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## Final Report

Identification of fishery product food safety issues and  
determination of a plan of action for inspection and certification  
of fishery products for export – Liberia

Ref: CA45LBR

October, 2009



**Strengthening Fishery Products Health Conditions in ACP/OCT Countries**



52 Avenue Herrmann Debroux • 1160 Brussels • Belgium  
Tel: +32 2 6791865/66/68 • Fax: +32 2 6791873  
E-mail: [cpa@sfp-acp.eu](mailto:cpa@sfp-acp.eu) • <http://www.sfp-acp.eu>



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19<sup>th</sup> August – 6<sup>th</sup> September 2009**

**October 2009**

**Richard Chivers**

**Cardno Agrisystems in association with  
Megapesca Ltd and MacAlister Elliott & Partners**

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The picture on the cover shows Elwa Fishing Community, Montserrado County, Liberia

Module I  
Strengthening National Health Control Capacity for Fishery Products  
Email: [contact@sfpmodule1.be](mailto:contact@sfpmodule1.be)  
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## ABBREVIATIONS

ACP-SFP	African, Caribbean and Pacific States Strengthening Fishery Products
AWA	Anglophone West Africa
BNF	Bureau of National Fisheries
CA	Competent Authority
DG	Directorate General
ECOWAS	The Economic Community Of West African States
EEZ	Exclusive Economic Zone
EMP	Environmental Management Plan
EU	European Union
FAO	Food and Agriculture Organisation
FP	Fisheries Products
FPR	Fishery Products Regulations
FVO	Food and Veterinary Office
HACCP	Hazard Analysis and Critical Control Points
IUU	Illegal, Unreported and Unregulated (Fishing)
LIBR	Liberian Institute of Biomedical Research
LCCBC	Liberia Coca Cola Bottling Company
M1	SFP Module 1 (Support for the CA)
M2	SFP Module 2 (Support for Laboratory Development)
M3	SFP Module 3 (Support for Industry)
M4	SFP Module 4 (Support for Small Scale Fisheries)
MHSW	Ministry of Health and Social Welfare
MoA	Ministry of Agriculture
MoC	Ministry of Commerce and Trade
MoF	Ministry of Finances
PMU	Programme Management Unit
SANCO	DG Health and Consumer Protection
SFP	Strengthening Fishery Products
ToR	Terms of Reference
UNIDO	United Nations Industrial Development Organisation
WARFP	West Africa Regional Fisheries Programme

## LAYMAN'S SUMMARY

The mission found that Liberia lacked almost all the requirements for a meaningful export trade; there was no Competent Authority (CA), no processing, there were no fishery products regulations, no laboratories and the possibility of artisanal interest in exporting was a number of years away due to lack of infrastructure and training. Fishery Products Regulations were produced in 2006 but were never enacted.

Recommendations were made for reviewing the law, creating a CA and providing training for CA staff, laboratory staff and artisanal fisherfolk. Further recommendations were made that the Strengthening Fishery Products (SFP) co-ordinators contact their counterparts in parallel programmes run by UNIDO and FAO.

## EXECUTIVE SUMMARY

Following a request from the Liberian Government the Strengthening Fishery Products (SFP) project mobilised an expert from Module 1 of its programme to review the capacity of the Competent Authority (CA) and scope out interventions for the other modules.

The expert found that Liberia was still recovering from the effects of two civil wars that ended in 2003 and left the country with a broken infrastructure, damaged or destroyed government buildings and organisational structures and a lack of private investment.

The fishing industry itself had been reduced to minimal operations. There were 14 semi-industrial trawlers, several hundred canoes and no known tuna industry. Illegal, unreported and unregulated (IUU) fishing was well recognised but control was impossible as Liberia owned no patrol capability.

A Competent Authority was not recognized by law although the Ministry of Health and Social Welfare (MHSW) regarded its food inspection service as such. There was therefore a need to create the inspectorate as a legal entity. This had been attempted in 2006 at the end of the Anglophone West Africa (AWA) Regional Project but whilst the Fishery Products Regulations had been drawn up and presented to the President's office for signature a disagreement between the Ministry of Agriculture and the Ministry of Health and Social Welfare over who should own the CA led to the plan being shelved. In subsequent years the regulations were lost.

The consultant found a copy of the regulations with a local expert and on reading through determined that they needed to be thoroughly reviewed to allow for changes in European Union (EU) law since 2006.

The mission required that the consultant from Module 1 of the SFP project not only consider the CA but also reconnoitre for the other three modules (Module 2 – Laboratories; Module 3 – Industrial Fishing Industry; Module 4 – Small Scale Fishing).

His findings for Module 2 were that there were no laboratories of sufficient stature to undertake food safety analyses (food, premises, and water) but that the United Nations International Development Organisation (UNIDO) had started work on equipping the laboratories and had plans to train staff. As this intervention appeared to echo the work planned by Module 2 the consultant found the UNIDO contact and referred the Module 3 coordinator to him. There appeared to be sufficient work however for a Module 2 expert to carry out in assessing the equipment needs of the laboratories and the training needs for the staff to bring their services up to international standard.

With respect to Module 3 the consultant found less that their experts could offer due to the lack of industrial capacity that existed onshore. The only readily identifiable areas where Module 3 could have an immediate intervention were in the cold stores that fed the local market and on board the

semi-industrial fishing vessels that froze whole fish at sea. In both instances, conditions were not hygienic and a degree of training would have been beneficial.

There was one other area where Module 3 could have an input. Monrovia had no frozen container port facilities. The port was just being rebuilt and land was available. Ensuring that some land remained for freezer containers was considered an essential element to the development of an export trade and Module 4 experts may be able to provide input that would assist.

The artisanal fishery worked at a very basic level. All was done by canoes of various sizes, from one-man dugouts to six-crew canoes with 40 horse power motors. All however, landed to beach markets, some in very poor sanitary conditions, particularly the landing site at West Point, the main area within Monrovia. Once again another body had taken steps to assist Liberia, in this case the Food and Agriculture Organization (FAO) which had just begun a three year programme to assist local fishermen with proposals for landing jetties, ice, water, ice boxes, chill rooms and water purification. These activities reflected very closely the work proposed in Module 4's terms of reference (ToR), however the consultant felt that there was room for work with the fisherwomen in particular as they were processing ready-to-eat foods in poor conditions of hygiene. There would therefore be plenty of opportunities to improve food safety and market opportunities for this group, should Module 4 take on food safety training for artisanal food processors.

