of procurement plans, bidding documents, conduct negotiations with contractors, consultants, or suppliers, and manage deliveries of goods, works and services.

This will include but not be limited to practical assistance in:

- Implementation of procurement transactions through the Bank’s online procurement planning and tracking tool (STEP);
- preparation of procurement notices and publication through STEP and/or in local media and websites;
- update the procurement plan and getting the Bank’s approval through STEP;
- preparation of bidding documents, evaluation reports, contracts and communications related to procurement processes;
- carrying out of the bidding and selection process;
- general contract administration and monitoring; verification of payment documents under contracts for the supply of goods, works and services;
- maintain adequate procurement filing system (both hard copy and electronic copy);

- prepare procurement related reports when required;
- ensure that no debarred firms or individuals are participating in bidding (listed on the World Bank web site: www.worldbank.org/debarr);
- handle procurement related complaints including adequate logging and recording, notifying the World Bank, and preparing response;
- Contribution to the development and updating of the Project Operational Manual;
- Provide advice to the PMU and respective agencies' staff, including Tender committee members in appropriate areas related to procurement and contract management.

4. Reporting

The Chief Procurement Specialist will report to and work under supervision of SI AED PMU Director. The Specialist will provide monthly reports in Tajik/Russian language according to internal formats.

5. Language

The Chief Procurement Specialist shall work in English, Russian, and Tajik languages.

6. Qualifications and Requirements

- High education in law, economics, engineering, business administration or equivalent;
- Received training on international procurement procedures, including World Bank rules in procurement of goods, works, and selection of consultants;
- At least five years' working experience in procurement under the World Bank guidelines;
- Strong knowledge of donor procurement rules and regulations Good knowledge of international procurement procedures;
- Good knowledge of the Public Procurement Law;
- Advanced computer skills;
- Good knowledge of English, Tajik, and Russian;

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and have an opportunity to extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Procurement Specialists

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

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2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Procurement Specialists is responsible assist to Chief Procurement Specialist to manage the procurement process in order to ensure strict compliance with the World Bank procurement rules and procedures as well as the relevant regulations of the Republic of Tajikistan. Under the overall guidance of the Procurement Specialists will work closely with Project staff and partners to perform, assist to Procurement Specialists in the following tasks:

- Assist to implementation of procurement transactions through the Bank’s online procurement planning and tracking tool (STEP);
- Contribute in preparation of procurement notices and publication through STEP and/or in local media and websites;
- Assist to Chief Procurement Specialist on preparation of bidding documents, evaluation reports, contracts and communications related to procurement processes;
- Support in general contract administration and monitoring; verification of payment documents under contracts for the supply of goods, works and services;
- Contribute on prepare procurement related reports;
- Ensure that no debarred firms or individuals are participating in bidding (listed on the World Bank web site: www.worldbank.org/debarr);
- Assist in handle procurement related complaints including adequate logging and recording, notifying the World Bank, and preparing response;

- Contribution to the development and updating of the Project Operational Manual;
- Provide advice to the PMU and respective agencies staff, including Tender committee members in appropriate areas related to procurement and contract management.

4. Reporting

The Procurement Specialists will work under direct supervision of Chief Procurement Specialist and report to Deputy Director/SRASPC Coordinator and AED PMU Director.

5. Languages

The Procurement Specialist shall work in the Tajik, English and Russian languages. Documents shall be prepared in the Tajik or English/Russian Languages.

6. Qualifications and Requirements

- High education in law, economics, engineering, business administration or equivalent;
- Received training on procurement procedures, rules in procurement of goods, works, and selection of consultants;
- At least 2 years' working experience in procurement under international projects;
- Knowledge of donor procurement rules and regulations;
- Good knowledge of the Public Procurement Law;
- Advanced computer skills;
- Good knowledge of English, Tajik, and Russian;

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Accounting Specialists

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Accounting Specialists under the overall guidance of the Chief Accountant and Finance Specialist will work closely with Project staff and partners are responsible for the following tasks:

- Keep accurate records of incoming and outgoing payments to the organization;
- Collaborate with team members to provide necessary financial reports to senior-level managers;
- Handle payroll functions as required by the organization;
- Review financial information and documents quarterly and annual basis;
- Assist in the preparation of tax documents for employees and partners;
- Handle general ledger bookkeeping where necessary;
- Look for and provide solutions for accounting irregularities;
- Assist in maintaining a register of fixed assets for equipment purchased from project funds;
- Support duties related to accounts payable and accounts receivable functions;
- Assist with preparation of financial and statistical statements and reports;
- Analyze financial and material information in order to identify discrepancies;
- Research and resolve discrepancies in a timely fashion;
- Follow up on audit recommendations and observations;
- Maintain confidentiality of all financial data;
- Interpret and apply accounting policies, rules, and regulations to all work in order to ensure compliance with applicable standards;
- Compile and prepare routine reports and summaries;

4. Reporting

The Accounting Specialists will work under direct supervision and report to Chief Accountant and Finance Specialist.

5. Languages

The Accounting Specialists shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Language.

6. Qualifications and Requirements

- Higher education in Accounting, Finance or other related fields;
- At least 5 years of experience in accounting;
- Excellent knowledge of “1-C Accounting” software and good accounting practices;
- In-depth knowledge of accounting and financial procedures, including the practical knowledge of National Accounting Standards, IFRS or equivalent standards, Tax Legislation of the Republic of Tajikistan;
- Computer literacy, in particular, knowledge of Microsoft Excel and related accounting software;
- Ability to work in a team and communicate well with people;
- Excellent knowledge of Tajik and Russian.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Disbursement/Cashier Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Disbursement/Cashier Specialist will be responsible for assisting the Chief Accountant and Financial Management Specialist in day-to-day financial management of the SRASP. He/she will be based at the SI AED PMU office in Dushanbe and will work closely with other Project staff, implementing partners and with Project beneficiaries. In his activities the Specialist follows the Project Operation Manual (POM) of SI AED PMU, Charter of SI AED PMU, acting legislation of the Republic of Tajikistan and orders of the Chief Accountant and SI AED PMU Director. The Disbursement/Cashier Specialist will be responsible for the following tasks:

- Maintain accounting records of the components to ensure proper control over components’ funds under the Project, their movements and payments, following accepted procedures and standards of accounting of the Republic of the Tajikistan, in accordance with the requirements of the WB and Tajik law;
- Process primary documents, enter all transactions and daily banking transactions into the 1C accounting system with the preparation of the components’ bank documents;
- Make cash payments and cash advances from the Project cash for operational and other costs of the Project, due keep cash assets;
- Prepare applications for financing of components of the SRASP;
- Process the advance statements of the implementing partners and other staff to be paid under the Project;
- Prepare all evidences and supporting documents on components’ expenditures together with the application for withdrawal;

- Prepare the monthly reports on cash flows on Project components' accounts;
- Maintain an electronic cash book and bank statements control;
- Control over consumption and maintain the expenditure statements for components' fuel;
- Process the accounting records for all tangible and intangible assets, participate in the annual inventory of fixed assets purchased and transferred to the Project components;
- Participate in preparation of various reports at the request of the WB, the Ministry of Finance and the Ministry of Agriculture, State Statistics Committee and other Government agencies;
- Perform other related duties at the request of the Chief Accountant and Finance Specialist, AED PMU Director and the Chief Accountant.

4. Reporting

The Disbursement/Cashier Specialist will report to and work under supervision of Finance Management Specialist and SI AED PMU Director. The Disbursement/Cashier Specialist will provide monthly activity reports to Chief Accountant and AED PMU Director in Tajik/Russian language.

5. Languages

The Disbursement/Cashier Specialist shall work in the Russian, and Tajik languages. Documents shall be prepared in the Tajik and Russian Languages.

6. Qualifications and Requirements

The consultant should have at least 4 years of work experience in accounting and be familiar with relevant national and international standards. He / she should be able to use a personal computer, Word and Excel is desirable to know the English language.

Ability to communicate with people.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Monitoring and Evaluation Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e., early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

Monitoring and Evaluation Specialist of the SI AED PMU will have the overall responsibility for ensuring the development of an effective Monitoring and Evaluation System which provides all the monitoring and evaluation information required for the Project. He will also be responsible for the knowledge management and monitoring and evaluation activities of the SRASP. He will be based at the SI AED PMU office in Dushanbe and will work closely with other Project staff, implementing partners and with Project beneficiaries. In his activities the Specialist follows the Project Operation Manual (POM) of SI AED PMU, Charter of SI AED PMU, acting legislation of the Republic of Tajikistan and orders of the SRAS Project Coordinator and SI AED PMU Director. Monitoring and Evaluation Specialist will be responsible for the following tasks:

- Be fully conversant with the Project monitoring and evaluation requirements and the WB Results Framework and Monitoring System (RFMS).
- Be responsible for designing of the M&E system for the SRASP keeping in view the Project RFMS indicators and collaboration with SRAS Project Coordinator prepare the monthly, quarterly and annual progress reports.
- Assist the Field Coordinators at the oblast level into the overall Project Monitoring and Evaluation System (M&E). He will ensure the training of the Component Coordinators and Field Coordinators in its management and effective use.
- Ensure that all staff and implementing partners understand the reporting requirements of the Project and assist them in developing reporting formats disaggregated by gender which provide the requisite information on a regular basis.

- Design a format for the development of Beneficiary Data Sheet (BDS) of participating beneficiaries and ensure that all relevant data is maintained in these sheets. The BDS format should be designed in a manner that could easily feed the Project M&E System.
- Oversee implementation of data collection among participating beneficiaries; Conduct data spot checks and validation for quality and reliability of information for Project reporting purposes.
- Develop data collection tool for baseline data collection where possible and mid-term reporting in line with Project M&E requirements.
- Determine the need for periodic impact studies, case studies and outsource these to other service providers or assign these to the FAO and/or Component Coordinators and Field Coordinators.
- Be responsible for day-to-day operations of Knowledge Management, Monitoring and Evaluation activities, including overall responsibility for delivery of the M&E outputs of quality in line with World Bank reporting.
- Ensure that the Monitoring and Evaluation System, progress reports, BDS and participatory assessment all highlight the Project outreach and impact on the poor, youth, and women.
- Ensure proper monitoring of the Grievance Redress Mechanism (GRM) implementation and regular reporting on grievances occurrence, which might be associated with the Project activities, including on alleged child and forced labor.

4. Reporting

The Monitoring and Evaluation Specialist will report to and work under supervision of SRAS Project Coordinator and SI AED PMU Director. The Monitoring and Evaluation Specialist will provide monthly activity reports to Deputy Director/SRAS Coordinator and copy to SI AED PMU Director in Tajik or Russian languages.

5. Languages

The Monitoring and Evaluation Specialist shall work in the English, Russian, and Tajik languages. Documents shall be prepared in the Tajik, English and Russian Languages.

6. Qualifications and Requirements

- University degree in field of agriculture, economics or relevant fields.
- Not less than 5 years of work experience in the field of monitoring and evaluation in agricultural projects funded by international organizations/donors, preferably by the WB and ADB.
- Knowledge of Tajik and Russian languages, knowledge of English is highly desirable.
- Excellent knowledge of computer programs Windows: Word and Excel.
- Good teamwork and communicative skills.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Component 1 Coordinator

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agro-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agro-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e., early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives. The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

Component 1 Coordinator will be fully responsible for the implementation of the sub-components 1.1-1.4 (1.1: Enabling Environment; 1.2: Research and development; .3: Multiplication of seeds, seedlings, and planting materials; and 1.4: Quality assurance) under the guidance of Deputy Director/SRASPC Coordinator.

The Component 1 Coordinator duties and responsibilities are as follows:

Relevant to management of the component

- In close collaboration with Deputy Director/SRASPC Coordinator and other AED PMU specialists/staff ensure timely preparation of annual work plans and budget with relevant outputs/outcomes indicator to contribute of achievement of Project Development Objective (PDO).
- Develop and finalized Term of Reference (ToR) for the consultants, training and technical service providers in close collaboration with other project staff;
- Guide Training Specialist and contribute on development of the training modules under component 1 with of the project, planning and their implementation.
- Undertake day to day planning, implementation and coordination activities under Component 1, and be responsible for ensuring that implementation.
- Provide technical input in the procurement of materials and services required for the Project and ensure that the arrangements are in place for timely delivery of these inputs.

- Monitor the service providers' performance and verify that it conforms to the technical requirements and quality standards agreed to in the terms and conditions of the Financing Agreement.
- Review of implementation plans, work plans, budgets, or monitoring and evaluation plans and ensure consistency with the terms and conditions of the contracts with service providers.
- Take notes on any material deficiencies in the service providers' performance and submit them to the immediate attention of the Deputy Director/SRAS Project Coordinator and SI AED PMU Director.
- Carry out review and provide comments of the progress reports, work plans, proposals and other deliverables (e.g., technical assistance proposals or technical design documents) of the service providers. These evaluations will address:
 - The quality, sufficiency and relevance of documents.
 - A review of the updated detailed budget.
 - Review of all purchases of services and materials to date, ensuring technical soundness and proper procurement routines and compliance.
 - The effectiveness of cost control efforts, potentially employing international benchmarking.
 - Timeliness of performance.
- Work closely with M&E specialist to develop a monitoring and evaluation system on frame of the component.
- Contribute and assist M&E Specialist in monitoring progress, quality of inputs and outputs.
- Provide information on the progress of contracts and planned activities.
- Identification and dissemination of achievements, success stories and best practices of the project that have contributed to the increased institutional effectiveness of partner organizations.
- Provide expert opinion on technical matters related to the SRASP implementation.
- Facilitate and assist in conducting consultation workshops with key stakeholders.
- Facilitate technical training of beneficiaries on regulatory compliance.
- Regularly review progress in the implementation of component 1 support to partner institutions, including regular visits to institutional partners and meetings with them, report any feedback and help develop measures to improve component 1 implementation.

Relevant to partner coordination and support

- Provide strategic engagement, networking and collaboration with project stakeholders/partners, including MoA, TAAS and its affiliated institutions, TAU and its Institute of Biotechnology, Food Security Committee under the Government of the Republic of Tajikistan.
- Coordinate the action, in particular, with service providers, Ministry of Agriculture, Tajik Academy of Agriculture Science, Tajik Agrarian University and development partners.
- Collaborate and support the following agencies on implementation of the component:
 - Ministry of Agriculture.
 - Committee of Food Security under the Government of the Republic of Tajikistan (subcomponent 1.4).
 - Department of Technical Regulation and Standardization of the Agency for Standardization, Certification, Metrology and Trade Inspection (TAJIKSTANDARD),
 - Tajik Agrarian University,
 - Working Group on Agricultural Reform,
 - Commission for Variety Testing of Agricultural Crops and Protection of Varieties,
 - Departmental Committee of Seed Production and Breeding Achievements,
 - Scientific Center for Innovative Technologies and Agricultural Mechanization under TAAS,
 - National Center for Food Safety Diagnostics of the Food Safety Committee,
 - Food Safety Committee,
 - State Service of Phytosanitary Inspection and Plant Quarantine (SSPIQ),
 - Seed Producers Association of Tajikistan (SAT),

- Seed Supervision Department of the Food Security Committee.
- Seed farmers and other stakeholders.
- Ensure the formation and proper functioning of executive committees in each of the project partner institutions as a basis for the development, initiation and implementation of project support.
- Oversee the development and operation of seed laboratories and nurseries for growing seedlings supported by the project.
- Oversee programs to change and adapt legislation, project partner institutions in which they participate.
- Facilitate and assist in the selection and assessment of beneficiaries in the framework of the project.
- Draw up and finalize MOUs with the private sector, beneficiaries, government partner institutions as required for the operation of the sector development program.

4. Reporting Relations and Obligations:

The **Coordinator component 1** will report to and work under direct supervision of Deputy Director/SRASPM Coordinator and SI AED PMU Director.

5. Languages

The **Coordinator component 1** shall work in the English, Russian and Tajik languages. The Reports/Documents shall be prepared in the Tajik, English and Russian Languages.

6. Qualifications

- University diploma (master's degree or its equivalent i.e., 5-year University Education) in agriculture or related fields construction in agriculture, digital technologies in agriculture or equivalent.
- A minimum of 5 years of agricultural experience, preferably related to agriculture economy, horticulture or seed technology development in the public and / or private sector.
- Minimum 3-year Project management experience with the World Bank or other donor organizations.
- Experience on coordination of project activities.
- Good Computer skills: MS Word, MS Excel MS.
- Fluent knowledge of Tajik, Russian, and English languages.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Component 2 Coordinator

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agro-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan.
- ii. improve the access to improved agro-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e., early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives. The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

Component 2 Coordinator will be fully responsible for implementation of the component 2 (Support investments in Agriculture Logistic Centers (ALCs) for horticulture value chains) and sub-components 2.1-2.2 (2.1: Support the establishment and operation of ALCs; and 2.2: Capacity building for operation and management of ALCs and awareness raising) under the guidance of Deputy Director/SRAS Coordinator.

The Component 2 Coordinator duties and responsibilities are follows:

Relevant to management of the component

- In close collaboration with Deputy Director/SRAS Project Coordinator and other AED PMU specialists/staff ensure timely preparation of annual work plans and budget with relevant outputs/outcomes indicator to contribute of achievement of Project Development Objective (PDO).
- Develop and finalized Term of Reference (ToR) for the consultants, training and technical service providers in close collaboration with other project staff;
- Guide Training Specialist and contribute on development of the training modules under component 2 with of the project, planning and their implementation.
- Undertake day to day planning, implementation and coordination activities under Component 2, and be responsible for ensuring that implementation.

- Provide technical input in the procurement of materials and services required for the Project and ensure that the arrangements are in place for timely delivery of these inputs.
- Monitor the service providers' performance and verify that it conforms to the technical requirements and quality standards agreed to in the terms and conditions of the Financing Agreement.
- Review of implementation plans, work plans, budgets, or monitoring and evaluation plans and ensure consistency with the terms and conditions of the contracts with service providers.
- Take notes on any material deficiencies in the service providers' performance and submit them to the immediate attention of the Deputy Director/SRAS Project Coordinator and SI AED PMU Director.
- Carry out review and provide comments of the progress reports, work plans, proposals and other deliverables (e.g., technical assistance proposals or technical design documents) of the service providers. These evaluations will address:
 - The quality, sufficiency and relevance of documents.
 - A review of the updated detailed budget.
 - Review of all purchases of services and materials to date, ensuring technical soundness and proper procurement routines and compliance.
 - The effectiveness of cost control efforts, potentially employing international benchmarking.
 - Timeliness of performance.
- Work closely with M&E specialist to develop a monitoring and evaluation system on frame of the component.
- Contribute and assist M&E Specialist in monitoring progress, quality of inputs and outputs.
- Provide information on the progress of contracts and planned activities.
- Identification and dissemination of achievements, success stories and best practices of the project that have contributed to the increased institutional effectiveness of partner organizations.
- Provide expert opinion on technical matters related to the SRASP implementation.
- Facilitate and assist in conducting consultation workshops with key stakeholders.
- Facilitate technical training of beneficiaries on regulatory compliance.
- Regularly review progress in the implementation of component 2 support to partner institutions, including regular visits to institutional partners and meetings with them, report any feedback and help develop measures to improve component 2 implementation.

Relevant to partner coordination and support

- Provide strategic engagement, networking and collaboration with project stakeholders/partners, including Ministry of Agriculture, Ministry of Economic Development and Trade of the Republic of Tajikistan, Chamber of Commerce and Industry, Oblasts office, and other relevant stockholders.
- Coordinate the action, in particular, with service providers, Ministry of Agriculture and other relevant stockholders and development partners.
- Assist to ALCs on providing the facilities and conditions to:
 - ✓ improve food safety and quality in compliance with international standards;
 - ✓ enhance competitiveness of the horticulture chain through quality sorting, grading and packaging;
 - ✓ enhance aggregation and horizontal integration of small holders for greater market and price negotiation power; and
 - ✓ create an enabling environment for private investments in the processing and services sectors as quantities and quality becomes more predictable and organized. Streamlined processing platforms, including improved and new storage facilities, will reduce the risk of losses due to climate, and increase resilience.

- Ensure the formation and proper functioning of executive committees in each of the project partner institutions as a basis for the development, initiation and implementation of project support.
- Oversee the development and operation of seed laboratories and nurseries for growing seedlings supported by the project.
- Oversee programs to change and adapt legislation, project partner institutions in which they participate.
- Facilitate and assist in the selection and assessment of beneficiaries in the framework of the project.
- Draw up and finalize MOUs with the private sector, beneficiaries, government partner institutions as required for the operation of the sector development program.

4. Reporting Relations and Obligations:

The **Coordinator component 2** will report to and work under direct supervision of Deputy Director/SRASPM Coordinator and SI AED PMU Director.

5. Languages

The **Coordinator component 2** shall work in the English, Russian and Tajik languages. The Reports/Documents shall be prepared in the Tajik, English and Russian Languages.

6. Qualifications

- University diploma in agriculture or related fields construction in agriculture, digital technologies in agriculture. or equivalent;
- Minimum 5-year experience in public and/or private sector development.
- Minimum 3-year experience working with the World Bank or other donor organizations;
- Prior experience in analysis and/or building of value chains.
- Previous experience in construction of facilities, agricultural infrastructure.
- Good Computer skills MS Word, MS Excel.
- Experience on coordination of project activities.
- Fluent knowledge of Tajik, Russian, and English languages.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Component 3 Coordinator

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agro-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan.
- ii. improve the access to improved agro-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e., early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives. The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

Component 3 Coordinator will be fully responsible for implementation of the component 3 (Strengthen public capacity for crises prevention and management) and sub-components 3.1-3.3 (3.1: Real-time monitoring of agricultural production, land use, and agro meteorology; 3.2: Soil fertility management; and 3.3: Crop protection and locust control) under the guidance of Deputy Director/SRASP Coordinator.

The Component 2 Coordinator duties and responsibilities are follows:

Relevant to management of the component

- In close collaboration with Deputy Director/SRASP Coordinator and other SI AED PMU specialists/staff ensure timely preparation of annual work plans and budget with relevant outputs/outcomes indicator to contribute of achievement of Project Development Objective (PDO);
- Develop and finalized Term of Reference (ToR) for the consultants, training and technical service providers in close collaboration with other project staff;
- Guide Training Specialist and contribute on development of the training modules under component 3 with of the project, planning and their implementation;
- Undertake day to day planning, implementation and coordination activities under Component 3, and be responsible for ensuring that implementation;
- Provide technical input in the procurement of materials and services required for the Project and ensure that the arrangements are in place for timely delivery of these inputs;

- Monitor the service providers' performance and verify that it conforms to the technical requirements and quality standards agreed to in the terms and conditions of the Financing Agreement;
- Review of implementation plans, work plans, budgets, or monitoring and evaluation plans and ensure consistency with the terms and conditions of the contracts with service providers.
- Take notes on any material deficiencies in the service providers' performance and submit them to the immediate attention of the Deputy Director/SRAS Project Coordinator and AED PMU Director;
- Carry out review and provide comments of the progress reports, work plans, proposals and other deliverables (e.g., technical assistance proposals or technical design documents) of the service providers;
- Assist and support on the following actions:
 - Creation of an organizational structure to advise on development and management of AGRIDATA stack and real-time monitoring/ planning dashboards;
 - Survey of datasets relevant to agriculture across all agencies, ministries, and private sector
 - Creation of an information technology infrastructure;
 - Creation of an AGRIDATA dashboard and initial digital services;
 - Necessary training for using and maintaining the AGRIDATA stack and dashboard;
 - Assessing requirements of new agrometeorological stations across Tajikistan's agro-climatic zones;
 - Installation of new agrometeorological stations and harmonizing existing stations to ensure data transfer to AGRIDATA stack;
 - Disseminating weather forecast through the AGRIDATA stack;
 - Development of Digital alert systems for weather, pest/diseases and crop advisory.

Work closely with M&E specialist to develop a monitoring and evaluation system on frame of the component;

- Contribute and assist M&E Specialist in monitoring progress, quality of inputs and outputs;
- Provide information on the progress of contracts and planned activities;
- Identification and dissemination of achievements, success stories and best practices of the project that have contributed to the increased institutional effectiveness of partner organizations;
- Provide expert opinion on technical matters related to the SRASP implementation;
- Facilitate and assist in conducting consultation workshops with key stakeholders;
- Facilitate technical training of beneficiaries on regulatory compliance;
- Regularly review progress in the implementation of component 3 support to partner institutions, including regular visits to institutional partners and meetings with them, report any feedback and help develop measures to improve component 3 implementation.

Relevant to partner coordination and support

- Provide strategic engagement, networking and collaboration with project stakeholders/partners;
- Coordinate the action, in particular, with service providers:
 - increasing capacity of MoA to collect and analyse location-specific weather information, in collaboration with the Agency for Meteorology; and
 - providing early warning and timely diagnosis for farmers, which will address the currently delayed and inaccurate agrometeorological information provision, building on the FAO/European Union (EU) pilot in Tajikistan
- Contribute and coordinate the support capacity building to experts, scientists and local communities in natural resource management through a combination of:
 - awareness creation and training;
 - provision of field and office equipment and critical supplies; and
 - provision of extension services such as demonstrations, field days and 'hands-on'

exercises.

- Contribute for efficient management of risks relating to the protection of plants from pest, mainly locusts, in the country:
 - investing in broad-scale control measures of locust and other pests, including collection of data on pests' incidence, laboratory diagnostics for pest detection and identification;
 - investing in physical and human capacity of the public institutions responsible for crop protection and locust control, including equipment, materials, and staff training. Main elements of support under this subcomponent include:
 - (a) investing in broad-scale measures to monitor and control the locusts and prevent pest-related crop damage and loss, as well as pesticide residue-related risks for the health of consumers of food of plant origin, and
 - (b) investing in human capacity to conduct monitoring and apply the control measures, including provision of trainings.
- Ensure the formation and proper functioning of executive committees in each of the project partner institutions as a basis for the development, initiation and implementation of project support;
- Oversee the development and operation of seed laboratories and nurseries for growing seedlings supported by the project;
- Oversee programs to change and adapt legislation, project partner institutions in which they participate;
- Facilitate and assist in the selection and assessment of beneficiaries in the framework of the project;
- Draw up and finalize MOUs with the private sector, beneficiaries, government partner institutions as required for the operation of the sector development program.

4. Reporting Relations and Obligations:

The **Coordinator component 3** will report to and work under direct supervision of Deputy Director/SRASPC Coordinator and SI AED PMU Director.

5. Languages

The **Coordinator component 3** shall work in the English, Russian and Tajik languages. Documents shall be prepared in the English and Russian Language.

