

ARIAS SOCIETY

Assam Rural Infrastructure and Agricultural Services Society

(An Autonomous Body under Govt. of Assam)

Project Coordination Unit (PCU) of the World Bank financed

Assam Agribusiness and Rural Transformation Project (APART)

Agriculture complex, Khanapara, G.S. Road, Guwahati-781022 (Assam, India)

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Draft Indicative Terms of Reference (ToR)

Senior Technical Expert- Fisheries (STEF) to be positioned in the Fishery Department at Assam Secretariat, Dispur, Guwahati For World Bank financed Assam Agribusiness and Rural Transformation Project (APART)

(A) BACKGROUND AND OBJECTIVES OF THE PROJECT

1. Government of Assam (GoA), through the Government of India has applied for a loan of US\$200 million from the World Bank (W.B.) for Implementation of the Assam Agribusiness and Rural Transformation Project (APART). Eight line departments of Govt. of Assam will be involved in the implementation of the project. Department of Fisheries is one of the implementing departments under APART. Fish value chain Interventions under APART would be implemented by Directorate of Fisheries at State level and District Fishery Development Offices at District level. It is intended to hire 1 (one) Senior Technical Expert- Fisheries (STEF) to be positioned in the Fishery Department at Assam Secretariat, Dispur, Guwahati-6.
2. The Project Development Objective (PDO) is to *'add value and improve resilience of selected agriculture value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam.'*
3. The project will achieve the proposed PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers' access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability.
4. There are 4 (four) components to the APART. The first component is **'Support to Agri enterprise Development'**, with sub-components being (i) enhancing the State's capacity to attract private investments, (ii) setting up of an Agribusiness Enterprise Development and Promotion Facility (EDPF) (iii) investment fund support, (iv) establishing stewardship councils. The second component is **'facilitating agro cluster development'** with the sub-components being (i) support establishment of cluster level industry associations , (ii) supply chain support, The third component is **'Fostering Market-led Production and Resilience Enhancement'** with the sub-components being (i) promoting climate resilient technologies and their adoption , (ii) facilitating market linkages through market intelligence and product aggregation, and (iii) facilitating access to and responsible use of financial services. The fourth component is **'Project Management, Monitoring and Learning'**.
5. The project would support value addition in the production and post-harvest segments of selected agriculture value-chains; facilitate agribusiness investments through inclusive business models that provide opportunities to smallholder farmers as well as stimulate the establishment of new small and medium agribusiness enterprises; and support resilience of agriculture production systems in order to better manage increasing production and commercial risks associated with climate change, in the targeted districts. The project would adopt a cluster and value chain strategy in the targeted districts to generate economies of scale; promote vertical and horizontal links between local agricultural enterprises; enable diffusion of innovations; leverage network externalities; and channel public support for services

and infrastructure. The project would enable all the value chain participants to develop competitive and innovative offerings that meet market demands rapidly and successfully.

6. Under sub-component C-1, fisheries is one of the important value chains being focused under the project. Interventions in the fish value chain, implemented by the district ATMA and Department of Fisheries, in collaboration with WorldFish and private sector partners, will focus on: (i) Improving quality of the inputs such as fish seed and feed for aquaculture by establishing seed multiplication centers for quality seed production of genetically improved strains of Indian carps (*Jayanti Rohu*), *GIFT tilapia* etc., in project districts, and establishment of new hatcheries with improved brood stock management for production of high yielding carps; (ii) organizing smallholder producers into producer groups to access services, inputs and markets; (iii) matching grants (CIG Grants) to these producer groups for increasing productivity and production through adoption of better management practices, with cash contribution by the beneficiary groups as per the norms given in the Project Implementation Plan (PIP); (iii) promoting diversification of fish species by inclusion of small indigenous fish species through carp-*mola* polyculture technology; (iv) capacity building, training, and exposure visits of producers, awareness programs, on climate resilient aquaculture and fisheries and developing and implementing supporting policies and programs; and (v) improved post-harvest management, value addition and marketing of produce. The key activities to be financed will include, among others establishment of seed multiplication centres; upgradation of hatcheries; and technology demonstration in ponds, *beel* fishery and paddy-cum-fish farming in about 3900 ha. The project would also finance related consultancy services including feasibility studies; and capacity building activities.

(B) OBJECTIVES OF THE ASSIGNMENT AND SCOPE

7. The STEF will *inter alia* be responsible for overall smooth coordination for the fisheries value chain initiative of the project. STEF will work in close coordination with Directorate of Fisheries and ARIAS Society for the fishery sub-component of the project.
8. **The key job responsibilities include the following:**
 - a. STEF will assist the Department of Fisheries (Core Project Implementation Unit- CPIU) in processing of proposals for approval of Annual Work Plans and all other proposals under APART as submitted by the Director of Fisheries (Operational Project Implementation Unit- OPIU) time to time.
 - b. STEF will provide technical inputs to Fishery Department as and when required for smooth processing of proposals submitted by the Director of Fisheries under the Project.
 - c. STEF will coordinate with the Directorate of Fisheries and the ARIAS Society and maintain regular liaison with them to facilitate timely processing of Project proposals.
 - d. STEF will prepare review reports, status reports and other documentation as required by the Department. STEF will provide regular information/data in a timely and prompt manner on progress of activities in the fisheries sub-component as & when required by the Departmental authorities.
 - e. **Travel Requirements:** STEF might be required to undertake field-visits and tours to the project sites, if required, with the approval of the Department.

