



联合国
粮食及
农业组织

FOOD AND
AGRICULTURE
ORGANIZATION
OF THE
UNITED NATIONS

ORGANISATION
DES NATIONS
UNIES POUR
L'ALIMENTATION
ET L'AGRICULTURE

ORGANIZACION
DE LAS NACIONES
UNIDAS PARA
LA AGRICULTURA
Y LA ALIMENTACION

منظمة
الاغذية
والزراعة
للأمم
المتحدة

技术合作计划

TECHNICAL COOPERATION
PROGRAMME

PROGRAMME DE
COOPÉRATION TECHNIQUE

PROGRAMA DE
COOPERACIÓN TÉCNICA

برنامج التعاون الفني

Sub-region: CARICOM Sub-region (Antigua&Barbuda, Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Haiti, Jamaica, Montserrat, St,Lucia, St. Kitts-Nevis, St.Vincent and the Grenadines, Suriname and Trinidad and Tobago).

Project title: Sub-regional Project for the establishment of Early Warning Systems for Disaster Preparedness and Management in support of Food and Nutrition Security in the CARICOM Sub-sub-region.

Project symbol: TCP/RLAC/0000 (E)

Starting date: November 2010

Completion date: December 2011

FAO contribution: USD 500 000

Government counterpart responsible for project execution: Ministries of Agriculture of participating countries

Signed: Signed:

(on behalf of the Government)

Jacques Diouf
Director-General
(on behalf of the Food and Agriculture
Organization of the United Nations - FAO)

Date:

Date:

I. BACKGROUND AND JUSTIFICATION

Rising food prices during 2007-2008 and the economic crisis of 2008-2009 have affected all CARICOM Member States, increasing unemployment, reducing income opportunities, tourist arrivals and remittances and decreasing purchasing power with very serious impacts on the poor. While there are limited data by country, it would appear that these phenomena have significantly increased poverty and malnutrition and the incidence of Non Communicable Diseases e.g. hypertension and obesity. In addition to the external economic challenges derived from increasing prices of imports and loss of export demand due to the global recession, Caribbean countries are particularly exposed to the ravages of natural disasters. This vulnerability is compounded by a number of structural constraints related simultaneously to size and distance that affect the economic performance of Caribbean agricultural sectors.

Small populations and land masses in the small island Member States, as well as distances from other Caribbean countries and trading partners reduce the possibilities of exploiting economies of scale. These factors also result in higher prices for imported inputs and higher costs of export products, as smaller purchasing and sales volumes increase product, transaction and transportation costs. This situation undermines potential competitiveness. In the last two decades, Caribbean trade balances have been increasingly negative, debt burdens have increased and domestic inflation, high interest rates and low returns to agricultural investment have been a deterrent to investment in the agricultural sector. Moreover, tourism-the new engine of growth, because of insufficient strategic planning to establish its market linkages with domestic food production, has led to increased sub-regional dependence on imported food products.

As a result, the greater (and increasing) part of the food products consumed in the sub-region¹ is imported in a raw or intermediate state for further processing e.g. wheat, maize, soybeans, grains, to be transformed *inter alia* into flour, animal feed and beverages. Thus the sub-region is almost entirely dependent on foreign producers and processors for supplies of the main food staples. Indeed, over the recent past, the major component of the cost of food products to consumers in the sub-region has consisted increasingly of processing and distribution services, now estimated to constitute upwards of 50 percent of the final market price to the consumer, especially for branded commodities. Domestic production of food commodities is confined mainly to fresh fruits and vegetables and roots and tubers.

Recent events have underscored the importance of safe, secure and nutritious food supplies at reasonable prices for socio-political stability, human development and economic competitiveness. The spectre of climate change and a greater frequency of natural and socioeconomic shocks contribute to the growing interest in and recognition of the value of a joint multi-sector approach to food and nutrition security and the need for sub-regional food production and distribution systems that ensure the manifold benefits of stable food availability, food access and appropriate food utilization for good health and nutrition with lower external costs to society and the environment.

The perceived need for an urgent and coherent response to the food security and allied public health and nutrition challenges facing the sub-region have prompted CARICOM Member States to prepare a Regional Policy for Food and Nutrition Security (RPFNS) **to ensure that the sub-regional food production, processing, distribution, marketing and trade, and food safety and agricultural public health system is capable of providing safe, adequate, nutritious and affordable food for the sub-region's inhabitants at all times, thereby achieving food and nutrition security.**

¹ The CARICOM Member States constitute a sub-regional grouping within the Latin America and Caribbean Region.