6. Qualifications

- University diploma in agriculture or related fields construction in agriculture, digital technologies in agriculture. or equivalent;
- Minimum 5-year experience in public and/or private sector development;
- Minimum 3-year experience working with the World Bank or other donor organizations;
- Prior experience in agriculture sector support and capacity building;
- Experience on coordination of project activities.
- Good Computer skills MS Word, MS Excel.
- Fluent knowledge of Tajik, Russian, and English languages.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Agriculture Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Agricultural Specialist will be responsible for providing technical assistance to the strengthening of identified agricultural sectors of the project. The Agricultural Specialist will work in collaboration with the project staff. The Agricultural Specialist will also work in close collaboration with the Deputy Director/SRASP Coordinator who has overall responsibility for the implementation of the project. Agriculture Specialist under supervision of Deputy Director/SRASP Coordinator will be responsible for the following tasks:

- Support the design and planning of the agriculture sector (seed growing, seedling and horticulture) strengthening component 1 and 2 of the project;
- Visit to the field and monitoring of agriculture beneficiaries/partners crops;
- Provide technical advice to farmers/partners on crops rotation, land preparation, growing, harvesting and storage of products;
- Conduct biological and yield assessment beneficiaries’/partners crops;
- Set up demonstration plots and experimental trials;
- Draft reports on completion of project agriculture activities and inputs into narrative project reports;
- Draft, monitor agriculture components of the project with support/oversight from Project Coordinator;
- Support the design and implementation of the monitoring framework and plan as it relates to agriculture components of the project;

- Work closely with, mentor and develop the capacity of project partners and beneficiaries on the project team;
- Provide support, guidance and advice to partners in the development of agriculture training modules, training provision and implementation of agriculture activities;
- Liaise closely with the Project management team, keeping them up to date on progress and problems as they arise;
- To support with the drafting of technical specifications and other needed documents for getting approval prior to procurement of growing and planting materials;
- To contribute to preparation of the training modules with project partners and staff for supporting capacity building of partners and beneficiaries within the context of FFS interventions;
- To contribute to the development of training materials and curriculum on drought management measures and techniques via using FFS approach for project beneficiaries;
- To support in capacity building of field agriculture staff and trainers
- To assist in the technical evaluation and physical check of the quality of offered goods and equipment within the tendering process;
- In collaboration with M&E Specialist to support in the process of identifying potential beneficiaries to distribute seeds and other goods according to selection criteria (developing selection criteria that would allow men and women equally participate);
- To contribute in the arrangement of seeds, goods and equipment distribution among the beneficiaries in the project targeted area and conduct monitoring, account the number of seeds recipients in disaggregated manner;
- To contribute in the development of scenarios for establishment of the demonstration plots and participation in selecting potential sides for establishment of demonstration plots;
- Support establishment of demonstration plots, conducting of monitoring and providing required advice and recommendations;
- Perform any other related duties and activities upon instructions received from Project management team.

4. Reporting

The Agriculture Specialist will report to and work under direct supervision of Deputy Director/SRASPCoordinator and SI AED PMU Director.

5. Languages

The Agriculture Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik and Russian Language.

6. Qualifications and Requirements

- University diploma in agronomist or equivalent;
- Prior experience in training programs (preferably, with donor organizations), including planning the training, monitoring implementation, and ensuring the feedback mechanism
- Minimum 10 years' experience as agronomist in agriculture production
- Minimum 5 years' experience in public and/or private sector development;
- Minimum 3 years' experience working with the World Bank or other donor organizations;
- Good Computer skills MS Word, MS Excel;
- Fluent knowledge of Tajik and Russian.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Construction Engineering Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives. The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan. To achieve this objective, the project is organized in four interlinked technical components, including component 2, which supports the development and operationalization of three ALCs tentatively located one each in Khatlon, Sughd, and Dushanbe regions, where horticulture production is concentrated, to support primary collection, quality and food safety standards enforcement for local horticulture production and its access to high value outlets. The ALCs will be relatively small in size, with up to US\$4 million investment each,¹² reflecting the small market size in Tajikistan and the need for a gradual buildup of the integrated ALC network in Tajikistan. The ALCs in Khatlon and Sughd regions will be designed to provide services mainly for facilitating exports, while the ALC near Dushanbe will be largely servicing the capital of the country with 700,000 consumers. Streamlined processing ALC platforms, including improved and new storage facilities, will reduce the risk of food losses and waste. Availability of ALC services will also trigger more private investments in horticulture, including fruit orchards, which in turn will contribute to the climate mitigation and job creation. Specifically, the sub-component will support: (i) preparation of feasibility studies, business plans, environmental and social impact assessments, detailed designs and construction supervision plans; (ii) civil works for the construction of the ALCs; (iii) construction supervision; and (iv) provision of equipment for operation of the ALCs– pre-cooling, sorting, grading and packing lines as well as cold storage units and an operational management software. The facilities are expected to be built on state-owned land and will be owned by the State. The ALCs are expected to be managed through a public delegation service contract to a private operator (Tajikistan has a legislation in place

for concession agreements and other kinds of private-public partnerships). In case that such arrangement may not be feasible selectively, these would be operated by a public entity.

3. Scope of work

The Construction Engineering Specialist will work under the direct supervision of the Deputy Director/SRASP Coordinator, with direct working relationship to the Coordinator of Component 2 and working as a team with the other project staff:

Specific tasks

- Draft ToRs for any consultancy for the design and supervision of construction/renovation activities to be supported under the Project
- Support PMU in the selection of potential sites for the construction of three ALCS in Khatlon, Sughd, and Dushanbe regions according to criteria established during the Project design.
- Support Consulting firms hired by the Project for the design and construction assignments to identify main stakeholders for technical meetings
- Monitor and report on the overall compliance of project investments with building standards in accordance with the principles, procedures and processes laid down in the contracted documentation
- Review submitted designs, and ensure (i) their fully compliance with the national standards; (2) that all relevant permits according to national legislation have been obtained, are complete and legally valid; (3) the fully compliance of technical documentation with the national standards and its completion in respect to description, technical details and bill of quantities; (4) the correspondence between technical description and bill of quantities; and (5) the verification of technical specifications to avoid potential preference to any particular manufacturer/producer.
- Provide expert advices on reports from companies in charge of supervision and building works
- Visit the building sites described above before and during the implementation of the activities, prepare and submit monthly reports on schedule/work progress and financial aspects to the AED PMU Director and Deputy Director/SRASP Coordinator, not later than 10 days after reporting period expired
- Liaise with the national and local authorities responsible for building construction legislation,
- Participate in the bids evaluation committee for opening and evaluation of bidders for execution of works;
- Assist the AED PMU Director and Deputy Director/SRASP Coordinator in the bid negotiations with the contractor, within the agreed deadline.
- Prepare a Final Report at the end of the defects liability period no later than one week from the completion and delivery of works.

4. Reporting

The Construction Engineering Specialist will report to and work under direct supervision of Coordinator Component – 2 and Deputy Director/SRASP Coordinator.

5. Languages

The Architect/Engineer Specialist shall work in the Tajik, English and Russian languages. Documents shall be prepared in the Tajik, English or Russian Language.

6. Qualifications and Requirements

- University degree in Civil engineering or architecture;
- At least 10 years of working experience after attainment of the university degree;
- At least 7 years of professional experience in similar assignments in the area of supervision (Tajikistan) and/or works assignments related to adaptation, and/or reconstruction and/or construction of public facilities;
- Experience for project management/coordination of at least 2 construction projects of above 1 M USD;
- Participation in implementation of at least 3 construction project funded by IFI's or other donors;

- Excellent command of spoken and written English language;
- Computer skills, including word processing and spreadsheets

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank. The place of provision of services is location of AED PMU office and the construction sites.

Value Chain Development Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

Value Chain Development (VCD) Specialist is responsible for the provision of strategic and technical support on agribusiness, marketing in the field of agriculture value chain products. Under the overall guidance of the Coordinator component – 2 and Deputy Director/SRASPC Coordinator the VCD Specialist will work closely with Project partners and beneficiaries to perform the following tasks:

- In collaboration with the identified aggregators, define the main methods of the market conjecture study and forecast of demand in marketed agro products;
- Based on the results of the marketing research, participate in the development of the marketing strategy for effective building of the value chains;
- Work with the participants of the selected value chains to build the chain, as well as identify gaps that require further project support – information, financing, input quality/quantity, etc.;
- Design an action plan for alleviating these issues in agreement with project management team;
- Conducting negotiations with the potential producers and buyers;
- Calculate the cost of production for each type of product separately;
- Promotional activities, advertising, brand marketing, etc.;
- Specialist should help farmers, Agri-Logistical Centers (ALCs) and trading companies involved in the VCD on the basis of the comprehensive/coherent approach to forming the commodity value of the product;
- Develop recommendations regarding internal aspects for the activities of the Farmers and ALCs (the quality of the raw product, product brand, range, trade and marketing, export etc.);

- Develop the most optimal strategy for the acquisition of raw materials (for example, contractual agricultural production) and other logistical resources, including the development and sustainability of partnerships between farmers, ALCs and trading companies;
- Assessment of demand for the products of the farmers and ALCs - SRASP beneficiaries;
- Develop recommendations on optimal range of commodity products and its distribution channels; search of potential customers for products on both domestic and foreign markets; assistance to ALCs – SRASP beneficiaries in the identification and development of new products for which there is a demand on the markets;
- Identify the regulatory factors constraining the development of business and market in the Republic of Tajikistan;
- Implementation of action plans developed and approved by AED PMU and monitoring of activities of farmers involved in the project, ALCs – beneficiaries, regional and international consulting companies.
- Other tasks, as identified jointly by the AED PMU

4. Reporting

The VCD Specialist will report to and work under direct supervision of Coordinator component – 2 and Deputy Director/SRASPC Coordinator.

5. Languages

The VCD Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Languages.

6. Qualifications and Requirements

- Higher education in marketing or economics (in the agricultural sector);
- At least 3 years of professional experience for last years in entrepreneurship development;
- At least 3 years of professional experience in projects, financed by the donor organizations;
- Experience in conducting market research;
- Experience in drafting analytical reports;
- Fluent knowledge of Tajik and Russian languages;
- Excellent user of the PC and the office equipment.

7. Duration of the assignment

The assignment initially will start in January 2023 or later when assessment of ALCs will be completed and first ALC will be established and functioned, and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Training Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy - efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The key objective of this assignment is to assist the SRAS Project Coordinator and SI AED PMU Director with coordination of the training program. Delivery will include a combination of classroom and field sessions in order to provide both theoretical information and practical examples. Training topics under the components will be defined through provision training needs assessments. Development of the Training Program is a responsibility of the Project Technical Service Provider. In close cooperation with the Technical Service Provider the Training Specialist will be responsible for coordination of trainings delivered by the Training Service Provider under project components. The Technical Service Provider will support the TSP to prepare trainers who will deliver trainings to beneficiaries. The trainers will be recruited in close collaboration with the Training Specialist. This is a full-time position. The Training Specialist is expected to work in SI AED PMU offices and be available for extensive travel. The Training Specialist will report directly to the SRAS Project Coordinator and SI AED PMU Director and will undertake the following responsibilities:

- Coordination of trainings, monitoring of actual training events (attendance, quality, reporting);
- Conduct needs assessment for trainings among beneficiaries;
- Closely work with the international Technical Service Provider to develop training materials, handbooks and others;
- Analyze feedback from training participants and present to management;
- Supervise the TSP in identification of potential trainers for the TOT program;

- Coordinate establishment of Demonstration Plots, field days' visits, environmental and social assessment;
- Monitor the TSP's performance and verify that it conforms to the technical requirements and quality standards agreed to in the terms and conditions of the Financing Agreement;
- Ensure collaboration, interaction and continued information exchange with the Agricultural Officers at Rayon and Jamoat level;
- Carry out review of overall and annual work plans from TSP, ensure that any revision to the work plan is coordinated with SI AED PMU and closely monitor progress of the TSP work against the work plan;
- Ensure that all training events are organized in a manner which encourages participation of young people and women and that the environment provided for the participation of women is safe, secure and appropriate for their participation;
- Ensure that all training events include the need to encourage people considering environmental and social requirement in accordance with the project ESMF, coordinate for this purpose with the environmental consultant and social consultant;
- Provide expert opinion on technical matters related to the SRASP implementation;
- Ensure that training presentation are recorded and made available on Project Website, video/CD together with supporting written documents for further distribution;
- Identify and disseminate project achievements, success stories and best practices;
- Ensure the link between the training planning and delivery and the support to the agriculture sector development;
- Undertake regular visits to the Project area and develop mechanisms for participatory monitoring of activities supported under the Project and receive feedback from the target beneficiaries for making any relevant corrections;
- Review and comment TSP reports, and contribute to project progress reports

4. Reporting

The Training Specialist will report and work under supervision of SRASP Coordinator and SI AED PMU Director. The Training Specialist will provide monthly activity reports to SRASP Coordinator and SI AED PMU Director in Tajik or Russian language.

5. Languages

The Training Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik and Russian Language.

6. Qualifications and Requirements

- University diploma in agriculture, economics, business administration or equivalent;
- Prior experience in coordination of training programs (preferably, with donor organizations), including planning the training, monitoring implementation, and ensuring the feedback mechanism
- Minimum 5-year experience in public and/or private sector development;
- Minimum 3-year experience working with the World Bank or other donor organizations;
- Experience in Value Chain Development is desirable;
- Good Computer skills MS Word, MS Excel;
- Fluent knowledge of Tajik and Russian.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension til the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Environmental Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU)

1. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

2. Duties of the Environmental Specialist

The duties of the Specialist include the following:

- To organize periodic training programs to develop and improve the skills and abilities of employees involved in the implementation of the project on environmental management.
- Organize annual workshops with residents of the project area, NGOs, members of the national environmental movement;
- To familiarize employees with MCC requirements and provide them with the necessary information (ie, local, national, or international environmental standards and requirements) to obtain permits / licenses, contracts and others.
- Review of standards for the environment to determine the classification of the project in accordance with the guidelines for each component of the project;
- Monthly provide a report on the results of its work in the AED PMU and the action taken in respect of the environmental parameters specified for each project components for their implementation, identifying weaknesses and proposals for improvement;
- Provide guidance to the AED PMU, and to promote the inclusion of the tender documentation procedures to ensure compliance with environmental standards and allow resolution of environmental problems;
- Ensure that all relevant documents and records relating to the environmental aspects will be stored in the SI AED PMU.

3. Qualification requirements of the Environmental Consultant

- Environmental consultant should have experience in the control of environmental pollution, at least 5 years of work experience, especially related to the environment.
- He / she should be familiar with the procedures of environmental monitoring, with the knowledge of national and international standards on the environment and the requirements for drinking water, irrigation and land, public health standards and technical specifications and safety standards.
- He / she must have at least 3 years of experience in the private, local or national government administration system.
- He / she should have experience in international projects, ADB and WB.
- The consultant should be able to use a personal computer.
- Word and Excel is desirable to know the English language.
- Ability to communicate with people.

4. Reporting:

The environmental specialist will submit monthly activity reports in Tajik and / or Russian for review to the Deputy Director/SRASP Coordinator and SI AED PMU Director.

5. Location:

The environmental specialist is based in Dushanbe with visits to the target areas of the Project.

6. Duration of the assignment of the Environmental Consultant

The assignment will start in _____ and will be initially until December 31, 2021 including a probation period of 3 months and have an opportunity to extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Social Development Specialist

2. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 58 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to strengthen the foundations for a more resilient agriculture sector, which will help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

I. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

II. Scope of Work and Tasks

The Social Issues Specialist will be responsible for:

- Collecting and analyzing data relevant to social development aspects (e.g. gender, child labor issues);
- Drafting and supervision of the SRASP community outreach campaigns, including organization of knowledge share events (round tables, workshops, consultations etc.). Keeping record of all these events (date, time, information presented, participants, concerns, suggestions) and offer suggestions to the SI AED PMU on how to incorporate these concerns into overall project activities.
- Providing trainings to the SRASP beneficiaries, SI AED PMU staff and key stakeholders on social development tools and processes, such safeguards and beneficiary feedback including the project’s Grievance Redress Mechanism
- Providing amendments if needed to project documents such as Operational Manual to ensure that social development aspects are adequately addressed;
- Liaison with key stakeholders, including international and national NGOs and agencies working on social development at jamoat and district levels, to study their experience and suggest the most effective approaches to support similar social activities in the SRASP target districts;

- Providing social and institutional input for dissemination materials and appropriate methods of outreach to vulnerable groups;
- Developing visual informational and training materials (modules, brochures, handouts etc.) on social issues, gender, land rights, grievance redress mechanism, rights of women)
- Ensuring that capacity building activities arranged/supported by the SRASP are gender sensitive;
- Supervise development and implementation of an efficient Grievance Redress and Feedback Mechanism developed for the SRASP and offer further suggestions based on best practice examples of other existing grievance redress and beneficiary feedback processes;
- Support trainings to the SRASP beneficiaries and Participating Financial Institutions on national legislation related to child and forced labor;
- Any other tasks as agreed with the Director/SRASP Coordinator and SI AED PMU Director.
- Being fully aware of the goals and objectives of the projects and its components as well as its Operations Manual as related to social issues and safeguards.

IV. Qualifications and Experience Requirements

- University degree in the field of sociology, agriculture and/or economics is required, postgraduate degree is an advantage;
- At least five years of relevant work experience in social issues and good knowledge of such issues as gender mainstreaming, youth, migration, job creation in agriculture;
- Experience in delivering training and developing related materials (e.g. manuals, presentations etc.) to a variety of audiences (e.g. rural population, government staff and specialists, NGOs);
- Experience with carrying out social assessments is an advantage;
- Excellent communication and inter-personal skills;
- Computer skills (MS office, MS Word, MS Excel, Power point, Internet E-mail etc.) is required;
- Fluency in written and spoken Tajik and Russian, knowledge of English is an advantage.

V. Reporting and Approval Procedures:

The Specialist will provide monthly reports of activities in Tajik and/or Russian to be addressed Deputy Director/SRASP Coordinator and SI AED PMU Director.

The consultant will also report any cases of the use child labor in violation of the project documents to the Director/SRASP Coordinator and SI AED PMU Director for him to immediately inform the Bank team.

VI. Location:

The consultant will be based in Dushanbe with travel to the project sites.

VII. Duration:

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and have an opportunity to extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Seeds Specialist

3. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

4. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

5. Scope of work

Seeds Specialist is responsible for the provision of strategic and technical support for the development, implementation and multiplication of an effective seed systems program, Under the overall guidance of the Deputy Director/SRASP Coordinator and SI AED PMU Director the Seed Specialist will work closely with Project partners and beneficiaries to perform the following tasks:

(A) Promoting Adoption of Good Varieties and Quality Seeds

- To develop training package for strengthening seed farms;
- Review existing rice seed certification system, develop necessary tools, field guideline and facilitate implementation of seed certification under the project;
- Assist Project and Partners in enhancing the design and implementation of seed certification system for seeds farms with support under the guidance of the seed standards;
- Review the current seed market, assessing the supply and demand sides in the project area, as well as the current certification system. Identify bottlenecks and potential for improvement of the certified seed availability. Set targets for the project in line with the Project Appraisal targets, Result Framework indicators and Project Operational Manual;
- Monitor the seed production, processing, certification and distribution process throughout the project timeframe. Link the monitoring system of the project M&E system;
- Assess the adoption of seeds by production farms using certified seeds and assess the impact on rice yields, productivity and economic performance (Return to land and labor).

(B) Promoting Good Agriculture Practices

- To develop training package for strengthening seed production farms and assist PAFOs in facilitating FPG investment plan;
- Review existing regulatory framework, documents, initiatives in seed production, consolidate/define or if it is necessary develop a practical guideline for project field implementation;
- Prepare simple self/internal assessment on seed production;
- Prepare simple guidelines for the assessment of adoption of seed production techniques by seed farms;
- Provide/facilitate technical training to beneficiaries and partners on seed selection and production techniques and certification process;
- Design a monitoring and evaluation system to be linked with the project M&E system for monitoring of GAP and organic production and certification activities.

6. Reporting

The seed Specialist will report to and work under direct supervision of Deputy Director/SRASPC Coordinator and SI AED PMU Director.

7. Languages

The Seed Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Language.

8. Qualifications and Requirements

- University diploma in agriculture, economics, seed production;
- Prior experience in seed production, multiplication and relevant training programs (preferably, with donor organizations), including planning the training, monitoring implementation, and ensuring the feedback mechanism;
- Minimum 5-year experience in public and/or private sector development;
- Minimum 3-year experience working with the World Bank or other donor organizations;
- Experience in seed production is desirable;
- Good Computer skills MS Word, MS Excel;
- Fluent knowledge of Tajik, Russian.

9. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Soil Fertility Management Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e., early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The goal of the work is: to establishment of regularities in the structure, factors and degree of transformation of the soil cover; assessment of the current state of the soil cover and ecosystems of the project areas; development of sections of the general description of the territory, the state of the environment and soil cover. The Soil Fertility Specialist will work under the direction of the Deputy Director/SRAS Project Coordinator, directly with the Coordinator of Component -1 and with the project staff and are responsible for the following:

Pre field preparation:

- Conducts preparatory work for field trips, completes expeditionary equipment, instrumentation necessary for work;
- Collects, systematizes and analyzes printed materials (handwritten funds) and materials on the soil cover of the research regions, maps of ecosystems, vegetation, soils and landscapes, satellite images and topographic maps;
- Compiles preliminary (working) descriptions of soil types in project areas;
- Analysis of available thematic manuscripts, reports of service providers in the study area;
- Together with other experts, draws up plans for routes and sections of field surveys, forms for collecting field data to clarify the results.

Field studies:

- Carries out trips (according to the travel schedule) to the study areas at the scheduled time and conducts field work in accordance with the goals set by the terms of reference, using agreed methods and the necessary technical equipment;
- Holds targeted meetings and discussions (on the goals and objectives described in the TOR) with employees of the State Forestry, hunting and other environmental organizations, nature users (if any), local governments, land users and other stakeholders;
- Conducts route surveys of project areas, collects materials for soil analysis;
- Conducts soil surveys of specific areas and previously identified ecosystems of project areas;
- Carries out data collection, camera processing and analysis of the received materials;
- Submits data and reports to the cartographer for the preparation of thematic maps;
- Prepares the description and mapping of these sites and routes of the project areas using GIS based on GPS data, describes the soil cover from available sources;

Office processing and reporting:

- Gives an expert assessment of the current state of the soil cover and ecosystems, identifies the causes and factors of threats, formulates recommendations for their elimination;
- Identifies and analyzes causal relationships between external factors and changes in the soil cover and ecosystems of the project areas;
- Provides a comparative analytical report on the state of the soil for the project impact zones;
- The report should contain photographs of soil types typical for the given territory, photographs of monitoring observations;
- Makes recommendations on the system of long-term monitoring and strengthening of protective measures in the study area
- Creates and monitors the relevance of the database and photographic materials, reports, presentations of work performed
- Additionally:
- During the period of the contract, the expert takes part (online) in seminars, discussions, project meetings, public hearings and other meetings on issues related to project activities.

4. Reporting

The Soil Fertility Specialist will report to and work under direct supervision of Coordinator Component – 3 and Deputy Director/SRASPC Coordinator.

5. Languages

The Soil Fertility Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Language.

6. Qualifications and Requirements

- Higher biological/agro biological/agricultural education with a specialization in soil/agro chemistry;
- At least 3 years of experience in conducting research in biological, biochemical, agro biological and agrochemical areas;
- Availability of scientific / popular science articles of biological, biochemical, agro biological and agrochemical fields;
- At least 3 years of experience in government agencies, universities, research institutes and/or environmental organizations; -
- Knowledge of GIS and GPS
- Ability to work in a team, excellent communication skills; - Skills in preparing reports and analytical materials.
- Experience in international projects is an advantage.
- Good Computer skills MS Word, MS Excel;
- Fluent knowledge of Tajik, Russian, knowledge of English is desirable.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Communication/Liaison Officer

1. General Information

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Duties of the Liaison Officer

The duties of the Communication/Liaison Officer include the following:

- Conceptualizing, planning, organizing, directing and implementing the overall Communication strategy, internal and external events and public information
- In collaboration with other specialists of AED PMU, organize various information activities to increase public awareness and interest about the projects. This process should stimulate the interest and responsibility of the target beneficiaries, as well as local government (district and Jamoat).
- Ensure rapid and accurate information dissemination to the media, NGOs, the field and other appropriate audiences on project activities.
- Identify, develop, distribute and evaluate variety of media materials in multiple, appropriate formats (Press releases, feature stories etc.). Ensure or enhance the quality, appropriateness
- of country specific communication materials, activities, processes and messages transmitted to the press, partners and public.
- Collaborate with mass media through activities such as organizing project site visits, facilitating photo coverage and TV footage and utilizing both web-based and traditional media as appropriate.
- Monitor and evaluate the use and effectiveness of media materials and share results and findings.
- Maintain and update the website of the project with the press releases, announcements and other

relevant information

- Ensure that important events of the project including trainings sessions are recorded and posted on the project website. Ensure that the project website is linked to other relevant sectoral websites (Ministry of Agriculture etc.)
- Responsible for systematizing of incoming and outgoing e-mail; \; and their translations to the Deputy Director/SRASPCoordinator and AED PMU Director
- Other appropriate tasks as requested by the Project Management

4. Qualification requirements of the Liaison Officer

- The incumbent should have a degree in journalism, communications, public relations or other relevant post-secondary qualification.
- A minimum five years of experience in working with media in-country is required as is an established Contact list of media either as a journalist or specialist in public relations.
- Considerable experience in general news field reporting, newsgathering and/or writing for a major national or international news outlet will be a distinct advantage. The position may well suit a retired or semi-retired individual who is well established within the media environment of the country.
- Work experience with the World Bank projects is an advantage
- Ability and willingness to travel to remote areas is essential.
- Computer skills (MS office, MS Word, MS Excel, Power point, Internet E-mail etc.) is required;
- A proven writing and reporting skills, the ability to operate under pressure and good interpersonal skills are required.
- Fluency in written and spoken English, Tajik and Russian

5. Reporting and Approval Procedures:

The Communication/Liaison Officer will provide monthly reports of activities in Tajik and/or Russian to be addressed Deputy Director/SRASPCoordinator SI AED PMU Director.

The Communication/Liaison Officer will also report any cases of the use child labor in violation of the project documents to the SI AED PMU Director for him to immediately inform the Bank team.

6. Location:

The Communication/Liaison be based in Dushanbe with travel to the project sites.

7. Duration:

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and have an opportunity to extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Regional Coordinator

1. General Information

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agro-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives. The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. General information

Reporting directly to the Deputy Director/SRASP Coordinator, the regional coordinator (based in the SRASP target regions) will have the overall responsibility for direct supervision of the SRASP implementation at their regional level. He/she will work closely with other SRASP staff, implementing partners and with the SRASP beneficiaries. In his/her activities the regional coordinator follows the Project Operation Manual of SI AED PMU, Charter of SI AED PMU, acting legislation of the Republic of Tajikistan and orders of the Deputy Director/SRASP Coordinator and SE AED PMU Director.

4. Duties of the regional coordinator.

The duties of the regional coordinator include the following:

- Ensure the timely collation and preparation of the annual work plans and budgets;
- Ensure that the meetings of the Hukumat and Jamoat are held regularly to ensure accountability and transparency in Project decision-making;
- Ensure that s/he holds regular meetings with all key implementing partners on the ground to discuss Project planning, progress, and issues;
- Assist project management in developing operational procedures for countering the proliferation of COVID 19, as well as facilitate the development and implementation of procedures for countering the proliferation of COVID 19 when working with beneficiaries in the process of project implementation.

- Oversee the development and operation of logistics centres' and other infrastructure facilities at the farms supported by the project.
- Observe the programs of the project beneficiaries and the value chain in which they participate.
- Facilitate and assist the project management in the selection and assessment of farm beneficiaries.
- Ensure the proper implementation of the work plans at the region level and ensure that implementing partners are properly facilitated in the implementation of Project activities;
- Ensure proper keeping of all relevant documents at the region level and ensure that all information required to prepare the Withdrawal Applications is submitted to the SI AED PMU in a timely manner;
- Ensure that each participating government line agency designates an overall coordinator for Project activities at the region level;
- Together with each of the service providers and participating government line agencies at the region level prepare a monthly work plan.
- S/He will ensure all logistical inputs and operational support for the provision of field visits of the SI AED PMU staff/consultants, WB supervision missions etc.;
- Monitor the performance of the implementing partners at the region level;
- Ensure that all data is properly recorded as indicated in the MIS developed for the Project and that all information is provided to the designated PMU staff for preparation of the Project reports;
- Ensure that all local procurements are made using the procedures specified in the Financing Agreement and the Project Manuals;
- Promote linkages with other programs and projects that will help to achieve Project objectives at the region level.

