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FARMER TO FARMER
The USAID John Ogonowski and Doug Bereuter Farmer-to-Farmer Program



CRS Farmer-to-Farmer Program Assignment Scope of Work

To express interest in this assignment please email chi.olisemeka@crs.org

Summary Information	
Assignment SOW Code	ET304
Country:	Ethiopia
Country Project:	Agribusiness Development
Host Organization:	Alema Farms
Partner:	N/A
Assignment Title:	Poultry Farm and Processing Machines Repair and Maintenance Supervision
Objectives of the assignment:	<ul style="list-style-type: none"> • Review current poultry farm machinery and equipment repair and maintenance procedures to improve farm production efficiency. • Train farm staff on the efficient operation and maintenance of machinery and equipment. • Develop preventive maintenance schedules and protocols for optimal equipment performance.
Assignment preferred dates:	Flexible
Desired volunteer expertise:	<ul style="list-style-type: none"> • Formal qualifications in Electrical and Mechanical Engineering • Extensive knowledge and practical experience in poultry farm maintenance and operational activities. • Skilled in overseeing preventive, predictive maintenance, and maintaining parts inventory effectively.
Type of Volunteer Assistance:	P Processing/Technology Transfer
Type of CSA Activity	N Not applicable

PERSUAP Classification ¹ :	III			
Approx. number of people to be trained:	Men	Women	Male Youth	Female Youth
	17	3	15	none

Host Information	
Date of completion of baseline & capacity development plan data collection:	3/17/2024
Date of host agreement signing:	2/22/2024
No. of previous assignments: ²	None
Recommendations given (Total):	None
Recommendations applied (Total):	None
Name of ToT trainee (if already identified)	Balew Teka

Gender, youth and climate considerations			
Gender Sensitivity:	Yes	No	If yes, how? If no, why not?
1. Does the assignment take into account gender dynamics (i.e. decision-making power, roles and responsibilities, cultural norms) in the implementation area?	Yes		The role of women in operating and maintaining poultry machinery is limited because the job is considered physically demanding, and it is predominantly assigned to men rather than women. This

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.

² Discuss new hosts with Program Director.

			assignment will aim to include more women beyond the stated 3 by providing access and encouraging women that do not typically work in this part of the value chain to attend the training.
2.1 Does the assignment contribute to increasing the capacities of men?	Yes		The assignment will contribute to improving the knowledge and skills of men in poultry farm machinery maintenance.
2.2 Does the assignment contribute to increasing the capacities of women?	Yes		The assignment will contribute to improving the knowledge and skills of the 3 women currently working in poultry farm machinery maintenance. Given the higher number of male participants, this assignment will strengthen the capacity of more males.
3.1 Does the assignment address the constraints of women?	Yes		The number of women working with poultry machinery is small compared to men due to cultural norms and gender roles, which dictate who works in various parts of the value chain. As part of addressing these constraints, the host will provide access to this assignment's training sessions for women who are interested in exploring work in operating, repairing, and maintaining poultry machinery.

3.2 Does the assignment address the constraints of men?		No	The assignment does not address constraints specific to men.
4.1 Does the assignment consider how to mobilize women to participate?	Yes		Yes, both men and women staff will have equal access to participate in the training. In addition, the host leadership will actively encourage female staff to take part in the training sessions.
4.2 Does the assignment consider how to mobilize men to participate?	Yes		Yes, both men and women staff will have equal access to participate in the training.
5.1 Have the assignment logistics been organized in a way that facilitates men's participation?	Yes		The host office logistics will be organized similarly for both men and women participants.
5.2 Have the assignment logistics been organized in a way that facilitates women's participation?	Yes		(Same as above)
Youth Empowerment:	Yes	No	If yes, how? If no, why not?
1.1 Does the assignment contribute to increasing the capacities of male youth?	Yes		The assignment contributes to increasing the capacities of male youth. From the 20 total number of planned trainees, 75% are youth of which all are male.
1.2 Does the assignment contribute to increasing the capacities of female youth?		No	The assignment will not contribute to increasing the capacities of female youth, because no female youth will be trained in this assignment.

