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** | **TL232** |
| Country | Timor-Leste |
| Country Project | Modernizing Agriculture  |
| Host Organization | Arcamaten Ltda.  |
| Assignment Title | Nutrition content on Poultry feed production use local ingredient  |
| Assignment preferred dates | Flexible |
| Objectives of the assignment | * Train staff on how to formulate local ingredients to produce chicken feed which has appropriate nutritional standards
 |
| Desired volunteer skill/expertise | * Poultry feed formulation expert with a good understanding of poultry nutrition requirements
 |
| Type of Volunteer Assistance | Technology Transfer (T)  |
| Type of Value Chain Activity | Processing (P) |
| PERSUAP Classification[[1]](#footnote-1) | Type III |

1. **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.

The Timor-Leste Ministry of Agriculture and Fisheries Strategic Plan[[2]](#footnote-2) 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 2016, Arcamaten Ltda was legally registered in Ministry of Finance and only started with a local employee. By 2017, there were 4 additional employees started to do food processing as part time job. Both local company and farmers were laid down contract to continue supply raw agricultural commodities aim to response a need of food industry. Many types of raw products were proceeded implement the processing by 5 locally employees into tea and food for animal. There were 100 rural farmer members grown various agricultural commodities to ensure produces supply to food industry remain steady. A sustainable economy growth in the rural societies should be depends on food processing prior meet real market demands. Therefore, rural farmers are able to take good opportunity independently growing agricultural products for food industry in Dili. The company has conducted successful experiment to dehydrate fruit, cassava, spices and leaves into flour for cuisines and bakery. But size of dehydrate machine is very small to dry high volume of agricultural produces. Therefore, company is required international professional experience and expertise to pass skill into staff about method of assembling dehydration components. In specifically, this company will be represented as origins of the host organization seeking any collaboration to assist food industry for current domestic and international markets.

Local company is currently relying on variety of produces such tomatoes, bok choy, garlic, shallots, chili peppers, long beans, gourds, eggplant, watermelon, turmeric, lemongrasses, sweet potatoes, bananas and others. Arcamaten Ltda face another issue on organic certification for certain produce to response organic market globally whereas company will focus this matter by 2021. Farmers have an important duty in building a mutual collaboration among others aim to equip great quantity produces for industry.

1. **ISSUE DESCRIPTION**

Poultry production sector in Timor-Leste is affected by many challenges. Some of the problems include most of the feed importing from Indonesia that effecting the feeding of chickens does not match the nutritional requirement because sometimes the domestic stock cages are inadequate and must wait order from Indonesia and it is takes time one to two months.

To anticipate the shortage of chicken food stock and the slightly higher price of imported food, Arcamaten took the initiative to produce it through mixing available local ingredients such as rice bran, leaf vegetables, anchovies and others but they did not understand whether the amount they had made had met the nutritional standards a chicken feed.

It is believed that if the technical capacity of the Arcameten staff in nutrition poultry feed formulation and management can improved the quality and quantity of feed producing and they can sell more and earned more profit.

1. **OBJECTIVES OF THE ASSIGNMENT**

The objective of this volunteer assignment is to train and practically demonstrate modern technical knowledge/skills on improved nutrition poultry feed. The beneficiaries for this assignment will be employees of the company.

The volunteer may touch upon some of the following techniques that can improve the poultry feed and hatchability of eggs:

1. Selection and care of poultry feed (training on feed processing use local ingredient)
2. Standard nutrition content for poultry feed and create a manual for the formula on mixing local ingredient
3. **HOST CONTRIBUTION**

The General Directorate will select, determine the attendances regarding to training participant. The Arcamaten will also ensure that the necessary classrooms 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 Arcamaten 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.

1. **ANTICIPATED RESULTS FROM THE ASSIGNMENT**

This assignment volunteer will contribute to the following:

1. Dose of ingredients for making animal feed Manual
2. Initial presentation (outlines/list of activities, plan, approach, etc.)
3. Training and direct assistance conducted,
4. **DELIVERABLES**
5. Final report Field report with recommendation and simple guidelines submitted,
6. A manual for poultry feed production for local ingredient
7. Group presentation with local stakeholders at the end of the assignment in country
8. Training attendance list
9. Group presentation for CRS staff
10. Volunteer outreach activities in the US and in country
11. **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 | * 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;
* Briefing meeting with staff and Leader of General directorate
* Firsthand briefing on outlines of topics of the training, plan, approach, etc., and adjust the topics as required.
* Prepare course/training and plan with the Dir to proceed with the assignment (lecturing, advising, and practicing)
 |
| Day 4-6 | Conduct the assignment according to an agreed schedule  |
| **Day 7-8** | **Report draft and day rest**  |
| Days 9-11 | Conduct the assignment according to an agreed schedule  |
| Days 12 | * Wrap up sessions that emphasize key concepts of the assignment: The Dir. evaluates the assignment and discusses final report recommendations with the volunteer.
* Group presentation to the host in the presence of CRS F2F staff and local leader
 |
| Day 13 | * 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 Ambassador
 |
| Day 14 | * Travel back to USA
 |

1. **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 cl
* ient 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 PTC guest house
* 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
1. **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
* You can subscribe to the [ETAN](https://etan.org/resource/etlist.htm) listserv which provides daily news and analysis on events occurring in Timor-Leste.
1. **KEY CONTACTS**

|  |  |
| --- | --- |
| **CRS Baltimore** | **F2F Program Manager** |
| **Priyanka Subba**Volunteer RecruiterFarmer to Farmer Program228 W. Lexington StreetBaltimore, MD 21201410-955-7194Email: priyanka.subba@crs.org  | Jose Maria Alves Ornai Farmer-to Farmer Project Manager, Catholic Relief ServicesTimor LesteRua Dom Boaventura No. 12, Motael Vera Cruz, Dili, Timor-LesteEmail: josemaria.alves@crs.org **Celestina Ramos Cristo**Farmer to Farmer Project Assistant Email: celestinaramos.cristo@crs.orgTelephone: +670 7526421 |
| **Host Organization:** |
| **Carlito Alves** Arcamaten Ltda, Director Telephone: +670 77289495erani.bimali@yahoo.com  | **Natalino Ximenes**Acamaten Ltda. Manager Telephone: +670 76196432 |

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. [↑](#footnote-ref-1)
2. <http://extwprlegs1.fao.org/docs/pdf/tim149148.pdf> [↑](#footnote-ref-2)