5. Qualification requirements of the Regional coordinator

- University degree in field of agriculture, economics or relevant fields;
- Not less than 5 years of work experience in the field of rural development, community based initiatives and agricultural projects funded by international organizations/donors, preferably by the World Bank, Asian Development Bank and European Commission
- Valid driving license (B and C categories)
- Knowledge of Tajik and Russian languages, knowledge of English is an advantage;
- Excellent knowledge of computer programs Windows: Word and Excel;
- Good team work and communicative skills.

6. Reporting Relations and Obligations:

The Regional Coordinator will report to and work under supervision of Deputy Director/SRASPCoordinator.

7. Languages

The Regional coordinator shall work in the English, Russian and Tajik languages. Documents shall be prepared in the English and Russian Language.

8. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and have an opportunity to extension until the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Regional Agricultural Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Regional Agricultural Specialists will be responsible for providing technical assistance in strengthening specific agricultural sectors of the project at the project site in the regions of the Republic of Tajikistan. The Regional Agricultural Specialist will work closely with the project Agriculture Specialist and project staff under the direct supervision of the Regional Project Coordinator and Deputy Director/SRASPC Coordinator who has overall responsibility for project implementation. The Regional Agricultural Specialist will be responsible for the following tasks:

- Draw up planning documentation for (seed, seedling and horticulture) strengthening of component 1 and 2 of the project;
- Visiting fields and monitoring crops of beneficiaries/partners;
- Ensure the laying of seed plots in the most optimal time, carrying out agronomic measures to care for them in order to obtain high-quality seeds and seedlings.
- Conduct testing of varietal crops and nurseries.
- Organize timely harvesting of seed crops, post-harvest treatment of seeds, bringing them to high sowing conditions.
- To control the storage and use of seeds for seed purposes.
- Providing technical advice to farmers/partners on crop rotation, land preparation, cultivation, harvesting and storage of products;
- Conducting a biological and yield assessment of beneficiary/partner crops;

- Draft reports on the completion of project, agricultural activities and contributions to narrative reports on the project;
- Development and monitoring of the agricultural components of the project with support/supervision from the project coordinator;
- Support the development and implementation of a monitoring system and plan for the agricultural components of the project;
- Assistance in the organization of training and the implementation of agricultural activities;
- Liaise closely with the project management team, updating them on progress and issues as they arise;
- Provide support for capacity building of field agricultural staff and trainers.
- Assistance in the technical evaluation and physical verification of the quality of the proposed goods and equipment as part of the tender process;
- In collaboration with the M&E specialist, support the process of identifying potential beneficiaries for the distribution of seeds and other commodities according to the selection criteria (development of selection criteria that would allow men and women to participate equally);
- Assist in organizing the distribution of seeds, goods and equipment among the beneficiaries in the target area of the project and monitor, record the number of seed recipients in a breakdown;
- Assist in the development of scenarios for the establishment of demonstration plots and participate in the selection of potential parties for the establishment of demonstration plots;
- Supporting the establishment of demonstration plots, conducting monitoring and providing necessary advice and recommendations;
- Performing any other related duties and activities as instructed by the project management team.

4. Reporting

The Regional Agricultural Specialist will report to and work under direct supervision of Regional Project Coordinator and Deputy Director/SRASP Coordinator.

5. Languages

The Regional Agriculture Specialist shall work in the Tajik and Russian languages. Documents and shall be prepared in the Tajik or Russian Languages.

6. Qualifications and Requirements

- University diploma in agronomist or equivalent;
- Minimum 8 years' experience as agronomist in agriculture production
- Minimum 3 years' experience working with the World Bank or other donor organizations;
- Experience in the public and/or private sector is an advantage.
- Good Computer skills MS Word, MS Excel;
- Fluent knowledge of Tajik and Russian.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Environmental and Social Management Framework Specialist.

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Environmental/ Social Framework (ESF) Specialists will work under the direction of the Regional Coordinator, close cooperation with Project Environmental Specialist, Social Specialist and with the project staff and are responsible for the following:

- Collection and analysis of data related to aspects of social and environmental development (eg gender, child labor issues);
- Review of environmental standards to determine the classification of the project in accordance with the guidelines for each component of the project;
- Develop and oversee SRASP's outreach campaigns, including the organization of knowledge sharing events (round tables, seminars, consultations, etc.).
- Provide training to SRASP beneficiaries, SI AED PMU staff and key stakeholders on social tools and processes and environmental management.
- Overseeing the development and implementation of an effective Grievance and Feedback Mechanism developed for SRASP and making additional proposals based on good practice examples from other existing Grievance and Feedback Processes with beneficiaries;
- Interaction with key stakeholders, including international and national NGOs and agencies working in the field of social and environmental development at the level of jamoats and districts, to propose the most effective approaches to comply with social and environmental standards.

- Development of visual information and training materials (modules, brochures, handouts, etc.) on social and environmental issues, gender issues, land rights, grievance mechanism, women's rights)
- Support training for SRASP beneficiaries on national legislation relating to child and forced labor;
- Be fully aware of the goals and objectives of the projects and their components, as well as its Operations Manual regarding social issues and safeguards.
- Provide a monthly report on the results of their work to the SI AED PMU and the actions taken in relation to the parameters of the environment and social issues indicated for each component of the project for their implementation, identifying weaknesses and suggestions for improvement;
- Ensure that all relevant documents and records relating to environmental and social aspects are kept at SI AED PMU.

4. Reporting

The ESF Specialist will report to and work under direct supervision of Regional Coordinator, Deputy Director/SRASPM Coordinator and SI AED PMU Director.

5. Languages

The ESF Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Language.

6. Qualifications and Requirements

- University degree in the field of sociology, agriculture and/or biological /ecological is required, postgraduate degree is an advantage;
- Experience in delivering training and developing related materials (e.g. manuals, presentations etc.) to a variety of audiences (e.g. rural population, government staff and specialists, NGOs);
- He / she should be familiar with the procedures of environmental monitoring, with the knowledge of national and international standards on the environment and the requirements for drinking water, irrigation and land, public health standards and technical specifications and safety standards.
- He / she must have at least 3 years of experience in the private, local or national government administration system.
- Experience with carrying out social assessments is an advantage;
- Excellent communication and inter-personal skills;
- Computer skills (MS office, MS Word, MS Excel, Power point, Internet, E-mail) is required;
- Fluency in written and spoken Tajik and Russian, knowledge of English is an advantage.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Legal Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

Reporting directly to the SI AED PMU Director, the Legal Specialist of the SI AED PMU will have the overall responsibility for ensuring the development of an effective legislation system that provides all the legal information required for the Project. He/she will also be responsible for the legal knowledge management of the SRASP. He will be based at the SI AED PMU office in Dushanbe and will work closely with other Project staff, implementing partners, and project beneficiaries. In his/her activities, the Legal Specialist follows the Project Operation Manual (POM) of SI AED PMU, Charter of SI AED PMU, acting legislation of the Republic of Tajikistan, and orders of the SI AED PMU Director. Legal Specialist will be responsible for the following tasks:

- To provide legal advice or review Project documents, concerning the agriculture policies, Project related laws, and regulations or those which are required for future improvement of agriculture development, including providing a regulation draft if necessary;
- To provide legal advice on and review of legal documents in relation to projects, including review of minutes, project documentation, and project implementation in view of the project related laws and regulations;
- To provide legal advice on and review of the proposed project structures in view of the prevailing regulations, to help the beneficiaries and Partners develop best practice projects;
- To accompany SI AED PMU staff in the meeting or discussion with Project-related stakeholders concerning the implementation of Project policies as well as proposed Partner projects or transactions;

- Assist in develop of developing the ToR for other consultants to be hired by SI AED PMU to provide draft regulations and other legal regulatory works as needed for Project frameworks, improvements, and advice on feasibility studies and transactions;
- To communicate and coordinate his/her work to SI AED PMU Director and Deputy Director/SRASP Coordinator.

4. Reporting

The Legal Specialist will report and work under supervision of SI AED PMU Director. The Legal Specialist will provide monthly activity reports to SI AED PMU Director in Tajik or Russian language.

5. Languages

The Legal Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik and Russian Languages.

6. Qualifications and Requirements

- The legal Specialist with minimum of 8 (eight) years working experience including significant experiences of working with private and government institutions in public finance and infrastructure delivery related areas;
- Have a good knowledge of policy and concept as well as the prevailing agriculture related laws and regulations in Tajikistan;
- Familiarity with the Project Unit or other project institutions procedures and business process;
- Have a good knowledge of Tajikistan's government structure and agriculture development in Tajikistan;
- Sound Tajik and Russian language capability (written and spoken) and reporting writing skills;
- Proven ability to work independently with limited supervision and operate effectively in a team environment;

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension til the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Administration Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

SI AED PMU Administration Specialist will be responsible for administrative aspects of SI AED PMU. He/she will report to the SI AED Director and provides administrative support to the entire SI AED PMU. Administration Specialist will be responsible for the following tasks:

- Provide oversight of the property of the SI AED PMU and be responsible for their using and maintenance and supplies.
- Ensure that the minutes of the meeting and the Director of the SI AED PMU written instructions, distributed and implemented properly.
- Monitor the timely execution of documents.
- Ensure that an effective system of registration documents.
- Ensure timely preparation and submission of required reports on the project.
- Ensure the proper functioning of the activities of the SI AED PMU, monitor the condition of the premises, communication systems, transportation, etc.
- If necessary, provide work with admission documentations, transfer and dismissal of SI AED PMU staff and its subsidiaries in accordance with the current legislation of the Republic of Tajikistan.
- Monitor SI AED PMU staff performance, especially secretary-clerk, drivers and cleaners.
- Establish and maintain lists of working hours (time sheet) of employees.
- Coordinate procurement, finance and planning SI AED PMU office.
- Ensure proper organization of the programs mission's visit to the SI AED PMU office.
- Ensure the safety of SI AED PMU property.

- Perform other duties as required from time to time.

4. Reporting

The Administrative Specialist will report to and work under supervision of SI AED PMU Director. The Administrative Specialist will provide monthly activity reports SI AED PMU Director in Tajik or Russian language.

5. Languages

The Administration Specialist shall work in the Tajik and Russian. Documents shall be prepared in the Tajik if needs in the Russian Language.

6. Qualifications and Requirements

- University degree or equivalent qualification
- At least three years of work experience in an office or administrative work, preferably with international organizations.
- Excellent interpersonal skills.
- Excellent computer skills with a strong working knowledge of Microsoft Office (Word, Excel, Outlook, etc.).
- Excellent oral and written communication skills Tajik and Russian languages, English is an advantage.

7. Location

Dushanbe city, including field visits to project sites

8. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

IT Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

IT Specialist of the SI AED PMU will have the overall responsibility for operational status of electronic equipment of SI AED PMU. He will be based at the SI AED PMU office in Dushanbe and will work closely with other Project staff. In his activities the Specialist follows the Project Operation Manual (POM) of SI AED PMU, Charter of SI AED PMU, acting legislation of the Republic of Tajikistan and orders of the Administrative Specialist and SI AED PMU Director. IT Specialist will be responsible for the following tasks:

- Assembly, installation, configuration, fault diagnosis, minor repairs and preventive maintenance of work stations, servers, computer peripheral equipment, duplicating machines, communication equipment, audio-visual recording and playback, cartridge refilling;
- Installation, configuration of software and server operating stations including operating systems, office applications, specialized software, antivirus software, backup software, software, client /servers of e-mail and Internet and web services;
- Periodic backups on works stations and servers including the following content: documents, spreadsheets, presentations, publications, databases, audio-visual materials (audio, video, pictures), incoming and outgoing E-mail, the contents of the website as well as other materials at the discretion of the SI AED PMU.
- Laying of communication connections, installation and configuration of local server and workstations;
- Ensure organization general access to internet, the administration mail domain of SI AED PMU and administration ATC;

- Training and support to staff employed in the implementation of the SRASP on use of equipment and software;
- Support the work of the SI AED PMU website and if necessary develop the necessary web services including posting of information on it;
- Implement photos, audio and video documentation (shooting, editing, publishing on a server, storage) activities carried out under the project (meetings, seminars, training, monitoring);
- Preparation of technical specifications for hardware, software and provision of advisory services for the operating needs of the SI AED PMU office;
- Together with other SI AED PMU specialists monitor the status of equipment purchased for the SI AED PMU office, develop reports about condition and in a timely manner address any issues in order to update and repair equipment.

4. Reporting

The IT Specialist will report to and work under supervision of Administrative Specialist and SI AED PMU Director. The Specialist will provide monthly activity reports to Administrative Specialist in Tajik or Russian languages.

5. Languages

The IT Specialist shall work in the Russian or Tajik languages. Documents shall be prepared in the Tajik or Russian Languages.

6. Qualifications and Requirements

- Higher technical education, preferably in the field of IT, engineering, management systems
- Experience in managing technical projects, including the World Bank funded projects
- Good team work and communicative skills
- Knowledge of work principles of local IT networks, operational systems, electronic equipment, servers and relevant security issues
- At least 5 years of work experience in the abovementioned fields.
- Knowledge of Tajik, Russian languages is necessary.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension til the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Secretary Clerk

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The secretary-clerk will provide technical assistance in the area of administrative services for the project. He / she will be report to the Administrative Specialist and SI AED PMU Director.

Secretary-clerk will be responsible for the following tasks:

- Maintaining work with documentations of the SI AED PMU;
- Incoming and outgoing calls; work in the Microsoft office, postal and graphics programs (Word. Excel, Outlook express) interacts with the courier service for delivery of documents (registration sending, rosters, checking of application, etc.);
- Carries out sending documents by mail, express mail;
- Perform other activities, the appointment of directors and aimed at organizing technical assistance and efficient operation of the SI AED PMU;
- Check incoming and outgoing mail;
- Incoming and outgoing calls; work with Microsoft office, postal and graphics programs (Word. Excel. Outlook express);
- Interacts with the courier service for delivery of documents (registration sending, rosters, checking of application, etc.):
- carries out sending documents by mail, express mail:
- perform other activities, the appointment of directors and aimed at organizing technical assistance and efficient operation of the SI AED PMU:

4. Reporting

The Secretary-clerk will report to and work under supervision of Administrative Specialist and SI AED PMU Director. The Secretary-clerk will provide monthly activity reports to Administrative Specialist and SI AED PMU Director in Tajik/Russian languages.

5. Languages

The Secretary-clerk Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Languages.

6. Qualifications and Requirements

- Higher education:
- Have experience in social services or education office:
- Excellent interpersonal skills and teamwork;
- Excellent computer skills with a strong working knowledge of Microsoft Office (Word, Excel, Outlook, etc.);
- Excellent oral and written communication skills of Tajik, Russian languages, and English is advantage.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension til the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Expeditor/Forwarding Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Expeditor/Forwarding Specialist will be responsible for providing logistic support and overseeing the overall logistic processes in support of the objectives of the project He/she will be based at the SI AED PMU office in Dushanbe and will work closely with government relevant agencies, beneficiaries and other Project staff. In his activities the Specialist follows the Project Operation Manual (POM) of SI AED PMU, Charter of SI AED PMU, acting legislation of the Republic of Tajikistan and orders of the SI AED PMU Management team. Expeditor/Forwarding Specialist will be responsible for the following tasks:

- Planning, oversight, and management and coordination of logistics support operations to ensure smooth accomplishment of projects;
- Work in the relevant agencies, project beneficiaries, agriculture input providers;
- Entails creating a plan or timetable for the movement of materials, heavy equipment, and light trucks;
- Workforce and parts supply in compliance with the project requirements;
- managing a schedule to track and station materials promptly, as well as providing for preventive maintenance to ensure that projects are accomplished without hitches;
- He/she is responsible for the movement of materials to a warehouse location in preparation for shipment, and also conducts receiving activities;
- Preparing shipping documentation and providing support in merging materials into single shipments, including crating and packing when necessary;

- Carry out packing, storage duties in preparation for site-specific beneficiaries and shipment;
- Oversee beneficiaries-based queues and plan and allocate tasks to meet project requirements;
- Responsible for tracking, receiving, and stocking all items ordered;
- Ensure materials are appropriately stored;
- Program the final calculation of materials/goods prior to shipment;
- Provide a list of all equipment/goods provided from the suppliers to the Component coordinator and Management team;
- Responsible for supervising and accounting for equipment/goods provided by suppliers;
- Carry out annual property inventory and provide another report in his area of responsibility.

4. Reporting

The Expeditor/Forwarding Specialist will work under direct supervision report to Finance Specialist.

5. Languages

The Expeditor/Forwarding Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Language.

6. Qualifications and Requirements

- University diploma in agriculture, economics or equal;
- Prior experience in expeditor or forwarding of goods;
- Minimum 5 years' experience in public and/or private sector development;
- Minimum 2 years' experience working with the donor organizations;
- Experience in agriculture sector is desirable;
- Good Computer skills MS Word, MS Excel;
- Fluent knowledge of Tajik, Russian.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Translator

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

Translator will have overall responsibility for a qualified and timely written translation of all incoming and outgoing documentation of the SI AED PMU. S/He also is responsible for all verbal translations for the SI AED PMU staff. The Translator in his/her activities should follow the Project Operation Manual (POM) of SI AED PMU, Charter of SI AED PMU, acting legislation of the Republic of Tajikistan and orders of the SI AED PMU” Director. Translator will be responsible for the following tasks:

- Qualified and timely written translation of all incoming and outgoing documentation of the AED PMU (letters, reports, surveys, expressions of interests, visual informational materials, handouts etc.);
- Verbal interpretation for the AED PMU staff as well as at various meetings, negotiations, trainings, field trips;
- Any other tasks as ordered by the SRAS Project Coordinator and SI AED PMU Director.

4. Reporting

The Translator will report and work under supervision of Administrative Specialist and AED PMU Director. The Translator will provide monthly activity reports to Administrative Specialist and AED PMU Director in Tajik/Russian or English language.

5. Languages

The Translator shall work in the Tajik, Russian and English languages. Documents shall be prepared in the Tajik/Russian or English Language.

6. Qualifications and Requirements

- University degree in the field of foreign languages or international relations;
- At least four years of proven work experience as interpreter/translator in international organizations and donor funded projects
- Work experience with the World Bank projects is an advantage;
- Ability and willingness to travel to remote areas is essential.
- Computer skills (MS office, MS Word, MS Excel, Power point, Internet E-mail etc.) is required;
- Fluency in written and spoken English, Tajik and Russian.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension til the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Drivers

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Driver will be responsible for provides reliable and safe driving services to Project staff and visitors ensuring the highest standards of discretion and integrity, sense of responsibility, excellent knowledge of protocol and security issues. Driver will be responsible for the following tasks:

- Transport the Project staff to and from place where official business will be transacted (including field trips);
- Monitor the status and condition of the vehicle under his responsibility and initiates requests for its needed maintenance and repair;
- Regularly cleans the vehicle under his responsibility;
- Sees to it that the vehicle under his responsibility is in safe premises, whenever if it is not in use;
- Maintains a record of all trips made as well as the consumption of fuel and other materials used for the operation and maintenance of vehicle;
- Assist in the delivery of outgoing documents;
- Performs other functions as may be directed by the Director and/or higher authorities.

4. Reporting

The Driver will report to and work under direct supervision of Administrative Specialist.

5. Languages

The Driver shall work in the Tajik language. Documents shall be prepared in the Tajik Language.

6. Qualifications and Requirements

- At least High School Graduate
- Professional Driver License Holder
- Knowledgeable in vehicle maintenance and minor repair

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Office Cleaner

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

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- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Office Cleaners will be responsible for the following tasks:

- Clean windows (internal side) and windows frames, glass partitions, and glass doors;
- Dust all furniture and scrub surfaces clean (desks, side tables, bookshelves, filing cabinets, chairs);
- Clean IT equipment lightly to remove dust;
- Empty trash bins and change plastic bags;
- Mop/sweep floors and stairs;
- Clean the sidewalks around the building;
- Clean the building main entrances and security rooms;
- Ensure the daily collection of the building trash by municipality collector;

4. Reporting

The office Cleaners will report to and work under direct supervision of Administrative Specialist.

5. Languages

The Office Cleaners shall work in the Tajik language. Documents shall be prepared in the Tajik Language.

6. Qualifications and Requirements

- At least High School Graduate;
- Good communication skills;

- 3-5 years' previous experience as a cleaner;
- Previous experience in international/multinational firms/organizations is an asset.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU Director in agreement with the World Bank.

Security Guard

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Security Guards will be responsible for the following tasks:

- To ensure physical integrity and safety of the AED PMU Office premises and assets.
- To screen, control of all arriving visitors/staff/vehicles as per AED PMU standard.
- To verify that the persons entering the office premises are either staff possessing valid ID card/badge, or visitors having an appointment. Visitors to be screened and logged in the “Visitors Log Book”.
- To check the visitors and visitor’s luggage, if required.
- To Monitor and log all the movements of the office property and vehicles in and out of the premises
- To inform immediately Admin Specialist, relevant local authorities in case of an emergency relating to the office premises such as interference, crowd, fire, etc.
- To receive the incoming document with observance of the safety measures. Each package and parcel received should be carefully examined and informed immediately to the staff member concerned on the arrival of package or parcel especially during weekends.
- Immediately inform Admin Specialist or local police of unattended vehicles/suspicious or emergency events in the vicinity of the office premises.
- Ensure that all rooms are closed and locked, electricity switched off, no water leakage after office hours.
- To leave the place of duty only with the permission of the Admin Specialist.

- To be polite and attentive with the visitors while responding to the telephone calls. To inform immediately the relevant staff of any important security-related messages received.
- To inform immediately to Admin Specialist of all the detected weaknesses in the security system and violations of policies.

4. Reporting

The Security Guards will report to and work under direct supervision of Administrative Specialist.

5. Languages

The Security Guards shall work in the Tajik language. Documents shall be prepared in the Tajik Language.

6. Qualifications and Requirements

- At least High School Graduate
- Good communication skills
- Minimum 3 years' experience on Office security and guard's duty in a reputed organization.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2022 including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Health and Nutrition Specialist

I. Background

The Strengthening Resilience of the Agriculture Sector Project is funded by the International Development Association (IDA) grant in the amount of US\$ 58 million prepared to support Tajikistan for the purpose of building foundations for a more resilient agriculture sector referring to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control, and crop protection. The World Bank approved additional grant financing of US\$50 million equivalent grant from the IDA20 Crisis Response Window Early Response Financing (CRW ERF) as additional financing to the SRASP (SRASP AF).

The development objective of the SRASP AF is to strengthen the foundations for a more resilient agricultural sector and support emergency interventions to address food and nutrition security in Tajikistan. The project will provide additional financing (AF) for the following components: (i) strengthening seed, seedling, and planting material systems; (ii) support investments in agri-logistical centers (ALCs) for horticulture value chains; (iii) strengthen public capacity for crises prevention and management; and (iv) project management and coordination.

The SRASP AF will finance the procurement and distribution of micronutrients and vitamin supplements for pregnant and lactating women and children (6-59 months), and RUTFs for children threatened by severe wasting. The micronutrient and vitamin supplements for pregnant and lactating women and children, and the RUTFs for children at the risk of severe wasting will be procured by the project, in collaboration with the Ministry of Health and Social Protection (MOHSP) and relevant UN agencies and distributed to the target groups through primary health care facilities. The SRASP AF will also finance media and communication campaign aimed at raising awareness on the importance of healthy and diverse diets and of micronutrients intake; consequences of micronutrient deficiencies; good infant and young children feeding (IYCF) practices; and other critical nutrition messages.

The SRASP AF will finance the recruitment of a Technical Assistance (TA), through the MOA, that will help the government in establishing the PRF, and the capitalization of the PRF. The PRF will assist wheat flour and edible salt companies in the procurement and supply of food fortification premixes (specifically, micronutrients and potassium iodate/iodine). The PRF will be established in collaboration and consultation with the Ministry of Industry and New Technologies (MINT), MOHSP, the National Scaling Up Nutrition (SUN) Coordination Council and other interested parties and hosted in a PRF implementing entity to be identified at a later stage as part of the TA. The PRF implementing entity, once identified will undergo fiduciary assessment in a manner satisfactory to the Association. The SRASP AF will also finance capacity building of the PRF implementing entity with an aim to enhance its capacity to manage and operate the PRF.

The SRASP AF will finance implementation of priority nutrition-sensitive agriculture interventions specified under the Multi-Sectoral Nutrition Action Plan (MSNAP) (2021-2025) for which the MOA is responsible. The SRASP AF will finance human resource capacity development of the MOA e.g., training, exchange visits, conference participation etc., to be able to mainstream nutrition considerations in policies, strategies and programs, including in the Republic of Tajikistan Food Security Program and render it capable to participate and report on the activities it is responsible for in global and national nutrition fora, including the National SUN Coordination Council Meetings, including reporting on dietary diversity under the Food Security Program. Additionally, the SRASP AF will finance MOA's effort to integrate into its agriculture extension and advisory services delivery of nutrition messages (extension materials e.g., leaflets, brochures, posters, etc., production and distribution), such as the promotion of production and consumption of locally available folate-rich foods (such as dark leafy green vegetables, pulses, nuts and seeds, and citrus fruits). The SRASP AF will also finance demonstration of nutrition sensitive agricultural activities and the development and dissemination of nutrition-sensitive agriculture training and information, education, and communication (IEC) materials that will enable the training of MOA staff at national, province and district levels, including "Training of Trainers" who can then lead demonstrations in the field on for example diversified homestead gardening, and small livestock production. Lastly, the SRASP AF will finance knowledge generation and exchange events on nutrition-agriculture programming and organization and participation in national and international nutrition platforms to showcase the results and progress on nutrition-sensitive activities implemented by the MOA.

The Project is implemented by the Ministry of Agriculture of the Republic of Tajikistan through the State Institute “Agriculture Entrepreneurship Development” which is Project Management Unit for the World Bank-funded Strengthening Resilience of the Agriculture Sector Project (SI AED PMU).

II. Scope of work

The SI AED PMU seeks to hire a Health and Nutrition Specialist. This Specialist will be part of the AED PMU and will work closely with the Coordinator of Component 3 and Deputy Director/SRASP Coordinator. This Specialist is also expected to collaborate closely with the Ministry of Agriculture and the Ministry of Health and Social Protection of the Republic of Tajikistan (all relevant departments) and other ministries and agencies in the implementation of the above-mentioned nutrition-related activities. In particular, the Health and Nutrition Specialist under the supervision of the Deputy Director/SRASP Coordinator will be responsible for the following major tasks:

1. Support the process of procurement and distribution of micronutrients and vitamin supplements for pregnant and lactating women and children (6-59 months), and RUTFs for children threatened by severe wasting;
2. Support organization of media and communication campaign aimed at raising awareness on the importance of healthy and diverse diets and of micronutrients intake, consequences of micronutrient deficiencies, good infant and young children feeding (IYCF) practices and other critical nutrition messages.
3. Support the process of establishment of the National Premix Revolving Fund (PRF) and its capitalization.
4. Support the process of implementation of priority nutrition-sensitive agriculture interventions specified under the Multi-Sectoral Nutrition Action Plan (MSNAP) (2021-2025) for which the MOA is responsible.