2. Are there particular barriers to male youth and female youth’s participation in the value chain? Has the assignment taken those into account?	Yes		Major barriers to male and female youth participation in the poultry value chain include their lack of knowledge and skills on poultry machinery operation, repair, and maintenance, addressing poultry diseases, market problems, feed resources, and proper housing. The assignment will equip youth with the skills to address challenges related to proper repair and maintenance.
3.1 Does the assignment address the particular constraints of the male youth?	Yes		The assignment will improve the skill and confidence of the young men to solve some of the poultry machinery operation, repair, and maintenance challenges.
3.2 Does the assignment address the particular constraints of the female youth?		No	No female youth will be trained in this assignment
Climate Change	Yes	No	If yes, how? If no, why not?
Will the assignment address climate change? (Yes/No) If yes, please include this in the issues description.	No, the assignment is focused on poultry farm maintenance and operation and does not address any climate change issues.		

A. BACKGROUND

The CRS Farmer-to-Farmer program (F2F) is a five-year (2023-2028) USAID funded program which provides technical assistance to farmers, farm groups, agribusinesses and other agriculture sector institutions in developing and transitional countries to promote sustainable improvements in food security and agricultural processing, production, and marketing. The main goal of the program is to generate sustainable, broad-based economic growth in the agricultural sector through voluntary technical assistance. A secondary goal is to increase the U.S. public’s understanding of international development issues and programs and international understanding of the U.S. and U.S. development programs.

F2F volunteers are pooled from a broad range of US agricultural expertise including private farmers, university professors, bankers/certified accountants, animal health and nutrition specialists, soil scientists and agronomists

who can provide technical assistance to the local host organizations. The program introduces new innovations and skills to develop local organizations' capacity to participate in more productive, profitable, sustainable, and equitable agricultural systems while providing an opportunity for people-to-people exchange within the agricultural sector.

When the COVID-19 global pandemic broke out, CRS F2F introduced a paired remote volunteer (PRV) model whereby a US volunteer who does not travel provides remote support to a local/national volunteer who carries out the assignment in-person. This model is still used for up to 10% of assignments.

For the 2023-2028 round of F2F, CRS is taking a gender-sensitive approach to programming, which includes conducting a gender assessment of each host prior to initiating assignments. CRS is also asking each host to identify at least one person to be a key trainee (under a Training of Trainer [ToT] model) for each assignment in the hope that this person will be able to replicate the training in the future. This isn't a deal-breaker but we are strongly encouraging it. Therefore, the volunteer report format will ask you to name the trainee (if there was one) and comment on their level of engagement.

The CRS F2F program in Ethiopia has identified Agribusiness and Nutrition as the topics of its assignments. These are known within F2F as 'Country F2F Projects.' The Agribusiness country project includes developing sustainable and resilient production systems, strengthening market systems (market information, linkages, infrastructure), building the capacity of agribusinesses and cooperatives, and strengthening research extension advisory service. CRS has identified maize, wheat, teff, coffee, beans, milk, beef, and poultry as commodities to be supported under the agribusiness development country project. The Nutrition country project provides technical support on nutrition-sensitive agriculture, crop and livestock production diversification, nutrition awareness, food processing techniques, recipe preparation, and organizational development. CRS F2F's working geographic zones in Ethiopia are Oromia, Amhara, Addis Ababa, SNNP, Sidama and Tigray. Requests to work in other locations or on sub-sectors that fall outside of the two identified Country F2F Projects are sometimes considered but are seen as exceptions.

[Alema Farms](#) is located in Bishoftu and was established in 1993 with the objective of consistently providing customers with high quality, innovative poultry, livestock and agricultural products and services. By exceeding customer demands and service expectations in providing high quality products, the farm's vision is to be a recognized brand of choice in Ethiopia. Alema Farms is made up of 639 staff (48% women). The organization processes and markets meat products including chicken and pork, processed beef products, beef and chicken mortadella, chicken and beef hot dog, pork carcasses, chicken and beef shish kebab, bolide ham and marinated whole chicken. It also produces high standard animal feeds such as poultry feed (broiler and layer), dairy feed (basic, excellent, and super), calve and heifer feed, sheep and goat feed, pig feed, equine feed, and beef fattening feed (basic and super). Alema Farms also supplies reasonably priced veterinary medicine, agrochemical, and agricultural equipment.

B. ISSUE DESCRIPTION

Alema Farms uses modern machinery and equipment throughout the production process, from poultry farming to meat processing and packing. However, the machinery and equipment on the farm are experiencing a short

lifespan due to the farm's difficulty in finding experienced personnel to maintain and operate the poultry farm and processing machinery and equipment. The maintenance teams, including technicians and operators have limited knowledge on poultry farm and processing machinery and equipment maintenance, as well as the development of regular maintenance schedules and protocols.

