STDF GRANT APPLICATION FORM
COUNTRY: GUINEA

1. Project title: **A model for the development of a private/public safety control system for the horticultural exports**	
2. Requesting government	The project is requested by the Coordinating Section of the Common Fund for Commodities (CFC) Guinea under the Ministry of Commerce, Industry and the Small and Medium Enterprises (MCIPME). The MCIPME is the Ministry with the mandate (1) to promote exports, (2) to develop standards and (3) to control food quality. The MCIPME recognises that SPS are a key constraint to the development of the Guinean export industry. Thus the motivation to request this project. The Coordinating Section of CFC Guinea, under the MCIPME authority, has been involved in the implementation of several donor funded projects for the development of the horticultural export sector thus it is the appropriate organisation to execute this project.
3. Collaborating government(s)/agency	The collaboration of Government and the private sector in the different project activities is organised as follows: ▪ **Set up of a National Project Management Unit (NPMU)** Overall project management will be the responsibility of UNCTAD in collaboration with the requesting institution, the Coordinating Section of CFC Guinea under the MICPME and reporting to the funding institutions (STDF members). These institutions will set up a system to oversee the implementation of all project activities. ▪ **Training of a Safety Management Expert Force for the horticultural sector** The extension officers in the Ministry of Agriculture and regional government offices will collaborate with the project by sending their technicians to receive a safety experts training. Subsequently, this ensures that these trained officers will provide advice for the implementation of safety systems at plantation level. Several private companies will send their technicians for training. These will include the four pilot projects as well as eleven other technicians working for companies in the horticultural sector. ▪ **Lay the ground for the establishment of a Public Inspection Force for the horticultural sector** Department of Plant Health and National Laboratory of Plant Protection (LNPV[1]) under the authority of the Ministry of Agriculture, and the officers of the SNCQN[2] (National Service for Quality Control) under the Ministry of Industry and Commerce, will collaborate with the project by sending in their technicians to be trained in inspection procedures for horticultural products and by, subsequently, ensuring that these trained inspectors will carry out inspections to the pilot projects and issue field phytosanitary and quality certificates. ▪ **Strengthen the capacity of laboratories involved in the control of safety of horticultural exports** The laboratory of plant protection of the CRA (Agronomic Research Centre)/Bareng which will benefit from support from the project for a training period at the laboratory of Gans. The laboratory of Gans[3] will contribute to the project by sending in their technicians to provide on-the-job training to the technicians in the laboratory of Bareng. The CERE (Centre for Environmental Research) laboratory will provide cartographic and analytical

	services to the project. It is the one closest to accreditation level, being the better equipped and staffed. Quality systems are being implemented to obtain certification for some of the methods. Technicians are being trained abroad to reinforce their capacities. This laboratory has been supported by the Canadian International Development Agency (CIDA). To support this laboratory, ▪ **Build national certification capability and certify pilot projects** The Ministry of Agriculture, Department of Plant Health and the National Standards Organisation (INNM[4]), under the Ministry of Industry and Commerce, will collaborate with the project by sending in their technicians to be trained as auditors for official commercial standards and by, subsequently, providing the means for the auditors to complete their training by carrying out field visits to the pilot projects. A private accredited certification company (to be identified) will also collaborate with the project by establishing a collaborative agreement with a national auditor (selected from the private sector), which they will train and which will carry out field inspections on their behalf in Guinea ▪ **Implement certification plans in selected pilot projects** Two producers' organisations, Burquier cooperatives and the Union of Potato Producers and two private companies, DAFCO and Fabik Ferme Intégrée will be managing the four selected pilot projects. The managers of the pilot projects (which are the plantation owners or the cooperative president), will be responsible for selecting a Safety Management Manager to participate on the training activities and for ensuring the smooth implementation of the safety systems at plantation level as advised by the training consultants. Fabik will also collaborate with the project by allow its plantation to be used as a demonstration farm during the training course. Fabik is also prepared to be used as a showcase for new ventures wanting to implement safety systems.
4. Project objectives Attach description of project background and rationale.	(See annexes for description of project background and rationale.) The objective of the project is to develop a safety control system for the horticultural export sector in Guinea. This system has several components, including public and private elements, which the project wants to reinforce or set in place if they do not exist. The project aims at setting up a system that must be sustainable and the scheme set in place by the project may also be replicated for other commodities or be incorporated into a National Food Safety Control System (when set up). The key objectives of the project can be described as follows: ▪ To establish a Safety Management Expert Force to assist companies implementing safety control systems. Public authorities and private companies in the agricultural sector in Guinea do not possess the necessary expertise to implement these requirements. For that reason, the project aims to train national private and public technicians as Safety Management Experts to build a critical mass with the capacity to provide assistance for implementation of these systems. ▪ To lay the ground for the establishment of a Public Inspection Force for the horticultural sector. With the aim of responding to the demands of the EU regulation, the project aims at laying the ground for the establishment of a Horticultural Inspection Force responsible for carrying out the field and product inspection (quality and phytosanitary) of horticultural exports, and for issuing field certificates for horticultural export farms.

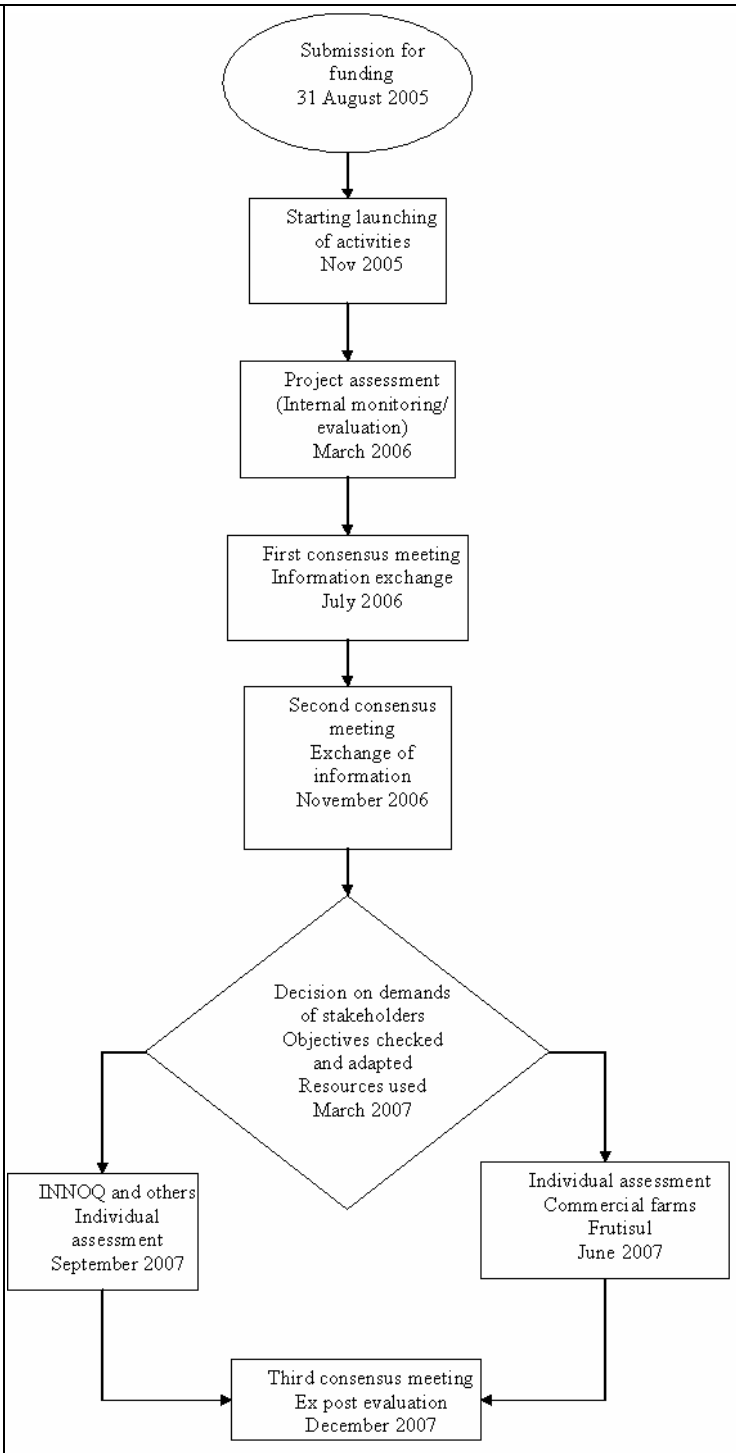
[1] LNPV: Laboratoire National de Protection des Végétaux et des Denrées Stockées
[2] SNCQN: Service National de Contrôle de Qualité et des Normes
[3] Laboratory of Gans: Ministère de la Communauté Flamande, CLO-DGB: Service de bactériologie, Project AIDCO, Van Gansberghelaan 96, B 9820 Merelbeke BELGIUM