Specifically, the Specialist is expected to:

- Provide organizational support in data collection and analysis about beneficiaries (pregnant and lactating women and children under 5 years old);
- Facilitate and ensure all planned nutrition-related activities are implemented properly and completed by the project closing date;
- Facilitate any government approvals and Orders related to nutrition activities under the Project;
- Facilitate the acquisition of required technical assistance and provide guidance to ensure quality and timely implementation of the health and nutrition activities under the project;
- Use appropriate project management tools to plan, review and track progress on implementation of nutrition related activities as well as on the utilization of project resources for intended purposes;
- Collaborate with the Ministry of Health and Social Protection and other responsible agencies and development partners in rolling out nutrition interventions under the project;
- Facilitate the development of instructions on the usage of micronutrients, monitoring forms for PHC workers, and elaboration of nutrition related activities implementation progress indicators;
- Organize field trips to monitor the validity and reliability of the data collected in the course of activity implementation, including data on the delivery of micronutrients to beneficiaries;
- Lead all health and nutrition processes and assessments, including coordinating the interventions targeted communities and conducting community-led analysis;
- Draft Terms of References and sections for the Project Operational Manual for the nutrition-related work.
- Participate in the development of modules for the training to be conducted for health workers, pregnant women, and mothers in coordination with the AED PMU Training Specialist and other international and local partners- including UNICEF and USAID;
- Participate in the meetings of the Mother and Child Health Coordination Council under the Ministry of Health and Social Protection and other relevant coordination mechanisms and report on the project activities related to health and nutrition;
- Arrange required trainings in coordination with the AED PMU Training Specialist;
- Participate during missions, meetings related to the nutrition activities of the project;
- Provide monitoring of the nutrition related activities;

- Participate in conferences to exchange lessons learned and experience of implementing nutrition related activities of the project;
- Ensure nutrition related activities are implemented in coordination with local stakeholders and other donor partners (UNICEF, WPF, USAID & others) involved in nutrition, early childhood development, health, food fortification and food security;
- Participate in sectoral meetings and provide regular updates, as requested;
- Contribute to monthly and quarterly reports;
- Any other tasks that will be needed for the successful implementation of nutrition related activities and achievement of nutrition-related outcomes.

III. Reporting

Health and Nutrition Specialist will report to and work under the direct supervision of the Deputy Director/SRASP Coordinator and AED PMU Director.

IV. Working Languages

Health and Nutrition Specialists shall work in English, Tajik and/or Russian languages. Documents shall be prepared in English, Tajik and/or Russian Languages.

V. Qualifications and Requirements

- A higher education degree in either nutrition, public health, medicine, family medicine or community development;
- A Good knowledge of the health system of Tajikistan and key nutrition challenges of the country;
- At least 5 years of relevant work experience in formulation of nutrition and public health interventions and their operation;
- Practical work experience with implementing micronutrient initiative;
- Working experience in international organizations. Hands-on experience working on projects funded by the World Bank, or the ADB would be an asset;
- Good skills in analytical thinking and previous research/survey experience particularly related to health;
- Proved abilities to work in a team;
- Good leadership skills;
- Computer literacy (Word, Excel, PowerPoint, Internet);
- Fluency in Tajik and Russian;
- Working knowledge of English is an advantage.

VI. Duration of the assignment

The assignment will start in __ and will be initially until December 31, 2023 with a possible extension, including an initial probation period of 3 months.

Regional Construction Engineering Specialists

I. Background

The Strengthening Resilience of the Agriculture Sector Project is funded by the International Development Association (IDA) grant in the amount of US\$ 58 million prepared to support Tajikistan for the purpose of building foundations for a more resilient agriculture sector referring to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control, and crop protection. The World Bank approved additional grant financing of US\$50 million equivalent grant from the IDA20 Crisis Response Window Early Response Financing (CRW ERF) as additional financing to the SRASP (SRASP AF).

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The project will provide additional financing (AF) for the following components:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for a more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by the Ministry of Agriculture of the Republic of Tajikistan through the State Institute “Agriculture Entrepreneurship Development” which is the Project Management Unit for the World Bank-funded Strengthening Resilience of the Agriculture Sector Project (SI AED PMU).

Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

II. Scope of work

The Regional Construction Engineering Specialist will work under the direct supervision of the Deputy Director/SRAS Project Coordinator, with a direct working relationship with the Construction Engineering Specialist and working as a team with the other project staff:

Specific tasks

- Assist for draft ToRs for any consultancy for the design and supervision of construction/renovation activities to be supported under the Project
- Support Consulting firms hired by the Project for the design and construction assignments to identify main stakeholders for technical meetings
- Monitor and report on the overall compliance of project investments with building standards in accordance with the principles, procedures and processes laid down in the contracted documentation
- Review submitted designs, and ensure (i) their full compliance with the national standards; (2) that all relevant permits according to national legislation have been obtained, are complete and legally valid; (3) the full compliance of technical documentation with the national standards

and its completion in respect to the description, technical details and bill of quantities; (4) the correspondence between technical description and bill of quantities; and (5) the verification of technical specifications to avoid potential preference to any particular manufacturer/producer.

- Provide advice on reports from companies in charge of supervision and building works
- Visit the building sites described above before and during the implementation of the activities, and prepare and submit monthly reports on schedule/work progress and financial aspects to the Project Director and Project Coordinator, not later than 10 days after reporting period expired
- Liaise with the national and local authorities responsible for building construction legislation,
- Participate in the bids evaluation committee for opening and evaluation of bidders for the execution of works;
- Assist the Project Director and Project Coordinator in the bid negotiations with the contractor, within the agreed deadline.
- Assist for prepare a Final Report at the end of the defects liability period no later than one week from the completion and delivery of works.

III. Reporting

The Regional Construction Engineering Specialist will report to and work under the direct supervision of the Construction Engineering Specialist and Deputy Director/SRAS Project Coordinator.

IV. Languages

The Regional Construction Engineering Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Language.

V. Qualifications and Requirements

- University degree in Civil engineering or architecture;
- At least 5 years of working experience after attainment of the university degree;
- At least 3 years of professional experience in similar assignments in the area of supervision (Tajikistan) and/or works assignments related to adaptation, and/or reconstruction and/or construction of public facilities;
- Participation in the implementation of at least 3 construction projects;
- Computer skills, including word processing and spreadsheets

VI. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2023, including a probation period of 3 months and have an opportunity to an extension until the end of the project (30 June 2027). The decision on the extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Assistant of Expeditor/Forwarding Specialist

1. Background

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate resilient, affordable, farmer-preferred and well adapted to the different agro-ecological conditions of Tajikistan;
- ii. improve the access to improved agri-logistic services of farmers and agri-businesses; and
- iii. strengthen the crisis management, i.e. early warning, preparedness and response capacity of selected public institutions.

All activities related to human resource development and capacity building will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

3. Scope of work

The Assistant of Expeditor/Forwarding Specialist under the Expeditor/Forwarding Specialist will be responsible for providing logistic support and overseeing the overall logistic processes in support of the objectives of the project. He/she will be based at the SI AED PMU office in Dushanbe and will work closely with government-relevant agencies, beneficiaries, and other Project staff. In his activities, the Specialist follows the Project Operation Manual (POM) of SI AED PMU, the Charter of SI AED PMU, acting legislation of the Republic of Tajikistan, and orders of the SI AED PMU Management team. Assistant of Expeditor/Forwarding Specialist will be responsible for the following tasks:

- Assist with planning, oversight, management, and coordination of logistics support operations to ensure the smooth accomplishment of projects;
- Work in the relevant agencies, project beneficiaries, and agriculture input providers;
- Assist entails creating a plan or timetable for the movement of materials, heavy equipment, and light trucks;
- Workforce and parts supply in compliance with the project requirements;
- He/she is responsible for the movement of materials to a warehouse location in preparation for shipment, and also conducts receiving activities;
- Assist in preparing shipping documentation and providing support in merging materials into single shipments, including crating and packing when necessary;
- Assist carry out packing, and storage duties in preparation for site-specific beneficiaries and shipment;

- Oversee beneficiaries-based queues and plan and allocate tasks to meet project requirements;
- Assist the program with the final calculation of materials/goods prior to shipment;
- Responsible for supervising and accounting for equipment/goods provided by suppliers;
- Carry out annual property inventory and provide another report in his area of responsibility.

4. Reporting

The Assistant of the Expeditor/Forwarding Specialist will work under direct supervision and report to Expeditor/Forwarding Specialist.

5. Languages

The Expeditor/Forwarding Specialist shall work in the Tajik and Russian languages. Documents shall be prepared in the Tajik or Russian Language.

6. Qualifications and Requirements

- University diploma in agriculture, economics, or equal;
- Prior experience in expeditor or forwarding of goods;
- Minimum 5 years' experience in public and/or private sector development;
- Minimum 2 years' experience working with donor organizations;
- Experience in the agriculture sector is desirable;
- Good Computer skills in MS Word, and MS Excel;
- Fluent knowledge of Tajik, and Russian.

7. Duration of the assignment

The assignment will start in _____ and will be initially until December 31, 2023, including a probation period of 3 months and with possible extension till the end of the project (30 June 2027). The decision on the extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Annex 3. Terms of reference for Project Technical Committee

1. General Information

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 108 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agrometeorological information, soil testing, locust control, and crop protection.

The project aims to support the Government of Tajikistan (GoT) in successfully transitioning to a sustainable, more productive, climate-resilient, and inclusive model of agricultural sector growth. The proposed project will help to:

- i. increase the availability of improved seeds, seedlings, and planting materials that are climate-resilient, affordable, farmer-preferred, and well adapted to the different agro-ecological conditions of Tajikistan;
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- iii. strengthen the crisis management, i.e. early warning, preparedness, and response capacity of selected public institutions.

All human resource development and capacity-building activities will include topics on understanding climate change better and frameworks, tools, and techniques to facilitate designing and implementing climate adaptation and mitigation approaches. All infrastructure, including buildings, offices, laboratories, and storage facilities, constructed and/or rehabilitated by the project, will be encouraged to utilize energy-efficient and climate-resilient materials and designs. The proposed project aims to thereby strengthen the foundations for a more resilient agriculture sector, which will in turn help improve food security and nutrition and accelerate agricultural diversification. It will also contribute to the development of a viable sector of private micro, small and medium enterprises in rural areas and generate employment opportunities for women in regions with few legal alternatives.

The Project is implemented by State Institute “Agriculture Entrepreneurship Development” Project Management Unit (SI AED PMU).

2. Project Objective

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3. Scope of work

Project Technical Committee (PTC). The PSC will be assisted by a project technical committee (PTC) to be established by drawing technical experts from various entities involved in project implementation. The Project Technical Committee may consist of representatives of the Ministry of Agriculture, Tajik Academy of Agriculture Sciences, Tajik Agrarian University, Food Security Committee, State Institute “Agriculture Entrepreneurship Development” and other relevant agencies. The PTC, chaired by the Deputy Minister of Agriculture, will be responsible for providing technical advice to the SI AED PMU on the quality of implementation reports and special studies, guidelines, documentation of best practices, and M&E report. More specifically, the PTC will be responsible for:

Assist to project steering committee

- Technical review of the Project’s Annual Work Plan and Budget before they are submitted to the PSC (by the Director of the SI AED PMU) for final review and approval in one of the bi-annual PSC meetings.
- Review of updated POM, provide recommendation and approval before submission to WB and PSC for general review and approval.
- The Project’s Annual Work Plans and Budget will be prepared by SIAED PMU staff, under the guidance of the M&E Specialist, in collaboration with all implementing agencies; reviewed and approved by the Director of the SI AED PMU.

On technical review and recommendations:

- Reviewing, providing recommendations and advice on improving the AWP&Bs submitted by the AED PMU;
- Providing technical advisory services on implementation modalities;
- Providing institutional capacity building to the AED PMU and relevant implementation entities;
- Reviewing and analyzing all documents prepared under the project's responsibilities providing recommendations and advising on improvement.
- Review annual work plans and budgets before submission to PSC;
- Monitor beneficiary adoption, use, and satisfaction with project interventions and produce reports.

The Member Secretary shall be responsible for the following:

- Prepare the agenda of tender meetings, procurement grievances resolution meetings, contractual dispute resolution meetings, etc in close coordination with the committee chairperson;
- Inform the members of the Committee on the venue, time, and agenda of the meetings;
- Invite suppliers or other persons that are being expected to participate in the meeting;
- Gather information for the Committee's uses which should be concise and provided timely.
- Take care of all logistics for the Committee meetings viz., preparing meeting hall, equipment, documents, refreshments, etc;
- Draw up minutes of the meetings & their distribution, maintain up-to-date records and decisions of the meetings & information sharing, follow-up, etc.
- Monitor and follow up on the implementation of the decision of the Committee;
- Advise the Committee on the interpretations of Procurement rules & regulations & its related documents.

2. Preparation meeting minutes

The Secretary of the PTC is responsible on prepare the meeting minutes with the process of meeting with record process, decisions, and participants' approval by signatures. The secretary of the PTC will be elected in the first meeting by PTC members.

Minutes of the meeting indicate any actionable points and responsible persons to address within agreed timelines. Such actionable points may include follow-up on certain issues, verification of information picked up during the monitoring visit, or feedback to the partners on questions raised during the field visit.

3. PSC meeting time

The PTC will meet quarterly focusing on reviewing the technical aspect of annual plans and monitoring reports. The first PSC meeting will be conducted at the end of the first quarter of 2022.

Annex 4. Terms of Reference for Enabling Environment International Consultant (subcomponent 1.1) for **Assessment, Preparation, and Implementation of Strategic Plan (one consultant)**

The MOA, with the cooperation of TAJIKSTANDARD and the State Accreditation Authority, and support from FAO will employ the services of a consultant (1) who would assist in the implementation of activities under this subcomponent. The consultant will undertake assessment, preparation of strategic plan and support its implementation. For the terms of reference of the consultant.

Part I: Assessment

The MOA, with the cooperation of TAJIKSTANDARD and the State Accreditation Authority, and support from FAO will employ the services of a consultant (1) who should, with the participation of relevant Government Ministries and other stakeholders, including the private sector, prepare an assessment detailing specific gaps and issues in policies, legislation and other frameworks that have, at their core, issues that impact the development of vibrant seed, seedling and planting material systems or hinder the activities of stakeholders in their provision of, or access to, quality seed, seedlings and planting material. The responsibility (task) of the consultant should include, but not limited to review of:

- Standards relating to seed, seedlings and planting material, including those relating to production, harvesting, processing, storage, quality, distribution and sale.
- Policies and legislations that in any way prevent or restrict farmers' access to quality seed, seedlings and planting material.
- Insurance funds or provisions for seed production that potentially impinge, mitigate, resolve the impacts of natural and man-made disasters on seed, seedling and planting material production, storage, distribution, sale and cultivation.
- Policies, legislations and standards relating to the assessment of quality of seed, seedlings and planting material.
- Varieties and crops for inclusion/exclusion in standards and regulations.
- Production of seed, seedlings and planting material of forestry crop varieties.
- Provisions relating to the procedures or methods of cultivation of crops for seed, seedling and planting material production and quality control including the use of special zones for specific crop categories.
- Guidelines and standards for the production and supply of each category of seed, seedling and planting material including those of Super Elite and Elite.
- Registration of producers of seed, seedlings and planting material.
- Conduct and procedures for variety trials.
- Accreditation of agencies and individuals undertaking sampling and quality control analysis of seed, seedlings, and planting material.
- Standards relating to sampling procedures for seed, seedlings and planting material.
- Policies, laws and regulations on plant variety protection, including those both directly and indirectly related, as well as procedures for the registration, granting and enforcement of breeders' rights under the "Law of the Republic of Tajikistan on the Protection of Plant Varieties 2018".
- Issues relating to Tajikistan obtaining full membership of UPOV and other regional and international organizations promoting or impacting the objectives of this component.

In assisting the consultant in preparing the assessment, it is recommended that the MOA, TAJIKSTANDARD, Commission for Testing of Crop Varieties and Protection of Varieties State Accreditation Authority and the Food Security Committee with support from FAO will undertake participatory workshops with break out groups involving all stakeholders with the objective of identifying and detailing specific gaps and issues in policies, legislation and other frameworks that impact the development of vibrant seed, seedling and planting material systems. The workshops should also propose initiatives, policies, legislation, and other frameworks that would promote the activities of the systems.

Part II: Strategic Plan Preparation

Based on the outcome of the assessment, the consultant will prepare a strategic plan with recommendations and actions to be undertaken, including responsible organizations. The strategic plan should include, but not be limited to:

- A comprehensive review of standards relating to seed, seedlings, and planting material in line with those recognized at an international level with an assessment of their impact on the systems.
- An assessment of policies and laws facilitating trade and membership of regional and international organizations and bodies that impact the availability of quality seed, seedlings, and planting material to farmers.
- A review of policies, standards and laws impacting the development of crop varieties and the production, storage, and distribution of quality seed, seedlings and planting material.
- Based on the assessments and reviews, recommendations and initiatives on policies, standards and legal frameworks, that could be adopted by the Government of Tajikistan that would improve the policy and legal framework of the seed, seedling and planting material systems and facilitate farmer access to high quality plant material of high value varieties.
- Human resource capacity and capability enhancements for stakeholders, including representatives of the GOT, in the development of legislation and policies as well as strategies and development programs that would promote and facilitate engagement in the seed, seedling and planting material sectors.

Part III: Strategic Plan Implementation

Based on the feedback of the GOT, the consultant will assist in the implementation of the strategic plan, which includes policies, legislation and other frameworks that would further enhance the development of the seed, seedling, and planting material systems. This could include, but not limited to:

- Updating standards relating to seed, seedlings, and planting material in line with those recognized at an international level.
- Drafting of policies and laws relating to trade and membership of regional and international organizations and bodies.
- Facilitate contact with international organizations and bodies relating to seed, seedlings, and planting material.
- Participation in conferences and workshops for stakeholders highlighting the implementation of agreed-to recommendations.
- Support the preparation of seed sector policy documents, bulletins, and the like for public distribution.
- Participation in human resource capacity and capability enhancement programs for stakeholders.

Qualifications of Consultant

It is recommended that the Consultant should have experience in seed sector development at an international level, including the development of seed policies and legislations for seed schemes, seed standards, seed organization development and the like. The consultant must be capable of undertaking repeat missions to Tajikistan in preparing assessments, interacting with stakeholders, participation in meetings, group activities and workshops in addition to contacting relevant regional and international organizations.

**Annex 5. Terms of Reference for Consultants on Research and Development (four consultants)
for Assessment, Preparation, and Implementation of Strategic Plan (four consultants)**

The MOA, in collaboration with TASS and TAU, and support from FAO will employ the services of four consultants who would assist in the implementation of activities under this subcomponent. The consultants will undertake assessment, preparation of strategic plans and support their implementation. The consultants will undertake assessment of the capacity of national agricultural R&D institutions, prepare strategic plans and assist the MOA, TAU and TASS in their implementation. The intention is to strengthen the capacity of national agricultural R&D institutions enabling them to engage in the development of new technologies, adaptation of existing technologies to local conditions and the development and maintenance of crop varieties. The capacity building will take the form of physical research infrastructure capacity building and human resource development. The support will target research institutions associated with the Tajikistan Academy of Agricultural Sciences (TAAS) and the Tajik Agrarian University (TAU).

Part I: Assessment

To facilitate the implementation of this activity, the MoA in collaboration with TAU and TASS and with support from FAO, will employ the services of a consultant (1) who would prepare an assessment detailing specific infrastructure and human resource development needs in support of the sub-component's objectives. The proposed assessments should include, but not limited to:

- Detailed review of the current infrastructure, research, and human resource capacity of all the participating R&D institutions, including:
 - Pamir Scientific Center for Agriculture (PSCA)
 - Facilities located in Khorog in the Gorno-Badakhshan Autonomous Region
 - Research focus on the development of higher altitude crops, including potato
 - Institute of Horticulture, Viticulture and Vegetable Growing (ISViO)
 - Research stations located in Sughd (B. Gafurov, Asht and Isfara districts), Khatlon (Muminabad and Balkhi districts), RRS (Liahsh and Faizabad districts) and Gissar (Sumbula station)
 - Research focus on horticulture and vegetable crops
 - Proposing to invest in laboratories supporting in vitro culture
 - Institute of Agriculture (also referred to as the Farming Institute)
 - Research stations located in the Khatlon and Sughd regions, including the Dangara zonal experimental agricultural station, the Panjakent experimental station, the Sughdiy Reference Station in Shahrستان, the Ziroatkor experimental farm in Sharora, and the Zarnisor experimental farm located in Gissar.
 - Research focus on horticulture and vegetable crops
 - National Center for Genetic Resources (NCGR)
 - Institute located in Gissar
 - Focus on the collection and storage of germplasm of crop species and plants of national importance
 - Scientific Center for Innovative Technologies and Agricultural Mechanization (NTSITMSH)
 - Institute located in Gissar with four facilities located throughout the country
 - Focus on the development of mechanical technologies related to the propagation and harvesting of crops and livestock
 - Research Institute of Biotechnology of the Tajik Agrarian University
 - i. Institute located in the campus of the Tajikistan Agrarian University in Dushanbe with facilities for breeding and trialing in the districts of Shahrستان and Devashtich in Sughd and Tavildara, respectively
 - ii. Focus on in vitro propagation of crops specializing in potato in part toward the provision of post-graduate education courses

Part II: Strategic Plan

Based on the outcome of the assessment, the consultant will prepare a strategic plan with recommendations and actions to be undertaken in support of the subcomponent objectives. The

strategic plan should include, but not limited to recommendations on:

- Infrastructure, research area, and human resource capacity development needs of all the participating institutions to fulfil the objectives of the sub-component, enabling them to engage in research and development needed to contribute to the local development and maintenance of crop varieties.
- Development of research facilities, including laboratories, laboratory furniture, equipment, reagents, and associated support infrastructure.
- Development of facilities for plant breeding and farming activities, including irrigation, greenhouses, and machinery.
- Acquisition of office furniture, IT resources and support infrastructure.
- Procurement of and rehabilitation of existing field and other research support infrastructure, including irrigation and mechanized research farm equipment.
- Construction of new and/or rehabilitation of existing for research purposes seed storage and processing facilities and equipment.
- Human resource capacity and capability enhancement programs that would support both infrastructure and equipment investments and facilitate the development and adaptation of local crop varieties.
- Approximate, but detailed budget estimates based on international prices for the development of infrastructure and laboratory facilities, acquisition of equipment for both laboratory and field use, and human resource capacity and capability enhancement programs.

Part III: Implementation

A. Infrastructure and equipment

Based on the feedback of the GoT, the consultant will assist in the implementation of the final version of the adopted Strategic Plan. This could include, but not limited to:

- Oversight of infrastructure development, including that of office buildings and related structures, laboratories, and research facilities such as greenhouses and the installation of equipment.
- Provision of familiarization training of researchers and other institute staff on the use of new equipment and facilities.

B. Human resource development

- Based on the feedback of the GoT, the MoA will employ the services of three (3) additional consultants to assist in the implementation of the final version of the human resource capacity and capability enhancement aspects of the adopted Strategic Plan. This could include, but not limited to:
- Plant Breeding (one consultant): Training in the management and conduct of efficient breeding programs for the development of quality, high value varieties of locally adapted varieties. The program should be conducted over repeat missions to Tajikistan covering advanced breeding topics, including theory, planning, management, and the conduct of plant breeding programs. This should be followed up by participating with Institute researchers in a multi-year practical component employing advanced breeding techniques covering the selection and trialing of parental material, undertaking crosses, first-stage on-station selection trials, selected farmer trials, regional trials, production of super elite seed, and pre-commercial release. The crops covered in the theoretical program should be general while the breeding program should target one or more of the priority crops cotton, cereals, and potato. Due to seasonal variations, the timeframe could extend over the period of the program with onsite visits of the consultant being up to eight weeks, once or twice a year depending on the crop and seasonal conditions (March and August) and issues that may arise. The consultant should be available to offer online support during the year.
- Plant Pathology (one consultant): Training in plant pathology, including the use of disease screening programs as part of plant breeding and selections, and the management and use of laboratory techniques for the diagnosis and maintenance of plant pathogens. The program

should be conducted over repeat missions to Tajikistan covering plant pathology theory, application of advanced techniques in diagnostics, both symptomatic and lab-based, disease screening, pathogen maintenance and the conduct of field surveys. The program should be undertaken in conjunction with a plant breeding program where possible. The crops covered in the theoretical program should be general while concentrating on one or more of the priority crops cotton, cereals, and potato in the more applied aspects of the training. Due to seasonal variations, the timeframe could extend over the period of the program with onsite visits of the consultant being up to eight weeks, once or twice a year depending on seasonal conditions as well as access to infrastructure and equipment being supplied as part of the project and issues that may arise. The consultant should be available to offer online support during the year.

- **In Vitro Plant Tissue Culture (one consultant):** Training in the use of advanced in vitro techniques of crops and their application in advanced breeding programs. The program should be conducted over repeat missions to Tajikistan covering in vitro plant propagation theory, media, acquisition, techniques, scaling and acclimatization. The theory component of the program should cover multiple applications while concentrating on priority crops in the practical sessions. Due to the extended periods of propagation and tissue development, the time frame could extend over the period of the program with onsite visits of the consultant being up to eight weeks, two to three times per year depending on access to infrastructure and equipment being supplied as part of the project and associated issues that may arise. The consultant should be available to offer online support during the year.

Qualifications of Consultants

Strategic plan, infrastructure, and equipment (one consultant)

It is recommended that the consultant should have experience at an international level in infrastructure development and/or management of research and development programs that have, or utilize, laboratory-based technologies and associated facilities in support of plant breeding programs. The consultant will be required to prepare a strategic plan (as indicated above) and be in a position to present the findings and recommendations to representatives of the GoT for their consideration. Further, the consultant should be able to support and provide oversight for the implementation of the strategic plan as agreed to by the GoT. The consultant must be capable of undertaking repeat missions to Tajikistan where required, consult with sector stakeholders, including the Institutes and other organizations and individuals directly participating in the project, in addition to travelling to multiple locations and facilities within Tajikistan where and when necessary.

Human resource development (three consultants)

It is recommended that the consultants should have experience at an international level in the specific area of research detailed above, including program or facility management and, in the case of plant breeding, variety release. The consultant must be capable of undertaking repeat missions to Tajikistan over multiple years, undertake group activities and workshops, in addition to travel to multiple locations and facilities within Tajikistan where and when necessary. The consultants should also be able to offer suggestions on potential regional/international opportunities for the development of Institute researchers' capacity and capabilities.

Annex 6. Terms of Reference for assessment, preparation, and implementation of strategic plans of public and private seed farms and nurseries and the establishment of value chain distribution centers for the processing and sale of the high-quality material produced to farmers (subcomponent 1.3.)

Assessment, Preparation, and Implementation of Strategic Plan (three consultants)

Implementation of project activities under this subcomponent will be supported by consultancy services to be procured. The MOA, in collaboration with TAU and TASS and support from FAO will recruit three consultants that will undertake assessment, preparation and implementation of strategic plans that will build the capacity of public and private seed farms and nurseries involved in the multiplication of seed, seedlings, and planting material as well as in the establishment of value chain distribution centers for the processing and sale of the high-quality material produced to farmers.

Part I: Assessment

Variety Testing (one consultant)

To facilitate the implementation of this activity, the MOA will employ the services of a consultant (1) specializing in variety trialing, variety certification schemes and/or variety release programs who should, with the participation of the State Commission for Variety Testing of Agricultural Crops and Variety Protection and the Commission on Zone Adaptation of Plant Species and with support from FAO prepare an assessment detailing specific infrastructure and human resource development needs in support of the sub-component's objectives. The proposed assessments should include, but not limited to:

- Detailed assessment of the current infrastructure, trialing facilities and processes of the participating organizations and their human resource capacity and capability needs.
- State Commission for Variety Testing of Agricultural Crops and Variety Protection
- Facilities located in Sughd (B. Gafurov, Kanibodom, Istaravshan, Panjakent), Khatlon (Vakhsh, Balkhi, Kubodiyon, Muminobod, Kulyab), GBAO (Ishkoshim) and RRS (Tursunzoda, Tajikobod and Temurmali).
- Main activities are the conduct of regional trials of crop varieties to satisfy the requirements for registration and propagation in Tajikistan
- Crop types including cotton, fruit varieties, legumes, oil seed crops, cereals, vegetables, melon, and ornamental crops.
- Varieties are trialed at multiple locations, over various seasons, and for varying periods of time ranging from months, in the case of vegetables, to years in the case of fruit and ornamental crops.
- Varieties are cropped under various cultivation conditions including rainfed and irrigated.