(C) QUALIFICATIONS, EXPERIENCE, AGE ETC

9. **Educational Qualification:** The STEF must hold at least a Master in Fisheries Science (M.F.Sc) of minimum two years duration from a recognized University/institution.
10. **Working Experience:** The STEF with minimum 05 years experience in fisheries sector will be given preference.
11. **Computer Skills:** Must have proficiency in the use of Internet based applications, Graphics, MS Word, MS Excel & MS Power Point and other related applications
12. **Language:** Must be fluent in Assamese, English and Hindi
13. **Age:** Age of the candidate should not be more than 50 years as on 1st January 2018

(D) DURATION OF CONTRACT, RESIGNATION, TERMINATION ETC.

14. The tenure of STEF is intended for entire duration of the project i.e. seven years and will be co-terminus with the project period of APART. However, continuity of the STEF beyond one (1) year from the date of signing the agreement will depend upon his/her performance. The contract management shall be as per the prevailing project rules.
15. The contract with STEF may be terminated by either side at any point of time during the contractual period by serving a 30 days' notice without assigning any reason and without thereby incurring any liability to the Directorate of Fisheries/ Govt. of Assam/ ARIAS Society. The assignment is purely contractual in nature and shall not, under any circumstance, be extended beyond the APART's closing date. The Directorate of Fisheries/ Govt. of Assam/ ARIAS Society shall not undertake any responsibility for subsequent employment of the consultant. The resignation shall be as per prevailing project rules.
6. The STEF shall not assign or sub-contract, *in whole or in part*, his/her obligations to perform under this ToR except with the Reporting Officer's prior written consent. The STEF will have to serve the Project on full time basis under overall command of the senior most Secretary of the Department and provide services from the office of the Fishery Department at Assam Secretariat, Dispur.

(E) REMUNERATION, PAYMENT TERMS AND LEAVE

7. The annual consolidated range of remuneration for the STEF will be Rs 4.80 lakh to 6.0 lakh based on experience, qualification and the last amount drawn from previous engagement. Taxes as applicable shall be dealt with as per applicable laws.
3. Travelling, Boarding & Lodging expenses for approved official tours will be reimbursed as per prevailing project rules.
3. No house rent allowance or any other allowance shall be paid. No other payment whatsoever (except reimbursement of official travelling expenses) shall be paid, except as agreed with the STEF.
3. The provisions of leave would be as per prevailing project rules.

(F) REPORTING AND PERFORMANCE REVIEW

1. The STEF will report to the Senior most Secretary of Fishery Department. The performance of STEF will be reviewed by the Secretary and a consolidated quarterly report shall be received by the ARIAS Society from the Fishery Department .

(G) FACILITIES TO BE PROVIDED TO TEF

1. STEF would be provided with the following:
 - a. Access to all the required documents like Project Implementation Plan (PIP), Project Appraisal Document (PAD), Community Operations Manual (COM), Annual Work Plans (AWPs), Value Chain Development Plans (VCDPs), Environment Management Framework (EMF), Social Management Framework (SMF), Indigenous People's Development Framework (IPF), Resettlement Policy Framework (RPF), correspondence & other information relating to the project, as deemed necessary.
 - b. Shared office space in the office of the Fishery Department at Assam Secretariat along with a computer & accessories and office consumables.
 - c. Travel by public transport shall be reimbursed as per prevailing project rules.

Note: This is a draft ToR and may be changed, updated or modified at any stage till recruitment process is completed



APPLICATION FORM FOR THE POSITION OF Technical Expert Fisheries (TEF) / Senior Technical Expert Fisheries

1. Full Name of the candidate (In Block Letters):
2. Father's/Husband's Name :
3. Mother's Name :
4. Gender:
5. Marital Status :
6. Nationality (attach a copy of evidence):
7. Permanent Postal Address (attach a copy of evidence):
8. Police Station:
9. Current Address:
10. Mobile No.:
11. Mobile No. (WhatsApp messenger) :
12. Email ID :
13. Passport No. (If available) (attach a copy):
14. Date of Birth (attach a copy of evidence)(dd/mm/yyyy):
15. Age (As on 1st January, 2018) : ____ Years ____ month(s)
16. Current Designation:
17. Current Employer's Full Address with contact email and phone number:
18. Educational Qualification (attach a copies of certificates):



Sl.	Examination	Subject	Year of Passing	Name of College	Name Board/ University	Class/ Percentage of marks obtained
1.	Graduation					
2.	Post graduation					
3.	Others (if any)					

19. Training details relevant to the position applied (attach copies of certificates):

Sl.	Title of the Training program	Duration of Training	Training organized by
1.			
2.			
3.			