	With that objective, the project aims to select 10 inspectors from the public phytosanitary and quality control services to integrate the Horticultural Inspection Force and to enhance their inspection capacity through adequate training. The operation of the Force will be overseen by a coordinator and a procedure manual for its operation will be developed. The unit will first operate within the context of the project, with the support from the Ministries of Commerce and Agriculture with whom the project will establish a collaborative framework. After the development of the legislative texts for the operation of the Unit, also included within the project objectives, a consultation process with the public and private sector will also be started with the aim of officially recognising the force. This system will allow the importing country authority to audit the national horticultural control system (using the same approach used in the fisheries sector) and thus comply with the requirements of the EU food safety legislation. ▪ To increase analytical capacity of the laboratories involved in the certification of exports. To support the work of the Horticultural Inspection Force, the project aims to provide training in specific areas related to phytosanitary inspection and pesticide residue analysis for laboratories involved with exports certification. The selected laboratories were these of the CRA/Bareng and the CERE laboratory. The training envisaged for the CRA/Bareng laboratory is designed to increase the capacity to identify phytosanitary problems of potatoes and certify the production of seed potato. Given that the project will support the implementation of safety systems for potato production, this laboratory is an important element. In addition, the project will outsource from CERE laboratory the analytical and cartographic services required for the implementation of commercial standards at farm level. The capacity of the CAFEX (Centre for the Support of Export Formalities) under the MCIPME, the final link in the safety chain, responsible for issuing product certificate, will be enhanced through the acquisition of IT systems. ▪ To contribute to the establishment of a National Certification Company. The project will contribute to the formation of such a company (1) by training a national private auditor, (2) by facilitating the establishment of a collaborative framework between the auditor and the Accredited Certification Body (ACB) collaborating with the project and (3) by providing the auditor with the opportunity to gain practical experience in Guinea through the certification of the pilot projects. ▪ Build public certification capacity The project will also train a public auditor thus building the certification capacity a public sector institution with this mandate (e.g. INNM). However, given that there are no accredited institutions in Guinea, the public auditors will not be to be able to certify a protocol such as EurepGap. Nevertheless, the training will provide important tools for the development of a system for certification of national standards. ▪ To implement safety management systems in four pilot farms and obtain their certification to international standards A key objective of the project is to obtain the certification of four pilot projects to commercial standards. The certification will be carried out by the national auditor in collaboration with the ACB. The implementation of certification plans in the pilot projects will also allow Safety Managers and the national auditor to acquire the necessary practical skills. The four pilot projects were selected to represent a wide range of situations: a producer's cooperative, a producers union, an export company to the European Market and an estate producing to the regional market. They will provide the "proof of principle" by being the first certified exporting companies. The certification of pilot projects will serve to demonstrate to international buyers and to other interested producers, Guinea's capacity to produce horticultural products certified to internationally recognised standards. Additionally, one of the pilot projects (FABIK Ferme Intégrée) will serve as demonstration site for new projects/companies wanting to improve standards compliance or to obtain certification.

	▪ To disseminate project information to allow replication of the model A website will be created to provide information on standard requirements, implementation procedures and costs. The website to be developed will be focal point for information on standards and international protocols. It will provide information to any new venture on how to obtain an internationally recognised certification including procedures, investment, technical assistance needs and contacts and certification costs. It will also be a source of information for the public sector which has to be fully aware of the requirements of commercial standards and which has to liaise with the private sector to set up an effective Food Safety Control System. Another key element contributing to project replication is the development of operational manuals documenting the implementation of the systems at pilot project level. These will facilitate implementation of the standards for other companies wanting to be certified. One of the pilot projects will also act as a demonstration site for EurepGap certification.
5. Project activities Itemise main elements here and attach a detailed work plan, dissemination plan and evaluation plan.	(See in the annexes document the detailed work plan, dissemination plan and evaluation plan) To achieve the above stated objectives, the project proposes that the following activities are completed: **Activity 1: Set up a National Project Management Unit** ▪ Identify a National Project Manager (Coordinating Section of CFC Guinea) ▪ Acquire equipment and materials ▪ Collaborate with UNCTAD to develop detailed Annual Work Plan and Budget ▪ Select participants for the Safety Management Expert Force and the Public Inspection Force **Activity 2: Training of a Safety Management Expert Force for the horticultural sector** ▪ Prepare selected materials and equipment for demonstration of safety systems at the demonstration farm ▪ Prepare and produce training packages necessary for the retransmission of information at farm level (conception of materials will be the responsibility of the training consultancy) ▪ Train private technicians and public extension officers to provide support for the implementation of safety systems and protocols ▪ The pilot project managers and the training consultants will select 4 of the trained Safety Management Managers to implement the pilot projects. ▪ All of the participants will be required to implement safety systems (even if only partially) at field level and to submit a report documenting the process. ▪ The report will be evaluated by the training consultant. **Activity 3: Lay the ground for the establishment of a Public Inspection Force for the horticultural sector** ▪ Establishment of a collaborative framework between the project and the government for the formation of an informal Horticultural Inspection Force ▪ Develop an inspection manual for the Inspection Force ▪ Select a coordinator for the inspection force ▪ Select 10 inspectors from the national institutions for quality control (4 from phytosanitary control -DPV, LNPV-, 4 from quality control -SNCQN- and 2 from final product control -CAFEX) to carried out field inspections of the pilot project. The selection will be based on the qualifications of the inspectors and on the basis of interviews. ▪ Train these 10 inspectors on inspection procedures ▪ Develop checklists for the attribution of field quality and phytosanitary certificates (SNCQN and DPV/LNPV level) as well as for product quality and phytosanitary certificates (CAFEX level). ▪ Inspect pilot projects to issue field certificates of quality and phytosanitary. ▪ Evaluate the unit performance by an external consultant ▪ Develop legislative texts for the regulation of the Inspection Force ▪ Start a consultation process with public and private sector for the official establishment of an Horticultural Inspection Force

	Activity 4: Strengthen the capacity of laboratories involved in the control of safety of horticultural exports ▪ Training of laboratory staff (phytosanitary analysis and pesticide residue analysis) in accredited laboratories ▪ Acquisition of IT and lab equipment **Activity 5: Build national certification capability and certify pilot projects** ▪ Train three inspectors and auditors chosen from the public and private sectors ▪ Facilitate the establishment of a collaborative framework between an internationally accredited certification body (ACB) and national private auditor ▪ Inspect pilot projects by the trained national auditor ▪ Audit the production of pilot projects by national auditor in collaboration with the ACB ▪ Obtain the certification of the pilot projects **Activity 6: Implement certification plans in selected pilot projects** ▪ Develop certification plans for each pilot project. These plans will be developed by the Safety Managers in coordination with a food safety consultant. ▪ Implement certification plans ▪ Follow up of the implementation of the certification plan by a food safety consultant. ▪ Provide assistance for the acquisition of materials and upgrade of equipment and infrastructure necessary for implementation of the certification plan. ▪ Prepare operational and costs manuals for each section of the protocols (this activity will be the responsibility of the pilot project Safety Managers and the reports will be evaluated by a safety specialist) ▪ Certify pilot project (see activity 5) **Activity 7: Develop an website for dissemination of project results** ▪ Prepare all project information for upload into website. ▪ Website design and upload of information ▪ Train CFC staff for website updating ▪
6. Private/public sector co-operation Detail the arrangements for public/private sector co-operation, if any, in the project.	The management of project activities, from National Management level down to the management of each of the pilot projects and to the information building and dissemination activities, has been ascribed to private and public sector teams. National project management will be under responsibility of the MICPME/Coordinating Section of CFC Guinea. This department has already established arrangements of private/public co-operation given its role in the administration of several agricultural development projects supporting the export sector. It is, therefore, is good focal point for the project here proposed. The responsibility for managing the pilot projects will be ascribed to farmers unions or cooperatives or to private companies. Lastly, one important element of co-operation is embedded in the design of the training activities, which benefit agents in the public and private sector. It is intended that, through the collaborative work that the training activities (including the practical component within the pilot projects) will entail, the beneficiaries agents and sectors will be able to interact and work together to ensure that Guinea builds the necessary capacity to comply with standards.
7. Partner institutions involved If appropriate, identify STDF partner institutions who will be involved and describe	UNCTAD will assume the role of project manager (see attached diagram for easy reference on activities to be undertaken). ▪ The Project Management will carry out a variety of measures to ensure the effective implementation of the project. These include: ▪ Vertical linking agencies will hold coordinating meeting quarterly to enhance information exchange

the nature of that involvement.	▪ Vertical linking agencies will set up a reporting system to report once a month. ▪ Internal monitoring evaluation and problem solving will be reinforced when judged to be weak ▪ Develops checks and realises objectives based on information about the demands of the beneficiaries ▪ Make sure that expectations and requirements of beneficiaries, the project objectives imparted, realised, checked and adapted. ▪ Report on how existing resources are used effectively and efficiently (financial resources, information, supplies, services and other resources ▪ Present expenses to government with receipts ▪ Assume the responsibility of identifying, selecting and recruiting consultants and certification bodies to implement the project's activities, including assessing the quality of training materials as well as the effectiveness of the methodology used by trainers to communicate the know how to the beneficiaries.