The draft policy, which has been formulated with technical support from FAO and funding from the Government of Italy, was discussed in national consultations throughout the sub-region and endorsed by the Conference of Ministers responsible for Agriculture, Trade and Economic Development (COTED) in October 2010. The policy is set in the context of a mix of pro-actively linked national and regional policies (Common Agricultural Policy-CAP, Common Fisheries Policy-CFP, Caribbean Cooperation in Health-CCH etc.) in support of health and nutrition and domestic food production and allied services at all stages and levels of the value chain. There are also on-going discussions on Agricultural Risk Management and Crop Insurance Policy and Programmes.

The RPFNS posits that rural producers and communities need to be resilient against the effects of external economic shocks, food-related crises and in the face of climate change. There is a strong shared interest across the sub-region in putting in place systems to deal with these concerns. While short term responses to crises often require mobilisation of ad hoc humanitarian instruments, other mechanisms and capacities need to be built and maintained to reduce the risks of crises occurring and to manage their effects. Close linkage between humanitarian and development actors and instruments is essential and should be promoted. These are all issues that were addressed recently in Antigua during the FAO-organised Workshop on Agricultural Risk Management and Crop and Livestock Insurance.

For this purpose, national or sub-regional early warning systems capable of predicting imminent disasters need to be strengthened or developed where they do not exist, and better linked to decision making and response organisations. Linking weather data with nutritional information, crops and animal disease outbreaks and market prices, the systems need to draw their data from all levels, including community-level. Policies to address the challenge of price volatility can either tackle volatility itself, or its impacts. To mitigate volatility, the stock-to-use ratio of food products needs to be improved by creating conditions for production increases and for adequate stock levels to be kept, mainly by private traders-issues dealt with in the RPFNS.

These outcomes can only be based on improved food market functioning at global, regional and national levels. This will include responding through market transparency (information on production, reserves, prices, etc.), promoting storage, and local/national food reserves where appropriate and feasible. The impacts of price volatility can be mitigated by using a range of measures, including the establishment of scalable safety nets, food security information systems, use of (weather, index) insurance and an enhanced capacity to use price risk management instruments.

Accurate data collection, collation and analysis are essential for the achievement of these results; this will require the reinforcement of the sub-regional and national information systems in support of agricultural feed and food manufacturing, food security and nutrition policies, and those for early warning purposes. This is an area that has been highlighted in the RPFNS and it encompasses both human resource and institutional capacity-building. At the same time, it is essential that all relevant stakeholders (farmers, fishermen, livestock producers, agricultural/food processors/distributors etc.) be informed and involved at all stages and levels of the information system so as to ensure that, as the primary source of the data, they understand their own as well as the general interest in ensuring the accuracy of the data collected and uniformity in the methodology and criteria employed.

A lot of attention must therefore be paid to the general institutional arrangements and the backward and forward linkages between the producers, collectors and users of the information generated. This entails *inter alia* the carrying out of institutional assessments and formulating plans to develop institutions. This process takes time and will also require generous budgetary provisions if the institutions created are to be capable of functioning well in the short as well as the long term. FAO has knowledge of the appropriate institutional structures, especially in the agriculture sector. The EU

is now also prepared to support “the development and implementation of sub-regional level agricultural policies and strategies, including on livestock management and food safety, to step up integration of sub-regional food and agricultural markets”, and particularly “regional and national information systems in support of agriculture, food security and nutrition policies, and those for early warning purposes”. CARICOM wishes to tap these external sources of assistance in the following areas of immediate concern:

1. the assessment of the sub-regional and national capability to produce timely, reliable and accurate information on domestic agricultural production and manufactured food (plant, livestock and fish produce) output, market availability and prices; the nature, extent and geographic distribution of vulnerability and food insecurity; and the state of the crops in the fields, to have early warning of the probability of crop failures and livestock epidemics etc.
2. the development of a strong sub-regional Information System for Food and Nutrition Security (ISFNS) to provide the informational building blocks and empirical basis for pro-poor agricultural growth policy and poverty reduction strategies through the use of vulnerability analyses to strengthen household resiliency. The ISFNS data will also be essential for the adaptation of farming (including livestock production and fisheries/aquaculture) systems to climate change and increasing rainfall variability and facilitate the pooling of sub-regional resources and greater access to external resources for the prevention, mitigation and management of the effects and impact of these threats. It will also serve as the basis for an effective Risk Management Policy, through the timely detection, prevention and resolution of threats to national and sub-regional food security – crop, livestock, fishery and seed production and input supply programmes; detection and control of trans-boundary migrant pests and animal diseases;
3. The assessment of capacity enhancement needs within such entities as Ministries of Agriculture (extension services in particular), Research Institutions and Hydro-Meteorological Departments so that they can provide accurate and timely climate information to the farming community
4. the institution of an M&E system at national and sub-regional levels to inform the national and sub-regional decision-making process for disaster preparedness, management, mitigation and response through an Early Warning System.

