



To express interest in this assignment, please email mireille.ngokion@crs.org.

**Farmer to Farmer Benin
Volunteer Assignment Scope of Work**

Summary Information	
Assignment Code	BJ230
Country	Benin
Country Project	Cashew subsector
Host Organization	The National Union of Cashew Apple Processors' Cooperatives of Benin (UNCTPC-B)
Type of Volunteer Assistance	Technology Transfer (T)
Type of Value Chain Activity	Information and Input support services (S)
Assignment Title	Training on the best hygiene and processing practices for juice, concentrated juice and syrups production
Assignment preferred dates	February-March 2020
Objectives of the assignment	<ul style="list-style-type: none"> • Train the women members of UNCTPC-B on the best hygiene and processing practices for fruits juice and concentrated juice production • Train the women members of UNCTPC-B on the best hygiene and processing practices for syrups production • Coach the women members of UNCTPC-B on the usage of those best practices
Desired volunteer skill/expertise	<ul style="list-style-type: none"> • Expert in cashew apple or apple processing or food processing hygiene and quality control, • Relevant experiences in apple processing into some derived products like juice and syrups production and their hygienic and quality rules and practices, • Experiences with rural women groups is an asset

	<ul style="list-style-type: none"> • Be used to adult and illiterate people training • Be familiar to participatory approach
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A. BACKGROUND

The National Union of Cashew Apple Processors’ Cooperatives of Benin (UNCTPC-B) was created on March 29, 2019 with 26 transformation units which are the founding members. The UNCTPC-B’s formalization process is underway.

Since its creation, it has so far registered more than ten (10) applications for membership. The UNPCTPC-B’s members are engaged in cashew apples processing into varied derived products. It is active in promoting the benefits of eating cashew apple juice to Beninese consumers. It currently needs the technical, financial, material and human resources for its proper functioning.

The UNCPTC-B has more than 300 women members in the country.

B. ISSUE DESCRIPTION

The women members of the UNCPTC-B are organized in cooperatives that set up some processing units. Those cooperatives gathered many women who are all engaged in cashew apples juice producing. All of them has established their own business in these activities and are carrying out many production and processing activities. As said, their main activity so far is cashew apple juice producing. But in their activities, they usually face issues regarding good hygiene practices and also in how to optimize the product during the processing and hold in the quality norms. These issues affect sometimes the quality of the products they supply on the market and make that sometimes they lose some potential clients. In addition, this implies some losses that weaken their revenues.

C. OBJECTIVES OF THE ASSIGNMENT

The main objective of this assignment is to train some women members of the UNCYPC-B on the best practices of hygiene and processing rules and norms related to juice and syrups production. The assignment will intend specially to:

- Train the women members of UNCPTC-B on the best hygiene and processing practices for fruits juice and concentrated juice production
- Train the women members of UNCPTC-B on the best hygiene and processing practices for syrups production
- Coach the women members of UNCPTC-B on the usage of those best practices

D. HOST CONTRIBUTION

The contribution of the UNCTPC-B to this assignment will consist of mobilizing, supporting the commuting, the lodging and the feeding fees of the participants to the training sessions. In addition, they promises to take in charge the roundtrip commuting of the volunteer from his or her hotel to its headquarter every day.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

Through the volunteer technical assistance, the cooperatives will greatly improve the quality of their products and enable them to conquer more remunerative markets and help them to increase their sales. In addition, they will make more profits which can be invested to enlarge their businesses and by this way help them to improve their living conditions as well as for their families. Their success will serve as a model for other women to set up successfully their businesses and this will contribute to women unemployment and inequity in the country.