Submission for funding 31 August 2005
Starting launching of activities Nov 2005
Project assessment (Internal monitoring/ evaluation) March 2006
First consensus meeting Information exchange July 2006
Second consensus meeting Exchange of information November 2006
Decision on demands of stakeholders Objectives checked and adapted Resources used March 2007
INNOQ and others Individual assessment September 2007
Individual assessment Commercial farms Frutisul June 2007
Third consensus meeting Ex post evaluation December 2007

8. Project outputs Specify outputs clearly and in detail and show relationship to key STDF objectives including capacity enhancement, improved market access and trade opportunities, poverty reduction, linkages to country or regional program development priorities, public-private co-operation, innovativeness, demonstration effects, etc.	The project builds the capacity of public and private organisations to meet official and commercial standards and improves market access. For that reason, it fits into theme 2 defined by the STDF. It will also develop a website for information sharing and include technical assistance activities fitting into theme 3 of the STDF. The key outputs are described below. • **Enhancement of the public and private competencies in the food standards domain** ➢ 30 technicians trained in Food Safety Management Systems The training provided by the project will equip 30 public and private technicians with the theoretical knowledge and practical skills and tools to provide assistance to horticultural producers on the implementation of Production Safety Management System (PSMS). ➢ Training Package A Training Package (including a manual and other support materials) will be prepared by training consultants and reproduced for each participant. These tools will facilitate implementation of Production Safety Management System (PSMS) at farm level by the trained safety experts. ➢ Implementation reports The technicians will implement the safety management systems at field level and will document the procedure in a report. Reports will be evaluated by the training consultant thus providing a measure of the success of the activity. ***Links to STDF objectives*** The participants will have acquired fundamental tools (knowledge and materials) to understand and implement food safety management systems at farm level. Private sector participants, selected from companies exporting horticultural produce, will be able to implement safety management systems and thus compliance of exported produce to international SPS standards. Trained Safety Management Experts from the public sector will also be able to use the training tools to advise national producers (including smallholders) and, thus, increase safety of produce for local markets and improve human and plant health situation in the country. The project fulfils, therefore, not only the STDF requirement to enhance compliance capacity, but also that to enhance capacity in the public and private sector simultaneously. • **Establishment of a project Horticultural Inspection Force and develop the basis for its establishment as an official body** ➢ Procedures manual A procedure manual for the operation of the Horticultural Inspection Force will be developed. This manual will determine procedures for the operation of the Inspection Force within the project. It will also be used as a base document for the establishment of an official Inspection Force. The manual will include inspection checklists for the field and product inspections. ➢ Regulatory texts Regulatory texts will be elaborated based on the procedures manual. These texts are the second step in the establishment of the official Inspection Force. ➢ 10 Public phytosanitary and quality inspectors trained in inspection procedures for horticultural produce The project will train 10 inspectors in modern inspection methodologies. These inspectors trained by the project will be in a position to issue reliable field quality and phytosanitary certificates as they will have acquired knowledge of modern inspection procedures, will be equipped with a procedure manual and inspection checklist and a coordinator will oversee their work and centralise the inspection information. Additionally, the inspectors will participate in the inspection of the pilot projects and their work will be monitored by the external consultant.

	➢ Evaluation report by external consultant The skills acquired by the inspectors and the operation of the Inspection Force will be monitored and evaluated by an external consultant. The consultant will produce a report detailing strength and weakness in the operation of the force and recommendations for its operations. ***Links to STDF objectives*** The establishment of the Inspection Force enhances the capacity of public institutions to comply with international SPS standards. In particular, it provides an auditable organisation to the importing country thus complying with the requirement of the EU legislation and facilitating exports to region. • **Increased analytical capacity of laboratories** ➢ Train one technician at the Bareng Laboratory This laboratory has been supported by International Donors to have the capacity to certify seed potato for the Potato Development project (one of the selected pilot projects). The project, in collaboration with the Gand Laboratory, will train one of its technicians. ➢ Outsource services from the CERE laboratory The CERE laboratory is the best equipped to provide analytical services to the food industry. With the support of the CEAEQ (Centre d'Expertise et d'analyses Environnementales du Québec), the laboratory is implementing a quality system compliant with ISO/CEI 17025 (1999). To justify the need for an accelerated implementation of the quality system, the project will contract the services of CERE to perform the pesticide, soil and water analyses necessary for the implementation of EurepGap at pilot project level. ➢ Equip the CAFEX office with IT systems. The CAFEX laboratory, which supports the attribution of product phytosanitary and quality certificates by the CAFEX inspectors, lacks access to phytosanitary data and quality requirements information. By equipping the services with the necessary IT systems the project is addressing the key bottleneck in the inspection system. ***Links to STDF objectives*** The STDF recognises that the enhancement of analytical capacity is a key stone in the capacity of public systems to comply with the requirements of international standards. For that reason, the project will contribute to the enhancement of the capacity of three key laboratories. • **Contribution to the establishment of a National Certification Company** ➢ Train one public technician as auditor One technician from the National Standards Organisation (INNM) will receive training in auditing procedures. Although the INNM will not be able to certify this standard in the short term, the training received may be used in the future when the institute is accredited. Additionally, the knowledge of the requirements of the commercial international standards is useful for the certification to national standards. This again addressed two of the objectives of the STDF: (1) to enhance public and private capacity simultaneously (2) to act upon the long term. ➢ Train two private technicians as auditors and lay the ground for the establishment of a National Certification Company The project will train two private sector technicians who will be expected to certify to commercial protocols. The performance of the auditors will be evaluated by the Accredited Certification Body (ACB) which will establish a collaboration framework with one of them. The acceptance of the ACB to enter in a collaborative agreement with the auditor will measure the outcome of this activity. In the first phase, the auditor will act through the external ACB. However, this scheme will allow certification to start immediately at affordable prices and will provide the national auditors with a

	means to gaining professional experience. After having acquired the necessary skills and accreditation, the auditors may decide to become independent from the External CB and form a national company. ***Links to STDF objectives*** This slim structure, with almost no fixed operating costs, will ensure certification in the long term. Without creating a heavy and costly structure to maintain, the risks of collapse are minimised. This strategy will guarantee the long term impact of the project as is precisely the objective of the STDF and not just a fire fighting approach. This output is measurable in that the trained auditors will need to be accepted by the ACB as their own auditors. The competence of the auditors trained by the project will be evaluated by the ACB. • **Certification of the production of pilot enterprises/projects** ➢ Four pilot farm with Safety Management Systems The four pilot projects will implement Safety Management Systems at farm level. ➢ Demonstration farm One of the pilot projects will act as a demonstration farm. It will be used for demonstration purposes during the training course but will also be used a Model Show Case for other producers. ➢ Operational manuals for each pilot project Another project output will be the operational manuals produced by the Safety Experts assisting the pilot projects. These concise and practical operational manuals will guide the application of requirements at field level. Procedures as well as costs will be clearly laid out in the operational manuals produced. In this fashion, other producers will have access to all information about how compliance was achieved. The operational manuals are one of the outputs which will allow the evaluation of the success of the project. The manuals will allow the evaluation of the capacities acquired by the Safety Experts trained by the project and will also be a means of monitoring the implementation of the project. ➢ Certification of four pilot projects Within the first year, the project will produce the first certified company in Guinea. One of the selected pilot projects, Burquier Cooperatives, is in the position to implement the necessary quality systems during the first year of the project and to obtain certification. This outcome will be the key measurable output of the project. ➢ Increase market access Certification will immediately improve market access for these companies whose production is, at present, restricted to non-certified European markets (i.e. markets which do not require particular commercial certification). Certification will not only guarantee access to other markets but will also increase the export prices. ➢ Increase welfare of employees and farmers welfare at pilot projects Through the implementation on safety systems in the pilot projects, company employees and farmers will receive training in first aid, pesticide handling, operation of dangerous or complex equipment and IPM. The implementation of the welfare requirements of protocols, such as safety procedures and improvements of toilet facilities will also improve the livelihoods of workers. The pilot project managed by the Potato Producers Union alone involves more than 700 farmers. All of the training received and activities conducted at the farm must be documented. These records provide a means for measuring this project output. ***Links to STDF objectives*** By certifying these companies, the “proof of principle” will be achieved and will be very important

