



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

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

Notice for potential volunteers:
Some assignment details are subject to change.

Summary Information	
Assignment Code	TL225
Country	Timor-Leste
Country Project	Modernizing Agriculture
Host Organization	General Directorate Livestock and Veterinary department
Assignment Title	Assessment and Training on Abattoir Facility Improvement
Assignment preferred dates	Flexible
Objectives of the assignment	<ul style="list-style-type: none"> • Assessment and training to private company and staff on Abattoir Facility standardization • Train staff on scavenging abattoir facility management
Desired volunteer skill/expertise	<ul style="list-style-type: none"> • Abattoir expert with a good understanding of facilities management
Type of Volunteer Assistance	Technology Transfer (T)
Type of Value Chain Activity	Information and support service (S)
PERSUAP Classification ¹	Type III

A. BACKGROUND

CRS Farmer-to-Farmer (F2F) Program is a USAID funded 5-year program (July 2018 – June 2023) that will provide technical assistance from United States (U.S) volunteers to farmers, farmer groups (cooperatives and associations), agribusinesses and other agriculture sector institutions. The program objectives are to facilitate economic growth within targeted agriculture sub-sectors, enhance sub-sector inclusiveness to expand participation to a broader range of individuals and communities and to increase the American public’s understanding of international development issues and US international development programs. Volunteers, recruited from all States and the District of Columbia, are individuals who have domestic careers, farms and agribusinesses, or are retirees who want to participate in development efforts. F2F program will assist in agriculture development, commodity value chain competitiveness and firm upgrading by providing technical assistance to introduce new technologies, innovations and development of local capacity for more productive, profitable, sustainable and equitable agriculture systems.

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.



The Timor-Leste Ministry of Agriculture and Fisheries Strategic Plan² recognizes the fundamental importance of agriculture to Timor-Leste's economy and the impact of agriculture on poverty reduction, food and nutrition security, economic growth, and income and employment generation through its linkages to other sectors of the economy. The agriculture sector in Timor-Leste accounted for 19% of Gross Domestic Product (GDP), or over \$253 million in 2013. However, there is a considerable net deficit in agricultural trade as imports in 2014 were valued at approximately \$60 million. Major imports include rice, sugar, meat (chicken, beef, pork), vegetable oil, fish, milk, and vegetables (potato, onion)². In rural communities 57% of women and 60% of men are actively involved in agriculture³. Agriculture consists primarily of subsistence farming with limited access to inputs, technical knowledge, and market linkages. There is a heavy reliance on traditional agricultural practices such as slash-and-burn cultivation. Most smallholdings are mixed rainfed farms growing maize, cassava, red kidney beans, sweet potato, rice, groundnut, and vegetables. Coffee, coconut and candlenut are the most common tree crops. Livestock, such as poultry, pigs, cattle, buffalo, goats and sheep are raised on a small-scale and extensive

General Directorate Livestock and Veterinary is one of the general directorates under the Ministry of Agriculture and Fishery Timor-Leste which consisted of two national directorates such as national directorate of livestock and national directorate of veterinary.

In the development of the agriculture sector in Timor-Leste. Administratively, Timor-Leste is divided into Districts, Sub district, village and Aldeias (hamlets). There are 13 Districts, 65 Sub-districts and 442 Villages and 2,225 aldeias/sub villages. The size of Timor Leste is 15,007 KM², of this only 8% is cultivable land. The total population is 1,183,643 (Census 2015) population (>70%) are traditional farmers. Livestock in Timor-Leste composed of village chickens (928,806), pigs (419,169), cattle (221,767), goats (158,467), buffaloes (128,262), horses (50,751) and sheep (40,498) (Census 2015).³ The performances of these livestock are low. The low performance is due to several reasons. The first reason is livestock diseases. Endemic Animal diseases in Timor Leste are Newcastle Disease (ND), Classical Swine Fever (CSF), Septicemia Epizootic (SE), Brucellosis, Sura and parasite diseases. Other factors include very high calves' mortality (up to 50%) and low reproduction rate (30%) (de Almeida, 2012).⁴

To overcome low performances of our Livestock, government through Ministry of Agriculture and Fisheries (MAF) has routine vaccination program to control endemic animal diseases. The routine vaccinations conducted in the country include: vaccination for ND, CSF and SE. The other two main diseases (Brucellosis and Sura) have no vaccination yet. Another case low livestock performance is how to formulate for the ruminant and one strategy to overcome low livestock performances is by planting legume trees and variety of grasses to substitute the lack of nutrition particularly during dry season. Another strategy to overcome Animal Diseases, is to be part of World Animal Health Organization (OIE). Timor Leste has become 178th the member of OIE in 2010. And most of this is modernizing the agriculture sub-sector in particular, as is indicated in the CRS Timor-Leste Country Project document. CRS' engagement in the sector is for the period ending September 2023.

