

## PREPARATION GRANT APPLICATION FORM

1. Prospective project title	Agricultural Health and Food Safety Laboratory and Training Needs Assessment for CARICOM Countries
2. Requesting government/agency or private body	CARICOM Secretariat
3. Collaborating government(s)/agency	CARICOM Member States (Antigua and Barbuda, Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Haiti, Jamaica, Montserrat, St Kitts and Nevis, St Vincent and the Grenadines, St Lucia, Suriname, Trinidad and Tobago)
4. Project objectives Describe the objectives of the proposed project in general terms. <u>Attach</u> description of project background and rationale.	To develop terms of reference for a regional project aiming at the strengthening and rationalisation of sanitary and phytosanitary laboratory and diagnostic capacity for CARICOM Members States. The immediate objectives are to further develop the project submitted to the STDF Working group in document STDF 38 (see annex 1) and to attract donor funding for this initiative.
5. Preparation activities Describe the means by which the project proposal is to be prepared e.g. in-house activity, consultant study, etc	<p>Document STDF 38 was considered at the STDF Working Group in September. Further explanation was sought on trade flows and greater stress suggested on the utilization of regional capacity rather than the duplication of facilities at national level were thought important.</p> <p>The project preparation grant will be used to further clarify the project concept through the input of a consultant with an intimate knowledge of the Caribbean region, Dr Sandra Vokaty (see annex II), and further attention given to the issue of rationalisation at regional level.</p> <p>In short, it is envisaged that the eventual project will aim to:</p> <p>Determine capacity needs of MS that would allow conduct of the basic scientific assessments in agricultural health and food safety as it relates to Sanitary and Phytosanitary measures.</p> <ul style="list-style-type: none"> <li>➤ Inform and develop a strategy for rationalizing the use of CARICOM laboratories</li> <li>➤ Inform and develop a strategy for harmonization of agricultural health and food safety SPS procedures/measures in CARICOM</li> <li>➤ Inform and guide the strategy for CARICOM Member States in achieving accreditation of laboratories.</li> <li>➤ Where necessary, develop proposals for upgrading the laboratory infrastructure and supporting</li> </ul>

	training requirements in CARICOM Member States – taking into account the need not to duplicate limited resources at island level and to develop regional centres of excellence.
6. Private/public sector co-operation Detail the role, if any, that will be played by the private sector in the preparation of the project	CARICOM Secretariat
7. Partner institutions involved If appropriate, identify STDF partner institutions who will be involved and describe the nature of that involvement.	None at this stage. As part of the project preparation activity, contact will be established with FAO and UNIDO to determine their interest in involvement in participation as a partner in project implementation.
8. Preparation project inputs Specify total cost of preparing project proposal (maximum US\$20,000). <u>Attach</u> breakdown of proposed uses of preparation grant funds.	Total: (not more than \$20,000)
9. Non-STDF contributions If appropriate specify any financial contributions expected from sources other than STDF.	Not applicable. In the process of project elaboration,
10. Timetable Show proposed commencement and conclusion dates (maximum duration of preparation phase six months?)	The project preparation process should be finished in time for consideration of the project at the February meeting of the STDF Working Group.

## **ANNEX 1: STDF 38 PROPOSAL**

### Agricultural Health and Food Safety Laboratory Needs Assessment For CARICOM Countries

#### **I. BACKGROUND**

The Caribbean Community (CARICOM) is comprised of fifteen small developing states and counties including small island developing states in the Caribbean whose economies are highly dependant on exports to preferential markets for traditional primary products in agriculture (namely, sugar, rice, and bananas). Most of CARICOM Member States are net importers of food and are challenged in prioritising the use of their scarce resources to meet the numerous demands and obligations in adherence with the international rules of trade.