Recommendations were made for:

1. Module 1 to provide training on official controls to the CA but that the support be limited to those fish industry prospects that represented the best opportunity for the development of the export market.
2. Module 1 to provide expertise to review the Fishery Products Regulations, update them and separate out the 'Best Practices', renaming them 'National Guidelines'.
3. Module 2 to consult with UNIDO to establish what areas of work UNIDO had already undertaken, what needed to be covered and what Module 2 may be able to provide that would not overlap with UNIDO's proposals.
4. Module 2 to carry out training of laboratory staff to enable them to undertake sampling and testing for fish products to a certified standard.
5. Module 3 to discuss the possibilities of establishing a freezer container facility with the port authority.
6. Module 4 to undertake work with the communities with the objective of improving their knowledge and practices in that area.
7. The organogram of the proposed structure of the Competent Authority be recommended for approval by the Ministry of Health and Social Welfare.

## **RÉSUMÉ POUR NON-INITIÉS**

La mission a trouvé que le Libéria a manqué à presque toutes les exigences nécessaires à un commerce d'exportation significatif; il n'y avait pas d'autorité compétente (AC), pas de transformation, il y avait des réglementations pour les produits de la pêche, mais il n'y avait pas de laboratoires et la possibilité d'intérêt artisanal à l'exportation était éloignée depuis un nombre d'années due au manque d'infrastructure et de formation.

Des recommandations ont été faites pour réviser la loi, en créant une AC et en assurant une formation au personnel de l'AC, le personnel de laboratoire et le mouvement de la pêche artisanale. D'autres recommandations ont été faites pour que les coordinateurs du programme SFP contactent leurs homologues dans les programmes parallèles menés par l'ONUDI et la FAO.

## RÉSUMÉ OPÉRATIONNEL

Suivant la demande du Gouvernement libérien, le projet de renforcement des produits de la pêche a mobilisé un expert du Module 1 de son programme pour qu'il révisé la capacité de l'autorité compétente et qu'il examine les interventions pour les autres modules.

L'expert a trouvé que le Libéria se remettait encore des conséquences des deux guerres civiles qui se sont terminées en 2003 et qui ont laissé dans le pays une infrastructure brisée, des bâtiments gouvernementaux et des structures organisationnelles endommagés ou détruits et un manque d'investissement privé.

L'industrie de la pêche elle-même a été réduite à des opérations minimales. Il y avait quatorze chalutiers semi-industriels, des centaines de pirogues et il n'y avait pas d'industrie du thon. La pêche illégale, non réglementée et non déclarée (INN) était bien reconnue, mais le contrôle était impossible comme le Libéria ne possédait pas de capacité de patrouille.

L'autorité compétente n'a pas été reconnue par la loi, bien que le Ministère de la santé et de la protection sociale considérait son service d'inspection de l'alimentation comme tel. Il a donc fallu créer un inspectorat comme entité légale. Ceci a été tenté en 2006 à la fin du projet régional de l'AWA, mais tandis que les réglementations des produits de la pêche étaient élaborées et présentées au bureau du Président pour qu'il les signe, un désaccord entre le Ministère de l'agriculture et le Ministère de la santé et de la protection sociale concernant qui devrait posséder l'autorité compétente (AC) a entraîné l'abandon du plan. Au cours des années ultérieures, les réglementations ont été perdues.

Le consultant a trouvé une copie des réglementations avec un expert local et ayant lu le tout, il a décidé qu'elles devaient être entièrement révisées pour permettre des changements dans la loi de L'UE depuis 2006.

La mission a exigé que le consultant du Module 1 du projet SFP ne considère pas seulement l'AC, mais qu'il reconnaisse aussi les trois autres modules (Module 2 – laboratoires ; Module 3 – industrie de la pêche industrielle ; Module 4 – pêche à petite échelle).

Concernant le Module 2, il a conclu qu'il n'y avait pas suffisamment de laboratoires dotés d'une stature suffisante pour effectuer des analyses de sécurité sanitaire (nourriture, locaux, eau), mais que l'ONUDI avait commencé à travailler sur l'équipement des laboratoires et qu'elle avait des plans pour former le personnel. Comme cette intervention semblait répercuter le travail prévu par le Module 2, le consultant a contacté l'ONUDI et il s'est reporté au coordinateur du Module 3. Cependant, le travail semblait être suffisant pour que l'expert du Module 2 exécute l'estimation des besoins d'équipement des laboratoires et les besoins de formation pour que le personnel mette à jour leurs services et qu'ils soient conformes à la norme internationale.

Concernant le Module 3, le consultant y a trouvé moins que ce que leurs experts pourraient offrir, étant donné le manque de capacité industrielle qui existait dans le pays. Les seuls domaines faciles à identifier où le Module 3 pourrait avoir une intervention immédiate étaient dans les chambres froides qui approvisionnent le marché local et à bord des chalutiers semi-industriels qui congèlent tout le poisson en mer. Dans ces deux exemples, les conditions n'étaient pas hygiéniques et un degré de formation aurait été bénéfique.

Il y a une autre zone où le Module 3 pourrait collaborer. Monrovia n'avait pas d'équipement portuaire avec un conteneur frigorifique. Le port venait d'être reconstruit et il y avait du terrain disponible. La garantie qu'il restait du terrain pour les conteneurs frigorifiques a été considérée comme un élément essentiel pour le développement du commerce d'exportation et les experts du Module 4 sont peut-être capables de fournir des commentaires qui aideraient.

La pêche artisanale a travaillé à un niveau très basique. La pêche se pratiquant avec des pirogues de différentes tailles, avec des bateaux-pirogues à une personne jusqu'à des pirogues pour un équipage de six hommes équipées de moteurs avec une puissance de 40 chevaux. Cependant, le tout a été débarqué sur les marchés de la plage, certains ayant de mauvaises conditions sanitaires, particulièrement, le site de débarquement à West Point, la zone principale dans Monrovia. Encore une fois, un autre corps avait pris des mesures pour aider le Libéria, dans ce cas, la FAO qui venait de démarrer un programme de trois ans pour aider les pêcheurs locaux, en leur proposant des môles de débarquement, de la glace, de l'eau, des glacières, des chambres froides et la purification de l'eau. Ces activités ont reflété très étroitement le travail proposé dans les termes de référence du Module 4, cependant, le consultant a constaté le besoin de travailler avec les pêcheuses en particulier puisqu'elles conservaient les aliments prêts à manger dans de mauvaises conditions d'hygiène. Les occasions ne devraient donc pas manquer pour améliorer la sécurité alimentaire et les opportunités sur le marché en ce qui concerne ce groupe, le Module 4 devant assurer la formation à la sécurité alimentaire pour les transformations de l'alimentation artisanale.