Seed acquisition and multiplication (one consultant)

To facilitate the implementation of this activity, the MoA will employ the services of a consultant (1) specializing in seed multiplication who should, with the participation of TAAS and private seed producers, prepare an assessment detailing specific infrastructure and human resource development needs in support of the sub-component's objectives. The proposed assessments should include, but not limited to:

- Detailed review of the current infrastructure, seed processing and storage facilities of the State Unitary Enterprise for Varietal Seed of Vegetable Crops of Tajikistan and its human resource capacity and capability.
- State Unitary Enterprise for Varietal Seed of Vegetable Crops of Tajikistan
- Six stations for the processing and storage of seed located in Khujand (Sughd region) (2), Faizabad (RRS region) (3) and Dushanbe (2)
- Main activities are the storage and distribution of elite seed acquired from international seed producers including those in Russia, Belarus, and other Asian and European countries.
- Seed includes that of cotton, cereals, maize, potato (seed potato) and vegetables.
- Seed is traded and sold to private seed producing farms and cooperatives which have the

capacity to undertake seed multiplication for sale to farmers.

- Development of seed value chain centers (3) offering seed processing and to market services for seed producers
- Detailed review of the current infrastructure, seed production, processing and storage facilities participating seed producers and their human resource capacity and capability.
- Private seed producing farms (32) that have been selected to participate in the project
- Have been selected based on their experience and their history of providing good quality seed
- Located in the regions of Sughd (11), Khatlon (15) and RRS (6)
- Major focus of the seed producers are the production of seed of cotton, cereals, maize, vegetables, and oil seed crops, as well as seed potato
- Proposing to invest in human capacity and capability enhancement and in the allocation of farming and seed processing equipment

Seedling production (one consultant)

To facilitate the implementation of this activity, the MoA will employ the services of a consultant (1) specializing in the production of seedlings who should, with the participation of the State Unitary Republican Enterprise of Fruit-Growing Farms prepare an assessment detailing specific infrastructure and human resource development needs in support of the sub-component's objectives. The proposed assessments should include, but not limited to:

- Detailed assessment of the current infrastructure, seedling production facilities and processes of the participating organization and their human resource capacity and capability.
- State Unitary Republican Enterprise of Fruit-Growing Farms
 - A total of 13 stations located in Sughd (Panjakent, Istaravshan, B. Gafurov, Asht), RRS (Gissar, Shahrinav, Tursunzoda, Tojikobod, Lakhsh) and Khatlon (Kushoniyon, A. Jomi, Hamadoni, Dangara)
 - Main activities are the propagation of fruit seedlings and ornamentals which are sold to nurseries and farmers at agricultural fairs and open days
 - Twelve of the stations propagate only fruit and nut trees including apples, cherries, peaches, apricots, pears, and chestnuts
 - One station specializes in ornamentals including magnolia, cedar, and blue spruce in addition to fruit trees
 - Approximately 300,000 seedlings (90% fruit and 10% ornamentals) are sold on a yearly basis

Part II: Strategic Plan

Based on the outcome of the assessments, the consultants will prepare strategic plans with recommendations and actions to be undertaken in support of the subcomponent objectives. The strategic plans should include, but not limited to recommendations on:

- Infrastructure and human resource capacity development needs of all the participating organizations to fulfil the objectives of the sub-component.
- Development of facilities, including the infrastructure in support of the provision of support services including seed processing (and reagents) and storage equipment.
- Development of facilities for the propagation of crops, including irrigation, greenhouses, and machinery.
- Acquisition of office furniture, IT resources and support infrastructure.
- Procurement of and rehabilitation of existing field and other support infrastructure, including irrigation and mechanized research farm equipment.
- Human resource capacity and capability enhancement programs that would support both infrastructure and equipment investments and facilitate the development and adaptation of local crop varieties.
- Approximate, but detailed budget estimates based on international prices for the development of infrastructure and facilities, acquisition of equipment, and human resource capacity and capability enhancement programs.

Part III: Strategic Plan Implementation

A. *Infrastructure and equipment*

Based on the feedback of the GoT, the consultant will assist in the implementation of the final version of the adopted Strategic Plan. This could include, but not limited to:

- Oversight of infrastructure development, including that of office buildings and related structures, laboratories, and research facilities such as greenhouses and the installation of equipment.
- Provision of familiarization training of staff on the use of new equipment and facilities.

B. *Human resource development*

Based on the feedback of the GoT, the three consultants employed for the assessments and development of the strategic plans will assist in the implementation of the final version of the human resource capacity and capability enhancement aspects of the adopted Strategic Plan. This could include, but not limited to:

- Variety Testing (one consultant): Training in the management and conduct of efficient variety testing trials. The program should be conducted over repeat missions to Tajikistan covering advanced trialing topics, including theory, planning, management and trial conduct. The crops covered in the theoretical program should be general while the practical program should target one or more of the priority crops cotton, wheat, and potato. Due to seasonal variations, the time frame could extend over the period of the project with onsite visits of the consultant, once or twice a year depending on the crop, seasonal conditions and issues that may arise. The consultant should be available to offer online support during the year.
- Seed acquisition and multiplication (one consultant): Training in production, processing and storage of seed and seed potato. The program should be conducted over repeat missions to Tajikistan covering theory and the application of advanced techniques in seed production and processing. The crops covered in the theoretical program should be general while concentrating on one or more of the priority crops cotton, cereals, and potato in the practical part of the training. Due to seasonal variations, the time frame could extend to five years with onsite visits of the consultant being up to eight weeks, once or twice a year depending on seasonal conditions as well as access to infrastructure and equipment being supplied as part of the project and issues that may arise. The consultant should be available to offer online support during the year.
- Seedling production (one consultant): Training in the use of advanced techniques in the production and maintenance of seedlings. The program should be conducted over repeat missions to Tajikistan covering seedling propagation theory, media types, grafting techniques, scaling and disease detection and control. The theory component of the program should cover multiple crops while concentrating on priority crops in the practical sessions. Separate training programs should also target gender related issues in farming by providing specific training for female farm managers and workers to increase female representation in the seed production sector.

Due to the extended periods of propagation, the time frame could extend to five years with onsite visits of the consultant being up to eight weeks, two to three times per year depending on access to infrastructure and equipment being supplied as part of the project and associated issues that may arise. The consultant should be available to offer online support during the year.

Qualifications of Consultants (three consultants)

It is recommended that the consultants should have experience at an international level in infrastructure development and/or management of seed production programs of field crops (cotton, cereals) that have, or utilize, seed processing and associated facilities. The consultant will be required to prepare a strategic plan (as indicated above) and be able to present the findings and recommendations to representatives of the GoT for their consideration. Further, the consultant should be able to support and provide oversight for the implementation of the strategic plan as agreed to by the GoT. The

consultant must be capable of undertaking repeat missions to Tajikistan where required, consult with sector stakeholders and those directly participating in the project, in addition to travelling to multiple locations and facilities within Tajikistan where and when necessary.

**Annex 7. Terms of Reference for quality assurance consultant (subcomponent 1.4)
for Assessment, Preparation, and Implementation of Strategic Plan (one consultant)**

The implementation of activities under this subcomponent will be supported by employing consultancy services. The MOA, on behalf of the FSC will employ a consultant who would be tasked to assess, prepare and support the implementation of a strategic plan aimed at building the capacity of institutions and entities involved in quality assurance of seeds, seedlings and planting materials that are produced (or imported) and sold in Tajikistan.

Part I: Assessment

The consultant hired by the MOA, on behalf of the Food Security Committee, will conduct an assessment detailing specific infrastructure and human resource development needs in support of the subcomponent's objectives. The proposed assessments should include, but not limited to:

- Detailed review of the current infrastructure, quality assurance monitoring activities, and human resource capacity of all the participating institutions of the Food Security Committee including:
 - o Central Seed Laboratory
 - o Khatlon Regional Laboratories (2)

Part II: Strategic Plan Preparation

Based on the outcome of the assessment, the consultant will prepare a strategic plan with recommendations and actions to be undertaken in support of the subcomponent's objectives. The strategic plan should include, but not limited to recommendations on:

- Infrastructure, quality assurance monitoring, and human resource capacity development needs of all the participating laboratories to fulfil the objectives of the subcomponent, enabling them to provide their mandated oversight of the quality of seed, seedlings and planting material sold and traded in Tajikistan.
- Development of quality assurance facilities, including laboratories, laboratory furniture, equipment, reagents, and associated support infrastructure.
- Acquisition of office furniture, IT resources and support infrastructure.
- Procurement of and rehabilitation of existing field and other research support infrastructure, including irrigation, greenhouses, and mechanized research farm equipment.
- Construction of new and/or rehabilitation of seed storage and processing facilities and equipment.
- Human resource capacity and capability enhancement programs that would support both infrastructure and equipment investments and facilitate quality assurance monitoring.
- Approximate, but detailed budget estimates based on international prices for the development of infrastructure and laboratory facilities, acquisition of equipment for both laboratory and field use, and human resource capacity and capability enhancement programs.

Part III: Strategic Plan Implementation

A. Infrastructure and equipment

Based on the feedback of the GoT, the consultant will assist in the implementation of the final version of the adopted Strategic Plan. This could include, but not limited to:

- Oversight of infrastructure development, including that of office buildings and related structures, laboratories and facilities, and the installation of equipment.
- Provision of familiarization training of researchers and other institute staff on the use of new equipment and facilities.

B. Human resource development

Based on the feedback of the GOT, the consultant will assist in the implementation of the final version of the human resource capacity and capability enhancement aspects of the adopted Strategic Plan. This could include, but not limited to:

- Training in the management and conduct of an efficient quality assurance service for seed, seedlings, and planting material.
- Training in the development and application of quality assurance protocols for seed, seedling, and planting material.

- Training in standard laboratory practices applicable to seed testing authorities.
- Facilitate contact with international organizations and bodies relating to quality assurance of seed, seedlings, and planting material.
- Participation in conferences and workshops for stakeholders highlighting the implementation of agreed-to recommendations.
- Support the preparation of seed sector policy documents, bulletins, and the like for distribution amongst stakeholders.
- The program should be conducted over repeat missions to Tajikistan covering advanced topics including theory, planning, management and the conduct of quality assurance laboratories.
- This should be followed up by participating with staff in a multi-year program ensuring the sustainable application of standard laboratory practices and protocols.
- Due to seasonal variations of seed production, the time frame could extend over the period of the project with onsite visits of the consultant being once or twice a year.
- The consultant should be available to offer online support during the year.

Qualifications of Consultant

It is recommended that the Consultant should have experience in the management of internationally accredited seed testing laboratories, including the development of laboratory protocols for the monitoring of seed quality standards and the accreditation of laboratories on behalf of national or international seed accreditation authorities. The consultant should also have experience in the development and implementation standards for seed, seedlings, and planting material. The consultant must be capable of undertaking repeat mission to Tajikistan in preparing assessments, interacting with stakeholders, participation in meetings, group activities and workshops in addition to contacting relevant regional and international organizations.

Annex 8: Table of activity, component, and consultant (**component 1**)

Activity	Consultants								
	Seed Standards, Policy, Facilitator Specialist	Research and Development Infrastructure Specialist	Plant Breeder	Plant Pathologist	In Vitro Plant Tissue Culture Specialist	Variety Trials Specialist	Seed Production Specialist	Seedling Production Specialist	Seed Quality Assurance Laboratory Specialist
Component 1.1									
Policy, Legal Framework: Seed, Seedling, Planting Material Systems									
Component 1.2									
R&D Infrastructure Development									
R&D Human Capacity Development									
Component 1.3									
Seed, Seedling, Planting Material Production Infrastructure									
Variety Trials Development and Implementation									
Seed Multiplication, Maintenance and Storage									
Seedling Multiplication, Maintenance and Storage									
Component 1.4									
Infrastructure Development									
Human Capacity Development									
Component 1.1									
Component 1.2									
Component 1.3									
Component 1.4									

Annex 9: Consultants' timeframes over the period of the project for each component (component 1)

Consultant	Year 1				Year 2				Year 3				Year 4				Year 5				In Tajikistan (Days)	Remote (Days)
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Seed Standards, Policy, Facilitator Specialist		••→ 21 days		•→ 21 days	••	→ 15 days															57	5
Component 1.2																						
Research and Development Infrastructure Specialist		••→ 30 days	••→ 30 days			••	→ 30 days														90	7
Plant Breeder									••• Course preparation	→ 30 days	•→ 15 days		•	→ 15 days	•→ 15 days			•	→ 15 days		90	7
Plant Pathologist									••• Course preparation	→ 30 days	•→ 15 days		•	→ 15 days	•→ 15 days			•	→ 15 days		90	7
In Vitro Plant Tissue Culture Specialist									••• Course preparation	→ 30 days	•→ 15 days		•	→ 15 days	•→ 15 days			•	→ 15 days		90	7
Component 1.3																						
Variety Trials Specialist		→ 30 days	••→ 15 days			•	→ 15 days		••• Course preparation	→ 30 days	•→ 15 days		•		→ 15 days			•	→ 15 days		135	9
Seed Production Specialist		→ 30 days	••→ 15 days			•	→ 15 days		••• Course preparation	→ 30 days	•→ 15 days		•		→ 15 days			•	→ 15 days		135	9
Seedling Production Specialist		→ 30 days	••→ 15 days			•	→ 15 days		••• Course preparation	→ 30 days	•→ 15 days		•		→ 15 days			•	→ 15 days		135	9
Component 1.4																						
Seed Quality Assurance Laboratory Specialist		→ 7 days	→ 7 days			••• Course preparation	→ 15 days				•	→ 7 days			•	→ 7 days			•	→ 7 days	50	8
Total																					872	68

→	Assessment
→	Strategic Plan
→	Implementation
→	Capacity Development
•	Remote Consulting Day

Annex 10: Itemization of consultant expenses (component 1)

	Consultants																											Total (USD)
Item	Seed Standards, Policy, Facilitator Specialist			Research and Development Infrastructure Specialist			Plant Breeder			Plant Pathologist			In Vitro Plant Tissue Culture Specialist			Variety Trials Specialist			Seed Production Specialist			Seedling Production Specialist			Seed Quality Assurance Laboratory Specialist			
	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	Rate/Day (USD)	Quantity	Total (USD)	
Component 1.1																												
Renumeration (in Tajikistan)	500	57	28,500																									28,500
International Travel	1,000	3	3,000																									3,000
Per-Diem (includes hotel, sustenance, local travel)	150	57	8,550																									8,550
Report Preparation Expenses (includes translation)			2,000																									2,000
Renumeration (remote)	500	5	2,500																									2,500
			44,550																									44,550
Component 1.2																												
Renumeration (in Tajikistan)				500	90	45,000	500	90	45,000	500	90	45,000	500	90	45,000													180,000
International Travel				1,000	3	3,000	1,000	5	5,000	1,000	5	5,000	1,000	5	5,000													18,000
Per-Diem (includes hotel, sustenance, local travel)				150	90	13,500	150	90	13,500	150	90	13,500	150	90	13,500													54,000
Report Preparation Expenses (includes translation)						2,000			2,000			2,000			2,000													8,000
Renumeration (remote)				500	7	3,500	500	7	3,500	500	7	3,500	500	7	3,500													14,000
						67,000			69,000			69,000			69,000													274,000
Component 1.3																												
Renumeration (in Tajikistan)																500	135	67,500	500	135	67,500	500	145	72,500				207,500
International Travel																1,000	7	7,000	1,000	7	7,000	1,000	7	7,000				21,000
Per-Diem (includes hotel, sustenance, local travel)																150	135	20,250	150	135	20,250	150	135	20,250				60,750
Report Preparation Expenses (includes translation)																		2,000			2,000			2,000				6,000
Renumeration (remote)																500	9	4,500	500	9	4,500	500	9	4,500				13,500
																		101,250			101,250			106,250				308,750
Component 1.4																												
Renumeration (in Tajikistan)																								500	58	29,000		29,000
International Travel																								1,000	5	5,000		5,000
Per-Diem (includes hotel, sustenance, local travel)																								150	58	8,700		8,700
Report Preparation Expenses (includes translation)																										2,000		2,000
Renumeration (remote)																								500	8	4,000		4,000
																										48,700		48,700
Total																											676,000	

Annex 11: Private seed farms involved in multiplication of seeds, seedlings and planting materials

Seed Multiplication Farms	District	Total Area (ha)	Cotton (ha)	Cereals (ha)	Potato (ha)	Other Crops (ha)	Pasture (ha)	Area Under Other Crops (ha)	Agricultural Machinery (items)	Qualified Staff (number)	Irrigation System (Yes/No)	Water Source for Irrigation
Sughd Region												
OJSC them. E. Boymatova	Konibodom	3489.3	800	30	5	80	-	2574.3	9	6	Yes	Isfara River
PC "Sheep Hounds"	Devashtich	1060.2	-	20	60	200	500	280.2	5	4	Yes	Basmanda Soi
PK "Khujakho"		673	-	30	120	70	80	373	5	7	Yes	Basmanda Soi
KSK "Geloniyon"	Panjakent	4120.6	-	300	80	200	1500	2040.6	6	10	Yes	-
D / v "Yakkatut"	J. Rasulov	174.8	100	30	5	34.8	-	5	4	5	Yes	Khohabokirg on
D / v "Nurobod"	Spitamen	187.6	87	22	6	36	-	36.6	2	6	Yes	Soy-Oxu, Well
D / v "Usmonota"		73.8	40	6	-	12	-	15.8	2	5	Yes	Soy-Oxu
PC "Chorkuh"	Isfara	441	-	165	5	80	150	41	8	6	Yes	Isfara River
OJSC them. A. Dzhumayeva	B. Gafurov	5950	1700	500	-	180	3490	80	23	9	No	-
Rakhshona Construction Company LLC	Asht	414.4	150	60	5	18	81.4	100	6	5	No	Syrdarya (Pongoz channel)
PC "Hochagi jamoavii Ittifok"		9737	322	55	5	210	8959	186	16	6	No	Syrdarya (Pongoz channel)

Seed Multiplication Farms	District	Total Area (ha)	Cotton (ha)	Cereals (ha)	Potato (ha)	Other Crops (ha)	Pasture (ha)	Area Under Other Crops (ha)	Agricultural Machinery (items)	Qualified Staff (number)	Irrigation System (Yes/No)	Water Source for Irrigation
Total Sughd Region		26322	3199	1218	291	1121	14760	5733	86	69	-	
Khatlon region												
D / v "Hosilot"	Kushoniyon	338.9	150	30	-	60	21.9	77	8	8	Yes	Zargar channel
CC "Madaniyat-VA"		98	33	12	-	18	-	35	1	3	No	-
Household "Hoji Zokir"	Vakhsh	42	38	4	-		-	-	2	2	Yes	Vakhsh (Amudarya)
KH "Kulob"		2148.3	750	40	-	144	1004.3	210	22	7	Yes	Vakhsh (Amudarya)
D / x them. E. Sultonov	Dusti	1132.4	730	60	-	138	-	204.4	9	7	Yes	Vakhsh (Amudarya)
Household farm "Farrukh"		35.5	30	-	-	5.5	-	-	1	2	Yes	Vakhsh (Amudarya)
CC "Dubeda"	A. Jomi	37.1	30	3	-	2	-	2.1	1	2	Yes	Vakhsh (Amudarya), Shurabad channel
QC Said Ali Hamadoni	Kulob	7398	500	160	1	210	6362	165	13	11	Yes	Muminobod Reservoir, Yakhsu River
PC "Sabz"		222	100	55	-	35	-	32	8	6	Yes	Yakhsu River
D / v "Hulbuk"	Vose	2023	230	35	-	155	1393	210	7	6	Yes	Panj (Amudarya)
Household "Muhammad-S"	Farkhor	56.8	50	6.8	-		-	-	2	2	Yes	Panj (Amudarya)

Seed Multiplication Farms	District	Total Area (ha)	Cotton (ha)	Cereals (ha)	Potato (ha)	Other Crops (ha)	Pasture (ha)	Area Under Other Crops (ha)	Agricultural Machinery (items)	Qualified Staff (number)	Irrigation System (Yes/No)	Water Source for Irrigation
Household house "Shamshod-05"		105	70	12	-	13	-	10	4	2	Yes	Panj (Amudarya)
CC "Muhsinchon"	Dangara	195	100	95	-	-	-	-	5	4	No	Vakhsh (Amudarya)
CC "Rahmonjon"		1263	263	70	-	55	839	36	12	6	Yes	Vakhsh (Amudarya)
PC "Mirzoi Gaffor"	Hamadoni	63	50	10	-	-	-	3	1	3	Yes	Panj (Amudarya)
Total Khatlon Region		15158	3124	593	1	836	9620	985	96	71		

RRS												
PC "Dusti"	Tursnuzoda	15000	170	14		12	14798	6	7	15	Yes	Karatog River, Karatog-Shirkent Canal
KK them. L. Murodov	Gissar	7264	450	210		98	6480	26	25	6	Yes	-
Household "Sari Nay"	Tojikobod	3351		22	72	155	3090	12	2	5	Yes	Safedob Canal
Household "Qal'a"		995		45	100	230	592	28	1	5	Yes	Shurak Channel
Household "Firdavs"	Rasht	28.4		6	20			2.4	Under Contract	3	Yes	Surkhob (Amudarya)
House "Mirshodi Arzangi"	Lakhsh	182.1		30	75	12	62.1	3	1	7	Yes	Surkhob (Amudarya)
Total RRS		26821	620	327	267	507	25022	77	36	41		

Seed Multiplication Farms	District	Total Area (ha)	Cotton (ha)	Cereals (ha)	Potato (ha)	Other Crops (ha)	Pasture (ha)	Area Under Other Crops (ha)	Agriculture Machinery (items)	Qualified Staff (number)	Irrigation System (Yes/No)	Water Source for Irrigation
TOTAL		68300	6943	2138	559	2463	49403	6794	218	181		

Annex 12. PDO indicators for Component 1, intermediate results indicators and M&E Plan (component 1)

Table A4.1. Project Development Objective Indicators Component 1

Indicator Name	PBC	Baseline	Intermediate Targets	End Target
Strengthen the foundations for resilient agricultural sector				
Certified seed, seedlings and planting material sold commercially (Percentage)		0	60	80

Table A4.2. Intermediate Results Indicators Component 1

Indicator Name	PBC	Baseline	Intermediate Targets	End Target
Strengthening seed, seedling and planting material systems				
Production of improved seed, seedlings and planting material (Percentage)		0	30	60
Improved multiplied seed, seedlings and planting material certified for commercial sale (Percentage)		60	65	75
Number of seed multiplication farms supported by the project (Number)		0	23	50

Table A4.3. Monitoring and Evaluation Plan: PDO Indicators Component 1

Indicator Name	Definition/Description	Frequency	Data Source	Method for Data Collection	Responsibility for Data Collection
Certified seed, seedlings and planting material sold commercially	Share of the produced certified seed, seedlings and planting material that are sold commercially.	Annual	Survey	Project Survey	SI AED PMU

Table A4.4. Monitoring and Evaluation Plan: Intermediate Results indicators Component 1

Indicator Name	Definition/Description	Frequency	Data Source	Method for Data Collection	Responsibility for Data Collection
Production of improved seed, seedlings and planting material (Percentage)	Proposed climate indicator. Farming is significantly affected by climate change due to the high vulnerability of its natural environment and its low adaptive capacity. In addition to rising average temperature and loss of glaciers, Tajikistan suffers from more frequent droughts and strong winds, which have a large impact on crop yields, amongst others. The project will invest in availability of climate-resilient and drought-resilient seed, seedlings and planting material. The indicator will be disaggregated for (1) major crops, and (2) early generation/ foundation and commercial seed, seedlings and planting material.	Annual	Seed Farms	Project Survey	SI AED PMU
Improved multiplied seed, seedlings and planting material certified for commercial sale (Percentage)	Share of produced multiplied seed, seedlings and planting material certified by responsible entity for commercial sale.	Annual	Seed Certification Responsible Entity	Report	SI AED PMU
Number of seed multiplication farms supported by the project (Number)	Indicator measures how many public and private seed farm and nurseries involved in the multiplication of seed, seedlings, and planting material are supported by the project.	Annual	Seed Certification Responsible Entity	Report	SI AED PMU

Annex 13: Terms of Reference for Creation of Information Technology Infrastructure (AGRIDATA Stack) for Digital Agriculture Services in Tajikistan (Subcomponent 3.1)

Project background

The objective of the project is to strengthen post-covid response and resilience of the agriculture sector in Tajikistan. The proposed project will include three technical components with the focus on development of seed and seedling systems (component 1), agri-logistics for the high value horticultural value chains (component 2) and strengthening early warning and response capacity of the public sector to future crises (component 3). Specifically, the component 3 “Strengthen public capacity for crisis prevention and management” will seek to strengthen the capacity of relevant public institutions on agricultural crisis prevention and management, focusing on priorities with quick wins, readiness for implementation, and significant impacts. These priorities include: (i) real-time monitoring of agricultural production; (ii) agrometeorological information services for farmers; (iii) soil fertility management; and (iv) crop protection and locust control.

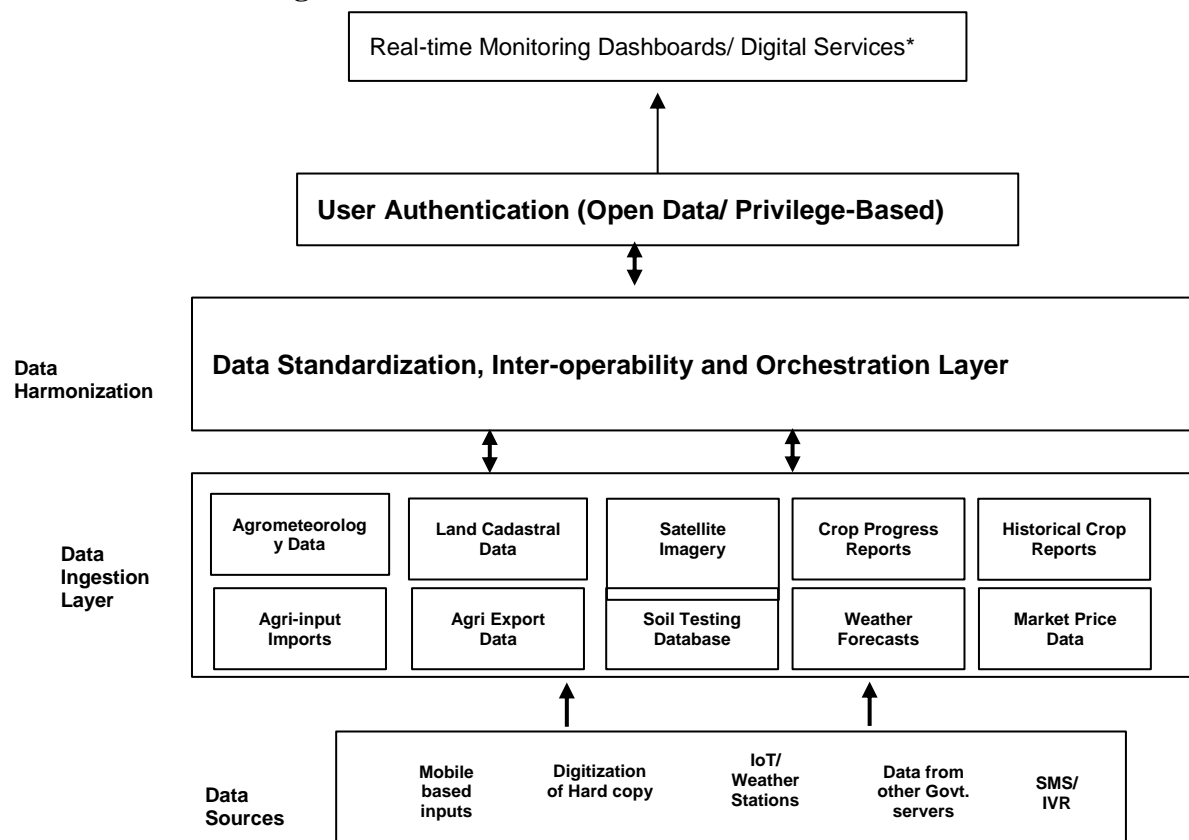
Subcomponent 3.1 focuses on improving information base and data analysis capacity for effective policy making to ensure more resilient and sustainable development of agriculture. As a part of this objective, it is envisioned to establish real-time planning and monitoring capacity for the agricultural sector in the form of digital dashboards. Creation of digital dashboards requires creation of an information technology infrastructure (AGRIDATA Stack) that will enable ingestion of data from multiple sources, allow standardization and interoperability of data and ensure availability of data through digital gateway, while ensuring data security and governance.