² <http://extwprlegs1.fao.org/docs/pdf/tim149148.pdf>

³ <http://www.statistics.gov.tl/tl/category/publications/census-publications/>

⁴ <https://www.springer.com/journal/11250>



These activities are designed and developed to diversify the local economy in Timor-Leste. Timor-Leste as a new country which won the independence in 2002 is aiming to diversify the industry by moving away from a single economy dependent on natural resources in its ‘Strategic National Development Plan 2011-2030’. However, the lack of the experiences and human resources become challenges in all sectors in this country.

B. ISSUE DESCRIPTION

Currently MAF has one abattoir which located in Tibar, Liquica Municipality, about 10 kilometers west of Dili. The facility was one of about 10 plants built by JICA (Japanese aid agency) in Indonesia in 1996/7. After independence, the plant fell into disrepair with only intermittent operation between 2000 and 2004. The abattoir was refurbished by MAFF (that own the plant) through support from the state (PM special budget) and with support from ILO, NZAid and Irish Aid (several hundred thousand dollars). The plant was opened for operation in June 2012.

While MAFF owns the facility, a company called Ebai has the operating contract for the abattoir. Originally, the operating contract was to be a joint venture with three companies, but one of the investors (EDS) emerged as the sole investor and operator with a five-year contract (2012-17). As overviewed in Section 8.8, EDS owns a butcher shop / beef distributor in Dili that buys its own cattle.

Virtually all the cattle slaughtered at Tibar are sold through the butcher shop of EDS and another (extended) family company, Talho Moris. However, the intention is that the plant will provide service slaughter for other slaughtermen (who will be closed down under the “Slaughterhouse Permit Regime” law). The current slaughter (and inspection) fee is \$30 per head. Ebai then pass on a proportion of this (\$7.50) to MAFF as part repayment for use of the plant. Water and power costs are provided free by the state (not MAF) and MAFF provides inspection services. Ebai pay all other costs, although the company didn’t know what these are (because it is a small part of the overall company). About four people work at the plant to unload, slaughter and wash out.

The abattoir consists of a large slaughter area with basic but appropriate slaughter facilities, a race, killing box, stunning facilities / gun. Slaughter records show that 45-53 animals are killed at the plant per month, an average of 4 days a week, and 2-4 animals per working day. The low throughput and capacity utilization is due to lack of demand for service slaughter. With increased demand and upgrades, capacity could be into perhaps 50 animals per day. On the capacity side, there is a rail for moving carcasses, but it is not used (carcasses are moved around the plant by hand). There are currently no cold storage facilities at the plant, which means that carcasses cannot be hung or aged. A refrigerated cold container purchased for the facility is housed at EDS, so carcasses are cold stored at butcher shops, although there are storage limits there also. Carcasses can be cut to order in the boning area but are usually transported in quarters to the butcher shops that have butchering facilities. Government has plans and a budget allocation (tens of thousands of dollars) to increase chilling and freezing capacity and others facility.

Given the challenges still existing at Tibar, the development of district abattoirs remains at a conceptual stage. Through this assignment expected volunteer will provide information and realistic recommendations to Ministry



Agriculture and Fisheries especially General Directorate Livestock and Veterinary can plan budget for purchase Material and facilities needed to improve the system

C. OBJECTIVES OF THE ASSIGNMENT

The objective of this volunteer assignment is to asses and train staff on standardization of abattoir facilities and practically demonstrate modern technical knowledge/skills on facility management practices. The participant for the assignment abattoir staff, Livestock’s and Veterinary staff.

The volunteer may touch upon some of the following techniques that can improve the abattoir facilities and Management:

1. Train staff on abattoir facilities and management
2. Asses facility needed to improve at Abattoir Tibar

D. HOST CONTRIBUTION

General Directorate will select, determine the attendances regarding to training participant. The General Directorate will also ensure that the necessary class rooms and local training aids and other teaching materials are in place. The host will also provide the volunteer with and facilitate the volunteer for meal services. The General Directorate will also assign a focal person who can guide and facilitate the volunteer specialist during the assignment period. The host will also provide accommodation, office space and office furniture as well as vehicle if any travel is required during the assignment duration.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

This assignment volunteer will contribute to the following:

1. Produce list abattoir facility needed and provide estimation price for each unit
2. Initial presentation (outlines/list of activities, plan, approach, etc.)
3. Training and direct assistance to minimum 60 participant

F. DELIVERABLES

1. Final report Field report with recommendation and simple guidelines submitted,
2. Provide guidance for standard abattoir facility
3. Group presentation with local stakeholders at the end of the assignment in country
4. Training attendance list
5. Group presentation
6. Volunteer outreach activities in the US and in country
7. Debrief meeting with USAID and US Ambassador

G. SCHEDULE OF VOLUNTEER ACTIVITIES IN TIMOR-LESTE

Please note that this is a tentative schedule and will be finalized post volunteer selection with consultation with volunteer.