Des recommandations ont été faites pour que :

1. le Module 1 assure une formation sur les contrôles officiels à l'AC, mais pour que le soutien soit limité aux clients potentiels de l'industrie de la pêche qui ont profité de la meilleure occasion pour développer le marché d'exportation,
2. le Module 1 fournisse une expertise pour réviser les réglementations relatives aux produits de la pêche, pour les mettre à jour et séparer les « meilleures pratiques », les renommant « lignes directrices nationales »,
3. le Module 2 consulte l'UNIDO afin d'établir les zones de travail où l'UNIDO s'est déjà engagée, ce qui nécessite d'être couvert et ce que l'on peut être en mesure de fournir qui ne chevaucherait pas les propositions de l'UNIDO,
4. le Module 2 assume la formation du personnel de laboratoire lui permettant d'effectuer l'échantillonnage et l'essai des produits de la pêche conformément à la norme certifiée,
5. le Module 3 discute des possibilités d'installation d'un équipement de conteneur frigorifique avec l'autorité portuaire,
6. le Module 4 entreprenne le travail avec les collectivités, avec l'objectif d'améliorer leurs connivences et leurs pratiques dans ce domaine.
7. l'organigramme de la structure proposée par l'autorité compétente soit recommandé pour l'approbation par le Ministre de la santé et de la protection sociale.

## 1 INTRODUCTION

In response to the Liberian Government's request for the assistance in developing its fisheries export potential, the SFP programme sent one expert to review the current situation and report a needs assessment on behalf of all four modules (M1, M2, M3, M4). The expert had the general brief to identify and make recommendations on the actions need by the Liberian Government to establish a programme of effective sanitary controls.

This report details the expert's findings in regard to each of the four modules and his recommendations for further SFP activity in Liberia.

The requirements of the mission as presented in the ToR were:

- a) current state of the Liberian fishing industry, including processing and marketing arrangements;
- b) immediate and long-term requirements in regard to sanitary control of fishery products;
- c) steps that need to be taken in order to allow Liberian producers of fishery products to access EU markets;
- d) strategic actions required for the official establishment and reinforcement of a Competent Authority, and definition of supporting technical assistance and training interventions by SFP Module 1;
- e) areas in which other SFP Modules may be able to provide support to laboratories and technical institutes, the private sector, and small-scale fisheries.

Ultimately the aim was for Liberia to achieve authorisation to export to the EU.

The expected outputs from the mission were:

- to review and make recommendations in regard to the legal framework for approval of fish processing establishments and fishing vessels, routine inspection procedures and product certification;
- make recommendations on additional changes needed or processes to be followed in regard to the national legislation, including measures to promote transparency and preclude corruption;
- produce an institutional analysis and framework for the CA, specifying the posts, functions and operational methodology required;
- identify further technical assistance and training needs and requirements by CA staff and other stakeholders in the sector, and proposals for appropriate responses;
- Terms of Reference (TOR) for any follow-up activities recommended for the SFP;
- update the SFP country profile for Liberia for posting to the SFP web site.

The mission commenced on 19<sup>th</sup> August 2009 with the arrival of the expert from MEP (consortium Cardno Agrisystems/MEP) and ended on 6<sup>th</sup> September 2009.

Work on the creation of a CA was almost completed by the AWA Regional project in 2007, with Fishery Products Regulations (FPR) having been produced and all documentation prepared for signing by the President. Unfortunately a disagreement between the MoF and the MHSW over who should house the CA caused the matter to be put on hold. It was never resurrected and copies of the legislation proved very difficult to obtain. None were found in either of the ministries concerned.

The body of this report details the methodologies, findings, conclusions and recommendations of the mission.

## 2 CONTEXT OF THE ASSIGNMENT

### 2.1 Work environment

Liberia's civil war ended in 1996 but left behind very considerable damage to the infrastructure (roads, buildings, government departments) of the country, which affected investment in the country. However, throughout the civil service there was a positive attitude towards improving the state of the nation which was exemplified by the new approach to the division of interest in the operation of the CA demonstrated by the Minister for Agriculture (MoA), whose view was that if the fish were swimming they were the responsibility of her ministry, if they were dead they were food and therefore the responsibility of the Ministry of Health and Social Welfare (MHSW). The difference of opinion between the two ministries that had previously resulted in the Fishery Products Regulations (FPR) being shelved was extinguished and an understanding existed that the MHSW should retain activity of the Competent Authority (CA) as indicated by the FPR.

There were in fact three ministries with interests in the fishery products inspection process. The MHSW, the MoA and the Ministry of Commerce and Trade (MoC). Of these, the latter had the least direct interest but as is indicated later in this report the expert concluded that the formation of an inter-ministerial group or committee would benefit all parties.

At the time of the inspection Liberia's fishing industry was minimal. There were a number of semi-industrial vessels fishing legally that landed frozen-at-sea whole fish, directly at Monrovia's only quayside, (operated by the Bomi Mining Company) to their parent or contracted companies. This fish was then sold directly from the cold stores to the public.

Liberia had no operating fish processors of an industrial size. There were only artisanal processors, primarily fish smoking by women, of which there were very many, probably hundreds although no reliable records were available due the transient and seasonal nature of the trade. Most were not working during the mission due to the rainy season bringing with it correspondingly small fish catches.

The majority of fish landings were artisanal, from canoes operated by Kru fishermen using small dugouts and Ghanaian fishermen who lived permanently in Liberia, using much larger motorised canoes.

The consultant's counterparts were provided by the Bureau of National Fisheries (BNF) which, although not the CA, held most of the fishery knowledge including on-site contacts and fishery locations (landing beaches and cold stores).

The body that was nominally termed the CA (although in terms of fish at least it did not have that capacity in law) was the food inspection section of the Environmental and Occupational Health Division within the Ministry of Health and Social Welfare. The department did not have operatives outside of Monrovia, whereas the BNF did have representatives in the second city of Liberia, Buchanan and also in several of the major landing sites as far north as Robertsport. The staff of the MHSW all held diplomas in food hygiene and some had undergone orientation training in fishery products and Hazard Analysis Critical Control Point (HACCP) procedures. The total inspection staff of the MHSW was approximately 30.

