

## STDF PROJECT PREPARATION GRANT (PPG)

### APPLICATION FORM

The Standards and Trade Development Facility (STDF) provides Project Preparation Grants (PPGs), up to a maximum of US\$50,000, for the following purposes (or a combination thereof):

- application of SPS-related capacity evaluation and prioritization tools;
- preparation of feasibility studies that may precede project development to assess the potential impact and economic viability of proposals in terms of their expected costs and benefits; and/or
- preparation of projects proposals that promote compliance with international SPS requirements, for funding by the STDF or other donors.

Applications that meet the STDF's eligibility criteria are considered by the STDF Working Group, which makes the final decision on funding requests. Complete details on eligibility criteria and other requirements are available in the *Guidance Note for Applicants* on the STDF website ([www.standardsfacility.org](http://www.standardsfacility.org)). Please read the *Guidance Note* before completing this form. Completed applications should be sent by email (as Word documents) to [STDFSecretariat@wto.org](mailto:STDFSecretariat@wto.org).

<b>PPG Title</b>	Preparation of a Project Proposal for the operationalization of the Scientific Affairs and Food Control Directorates of the newly established Food Safety and Quality Authority of The Gambia.
<b>Budget requested from STDF</b>	USD 50,000
<b>Full name and contact details of the requesting organization(s)</b>	Permanent Secretary, Ministry of Trade, Industry, Regional Integration and Employment, Independence Drive, Banjul, Tel: (+220) 4228868, Fax: 4227756
<b>Full name and contact details of contact person for follow-up</b>	Abdoulie Jammeh, Ministry of Trade, Industry, Regional Integration and Employment, Independence Drive, Banjul, Tel: (+220) 4228868, Fax: 4227756, Email: <a href="mailto:ajammeh@motie.gov.gm">ajammeh@motie.gov.gm</a> , <a href="mailto:abdouliejam@yahoo.com">abdouliejam@yahoo.com</a>

## **I. BACKGROUND AND RATIONALE**

1. *What is the purpose of this PPG? Explain whether it is requested to: (i) apply an SPS-related capacity evaluation or prioritization tool; (ii) prepare a feasibility study (prior to project development) to assess the potential impact and economic viability of proposals in terms of their expected costs and benefits; and/or (iii) prepare a project proposal for consideration by the STDF or other donors?*

The purpose of this PPG is to develop a project proposal for funding by STDF to strengthen the technical capacities of the Scientific Affairs and Food Control Directorates of the newly established Food Safety and Quality Authority of The Gambia. The Agency started operations on the 1<sup>st</sup> July, 2013 coinciding with the appointments of the Director General and Deputy Director General. The FSQA consists of four Departments – the Scientific Affairs, Food Control, Regulatory Affairs, and Administration and Finance (Organogram at Annex 1). The directors of these four Directorates will be appointed in October 2013. These appointments will immediately be followed by the appointment of the remaining staff.

The total number of approved staff for appointment this year for the Scientific Affairs and Food Control Directorates combine is 22, six (6) staff for the Directorate of Scientific Affairs and sixteen (16) staff for the Directorate of Food Control (Annex 3). The recruitment of these staff will complete before the end of 2013 to enable the Authority to effectively start operations in January 2014. The terms of reference indicating the mandate of these two directorates is also attached for ease of reference at Annex 2.

Thus both the staff and operations of the Food Safety and Quality Authority will be fully funded from the government subvention into to the budget of the Authority. In addition to the government subvention, the Act that established the Authority, also make provision for the Authority to levy fees in relation to registrations, licensing, inspections and certification that can be used by the Authority to support its operations.

The PPG is therefore to help the Gambia develop a project proposal to strengthen the technical capacities of the Scientific Affairs and Food Safety Control Directorates. The intention is for the Gambia to use the outcome of the PPG to request for a Project Grant from STDF or any other donor to build the technical capacities of the two directorates and any capacity issue that will be identified in the PPG.