	for Guinea's international credibility as a country with capacity to comply with international agri-food standards. It will therefore facilitate market access to Guinean companies. Additionally, both the pilot projects and the procedures manuals will be allow for the replication of the project. The pilot project, and in particular, the demonstration farm, will be an important demonstration tools. Other producers, who wish to export, will be able to learn about how standards are implemented and use that experience for their own benefit. The pilot projects were chosen with the aim of providing a model for standards compliance in a variety of circumstances. Thus, they will act as demonstration camps of standards compliance for a commercial company largely using contracted workers and for producer organisations oriented towards the export market. In this light, this project will help STDF reach three of its objectives: to enhance the capacity to meet SPS standards, to gain access to international markets and trade opportunities, and to create projects which will be used as demonstration tools. The pilot projects represent development models which take into account the objective of improving exports whilst providing income opportunities for the rural poor. Finally, the certification of production of pilot projects will be a good measure of the overall success of the project, thus fulfilling the STDF requirement that its project outcomes be measurable. • **Standards Website** The results of the project will be made available through a website for possible wider use. This addresses the problem of the accessibility of SPS information, which STDF seeks to address as well as the possibility for project replication. Website visitors will also have access to operational manuals, contacts for the demonstration farm, for the Safety Management Experts, Horticultural Inspection Force and National auditors. • **Reinforcement of the capacity of the CFC Guinea.** The capacity of the CFC Guinea will be enhanced through the support given to their role in the Project Management Unit. This is an important element of the project given the importance of this unit in the management of agricultural development projects. • **Reinforcement of Public and Private links** All of the activities, including implementation of certification plans at pilot projects level, involve the participation of the public (through the Safety Management Experts and the Horticultural Inspection Force) and the private sector (through the activities of private Safety Managers, Pilot project managers and National Auditor). The project will, therefore, reinforce the links between the actors in the two sectors and fulfil STDF requirements for this type of co-ordination effort. ***Linkages to country or regional program development priorities*** The analysis of the key documents defining government policy indicates that the objectives and outputs of the proposed project are consistent with policy objectives. As highlighted by the PRSP, the Government goal is to have the economy grow by 10 percent annually by 2010. To achieve this objective, and given the limited size of the domestic markets, exports need to increase dramatically. The sectors to be developed are those in which Guinea has a comparative advantage due to favourable natural conditions: agricultural has been identified in the DTIS as one of these sectors due to significant variation in climates, high soil fertility, availability of water resources, etc. The importance of the development of the agricultural sector is two fold: firstly it would decrease dependency on mining exports (which account for 60% of exports. Coffee, fish and other agricultural exports, including pineapples, mangoes, and bananas make up the bulk of the remaining 7 percent of exports) which leaves the economy overly influenced by unfavourable world prices for bauxite, secondly, it offers an opportunity to reduce rural poverty as most of the rural jobs are still in the agricultural sector. For these reason, the DTIS identified agriculture as one of the priority areas for intervention (a total of 7 areas of intervention have been defined) To develop the agricultural sector the DTIS has identified 3 key objectives: (i) reduce the costs of

	production; (ii) provide better access to credit for producers (iii) reform research and extension services and promote quality. In terms of quality, the Action Matrix identifies the needs for technical assistance in: • The development of a quality chart and a strategy for the quality improvement in consultation with stakeholders and development partners • The training of producers in quality issues • Assistance to exporters for the improvement of the quality of exported produce and respect for international standards • Reinforcement of the capacities of government institutions for assessment of conformity to standards and regulations The project here proposed, which main objective is to increase compliance with food safety standards fit well into these needs. Additionally, in terms of institution reform for exports development (Matrix 2: Competitiveness and Institutional Framework), the DTIS identified the need to implement a national policy for promotion of quality to improve the performance of the export sectors. The technical assistance needs include the following: • Provide National Service for Quality and Standards Control (SNCQN) and Export Formalities Support Center (CAFEX) with means needed to perform their mission efficiently: material (laboratory, computers) and training. • Raise producers awareness of international SPS standards, notably for the EU The project proposed to the STDF addresses the key recommendations drawn for this matrix: - Recommendation 1. Streamlining the particularly complex institutional framework, which lacks efficiency and refocusing it on its priority mission of providing support to enterprises, attracting foreign investments and promoting exports. - Recommendation 2. Examining options in restructuring the MCIPME and making it better at promoting exports and participating more actively in international negotiations - Recommendation 3. The streamlined institutional arrangement should help introduce a national quality promotional policy to improve the export sectors performance and enhance the capacity of Guinean products and services to penetrate foreign markets.
9. Project Impact Specify the expected impact the project will have on market access, the SPS situation and poverty reduction. Identify how the project will fit with existing bilateral or multilateral donor projects and programmes, examine the sustainability of the proposed action and, where possible, suggest where the project may be replicated	The project has impacts at several levels: the activities at the pilot project level benefits directly those involved with them, their families and the communities in the surrounding areas. The training activities, the information system and the demonstration effects of pilot project have broader impacts are they will allow the replication of the project impacts. The different impacts of impacts are analysed below. • **Improvement of market access** The project focuses on particular commodities and namely on the horticultural sector. The development of this sector is an important strategy to diversify away from traditional raw materials to higher value products. As stated in the STDF business plan, this is precisely the sector where standards compliance is more difficult and costly. It is therefore foreseeable that a project improving standards compliance in this sector will have the greatest impacts on market access. Considering the growing importance of large retailers in trade, improving compliance with their standards requirements is the best route to guarantee market access. By developing the capacity to meet EurepGap the project will therefore represent an important contribution to opening up of new markets. In terms of its impact on market access, the project will firstly guarantee the certification of the production of the pilot projects. Given that the number of exporters at this moment in Guinea is extremely reduced, guaranteeing that selected companies are certified and able to export with EurepGap certification is of great value for the country. • **Improvement of the SPS situation**

	In terms of the SPS situation in the country, the project largest contribution will be in terms of filling information gaps. Key areas where there is lack of information on the requirements set by the farm-to-fork approach and traceability and pesticide residue levels legislation. The training provided by the projects and the documents that will be made available through the website will provide guidance on how to implement these requirements which constitute critical requirements in international markets. This information will allow the government to develop more effective Food Control Systems and, thus, improve the SPS situation in the country. The training of trainers in the relevant Ministries will allow the training of the extension officers which may implement safety standards in the farms they assist. Even if not with the final objective of certification, the implementation of safety rules at farm level will improve the safety of food consumed within the country. • **Poverty reduction** The project will have a direct impact in poverty reduction at the pilot project level. One of the selected pilot projects involves a large number of small scale farmers. The Potato Producers Union project, for instance, involves 700 farmers with their families. Standards improvement and, consequently, improved market access, will guarantee the success of these ventures and directly increase the income of participant farmers and their families. Another pilot (Burquier Coperatives) involves 6 larger farmers and a number of small satellite smaller farmers. Two other projects involve individual exporters. Both are Guinean Entrepreneurs and employ a large number of workers from the local villages. In addition, two of the projects have in their development plans to outsource production from out-growers thus increasing the number of people benefiting from the development of the operations of the pilot projects. The replication of these models, made possible through the training, information dissemination and demonstration role of the pilot projects, will ensure that the impacts on poverty reduction can be multiplied. The improvement of quality standards and certification of producers will also lead to job creation in upstream supply services.
10. Project inputs Specify total project cost. Attach detailed breakdown of proposed uses of funds.	The total project costs for this two year project are estimated at 600,000 USD including overhead costs for the executing agency. The summary project inputs are presented below and details provided in the annexes.

	PROJECT BUDGET: INPUTS **INPUTS** — COSTS (USD) Consultant fees — $149,700.00 Travel, including DSA — $116,900.00 Equipment and IT materials — $88,500.00 Local services (printing, editing, national consultants, etc) — $66,400.00 Infrastructures — $108,800 **Sub-total (without overheads)** — **$530.300.00** **Overheads (13%)** — **$68.940.00** **TOTAL (inc. Overheads)** — **$599,240.00**
11. Non-STDF contributions If appropriate specify any financial contributions expected from sources other than STDF.	The Government of the Republic of Guinea will contribute to the project by make available facilities and other resources necessary for successful implementation of the project. In particular, the government will: - Facilitate the identification and release for training those officers for whom training is required - Finance the per diem and external missions of Government personnel involved in project activites - Provide services of support personnel needed to ensure successful completion of the project, e.g. for the organisation of the training course. - Make available office space and facilities for use by the PMU, consultants from training and certification bodies. - Provide analytical equipment for the field inspectors to carry out their duties (e.g. phytosanitary detection kits) - Exempt from taxes/duties all equipment and supplies provided by this project. - Provide waiver stickers for exemption of fruit transport vehicles from police control on road blocks. - Support the acquisition of inputs and packaging materials. - Support the upgrading of pesticide and fertiliser stores The managers of the pilot projects will: - Identifying/recruiting a Quality Management Expert - Ensure that quality systems are implemented in their farms according to the advice of the training experts and their Safety Management Expert - Contribute to the acquisition of material and rehabilitation of existing facilities to meet the requirements of the implementation plan - One of the owners of a pilot project will contribute by allowing their farm to be used for demonstration purposes during the training course and as showcase thereafter. The Coordinating Section of CFC Guinea will: - Maintain the GuinéGap website after the end of the project - Ensure its updating

12. Timetable Show proposed commencement and conclusion dates (maximum project duration two years)	The project is planned to start in November 2005 with the set up of project management unit and development of the project action plan. Preparatory activities will include the recruitment of training bodies, the identification of Accredited Certification Body and elaboration of Memorandum of Understanding for certification activities in Guinea and selection of beneficiaries of the training activities. The training body will also, during the set up phase, prepare the training materials and the Coordinating Section CFC will organise the logistics for the training modules. The conclusion in planned for November 2007. See annex for timetable details.