The management and maintenance of equipment, including hatchery machinery, chicken slaughter, meat processing and cold storage are critical components of maintaining competitiveness and ensuring the company's survival. Regular repair and maintenance are essential to uphold operational efficiency and productivity in these critical areas. Inadequate repair and maintenance practices are resulting in longer downtime and under-capacity operation at the farm. Consequently, there is a pressing need for additional training on the operation and maintenance of poultry farm machinery and equipment. It is essential for the company's technical department to effectively maintain the equipment at their disposal to address technical issues. To achieve these objectives and improve their business performance, the technicians need improved capacity in preventive and predictive maintenance.

C. OBJECTIVES OF THE ASSIGNMENT

The main objective of this volunteer assignment is to review the current poultry farm maintenance activities and procedures and provide training on equipment maintenance to improve proper operation and production.

The specific objectives are:

- To assess gaps in the farm's existing machinery and equipment repair and maintenance procedures and activities.
- To provide training for farm staff on efficient operation and maintenance of machinery and equipment.
- To assist the host in developing preventive maintenance schedules and protocols

D. HOST CONTRIBUTION

Alema Farms will mobilize staff to attend the trainings conducted by the volunteer. The host will also assign at least one key personnel to work closely with the volunteer during preparations for the trainings and in the implementation of the trainings themselves to ensure that the key staff can train other staff of the organization after the assignment has been completed.

E. ANTICIPATED RESULTS FROM THE ASSIGNMENT

It is anticipated that the assessment will lead to:

- Identification of gaps in existing equipment maintenance procedures and activities.
- Development of maintenance schedules and protocols.
- Farm staff will be trained on machinery maintenance and procedures.

F. DELIVERABLES

The anticipated deliverables accomplished by the volunteer include:

1. A comprehensive document outlining maintenance schedules and protocols.
2. Volunteer's final report with recommendations due before departure from Ethiopia
3. Group presentation with local stakeholders at the end of the assignment in-country.

4. A minimum of 3 volunteer outreach activities in the US and in-country using appropriate media (print, radio, TV, group presentations, social media etc.)

G. DRAFT SCHEDULE OF VOLUNTEER ACTIVITIES IN COUNTRY

Days (not dates)	Activity
Day 1	<ul style="list-style-type: none"> • Arrival at Ethiopia Airport; pick-up by Inter Luxury hotel shuttle. • Check-in at Inter Luxury. <p>NB: In case you encounter any difficulty, please request assistance from Airport Staff to call Tatek Woldu (on WhatsApp or phone) at +251 911873970 or Lidia Retta at +251 912091962</p>
Day 2	Rest day in Addis Ababa
Day 3	<ul style="list-style-type: none"> • At 7:30am, the volunteer will be picked up at the hotel by a CRS driver and taken to the CRS Office for introductions and briefings. • Volunteer will be briefed by the F2F team about the host and discuss with the team the related logistics and anticipated outcomes of the assignment. • Volunteer may also prepare study materials while at the CRS Office. • After the briefing, the volunteer will travel to Bishoftu to commence the assignment in the company of F2F team members.
Day 3	<ul style="list-style-type: none"> • Introduction to the host and working environment.
Day 4-14	<ul style="list-style-type: none"> • Carry out the assignment and provide orientation to the host staff.
Day 15	<ul style="list-style-type: none"> • Debrief/exit meeting with the host in the presence of CRS staff.
Day 16	<ul style="list-style-type: none"> • Facilitate an in-country/virtual debrief with CRS staff and/or USAID Mission. • Finalize reimbursement of expenditures and liquidations (if any) with the finance department, as required. • Submit volunteer reports, training attendance sheet, assignment report, PPT presentation and any reference materials to CRS F2F team. • Depart for the USA.

H. DESIRABLE VOLUNTEERS SKILLS

The volunteer needs to have the following skills, qualifications, and competencies:

- Formal qualification in mechanical or electrical engineering.
- Extensive knowledge and practical experience in poultry farm maintenance and operation activities
- Ability to supervise maintenance/repairs installation and inspections in a manufacturing setting.
- Strong communication and interpersonal skills.
- Respect for the cultural and religious norms of rural communities.
- Adaptable to working conditions in developing countries.