2. *Explain the key SPS problems and/or opportunities to be addressed. Clarify why these issues are important, with attention to market access and poverty reduction. Describe, if relevant, how these issues relate to SPS priorities in the Enhanced Integrated Framework's Diagnostic Trade Integration Studies (DTIS), the findings of SPS-related capacity evaluations, national poverty reduction strategies, sector development strategies or policies, etc. See Qn. 7. (b) – (d) of the Guidance Note.*

Through studies and assessments conducted by USAID (2006), FAO (2008), UNIDO (2009), OIE (2009 and 2012), EIF (2013), DTIS (2007), Updated DTIS (2013), the EU STABEX (2006 and 2009) and The Government of The Gambia Programme for Accelerated Growth and Employment (PAGE 2011), National Export Strategy (NES 2012) and National Trade Policy (2010), some of the key SPS challenges identified are as follows:

- Inadequate food safety control systems for food and feed produced in or imported into The Gambia
- Absence of control systems for feed as a source of human and animal health hazard.
- Inadequate expertise in the area of conducting risk assessment and risk management
- High level of rapid alerts and rejections of exports for groundnuts and fish in particular smoked fish due to non compliance with food safety regulations of importing countries
- Non recognition of test results conducted by food testing labs in The Gambia due to their non accreditation status
- The fragmentation of institutions responsible for food control
- Multiplicity of sectoral acts dealing with food safety
- Lack of national food standards and modern regulations
- Food control methods not based on risk analysis

The appropriate legal and institutional frameworks to address these challenges have been put in place by the enactment of the Food Safety and Quality Act of 2011 and the establishment of the Food Safety and Quality Authority in 2013. The decision taken by the Government of The Gambia to revamp the legal and institutional framework for food safety, places The Gambia in a clear vantage position to put in place a more effective and efficient modern national food control system. The expected result therefore is a strengthened Food Safety and Quality Authority capable of delivering its mandate in accordance with the Food Safety and Quality Act 2011. This is expected to substantially have a positive impact on the national economy by enhancing agri-food trade and access to lucrative export markets. Furthermore, this will contribute to poverty reduction and also enhance livelihoods of small producers providing the bulk of agri-food supplies. It will greatly reduce the level of rejections of Gambian exports and ensure safe and quality food in the local market. The project proposal is of strategic national importance, as the proper functioning of the national food control system is considered to be a necessary condition for the successful export of fish, groundnuts, cashew and sesame which are given high priority in the DTIS (2007), the Updated DTIS (2012), National Trade Policy (2010) and the National Export Strategy (2012).

The expected results of the project proposal to be developed under the PPG are to be achieved through the provision of Technical Assistance to support the implementation of the 5 Year Development Plan of the Authority for the functioning of the Scientific Affairs and Food Control Directorates.

3. *Which government agencies, private sector, academic or other organizations support this PPG request? Letters of support from each of these organizations would be advantageous (Appendix 1). See Qn. 7. (e) of the Guidance Note.*

This PPG request is supported by the following institutions and organisations:

- Office of the Vice President and Ministry of Women’s Affairs
- Gambia Food Safety and Quality Authority
- Gambia Investment and Export Promotion Agency
- The Gambia Standards Bureau
- Plant Protection Services
- Animal Health and Production Services
- National Codex SPS Committee
- National Nutrition Agency (NaNA)
- Enhanced Integrated Framework (EIF) National Implementation Unit
- Cashew Alliance
- Association of Gambian Manufacturers
- Agri-business Producers Association (ASPA)
- National Women Farmers Association
- Association of Gambian Fishing Companies

4. *How does this PPG complement and/or build on past, ongoing and/or planned national programmes and/or donor-supported projects? See Qn. 7. (f) of the Guidance Note.*

The West Africa Quality Programme (WAQP) was funded by the European Development Fund with the aim to strengthen competitiveness and to ensure compliance with international trade rules and regulations, in particular the WTO agreements on SPS and TBT. In relation to the food safety control in the Gambia, the programme carried out a comprehensive assessment of the food control system building on the FAO Biosecurity Assessment of The Gambia. Based on the findings of the assessment reports (the technical report and WAQP Mission report attached), the programme supported the drafting of the Food Safety and Quality Bill 2011 and also developed the institutional framework of the Food Safety and Quality Authority of The Gambia with a 5 year development plan for the authority outlining the key activities staff complement, investment and operational requirements and indicative budgets for the period.