The ultimate objective of this FAO TCP assistance is to determine the institutional framework and arrangements to be put in place at national and sub-regional levels and the appropriate mix of technical resources and allied training needs as well as the relevant investment and recurrent costs involved, for the establishment of a cost-effective Early Warning System and Disaster Preparedness, Mitigation and Management Action Programme in the CARICOM sub-region to enable rapid prediction of and responses to natural disasters and external economic shocks.

On the basis of this technical advice, CARICOM Member States will be equipped to decide on the allocation of domestic resources for this purpose within the levels set by domestic funding constraints, and seek external funding assistance from bilateral/multilateral donor agencies e.g. the European Union and/or international financing institutions (World Bank, CDB, IDB, IFAD) for the remainder. The final outcome sought is a situation of increased domestic food production, stable food supplies, lowering and stabilization of food prices and ultimately improved food security, especially of vulnerable populations in the affected countries in particular, and in the sub-region in general.

The Sub-regional Workshops

As the CARICOM sub-region moves towards sub-regional ownership of development, several regional institutions, *inter alia* Caribbean Agricultural Health and Food Safety Agency (CAHFSA), Caribbean Community Climate Change Centre (CCCCC), Caribbean Disaster Emergency Management Agency (CDEMA), Caribbean Meteorological Organization (CMO), Caribbean Agricultural Research and Development Institute (CARDI), Caribbean Public Health Agency (CARPHA), Caribbean Sub-regional Organization of Standards and Quality (CROSQ), etc., are already playing a major role in facilitating agriculture, food security, trade and related issues of policy development and harmonization, in addition to CARICOM current initiatives. There is a need for immediate harmonization and integration of on-going actions and interventions in order to ensure optimization of desirable results, reduce conflicting approaches, and accelerate the attainment of a sub-region free of hunger on a sustainable basis.

To this end, two regional workshops are envisaged: a Policy Harmonization and Economic Integration Workshop and an Institution-Building Technical Workshop. The purpose of the former, based on the results of the country situation reviews, is to pool information, data and experiences on common problems to be addressed in regard to data collection, collation and analysis and disaster preparedness, mitigation and management in CARICOM Member States, review the systems and criteria used, identify best practices as well as sub-regional actions to complement those at national level, prioritization of these actions and recommendations on follow up actions with sub-regional organizations.

To support policy convergence and harmonized policy and programme preparation and implementation, an appropriate institutional framework with a clear division of functions and responsibilities and lines of authority and communication/interaction at national and sub-regional levels will need to be determined, agreed and put in place. This will entail the establishment of standardized and uniform data bases as well as mechanisms for effective monitoring and evaluation at national and sub-regional levels of the national food situation and food prices; and the harmonization of agriculture and food (supermarkets) marketing regulations and customs regulations, processes and procedures throughout the CARICOM Member States.

Staff of CARICOM and their counterparts in member countries will also need to have their skills and knowledge upgraded in the areas of situation analysis/assessment and monitoring of agricultural/food production and input/output market price data. These issues will be discussed and follow-up actions agreed in a sub-regional Technical Workshop, based on the review of the cross-cutting issues- trade and marketing of food and agriculture commodities, database management, vulnerability analysis and mapping and monitoring and evaluation of activities for food security- to be carried out under this regional TCP.

II. OBJECTIVES OF THE ASSISTANCE

The project will contribute to increased food security in the sub-region by helping to create an enabling environment at national and sub-regional levels for integrated and harmonized actions, with proper monitoring and analyses of the food security situation in the sub-region, in support of agricultural productivity, production, incomes and stable food supplies. Specifically, the project will:

1. Assess the extent of the need for harmonization and coordination of systems and criteria for the collection and collation of food production, processing and marketing, agro-meteorological and social vulnerability data;