I. ACCOMMODATION AND ANOTHER IN-COUNTRY LOGISTICS

- Before travelling to the assignment's location, the volunteer will stay in **Addis Ababa** at one of CRS's client hotels, **Inter Luxury Hotel** (<https://interluxuryhotel.com/>) and confirmed before the volunteer's arrival. The hotel includes services such as airport pickup and drop-off, breakfast, wireless internet, etc.
- All required materials will be prepared ahead of time and will be provided to the volunteer. CRS Ethiopia will provide the volunteer with a laptop computer (if s/he needs one), 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. CRS will provide a vehicle and accompany the volunteer to the place of the assignment.
- For the duration of the assignment, the volunteer will be booked into [Yatu International Hotel](#) located in **Bishoftu** to be confirmed prior to the volunteer's arrival. CRS Ethiopia will cover the costs of lodging. CRS HQ will provide the volunteer with a per-diem advance to cover meals and incidences.
- Security information will be provided by the CRS Ethiopia security focal person at the CRS Addis Ababa office.

J. ASSIGNMENT PREPARATION RECOMMENDATIONS

Training Materials and preparation

- While CRS F2F has crafted the SOW, the volunteer can enhance it further leveraging their professional expertise to effectively execute this assignment.
- Prior to the assignment, the volunteer is advised to prepare the necessary training and demonstration aids and written handouts. Soft copies of the handouts and any other paper materials can be printed for immediate use at the CRS office on request by the volunteer.
- CRS will arrange a connection call between the volunteer and the host prior to the volunteer's departure from the US. At this point, all parties will review and confirm the objectives of the SOW.
- If the volunteer requires simple training aids like flip charts, markers, or tape s/he should make the request in advance and obtain the materials from the CRS office.
- Handouts can be translated into the local language in the locality of the assignment, if required.
- Depending on the training locations and availability of electric power and LCD projector, the volunteer may use a laptop and projector for PowerPoint presentations. This information will be provided during the volunteer and team connection call.

Training Participant demographics

- 85% of the trainees are men, and 75% are youths, all of whom are male youths.
- 80% of the trainees possess Bachelor's degrees, while the remaining staff members hold diplomas.

Security and Health

- Nearby hospitals and clinics are easily accessible if needed. Should assistance be required, we kindly ask volunteers to adhere to the CRS travel insurance process and consult the CRS F2F volunteer handbook (pg. 8) for guidance on accessing medical care during the assignment.

- In case of emergencies, volunteers should contact the host focal point or the F2F country team for assistance.
- There are no major security issues in the town; however, we ask volunteers to maintain vigilance and scan their surroundings. Traveling early in the morning and late afternoon is not advisable. Aim to conclude daily activities within the time interval of 8:00 am and 5:00 pm.

Communication

Assignments in Addis Ababa:

- Reliable electricity supply is not a major issue in Addis Ababa. However, electricity might be switched off for a few hours in the city to perform regular maintenance. Therefore, it's advisable to ensure that electronic devices are fully charged when power is available.
- The volunteer can access free Wi-Fi from the hotel and the host office during the assignment.

Assignments Outside Addis Ababa:

- The host is located in Bishoftu town, ensuring access to electricity, internet, cellphone signal in the area.

Working environment and Culture

- The Ethiopian business environment and culture values trust and forging meaningful relationships. We encourage you to accept any invitations from host staff or training participants to informal gatherings such as lunches, wedding parties, and cultural ceremonies to nurture personal relationships with them.
- Due to the value placed on social hierarchy, the highest-ranking person usually makes the decisions.
- Ethiopia takes a flexible approach to adhering to schedules and deadlines. When working with people, it's advisable to reinforce the importance of meeting agreed-upon deadlines and how that may affect the outcome of the assignment.

Weather and Climate

- Casual and comfortable clothes are key when travelling in Ethiopia. The wet summer season of June, July and August is when you can expect heavy rainfall, and we advise you to pack a lightweight waterproof jacket and an umbrella. The average annual temperature of Bishoftu ranges from 57°F to 64°F.

Recommended reading

- CRS recommends that volunteers become familiar with [CRS programming in Ethiopia](#), and the [Agribusiness](#) or [Nutrition](#) Country F2F Project descriptions.

K. KEY CONTACTS

To express interest in this assignment, please email the CRS Baltimore contact listed below. To find out additional information about the host, issue description or field conditions, please email the country contact provided below, copying the CRS Baltimore contact.

CRS Baltimore	
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Host Organization	
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