The project proposal to be developed under the PPG will support the implementation of the 5 year Development Plan in relation to the efficient and effective functioning of the Scientific Affairs Directorate and Food Control Directorate.

The Sector Competitiveness and Export Diversification Project is funded by the Enhanced Integrated Framework (EIF) and implemented by the International Trade Centre (ITC). In responding to some of the trade related development priorities identified in the DTIS, the project is supporting the elaboration and implementation of quality assurance frameworks for sesame and cashew. It is also supporting the implementation of the groundnut quality assurance framework developed with EU funding under STABEX in 2008. The Project is specifically supporting the development of national standards and technical regulations for cashew and sesame. It is also supporting the development of the capacities of the actors of the three value chains to acquire knowledge and skills to implement Good Agricultural Practices, Good Management Practices and HACCP. The primary objective of the support to the value chain actors is to enable them to comply with national food safety regulations and the regulations of importing countries in order to enhance export of Gambian products to international markets. It is providing equipment, tools and training for enhanced quality

management at the level of product handling and processing facilities. It is also supporting the Aflatoxin testing laboratory of National Agricultural Research Institute (NARI) towards international accreditation (ISO 17025). The PPG and resulting projects will strengthen the technical capacity of the Food Safety and Quality to enable it to enforce the technical regulations for groundnuts, cashew and sesame that are being developed with EIF support.

5. *Have you discussed this PPG request – or funding for the project proposal which would result from it – with any potential donors (bilateral, multilateral, Enhanced Integrated Framework, etc.)? If so, provide details below and indicate potential sources of funding for the resulting project. See Qn. 7. (g) of the Guidance Note.*

No, this PPG has not yet been discussed with potential donors. The aim is for the Gambia to use the project proposal from the PPG to request for a Project Grant from STDF to build the technical capacities of the two directorates and any other recommendation that can feasibly be funded from the grant. The project proposal will also enable the FSQA to look for funding from other development partners if a project grant cannot be secured from STDF.

## II. IMPLEMENTATION & BUDGET

1. *Who will take the lead in implementing this PPG? If particular national experts and/or international consultants are proposed, attach a copy of their Curriculum Vitae and record of achievements (Appendix 2). If no names are provided, the STDF will provide a shortlist of consultants if the PPG request is approved.*

We would like to kindly request STDF to provide us with a shortlist of consultants if the PPG request is approved

2. *In the table below, briefly describe the main activities to be carried out under this PPG and specify who would be responsible. Provide an estimate of the budget required (e.g. for national/international expertise, travel and DSA of consultants, stakeholder meetings or workshops, general operating expenses, etc.).*

<b>Activity</b>	<b>Estimated Budget (US\$)</b>
International consultants – 60 days (Recruitment, technical guidance and supervision)	30,000
Travel – air-phare, DSA and in-country travel (field mission and workshop)	10,000
Meetings (inception/debriefing), and proposal draft discussion workshop for 40 individuals	8,500
General operational costs	1,000
Technical service support	500
<b>Total</b>	<b>50,000</b>
<b>Project servicing costs (12%)</b>	<b>6,000</b>

<b>Total</b>	<b>56,000</b>
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## **APPENDIXES**