2. Identify the gaps and shortcomings at national and sub-regional levels in the institutional capability and technical capacity for the collection, collation and analysis of information *inter alia* on :
 - a) Fresh and processed food markets – sources and volume of commodity supply to the market, number of traders and prices of commodities, agricultural labour and livestock and terms of trade including trends by:
 - production-type and level;
 - income sources and reliability;
 - b) Government policies affecting trade and distribution of food products;
 - c) Baseline information on food production, manufacturing, availability, access and utilization;
 - d) Population numbers and distribution;
 - e) Infrastructure – roads, financial institutions, etc.
 - f) Household coping mechanisms;
 - g) Agro-meteorological, rainfall information (volume, water deficit, flooding, drought and climate outlook), temperature and humidity;
 - h) Crop, livestock and fish diseases;
 - i) Monthly state of crops in the fields;
 - j) Security conditions-extent of praedial larceny;
 - k) Health and nutrition situation;
 - l) Areas affected by food crises and/or chronically food-insecure;
 - m) The number of food insecure persons;
 - n) Level of food insecurity (long term or short term);
 - o) Major causes of food insecurity (structural and cyclical) etc.

3. Identify the gaps and shortcomings at national and sub-regional levels in the institutional capability and technical capacity for effective monitoring and evaluation activities to assess the impact of actions and programmes aimed at raising food production, processing/manufacturing and availability and ensuring stability of supplies in respect of:
 1. Development of effective disaster preparedness and mitigation systems/plans (CDEMA).
 2. Development of vulnerability analysis and mapping to provide timely nutrition and socio-economic information on vulnerable population groups to decision-makers to enable the design of more effective emergency and relief responses.
 3. Development of a crop, livestock and fisheries plan for the sub-region, taking into consideration hurricane patterns, in order to reduce overall production risks.
 4. Identification and monitoring of supplies of key staple food commodities/products in Member States, for storage at an agreed minimum level and managed by an institution with a specific mandate, which would be available for distribution in times of crisis. This would include public/private partnerships and build on the system already in place with WFP assistance for Latin America and Caribbean region.
 5. Development of an agricultural risk management scheme, which may include:

- a. A sub-regional agriculture/crop/livestock risk management and insurance scheme to compensate for losses incurred due to the impact of natural disasters.
- b. A sub-regional disaster fund.
- c. A functional germplasm bank at locations both within and outside of the sub-region.
- d. A sub-regional emergency response plan (for food).

At sub-regional level, it will help in strengthening the capacities of the CARICOM Secretariat to:

1. Set-up mechanisms to monitor the food situation and prices in the sub-region;
2. Review and assess measures being taken by member countries to address soaring food prices and external economic shocks;
3. Exploit economies of scale in developing nutrition promotion programmes;
4. Harmonize actions being taken by member countries; and
5. Fast-track on-going actions to harmonize policies and procedures on trade and establish a common agricultural market in the sub-region.

CARICOM Role

CARICOM will participate in the project activities from project design to implementation. Specifically the organization will review and participate in:

- capacity building for monitoring and assessment activities as a recipient;
- assessment and project formulation missions;
- backstopping missions for ongoing project activities;
- building partnerships with financial partners along with FAO in support of the ISFNS.

Activities

The sets of project activities to be handled to achieve the stated objectives are as follows:

- establishment and application of mechanisms for effective monitoring and evaluation of activities and assessment of the situation on agricultural commodity and food prices at global, regional and national levels in the CARICOM region;
- establishment and management of **databases** on statistics, data and information regarding the agro-meteorological, food insecurity, food supply (domestic and imported) and price situation in the CARICOM region;
- organization of project formulation workshops for staff of CARICOM and member countries;
- establishment of food situation monitoring and evaluation mechanisms and data bases;
- fielding of project identification missions and drafting project documents to address medium- and long-term constraints associated with database establishment and management and the setting up of early warning systems at national and regional levels;
- sensitization of key financial partner institutions and fielding resource mobilization missions for up-scaling of national and sub-regional projects dealing with disaster preparedness, mitigation and management planning;
- regional consultations on the food production, marketing and trade situation and soaring food prices.

Budget

The major input will be personnel (staff and consultants) to carry out all the activities envisaged. It is envisaged that the services of a sub-regional ISFNS Coordinator will be required on a full-time (twelve months) basis to oversee activities and manage the project. The profile would be similar to

that of an Emergency Coordinator. In addition, specific expertise is required for technical and information analysis work. This will require SLC to call upon the expertise available at the RLAC and relevant technical services at headquarters. The outlined budget gives some indication of the anticipated importance of different items. For these projects, the LTU will be TCA and the sub-regional office concerned will be budget holder.