Objectives and Scope of Work

Under the supervision of the Ministry of Agriculture and the newly created AGRIDATA Advisory Body (AAB) and Agridata Technology Team (ATT), the AGRIDATA Infrastructure Implementation Provider (AIIP) will be responsible for creation of the required AGRIDATA stack that will drive the services in component 3.1. AIIP will establish the AGRIDATA stack within a period of 60 months.

The AGRIDATA stack will facilitate the receiving of data sets from Ministry of Agriculture, Agency for Land Management, Geodesy and Cartography, Hydromet, Statistical Agency and various agriculture stakeholders identified by the AAB, by online and offline methods, preparing & validating then the data suitably and populating the AGRIDATA stack. Since AGRIDATA stack is a critical operational facility requiring data sharing with multiple stakeholders, it is imperative that the computer architecture is designed with high availability, data security and redundancy features, preferably with no single point failure.

Figure 1. Software architecture of the AGRIDATA stack



* Not a part of this ToR

Figure 1 above shows the software architecture of the AGRIDATA stack. The AGRIDATA stack should allow ingestion of data from a variety of input sources as described in Figure 1. The AGRIDATA stack should be built to optimally handle a variety of structured data formats such as queryable databases, geo-data, farm boundaries as well as unstructured data such as image data and video. AIIP will also create tools for stakeholders to digitize data in hardcopy formats, wherever necessary.

For the proposed AGRIDATA stack, three servers will be installed. Two application servers will be installed in high availability (HA) mode and one will be installed for web and backup purposes in HA. The servers will be connected to input data streams through secure switches as well as allow transfer of data for digital services through user-authentication.

It is expected that the AGRIDATA stack will allow data standardization, and interoperability as described in Table 1 below.

Table 1. Types of data to be ingested in the AGRIDATA stack

Data Type	Source
Agrometeorology Data	Real-time data from weather stations
Land Cadastral Data	Government Agencies
Satellite Imagery	Sentinel 2/ Sentinel 1 Servers, updated every 10 days
Crop Progress Reports	Data from mobile apps used by field agents, ministry and agency staff, updated monthly
Historical Crop Reports	Digitized data from hardcopy format held by government agencies, ministries

Agri Input Imports	Data from customs department received through secure web app, updated weekly
Agri Input Exports	Real-time data from one-stop shop received through secure web app, updated weekly
Soil Testing Data	Real-time data received through a mobile application/ web-app from government agencies
Weather forecasts	Data from Agency for Agrometeorology, updated weekly
Market Price Data	Real-time data from field staff entered through mobile application

Cost and implementation arrangements

AIIP will be recruited for a period of 60 months, subject to extension based on performance and any additional requirements that are identified by AAB. The PMU will seek assistance from an official Tender Committee for the evaluation of technical and financial proposals following World Bank and GOT procurement rules and procedures. AIIP will be contracted and remunerated through annual performance-based agreements (to be measured on deliverables, achieved outputs and measured on agreed indicators) that are renewable. The contract can be terminated by the PMU in case of service provider's serious shortcomings and continued performance failure.

Required qualifications and services

The AIIP will be an acknowledged Information Technology Infrastructure Provider with a demonstrable track record of at least 5 years in successfully creating regional infrastructure for providing digital services. The AIIP will provide the required team of full-time specialists needed to conduct the duties described above, including the following staffing structure: (i) a Team Leader; (ii) a product owner responsible for execution of day-to-day activities, (iii) one qualified coordinator for each area of responsibility (user experience management, mobile application development, databases, data security, infrastructure installation, software architecture); (iii) two-three engineers/ professionals for each area of responsibility (user experience management, mobile application development, databases, data security, infrastructure installation, software architecture) and (iv) trainers to ensure operations knowledge transfer of the AGRIDATA stack to the MoA, at the end of installation.

A proven experience of work in Tajikistan (or other Central Asian countries) would be an asset. It would be preferable to ensure that the staff of AIIP be fluent in Tajik or Russian (as well as English for the Team Leader).

Annex 14: Terms of Reference for Development of Dashboards for Real-Time Monitoring of Agriculture Sector in Tajikistan (Subcomponent 3.1)

Project background

The objective of the project is to strengthen post-covid response and resilience of the agriculture sector in Tajikistan. The project will include three technical components with the focus on development of seed and seedling systems (component 1), agri-logistics for the high value horticultural value chains (component 2) and strengthening early warning and response capacity of the public sector to future crises (component 3). Specifically, the component 3 “Strengthen public capacity for crisis prevention and management” will seek to strengthen the capacity of relevant public institutions on agricultural crisis prevention and management, focusing on priorities with quick wins, readiness for implementation, and significant impacts. These priorities include: (i) real-time monitoring of agricultural production; (ii) agrometeorological information services for farmers; (iii) soil fertility management; and (iv) crop protection and locust control.

Subcomponents 3.1 focuses on improving information base and data analysis capacity for effective policy making to ensure more resilient and sustainable development of agriculture. As a part of this objective, it is envisioned to establish real-time monitoring and planning capacity for the agricultural sector in the form of digital dashboards. To enable creation of digital dashboards, an information technology infrastructure (AGRIDATA Stack) will be created to enable ingestion of data from multiple sources, allow standardization and interoperability of data and ensure availability of data through digital gateway, while ensuring data security and governance.

Objectives and Scope of Work

Under the supervision of the Ministry of Agriculture and AGRIDATA Advisory Body (AAB), the Real-time Agriculture Monitoring and Planning Dashboard Development Provider (RAMPDD) will create digital dashboards for government agencies at different administrative levels, using the AGRIDATA stack as the back end. These digital dashboards will be accessible as a web-app (at Jamo’at, district and Ministry level) and mobile application (at Field-Staff level).

The RAMPDD will execute the following tasks: (a) perform user-experience workshops with key stakeholders from government, in order to understand the minimum required capabilities of the dashboard, create user-centric designs for the dashboards that will specifically address connectivity issues and language compatibility; (b) design and engineer the dashboards, which will be hosted in the AGRIDATA stack servers, using agile development methodologies; (c) demonstrate the dashboards developed to the government stakeholders and gather feedback on necessary changes; (d) make the necessary changes to the dashboards and deliver to the Ministry of Agriculture; and (e) transfer dashboards maintenance and servicing protocols to the concerned information technology team at the MoA.

It is expected that RAMPDD will carry out these activities in a 12-month period. Post the development of dashboards, RAMPDD will provide technical support for a period of 6 months to ensure a smooth transfer of the developed products to the MoA’s Information Technology Team.

Table 1. Types of data and access at different administrative levels

Data Type	Explanation	Access at administrative level			
		Field Staff	Jamaat	District	Ministry
Agrometeorology Data	Real-time data from weather stations	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Land Cadastral Data	Land records	-	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Satellite Imagery	Sentinel 2/ Sentinel 1 Servers, updated every 10 days	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Crop Progress Reports	Data from mobile apps used by field agents, ministry and agency staff, updated monthly	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Historical Crop Reports	Digitized data from hardcopy format held by government agencies, ministries	-	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Agri Input Imports	Data from customs department received through secure web app, updated weekly	-	-	Yes, for the district of interest	Yes, country-wide
Agri Input Exports	Real-time data from one-stop shop received through secure web app, updated weekly	-	-	Yes, for the district of interest	Yes, country-wide
Soil Testing Data	Real-time data received through a mobile application/ web-app from government agencies	-	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Weather forecasts	Data from Agency for Agrometeorology, updated weekly	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Market Price Data	Real-time data from field staff entered through mobile application	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide

Cost and arrangements

RAMPDD will be recruited for a period of 12 months, subject to extension based on performance and any additional requirements that are identified by AAB. The SI AED PMU will seek assistance from an official Tender Committee for the evaluation of technical and financial proposals following World Bank and GOT procurement rules and procedures. RAMPDD will be contracted and remunerated through annual performance-based agreements (to be measured on deliverables, achieved outputs and measured on agreed indicators) that are renewable. The contract can be terminated by the PMU in case of service provider's serious shortcomings and continued performance failure.

Required qualifications and services

The RAMPDD will be an acknowledged Information Technology Infrastructure Provider with a demonstrable track record of at least 5 years in successfully creating regional infrastructure for providing digital services. The RAMPDD will provide the required team of full-time specialists needed to conduct the duties described above, including the following staffing structure: (i) a Team Leader; (ii) a product owner responsible for execution of day-to-day activities, (iii) one qualified coordinator for each area of responsibility (user experience design, mobile application development, databases, data security, infrastructure installation, software architecture); (iii) two-three engineers/ professionals for each area of responsibility (user experience design, mobile application development, databases, data security, infrastructure installation, software architecture) and (iv) trainers to ensure operations knowledge transfer of the dashboards to the MoA, at the end of installation.

A proven experience of work in Tajikistan (or other Central Asian countries) would be an asset. It would be preferable to ensure that the staff of AIIP be fluent in Tajik or Russian (as well as English for the Team Leader).

Annex 15: Terms of reference for Procurement, Installation and Maintenance of Automatic Wireless Agrometeorological Stations (subcomponent 3.1)

Project background

The objective of the project is to strengthen post-covid response and resilience of the agriculture sector in Tajikistan. The proposed project will include three technical components with the focus on development of seed and seedling systems (component 1), agri-logistics for the high value horticultural value chains (component 2) and strengthening early warning and response capacity of the public sector to future crises (component 3). Specifically, the component 3 “Strengthen public capacity for crisis prevention and management” will seek to strengthen the capacity of relevant public institutions on agricultural crisis prevention and management, focusing on priorities with quick wins, readiness for implementation, and significant impacts. These priorities include: (i) real-time monitoring of agricultural production; (ii) agrometeorological information services for farmers; (iii) soil fertility management; and (iv) crop protection and locust control.

Subcomponent 3.2 focuses on supporting technologies required for generation of real-time agrometeorological information. Informed advisories, alerts and robust early warning systems are essential for farmers and rural dwellers to prepare for and adapt to changes in climate. Agrometeorological applications can benefit farmers by helping them better manage their practices, such as pruning and thinning out; aiding in the selection of sowing dates for optimum crop yield; helping reduce losses of applied chemicals and fertilizers; helping them avoid fertilizer and chemical sprays when rain is forecast or when wind speed is high; monitoring soil moisture and guiding irrigation supply; predicting times of harvest; and serving as an early warning system regarding outbreaks of pests and diseases, helping farmers better monitor their phytosanitary treatments.

In this regard, there is a need to install new agrometeorological stations, upgrade or harmonize existing agrometeorological stations, train the MoA and concerned field staff on day-to-day operations as well as provide maintenance and support the installed stations for a period of three years.

Objectives and Scope of Work

Under the supervision of the Ministry of Agriculture and AGRIDATA Advisory Body (AAB) and AGRIDATA Technology Team (ATT), the Agro-meteorological Solutions Provider (ASP) will be responsible for installing new agrometeorological stations, upgrade or harmonize existing agrometeorological stations, train the MoA and concerned field staff on day-to-day operations as well as provide maintenance and support the installed stations for a period of three years.

1. The first scope of work would require upgrading/ harmonizing existing agrometeorological stations as well as installing new stations. The location and the number of such stations will be detailed by the AAB. The minimum technical specifications for the agrometeorological stations are listed in the section titled “**Minimum Technical Specifications for an Agrometeorological Stations**”. The ASP is expected to provide specifications and other procurement details that meet or exceed those specified in the above section.
2. The second scope of work would consist in ensuring wireless data transfer from agrometeorological stations to the AGRIDATA stack servers. AGRIDATA stack servers form the central information technology infrastructure that will drive the digital agriculture services in Tajikistan. As proof of high quality, the ASP is expected to demonstrate connectivity of stations to the AGRIDATA stack server, for a continuous period of one month with minimal downtime. The ASP is also required to demonstrate data security protocols to the ATT.
3. The third scope of work would be to provide training for the field staff of the concerned agencies/ ministries on the operations/maintenance of the agrometeorological stations. The trainees will be identified by AAB. The ASP is also expected to provide support through email and phone, for a minimum period of one year to the field staff.

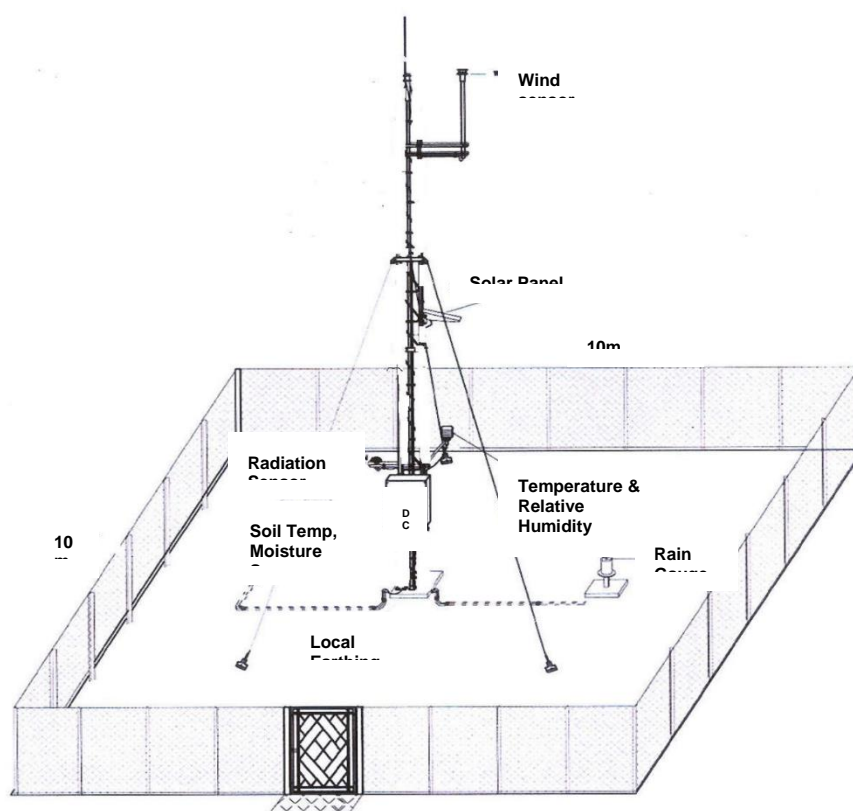
4. The fourth scope of work would be to provide maintenance of the agrometeorological stations for a period of three years. The ASP will provide onsite comprehensive warranty for three years. The ASP shall undertake work of servicing and routine Preventive Maintenance of stations once in every three months. The ASP maintenance shall include grass cutting, spraying of herbicide, cleaning of solar panel, rain gauge and general upkeep of site, ensure the data quality and retrieval of logged data from the system. If any stations or sensor is non-functional, the ASP is expected to provide the necessary service within three days. Any sensor or station shall be considered non-functional if it meets any of the following criteria: (a) Even if a single sensor or any component/unit becomes faulty, (b) In case of non-receipt of data even from a single sensor, (c) In case the output of any sensor is not up to World Meteorological Organization (WMO) accuracy and (d) If data reception from a station to the AGRIDATA stack is less than 90 % on daily basis.

Minimum Technical Specifications for Agrometeorological Stations:

Technical specifications:

- Temperature Humidity Sensor with Radiation Shield with 5m Teflon cable with suitable MIL grade Amphenol connectors and mounting accessories (Calibration certificate of all sensors with validity certificate is required)
- Wind sensors with mounting accessories and 10 m Teflon cable with suitable MIL grade Amphenol connectors (Calibration certificate of all with validity certificate is required)
- Rain Gauge Sensor (TBRG) with mounting accessories and with 5m Teflon cable with suitable MIL grade Amphenol connectors (Calibration certificate of all sensors with validity certificate is required)
- Pressure sensors with 1m Teflon cable (Calibration certificate of all sensors with validity certificate is required)
- Datalogger with IP-67 compliant Enclosure with mounting accessories and USB pen drive (16 GB or more) for data retrieval
- GPRS modem with single SIM (4G) (compatible with 3G) facility with minimum 8 dB antenna gain with mounting accessories
- FRP Enclosures NEMA 4 X for keeping electronics items- Datalogger, Pressure sensors, solar charge controller, ON/ OFF power supply switch with suitable fuses.
- 10 meters Tilttable mast for weather parameters mounting accessories
- 12V, 65 AH SMF BATTERY with FRP Enclosures NEMA 4 X.
- 40 W Solar Panel with mounting accessories on the mast with solar charge controller.
- Installation of 10 m mast and accessories, integration of data logger, sensors and other accessories, solar panel, charge controller, lightning arrestor, earthing for protection of complete AWS, fencing of field (10 m X 10 m).
- Hard and soft copy of operation and maintenance manuals.
- Local LCD display to view data

Figure 1. A schematic showing the essential elements of an agrometeorological station



Cost and arrangements

ASP will be recruited for a period of 36 months, subject to extension based on performance and any additional requirements that are identified by AAB. The PMU will seek assistance from an official Tender Committee for the evaluation of technical and financial proposals following World Bank and GOT procurement rules and procedures. ASP will be contracted and remunerated through annual performance-based agreements (to be measured on deliverables, achieved outputs and measured on agreed indicators) that are renewable. The contract can be terminated by the PMU in case of service provider's serious shortcomings and continued performance failure.

Required qualifications and services

The ASP will be an acknowledged international agrometeorological station provider with a demonstrable track record of at least 10 years in successfully creating regional infrastructure for providing digital services. The ASP will provide the required team of full-time specialists needed to conduct the duties described above, including the following staffing structure: (i) a Team Leader; (ii) a team responsible for installing and maintaining agrometeorological station, (iii) trainers to train the MoA staff on operations for the agrometeorological stations and (iv) a technical support team available round-the-clock to ensure redressal of problems encountered during day-to-day operations.

A proven experience of work in Tajikistan (or other Central Asian countries) would be an asset. It would be preferable to ensure that the staff of ASP be fluent in Tajik or Russian (as well as English for the Team Leader).

Annex 15: Terms of Reference for AGRIDATA stack Project Lead (subcomponent 3.1)

Background

The Government of the Republic of Tajikistan has received financing from the World Bank towards improving information base and data analysis capacity for effective policy making to ensure more resilient and sustainable development of agriculture. In this regard, the Ministry of Agriculture is developing an information technology infrastructure (AGRIDATA Stack) that will provide a mechanism to digitally ingest different data sources, ensure interoperability of data and provide tools for real-time monitoring and planning agriculture in Tajikistan.

General information on AGRIDATA Stack Project Lead

Reporting directly to the “PMU” Director, the AGRIDATA stack project lead will have the overall responsibility for implementation and operations of AGRIDATA stack as well as digital services built using the AGRIDATA stack such as real-time monitoring and planning dashboards. The project lead will be based at the office in Dushanbe and will work closely with other project staff. In his activities the Consultant follows the Project Operational Manual of PMU, Charter of PMU, acting legislation of the Republic of Tajikistan and orders of the PMU Director.

Duties of AGRIDATA Stack Project Lead

The duties of the AGRIDATA Stack Project Lead include the following:

Maintain the operations of AGRIDATA stack and various digital services built using the AGRIDATA stack as the back-end.

- Coordinate, monitor and ensure activities of various contracted providers are performed on a timely basis
- Ensure digital dashboard training activities are completed for the chosen field staff and representatives from various agencies and ministries
- Ensure queries and technical support of various users are handled in a timely manner.
- Monitor the usage of AGRIDATA stack and report the performance/ usage metrics on a quarterly basis.
- Identify new opportunities where can be very disruptive to the agricultural economy in Tajikistan and recommend the same to the Ministry

Qualification requirements of AGRIDATA Stack Project Lead

- Higher technical education, preferably in the field of IT, engineering, management systems
- Experience in managing technical projects, including the World Bank funded projects
- Good teamwork and communicative skills
- Deep Knowledge of working principles of cloud infrastructure, data governance, data security.
- At least 10 years of work experience in the abovementioned fields.
- Knowledge of Tajik, Russian and English languages is necessary.

Duration of the assignment

The assignment will start in October 2021. The assignment will be initially for a period of 1 (one) year, including a probation period of 3 months. Decision on extension of the contract will be made by the PMU in agreement with the World Bank.

Annex 16: Terms of Reference for AGRIDATA Stack Software Developer (subcomponent 3.1)

Background

The Government of the Republic of Tajikistan has received financing from the World Bank towards improving information base and data analysis capacity for effective policy making to ensure more resilient and sustainable development of agriculture. In this regard, the Ministry of Agriculture is developing an information technology infrastructure (AGRIDATA Stack) that will provide a mechanism to digitally ingest different data sources, ensure interoperability and provide tools for real-time monitoring and planning agriculture in Tajikistan.

General information on AGRIDATA Stack Software Developers

Reporting directly to the AGRIDATA Stack Project Lead, the AGRIDATA stack software developers will work with AGRIDATA Stack and digital dashboards built using the AGRIDATA stack as backend, leveraging AI and Cloud services to deliver new value and insights. The AGRIDATA software developers will apply their expertise and knowledge to further innovate and develop the solutions or contribute to new and innovative products using the AGRIDATA stack. They should thrive in collaborative environments that use agile methodologies to encourage creative design thinking and find innovative ways to develop with cutting edge technologies

Duties of AGRIDATA Stack Software Developers

The duties of the AGRIDATA Stack software developers include the following:

- Write clean, maintainable, and efficient code
- Design robust, scalable, and secure features
- Contribute in all phases of the development lifecycle
- Follow best practices (test-driven development, continuous integration, SCRUM, refactoring, and code standards)
- Work with various contracted service providers to ensure that the technologies being developed are robust.
- Maintain the AGRIDATA stack and the various digital tools built using the AGRIDATA stack.
- Become focal points for technology knowledge transfer at the Ministry, after tools are developed by the contractor service providers.

Technical and Professional Requirements of AGRIDATA Stack Software Developers

- 5 + years of experience in software development, agile processes for Product development.
- Should be extremely hands-on, full-stack developer with expertise on cloud architecture.
- Expertise in Java EE programming, solid understanding of multi-tiered web-based applications
- Strong Core Java skills including Collections and Multithreading, Data Structures and Algorithms.
- Expertise in Spring MVC framework (JDBC, JPA), Micro Services (SOAP, REST API's) and design patterns
- Databases technologies like ElasticSearch, MongoDB, DB2, Oracle, MySql with good SQL skills
- Good Experience on Dev ops tools for continuous build and deploy - CI/CD (Jenkins)
- Good Experience on Static code Analysis Tools and
- Experience with container technologies (Docker, K8s, etc.)
- Good understanding and experience in distributed systems.
- Experience with at least one of the cloud environments.
- Knowledge of Tajik, Russian and English languages is necessary.

Duration of the assignment

The assignment will start in October 2021. The assignment will be initially for a period of 1 (one) year, including a probation period of 3 months. Decision on extension of the contract will be made by the PMU in agreement with the World Bank.

Annex 17: Terms of Reference for AGRIDATA Stack Digital Trainer (subcomponent 3.1)

Background

The Government of the Republic of Tajikistan has received financing from the World Bank towards improving information base and data analysis capacity for effective policy making to ensure more resilient and sustainable development of agriculture. In this regard, the Ministry of Agriculture is developing an information technology infrastructure (AGRIDATA Stack) that will provide a mechanism to digitally ingest different data sources, ensure interoperability and provide tools for real-time monitoring and planning agriculture in Tajikistan.

General information on AGRIDATA Stack Digital Trainer

Reporting directly to the AGRIDATA Stack Project Lead, the AGRIDATA stack digital trainer will work on creating training manuals for user of digital dashboards built using the AGRIDATA stack as backend. The AGRIDATA stack digital trainer will apply their expertise and knowledge to further innovate training methods that are customized to the social and cultural factors of Tajikistan. They should thrive in collaborative environments that use agile methodologies to encourage creativity in learning

Duties of AGRIDATA Stack Digital Trainer

The duties of the AGRIDATA Stack Digital Trainer include the following:

- Develop and delivers a variety of digital literacy skills training that meet the needs of agricultural community in Tajikistan
- Conduct community outreach to encourage use of the digital dashboards created with AGRIDATA stack.
- Teaches participants of training programs on how to operate computer software and assesses their abilities to use computers.
- Provide verbal and written feedback on individual performance and monitors progress for both the participant and the referral source.
- Provide instruction through varied modalities: in-person group and individual service delivery, blended learning, and virtual/online methodologies as appropriate.
- Develop online learning modules that can be delivered to students remotely and outside of standard class time.
- Monitor lab time for participants to practice newly acquired skills.
- Reviews course curriculum of training programs to ensure its on-going effectiveness and industry relevance and relevance to the current AGRIDATA stack products. May work with the management on these issues.

Technical and Professional Requirements of AGRIDATA Stack Digital Trainer

- Bachelor's degree preferred, certificates and credentials required; prior training experience required; demonstrated knowledge with current digital learning curriculum and methodologies.
- Must be proficient in Microsoft Office 365, and web-based data management systems and applications for computer instruction and employment. Able to load software, troubleshoot basic problems, and learn about current software.
- Must be effective at communicating with a wide variety of students, including students with disadvantages to employment, disabilities, and low basic skills. Must have effective verbal and written communication skills; must keep abreast of computer skills required by employers
- Knowledge of Tajik, Russian and English languages is necessary.

Duration of the assignment

The assignment will start in October 2021. The assignment will be initially for a period of 1 (one) year, including a probation period of 3 months. Decision on extension of the contract will be made by the PMU in agreement with the World Bank.

Annex 18: Terms of Reference for AGRIDATA Stack Software Architect (subcomponent 3.1)

Background

The Government of the Republic of Tajikistan has received financing from the World Bank towards improving information base and data analysis capacity for effective policy making to ensure more resilient and sustainable development of agriculture. In this regard, the Ministry of Agriculture is developing an information technology infrastructure (AGRIDATA Stack) that will provide a mechanism to digitally ingest different data sources, ensure inter-operability and provide tools for real-time monitoring and planning agriculture in Tajikistan.