Member States of CARICOM are signatories to the WTO/SPS Agreement and recognise the need the need to harmonise sanitary and phytosanitary measures on as wide a basis as possible on international standards and guidelines and recommendations. To this end, and cognisant of the urgency in addressing the issues in agricultural health and food safety with respect to international trade, a number of SPS initiatives have been undertaken in the Region with the assistance of International and Regional organizations. One such initiative was the Caribbean Food Safety Initiative (CFSI) which was borne out an agreement between the U.S. Department of Agriculture (USDA) and the Caribbean Community. It was designed to assist CARICOM countries in gaining support for implementing the necessary steps to achieve comprehensive agricultural health and food safety systems. A needs assessment study under this initiative identified the key areas in which CARICOM MS needed to strengthen their agricultural health and food safety systems. That assessment study has since been used substantially to guide our regional programmes and initiatives. Arising out of that intervention the CARICOM Secretariat has prepared and submitted a feasibility study which has gained acceptance and approval by the Member States for the establishment of an umbrella organisation. As a result the Council for Trade and Economic Development of CARICOM has approved the budget and given the go ahead for the establishment of the Caribbean Agricultural Health and Food Safety Agency (CAHFSA).

This Agency will facilitate increased safe production, trade and consumption of plants, animals and their products and by-products as they relate to the application of national, regional and international measures developed for agricultural health and food safety in the farm to table continuum. CAHFSA will provide regional support to the countries of the

Caribbean in the establishment, management and operations of their agricultural health and food safety programmes, and, more specifically, would execute on behalf of those countries such actions and activities that can be more effectively and efficiently executed through a regional mechanism. The establishment CAHFSA is expected to bring greater coherence in the harmonisation of SPS measures in CARICOM.

Concurrent to the work-in-progress of CAHFSA, and following the recommendations of the Food Safety Initiative, there has been interventions to upgrade animal health, plant health and food safety legislation in all of the Member States. As a result several Member States are at the stage of enactment/alignment of updated agricultural health and food safety legislation. In the area of training in SPS, there have several interventions with the most recent related to plant and animal risk assessment training. Regional initiatives have also included preparation of models for disease response preparedness and recently the Secretariat and other partners have been working on a food borne disease surveillance programme and network that are necessary instruments to safeguard animal, plant and human health in the conduct of agricultural trade.

## **JUSTIFICATION**

In CARICOM, over time, there has been a significant increase in agricultural trade. In 1994, imports into the CARICOM market amounted to \$US 841,400 thousand and rose by approximately 47% by the year 2000. Agricultural exports from CARICOM States also increased, by approximately 20% over the same period and amounted to \$US 956,002 . Cognisant of this, and taking into consideration the needs assessment study conducted under the Caribbean Food Safety Initiative, it is recognised that there is dire need to address the issue of Member States' capacity and capability to conduct the necessary scientific and other analyses and investigations required to support and safeguard animal, plant and human health in the facilitation of trade.

The strengthening and rationalisation of laboratory infrastructure and the supporting training requirements is in the functional scope of CAHFSA. No work in this area has been addressed in previous Regional and International initiatives and urgent interventions are required for example to upgrade laboratories and other supporting infrastructure that can deliver the desired level of testing services; develop/strengthen the relationship between national and regional laboratory facilities or to ensure efficient access for testing for food borne pathogens, bio-toxins and residue analysis.

Interventions are also needed to meet the requirements for international accreditation and training personnel in current analytical methods and quality control programmes to ensure the highest level of expertise and quality in testing services; Capacity and capability building in this broad area is critical since it works in tandem and empowers the ongoing initiatives of legislative changes and other initiatives in capacity building in the public and private sectors.

Given a rising food import bill in the Region, an increase in agricultural exports from the Region, and recognising continuing increase in approaches by non CARICOM countries to trade in agricultural goods with CARICOM, CARICOM's thrust to become less dependent on their traditional preferential markets and diversify the export base, and the need for CARICOM states to become more internationally competitive in the global trade environment, this project takes on added significance.

#### **(a) PROJECT OBJECTIVES**

The overall objective of the proposed project is to assist CARICOM Member States in strengthening and rationalizing the use of laboratory and diagnostic capacity and capability of their agricultural health and food safety systems in the conduct of trade.

Specific objectives are to:

1. Determine capacity needs of MS that would allow conduct of the basic scientific assessments in agricultural health and food safety as it relates to Sanitary and phytosanitary measures.
2. Inform and develop a strategy for rationalizing the use of CARICOM laboratories
3. Inform and develop a strategy for harmonization of agricultural health and food safety SPS procedures/measures in CARICOM
4. Inform and guide the strategy for CARICOM Member States in achieving accreditation of laboratories.
5. Inform on a further project proposal for upgrading the laboratory infrastructure and supporting training requirements in CARICOM Member States.