III. PROJECT EXPECTED OUTPUTS

- Agreement on the main findings of the country and thematic reviews of crosscutting issues: constraints, gaps and opportunities for:
 - Institutional arrangements for a Sub-regional/National Information System for Food and Nutrition Security
 - Database establishment and management
 - Harmonization of systems and criteria for data collection
- Improved Disaster Preparedness Planning at national and sub-regional levels
- Funding proposal for the establishment and/or strengthening where appropriate of the institutional framework and arrangements (involving representatives of public, private and civil society stakeholders) required at national and regional levels for the application and management of mechanisms for effective monitoring and evaluation of activities and assessment of the food insecurity, agro-meteorological, plant and animal disease and food product price and marketing situation at national and regional levels in the CARICOM sub region; and a training programme to fill gaps in knowledge and skills in monitoring and evaluation of activities and situation assessment in respect of the above at both national and regional levels
- Staff of CARICOM and officers in member countries with upgraded skills and knowledge in situation analysis/assessment and monitoring of agricultural/food market prices and conditions;
- Mechanisms for effective monitoring and evaluation designed and agreed;
- Capacities for harmonization of policies and procedures for intra-regional trade enhanced;
- Databases established at sub-regional level on agro-meteorological/climate/food situation and prices.
- Agreement on key policy actions and investment projects and programmes (and their order of priority) to move the countries of the sub-region towards improved stability of food supplies and sustainable food security within the next 5 years.
- The successful harmonization of national and sub-regional policy measures and the creation of synergies between countries and the multi-stakeholder efforts in response to acute and chronic food insecurity in the CARICOM region.
- Recommendations for sub-regional actions to mitigate the negative effects of high food prices, particularly on vulnerable populations in the sub-region, covering the following:
 1. Harmonization of Policies, Regulations, Procedures etc.
 2. Integration of Programmes and Projects and or Initiatives for:
 - Food Production
 - Safety Nets
 - Access
 - Others

3. Mechanisms for Monitoring, Evaluation, Data Bases and Systems at national and sub-regional levels for
 - Food Availability; Supplies, Prices, demand, etc.
4. Institutional Framework and Coordination of sub-regional actions
 - Management of multi-state actions (inputs/outputs)
 - Implementation Strategy
5. Prioritized areas for sub-regional actions to complement national actions to mitigate the negative effects of soaring food prices, particularly on vulnerable populations in the sub-region.
6. Mechanisms for involving the private sector and civil society in the process.

Regional Vulnerability Analysis/Social Protection Consultant Draft Terms of Reference

Background

In order to design programmes to improve household access to food, it is essential to identify **who** are the food insecure throughout the region, **where** they are located and **why** they are food insecure. These groups are the most vulnerable to natural disasters and other shocks. Identification and mapping of such vulnerable groups² (taking a gender-sensitive approach) that are prone to chronic or transitory food insecurity are thus essential elements of the national and regional datasets underpinning the design of Poverty Reduction Strategies and Risk Management Programmes. The establishment of a national and regional database of this information is thus an important component of a National/Regional Food and Nutrition Security Information System. The Vulnerability Analysis/Social Protection Consultant will work together with the Regional Database Consultant and the M&E Specialist and in collaboration with public and private sector stakeholders across the region.

The consultant's work contributes to the design phase of a Regional/National Food and Nutrition Security System. The consultant will undertake an investigation a) to identify national policies, associated relevant legislative provisions and the institutional framework for their implementation; b) to compile a basic dataset of vulnerability/food insecurity indicators; and c) to analyse on-going social welfare/food access programmes and their inter-linkages, within the framework of the FAO Right to Food Assessment Guidelines^{3, 4}.

Tasks and responsibilities

The consultant will:

- a) Engage relevant partner/stakeholder organizations in defining a process of data building/collection/collation and audit that is *replicable* by the partner organizations (particularly National Statistical Offices, CCS Statistical Office, Ministries of Agriculture and Social Welfare and others);
- b) Collate information relevant to poverty, vulnerability and food insecurity/poor food access through i) document review, and ii) key informant interviews;
- c) Finalize the consultancy report to include stakeholders' comments and recommendations on scope, priorities, indicators and methodology to be employed in national level Vulnerability Analysis and Mapping baseline assessments with light annual monitoring.

The Vulnerability Analysis/Social Protection consultant will implement the following activities:

- undertake a comprehensive gender- and age-sensitive assessment of all social protection and social safety net programmes currently implemented in CARICOM Member States with particular focus on those related to food security, income, health and nutrition; this assessment should include an analysis of institutional context, programme objectives and actions, targeting methods and beneficiaries, financing and programme effectiveness;

² Households that cannot meet basic food needs- including People living with HIV/AIDs, children and the elderly.