Liberia was one of the four countries to benefit from the AWA Regional Project in 2005-7, which outlined country-specific needs, elaborated FPR and an Environmental Management Plan (EMP) and undertook training. The result of the latter was a degree of introductory training in product quality and safety assurance, fish technology, inspection practices and a train the trainer course which was elaborated for the small-scale, retail and artisanal sector. By the time this mission took place the training had lost some of its potency, an issue that is taken up later in this report in respect of training proposals.

The legislation was also out of date. In 2007 the FPR had been presented to the President for signature, although for the reasons given above this was never actually completed. On inspection the FPR were found to be in need of some further work to both update them and separate out elements where EU legislation had moved on, especially in relation to national guidelines. Hence the FRR were never brought into practice and no Government body could find a hard or electronic copy. One was eventually found in the possession of the local consultant to the previous mission, Mr. Thomas Amet. The document comprised 230 pages of regulations.

At the time of the mission there was no stock assessment programme in place though it was acknowledged that there was a severe problem with IUU fishing.

## **2.2 In relation to other TA and development initiatives**

Other Technical Assistance (TA) interest in the region came in the form of UNIDO equipping laboratories (directly relevant to Module 2 (M2) activities) through the Economic Community of West African States (ECOWAS) programme, the World Bank Regional Fisheries Programme (linked with the BNF) and FAO projects to assist artisanal fishing communities (very closely reflecting the work that Module 4 (M4) proposed to do) and re-writing the fisheries regulations (not the FPR, therefore the province of the BNF and not of the CA).

FAO's consultants for the artisanal work were Mr. Isaac Flowers (Liberian) and Yvette Dieodue (trainer, FAO Rome). The co-ordinator for M4 was apprised of their work in the artisanal sector.

UNIDO's programme of laboratory provision reflected the work that M2 would carry out or at least the equipment element of their work. The consultant contacted UNIDO's personnel and passed on their contact and information to the co-ordinator of M2.

FAO's work on the fisheries legislation was carried out by legal consultant Stephanie Altman in association with Judith Swan based in Rome.

The World Bank Regional Fisheries Programme did not directly affect the SFP project.

## **3 METHODOLOGY**

The mission took place over a period of 17 days and on behalf of all four modules of the SFP project, incorporated investigations into the status of Liberia as a fish exporting nation.

### **3.1 Methodology – Fact Finding**

Meeting with ministers, directors of government departments, heads of laboratories and fishermen's leaders were all arranged by the counterparts at the BNF. Site visits were also arranged in order that the consultant could make visits to landing sites, cold stores and laboratories and evaluate the situation on-site in each case.

### **3.2 Methodology – Training**

A short PowerPoint training session was conducted at the end of the mission for members of the CA and BNF inspectors at which the delegates were presented with the findings from the visit and provided with introductory training in fish inspection. The aim was to reconcile their understanding of the changes needed from their existing activities to the very different ones required for determining health certification in the fish industry.

## **4 PERFORMANCE IN RELATION TO TERMS OF REFERENCE**

### **4.1 General response to Terms of Reference**

The general objective of the mission was to identify and make recommendations in regard to actions that the Government of Liberia needed to take toward establishing a programme of sanitary

control for fishery products, with the ultimate aim of achieving authorisation to export fishery products to the EU.

All the ToR were addressed.

The mission was successful in establishing the current state of affairs in respect of the four elements of the SFP project. In brief the status of Liberia is that it is to some extent in a post-conflict situation (civil wars 1989-96, 1999-2003), and while there is no longer any danger of recurrence of hostilities, the infrastructure of the country has been badly damaged resulting in the road system, harbourage and factories having been either destroyed or not enhanced since 1989. This has led to minimal investment in the fishing industry on the part of the private sector.

The mission addressed the following issues:

#### **4.2 ToR 1: The current state of the Liberian fishing industry, including processing and marketing arrangements**

Fish comprised the major animal protein source in the Liberian diet and yet 90% was imported.

Landing sites were visited in Monrovia, Buchanan, Margibi County, and Robertsport where primarily artisanal landings were recorded and fish quality and market potential estimated. Full details of the findings in the fishing industry are included in Annex 8 'Notes on Meetings' but the following provides an immediate entry point to an understanding of the industry.

The Liberian fishing industry comprised mainly artisanal fishermen of indigenous Kru, Popoh and Ghanaian Fanti. The indigenous people used man-powered dugout canoes 5-7m long whilst the Fanti used vessels 12-15m long powered by 15 and 40 hp motors. The Fanti were in general better organised into fishermen's organisations and registered their vessels. The Kru were less so, forming groups much less frequently and the BNF complained that vessel registration ran at about 25-40%.

The landing sites were exclusively beaches, where boats were pulled up on shore and fish was bought directly from them by women who went on to sell the fish from bowls, displayed them on the sand or took them for smoking on open fires.

At the time of the inspection there were only 14 trawlers registered to fish in Liberian waters, although there were an unknown number of illegal trawling operations about which complaints were frequently raised by the indigenous fishermen due to their wrecking the local fishermen's gear in addition to stealing the nation's fishery resource.

Liberia had issued no tuna fishing licenses.

The majority of fish caught by semi-industrial vessels in Liberian waters was frozen whole and either transhipped at sea for export or landed and sold direct from the cold stores to the local market. Larger fish sold to the local market such as barracuda (*Sphyraena spp*) or sea catfish (*Arius spp*) were purchased by hotels or supermarkets, where they were portioned for immediate consumption or retail sale.

The only processing carried out on a large scale was the artisanal practice of cooking fish over a log fire. There were many such 'smoking' or 'drying' operations, usually owned by one woman or her family. Small and medium-sized fish of numerous species were usually smoked whole without the addition of salt. Most smoking ovens were made from metal taken from two or three oil drums, cut, flattened out and riveted together to form a circular construction across the top of which a metal grating was placed. The fish were placed on the grating and a fire made from whole logs was lit beneath them. Usually the practice took place in the open although in some areas e.g. Robertsport concrete ovens had been constructed inside a specially created building with a low wall and high roof held up on metal posts. Once cooked the fish were placed in radial layers on a basket ready for immediate sale as a ready-to-eat food or for transport to an inland market.