#### **PROJECT ACTIVITIES OUTLINE**

- (i) Collection of data on laboratory capacity in the region
  - Prepare country inventory of laboratory infrastructure - what exists and what is required - 22 days
  - Contact with Government Ministries and Private Labs (scheduled visits) (coordinated by Secretariat and Member States)

- Contact with private sector (structured telephone interviews and face to face dialogue for e.g. with Citrus, Pork, Poultry and Dairy producers and Processors and Associations) – 10 days
- Consultant to collate and prepare regional inventory database on Plant & Animal Health and Food Labs; range of services offered to private sector and services which are in demand and can possibly be provided -25 days

(ii) Preparation of rationalization and strengthening plan

- Consultant to make country/regional recommendations on basic needs, present situation, plan for rationalization, accreditation and strengthening -31 days
  - Recommendation must consider issues related to:
    - Cost recovery and access and user fees for cottage industry users, small and medium sized agro industries enterprises in the domestic and export markets;
    - Private sector support for laboratory upgrades for e.g. through grants and innovative fee structures.
    - Services provided by non-government laboratories and other institution within CARICOM and extra-CARICOM.
    - Budget for rationalization

(iii) Circulation of plan to stakeholders by CARICOM Secretariat

- Private sector, government and regional organizations comments (30 days)

(iv) Adjustments to plan –Consultant – 3 days

(v) Preparation and submission of recommendation by the CARICOM Secretariat to the Council for Trade and Economic Development (COTED -Regional Policy making body comprised of Ministers of CARICOM) for endorsement, budget approval and regional political commitment.

(vi) CARICOM Secretariat to inform MS of decision of COTED and advise on adoption and strategy for execution of recommendations/ plan by National Governments with the assistance of Secretariat.

(vii) Execution of Plan carried out by CAHFSA (initiate training activities)

(viii) Phase II or follow on Proposed project – Plan for upgrade and budget for strengthening/upgrade of laboratory infrastructure; training requirements (Consultant and CAHFSA and CARICOM Secretariat/Member States).

## **CONSULTANT**

Requirements:

Consultant must have

- a sound knowledge of the CODEX, OIE and IPPC in the context of testing requirements necessary in the safe production and consumption of food in international trade.
- Knowledge of accreditation procedures
- Good knowledge of laboratory equipment
- Related previous experience

(there may not be any single person with this type of background in CARICOM)

## **B. PROJECT BUDGET**

Detailed breakdown of budget:

Fees – 56 days @ US \$ 200/day - \$13,200

Travel and per diem – US\$ 17,810

Other direct costs – US\$ 990

**TOTAL COST – US\$ 32,000**

Activity/Responsibility	Days	Start Date	Finish Date	Fees @US\$200/dy
Member States - Prepare country inventory of laboratory infrastructure - what exists and what is required	22 days	09/05/04	10/05/04	-
Consultant to collate and prepare regional inventory database on Plant and Animal Health Labs	25 days	10/06/04	11/09/04	5000
Consultant to make country recommendations on what are the required basic needs	26 days	11/10/04	18/07/04	5200
Consultant to submit plan to rationalise the use of laboratories in the region	10 days	19/08/04	17/15/04	2000
Consultant to make recommendations on accreditation	5 days	18/16/04	23/12/04	1000
<b>TOTAL</b>	<b>66</b>			<b>13,200</b>
CARICOM COTED endorsement			02/05 or 05/05	

	Duration days	Airfare US\$	Hotel Rate US\$	Per diem (US\$)
Antigua and Barbuda	4	800	480	240
Bahamas	4	800	480	240
Barbados	4	175	480	240
Belize	4	200	480	240
Dominica	4	1000	480	240
Grenada	4	275	480	240
Guyana	10	0	1200	600
Haiti	4	800	480	240
Jamaica	4	500	480	240
Montserrat	4	275	480	240
St Kitts and Nevis	4	300	480	240
St Vincent and the Grenadines	4	275	480	240
St Lucia	4	185	480	240
Suriname	4	200	480	240
Trinidad and Tobago	4	145	480	240
	<b>66</b>	<b>5930</b>	<b>7920</b>	<b>3,960</b>
TRAVEL + Per DIEM				<b>17,810</b>
Contingency				<b>990</b>
Labour				<b>13,200</b>
<b>TOTAL BUDGET</b>				<b>32,000</b>