³ FAO(2010) Right to Food Assessment checklist: Assessing the right to Food in the National Development Context
http://www.fao.org/righttofood/publi10/assessment_checklist_EN.pdf

⁴ FAO(2008, 2009) Methods to Monitor the Human Right To Adequate Food, Vol. I and Vol. II.
<http://www.fao.org/docrep/011/i0351e/i0351e00.htm>; <http://www.fao.org/docrep/011/i0351e/i0351e00.htm>

- meet with key ministry, agency and development partners involved in social protection issues in the various Member States;
- undertake, as needed, selected meetings and focus group interviews with diverse stakeholders including existing programme beneficiaries;
- analyse, in gender-sensitive manner, existing data and information (e.g. Poverty Assessments/Household Expenditure Surveys if available) to identify poor and vulnerable households and economic actors who could benefit from improved policy, programmes and investment to increase the productivity of their activities;
- based on the aforementioned analysis and assessment as well as lessons from social protection/social safety net programmes in other countries:
 - suggest options for improving the design and targeting of non-distorting social protection programmes and safety nets for poor and vulnerable households and
 - for establishing inter-ministerial mechanisms to ensure collaboration, coordination and coherence among other short and medium term actions;
- Contribute to the analysis, discussions and recommendations for establishing a dynamic information, analysis and monitoring system to serve as an integral component in the implementation of the RPFNS;
- Prepare a comprehensive report that presents the results of the consultancy;
- Prepare/revise the social protection/social safety net programme section of the RPFNS document including detailed recommendations for strengthening existing systems or developing new programmes consistent with national food security goals;
- Prepare a brief end of assignment report on the activities implemented, the outputs produced and the outcomes achieved, including recommendations for follow-up work on the part of both Member States and the CCS.
- Make recommendations for sustainability of the achievements from the consultancy and collaborate with the M&E and Database experts on the preparation of a funding proposal for the establishment and/or strengthening where appropriate of the institutional framework and arrangements (involving representatives of public, private and civil society stakeholders) required at national and regional levels for the application and management of mechanisms for effective monitoring and evaluation of activities and assessment of the food insecurity, agro-meteorological, plant and animal disease and food product price and marketing situation at national and regional levels in the CARICOM sub region; and a training programme to fill gaps in knowledge and skills in monitoring and evaluation of activities and situation assessment in respect of the above at both national and regional levels.

Qualifications

- Post graduate degree in agricultural economics, rural sociology, development or related discipline;
- Broad understanding and expertise in social protection and social safety programmes in the region, particularly those directly related to food security and productive investment for food insecure and vulnerable households;
- At least five years' extensive work experience related to food security and social protection;
- Experience working with a multi-cultural team of professionals;
- Excellent communication and interpersonal skills to facilitate consultation and dialogues among stakeholders.

Duration

This assignment will be for six months and the duty station of the expert will be at the CCS in Georgetown, Guyana.

EXPERT ON DATA BASES

Background

The CARICOM Member States have committed to the institution of an Effective Risk Management Policy. This requires *inter alia* a regional capability for the timely detection, prevention and resolution of threats to national and regional food security of natural origin: weather (drought, floods), climate, trans-boundary migrant pests and animal diseases etc. To this end, CARICOM will need to take steps to harmonize agro-meteorological and climate statistics and data collection and analysis systems with uniform criteria for national and regional data bases and linkages between and among them at all levels. This will enable Member States to prepare and provide updates, analysis and recommendations relating to on-going and planned actions in the medium to long term for self reliant sufficient availability of staple food commodities/products, and preparedness for shocks as well as compensation for damages and losses caused by natural and/or manmade disasters.

Tasks

Under the policy and operational guidance of the CARICOM Secretariat, the Expert will carry out a number of activities directed at establishing and/or harmonising data bases at the CARICOM regional/national levels and systems of managing such data bases relating to food situation and prices and agro-meteorological statistics etc. Specifically, the Expert shall:

- Review subject matters and on-going systems of data bases in agro-meteorological, food and agriculture matters being used at the regional and national levels in the CARICOM region, covering production, prices, imports, exports, national food requirements, deficits, weather, climate, river levels/flow, sea level rise etc.
- Determine in collaboration with CARICOM, the appropriate institutional framework and parameters (subject matters and systems) for data bases relating to the agro-meteorological and food situation at regional and national levels and food prices in particular;
- In consultation with member countries in the region and with the collaboration of CARICOM develop a system(s) of data base(s) on the agro-meteorological situation as well as availability, prices, and trade on food Commodities (both domestically produced and manufactured from imported raw or intermediate products) and essential production inputs at regional level that will be complementary to data base systems on similar subject matters at national level;
- Identify gaps in knowledge and skills in the generation and management of the data base(s) at national regional levels, and prepare and carry out a programme to fill such gaps;
- Prepare an Assignment Report and make recommendations on the work carried out.