Day	Activity
Day 1	Arrival in Timor-Leste. The volunteer will be picked by a car provided through CRS’s client hotel



	with a placard bearing “CRS logo and volunteer name”.
Day 2	<ul style="list-style-type: none"> Briefing meeting at CRS office with CRS F2F staff, security briefing and logistics and itinerary of the trip and discuss anticipated outcomes and work plan; Setup with guesthouse and other logistics
Day 3	<ul style="list-style-type: none"> Briefing meeting with staff and Leader of General Directorate First hand briefing on outlines of topics of the training, plan, approach, etc, and adjust the topics as required. Work planning discussion with the staff of the General Directorate Prepare course/training and plan with the General Directorate to proceed with the assignment (lecturing, advising, and practicing)
Day 4-6	Conduct the assignment according to an agreed schedule on abattoir facility assessment and management
7-8	Saturday and Sunday -reporting and presentation preparation
9-11	Conduct the assignment according to an agreed schedule on abattoir facility assessment and management
Days 12	<ul style="list-style-type: none"> Wrap up sessions that emphasize key concepts of the assignment: The General Directorate evaluates the assignment and discusses final report recommendations with the volunteer. Group presentation to the host in the presence of CRS F2F staff
Day 13	<ul style="list-style-type: none"> Back to CRS and Debriefing for CRS staffs in CRS office Submit all reports, return logistic items and complete all required activities Debrief meeting with USAID and USA Ambassador
Day 14	<ul style="list-style-type: none"> Travel back to USA

H. ACCOMMODATION AND ANOTHER IN-COUNTRY LOGISTICS

- Before travelling to the assignment place, the volunteer will stay in Plaza Hotel at one of the CRS’s client hotels that will be booked and confirmed before the arrival date. <https://www.google.com/search> in Dili, 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 or using Taxi
- CRS Timor Leste 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 Timor-Leste.
- CRS will provide a vehicle and accompany the volunteer to the place of assignment.
- During her/his assignment period on the field, the volunteer will be stay at General guest house/hotel/homestay
- CRS Timor-Leste 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.
- Before departing to US, the volunteer will also liquidate advances (if any) at CRS Timor-Leste
- For more information, please refer to country information that will be provided

I. RECOMMENDED ASSIGNMENT PREPARATIONS

- Prior to travel, the volunteer will be advised to prepare necessary training and demonstrating aids and written handouts. Softcopies of the handouts and any other paper materials can be printed for immediate use at either office of CRS on request by the volunteer.



- If the volunteer requires use of simple training aids like flip charts, markers, masking tapes, etc, s/he should make the request and collect from either office at Dili office prior to travel to the assignment place.
- Translation of handouts to local languages can be done in the locality of the assignment, if shortly required. Depending on the meeting places, the volunteer may use a laptop and projector for power point presentations
- Recommend reading are <http://www.scielo.br/scielo>. <http://www.fao.org>
- Related to the weather condition now it is rainy season

J. KEY CONTACTS

<p>CRS Baltimore Priyanka Subba Volunteer Recruiter Farmer to Farmer Program 228 W. Lexington Street Baltimore, MD 21201 410-955-7194 Email: priyanka.subba@crs.org</p>	<p>F2F Program Manager Jose Maria Alves Ornai Farmer-to Farmer Project Manager, Catholic Relief Services Timor Leste Rua Dom Boaventura No. 12, Motael Vera Cruz, Dili, Timor-Leste Email: josemaria.alves@crs.org</p> <p>Celestina Ramos Cristo Farmer to Farmer Project Assistant Email: celestinaramos.cristo@crs.org Telephone: +670 7526421</p>
<p>Host Organization: Domingos Gusmão General Director of Livestock and Veterinary Email:</p>	<p>Mario Jose Morais L.Agp., M.sc. Chief Department of Forage and Animal nutrition development. Telephone: +670 77245177 Email: riomorais@yahoo.com</p>