20. Total Professional Experience : ____ Years ____ month(s)

21. Details of Professional Experience (Starting from latest **) (attach copies of experience certificates):

Sl.	Designation	Organization	From (mm/yyyy)	To (mm/yyyy)	Summary of Services provided

** Attach latest salary certificate.

22. Write a brief note describing why would like to be associated with us : (Maximum 100 words)

[Empty box for writing a brief note]

23. Works/Activities undertaken that best illustrates suitability for the position applied for:

Name of Assignment or Project:	
Year(s): (from - to)	
Employer:	
Main Features of the Project/ assignment:	
Position held:	
Activities Performed/Services Provided: (Maximum 50 words)	

Add tables as required

24. Languages proficiency: (please tick ✓)

Sl.	Language	Read	Write	Speak

25. Computer proficiency :

Sl.	Program/Software/Applications	Excellent	Good	Average

26. Names and Addresses of two persons from whom we may seek reference about you:
(The two persons must not be related to you and must have interacted with you for more than 2 years in a Professional and/or academic capacity during the last 5 years)

Sl	Name of the person & designation (if any)	Address	Phone no	E-mail id
1.				
2.				

27. Do you have any criminal or corruption charges against you? (If yes furnish details)

28. Have you ever been arrested, indicted or summoned into court as defendant in a criminal proceeding or convicted, fined or imprisoned for the violation of any law? (If yes furnish details)

29. Have you ever been discharged or forced to resign from any position? (If yes furnish details)

Declaration: I certify that the statements made by me in this application are true, complete and correct to the best of my knowledge and belief. Permission is hereby given to the ARIAS Society to make such investigations as are necessary on the information given above. I understand that any misrepresentation or fraudulence or material omission made herein or in any other document requested by ARIAS Society would render dismissal and termination of my candidature/ service/contract apart from other penal action as per the law.

Date :
Place :

Signature of the Candidate

IMPORTANT Notes:

1. While self attested copies of all the relevant certificates/testimonials needs to be submitted along with the application, Candidates are to note that applications without self attested copies of certificates/testimonials relating to Educational Qualifications and Trainings shall be rejected.

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GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF FISHERIES, ASSAM
MEEN BHAWAN, B. K. KAKATI ROAD, BIRUBARI, GUWAHATI -781016
Telefax : 0361-2545104, Email: dirfishassam@gmail.com
REQUEST FOR EXPRESSION OF INTEREST (REOI)
For Hiring Individual Consultants for the APART Project

No. AF(S)478/APART/Engagement/ 2017-18/19574

Dated Guwahati the 8th Feb/2019

The Directorate of Fisheries intends to hire Individual Consultants under the World Bank financed 'Assam Agribusiness and Rural Transformation Project' (APART) for the positions mentioned below. The draft Terms of Reference (TORs) for the positions are provided in website <https://fisheriesdirector.assam.gov.in/> The minimum required qualification, experience, age for the positions in-short are given below. However, the same shall be as per the respective TOR provided in the website of <https://fisheriesdirector.assam.gov.in/>

(A) Positions at the District Fisheries Development Office under APART project Districts. Annual Remuneration range is Rs. 3.60 lakhs to Rs. 4.80 lakhs for Technical Expert – Fisheries. Age limit 45 years as on 1st January'2019.

Position	Minimum Educational Qualifications & Professional Experience
1. Technical Expert – Fisheries : 07 (Seven) Post	Qualification: Graduate (min 4 years duration) in Fishery Science from any Govt. recognized University/ Institutions; Experience: Minimum 04 year experience in fisheries sector

(B) Positions in the Core Project Implementation Unit (CPIU) in the Department of Fisheries, Assam Secretariat, Dispur, Guwahati; Annual Remuneration is Rs. 4.80 lakhs to Rs. 6.00 lakhs; Age limit 50 years as on 01st January'2019.

Position	Minimum Educational Qualifications & Professional Experience
1. Senior Technical Expert – Fisheries : 01 (One) Post	Qualification: Master degree (min two years duration) in Fisheries Science from any Govt. recognized University/ ICAR Institute; Experience: Minimum 5 years in Fisheries Sector.

Note (i) Candidates not meeting the qualification and experience need not apply; (ii) The Directorate of Fisheries reserve the right to increase or decrease the number of position or scarp any or all of the positions. Potential candidates from India having the requisite qualification and experience may apply in English language strictly as per the prescribed application format provided in the website https://fisheriesdirector.assam.gov.in alongwith a cover letter in a sealed enveloped indicating '**Application for the position of**' so as to reach the address given below within 14 days from the date of published of REOI. Only the short-listed candidates will be called for interview/ viva test canvassing in any form will lead to disqualification and rejection.

The Directorate of Fisheries, Assam, Meen Bhawan, Gopinath Nagar, Guwahati – 781016
Tel : 0361 – 2545104

Director of Fisheries

Assam, Guwahatri

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