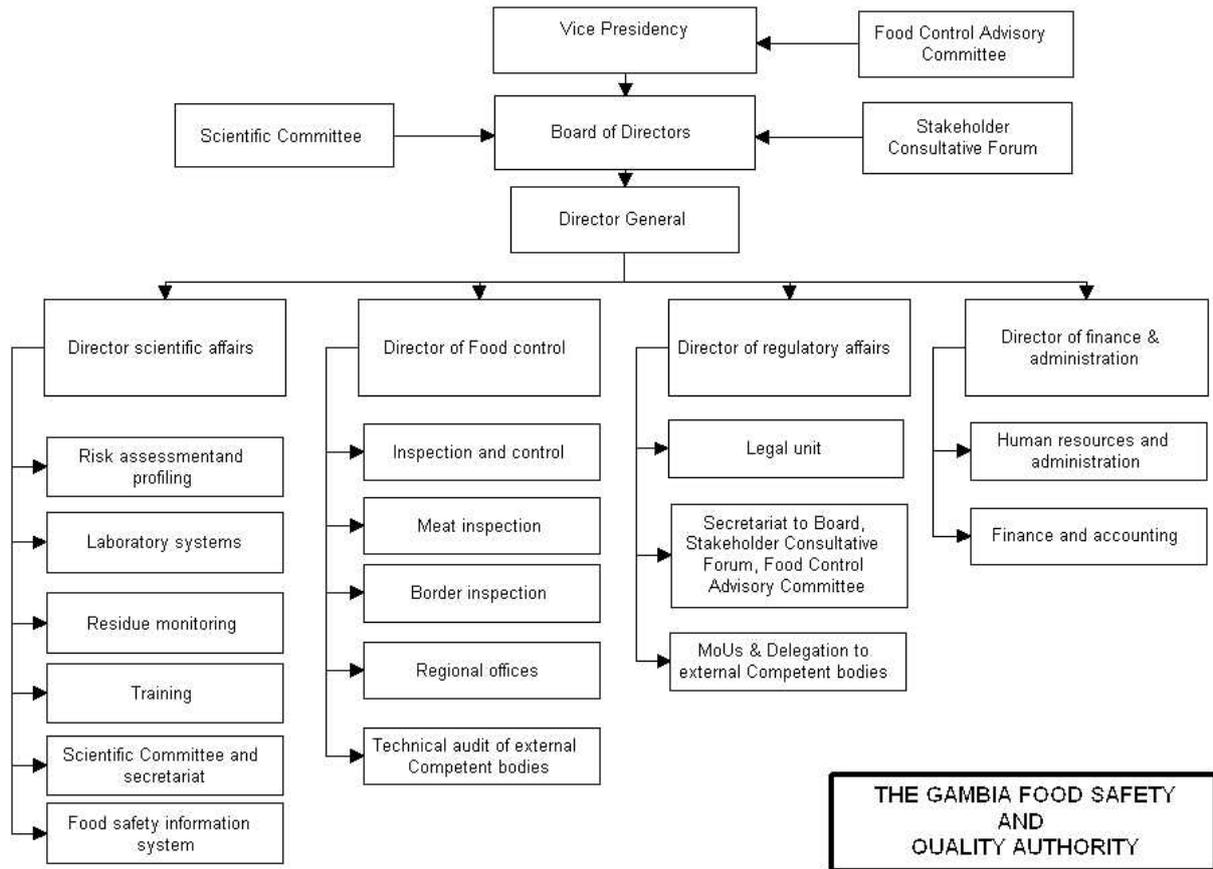
**Appendix 1:** Letters of support from each of the organizations supporting this proposal.

**Appendix 2:** Curriculum Vitae and record of achievements for any consultants proposed to implement this PPG (Consultants to be proposed by STDF).

## **List of References**

1. The Gambia, Diagnostic Trade Integration Study(2007) [www.worldbank.org](http://www.worldbank.org)
2. The Gambia Updated Diagnostic Trade Integration Study ( 2013)  
[www.worldbank.org](http://www.worldbank.org)
3. The Gambia, Programme for Accelerated Growth and Employment (PAGE 2011)  
[www.mofea.gov.gm](http://www.mofea.gov.gm)
4. The Gambia, National Export Strategy (NES 2012) [www.giepa.gm](http://www.giepa.gm)
5. The Gambia, National Trade Policy (2010) [www.motie.gov.gm](http://www.motie.gov.gm)
6. The Gambia, Food Safety and Quality Act 2011
7. SPS capacity in The Gambia USAID ( 2006)
8. The Gambia, OIE PVS Evaluation of The Veterinary Services (2009)
9. The Gambia, OIE Gap Analysis Mission Report (2012)
10. West Africa Quality Programme, Revisiting UNDO's TCP Approach Validation Workshop(2009)