General information on AGRIDATA Stack Software Architect

Reporting directly to the AGRIDATA Stack Project Lead, the AGRIDATA stack software architect will be responsible for designing, managing, and coordinating efforts in building highly scalable, distributed, reliable systems that will become a part of the AGRIDATA stack. The AGRIDATA software architect will apply their expertise and knowledge to further innovate and develop the solutions or contribute to new and innovative products using the AGRIDATA stack. The AGRIDATA stack software architect will be particularly, experienced in creating and maintaining software architectures that are highly secured and maintain strict governance protocols. They should thrive in collaborative environments that use agile methodologies to encourage creative design thinking and find innovative ways to develop with cutting edge technologies

Duties of AGRIDATA Stack Software Architect

The duties of the AGRIDATA stack Software Architect will include the following:

- Design, develop, and deploy highly scalable backend cloud micro-services based on distributed systems using Java/.NET
- Work with SW architects to understand the problem domain and come up with creative solutions for new services.
- Design and implement backend micro-services based on cloud components.
- Design and develop event driven systems.
- Create unit tests for software components and ensure adequate coverage is provided.
- Interact with both business and technical stakeholders to deliver high quality products and services that meets/exceeds business customer, and technical requirements.
- Share in code and design reviews with agile team
- Integrate 3rd party software components into existing software applications

Technical and Professional Requirements of AGRIDATA Stack Software Architect

- Energetic and passionate about being successful and open to different technologies; Be familiar and comfortable with new technologies, trade-offs and emerging design patterns in web services
- Proven prior hands-on experience (10+ years) in developing highly scalable, distributed backend web implementations with modern API standards including RESTful APIs; Experience in delivering and owning web scale data systems in production
- Proven prior hands-on experience (6+ years) in developing solutions using AWS Cloud services such as AWS Lambda, AWS S3, AWS DynamoDB, AWS EMR SPARK or equivalent, Cloud Formation, or other Big-Data solutions (Cloudera, Hortonworks, Databricks);
- 6+ years of prior experience designing and developing collection and storage for big data solutions using one or more of the following:
- MySQL, MongoDB, Cassandra, Elasticsearch, Redshift, Object Store, timeseries databases, HDFS/HBase, etc.
- Familiarity and deep knowledge of Big-Data related Apache open-source frameworks and services or Azure big data services is a plus.

- 7+ years of proven experience in developing multi-threaded software in a mainstream language (e.g., Java, C#)
- Deep understanding of Object-Oriented Programming; Solid understanding and experience of Domain Modelling in relational and non-relational databases
- Knowledge of professional software engineering practices & best practices for the full software development life cycle, including coding standards, code reviews, source control management, build processes, testing and operations
- An automation mindset including monitoring, reporting, iterating and CI/CD practices
- Experience with developer tools like git, Maven, Eclipse/VS Code or other major IDEs and commonly used open-source components.
- Experience with agile development methodology;
- Clear written and verbal communications skills; Attention to detail, self-motivated, creative and flexible;
- Excellent time management and organizational skills.
- A proven team player and problem solver with the ability to work collaboratively to brainstorm, uncover key issues, troubleshoot and recommend/implement solutions
- Knowledge of Tajik, Russian and English languages is necessary.

Duration of the assignment

The assignment will start in October 2021. The assignment will be initially for a period of 1 (one) year, including a probation period of 3 months. Decision on extension of the contract will be made by the SI AED PMU in agreement with the World Bank.

Annex 19: Terms of Reference for AGRIDATA Stack Product Owner (subcomponent 3.1)

Background

The Government of the Republic of Tajikistan has received financing from the World Bank towards improving information base and data analysis capacity for effective policy making to ensure more resilient and sustainable development of agriculture. In this regard, the Ministry of Agriculture is developing an information technology infrastructure (AGRIDATA Stack) that will provide a mechanism to digitally ingest different data sources, ensure interoperability and provide tools for real-time monitoring and planning agriculture in Tajikistan.

General information on AGRIDATA Stack Product Owner

Reporting directly to the AGRIDATA Stack Project Lead, the AGRIDATA stack product owner will be responsible for organizing various activities of the Ministry of Agriculture Information Technology team through agile principles.

Duties of AGRIDATA Stack Product Owner

The duties of the AGRIDATA Stack Project Owner include the following:

- Responsible for the success of one or more products.
- Ability to define the Business case, Product strategy and lead the realization activities with support from the team.
- Identify risks, implement risk mitigation plan, monitor data analytics, manage alignment with multiple stakeholders, and communicate effectively with business owners and discipline leads.
- Make day-to-day decisions to ensure quick and scalable implementation. Assess value, develop user stories, define acceptance criteria, prioritize the product backlog, and track project status, to ensure delivery of high-value products on time and within budget.
- Support the product team through a period of transition. Foster a culture of collaboration, manage team dynamics, and set clear team goals to create both successful development of solutions and an exciting work environment.

Technical and Professional Requirements of AGRIDATA Product Owner

- Have led product management for digital product solutions through its entire lifecycle in a senior or similar product ownership position. Managed at least two digital products using Agile/Scrum process and principles.
- Experience in driving user engagement, recognizing user value and CLV. Understands how to use data to drive product decision-making.
- Accreditation as a Certified Scrum Product Owner (CSPO) or equivalent and understands Design Thinking/Lean principles.
- Clear written and verbal communications skills; Attention to detail, self-motivated, creative and flexible;
- Excellent time management and organizational skills.
- A proven team player and problem solver with the ability to work collaboratively to brainstorm, uncover key issues, troubleshoot and recommend/implement solutions
- Knowledge of Tajik, Russian and English languages is necessary.

Duration of the assignment

The assignment will start in October 2021. The assignment will be initially for a period of 1 (one) year, including a probation period of 3 months. Decision on extension of the contract will be made by the PMU in agreement with the World Bank.

Annex 20: Terms of Reference for Development of Digital Alert Systems for Weather, Pest/ Diseases and Crop Advisory (subcomponent 3.1)

Project background

The objective of the project is to strengthen post-covid response and resilience of the agriculture sector in Tajikistan. The proposed project will include three technical components with the focus on development of seed and seedling systems (component 1), agri-logistics for the high value horticultural value chains (component 2) and strengthening early warning and response capacity of the public sector to future crises (component 3). Specifically, the component 3 “Strengthen public capacity for crisis prevention and management” will seek to strengthen the capacity of relevant public institutions on agricultural crisis prevention and management, focusing on priorities with quick wins, readiness for implementation, and significant impacts. These priorities include: (i) real-time monitoring of agricultural production; (ii) agrometeorological information services for farmers; (iii) soil fertility management; and (iv) crop protection and locust control.

Subcomponent 3.2 focuses on supporting technologies required for generation of real-time agrometeorological information. Informed advisories, alerts and robust early warning systems are essential for farmers and rural dwellers to prepare for and adapt to changes in climate. Agrometeorological applications can benefit farmers by helping them better manage their practices, such as pruning and thinning out; aiding in the selection of sowing dates for optimum crop yield; helping reduce losses of applied chemicals and fertilizers; helping them avoid fertilizer and chemical sprays when rain is forecast or when wind speed is high; monitoring soil moisture and guiding irrigation supply; predicting times of harvest; and serving as an early warning system regarding outbreaks of pests and diseases, helping farmers better monitor their phytosanitary treatments.

In this regard, there is a need to create digital alert systems that enable dissemination of weather, pest/disease alerts and other crop advisory generated by the Agency of Agrometeorology/ MOA, to farmers and other stakeholders. It is envisioned that the digital alert system will transmit knowledge through a variety of channels, based on the rural connectivity: digital mobile apps, SMS- messaging systems and IVR.

Objectives and Scope of Work

Under the supervision of the Ministry of Agriculture and AGRIDATA Advisory Body (AAB), the Real-time Digital Alert System Provider (RDASP) will create digital alert systems at different administrative levels, using the AGRIDATA stack as the back-end. Based on the administrative level, these digital dashboards will be accessible through the following modes: SMS, IVR, Mobile apps and web applications.

The RDASP will execute the following tasks: (a) perform user-experience workshops with key stakeholders from government, in order to understand the minimum required capabilities of the digital alert system, create user-centric designs for the mobile apps/ SMS/ IVR that will specifically address connectivity issues and language compatibility; (b) design and engineer the digital alert services, which will be hosted in the AGRIDATA stack servers, using agile development methodologies; (c) demonstrate the alert system developed to the government stakeholders and gather feedback on necessary changes; (d) make the necessary changes to the digital alert system and deliver to the Ministry of Agriculture; and (e) transfer digital alert system maintenance and servicing protocols to the concerned information technology team at the MoA.

It is expected that RDASP will carry out these activities in a 2-year period. Post the development of digital alert system, RDASP will provide technical support for a period of 6 months to ensure a smooth transfer of the developed products to the MoA’s Information Technology Team.

Table 1. Types of services available through the digital alert system, based on the administrative level.

Data Type	Explanation	Access at administrative level			
		Farmers/Field Staff	Jamaat	District	Ministry
Agrometeorology Data	Real-time data from weather stations	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
10-day and monthly forecast Bulletin	From external forecast providers, available through the Agridata stack	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Pest/Disease Alert	Pest/disease alerts for specific crops	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Crop Advisory	Data from mobile apps used by field agents, ministry and agency staff, updated monthly	Yes, only areas of interest	Yes, for the Jamaat of interest	Yes, for the district of interest	Yes, country-wide
Services Feedback	Allows for the user to provide feedback on the quality of data/ services being provided	Yes	Yes	No, but the real-time feedback being received can be viewed	No, but the real-time feedback being received can be viewed
Mode of delivery of services (Mobile apps, SMS, IVR)	Allows user to access digital alert system, based on the rural connectivity and smartphone availability.	All modes (Mobile apps, SMS, IVR)	Mobile apps	Mobile Apps	Web application

Cost and arrangements

RDASP will be recruited for a period of 24 months, subject to extension based on performance and any additional requirements that are identified by AAB. The PMU will seek assistance from an official Tender Committee for the evaluation of technical and financial proposals following World Bank and GOT procurement rules and procedures. RDASP will be contracted and remunerated through annual performance-based agreements (to be measured on deliverables, achieved outputs and measured on agreed indicators) that are renewable. The contract can be terminated by the PMU in case of service provider's serious shortcomings and continued performance failure.

Required qualifications and services

The RDASP will be an acknowledged Information Technology Infrastructure Provider with a demonstrable track record of at least 5 years in successfully creating mobile applications/ SMS and IVR solutions for providing digital services. The RDASP will provide the required team of full-time specialists needed to conduct the tasks described above, including the following staffing structure: (i) a Team Leader; (ii) a product owner responsible for execution of day-to-day activities, (iii) one qualified coordinator for each area of responsibility (user experience design, mobile application development, databases, data security, infrastructure installation, software architecture); (iii) two-three engineers/ professionals for each area of responsibility (user experience design, mobile application development, databases, data security, infrastructure installation, software architecture) and (iv) trainers to ensure operations knowledge transfer of the dashboards to the MoA, at the end of installation.

A proven experience of work in Tajikistan (or other Central Asian countries) would be an asset. It would be preferable to ensure that the staff of AIIP be fluent in Tajik or Russian (as well as English for the Team Leader)

Annex 21: Results Framework and Monitoring

Results Framework

COUNTRY: Tajikistan

Tajikistan Strengthening Resilience of the Agriculture Sector Project Additional Financing

Project Development Objective(s)

To strengthen the foundations for a more resilient agricultural sector and support emergency interventions to address food and nutrition security in Tajikistan

Project Development Objective Indicators by Objectives/ Outcomes

Indicator Name	PBC	Baseline	Intermediate Targets	End Target
			1	
Strengthen the foundations for resilient agricultural sector				
Certified seeds, seedlings and planting materials sold commercially (Percentage)		0.00	40.00	75.00
Support investments in agri-logistics				
Clients benefiting from ALC services (Percentage)		0.00	15.00	30.00
Female clients benefiting from ALC services for at least one year (Percentage)		0.00	10.00	35.00
Strengthen public capacity for crisis management				
Database for timely and effective information for crisis management available (Yes/No)		No	Yes	Yes

Prevalence of moderate or severe food insecurity in the population, based on the Food Insecurity Experience Scale (FIES). (Percentage)		30.00	25.00	20.00
Action: This indicator is New	Rationale: <i>The SRASP AF supports the procurement and distribution of micronutrients and vitamin supplements for pregnant and lactating women and children (6-59 months) and RUTFs for children at risk of severe acute malnutrition. It also supports the establishment of a “revolving fund” for the premix (specifically, micronutrients and potassium iodate/iodine) and provision of “seed funds for premix”; and Implementation of priority nutrition-sensitive agriculture interventions specified under the Multi-Sectoral Nutrition Action Plan (MSNAP) (2021-2025) for which the MOA is responsible.</i>			

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Intermediate Results Indicators by Components

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Indicator Name	PBC	Baseline	Intermediate Targets	End Target
			1	
Strengthen seed, seedling and planting material systems				
Production of improved seeds, seedlings and planting materials (Percentage)		0.00	30.00	60.00
Improved multiplied seeds, seedlings and planting materials certified for commercial sale (Percentage)		40.00	45.00	65.00
Number of seed multiplication farms supported by the project (Number)		0.00	23.00	50.00

Vulnerable rural households who benefitted from emergency improved seeds, fertilizer, and small farm machinery (Number)		0.00	234,000.00	345,000.00
<i>Action: This indicator is New</i>	<i>Rationale:</i> <i>Disruptions in agricultural input markets are a major source of vulnerability, i.e., price changes of agricultural inputs in global markets affect domestic producers and consumers due to an increase in the costs of agricultural inputs, particularly seeds and fertilizers thereby affecting food and nutrition security. The SRASP AF supports the procurement and distribution of seeds, fertilizers and small farm machineries to vulnerable rural households, including women</i>			
Support investments in agro-logistical centers for horticulture value chains				
Number of ALCs fully operational (Number)		0.00	1.00	5.00
<i>Action: This indicator has been Revised</i>				
Clients satisfied with quality of services provided by ALCs (Percentage)		0.00	20.00	70.00
Clients who report that the two-way channel for feedback and response works (Percentage)		0.00	20.00	70.00
Strengthen public capacity for crises prevention and management				
Area surveyed (under surveillance) for crop protection and locust control (Percentage)		0.00	15.00	25.00
Agricultural forecasting system is established and operational (Yes/No)		No	No	Yes
Capacity for soil testing expanded (Number)		30.00	80.00	180.00

National agriculture strategies, policies, and/ or programs in which nutrition objectives and indicators are mainstreamed (Number)		0.00	1.00	3.00
Action: This indicator is New	Rationale: <i>The AF supports review of policies, strategies and programs with the view to mainstreaming food security and nutrition.</i>			
Premix revolving fund established (Yes/No)		No	Yes	Yes
Action: This indicator is New	Rationale: <i>The AF will support the establishment of a "revolving fund" for supply for food fortification premixes, specifically, micronutrients and potassium iodate/iodine and provision of “seed funds for premix”. Food fortification is expected to occur mainly in wheat flour and edible salt.</i>			
Women that have any type of anemia who have received iron-folic acid supplements as per the national guidelines (number) (Number)		0.00	174,799.00	352,946.00
Action: This indicator is New	Rationale: <i>This indicator measures achievements as a result of supporting emergency nutrition related activities, especially the procurement and distribution of micronutrients and vitamin supplements to pregnant women that have any type of anemia (disaggregated for pregnant and lactating women) .</i>			
Children (5-69 months) that have any type of anemia who have received iron-folic acid supplements as per the national guidelines (Number)		0.00	2,500.00	6,250.00
Action: This indicator is New	Rationale: <i>This indicator measures achievements as a result of supporting emergency nutrition activities, especially the procurement and distribution of micronutrients and vitamin supplements to children (5-69 months) who have any type of anemia.</i>			

Children who are at risk of severe acute malnutrition (SAM) who have received ready-to-use therapeutic food (Number)		0.00	5,000.00	10,000.00
Action: This indicator is New	Rationale: <i>This indicator measures achievements as a result of supporting emergency nutrition activities, especially the procurement and distribution of RUTFs to children with severe acute malnutrition (SAM) (disaggregated by gender).</i>			

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Monitoring & Evaluation Plan: PDO Indicators					
Indicator Name	Definition/Description	Frequency	Datasource	Methodology for Data Collection	Responsibility for Data Collection
Certified seeds, seedlings and planting materials sold commercially		Annual	Survey	Project survey	SI AED PMU
Clients benefiting from ALC services	ALC services could include sorting, cooling, storage, packing and logistics facilities. Clients include those farmers, agribusinesses etc. who use the ALCs as percentage of all farmers and agribusiness residing in the ALCs' catchment	Annual	ALC operating company	Project survey and data of ALC operating company	SI AED PMU

	area to be identified through feasibility study.				
Female clients benefiting from ALC services for at least one year	ALC services could include sorting, cooling, storage, packing and logistics facilities. Female clients include those women farmers, women-owned or -managed agribusinesses etc. who use the ALCs as percentage of all farmers and agribusiness residing in the ALCs' catchment area.	Annual	ALC operating company	Project survey and data of ALC operating company	SI AED PMU
Database for timely and effective information for crisis management available		Bi-Annual	Report	Project report	SI AED PMU
Prevalence of moderate or severe food insecurity in the population, based on the Food Insecurity Experience Scale (FIES).	The indicator will help assess experience of food insecurity (access) causing predictable reactions and responses that can be captured and quantified through a survey and summarized in a scale. Data collected and analyzed using the food insecurity prevalence indicator will help categorize households into four levels of household food insecurity (access): food-	Once every two years.	Survey	House hold Survey (The questions contained in the Food Insecurity Access Scale (FIAS) were asked with a recall period of four weeks (30 days)	SI AED PMU

	secure and mildly, moderately and severely food-insecure.				
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Monitoring & Evaluation Plan: Intermediate Results Indicators					
Indicator Name	Definition/Description	Frequency	Datasource	Methodology for Data Collection	Responsibility for Data Collection
Production of improved seeds, seedlings and planting materials		Annual	Research institutes, seed farms, and other organizations	Report	SI AED PMU
Improved multiplied seeds, seedlings and planting materials certified for commercial sale		Annual	Ministry of Agriculture, Committee on Food Security	Report	SI AED PMU
Number of seed multiplication farms supported by the project		Annual	Ministry of Agriculture, Committee on Food Security	Report	SI AED PMU
Vulnerable rural households who benefitted from emergency improved seeds, fertilizer, and small farm machinery	This indicator measures achievements related to the procurement and distribution of emergency seeds, fertilizer, and small farm machinery for vulnerable	Annually	MOA and SI AED PMU	Report	MOA and SI AED PMU

	rural families with an aim to address the short term need for these critical agricultural inputs (disaggregated by gender).				
Number of ALCs fully operational		Semi-Annual	ALC operating company	Report	SI AED PMU
Clients satisfied with quality of services provided by ALCs	Proposed Citizen Engagement indicator. ALC operational activities could include sorting, cooling, storage, and packing and logistics facilities. ALC “catchment area” will be identified through feasibility study. Clients include those farmers, agribusinesses etc. who use the ALCs. Clients will identify ALC services that are important to them, and will rate their satisfaction with identified service(s). Indicator will be disaggregated for gender.	Midterm review; Endline	Survey	Independent impact evaluation	SI AED PMU
Clients who report that the two-way channel for feedback and response works		Annual	Report	Participatory social monitoring activities organized through regional PIU offices' social specialists	SI AED PMU

Area surveyed (under surveillance) for crop protection and locust control		Bi-annual	State organization for crop protection and chemicals, State expedition for locust control	Report	SI AED PMU
Agricultural forecasting system is established and operational		Annual	MoA	Report	SI AED PMU
Capacity for soil testing expanded		Annual	Research institute for soil fertility, TAAS, agrochemical laboratory of TAU, agrochemical stations	Report	SI AED PMU
National agriculture strategies, policies, and/ or programs in which nutrition objectives and indicators are mainstreamed	This indicator measures the outcome of review of the enabling environment of food and nutrition security, and ultimately the development of policies, regulations and/or programs in which food security and nutrition objectives and indicators are	Annual	SI AED PMU Monitoring and progress reports	SI AED PMU Progress Reports	SI AED PMU

	mainstreamed, including targets and monitoring mechanisms.				
Premix revolving fund established	This indicator measures the establishment of a revolving fund facility for food fortification premixes, specifically, micronutrients and potassium iodate/iodine, The fund provides “seed funds for the procurement of premix”, and will be managed in collaboration with the Ministry of Industry and New Technologies (MINT), Ministry of Health and Social Protection (MOHSP), the National Scaling Up Nutrition (SUN) Coordination Council and other interested parties.	Annually	AED Monitoring and Progress Reports	AED Reports	SI AED PMU
Women that have any type of anemia who have received iron-folic acid supplements as per the national guidelines (number)	This indicator monitors the number of lactating women that have any type of anemia who have received iron-folic acid supplements as per the national guidelines supported as a nutrition related activity of the SARSA AF	Quarterly	MOHSP and SI AED PMU	Report	MOHSP and SI AED PMU

Children (5-69 months) that have any type of anemia who have received iron-folic acid supplements as per the national guidelines	This indicator measures achievements as a result of supporting emergency nutrition activities, especially the procurement and distribution of micronutrients and vitamin supplements to children (5-69 months) who have any type of anemia (disaggregated by gender)	Quarterly	MOHSP and SI AED PMU	Report	MOHSP and SI AED PMU
Children who are at risk of severe acute malnutrition (SAM) who have received ready-to-use therapeutic food	The indicator measures the number of children with severe acute malnutrition	Quarterly	Report	MOHSP and SI AED PMU	MOHSP and SI AED PMU

Annex 22 Financial management-related Forms and Instructions

ANNEX 22.1

DESIGNATED ACCOUNT RECONCILIATION STATEMENT

LOAN/CREDIT/GRANT/PPF/COFINANCIER
NUMBER_

ACCOUNT
NUMBER_

WITH
(Bank)_

1. Total advanced by World Bank (or
Co-financier)

2. Less total amount recovered by
World Bank -

3. Equals present outstanding amount
advanced to
the designated account (Number 1
less number 2) =

4. Balance of designated account per
attached bank
Statement as of
date

5. Plus Total amount claimed in this
Application
No.

6. Plus Total amount withdrawn and
not yet claimed
reason

7. Plus Amounts claimed in previous applications
not yet credited at date of bank statements

Application No.	Amount
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Subtotal of
previous
Applications not
yet credited :

+

8. Minus Interest earned

-

9. Total advance accounted for (No.4
through No.9)

=

10. Explanation of any difference between the totals appearing on Lines 3 and 9
above

The difference appeared between the Lines 3 and 9 in the amount are:

-
-

- 11.

Signature

:

Title:

ANNEX 22.2

Statement of Expenditures

Payments made during the period from

to

Date:

Application No.:

TF No.:

SoE No.:

Category №-

Sheet #1

Item №	Name and Address of Contractors/Suppliers	Contract or Purchase Order №& Date (or Other Ref.)	Brief Description of Goods, Works or Services	Currency and Total Amount of Contract	Total Amount of Invoices Covered by Application (Net of Retention)	Elig %	Amount Eligible for Financing	Currency and Amount Paid from Special Account (if Applicable)	Exchange rate and period	Remarks (Date of Payment)
1					Soum USD		Soum USD	USD	For the Period Exch.Rate 1\$=	
2				Soum	Soum USD		Soum USD	USD	For the Period Exch.Rate 1\$=	
3				USD	Soum USD		Soum USD	USD	Exch.Rate 1\$=	
4				USD	Soum USD		Soum USD	USD	Exch.Rate 1\$=	
5				USD	Soum USD		Soum USD	USD	Exch.Rate 1\$=	
6				USD	Soum USD		Soum USD	USD	Exch.Rate 1\$=	
7				USD	Soum USD		Soum USD	USD	Exch.Rate 1\$=	
TOTALS					Soum USD	100	Soum USD	USD		

FINANCIAL REPORT (IFR)

FOR THE QUARTER ENDED ON DD-MM-YYYY

Summary of Sources and Uses of Funds

Currency: US Dollar

Actual			
	Current Quarter	Year-To-Date	Cumulative-To-Date
Opening Cash Balances			
Special Account			
Project Operational Account			
Total Opening Cash Balances			

Add: Sources IDA/IBRD Grant:			
Special Account Replenishment			
Direct Payments			
Government Co-Financing			
Total Cash Available			
Less: Uses of Funds			
Goods, works, non-consulting services, consultants' services, Training and Incremental Operating Costs for the Project			
Sub-credits			
Total			

Surplus/Deficit			
Foreign Exchange Difference			

Special Account			
Project Operational Account			
Total Closing Cash Balances			

INTERIM FINANCIAL REPORT (IFR)
FOR THE QUARTER ENDED ON DD-MM-YYYY

Uses of Fund by Component and Expenditure Type
as of DD-MM-YYYY

Currency: US Dollar

№	Project Components	Actual			Plan			Difference		
		Current Quarter	Year-To-Date	Cumulative -To-Date	Current Quarter	Year-To-Date	Cumulative -To-Date	Current Quarter	Year-To-Date	Cumulative -To-Date
Component 1: Public Investment Framework and Public Services										
1.2	Strengthening Livestock Sector									
	Sub-Total									
Component 2: Livestock Value Chain										
2.1	Credit line for Private Investments									
	Sub-Total									
Component 3: Project Coordination, Management and Monitoring and Evaluation										
3	Project Coordination, Management and									

	Monitoring and Evaluation									
	Sub-Total									
	Total Project Expenditures									

FINANCIAL REPORT (IFR)

FOR THE QUARTER ENDED ON DD-MM-YYYY
DESIGNATED ACCOUNT RECONCILIATION STATEMENT
 AS OF DD-MM-YYYY

Currency: US Dollar

Balance/Remainder as of DD-MM-YYYY	
Add:	
Replenishment by WB	
Others	
Total:	
Total expenditures/payments	
Balance/Remainder as of DD-MM-YYYY	

INTERIM FINANCIAL REPORT (IFR)
FOR THE QUARTER ENDED ON DD-MM-YYYY

**DISBURSMENT SUMMARY
AS OF DD-MM-YYYY**

Currency: US Dollar

Category of expenditures	Allocated amount	Utilized amount	Unutilized amount
1			
2			
3			
4			
Designated Account			
Total amount			

TERMS OF REFERENCE FOR ENVIRONMENTAL IMPACT ASSESSMENT STUDY

An environmental assessment report for Category B project focuses on the significant environmental issues raised by a Sub-project. Its primary purpose is to identify those measures that, if incorporated into the design and implementation of a project can assure that the negative environmental effects will be minimized. The scope and level of detail required in the analysis depend on the magnitude and severity of potential impacts.

The environmental impact assessment report should include the following elements:

- (a) Executive Summary. This summarizes the significant findings and recommended actions.
- (b) Policy, legal and administrative framework. This section summarizes the legal and regulatory framework that applies to environmental management in the jurisdiction where the study is done.
- (c) Project Description. Describes the nature and scope of the project and the geographic, ecological, temporal and socioeconomic context in which the project will be carried out. The description should identify social groups that will be effected, include a map of the project site, and identify any off-site or support facilities that will be required for the project.
- (d) Baseline data. Describe relevant physical, biological and social condition including any significant changes anticipated before the project begins. Data should be relevant to project design, location, operation or mitigation measures.
- (e) Environmental impacts. Describe the likely or expected positive and negative impacts in quantitative terms to the extent possible. Identify mitigation measures and estimate residual impacts after mitigation. Describe the limits of available data and uncertainties related to the estimation of impacts and the results of proposed mitigation.
- (f) Analysis of Alternatives. Systematically compare feasible alternatives to the proposed project location, design and operation including the "without project" alternative in terms of their relative impacts, costs and suitability to local conditions. For each of the alternatives quantify and compare the environmental impacts and costs relative to the proposed plan.
- (g) Environmental Management Plan (EMP). If significant impacts requiring mitigation are identified, the EMP defines the mitigation that will be done, identifies key monitoring indicators and any needs for institutional strengthening for effective mitigation and monitoring to be carried out.
- (h) Annexes. These should include:
 - (i) The list of EA preparers;
 - (ii) References used in study preparation;
 - (iii) A chronological record of interagency meetings and consultations with NGOs and affected constituents;
 - (iv) Tables reporting relevant data discussed in the main text, and;
 - (v) A list of associated reports such as resettlement plans or social assessments that were prepared for the project.