F. DELIVERABLES

The deliverables expected from this assignment are the follows:

- The training of 60 women members of the UNCTPC-B on the best hygiene and processing practices for fruits juice and concentrated juice production is done,
- The training of 60 women members of the UNCTPC-B on the best hygiene and processing practices for syrups production is done,
- The effective coaching of the women on the usage of those best practices is done,
- The Debriefing with USAID and country staff after assignment is done
- The assignment report is provided

G. SCHEDULE OF VOLUNTEER ACTIVITIES IN COUNTRY (DRAFT)

Day	Activity
Day 1	Travel from home to US international airport
Day 2	Arrival at Benin International Airport, picked up and check in at Livingstone Hotel.
Day 3	At 9.00 am, the volunteer is greeted at the hotel by CRS staff and thereafter go to CRS office for introductions, security briefing and orientations about logistics and expectations and anticipated outcomes. Any necessary hand-outs will be prepared at CRS offices and Travel to Dassa and check in Hotel Jeco. CRS Benin F2F team introduces the volunteer to the UNCTPC-B responsible and the administrative board, Benin cashew project responsible in Dassa as well as to the chief of police and to Mayor of the district. The volunteer will review and finalize the work-plan and discuss with them on any other arrangement for the work
Day 4	Make a quick diagnosis to better understand the issues related to the participants businesses
Days 5-6-7	Train the women members of UNCPTC-B on the best hygiene and processing practices for fruits juice and concentrated juice production
Day 9-10	Train the women members of UNCPTC on the best hygiene and processing practices for syrups production
Day 11-12	Coach the women members of UNCPTC-B on the usage of those best practices

Day 13	Wrap up the meetings with UNCTPC-B representatives, debriefing with CRS Benin F2F staff, actions plan and recommendations review and travel back to Cotonou
Day 14	Debriefing at CRS office with USAID Mission and CRS staff. Volunteer will finalize his/her reporting at CRS office and fill out all necessary M&E forms
Day 15	Depart for USA

H. DESIRABLE VOLUNTEERS SKILLS

As described above, the volunteer we are looking for this assignment must have relevant professional skills and practical experiences in hygiene and processing quality control of varied products. Especially, he or she must be:

- Expert in cashew apple or apple processing or food processing hygiene and quality control,
- Relevant experiences in apple processing into some derived products like juice and syrups production and their hygienic and quality rules and practices,
- Experiences with rural women groups is an asset
- Be used to adult and illiterate people training
Be familiar to participatory approach

I. ACCOMMODATION AND OTHER IN-COUNTRY LOGISTICS

In Cotonou, the volunteer will stay at Livingstone Hotel or Nobilla Airport Hotel, whereas at Dassa, the volunteer will stay at the Hotel Jeco. In Benin, CRS will pay for hotel accommodation. In addition, a local network SIM card will be provided to the volunteer as well as a spare computer if needed at his or her arrival in Cotonou. In Dassa, CRS will hire a local translator for the volunteer's work and UNCTPC-B will contribute to the volunteer's commuting as well as mobilizing and supporting its members for the required sessions. Mrs Adelaide Laourou, the President of the administrative board of UNCTPC-B and the secretary will work closely with the volunteer during the preparations and his/her work, to ensure that the assignment goals are being achieved.

J. RECOMMENDED ASSIGNMENT PREPARATIONS

1. Training Materials

The volunteer should prepare materials for hand out which can be printed at CRS office in Benin before his arrival. Flip charts, markers, masking tapes can be obtained at the CRS offices in case the volunteer wishes to make some illustrations during the sessions.

2. Working Environment

Dassa is located in the center of Benin in the Collines (Hills) department. It is situated at about 210 km from Cotonou. People there are mostly Christians but all of them are well involved in endogenous

religion. People there speak two main languages: Idasha and Fon. Also, in Dassa, people are open to collaborate with foreigners.

3. Recommended Reading

The volunteer may read some documents on agricultural products processing in derived products like juice, syrup, etc. hygiene and quality control, in Africa and about cashew processing activities and sales.

4. Weather Appropriate Clothing

The weather appropriate clothing is light and not dark clothes. In the center of Benin, the weather is a bit hot and humid with some temperatures varying between 23 to 36 Celsius degree. It is also a sunny weather with some rains fall from March.

K. KEY CONTACTS

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