Outputs

- Established systems for user-managed data bases on the agro-meteorological, food and price situation at national and regional levels, particularly for selected staple food commodities and essential production inputs.
- Procedures and guidelines for collection, processing, operation, management and use of the data and information to be stored in the data base;
- Recommendations for sustainability of the achievements from the consultancy and, in collaboration with the M&E and Vulnerability Analysis/Social Protection experts, preparation of a funding proposal for the establishment and/or strengthening where appropriate of the institutional framework and arrangements (involving representatives of public, private and civil society stakeholders) required at national and regional levels for the

application and management of mechanisms for effective monitoring and evaluation of activities and assessment of the food insecurity, agro-meteorological, plant and animal disease and food product price and marketing situation at national and regional levels in the CARICOM sub region; and a training programme to fill gaps in knowledge and skills in monitoring and evaluation of activities and situation assessment in respect of the above at both national and regional levels

- Where necessary, staff of CARICOM and officers/operatives in member countries with upgraded skills and knowledge in the management of data bases on the food and prices situation
- Report on the Assignment.

Qualifications and experience

- At least a degree in statistics or quantitative methods relating to agriculture;
- Minimum of seven years of relevant experience in data gathering, processing and management of interest to agriculture;
- Ability to travel extensively and work under pressure if need be.

Duration and duty station

This assignment will be for six months and the duty station of the expert will be at the CCS in Georgetown, Guyana.

EXPERT ON MONITORING AND EVALUATION

The region's vulnerability to natural disasters, exacerbated by the effects of climate change, and its dependence on external markets for the greater part of its food supplies, has underlined the importance for governments of having access to timely, reliable and accurate information on domestic agricultural production and manufactured food (plant, livestock and fish produce) output, market availability and prices; the nature, extent and geographic distribution of vulnerability and food insecurity; and the state of the crops in the fields, to have early warning of the probability of crop failures and livestock epidemics etc. There is need, therefore for an M&E system at national and regional levels to inform the national and regional decision-making process for disaster management, mitigation and response through an Early Warning System.

Tasks

Under the overall supervision of the CCS, the Expert will carry out a number of activities directed at building capacities and establishing mechanisms through which effective monitoring and evaluation will be carried out in the CARICOM region and the constituent countries, in respect of domestic agricultural production and manufactured food output, availability and prices, the nature, extent and geographic distribution of vulnerability and food insecurity, forecast data for key climate variables such as rainfall, river flow/levels, temperature, sea level rise and the incidence of extreme weather events (such as hurricanes, floods, droughts) as well as the state of the crops in the fields. Specifically, the Expert shall:

- Make a comprehensive assessment of disaster related risk at national and regional levels as a basis for the design of products and programmes for risk management, transfer, mitigation, recovery etc.
- Determine the appropriate institutional framework, mechanisms and procedures to carry out and report on such monitoring and evaluation activities;
- Determine the Indicators necessary and appropriate for such M&E activities;
- Assess the institutional capabilities and human resource capacities and other facilities necessary for monitoring and evaluation of activities in respect of the above-mentioned variables at national and regional levels, and assess gaps and shortcomings at both levels;
- In collaboration with the Vulnerability Analysis/Social Protection and Database experts, prepare and cost a funding proposal for the establishment and/or strengthening where appropriate of the institutional framework and arrangements required at national and regional levels for the application and management of mechanisms for effective monitoring and evaluation of activities and assessment of the agro-meteorological, plant and animal disease and food product price and marketing situation at national and regional levels in the CARICOM sub region; and a training programme to fill gaps in knowledge and skills in monitoring and evaluation of activities and situation assessment in respect of the above at both national and regional levels.

Outputs

- Staff of CARICOM and officers/operatives in member countries with upgraded skills and knowledge in situation analysis/assessment, monitoring and evaluation of soaring food prices
- Established mechanisms for effective monitoring and evaluation
- Recommendations for sustainability of the achievements from the consultancy and, in collaboration with the Database and Vulnerability Analysis/Social Protection experts, preparation of a funding proposal for the establishment and/or strengthening where appropriate of the institutional framework and arrangements (involving representatives of

public, private and civil society stakeholders) required at national and regional levels for the application and management of mechanisms for effective monitoring and evaluation of activities and assessment of the food insecurity, agro-meteorological, plant and animal disease and food product price and marketing situation at national and regional levels in the CARICOM sub region; and a training programme to fill gaps in knowledge and skills in monitoring and evaluation of activities and situation assessment in respect of the above at both national and regional levels.