There were no visible sanitary controls on the ready-to-eat food or on personal hygiene. The consultant felt that this was a matter of concern for future development plans in the artisanal sector and made recommendations to that effect (see Recommendations below).

#### **4.3 ToR 2: The immediate and long-term requirements in regard to sanitary control of fishery products**

No actual fishery product inspection was undertaken by the CA although the cold stores were visited and passed for sanitary compliance.

In respect of the development of the official controls, practice in inspection processes can be had with handling on board fishing vessels both artisanal and semi-industrial, landing site inspection, cold store practice, artisanal fish processing and transport facilities. Missing at this stage were industrial (factory) processing and frozen export through reefer containers.

In order to undertake these inspections and eventually audits, the CA require full training in many aspects of: inspection practice and protocol, audit training, fish species recognition, fish quality recognition, fish quality maintenance, and fish safety as a food. In addition they required the tools to carry through this type of inspection; notably adequate checklists, procedures for carrying out official controls and recording systems plus equipment in the form of temperature probes, sampling consumables and vehicles.

In the longer term, in order for Liberia to be allowed to export to the EU sampling and monitoring of fish, fish products and water would all be needed, ideally in their own laboratory.

#### **4.4 ToR 3: The steps that need to be taken in order to allow Liberian producers of fishery products to access EU markets**

At the time the mission took place the only fish products that stood any chance of being exported were whole frozen fish, once vessels had been certified as hygienic. An export route could be authorised from freezer trawlers transshipping to certified reefer vessels or similar bulk transporters but in the short term this is the only real chance of an export business as there was no frozen container facility at the port in Monrovia.

The last point was one that needed expansion. New port facilities were being constructed in Monrovia but no provision had been made for frozen product containers. The Port Manager suggested that if such facilities would help export, someone should speak with the Port Authority in the near future. This sounded like part of M3's province and was included in Recommendations and in Annex 11 (Proposed ToR).

It has to be said that the vessels viewed from the dockside (the consultant was not allowed on board or to take photos) were in a very poor state of repair and barely looked seaworthy. For effective inspection/certification the inspectorate would need training in fishing vessel inspection and this would be best achieved in collaboration with inspectors from the BNF, who understood fishing vessels.

Those spoken to about the possibility of an air-freighted chilled fish trade considered the costs to be prohibitive.

#### **4.5 ToR 4: Any strategic actions required for the official establishment and reinforcement of a Competent Authority, and definition of supporting technical assistance and training interventions by SFP Module 1**

The consultant proposed a road map to take the CA through from its position as a non-legitimatised authority to one that was both recognised in law and adequately trained. See Annex 9. The diagram shows that whilst the legislative aspects of ratification of the CA go ahead, it would be possible to carry out concurrent training to bring the CA up to standard.

The first *strategic* action would be a review of the 2006 FPR. Once these were updated they could be used to create the CA as a legally recognised entity. This was almost achieved when the FPR were due for Presidential signature but as of September 2009 the process needs to be restarted.

The FPR had become an out-of-date, cumbersome document of 230 pages, which included regulations on 'Best Practice' that would now be considered to be National Guidelines in the EU. The process of updating and separating out the parts of the FPR was expected to take about three months. Ratification by the Government and consultation with the stakeholders would then take a further three months. The consultant therefore considered that the whole process should be allowed six months for both the CA to become a legal entity and for the FPR to become law.

SFP Module 1 could provide training inputs throughout this time. There was a long list of topics culled from the FVO Pre-mission Questionnaire in which the CA would need to show competency prior to a DG SANCO inspection mission. In addition monitoring and sampling capacity would need to be built up and assistance for this could be provided by M2.

#### **4.6 ToR 5: Any areas in which other SFP Modules may be able to provide support to laboratories and technical institutes, the private sector, and small-scale fisheries**

##### 4.6.1 Module 2 Laboratories

There were no public laboratories in Liberia that held ISO 17025 or practised certificated analyses.

Details of the existing laboratory equipment are provided in Annex 8.

The following is an overview of the laboratories that existed in and around Monrovia:

1. JFK, Monrovia, MHSW (Ministry of Health and Social Welfare).

JFK was a National Reference Laboratory, situated on outskirts of Monrovia city, near the Ministry of Agriculture. It carried out analyses of outbreak diseases, for example: cholera, yellow fever and Lhasa fever.

The lab formed part of the West African Laboratories Network including Senegal, Côte d'Ivoire, Sierra Leone and Ghana, which shared information and carried out challenge testing for one another.

The lab was owned by the Ministry of Health and Social Welfare and was planned to become part of LIBR (see below) when it was reopened by the MHSW (intended 2010).

2. LIBR, (Liberian Institute of Biomedical Research), Margibi (50 mins from Monrovia).

Previous to the wars this was a world centre for research into communicable diseases such as Hepatitis B, yellow fever, influenza and river blindness.

There are plans that it should be reopened within the next year by the MHSW as a National Reference Laboratory along with the JFK lab, with LIBR renewing its research activities.

It was an empty building at the time of inspection although it had a pair of new generators as the start of the refurbishment.

3. Water Lab, MHSW.

This laboratory was situated in the MHSW and undertook testing of water samples from around the city, both for human consumption and industrial use.

The premises comprised one small room with a smaller subdivision within it where the actual micro-analyses were carried out.

4. Fendall lab, MHSW. Part of Fendall University site. Not used at the time of inspection.

There were privately owned labs at Firestone (1 hr south of Monrovia), which tests latex production; Club Brewery in Monrovia has a lab for testing beer; and the LCCBC (Liberia Coca Cola Bottling Company) in Monrovia is the coke bottling plant.

There was a need for training staff in analytical techniques to bring them up to a standard at which certified analyses could be carried out and there was also a need for the laboratories to be better constructed and equipped; JFK for example was entered directly from the road, with no sanitary break point or protective overalls in use. These were areas in which M2 experts could provide assistance, however with UNIDO being already involved, they would need to be consulted prior to M2 becoming active.

#### 4.6.2 Industry – Module 3

The only private sector involvement in the fishing industry other than artisanal was in freezer vessels and cold stores that sold directly to the public.

No 'industrial' fish processing was undertaken

M3 personnel would be able to provide input on the freezer vessels and provide advice to the cold store owners, but with no factories operating the scope was very limited.

As in 4.4 above M3 may also be able to instigate the development of frozen container facilities in the new port area of Monrovia.