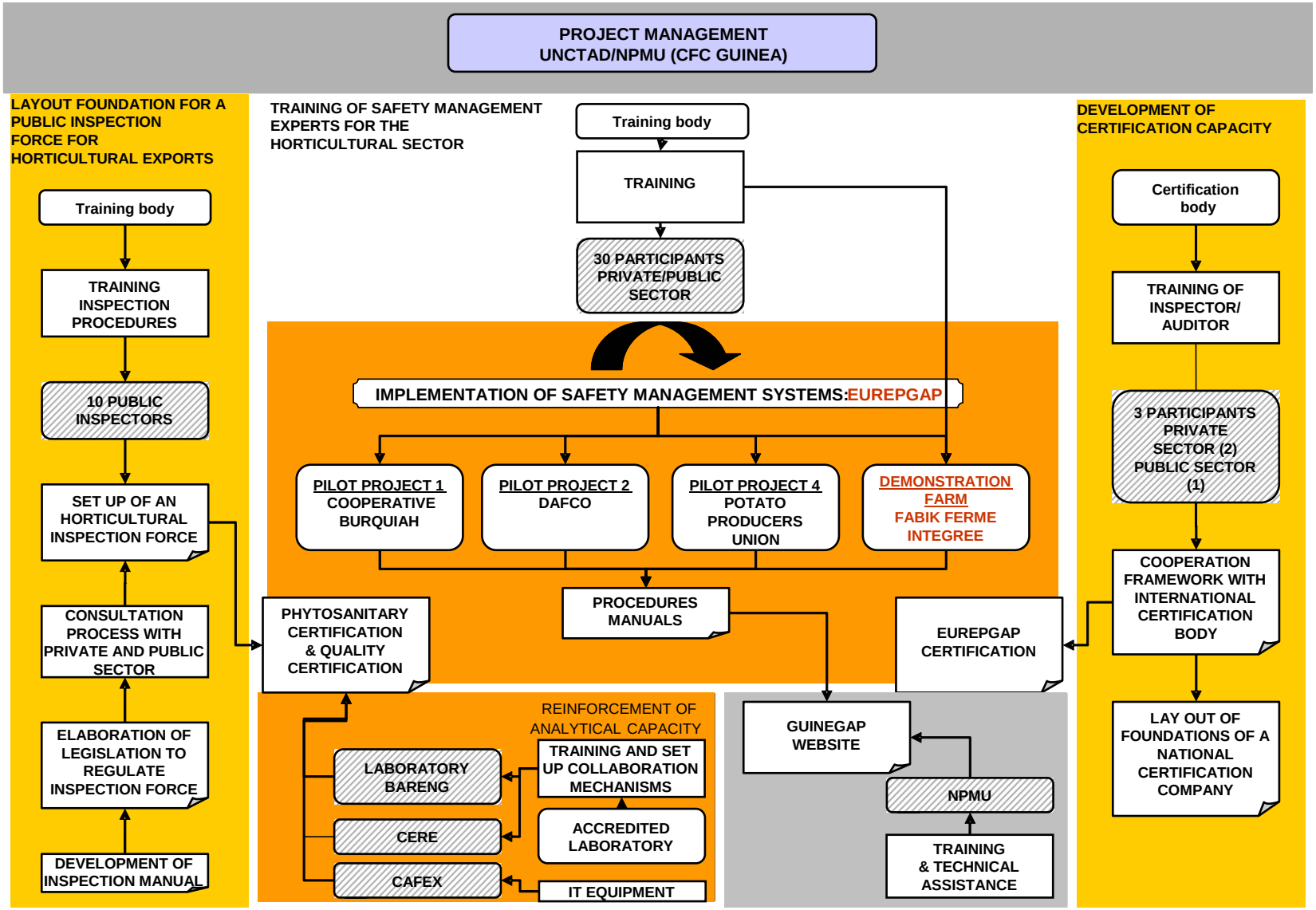
ANNEXES TO THE STDF GRANT APPLICATION

COUNTRY: GUINEA CONAKRY

Project title: A model for the development of a private/public safety control system for horticultural exports

TABLE OF ANNEXES

1. Summary of project activities and organizational chart



2. Description of project background and rationale

The agricultural sector: situation and problems

In Guinea, agriculture represents 17 per cent of the country's GDP and employs two thirds of the population, the majority of who are women (DTIS, 2003). It is the main activity for people living in rural areas (4 out of 5 people leave in rural areas). However, most of it is traditional, low intensity, smallholders' agriculture. Market-oriented agriculture represents only 10 per cent of the production.

The situation was different in the past. In fact, despite favourable agro-ecological conditions, agricultural production has been in decline in Guinea since the 1960s[5]. Guinea moved from being an exporter (in 1958, Guinea exports of bananas reached 100,000 tonnes) to being an importer of agricultural products. Today, of the 6 million hectares of arable land, only an estimated 1,5 million ha are under cultivation. Consequently, an enormous amount of food products are imported into the country.

The declining trend continues until today, fruit exports to Europe (pineapples, bananas, mangoes) generally not exceeding a thousand tons. Pineapple production, which reached around 6,000 tonnes in 2000/2001, is now down to around 3,000 tonnes. Exports amounted to slightly more than 300 tonnes in 2004. Mango exports to Europe (and namely to France, the key destination market), amount to approximately 550 tonnes, most of it transported by boat.

Production and exports are constrained by several significant obstacles. There is a lack of technical know-how and little use of inputs and institutional weaknesses in the public support services. Private sector investment in the field is low and aggravated by the lack if rural infrastructures and of a trading network, in particular, of transportation and storage infrastructure. Other constraints that need to be addressed include the lack of access to finance and bureaucratic procedures.

The potential for growth

However, the position Guinea had in the world market before independence especially with an abundant supply of pineapples and bananas, attests to the country's comparative advantage in those crops.

The Government of Guinea believes that, given its development potential, agriculture can contribute to the improvement of trade balance namely by the reduction of imports (in particular rice) and by the development of agricultural exports namely coffee, cotton and fruits and vegetables. The challenge, as announced by the Government in the LPDA 2 (Agricultural Policy, 1995), is to make of agriculture an engine for the economic and social development of the country.

Agriculture has also been identified in the DTIS (2003) as one of the key sector most likely to increase exports (the others being fishing, tourism and, traditional mining and non-mining activities). It is considered as a major business sector which could decrease dependency of mining exports if exploited judiciously.

The potential for mango production, for instance, is estimated at 65,000 tonnes, of which at least 30,000 tonnes could be destined to foreign markets. These markets could include Europe and countries in the region, such as Mali and the Ivory Coast. As far as pineapples are concerned, the government estimated that at least 15,000 tonnes of pineapple could be exported.

Given this potential, several programmes have been set up to re-launch agricultural production and, mainly, horticulture. Diversification is seen as one of the keys to success. Some projects have exploited the interest of fruits such as avocados which have shown great potential to access markets.

The need for compliance with international sanitary standards

Nowadays, however, to access new markets, products do not only need to be cheap and in sufficient quantity. They need to fulfil a number of international sanitary and phytosanitary requirements.

[5] http://www.fao.org/giews/french/basedocs/gui/guigen1f.stm

Consequently, producers require certification of their production according to internationally accepted standards.

In the case of Guinea, although there are several potential markets to target such as the regional market and the Middle East, Europe remains the main outlet for its products because of already existing market links. Production destined to the European market need to fulfil the requirements of European Legislation. That is the reason why this project focuses on European Requirements, which are, in fact at the present moment, the key concern of producers and government authorities.

An important aspect of the European requirements is that new legislation places the responsibility for food safety on the importer. For that reason, most importers are demanding that their suppliers set up place Safety Management Systems adopting the farm-to-plate approach, compliant with international SPS requirements and with EU official requirements.

To facilitate the tasks, retailers have developed their own commercial protocols which they impose upon their suppliers. Certification to these protocols provides an assurance to the importer that safety requirements are being met. They also provide the farmers with a very clear set of rules to attain safety and a certification procedure which provides confidence to the buyer.

Project description

The reasons presented above justify that the project focuses on developing a mechanism to improve the compliance of agricultural producers with these protocols and to facilitate the certification process.

Firstly, producers need training on their requirements and procedures implementation. The consultation with stakeholders revealed that there is a lack of technical expertise available. Thus, one of the objectives of the project is to train a force of private technicians and public sector officers in Safety Management Systems to enable them to assist producers.

Secondly, there is the issue of certification. One important constraint, identified during the consultation with national stakeholders, is the absence of a local certification company. Companies may resort to foreign companies for certification. However, these services are very often too expensive. One way to address this problem would be to promote the creation of local certification companies which could provide certification services to the farmers at adequate prices.

The process of establishing a certification company is a lengthy one. Therefore, the proposal in this project is to train one private auditor who will work, in a first phase, for an external Accredited Certification Body (ACB). The benefits of such scheme are that certification can start fairly quickly; that the costs are significantly lower than if a foreign company were recruited and that the auditors will have gained the know-how. Within time and market size justifying it, the auditor will be able to become independent from the ACB and create a National Certification Body.

Subsequently, this proposal suggests that four pilot projects are selected. The goal is to certify the production of these companies. Through these pilot projects, the Safety Management Experts trained and the auditor will gain the necessary practical experience. Additionally, resulting from the experience of these pilot projects, operational manuals will be produced that will facilitate the replication of the work carried out. The operational manuals will also allow the monitoring of the project implementation. One of the pilot projects will serve as demonstration sites for new projects/companies wanting to improve standards compliance or to obtain certification.

The pilot projects that were preliminarily selected are companies/projects which are in a position to fulfil the commercial requirements. Moreover, they represent a wide range of situations: commercial estates (DAFCO, pineapple) and producers' cooperatives exporting to Europe (Burquier Cooperative, pineapple), farms (Fabik Ferme Intégrée, pineapple and bananas) and producers unions (Potato Producers Union) exporting to the regional market but with the objective of reaching the EU market.

