

John Ogonowski and Doug Bereuter Farmer-to-Farmer (F2F) Program

Request for Technical Assistance Scope of Work Outline

Title: Fruit and Vegetable Processing and Storage
Assignment Number: SEN260

I. Executive Summary:

Winrock International requests the support of a Farmer-to-Farmer volunteer for a 18 day volunteer assignment (including travel) located in Kedougou, Senegal. The volunteer will assess Kedougou Management Orientation and Human Development Association's (KEOH) fruit and vegetable processing methods and train them on improved performance. The volunteer will train processors on how to process fruits and vegetables, while maintaining the produce's flavor, with natural methods following food safety and hygienic practices. KEOH is especially interested in making homemade preserves, jams, juice, concentrate juice. They would also like to learn about drying, processing and storing mango, madd (*Saba Senegalensis*), jujube, okra, tomato, onion, hibiscus, tamarin and baobab. The volunteer will provide participants with theoretical and technical knowledge that will allow them to work independently. The volunteer will also advise on the procurement of raw material, how to ensure safety regulations regarding food preparation, quality control and manufacturing processes.

KEOH is already producing juice using bisap, ditakh (*Detarium Senegalense*) and baobab. The host wants to be able to make jams from these products as well. They are open to learning about any other new products that can be made from the list of fruits and vegetables above.

The volunteer should have the following qualifications and background:

- *University degree in agriculture, food science, or related field*
- *Experience using modern and efficient equipment for fruits and vegetable processing*
- *Ten years' experience in fruit and vegetable processing, including experience training others in this topic*
- *Excellent written and verbal communication skills*
- *French language skills preferred but not mandatory*

II. Background:

1. *Brief summary of the sector/value chain: constraints, opportunities, stakeholders, etc. –as related to the statement of need for the SOW:*

The range of local processed products is broad and includes traditional drinks and new products such as syrups, jams, juice pouches and dried fruit (mango, hibiscus, carrot, tomato, eggplant, cabbage, hot pepper, onions, etc.). These new local products are packaged in bags, jars, bottles. Meeting the needs of consumers in quantity and quality is the first mission that drives processors.

The main issues with which they are faced are:

- *Production difficult to plan because of unpredictably availability and price of raw materials*

- Processing sector involves many actors from different fields (suppliers, traders, restaurants, consumers...)
- Packaging material market is not well organized
- Lack of training in marketing
- Level of processing equipment is very low

In Senegal, there is tremendous production of fruits and vegetables in a short period of the year and then processing and storage of those products in perfect consumable condition for a longer time without undergoing any spoilage is a necessity. Due to lack of processing and storage techniques, many producers are losing big quantities of fruits and vegetables each year whereas they would be able to benefit much from.

To better conserve their fruits and vegetables and to be more competitive in the markets, the association would like their members to be trained in processing and processed products storage techniques. With these techniques, they will be able to process the unsold vegetables to be resold as processed products thereby adding value and generating additional income for the groups.

2. *Brief summary of any other USAID or other donor-funded work in similar areas/topics in country:*

N/A

3. *If this is a follow-on assignment or if there is a previous F2F assignment that is related to this host and/or sector, please provide a brief summary of the assignment(s) including the assignment number*

N/A

III. Host Information:

Host Organization Name:	Kedougou Management Orientation and Human Development Association (KEOH)		Address:	Commune de Kedougou. Quartier Daande Maayo, next to the elementary school Bakary Dansokho.	
Telephone Number:	77-362-5532	Email Address:	diali12@hotmail.fr	Website or Social Media link:	Facebook: Association KEOK Kedougou
Primary Contact Name:	Dialiba Tandian		Secondary Contact Name:	Moussa Sylla	
Phone:	00221 77-362-5532		Phone:	00221 - 77 - 363 - 3815	
Email:	diali12@hotmail.fr		Email:	moussasylla150@yahoo.fr	
Title:	Senior manager		Title:	Food security manager	
Gender:	Male		Gender:	Male	
Host Type:	Cooperatives and Associations				
Have we worked with this host before?	No				
If yes, please include a recent assignment number:					

Are there local partner organizations collaborating on this assignment? No

IV. Host Organization Profile:

1. *Description of the host, history of enterprise and their long-term objectives. Describe relevant milestones that have led up to the present situation:*

The Kedougou Management Orientation and Human Development Association (KEOH), is an association of Popular Education which was created in September 1999 and officially recognized on April 3, 2000 under the registration number n ° 2000/08 / GR TC. The founding members decided to create this association to meet the requirement of a solid repository, capable of putting into action the philosophy of decentralization of development by promoting local development based on human rights and community entrepreneurship.

This group of former classmates turned volunteers felt the need to contribute to the development of their commune, due to the remoteness of their locality and the poor opportunities to promote education and resources. Due to the different experiences of its founding members, KEOH gradually becomes a true professional organization of development.

It is a self-governing, non-profit organization, that is independent of all political and religious power. KEOH's objective is to serve and defend the interests of grassroots communities to which it feels a solidarity and complementary role. Meaning 'Human' in the Mandinka language, KEOH represents, for its members, a vision of development which consists in investing in the person by strengthening his or her capacities to enable them to have more control and to be aware of their rights in order to take care of themselves.

Vision: Creating sustainable community development based on a human rights approach.

Mission: Supporting the emergence and strengthening of citizen awareness of local actors through education, training and communication programs.

Values: Commitment, Work, Justice

Partners

Action Aid Senegal;
LARTES (Research Laboratory on Economic and Social Transformations);
CAFA (Cooperative of Actors of the Poultry Sector)
Red Cross;
RRFDK (Women Regional Network for the Development of Kedougou)

KEOH is very interested in food security, through all its chain and human rights, especially women and youth.