#### 4.6.3 Small-scale Fisheries

The artisanal fishery provided a way of life for many thousands of fisherfolk, both in the catching sector (men) and in fish processing (women).

Undoubtedly landing sites and sanitary handling were the main issue for any development of the fish trade.

There was considerable scope for landing site construction within the main estuary areas of Robertspoint in the north, Monrovia in central Liberia and Buchanan in the south.

The fishermen (particularly the indigenous Kru) landed onto exposed sandy beaches although safe, calm waters were to be found within the inlets. The BNF had outline plans for harbourage areas and were aware of the rivalry between the two main fishing groups, the Kru and the Ghanaians, that could make a communal jetty ineffective.

M4 experts would be able to provide valuable input in several areas: jetty design, ice provision and handling equipment, vessel design, and small-scale fish smoking.

The latter, smoking fish, was considered by the M1 expert to be an area that needed development beyond the usual provision of facilities. There were examples of improved facilities being provided by donor nations, for example open-sided buildings for more consistent production, particularly during the six-month rainy season. It was therefore assumed that this would boost production and raise incomes. What was not apparent was any corresponding support in sanitary training e.g. in personal hygiene, provision of safe water for washing hands and equipment, chilling and protective packing equipment. This led the consultant to the conclusion that increased production through provision of better cooking facilities could only lead to an increase in the volume of contaminated ready-to-eat food on the local market.

Bearing in mind that FAO already have a programme in place to provide very similar interventions to those proposed in the M4 ToR, it may be best for M4 to proceed on the basis of support in food safety issues.

#### **4.7 ToR 6: Verify the current status of the legislation and regulations relating to hygiene and sanitary conditions of fishery product exports, and identify any shortcomings and amendments required in relation to harmonisations with EU requirements**

The situation was that there were no active FPR. As mentioned above the legislation had been drafted in 2006 and sent to the president's office for signature but a dispute between the MoA and MHSW at the time led to the regulations being shelved and in practical terms, completely lost. No-one in either the MHSW or the MoA could identify or locate them.

Eventually a hard copy was found and a photocopy made. On return to the UK the consultant located an electronic copy through the AWA Regional mission.

The document was 230 pages long and incorporated Best Practice. It had also become outdated due no-one having undertaken responsibility for the regulations during the intervening years.

Since that date the EU has introduced a system of national guidelines which the consultant felt would be a more appropriate approach to the advisory nature of this particular type of information, rather than enforcement at law through inclusion in the regulations. Recommendations to this effect were made (see below):

#### **4.8 ToR 7: Provide orientation training (one or two short workshops of up to 4 hours each) for government officials and, if appropriate, members of the private sector in regard to EU fishery product food safety requirements.**

One short training session was provided for staff of the MHSW and BNF. The objective was to acquaint the inspectorate with the responsibilities they would be required to take on and to introduce an understanding of the amount of training that would be needed, including practical experience.

Training was given to a group of 14 staff, 10 from the MHSW. The training was well received with responses averaging 85% satisfaction. There was clearly a hunger amongst those present for further training to allow them to cope with the very different environment of the fish industry.

The consultant advised that as fishing vessels would need to achieve their health certificate before they were allowed to purchase a fishing license and given that MHSW inspectors had very little knowledge of them, joint inspections with a member of the BNF would be the best course of action in the first few years.

#### **4.9 ToR 8: Carry out an institutional analysis of current fishery product food safety control, inspection and testing arrangements. Based on the analysis, make recommendations on the organisational structure of the CA and the operational arrangements under which it should work.**

The consultant carried out an analysis of the MHSW organisational structure and determined that there were more than enough staff to carry out the number of inspections needed for the fish industry and that they were well trained in food safety (all held Diplomas from the university). There was a need for designated staff who had training specific to fish but otherwise the fish product inspectors would not need to be any different from their colleagues i.e., there was no need to establish a separate department. There was however a need for specific documented inspection and sampling procedures and a clear understanding of their purpose at higher management levels.

A diagram of a serviceable management structure that fitted with the existing departmental structure of the MHSW was developed. See Annex 10.

Recommendations to this effect were made to the MHSW and BNF.

#### **4.10 ToR 9: Draft Terms of Reference for complementary actions by the SFP Modules 1, 2, 3 and 4, including training programmes and activities for the inspection service officers**

**and industry technicians, that will assist Liberia to attain full compliance with EU fishery product food safety requirements**

ToR were drafted for all four modules (see Annex 11). The Country Profile (Annex 7) was reviewed by the consultant and the counterpart Mr. E Cooper and was updated accordingly.

## **5 DISCUSSION**

The consultant considered the ToR to be relevant throughout the mission.

The overall picture of the development of a fish export trade was that the potential was there, especially with regard to the Civil Service, whose staff were well educated and keen. Conversely there was no fish processing that would kick-start the business of income generation to pay for inspection. This, the consultant considered to be a major drawback to future inputs by the SFP project, the fear being that with only freezer vessels to depend on any training in the onshore aspects of fish landing, transport, processing and certification could all go to waste if no factory were built within the next three years.

Initially plans were discussed with the MoA and MHSW that pointed towards a strong fish inspection and certification training input; however, a lack of factory facilities in the foreseeable future led to the consultant becoming concerned that the learning would be lost due to lack of practice and staff wastage through retirement or transfer during the period. The consultant therefore considered that a reduced training programme at this stage would provide the best value for the resources available to this SFP programme.

Little is known of the fish stocks that are available in Liberian waters. If the situation with the neighbouring Sierra Leonean waters were extended into the Liberian Exclusive Economic Zone (EEZ) then there existed a significant loss of fish in the whole biomass and the possibility of serious depletion in specific target populations. Stock assessment prior to industrial development would provide very useful baseline data from which to plan future fishery management.

## **6 CONCLUSIONS AND RECOMMENDATIONS**

Depending on stock availability and control of fishing opportunities in the next few years, Liberia had an excellent future for fish export.

Impediments were the lack of an official controls system for inspection, lack of industrial processing, and lack of a laboratory service, all of which could benefit from inputs from the SFP Modules 1-3.

The export potential of artisanal fishermen was a much longer-term prospect, requiring the construction of jetties and education in handling practices. The consultant felt that the M4 experts should discuss their current three-year programme with the FAO and see what benefits they could add.