The choice of the products was based on several criteria. Firstly, following the sectoral approach which the government is foreseen to adopt in his new agricultural policy, it seemed adequate to concentrate on one commodity. Pineapple was selected due to the volume and potential for exports and also due to the proximity of the 3 farms involved. Moreover, the STDF business plan argues that it is precisely in this high value crops that standards compliance is more important, which justifies the choice of these crops as primary targets for intervention by the project.

The fourth project, involving potatoes production is a project financed by international donors (including FAO and the CFC) which has yielded very positive results. It was thus deemed an interesting sector in which to invest. Additionally, it involves more than 700 farmers.

Supporting exporting company such as DAFCO and Burquier has different types of benefits. Firstly, in a country where commercial agriculture is still incipient, supporting it so that it can be the first certified company in Guinea Conakry, directly benefits the image of the country and improves the trade balance. Additionally, support to these companies will generate new market opportunities for the company which will in turn create jobs. According to the World Bank[6], experience in Africa has shown that high value exports in the horticulture field create additional jobs in the value added chain, such as in the supply of inputs, packing, grading, quality control, and logistics. The number of jobs created in relation to capital investment is relatively high, particularly when compared with large scale industrial projects. Moreover, the job creation occurs in rural areas. In short, the horticultural export sector offers the potential to generate significant rural non-farm employment opportunities.

Additionally, the company DAFCO, for instance, is planning to establish an out-growers scheme. Involvement of the family farming sector will be enhanced if support is given to exporters, e.g. helping them identify best practices for out-grower production and market research on new crop opportunities and in establishing out-grower networks.

The activities proposed above, address the issue of safety control carried out by the private sector. However, food control is also the responsibility of the public sector and an effective food safety control system must have both components. The objective of this activity is, therefore, to strengthen the public control systems for horticultural exports by establishing, first informally and then formally, a horticultural (public) inspection force.

There are two key services with attribution in the food safety control domain: the Plant Health Department and the SNCQN. However, given the weight of such institutions, and the demands of the importing countries for an auditable structure, it is widely agreed that they need restructuring. The force to be created in this activity would use human resources of both these institutions with the objective of training them and organising them in an effective way to deliver control services specifically to the horticultural sector. The Horticultural Inspection Force would be responsible for inspecting and issuing phytosanitary and quality certificates for the production in the pilot projects.

For the operation of the Horticultural Inspection Force, a procedures manual and the legislative texts necessary will be developed. A consultation process will be initiated to allow for the official recognition of this force.

3. Detailed work plan

To achieve the project objectives, the project proposes that the following activities are completed:

Activity 1: Set up a National Project Management Unit

The Coordinating Section of CFC Guinea under the Ministry of Industry will be assisted by UNCTAD to manage jointly the project. The Coordinating Section of CFC Guinea and UNCTAD will select the team that will constitute the NPMU. For that purpose, materials and equipment necessary for the management at the national level of the project will be also acquired.

The NPMU will start its work by developing the detailed Annual Work Plan and Budget and by select participants for the Safety Assurance Expert Force and the Public Inspection Force.
In addition to management of project activities, the NPMU will be in charge of providing transportation for inspectors and auditors during evaluation of project reports, development of implementation plans, inspection and auditing activities.

[6] *G. Dixie, B, Bjerg, A, Sergeant (2005) Mozambique Horticulture Sector Development Study, World Bank*

The NPMU will be also responsible for preparing collecting all the project information and preparing the contents for the website. IT will liaise closely with the Horticulture Working Group during the development of the standards component of the website.

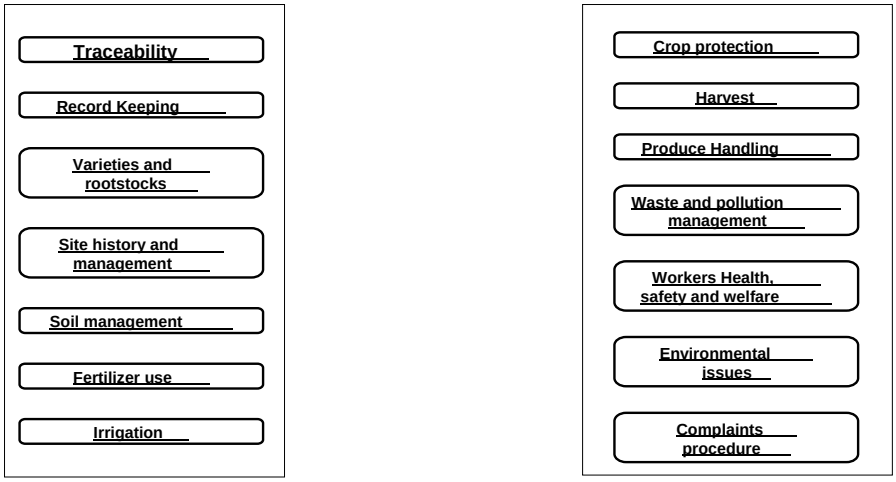
Activity 2: Training of a Safety Assurance Expert Force for the horticultural sector

The project will organise a course with the objective of training a group of technicians as Safety Management Experts. The main objective is to provide technicians with the tools to assist those producers implementing Safety Management Systems in their farms.

Training will provided by a specialised training company. The consultant will prepare the training package necessary for the retransmission of information at farm level of information (reproduction will be the responsibility of the PMU). All the key documents will also be reproduced and handed in to each of the participants.

The participants in the training course will be selected amongst technical officers from the institutional support services with a role in quality management and private sector technicians responsible for quality management at company level. The course will consist of 10 days of classroom training organised in modules, followed by 5 days of practical exercises at the demonstration farm (Fabik Ferme Intégrée). The necessary materials and equipment for the implementation of basic quality systems at the demonstration farm will be prepared beforehand.

The training course will provide a general introduction on Safety Management Systems.



The pilot project managers and the training consultants will select 4 of the trained Safety Assurance Managers to implement the pilot project.

The Safety Managers trained will be responsible for the implementation of safety procedures at farm level (even if not aiming at certification) following the course and they will be required to submit a report detailing the procedures implemented. Their work will be followed and evaluated by the training consultant. Alternatively, if field implementation is not possible, the participants will be asked to prepare a desk-based report on a relevant theme.

Place of activity:
Guinea Conakry

Beneficiaries:
Up to 15 private technicians and 15 public extension officers with qualifications in the field of agriculture. Selection will be based on qualifications. The technicians who will implement the certification plans in the

pilot projects will have priority. The course will be organised in two groups of no more than 15 persons per group.

Duration of activity:
10 days in-house training
+ 5 Practical in-farm training
+ Follow up

Activity 3: Lay the ground for the establishment of a Public Inspection Force for the horticultural sector

The objective of this activity is to establish, first informally and then formally, a horticultural (public) inspection force. There are two key services with attribution in the food safety control domain: the Plant Health Department and the SNCQN. However, given the weight of such institutions, and the demands of the importing countries for an auditable structure, it is widely agreed that they need restructuring. The force to be created in this activity would use human resources of both these institutions with the objective of training them and organising them in an effective way to deliver control services specifically to the horticultural sector.

For that purpose, the first step will be the establishment of a collaborative framework between the project and the government for the formation of an informal Horticultural Inspection Force (these sort of procedures have been used for other development projects in Guinea).

Secondly, two important documents that will regulate the operation of this force will be developed by quality specialists and legal officers: an inspection manual for the Inspection Force, which will include inspection checklists on which to base the attribution of field quality and phytosanitary certificates (SNCQN and DPV/LNPV level) as well as for product quality and phytosanitary certificates (CAFEX level).

The participants in the inspection force will be carefully selected amongst government officials: 10 inspectors from the national institutions for quality control (4 from phytosanitary control -DPV, LNPV-, 4 from quality control -SNCQN- and 2 from final product control -CAFEX-) to carried out field inspections of the pilot project. The selection will be based on the qualifications of the inspector and on the basis of interviews.

A coordinator for the inspection force will be selected and equipped with the necessary IT equipment. It is envisaged that the coordinator would be based at the CAFEX offices at the port until suitable independent offices are found.

A training course for inspectors will be organised in connexion with the safety management training course. The 10 inspectors will receive training on:
- Procedures for the evaluation of the systems implemented at farm level and evaluation of the records kept
- Procedures of record keeping control
- Evaluation of corrective measures implemented after non-compliance
- Elaboration of inspection list with identification of control points

Following their training period the inspectors will participate in the safety control of the pilot project: A team of two inspectors (1 phytosanitary inspector and 1 quality control inspector) will be assigned per pilot projects. They will be responsible for carry out inspections to that farm and to issue field certificates of quality and phytosanitary.

Their work will be monitored by the coordinator and the unit's performance will be evaluated by an external consultant.

A consultation process with public and private sector for the official establishment of an Horticultural Inspection Force will be started with the support of the project. The process will be facilitate by the existence of a procedures manual, the legislative texts, trained staff and the test run of the workability of

the force during the project.

Activity 4: Strengthen the capacity of laboratories involved in the control of safety of horticultural exports

Given the importance of analytical services in the food safety control system, the project will support three key laboratories. The selected laboratories were that of the CRA/Bareng, the CERE laboratory and the laboratory of the CAFEX.