## ANNEX II: CV OF ALEXANDRA (AKA 'SANDRA') VOKATY

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Petit Valley, Trinidad & Tobago  
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E-mail: [svokaty@wow.net](mailto:svokaty@wow.net)

### STRENGTHS

- \* Considerable skill and experience in the following areas:
  - Management of successful projects at national and regional (Caribbean) levels.
  - Identification, formulation and evaluation of projects in animal and plant health and food safety;
  - Technical writing: preparation of technical proposals and reports on veterinary, food safety and agricultural issues, editor of 2 technical newsletters
  - Technical assistance to public and private sectors on sanitary and phytosanitary measures, including animal and plant health and food safety
  - Training technical and non-technical personnel in trade related issues, particularly SPS requirements for export  
Design of public health and agricultural policies and strategies, particularly related to agricultural health and food safety;
  - Veterinary epidemiology, veterinary public health and preventive medicine: design of surveillance systems, data management systems, data analysis and reporting.
  - Organisation and management of regional technical networks
  - Organisation of regional and national technical meetings and workshops
  
- \* Fluency in English and French, advanced level Spanish.

### EDUCATION

- \* MBA in Project Management  
Henley Management College  
Henley-on-Thames, U.K.  
(In progress, expected to graduate 2006)
  
- \* Master of Science, Veterinary Epidemiology,  
Atlantic Veterinary College, University of Prince  
Edward Island, Canada, 1992.
  
- \* Doctor of Veterinary Medicine, Ontario Veterinary  
College, University of Guelph, Canada, 1981.

- \* Bachelor of Science, University of Guelph, Canada, 1978

### **OTHER STUDIES:**

- \* Inter-American Institute for Cooperation on Agriculture “*Executive Leadership Series on Food Safety*”, 4 international modules between June 2001 and September 2002 (certificate).
- \* INCAE, Managua, Nicaragua, “*Senior Management Training*”, February/March 1996 (certificate)
- \* Wageningen Agricultural University, International Training Centre, “*Animal Health Economics – principles and applications*”, August 1994, held in Nairobi, Kenya (certificate)

### ***Training courses, seminars and workshops***

Food Safety Requirements for International Trade, Import Risk Assessment for Plant Health, Import Risk Assessment for Animal Health, Good Agricultural Practises for fruit and vegetable production, Project Design and Management, Computer literacy, Microsoft Windows, Intensive Spanish

## **MAJOR ACHIEVEMENTS, CONTRIBUTIONS AND EXPERIENCES**

### **EXPERIENCE**

#### ***Project Management***

- \* Administration, management and co-ordination of national and international projects, meetings, consultations
- \* Ability to manage and supervise budget and staff effectively. Well respected for technical excellence, productivity, integrity and accountability in project management.
- \* Coordinated regional feasibility study to create the Caribbean Agricultural Health and Food Safety Agency, 1999 to 2003.

#### ***Project formulation***

- \* Preparation of numerous successful projects for external funding. Most notable achievement was preparation and supervision of regional project “Strengthening Agricultural Quarantine Services in the Caribbean” that received 2.5 million Euro from European Union under EC/CARIFORUM Caribbean Agriculture and Fisheries Programme. Other smaller

projects received funding from USDA, USAID, French Government, Canadian Government, German Government.

***Communication***

- \* At IICA, wrote numerous technical papers and reports related to agriculture, agricultural health, food safety, sanitary and phytosanitary measures, requirements for international trade. Editor of CARAPHIN News for 10 years. Co-editor of Trypnews.

**SUMMARY OF EMPLOYMENT HISTORY**

<b>September 2003 – present</b>	Chief Executive Officer, Vokaty & Associates, Consultants in Agricultural Development, 120 Alyce Glen Gardens, Petit Valley, Trinidad & Tobago
<b>1994 – August 2003</b>	Regional Specialist, Agricultural Health & Food Safety, Inter-American Institute for Cooperation on Agriculture (IICA), based in Trinidad & Tobago (1999-2003), Barbados (1997-1999), and Guyana (1994-1997).
<b>1991 – 1994</b>	Agricultural Health Specialist, Inter-American Institute for Cooperation on Agriculture (IICA), Georgetown, Guyana.
<b>1989 – 1991</b>	Graduate Research Assistant, Atlantic Veterinary College, University of Prince Edward Island, Canada
<b>1987 – 1989</b>	Clinical Veterinarian, West Hill Animal Clinic, West Hill, Ontario, Canada
<b>1986 – 1987</b>	Self employed locum veterinarian, practicing in Ontario, Nova Scotia, Newfoundland, New Zealand and the United Kingdom

