



To express interest in this assignment please email: priyanka.subba@crs.org

**CRS Farmer to Farmer Program
Volunteer Assignment Scope of Work**

Summary Information	
Assignment Code	NE216
Country	Crops Country Project
Country Project	Nepal
Host Organization	International Maize and Wheat Improvement Center (CIMMYT)/USAID Nepal Seed and Fertilizer (NSAF) Project
Assignment Title	Improving standard Operating protocol (SOP) for Quality Seed Testing and truthful labelling
Assignment preferred dates	August to September 2019
Objectives of the assignment	<ul style="list-style-type: none"> • Develop SOP for quality seed testing for a seed company • Enhance capacity of seed company staff on seed testing and SOP utilization effectively
Desired volunteer skill/expertise	Expert in writing SOP of Seed companies including laboratory operation and quality seed testing training
Type of Volunteer Assistance	Organizational Development (O)
Type of Value Chain Activity	Information and Input Support Services (S) on curricula upgrading
PERSUAP Classification ¹	Type III

A. BACKGROUND

The United States Agency for International Development in Nepal (USAID Nepal) supported Nepal Seed and Fertilizer (NSAF) project is being implemented by International Maize and Wheat Improvement Center (CIMMYT). The NSAF contributes to Feed the Future’s goal of sustainably reducing global poverty and hunger by aligning with the Feed the Future Nepal multi-year strategy (2011–2017) and USAID’s Country Development Cooperation Strategy for Nepal (2014–2019).

The project aims to strengthen the country’s seed and fertilizer systems by:

- enhancing the capacity and role of public, private and community sectors in the seed and fertilizer value chains through the provision of technical and business development services;
- improving private sector access to inbred lines and research knowledge from national and international research institutions; and

¹ USAID precisely classifies PERSUAP in four categories; **PERSUAP Type I** assignments directly related to pesticides recommendations, **Type II** as assignments with indirectly related with pesticides, **Type III** assignments related to curriculum review and designing, business plan development and strategies development and **Type IV** as assignments associated with other USAID projects and collaborators.

- enhancing public-private partnerships and coordination by establishing a tripartite research forum and a seed and fertilizer information system at the national level.

To achieve its objectives, CIMMYT/NSAF wants to build the capacity of Seed companies to foster public and private partnership in the country.

B. ISSUE DESCRIPTION

The National Seed Vision 2013-25, of the Government of Nepal has envisaged a strong domestic seed industry for export of seed, as well as for meeting local seed demand. But the existing seed companies in the country have limited seed expertise as well as good managerial skill to establish seed company as well functioning seed companies. Most of the seed companies have not their own laboratory and land for research to verify quality testing of seed. For this, qualified managers and technicians are needed to work in the seed companies to professionalize and grow their business.

NSAF has an activity to support and provide technical guidance to Nepalese Seed Industries develop protocols on seed processing and quality assurance including seed laboratory support. The project is working with four different companies on releasing seed varieties in legumes, rice, maize and Cole crops. Current germination ratio of the seed is lower up to 30 percent. The companies and NSAF projects observed heavy loss from farmers due to low germination ratio.

Seeds in Nepal are produced in mid hills and high hills for most of the crops. Rice seeds are usually grown in terai region, a flat land. The seed companies are working with farmers groups across mid hills, high hills and plain land. They also possess their own field but largely depends on farmers to produce seeds for the companies. Companies are providing trainings to the farmers by using seed production protocols. The companies are falling short to properly test the germination ratio of the seed produced in different elevations and climate pockets. The high skilled manpower on the seed testing is a pertinent need of the sector.

Although standard operating protocol is developed in Nepal, the seed sector is struggling to comply with the standard protocol. NSAF aims to train companies and Seed Quality Control Center on the truthful labelling of the seed to increase germination ratio of the seed.

C. OBJECTIVES OF THE ASSIGNMENT

The objectives of the assignment are;

- Improve SOP for quality seed testing for a seed company
- Enhance capacity of seed company staff on seed testing and SOP utilization effectively
- Enhance knowledge on truthful labelling of seed.