The project will support the training of one staff from the laboratory of Bareng at the laboratory of Gans in specific areas related to phytosanitary inspection. The project will outsource the services of the laboratory of CERE for pesticide residue analysis, water and soil analysis and for cartographic services.

The necessary IT equipment will be supplied to the CAFEX office at the port.

Activity 5: Build national certification capability and certify pilot projects

- ***Train three inspectors and auditors chosen from the public and private sectors***

In order to provide an enabling environmental for the creation of a national certification company, the project will train one technician to be prepared to carry out certification work in an efficient and reliable way. The training will prepare the technician to certify commercial protocols in Guinea Conakry. The necessary training will be provided by a Certification Body accredited to certify these protocols.

A maximum of three technicians will be trained. The selected beneficiaries of this training will need to have the qualifications defined by the accrediting body. The beneficiaries will include a technician from the certification department of National Standards Organisation (INNM). The two others will be recruited from the private sector according to their qualifications.

This training will include theoretical and practical field components and will be organised in three modules.

1. The first part of the training will consist of an internet training module, supervised by the CB, to provide a theoretical introduction to the protocol.
2. The second module will be held in the country of origin of the CB. Through this module the trainees will receive on-site training in certified companies. Their competencies will be evaluated by the CB, through inspections conducted in real situations.
3. Finally, a third module, held in Guinea, will allow the trainees to complete the practical side of their training by inspecting the pilot projects in Guinea Conakry. This module will also be followed and evaluated by the CB. 5 days will be required.

In addition, in order to become auditors, the trained inspectors who do not yet possess such qualification will need to attend an Internal Auditor Course.

- ***Facilitate the establishment of a collaborative framework between an internationally accredited certification body (ACB) and national private auditor***

One of the private sector inspectors will be selected by the ACB and will establish a collaborative agreement with the ACB. Through this agreement, the national auditor will be conducting inspections on behalf of the certification body. The work of the national auditor will be followed up and evaluated by the international auditor. The certification will be conferred by the ACB.

- ***Inspect pilot projects by the trained national auditor, audit the production of pilot projects by national auditor in collaboration with the ACB and obtain the certification of the pilot projects***

After the training and the establishment of the collaboration agreement, the national auditor will conduct inspection to the pilot projects twice annually.
An annual audit for certification will be carried out by an international auditor from the ACB.

Place of activity:
Country of origin of the Certification Body (to be identified by the Project Management)
Guinea Conakry

Beneficiaries:
3 technicians: 2 private and 1 government officer.

Duration of activity:
5 days distance training
10 days in the country of the Certification Body (to be identified by the Project Management)
10 days in Guinea Conakry
+ Practical in-farm training
Final audit (5 days)

Activity 6: Implement certification plans in selected pilot projects

- ***Develop and implement certification plans for each pilot project***

The first assignment of the Safety Managers trained by the project will be to develop plans for standards compliance adapted to each pilot project. This is a crucial phase which will be carried out jointly with the consultant from the body providing the training. These plans will be developed by the Safety Assurance Managers in coordination with a food safety consultant.

- ***Follow up of the implementation of the certification plan by a food safety consultant***

The consultant assigned to each pilot project will provide technical support to implement the standards compliance plan.

- ***Provide assistance for the acquisition of materials and upgrade of equipment and infrastructure necessary for implementation of the certification plan***

The project will provide support for systems development and to upgrade specific infrastructure and equipment directly related to sanity.

Delivery and organization of the equipment for the upgrading of facilities necessary for standards compliance will be agreed and managed by the Project Management Unit.

The implementation of the plan will be monitored by the Project Management, in collaboration with the Joint Project Management Unit.

- ***Preparation of operational and costs manuals for each section of the protocols***

For each type of requisite that needs to be complied with, the TA assigned to each project will prepare a budget as well as manuals which will demonstrate the procedures to be followed to fulfil that measure of the protocol. In the case of the out-growers and farmers organisations, the TA will produce work instructions and registration forms as well as any other documentation required for the quality management system.

The following manuals will be produced:
- Job descriptions

- Training (session and timetables)
- Management of varieties, fertilizers and pesticides
- Management of production
- Harvest and post-harvest
- Traceability
- Environmental and health management plan

The operational manuals will also allow the evaluation of the project implementation by the auditors formed by the project. These auditors will be responsible for the elaboration of an evaluation report which will also report on the difficulties encountered.

These documents are essential for the replication of the model. The aim is to produce templates from which other companies/projects will be able to derive their own procedure manuals.

- ***Certify pilot projects (see activity 5)***

The objective of this activity is to certify the production of the pilot projects to the EurepGap protocol.

Activity 7: Develop an website for dissemination of project results

The first step in the development of the website will be the collection of information by the National Coordinator. This will include all project training materials and reports. An IT consultant will be recruited to develop the website and upload the documents.

To ensure that the website can be updated, the project will train one CFC collaborator (IT course and on-the-job training by IT consultant)

4. Dissemination plan

Central to the dissemination strategy is the development of the website. Of fundamental importance are the type of materials that will be produced during implementation of the certification plans, i.e., the budget and operational manuals.

The establishment of a demonstration farm will also provide a means of disseminating project information.

5. Evaluation plan

In collaboration with the NPMU, the Project Management (UNCTAD) will prepare progress reports on activities completed and outputs, inputs and costs, problems encountered and recommendations for the continuation activities. Reporting will be carried out twice yearly. The NPMU will be responsible for submitting the project documents produced by the training and certification body and by the technical assistants to the pilot project. Pilot project managers will be responsible for delivery of the manuals to the Project Management and NJPMU.

Each technical assistant responsible for a pilot project will prepare several documents which will be used for project evaluation:
1. Jointly with the training/certification body, a certification plan for the pilot project he will assist.
2. During the implementation of the plans, the technical assistant will develop operational manuals adapted to the specific production conditions there are working with.

The consultants in the training and certification bodies will produce reports on their training activities and the performance of the trainees (technical assistants and inspectors/auditors).

The inspectors/auditors trained, jointly with the CB will also evaluate the implementation plans and the operational manuals. Following the inspection visits to the pilot project, auditors will also produce a report.

The Project Management, in collaboration with the NPMU will write a final evaluation on the impact of the project on beneficiaries and the way forward two years after project completion.

6. Timetable

	Months																							
Activity	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**
Set up of PMU																								
Development of detailed working plans and budget																								
Selection of training body																								
Selection of trainees for the Quality Management and inspection training courses																								
Elaboration and reproduction of training materials																								
Preparation of demonstration materials for implementation in the demonstration farm																								
Preparation of procedures manual for the Inspection Force																								
Elaboration of legislative texts for the Inspection Force																								
Training course																								
Training of auditors by the Accredited certification body																								
Development of certification plans																								
Implementation of certification plans pilot project 1																								
Implementation pilot project 2																								
Implementation pilot project 3																								
Implementation pilot project 4																								
Preparation of operational manuals																								
Inspections to the pilot projects																								
Certification of pilot project																								
Consultation with private and public stakeholders																								
Preparation of all project information for upload into website.																								
Training of IT specialist in web design																								
Website design and integration of new pages.																								
Project evaluation																								

STDF GRANT APPLICATION FORM
COUNTRY: GUINEA

DETAILED PROJECT BUDGET

ACTIVITIES	TOTAL COSTS (USD)
PROJECT MANAGEMENT	
Consultant fees	$10,800.00
Travel, including DSA (PMU support to project activities)	$30,800.00
Equipment and IT materials	$15,200.00
Printing, editing	$4,200.00
Sub-total	**$61,000.00**
TRAINING OF A SAFETY MANAGEMENT EXPERT FORCE	
Consultant fees	$46,300.00
Travel, including DSA	$41,700.00
Equipment	$2,700.00
Printing, editing of training materials	$4,500.00
Sub-total	**$95,200.00**
PUBLIC INSPECTION FORCE	
Consultant fees	$34,800.00
Travel, including DSA	$8,700.00
IT Equipment	$4,000.00
Materials (production of inspection manuals, regulatory texts for consultation)	$4,400.00
Sub-total	**$51,900.00**
STRENGTHEN THE ANALYTICAL CAPACITY	
Consultant fees	$2,300.00
Travel, including DSA	$3,800.00
Equipment and IT materials	$5,000.00
Sub-total	**$11,100.00**
BUILD CERTIFICATION CAPACITY	
Training auditor: distance training	
Consultant fees	$9,000.00
Travel, including DSA	$2,000.00
Equipment and IT materials	$9,000.00
Materials (inspection manuals and others)	$21,300.00
Sub-total	**$41,300.00**
Training auditors abroad	
Consultant fees	$4,500.00
Travel, including DSA	$14,200.00
Printing, editing of training materials	2,000.00
Sub-total	**$20,700.00**

Training in Guinea	
Consultant fees	$4,500.00
Travel, including DSA	$5,400.00
Equipment	$1,400.00
Sub-total	**$11,300.00**
Inspections to pilot projects: National auditors	
Consultant fees	$6,400.00
Travel, including DSA	$3,200.00
Equipement and materials	$2,000.00
Sub-total	**$11,600.00**
Final audit to pilot projects	
Consultant fees	$7,200.00
Travel, including DSA	$5,100.00
Sub-total	**$12,300.00**
Total certification	**$97,200.00**
PILOT PROJECTS: IMPLEMENTATION OF CERTIFICATION PLANS	
Consultant fees	$4,900.00
Training services (for farm workers)	$5,100.00
Equipment and materials	$16,300.00
Infrastructure, and other services	$24,100.00
Sub-total per project	**$50,400.00**
Total for four (4) pilot projects	**$201,600.00**
WEBSITE DEVELOPMENT	
Consultant fees	$4,300.00
Travel, including DSA	$2,400.00
Equipement and other services	$6,000.00
Total inspection force	**$12,300.00**
TOTAL	**$530,300.00**
Overheads (13%)	**$68,940.00**
TOTAL (inc. Overheads)	**$599,240.00**

STDF GRANT APPLICATION: CONSULTATION REPORT

COUNTRY: GUINEA CONAKRY

Project title: A model for the development of a private/public safety control system for horticultural exports

The project proposal presented to the STDF funding stems is the result of a wide consultation process, in a series of steps, and involving multiple stakeholders.