In addition, the Terms of reference should specify the composition and qualifications of the study team, the duration of the studies, the scope and nature of any primary data collection and field visits that will be required, and include a schedule of reporting and the nature and constituencies for consultations with stakeholders that are to be carried out

Annex 24 Environmental Management Plan

GENERAL PROJECT AND SITE INFORMATION

INSTITUTIONAL&ADMINISTRATIVE				
Country				
Project title				
Scope of project and activity				
Institutional arrangements (Name and contacts)	WB (Project Team Leader)	Project Management	Local Counterpart and/or Recipient	
Implementation arrangements (Name and contacts)	Safeguard Supervision	Local Counterpart Supervision	Local Inspectorate Supervision	Contacto r
SITE DESCRIPTION				
Name of site				
Describe site location		Attachment 1: Site Map [<input type="checkbox"/> Y <input type="checkbox"/> N		
Who owns the land?				
Description of geographic, physical, biological, geological, hydrographic and socio-economic context				
Locations and distance for material sourcing, especially aggregates, water, stones?				
LEGISLATION				
Identify national & local legislation & permits that apply to project activity				
PUBLIC CONSULTATION				
Identify when / where the public consultation process took place				
INSTITUTIONAL CAPACITYBUILDING				
Will there be any capacity building?		[<input type="checkbox"/>] N or [<input type="checkbox"/>] Y if Yes, Attachment 2 includes the capacity building program		

SAFEGUARDS INFORMATION

ENVIRONMENTAL /SOCIAL SCREENING			
Will the site activity include/involve any of the following?	Activity	Status	Triggered Actions
	Building rehabilitation	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	See Section B below
	Minor new construction	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Section B below
	Individual wastewater treatment system	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Section C below
	Historic building(s) and districts	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Section D below
	Acquisition of land ¹³	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	See Section E below
	Hazardous or toxic materials ¹⁴	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Section F below
	Impacts on forests and/or protected areas	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	See Section G below
	Handling / management of medical/veterinary waste	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Section H below
	Traffic and Pedestrian Safety	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Section I below

¹³The project will support construction of new buildings only in case land acquisition is not required and there are no problems with resettlement; for such cases the investor should have vested property right, as well as should prove that land is not occupied or used illegally during the implementation of subprojects

¹⁴Toxic / hazardous material includes but is not limited to asbestos, toxic paints, lead paints, etc.

MITIGATION MEASURES

ACTIVITY	PARAMETER	MITIGATION MEASURES CHECKLIST
A. General Conditions	Worker Safety	<ul style="list-style-type: none"> • The local construction and environment inspectorates and communities have been notified of upcoming activities • The public has been notified of the works through appropriate notification in the media and/or at publicly accessible sites (including the site of the works) • All legally required permits have been acquired for construction and/or rehabilitation • All work will be carried out in a safe and disciplined manner designed to minimize impacts on neighbouring residents and environment. • Workers will comply with international good practice (always hardhats, as needed masks and safety glasses, harnesses and safety boots) • Appropriate signposting of the sites will inform workers of key rules and regulations to follow.
B. General Rehabilitation and Construction Activities	Air Quality	<ul style="list-style-type: none"> • During interior demolition debris-chutes shall be used above the first floor • Demolition debris shall be kept in controlled area and sprayed with water mist to reduce debris dust • During pneumatic drilling/wall destruction dust shall be suppressed by ongoing water spraying and/or installing dust screen enclosures at site • The surrounding environment (sidewalks, roads) shall be kept free of debris to minimize dust • There will be no open burning of construction / waste material at the site • There will be no excessive idling of construction vehicles at sites
	Noise	<ul style="list-style-type: none"> • Construction noise will be limited to restricted times agreed to in the permit

		<ul style="list-style-type: none"> • During operations the engine covers of generators, air compressors and other powered mechanical equipment shall be closed, and equipment placed as far away from residential areas as possible
	Water Quality	<ul style="list-style-type: none"> • The site will establish appropriate erosion and sediment control measures such as e.g. hay bales and / or silt fences to prevent sediment from moving off site and causing excessive turbidity in nearby streams and rivers.
	Waste management	<ul style="list-style-type: none"> • Waste collection and disposal pathways and sites will be identified for all major waste types expected from demolition and construction activities. • Mineral construction and demolition wastes will be separated from general refuse, organic, liquid and chemical wastes by on-site sorting and stored in appropriate containers. • Construction waste will be collected and disposed properly by licensed collectors. • The records on waste disposal will be maintained as proof for proper management as designed. • Whenever feasible the contractor will reuse and recycle appropriate and viable materials (except asbestos)
C. Individual wastewater treatment system	Water Quality	<ul style="list-style-type: none"> • The approach to handling sanitary wastes and wastewater from building sites (installation or reconstruction) must be approved by the local authorities • Before being discharged into receiving waters, effluents from individual wastewater systems must be treated in order to meet the minimal quality criteria set out by national guidelines on effluent quality and wastewater treatment • Monitoring of new wastewater systems (before/after) will be carried out
D. Historic building(s)	Cultural Heritage	<ul style="list-style-type: none"> • If the building is a designated historic structure, very close to such a structure, or located in a designated historic district, notification shall be made and approvals/permits be obtained from local authorities and all construction activities planned and carried out in line with local and national legislation.

		<ul style="list-style-type: none"> • It shall be ensured that provisions are put in place so that artefacts or other possible “chance finds” encountered in excavation or construction are noted and registered, responsible officials contacted, and works activities delayed or modified to account for such finds.
E. Acquisition of land	Land Acquisition Plan/Framework	<ul style="list-style-type: none"> • At this stage of implementation, the project does not require acquisition of land and resettlement. It is impossible to estimate potential impact on the land resources required for the project implementation. After preparation of the final project documentation there will be an opportunity to carry out assessment of impact on land resources. • If expropriation of land was not expected but is required, or if loss of access to income of legal or illegal users of land was not expected but may occur, that the Bank’s Task Team Leader shall be immediately consulted. • The approved Land Acquisition Plan/Framework (if required by the project) will be implemented
F. Toxic Materials	Asbestos management	<ul style="list-style-type: none"> • If asbestos is located on the project site, it shall be marked clearly as hazardous material • When possible the asbestos will be appropriately contained and sealed to minimize exposure • The asbestos prior to removal (if removal is necessary) will be treated with a wetting agent to minimize asbestos dust • Asbestos will be handled and disposed by skilled & experienced professionals • If asbestos material is being stored temporarily, the wastes should be securely enclosed inside closed containments and marked appropriately. • The removed asbestos will not be reused
	Toxic/hazardous waste management	<ul style="list-style-type: none"> • Temporarily storage on site of all hazardous or toxic substances will be in safe containers labelled with details of composition, properties and handling information • The containers with hazardous substances shall be placed in an leak-proof container to prevent spillage and leaching

		<ul style="list-style-type: none"> • The wastes shall be transported by specially licensed carriers and disposed in a licensed facility. • Paints with toxic ingredients or solvents or lead-based paints will not be used
G. Affected forests and/or protected areas	Protection	<ul style="list-style-type: none"> • All recognized natural habitats, wetlands and protected areas in the immediate vicinity of the activity will not be damaged or exploited, all staff will be strictly prohibited from hunting, foraging, logging or other damaging activities. • Large trees shall be marked and cordoned off with fencing, their root system protected, and any damage to the trees avoided • Adjacent wetlands and streams shall be protected from construction site run-off with appropriate erosion and sediment control feature to include by not limited to hay bales and silt fences • There will be no unlicensed borrow pits, quarries or waste dumps in adjacent areas, especially not in protected areas.
H. Disposal of medical/veterinary waste	Infrastructure for medical waste management	<ul style="list-style-type: none"> • In compliance with national regulations the contractor will insure that newly constructed and/or rehabilitated health care facilities include sufficient infrastructure for medical waste handling and disposal; this includes and not limited to: <ul style="list-style-type: none"> • Special facilities for segregated healthcare waste (including soiled instruments “sharps”, and human tissue or fluids) from other waste disposal; • Appropriate storage facilities for medical waste are in place; • If the activity includes facility-based treatment, appropriate disposal options are in place and operational
I. Traffic and Pedestrian Safety	Direct or indirect hazards to public traffic and pedestrians by construction activities	<p>In compliance with national regulations the contractor will insure that the construction site is properly secured and construction related traffic regulated. This includes, but is not limited to:</p> <ul style="list-style-type: none"> • Signposting, warning signs, barriers and traffic diversions: site will be clearly visible and the public warned of all potential hazards

		<ul style="list-style-type: none"> • Traffic management system and staff training, especially for site access and near-site heavy traffic. Provision of safe passages and crossings for pedestrians where construction traffic interferes. • Adjustment of working hours to local traffic patterns, e.g. avoiding major transport activities during rush hours or times of livestock movement • Active traffic management by trained and visible staff at the site, if required for safe and convenient passage for the public. • Ensuring safe and continuous access to office facilities, shops and residences during renovation activities, if the buildings stay open for the public.
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MONITORING PLAN

Phase	What (Is the parameter to be monitored?)	Where (Is the parameter to be monitored?)	How (Is the parameter to be monitored?)	When (Define the frequency /or continuous?)	Why (Is the parameter being monitored?)	Cost (if not included in project budget)	Who (Is responsible for monitoring?)
During activity preparation							
During activity implementation							
During activity supervision							

SAMPLE OF SCREENING FORM FOR ASSESSMENT OF RESETTLEMENT AND LAND ACQUISITION IMPACT

Report prepared by (name and title): Resettlement specialist					Date:
Type of infrastructure being built and location:					
<i>General aspects</i>	<i>Yes</i>		<i>No</i>		<i>Additional information/comments:</i>
General description: Provide details on the land that will be used for the investment (e.g., Who owns the land? What is the land being used for? What is on the land? Are there any informal structures on the land? Is it public/private land? Who owns the land? If/when was land acquired? (if already transferred: include copies of land transfer)					
Will privately use land be acquired for the proposed investment?					
Are there any outstanding compensation from previous land acquisitions to be paid?					<i>Estimate nb:</i>
Will it be necessary to clear the RoW (are there any structures within the RoW)?					
Have any residents, vendors or structures been moved/impacted in anticipation of the project?					<i>Estimate nb and year:</i>
<i>Site observations</i>					
<i>Impacts upon vendors</i>					

Will structures used by <u>formal</u> vendors be touched?					Nb: ____ Type:
Will structures used by <u>informal</u> vendors be touched?					Nb: ____ Type:
Will formal or informal vendors have to move?					permanently/ temporarily?
Will customers' access to formal or informal vendors be affected?					permanently/ temporarily?
Will vendors ability to bring their produce to selling point be affected?					permanently/ temporarily?
<u>Impacts upon public structures or general public</u>					
Will any public structures be affected?					Nb: _____ Type:
Will people's access to public structures be affected?					Type and permanently/ temporarily
<u>Impacts upon individuals</u>					
Will any residences be affected?					Nb:
Will non-residential structures (e.g., fences, terraces) be affected (outside and inside RoW)? (include both formal and informal structures/owner)					Nb: _____ Type:
Will any perennial trees (fruit, olive, mulberry) be affected?					
Will any crops be affected?					
Will any grazing area be affected?					
Any other observations:					
Conclusion: need for site-specific Resettlement Action Plan					

GRIEVANCE REDRESS MECHANISM (GRM)

Transparency and accountability are the fundamental principles of the project. For this purpose, Grievance redress mechanism (GRM) was created within the project.

GRM created within the project, is available to all, including various ethnic, religious, gender and other special groups. Mechanism focuses not only on receiving and registration of applications, but also on how applications are resolved. In support of GRM information campaign and training are carried out. Despite the fact that feedback should be considered at the level the closest to the filed complaint, all grievances should be registered centrally and follow the main procedures stated in this chapter.

1. Definition of GRM

For Operational Guidelines of the World Bank, Grievance redress mechanism is the process of receiving, evaluation and consideration of the applications connected with the project which are filed by the population affected at the level of the project.

2. Objectives of ACM

Main objective of GRM under the Project is to ensure timely and convenient resolution of grievances and applications received from the citizens/beneficiaries/ PAPs. Types of the project affecting comprise involuntary resettlement, impact of construction works, limited access to infrastructure, environmental and social impact etc.

The objective of GRM is also to increase the accountability before the project beneficiaries and to provide channels for feedback with the project stakeholders on the issues concerning project actions. Such mechanism allows to reveal and resolve the problems impacting the project, including: complaints concerning safeguards measures, faults of employees, improper use of funds, abuse of power and other wrongful acts. Increasing transparency and accountability, GRM is aimed at reduction of the risk that the project will inadvertently prejudice citizens / beneficiaries and serves as an important feedback mechanism for improvement of the project impact.

a. GRM Scope

Scope: The project includes applications consideration mechanism which is provided to the project participants to submit questions, comments, proposals and/or complaints, or provide any form of feedback on all project-financed activities.

Who may use GRM: Applications consideration mechanism is available for project stakeholders to submit questions, comments, proposals and/or complaints, or provide any form of feedback on all project-funded activities, as well as for the project beneficiaries, i.e. project affected persons (i.e. those who will be and/or can be affected by the project directly or indirectly, positively or adversely) and the population in general which can use GRM for filing of complaints in oral or written form.

WHO MANAGES GRM: GRM is managed by the Project Implementation Unit (RRA).

When complaint can be filed: Complaints can be filed at any time during the preparation and implementation of the project.

However, the Project applications consideration mechanism does not hinder affected households from addressing to national / state legal system with their complaints at any stage of the GRM process. PAPs can make complaints to the courts at any stage of the complaint examination, and not only after using the developed GRM.

Fee is not charged for filing of complaint or delivery of comments and/or proposals.

b. Procedures of applications consideration

Channels for filing of applications

The following channels the citizens / beneficiaries / PAP can file complaints concerning project-financed activities through, will be established within the project.

- a) Special e-mail: info@rra.uz
- b) Special line (371) 237 16 57
- c) On the project website <http://www.rra.uz/>
- d) Feedback boxes are in Tashkent, Kary Niyaziy str., 39 B
- e) Letters are sent to Tashkent, Kary Niyaziy str., 39 B
- f) Oral or written complaints are filed to the project staff (directly or by holding project meetings). (If the project participants provide oral comments / complaint, the project staff will file the complaint on behalf of them, and it will be processed through the same channels.)
- g) Grievance focal points under the project (including women)
- h) Project meetings are held at local level, and women attend each of them.

The project should provide flexibility in use of available channels, as well as availability of various contact points for people wishing to make oral complaint, and that the complaints addressed to the wrong physical person or legal entity, are redirected [to GRM manager].

Confidentiality and conflict of interest

Complaints can be filed anonymously, and confidentiality should be observed in all cases, including when the identity of the person filing the complaint, is known. For this reason, several channels for complaints filing in order to avoid the conflicts of interested parties, have been created.

Collection/receiving of complaints

The person receiving the complaint should fill in the form for complaints (see Annex 10 - A) or to provide the form to the applicant for self-filling, then to immediately submit the form to [GRM Manager]. Complaints to the project will be collected by [GRM Manager] every month.

Sorting/distribution by categories

After collection [GRM Manager] bears responsibility for sorting of the received feedback elements. Below are the examples of the categories which can be used for sorting of complaints:

No.	Classification
Category 1	Safeguard measures, including disputes on compensation, the issues of allocation of the land plots and delays in compensation payments
Category 2	Complaints concerning violation of policies, guidelines and procedures
Category 3	Complaints concerning violation of contract provisions
Category 4	Complaints concerning improper use of funds/insufficient transparency or other problems in the sphere of financial management
Category 5	Complaints concerning abuse of power/ project activities or actions of government officials
Category 6	Complaints concerning work efficiency of PIU staff
Category 7	Reports on force-majeure situations
Category 8	Proposals
Category 9	Acknowledgement

Registration / records

Once the category of the complaint is determined, [GRM Manager] registers the details concerning the complaint in tracking system. This system can be maintained manually (in paper form) or be connected to the project IMS. GRM files should be stored in the secured place (in password-secured IT database or in closed cabinet for storage of paper copies).

Once the complaint is registered and sorted, [GRM Manager] submits the case to the [Project director]. The last should determine the following:

- Person responsible for studying of the complaint.
- The term during which the complaint should be resolved
- The agreed course of actions (for example, examination or answer not requiring examination, etc.).

Examination process is determined on the basis of the nature and difficulty of the complaint:

- As for the complaints concerning resettlement irrespective of the complexity of case, [specialist on social development / specialist on safeguards measures in PIU] should be involved in examination in addition to, or instead of [the employee responsible for examination].
- Examination of local complaints should be carried out [by the first specialist on examination] in 15-30 days.
- As for difficult complaints examination should be carried [by the second specialist / organization on examination] in 15-30 days or according to another arrangement with [GRM Manager].¹⁵

At appointment of the person responsible for examination, [GRM Manager] will ensure lack of the conflict of interests, i.e. all persons participating in examination process, should not have any material, personal or professional interest to the result, and any personal or professional relationship with the applicants or witnesses.

¹⁵ It is necessary to inform the top management about difficult and heavy complaints, and then the top management distributes the functions in examination. The top management should also be involved in examination and invite observers and external experts.

After determination of examination process, the person responsible for maintaining GRM makes records and enters these data into IMS / registration logbook.

The quantity and type of proposals and questions should also be registered, and should be reported in order to analyze them for improvement of communication in the project.

Notification of the applicant

If the applicant is known, [GRM Manager] will inform him / her on the terms and the progress by the phone, e-mail or mail within two weeks from the moment of receiving the complaint.¹⁶

When applicant's address is available, this information will be provided in writing together with the tracking number and terms when PIU will answer the applicants (see Annex 10-B – Notification Form).

Examination

The person responsible for examination of the complaint will collect the facts to create a clear picture of the circumstances relating to the complaint. Examination usually includes the visit of the place, review of documents, meeting with the applicant (if they are known and ready to participate), as well as meeting with those who can solve this problem (including with official and unofficial heads or other leaders).

As for the resettlement and complaints connected with evaluation of assets out of the project funds, the second or the third evaluation can be carried out until the results of evaluation are acceptable for both parties. Evaluation can be made by independent appraisers, until is accepted by both parties. It can be carried out by independent appraisers at the expense of the party disagreed.

Results of examination and the offered answer will be submitted to the applicant for consideration [the person/organizations, responsible for decision making on the course of actions].

Once the decision on the course of actions and the answer for the applicant is made, [the specialist on examination] describes the actions to be taken in the form of complaints (see Annex 10-A) along with the details of examination and conclusions and sends it to [GRM Manager] which enters it into IMS.

If the agreed actions cannot be performed and/or if the complaint cannot be satisfactorily resolved in 30 days, the following steps will be taken:

Answer to the applicant

If the applicant is known, [GRM Manager] reports to him / her about the proposed measures by letter, e-mail, in oral form, in the process of receiving. Applicants will also be informed on how he / she can appeal against the initial decision.

[GRM manager] will request comments from the applicant on whether he / she considers the actions performed as a result of the made decision, satisfactory, and this information will be recorded along with the detailed data on the complaint and the taken counter measures.

Possibility to appeal

¹⁶ These two weeks assume that the number of the received complaints will be rather small. Terms of provision of service will be corrected, if the amount of complaints exceeds the controlled level.

If the applicant is satisfied with the answer, discussions for further clarification of the positions will be carried out in the group or personally. The top management will participate in these meetings, and then the final decision on the taken measures will be made.

PIU will create [grievance focal point] which will carry out hearings of appeals. [Grievance focal point] will consist of the specialists who are part of the project and the representatives independent of the project implementation bodies and of the government. Conditions of [grievance focal point] will be agreed prior to determination of its format.

Applicants do not lose the right of submission of the appeal out of the project GRM /PIU, if they are not satisfied with the proposed counter measures.

Publication

Once the case is resolved, the complaint and measures taken for its resolution will be published on the website of PIU and MAWR. The identity of the applicant will be kept confidential.

c. Raise of population awareness

Information provided in available format

Information on complaints processing system will be distributed to all beneficiaries and project affected persons by regular information channels used by the project, including by the organization of meetings at the beginning of the project, carrying out public consultations on resettlement, public meetings during the project implementation, brochures in local languages, provision on bulletin boards and in the Internet, informing within trainings held under the project.

PIU will provide information on GRM coverage, eligibility criteria for filing of the complaint, the procedure of the complaint filing (where, when and how), examination process, dates of receiving of the answer to complaints, and also the principle of confidentiality and the right to file anonymous complaints.

Warning advertisement/ periodic public information campaigns

Annual campaigns will be developed by [public relations officer] to encourage use of GRM and to publish information on the received and resolved complaints. Campaigns will use local mass media (for example, television, newspapers, radio). At organization and holding these campaigns, special efforts for bringing information to socially vulnerable groups of population should be taken.

Campaigns should include information on GRM coverage, eligibility criteria for filing of the complaint, the procedure of the complaint filing (where, when and how), examination process, dates of receiving of the answer to complaints, and also the principle of confidentiality and the right to file anonymous complaints.

d. Staffing and capacity building

Roles and responsibilities

[Project manager] will distribute obligations among the project staff (provided GRM is not ordered to the contractor). It will be documented in the first quarterly progress report, and information will be periodically updated.

- General management of GRM system
- Development and maintenance of efforts on raise of population awareness
- Collection of complaints
- Record/registration of complaints
- Notification of the applicant
- Sorting of complaints or their distribution by categories
- Examination
- Decision making on the basis of examination results
- Processing of appeals
- Publication of counter measures on complaints

- Organization and implementation of information materials and campaigns for raise of awareness
- Budgeting of GRM
- Submission of reports and comments by the results of GRM.

Capacity building

Training for all relevant staff and stakeholders will be carried out annually, or according to another arrangement. New employees will be trained within the process of introduction to work. Training will include all aspects of GRM stated in this chapter. All trainings should include information on GRM principles and procedures. Training will emphasize on responsibility before the applicant. At the beginning the main attention will be paid to transition from the informal resolution of complaints to registration of all complaints / feedback elements in this system.

For the staff directly dealing with beneficiaries or engaged in the system, or involved in the process of management and control of the system, special trainings should be organized.

Transparency, monitoring and reporting

The policy, procedures and regular updates in GRM system, filed and resolved complaints will be available in the Internet, as well as on local/ministerial announcements platforms and other fixed stands. They will be updated quarterly.

Periodical internal monitoring and reporting

[Project manager] will assess GRM functioning and will carry out random inspections during the regular supervision visits. [GRM manager] will work with [monitoring and evaluation specialist] for:

- Ensuring accurate data entry of GRM into the information management system (IMS) or other system. Consolidated reports will be produced in the format agreed with the project manager.
- Provision of monthly/quarterly summaries of GRM results, including any proposals and questions to the project team and management.
- Review of the stage of complaint consideration for tracking of those which are not resolved yet, and proposal of necessary remedial measures.

During the annual/semi-annual general meetings the project group should discuss and consider effectiveness and use of GRM and collect proposals on how to improve the mechanism.

Quarterly and annual progress reports submitted to the Bank

Quarterly and annual reports should include GRM section which provides updated information on the following:

- Status of creation of GRM (procedure, staffing, training, campaigns for raise of awareness of the population, budgeting, etc.)
- Quantitative data on the number of received complaints, including the number of complaints really related to the project, and the number of resolved complaints
- Qualitative data on the type of complaints and the provided answers, problems which remained unresolved
- Time necessary for resolution of complaints
- Number of complaints resolved at the lowest level, brought to higher instances
- Level of satisfaction with the taken measures
- Any specific questions relating to procedures / staff list or use of the mechanism
- Factors which can impact on the use of GRM/beneficiaries' feedback system

- Any corrective measures taken.

The above-stated requirements to quarterly and annual progress reports will also be specified in Memoranda of supervision missions of the Bank.

Control and verification

The status of GRM development, extent of its use by beneficiaries/citizens, problems in implementation, etc. will be discussed at semi-annual / annual meetings on the projects portfolio. PIU will discuss necessary remedial measures with the Bank during the missions on project implementation support.

The independent review / audit of GRM will be carried out prior to interim report for assessment of effectiveness and use of the mechanism and, as required, to make recommendations on improvement.

e. Budgeting

The budget allocated for GRM will be included in the number of budgets approved by the Bank. The budget will include the cost of the following actions connected with GRM, as described below.

Raise of the population awareness and information campaigns on GRM (at the beginning and upon agreement throughout the whole project).

Processing of complaints:

- Creation and management of the channels chosen for filing of complaints
- Management of complaints collection process
- Registration of complaints and their distribution by categories
- Examination of complaints
- Communication with the applicant
- Process of appeal
- Publication of counter measures on complaints (if agreed)

Support costs:

- Expenses on time spent by the staff, as required
- Capacity-building of the staff appointed for work with GRM
- Updating of the website used for the publication of GRM results/policies/procedures
- IMS
- System of tracking of GRM results (for example, IMS)
- Independent verification.

ANNEX A – REGISTRATION OF APPLICATIONS/REQUESTS

REGISTRATION OF APPLICATIONS/REQUESTS (Form A)			
<i>Instructions: This form should be filled by the employees who receive the request or the complaint, with the subsequent sending to [GRM MANAGER] at national office. Enclose supporting documents / letters, if relevant.</i>			
Date of receiving the complaint:		Name of the employee filling the form:	
Complaint received (tick √): <input type="checkbox"/> national level <input type="checkbox"/> regional level <input type="checkbox"/> district level <input type="checkbox"/> settlement			
Form of registration of the request or complaint (tick √): <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> personally <input type="checkbox"/> on the phone <input type="checkbox"/> by e-mail <input type="checkbox"/> by sms <input type="checkbox"/> website </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="checkbox"/> box for complaints/proposals <input type="checkbox"/> community meeting <input type="checkbox"/> public consultations <input type="checkbox"/> other </div>			
Name of the person filing the complaint: <i>(information is optional and is always considered as confidential)</i> Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female			
Address or contact information of the person filing the complaint: <i>(information is optional and confidential)</i>			
Place of occurrence of the situation resulted in complaint/problem [write in]			
National level:	Regional level:	District level:	Settlement:
Brief description of the complaint or request: <i>(Provide as many details and facts as possible)</i>			
	Category 1	Safeguard measures, including disputes on compensation, the issues of allocation of the land plots and delays in compensation payments	
	Category 2	Complaints concerning violation of policies, guidelines and procedures	
	Category 3	Complaints concerning violation of contract provisions	
	Category 4	Complaints concerning improper use of funds/insufficient transparency or other problems in the sphere of financial management	
	Category 5	Complaints concerning abuse of power/ project activities or actions of government officials	
	Category 6	Complaints concerning work efficiency of PIU staff	
	Category 7	Reports on force-majeure situations	

	Category 8	Proposals
	Category 9	Acknowledgement
Who should deal with the complaint and monitor the process of its consideration:		
Progress of complaint resolution (for example, answer is sent, at the stage of resolution, resolved):		
Other comments:		

ANNEX B –NOTIFICATION FORM

CONFIRMATION OF COMPLAINT RECEIVING (Form B)	
<i>Instructions: This form is filled by [GRM MANAGER] and is sent by mail or is delivered to the applicant.</i>	
Date of complaint receiving:	Tracking number:
Complaint received (tick ✓): <input type="checkbox"/> national level <input type="checkbox"/> regional level <input type="checkbox"/> district level <input type="checkbox"/> ayil aymak <input type="checkbox"/> settlement	
Form of registration of the request or complaint (tick ✓): <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> personally <input type="checkbox"/> on the phone <input type="checkbox"/> by e-mail <input type="checkbox"/> by sms <input type="checkbox"/> website </div> <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> box for complaints/proposals <input type="checkbox"/> community meeting <input type="checkbox"/> public consultations <input type="checkbox"/> other_____ </div>	
Name of the person filing the complaint: <i>(information is optional and is always considered as confidential)</i>	
<i>Gender:</i> <input type="checkbox"/> Male <input type="checkbox"/> Female	
Address or contact information of the person filing the complaint: <i>(information is optional and confidential)</i>	
Email: Tel: Address:	
Deadline for provision of answer (60 days from the date of receiving of the complaint):	