**PUBLICATIONS and PRESENTATIONS**

1. Vokaty, S., Editor, CARAPHIN News, Newsletter of the Caribbean Animal and Plant Health Information Network, IICA, 1995 to present.
2. Vokaty, S., Desquesnes, M. Editors, "Proceedings of the First Symposium on New World Trypanosomes" IICA, 1999.
3. Vokaty, S., Rodriguez Torres, J. "Meat from Small Ruminants: The Caribbean Situation", OIE Scientific and Technical Review, 16(2), 1997: Contamination of animal products: risks and prevention.
4. Vokaty, S., Desquesnes, M., Applewhaite L., Favre, J., Lieuw-A-Joe, R., Parris-Aaron, M., Bansse-Issa, L. "TRYPNET: New Hemoparasite Information Network" Annals of the New York Academy of Sciences, 1996, vol 791:166-171

5. Vokaty, S., Desquesnes, M. Editors, Trypnews: Newsletter of the Hemoparasite Information Network, IICA, Georgetown, 1994-1996.
6. Desquesnes, M.; Vokaty, S. (ed); "The Cattle Tick: *Boophilus microplus*", IICA/CIRAD-EMVT, Georgetown, 1994, 24 pp.
7. Vokaty, S., Desquesnes, M., de la Rocque, S., et al. "Hemoparasite Information Network for the Guianas", *The Kenya Veterinarian*, 1994, 18 (2): 35-37.
8. Vokaty, S., McPherson, VOM, Camus, E. Applewhaite, L. "Ovine trypanosomosis: a seroepidemiological survey in coastal Guyana", *Revue Elev. Med. vet. Pays trop.*, 1993, 46 (1-2): 57-59.
9. Vokaty, S.; McPherson, V.; Camus, E.; "Health Management of Small Sheep Flocks: The Baseline Health Status in CSP/MP (Guyana) Target Flocks and Plans for Improvement", *Proceedings of CIDA/CARDI Workshop, "Opportunities and Constraints for the Development of a Sustainable Small Ruminant Subsector in the Caribbean Region"*, CARDI, Trinidad & Tobago, May 1993, 229-234.
10. Desquesnes, M.; de la Rocque, S.; Vokaty, S (ed.) "Horseflies of the Guyanas: Biology, Veterinary Significance and Control Methods", IICA/CIRAD-EMVT, Georgetown, 1993, 33 pp.
11. Humme, M.; Vokaty, S.; Pompey, C. "Carambola Fruit Fly Prevention in Guyana", *Proceedings of NARI/CARDI 9th Annual Review Conference*, October, 1993.
12. Vokaty, S.; McPherson, VOM; Camus, E.; Applewhaite, L.; "Ovine Trypanosomiasis: A Sero-epidemiological Survey in Coastal Guyana", poster paper presented at XIII Pan American Veterinary Sciences Congress, October 8, 1992, Santiago, Chile.
13. Vokaty, S.; Spangler, E.; Donald, A.; "The Effect of Selenium on Calf Productivity on Beef Cow/Calf Farms", *Proceedings of 6th International Symposium on Veterinary Epidemiology and Economics*, Ottawa, Canada, August 1991, 345-347.
14. Vokaty, S; Dohoo, IR; "APHIN - Animal Productivity and Health Information Network" oral presentation given as invited participant in Informatics Panel at World Veterinary Congress, August 21, 1991, Rio de Janeiro, Brazil.
15. Vokaty, S.; Spangler, E.; Donald, A.; "The Effect of Selenium on Calf Productivity on Beef Cow/Calf Farms": *Proceedings of World Veterinary Congress*, Rio de Janeiro, Brazil, August, 1991.
16. Vokaty, S. "The Adventures of Dr. Duncan McNab McEachran in Western Canada", *Canadian Veterinary Journal*, December 1979.