**ANNEX 1: ORGANOGRAM FSQA**



## **ANNEX 2: Terms of References - Scientific Affairs and Food Control Directorates)**

### **Directorate of Scientific Affairs:**

1. Preparation and submission of results-oriented annual work programme and budget, quarterly technical reports and results oriented annual report for the Directorate of Scientific Affairs
2. Provision of secretariat support for the Scientific Committee
3. Calling for nominations for the Scientific Committee and receiving requests for risk assessments
4. Preparing backgrounds for scientific risk assessments
5. Review reports of the Scientific Committee
6. Ensure the timely publication of approved risk assessment reports
7. Ensuring the proper management of the data centre, design, implementation and management of food safety information system
8. Management of authority website and public relations.
9. Liaison with Plant Protection and Veterinary services of MOA on residue monitoring programmes in relevant products.
10. Liaison with the National Pharmaceutical Services on the approval plant protection products and veterinary medicines
11. Ensure an effective risk communication, and reception and dissemination of information on risks and hazards (national and international, including border inspection posts)
12. Communication with Ministry of Health on epidemiology of food borne diseases
13. Assess demand for laboratory testing for official control and maintain lists of nominated competent laboratories and test methods (inside/outside Gambia),
14. Liaison with laboratories on testing methods/results and GLPs proficiency testing, accreditation bodies etc
15. Provide Support to the development and delivery of professional training in food safety and quality and manage in-service training of technical staff
16. Design of risk-based guidelines for import and export controls (origin controls, documentary, integrity and physical checks, sampling regimes and test parameters and protocols)
17. Provide the required overall technical leadership in risk assessment including development of risk profiles
18. Regularly assess and enhance staff capacities in the area risk assessment
19. Regularly update quarantine procedures and maintain access to up-to-date information on exporting countries
20. Ensure the compilation and analysis of information on the sanitary and phyto sanitary status of the country for input into risk analysis
21. Ensure the Compilation and analysis of data for the identification of potential SPS hazards for risk analysis
22. Establish and maintenance of a Rapid Alert System for Food and Feed (RASFF)
23. Prepare and submit project proposals on Food Safety and Quality
24. Carry out any other task assigned by the Director General FSQA

### **Directorate of Food Control:**

1. Preparation and submission of results-oriented annual work programmes and budgets,, quarterly and annual reports of the Directorate of Regulatory Affairs
2. Preparation of annual inspection plans and reports
3. Preparation and management of inspection guidelines and checklists
4. Preparation of risk profiles for different types of food businesses as a basis for risk management
5. Provide leadership in the management and implementation of official controls in FBs under direct control of Authority
6. Provide overall technical leadership and guide the Implementation of AM and PM meat inspection
7. Provide secretariat support to National SPS Contact Point and Codex Alimentarius Commission.
8. Provision of food safety personnel to border inspection posts of the Gambia Revenue Authority
9. Management of delegation of authority to other bodies (MoUs) and audit of internal and externally delegated control functions and preparation of reports.
10. Ensuring the implementation of animal feed controls
11. Management and staffing of regional offices.
12. Maintaining lists of licensed establishments and operators.
13. Issuance of import and export certificates.
14. Preparation and implementation of crisis management plans for food safety crises.
15. Updating information in the food safety information system.
16. Issuance of legal compliance notices
17. Collaborate with the Director of Regulatory affairs in the preparation of cases for legal action and liaison with Ministry of Justice on prosecution of offences
18. Design and implementation of strategy for integrity of official controls (to counter extra-professional influences, including corruption)
19. Maintain a pool of trained and competent team of food inspectors capable of implementing a risk based food inspection system
20. Provide the required overall technical leadership in risk management
21. Carry out any other task assigned by the Director General FSQA

### **ANNEX 3: FOOD SAFETY AND QUALITY AUTHORITY**

Approved Staff complement for recruitment in 2013 for the Directorate of Scientific Affairs and the Directorate of Food Control

<b>Directorate of Scientific Affairs</b>	<b>Number</b>
Heads of Unit/ Director	1
Principal officers	2
Senior inspector	1
Field Officers/Inspectors	2
<b><i>Subtotal</i></b>	<b>6</b>

<b>Directorate of Food Control/ inspection</b>	<b>Number</b>
Heads of Unit/ Director	1
Principal officers	3
Senior inspectors	3
Field Officers/Inspectors	9
<b><i>Subtotal</i></b>	<b>16</b>