- Reports on the Assignment

Qualification and experience

- At least a degree in agricultural economics, agricultural science or related fields.
- Minimum of seven years of relevant experience in project/programme development, monitoring and evaluation, and
- Ability to travel extensively and work under pressure if need be.

Duration and duty station

This assignment will be for six months and the duty station of the expert will be at the CCS in Georgetown, Guyana.



GENERAL PROVISIONS

1. The achievement of the objectives set by the project shall be the joint responsibility of the CARICOM Secretariat (CCS) and FAO.
2. As part of its contribution to the project, the CCS shall agree to make available the requisite number of qualified national personnel and the buildings, training facilities, equipment, transport and other local services necessary for the implementation of the project.
3. The CCS shall assign authority for the project within the Secretariat to an administrative unit, which shall constitute the focal point for cooperation with FAO in the execution of the project, and which shall exercise the CCS's responsibility in this regard.
4. Project equipment, materials and supplies provided out of Technical Cooperation Programme funds shall normally become the property of the CCS immediately upon their arrival in the country, unless otherwise specified in the agreement. The CCS shall ensure that such equipment, materials and supplies are at all times available for use of the project and that adequate provision is made for their safe custody, maintenance and insurance. Vehicles remain the property of FAO, unless otherwise specified in the agreement.
5. Subject to any security provisions in force, the CCS shall furnish to FAO and to its personnel on the project, if any, such relevant reports, tapes, records and other data as may be required for the execution of the project.
6. The selection of FAO project personnel, of other persons performing services on behalf of FAO in connection with the project, and of trainees, shall be undertaken by FAO, after consultation with the CCS. In the interest of rapid project implementation, the CCS shall undertake to expedite to the maximum degree possible its procedures for the clearance of FAO personnel and other persons performing services on behalf of FAO and to dispense with, wherever possible, clearance for short-term FAO personnel.
7. The CCS and the Governments of its Member States shall apply to FAO, its property, funds and assets, and to its staff, the provisions of the Convention on the Privileges and Immunities of the Specialized Agencies. Except as otherwise agreed by the CCS and FAO in the Project Agreement, the CCS and the Governments shall grant the same privileges and immunities contained in the Convention to all other persons performing services on behalf of FAO in connection with the execution of the project.
8. With a view to the rapid and efficient execution of the project, the Host Government shall grant to FAO, its staff, and to all other persons performing services on behalf of FAO, the necessary facilities including:
 - i) the prompt issuance, free of charge, of any visas or permits required;
 - ii) any permits necessary for the importation and, where appropriate, the subsequent exportation, of equipment, materials and supplies required for use in connection with the project and exemption from the payment of all customs duties or other levies or charges relating to such importation or exportation;

- iii) exemption from the payment of any sales or other tax on local purchases of equipment, materials and supplies for use in connection with the project;
- iv) payment of transport costs within the country, including handling, storage, insurance and all other related costs, with respect to equipment, materials or supplies for use in connection with the project;
- v) the most favourable legal rate of exchange;
- vi) assistance to FAO staff, to the extent possible, in obtaining suitable accommodation;
- vii) any permits necessary for the importation of property belonging to and intended for the personal use of FAO staff or of other persons performing services on behalf of FAO, and for the subsequent exportation of such property;
- viii) prompt customs clearance of the equipment, materials, supplies and property referred to in subparagraphs (ii) and (vii) above.

9. The CCS shall appoint a Project Coordinator (PC), as envisaged in the Project Agreement, to carry out the functions and activities specified in the agreement. In some cases, it may be necessary for FAO to request, in writing, the PC to incur specific commitments or obligations or to make specific payments on behalf of FAO. In such cases, the project may advance to the PC project monies, up to the amounts allowed by and in accordance with current FAO rules and regulations. In this event the CCS agrees to indemnify FAO and to make good to it, any losses that may arise from any irregularity in the maintenance of the advanced FAO's monies on the part of the PC.

10. The CCS shall deal with any claim which may be brought by third parties against FAO or its staff, or against any person performing services on behalf of FAO, and shall hold them harmless in respect of any claim or liability arising in connection with the project, unless the CCS and FAO should agree that the claim or liability arises from gross negligence or wilful misconduct on the part of the individuals mentioned above.

11. The persons performing services on behalf of FAO, referred to in paragraphs 6, 7, 8 and 10, shall include any organization, firm or other entity, which FAO may designate to take part in the execution of the project.