### **6.1 Conclusions and recommendations – 4.3/4.5 above**

Liberia will not be able to move forward from its present position of non-acceptance by the EU until its official controls are satisfactory and this will depend on there being a considerable input of training. It was recommended that Module 1 provide the majority of this training in a series of interventions but that the support be limited to those fish industry prospects that can at present represent a promising opportunity for the development of export market. At present this would involve freezer trawlers and the associated trade with reefer vessels.

### **6.2 Conclusions and recommendations – 4.4 above**

The sanitary conditions on board semi-industrial fishing vessels and in cold stores were issues that needed to be resolved and in this respect joint inspection by the BNF and food inspectors was strongly recommended. The consultant recommended that M3 should lead on this.

Another area that may lie with M3 was the lack of freezer facilities at the port. Without the ability to store, clean, and prepare for use frozen storage containers, Liberia will find it difficult to develop an export business. It was recommended that an expert from M3 be allocated to discuss the possibilities with the Port Authority.

### **6.3 Conclusions and recommendations – 4.6.1**

Liberia lacked any laboratories that would allow own testing of product, facilities and water. Whilst not essential to the export trade, for as long as access to testing was available abroad, the cost would be high and a preferred solution was for a lab to be built for testing food and water. The consultant recommended that M2 consult with UNIDO through the contact provided to establish which areas of work UNIDO had already undertaken, what needed to be covered and what M2 may be able to provide that would not overlap with UNIDO's proposals.

Further the consultant recommended that M2 carry out training of staff to enable them to undertake sampling and testing for fish products to a certified standard.

### **6.4 Conclusions and recommendations – 4.6.3**

Similar to 4.6.1, where UNIDO already had a presence in Liberia, FAO had already embarked on a three-year programme to improve the capacity of the small-scale fishing communities. The consultant recommended that the co-ordinator from M4 contact Mr. I Flowers (FAO's on-site expert in Monrovia) and discuss their mutual activities in order to avoid overlaps. There were however areas where there was untouched ground, specifically in the provision of sanitary training for artisanal fish processors, and the consultant recommended that M4 undertake work with the communities with the objective of improving their knowledge and practices in that area.

### **6.5 Conclusions and recommendations – 4.7**

The FPR were clearly in need of updating and, due to their comprising a 230-page document derived from several EU regulations, ideally they should be separated into the different EU regulations from which they originated, making future alterations to EU regulations easier to insert and reprint without recourse to reconsidering the entire regulation.

Acceptance of the 'Road Map' as a way to time and define the activities needed to create the CA, the FPR and train the staff was recommended to the MHSW and BNF.

It was recommended that Module 1 provide expertise to review the FRP, update them and separate out the 'Best Practices', renaming them 'National Guidelines'

### **6.6 Conclusions and recommendations – 4.9**

A way forward from the current staffing arrangements was exemplified in an organogram and was recommended for approval by the MHSW.

## **7 LIST OF ANNEXES**

Annex 1: Terms of Reference

Annex 2: Programme and People Met

Annex 3: Training Materials Used

Annex 4: Information on Training

Annex 5: Evaluation of Training

Annex 6: DG SANCO Training Requirements

Annex 7: Country Profile 2009

Annex 8: Notes on Meetings


Annex 9: Road Map

Annex 10: Management Structure for CA

Annex 11: Proposal of Terms of Reference

## ANNEXES

## ANNEX 1: TERMS OF REFERENCE

 SFP ACP/OCT Programme 8ACPTPS137 	
Assignment name and number	<b>CA045 LBR:</b> <b>Identification of fishery product food safety issues and determination of a plan of action for inspection and certification of fishery products for export – Liberia</b>
Expert	Richard Chivers, LTE
Coordinator	Garry Preston, Coordinator, Module 1
Technical Supervisor	Oscar do Porto – Expert on sanitary conditions of Fishery products – SFP
Background to the assignment	<p>The Republic of Liberia, on the west coast of Africa, is bordered by Sierra Leone, Guinea, Côte d'Ivoire, and the Atlantic Ocean. As of the 2008 census, the nation is home to 3,476,608 people and covers 111,369 square kilometres. Liberia has a hot equatorial climate with most rainfall arriving in summer, and with harsh winds in the dry season.</p> <p>Liberia did not exist as a nation state until it was colonised by freed slaves from the United States, who in 1847 formed a government based on that of the USA. This government was overthrown by a military-led coup in 1980, which marked the beginning of a period of instability and civil war that left hundreds of thousands of people dead and devastated the country's economy. Today Liberia is recovering from the lingering effects of this decades-long civil war. Its economy is based heavily on subsistence agriculture, manufacturing, and its many ports. Liberia is one of the poorest countries in Africa, but has nevertheless achieved economic growth in recent years, largely thanks to foreign investment.</p> <p>With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186,322.2 km<sup>2</sup> within the EEZ. Liberia also has significant aquatic resources in its approximately 15,050 km<sup>2</sup> of rivers and lakes that comprise some 14% of its surface area.</p> <p>The pre-war estimate of maximum sustainable yield of Liberian marine fisheries was 180,000 tonnes (t) per annum, and 40,000 t for inland fisheries. Domestic marine catches have averaged only 7,700 t per year between 1999 and 2004 and 9,500 t per year between 2004-2007, although much larger amounts are undoubtedly caught illegally or caught in Liberia's waters and transhipped at sea, and thus never reported. Prior to the war, catches exceeded 150,000 t per year. Increasing Liberia's domestic fisheries production, and improved management to prevent illegal fishing, is included in the focus of a major World Bank-supported West Africa Regional Fisheries Programme (WARFP) which is just commencing.</p> <p>Liberia has previously benefitted from SFP support through the Anglophone West Africa (AWA) sub-regional project (Project No. 20/06/04: General support to the Competent Authorities, test laboratories, industry and artisanal</p>