UNCTAD study

It stems from a study commissioned by UNCTAD with the objective of assessing the costs of compliance with agrifood quality and safety standards to facilitate exports from three countries: Tanzania, Mozambique and Guinea Conakry.

In Guinea the study was conducted in collaboration with the Coordination of the Common Fund for Commodities (CFC) under the Ministry of Industry and Commerce and the SME (MCIPME). An extensive consultation process was conducted for the elaboration of the study to identify and quantify the needs of each of the public institutions involved in food quality and safety control in Guinea. The needs and costs for producers of implementing food safety systems were also analysed and quantified following discussions with key exporters.

A report was prepared for UNCTAD with the results of the study. The list of people met can be found in the study report.

Seminar

Subsequently, a seminar was organised in Conakry, from the 28 to the 30 of July 2005 where the results of the study were presented and further discussions were held with stakeholders. The discussions took the form of round table and group discussions.

The round table discussions highlighted the key needs of public services and private operators in the domain of quality and control of sanitary risks in the food chain.

The following conclusions were reached:

At public level:

- Weak knowledge of SPS requirements among public actors
- Lack of technical expertise and equipment of the control services, standardisation and plant protection
- Lack of information on international commercial standards

At private level:

- The key constraints to the private sector are the difficulty to adapt to ever more stringent EU legislation namely in respect to sanitary quality and traceability
- Lack if information on market requirements
- Lack of capacity of the actors to comply
- Lack of equipment for calibration, storage facilities, transport
- Lack of organisation and strategy to access external market

- Lack of certification body

Four working groups were organised to develop recommendations on priority actions. The key results included the following:

I. Regulation and legislation
- Establish a commission to review all existing legislation and regulations
- Elaborate the necessary standards to comply with international requirements
- Harmonise the existing legislation with the international legislation
- Dissemination of existing standards
- Establishment of a national certification committee

II. Reinforcement of public sector capacities

SNCQN (National Service for Quality Control)
- Support to upgrade its control and analytical equipment
- Establish a system of surveillance and alert

Senasol
- Improve cartographic capacity

CERE
- increase analytical capacity namely in the domain of pesticide residue analysis

CFC
- Provide the CFC with logistical means
- Train all the actors in the control system

III. Procedures for inspection and certification
- Train private plant protection agents
- Train public inspectors (Plant Protection Department, Laboratory of Plant Protection, and Laboratories of the Research Centres)
- Train producers/exporters
- Equip at least one laboratory to international standards
- Support the laboratories of the research centres
- Provide transport means for field inspectors and CAFEX agents
- Form a certification company
- Train auditors
- Adapt the existing system of inspection for the Potato Development Project to other crops and namely horticultural crops
- Accredit laboratories

IV. Reinforcement of private sector capacity to implement quality standards
- Establish a professional organisation
- Develop a farmer training courses
- Acquire material and equipment necessary for implementation of quality and safety systems
- Accredit at least one laboratory in Guinea
- Establish a certification company or mechanism which would make certification affordable to producers
- Create a networking forum with public and private actors

The objective of the project proposal presented to the SDTF is to address these recommendations.

Consultation for the development of the proposal

For the purpose of developing the proposal, the consultant stayed in Guinea for 2 weeks under the chaperonage of CFC Guinea. The CFC was in charge of the logistics and organisation of the interviews. The CFC coordinator also participated in the development of the present project proposal.

During this period, and in the light of the previous study and seminar recommendations, the consultant engaged a series of detailed discussions with stakeholders.

She initiated the consultation process by discussing with the National Director of Trade and Competition (Focal Point of the Integrated Framework), Mohammed Said Fofana, and with the Head of Division Agreements and Trade Promotion, Berete Ansoumane.

The National Director reaffirmed the political will of the government to spearhead and support the activities in the domain of quality. He affirmed that quality is the leitmotiv for the valorisation of Guinean exports and that there are already several international initiatives in this domain: the UNDP financed a 2 months study on the development of a quality control and normalisation in Guinea[7]. The EU contacted the Government of Guinea to discuss support for quality enhancement initiatives and Japon has also put forward a strategy for quality support. The National Director recommended that all the activities proposed should be inscribed in the priority areas identified in the Action Plant.

The consultant also held discussions with Agrimex Consulting Firm where the activities of (1) training for technicians and inspectors as well as the (2) formation of the public inspection force were thoroughly discussed. Agrimex provided a quoted for the activities proposed.

The CERE laboratory also provided a quote for some of the services that could be outsourced from them.

Although these quotes are only indicative they provide an indication of the national expertise that exists and prove the commitment of these institutions to participate in the project.

Discussions were held with the directors of each of the four pilot projects proposed. All manifested their interest in being involved in the project. Given that all four projects are already assisted by university educated technical advisors. They identified the need to training them specifically in safety management systems. They also highlighted the need for technical and financial assistance in the implementation of safety management systems, given the high initial costs involved.

The project Director of Fabik Ferme Intégrée manifested her full agreement with having her farm used as a demonstration site.

For a full list of people met please refer to Table 1.

[7] **BELE-BINDA** , R.P (in drafting) Elaboration d'un Schéma Directeur pour le Développement du Contrôle de Qualité et de la Normalisation en Guinée: Etude Diagnostique, UNDP

Table 1. Stakeholders contacted during the consultation exercise

INSTITUTION/POSITION	CONTACT PERSON	CONTACT DETAILS
GOVERNMENTAL INSTITUTIONS		
Ministry of Industry and Commerce		
National Director Trade and Competition	FOFANA Mohammed Said	
DNCC/Head of Division Agreements and Trade Promotion	ANSOUMANE Berete	224 43 10 48 224 29 32 96 Bansoumane@afribone.net.gn
Coordinator of the CFC Projects in Guinea	DIALLO Hadja Zénab	33 14 79
DNCC/MCIPME	Dr BERETE Souleymane	33 17 98
CAFEX/ Technical Director	CONDE Mamadou	26 46 18 Conde_mamadou@yahoo.fr
CAFEX/SNCQN	SYLLA Aly	54 72 69
INNM C/SAA	MINTE CISSE	224 41 28 16 224 41 35 03 224 11 29 95 3 inm@sotelgui.net.gn minté.cissé@caramail.com
Ministry of Agriculture		
IRAG (Guinea Agronomic Research Institute) CRA/Bareng Director Head of the Projects for the Potato Production Development Programme National Consultant for FAO	Dr KANANO Maxim	maximkamano@yahoo.fr
University of Conakry		
CERE (Environmental research Centre)/Director	Prof Ibrahima Boiro	224 46 56 37 224 22 18 56 224 21 88 08 Prboiro@yahoo.fr
CERE/ Research Director	SOW Alpha Abdoulaye	465637 547269 Soablaye51@yahoo.fr
PRIVATE SECTOR		
AGRIMEX Guinée/ Director	CONDE S Marcel	43 46 06/54 62 10
DAFCO/ Director	DIALLO Amadou	011 262709 464305 dafcointer@hotmail.com diallodafco@hotmail.com

INSTITUTION/POSITION	CONTACT PERSON	CONTACT DETAILS
		www.dafco-inter.com
DAFCO Consultant	DIOP Ousmane	21 78 25 011 21 78 25
Bourquiah Cooperative/	SOUMAH Sékou Amadou	28 33 54
Burquier Plantations and Bourquiah Cooperative Member	BURQUIER Jean Luc	011 28 33 54 (0033) 611 28 83 83 Jl.burquier@jlb-international.com
FABIK Ferme Intégrée Director	SYLLA Mbalou	59 91 10
SIPEF Quality Manager	TOURE Yaya	54 16 77/55 69 93
INTERNATIONAL ORGANISATIONS		
UNDP/ Economist Independent Consultant to the Poverty Programme UNDP Guinea	BAH Aïssatou Diallo	468889 468898 011 254241 011 206734 Aissatou.bah@undp.org Diallo_aissatoubah@yahoo.fr
UNDP/ National Economist Policy and Strategy Unit	SOW Mamadou Bobo	411558 413622 Mamadou.sow@undp.org www.snu-gn.org