D. HOST CONTRIBUTION

CIMMYT/NSAF will contribute organize participants from different seed companies and refreshments for them during the training event.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

It is anticipated that this volunteer assignment will contribute to improved truthful labelling of seeds produced from the private sector as well as Nepal Agriculture Research Centers and will directly contribute to the following;

- Increased incomes of farmers by reducing losses through weak seed germination ratio.
- Adopting the improved knowledge by seed companies working with NSAF projects
- Whole market will adapt new knowledge provided to improve business practices

F. DELIVERABLES

- SOP for quality seed testing for truthful labelling will be developed
- NARC and Seed company staff trained on quality seed testing and SOP operation

G. SCHEDULE OF VOLUNTEER ACTIVITIES IN COUNTRY (DRAFT)

Days	Activities
Day 1	Rest day
Day 2	Security briefing and orientation at CRS office and meeting at CIMMYT Kathmandu office
Day 3	Travel to host location at AFU Rampur, Chitwan
Day 4	Meeting with host and detail planning for the assignment
Day 5-7	Meeting with seed producing companies in Butwal and Kathmandu
Day 8	Review existing SOP on seed testing for truthful labelling
Days 9– 13	Train Companies staff and NARC staff on truthful labelling
Day 13	Incorporate feedback in the curriculum
Day 14	Final presentation and host planning
Day 15	Travel back to KTM from field
Day 16	Report preparation and submission to CRS F2F and debriefing
Day 17	Travel back to the US

H. DESIRABLE VOLUNTEERS SKILLS

The volunteer expert is preferred the following expertise

- Experienced on seed testing and truthful labeling of seeds.
- Experiences in the field of crop improvement and seed technology will be very useful
- Experience in working on seed testing laboratories and awareness on quality standards on seed will be helpful

I. ACCOMMODATION AND OTHER IN-COUNTRY LOGISTICS

- Before travelling to the assignment place, the volunteer will stay in Kathmandu at one of the CRS's client hotels, Hotel Kutumba <https://www.orbitz.com/Lalitpur-Hotels-Hotel-Kutumba.h33780567.Hotel-Information> or another hotel that will be booked and confirmed before the arrival date. In Kathmandu, the hotel usually has rooms that include services such as airport pickup and drop-off, breakfast, wireless internet, etc. The hotel or CRS will arrange a vehicle for short travel from the hotel to CRS and vice versa while in Kathmandu.
- All required materials will be prepared ahead of time and will be provided to the volunteer. CRS Nepal will provide the volunteer with a laptop computer (if s/he needs), local internet dongle (modem/EVDO) and mobile phone with charged local SIM-card. Any other required logistics and facilities can also be requested by the volunteer during her/his stay in Kathmandu. CRS will provide a vehicle and accompany the volunteer to the place of assignment.
- During the assignment period, the volunteer will be booked in a hotel at the project site or guest room provided by host facility, to be confirmed prior to volunteer arrival. CRS Nepal will arrange hotel accommodation and cover the lodging bills against receipts. CRS HQ will provide the volunteer with a per-diem advance to cater meals and incidences.
- Security information will be provided by CRS Nepal Security focal person at Kathmandu CRS Country office.

J. RECOMMENDED ASSIGNMENT PREPARATIONS

- Prior to travel, the volunteer is advised to sufficiently communicate with host focal points to better prepare assignment in advance as it is related to curricula upgrading.
- If the volunteer requires use of simple training aids like flip charts, markers or tape s/he should make the request and collect from the CRS office in Kathmandu prior to travel to the assignment placed.
- Translation of handouts to the local language can be done at the assignment location if required.
- Depending on the meeting places and availability of electric power and LCD projector, the volunteer may use a laptop and projector for power point presentations.

K. KEY CONTACTS

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<p>Host Organization:</p>	<p>Partner Organization</p>
	<p>Dr. Abdu Rahman Beshir Seed Systems Lead International Maize and Wheat Improvement Center (CIMMYT) South Asia Regional Office 1st Floor, Agri Botani Division, NARC Research Station, Khumaltar, Lalitpur, Kathmandu, Nepal, P.O.Box 5186 Tel (PBX): +977 1 5525490 Mob. 9851242081</p>