2. *Number of workers: male, female, education levels, host plans to increase or decrease size of workforce, etc.*

KEOH has 18 association members plus a few individual producers. They also have a Board of Directors and an executive office which consists of 15 people.

3. *Market situation: Has a market analysis been done, size of market, existing marketing plans?*

None

4. *Description of management capabilities: strengths & weaknesses.*

KEOH strengths:

- KEOH has Community Based Organization (CBOs) members who come from grassroots communities and cover the whole region.
- Ability to mobilize: This is facilitated by a strong community coverage. For example, the ability to mobilize communities in the Raoul Barroso project in 2008 allowed KEOH to cancel this project, which was the biggest property embezzlement in the region. Indeed, this 80,000-ha project was to move more than a hundred villages in three rural communities in the region, resulting in the loss of most of the arable land, which KEOH representatives could not support as they work for the protection of family farms.
- Good relationship with the administrative and local authorities
- Perfect knowledge of the region
- Leadership of development organization in the region. Years before KEOH was set up, there were only Sport and Cultural Associations (ASCs in French) in Kedougou. This type of development association was not known in the region. However, KEOH remained misunderstood for many years even within families. Thanks to its determination, KEOH succeeded in becoming a true development organization. From there, many other organizations were created and developed in the region.
- Existence of an internet site
- Functional bodies (General Assembly, Board of Directors, Management Unit)

KEOH Weaknesses:

- Insufficiency of logistics
- Lack of certain organizational skills, particularly in project / program development. The senior manager, supported by the program manager, is in charge of developing these programs. This is a weakness given the size of the organization and the volume of activities.

5. *Pertinent information on local physical setting: infrastructure; availability of electricity water, fuels, etc. and their limitations.*

KEOH has an office with the necessary equipment (tables, chairs, computers, etc.) Water, electricity as well as internet are available.

V.Expected Beneficiaries:

Expected training participants/direct recipients of volunteer assistance	# or level	Comments
Estimated number of assignment participants:	20	
Estimated % of women:	20%	
Average education level:	High School	
Average skill level related to the assignment:	Fair	
English-language capability/literacy level (speaking and writing):	No English	
List experience or prior training on similar topic (what and when):	None	

Assignment Information

VI. Duration and Dates of Assignment (including travel):

Anticipated In-country schedule is included below:

Activity	Location	Estimated days
Travel to destination	Dakar	2
Meet with F2F staff for introductory briefing and security overview and visit the supermarkets to explore processed fruits and vegetables	Dakar	1
Travel to Tambacounda	Tambacounda	1
Travel to Kedougou	Kedougou	1
Meet with KEOH staff to discuss expectations and needs. Visit local markets	Kedougou	1
Develop/finalize training agenda, topics and guide for KEOH	Kedougou	1
Rest Day	Kedougou	1
Train KEOH processors on fruit and vegetable processing and storage techniques. Debrief with host at the end of training	Kedougou	5
Travel to Tambacounda	Tambacounda	1
Travel to Dakar	Dakar	1
Report writing and development of final deliverables and debriefing with F2F and/or USAID	Dakar	1
Depart for Home	Dakar	2
Total number of days		18

VII. Tasks to be Performed:

Prior to leaving the US, the volunteer is expected to:

- Review End of Assignment Report template
- Review the F2F Environmental Brochure. See additional requirements under *F2F Pesticide Evaluation Report and Safer Use Action Plan*
- Read about experience of fruit and vegetable processing by women's groups in Senegal
- Review Senegalese food safety regulations

The main tasks of the assignment are to:

- Conduct an assessment of the KEOH fruit and vegetable processing methods, equipment and production system and identify ways to improve
- Identify and suggest materials and equipment that could be more suitable for quality production
- Train on new methods of fruit and vegetable processing and in quality control per Senegal food safety standards, as well as storage techniques
- Develop a guide as reference for future use

VIII. Potential Outcomes and Impacts:

As a result of this assignment, it is expected that the host will be able to:

- Improve its production system
- Implement new methods for fruit and vegetable processing
- Use more modern equipment for production
- Provide better quality processed products

F2F staff will follow up with the host 6-12 months after the assignment to assess host progress and impacts resulting from the volunteer assistance.

IX. End of Assignment Report and Other Deliverables Required:

- End of Assignment (EOA) Report (format to be provided by Winrock).
- Training materials or any other relevant documents to assist KEOH in meeting its goals
- Letter to the host with recommendation

X. F2F Pesticide Evaluation Report and Safer Use Action Plan (PERSUAP):

Type 3 Assignments: These volunteers are not expected to be involved in pesticide issues. Items for Type 3 Assignment SOWs:

- The volunteer shall review the F2F Environmental Brochure for F2F Volunteers and be aware of F2F’s legal requirements regarding the provision of assistance for the procurement or use of pesticides. The volunteer shall not recommend or provide advice on specific pesticides.

Administrative Information

Date SOW sent to HQ: 5/24/2019

Assignment Site(s): Kedougou, Senegal

Number of Volunteer Experts Requested: 1

PERSUAP Classification: Type 3

Country F2F Project: Postharvest Quality

Focus Area(s): Agro-processing, [Click here to enter text.](#)

Commodity Chain Activities: Processing (including primary and final product transformation, storage, transportation)

Type of Volunteer Assistance: Technology Transfer

Host Plans for Dissemination or Replication of F2F Training: Those who received the training will just share the knowledge with the other members given everybody cannot be trained.

Resources to be contributed by the Host: The host will provide a suitable training area, the raw materials for the practical application of the training, transport for the participants, food, drinks, etc.