

SCOPE OF WORK

Consultant Name:	TBD					
Project/Activity Name:	USAID/Sweden FARMA II Project {Bosnia}				Activity #	
Assignment Title:	Capacity Building of risk assessment in the field of food and feed safety and development of national data base for food consumption data collection					
Position Type:	Full Time		Part Time		STTA	X
Consultant Nationality:			TCN	X	CCN	
Engaged By:	Cardno Emerging Markets USA, Ltd.					
Position Reports to:	Chief of Party / FARMA II Veterinary Expert					
Assignment Period:	Start Date: March 2017			End Date: June 2017		
Total LOE for Position:	Total LOE: 8		Onsite: 7	Offsite: 1	Travel: 0	

USAID/Sweden FARMA II - Description of Project

USAID and the Government of Sweden have awarded Cardno Emerging Markets USA a five-year contract for implementation of the Fostering Agricultural Markets Activity II (FARMA II) project in Bosnia & Herzegovina (BiH). The purpose of the FARMA II project is to create agricultural and agribusiness economic opportunities for BiH farmers and entrepreneurs. This will be achieved by assisting agricultural producers in adopting EU and international agricultural & food standards, adopting new production techniques, adding value and expanding access to both domestic and foreign markets; and by strengthening BiH public sector institutions ability to implement regulations, norms, practices, and rules in the areas of agriculture & food, veterinary & plant health and safety, accreditation, standardization and quality certifications to meet EU and international trading standards and requirements.

Background

Taking into consideration Progress report EC 2015/2016 and the request for assistance addressed by the Food Safety Agency B&H for establishment of an appropriate database for data entry that would be consistent with the European Food Safety Agency EFSA database (table, procedures for the collection and processing of data, data point etc.) FARMA II Project intends to support this process by providing training and capacity building support to ensure FSA staff can fulfill all necessary procedures for data collection, establish database and data processing to strengthen the BiH food safety network system.

Data collection is an important task of EFSA (Articles 22 and 23 of Regulation EC No 178/2002). The established database should provide all necessary information in compliance with EFSA requirements. The availability of detailed, harmonized and high-quality food consumption data for use in dietary exposure assessments is a long-term objective of EFSA. Data should be submitted according Guidance on the EU Menu methodology. The reported foods should be described in accordance with the EFSA FoodEx2 food classification system.

The Food Safety Agency of B&H has identified as high priority the need to improve data collection, analysis and reporting food consumption data collection.

Purpose of Assignment

The main purpose of the project is to strengthen the administrative capacity of the Food Safety Authority of BiH in the area of establish a BiH food consumption database in order to provide all interested parties with the best possible scientific outputs, as a basis for managing the risks and preparation and adoption of measures in regard to Food Act, as well as development of the national database necessary for risk assessment.

FARMA II Project intends to provide training for FSA staff so they can adequately perform domestic regulatory and international requirements. Food consumption data are essential for assessing how exposed people are to potential risks in the food chain.

Specifically it is planned to conduct initial assessment of currently available data and systems, perform training sessions (theory and practice). Training will be for food consumption data collection. The target group is FSA personnel directly involved in data collecting and communication with EFSA (reporting officers and data providers).

Activities

The activities planned under this assignment include the following:

Activity 1 - Desk based research and assessment

- collect current status of data collection and data analyze in B&H, provide initial assessment;
- collect all information and make a proposal on further steps to confirm the continuation of the activities and the planned training, development and presentation of summary assessment report;
- highlighting main findings and recommendations for approach and methods;
- present and train data methodology and procedures for collecting data as it carried out in EU countries.

Activity 2 – Training and development procedures

- define the main steps for setting up the data system in B&H;
- define procedures to collect data (possibly to include manual of procedures, templates etc.);
- define procedure how to handle and analyze the data received from all relevant stakeholders.

Practical trainings will be especially focused on the General principles for the collection of national food consumption data in the view of a pan-European dietary survey also known as the “EU Menu”. Activity will be held in FSA.

Deliverables

- Staff trained and manual drafted for organizing and planning surveys, sampling methods, best recruitment practices and reporting
- Training on the EU Menu
- Preparation of food consumption data collection manual
- Assessment and Final report prepared

Timing and Level of Effort

Total LOE is estimated at up to 8 LOE days (7 on site days and 1 day for offsite work - report and recommendations) and is expected to take place between March and June 2017.

Expert profile

Qualifications and skills:

- university degree in the area of natural science – specialty in food technology
- knowledge of the EU *acquis* pertaining to risk assessment in the area of food and feed safety
- experience in risk assessment in the area of food and feed safety in EU member states
- computer literacy
- good coordination and communication skills
- fluency in English and preferably knowledge of one of the official BiH languages, both written and spoken

Professional experience:

- proven practical working experience in data management, data collection and data sets
- good knowledge of the implementation of the EU legislation in the field of food and feed safety and dietary exposure assessment
- in-depth knowledge of the situation in agencies/institutes for risk assessment in the area of food and feed safety in EU Member States
- Practical working experience with data collection in the area of food consumption