	<p>fisheries in Gambia, Ghana, Liberia, Sierra Leone). Nevertheless at the present time Liberia is not approved and listed for export of any kind of fishery products to the European Union (Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC). Neither is Liberia included in the transitional agreements for certain countries to export to specific EU member states (Regulation EC 2076/2005, which in any case expires on 31/12/2009). There has been no FVO mission to Liberia since 1998.</p> <p>The WARFP programme design includes <i>Creation and Certification of a Sanitary Competent Authority</i> as an element of <i>Sub-Component 3.2 – Fish Product Trade infrastructure, Information and Systems – Connection with the Regional Minimum Integrated Trade Expansion Platform</i>. This component, which is to be implemented rapidly, includes long-term technical assistance, training of staff and provision of laboratory equipment. The Competent Authority (CA) to be created would be housed within the Bureau of National Fisheries (BNF). The World Bank pre-appraisal mission for the WARFP notes that an intervention by the SFP project would assist in identifying specific technical needs and in fast-tracking the establishment of the proposed CA.</p> <p>In July 2009 the Acting Minister for Agriculture wrote to the SFP requesting assistance with planning and legislation that would enable Liberia to achieve this goal. The present mission thereby provides an opportunity to provide technical advice and inputs to a programme of activities that should continue to receive support from the Liberian Government and a major financing organisation well after the conclusion of the SFP programme.</p>
Issues to be addressed	<p>The general objective of the present mission is to identify and make recommendations in regard to actions that the Government of Liberia needs to take toward establishing a programme of sanitary control for fishery products, with the ultimate aim of achieving authorisation to export fishery products to the EU.</p> <p>The mission will address the following, non-exhaustive list of issues:</p> <ol style="list-style-type: none"> <li>a) current state of the Liberian fishing industry, including processing and marketing arrangements;</li> <li>b) immediate and long-term requirements in regard to sanitary control of fishery products;</li> <li>c) steps that need to be taken in order to allow Liberian producers of fishery products to access EU markets;</li> <li>d) strategic actions required for the official establishment and reinforcement of a Competent Authority, and definition of supporting technical assistance and training interventions by SFP Module 1;</li> <li>e) areas in which other SFP Modules may be able to provide support to laboratories and technical institutes, the private sector, and small-scale fisheries.</li> <li>f) The mission will also identify any other relevant factors that may act as an obstacle to Liberia obtaining authorisation to export to the EU, and propose means of addressing them.</li> </ol> <p>The present mission is the first step in a process intended to address the issues. Detailed above. Depending on the outcomes of the present mission, further advisory, technical assistance and training inputs to Liberia by the SFP may be</p>

	developed.
Activities of the Consultant	<p>Specific tasks to be undertaken by the expert will include, but not be limited to, the following:</p> <ol style="list-style-type: none"> <li>a) verify the current status of the legislation and regulations relating to hygiene and sanitary conditions of fishery product exports, and identify any shortcomings and amendments required in relation to harmonisations with EU requirements;</li> <li>b) provide orientation training (one or two short workshops of up to 4 hours each) for government officials and, if appropriate, members of the private sector in regard to EU fishery product food safety requirements;</li> <li>c) carry out an institutional analysis of current fishery product food safety control, inspection and testing arrangements. Based on the analysis, make recommendations on the organisational structure of the CA and the operational arrangements under which it should work;</li> <li>d) consult with the BNF and other relevant stakeholders (including analytical laboratories and the private sector) in order to identify the areas of support needed by the sector, particularly in regard to technical assistance and training;</li> <li>e) propose a plan of action by the various stakeholders involved, and seek government agreement to it;</li> <li>f) draft terms of reference for complementary actions by the SFP Modules 1, 2, 3 and 4, including training programmes and activities for the inspection service officers and industry technicians that will assist Malawi to attain full compliance with EU fishery product food safety requirements.</li> </ol> <p>The above list of activities is non-exhaustive. The consultant is expected to consult with BNF and other relevant stakeholders and to use their professional judgement in identifying and carrying out other tasks in response to the conditions and requirements observed in the field.</p>
Expected outputs	<p>The expert must produce a report detailing their activities, findings, the results of any training delivered, issues that need to be addressed, and recommendations for any follow-up actions needed by the Liberian Government or the SFP. Specific issues that should be covered by the report include (but are not limited to):</p> <ul style="list-style-type: none"> <li>• review and recommendations in regard to the legal framework for approval of fish processing establishments and fishing vessels, routine inspection procedures and product certification;</li> <li>• recommendations on additional changes needed or processes to be followed in regard to the national legislation, including measures to promote transparency and preclude corruption;</li> <li>• an institutional analysis and framework for the competent authority, specifying the posts, functions and operational methodology required;</li> <li>• identification of further technical assistance and training needs and requirements by CA staff and other stakeholders in the sector, and proposals for appropriate responses;</li> </ul>

	<ul style="list-style-type: none"> <li>• draft Terms of Reference (ToR) for any follow-up activities recommended for the SFP.</li> </ul> <p>The expert will also update the SFP country profile for Liberia for posting to the SFP website.</p> <p>For any training delivered during the mission, the expert's report must contain:</p> <ul style="list-style-type: none"> <li>• a detailed record of all participants in the training, including full name, gender, occupation or position, and contact details;</li> <li>• a summary of the participants' evaluation of the training delivered (standardised evaluation forms will be provided);</li> <li>• a copy of all training materials used by the expert during the mission.</li> </ul> <p>All training records, evaluations and materials, as well as any draft ToR for proposed SFP interventions, should be included in the report as annexes.</p> <p>The report is to be produced using MS Word for word processing, as well as other MS Office software where necessary. The report must be made available in hard copy and electronic form, both in Word/ MS Office as appropriate, and in pdf format, with all elements combined in a single file.</p>
Report format	<p>The Consultant will be provided with a standard document template in MSWord which must be used as the basis for the mission report. The report will be prepared <u>in English</u>, according to the following structure:</p> <ul style="list-style-type: none"> <li>- Title pages in model format as per other Programme Reports</li> <li>- Table of contents, to three levels, formal format</li> <li>- List of annexes</li> <li>- Tables of tables, figures and pictures all formal format</li> <li>- Abbreviations and acronyms</li> <li>- A 'Layman's Summary' of 4-5 lines, as per EC visibility requirements</li> <li>- Executive Summary (maximum 2 pages), <u>in English and French</u></li> <li>- Introduction</li> <li>- Main body of report divided into different sections as appropriate, normally Context, Methodology, Performance in relation to ToR, and Discussion (up to 20 pages)</li> <li>- Conclusions and recommendations (each recommendation must be preceded by a conclusion, that refers to a discussion in the main body of the report)</li> <li>- Annex 1 Terms of Reference</li> <li>- Annex 2 Schedule and people met (with contacts)</li> <li>- Any other annex(es) as appropriate</li> <li>- Format as per PMU indications.</li> </ul>
Report to be reviewed by	Carlos Palin, Programme Manager
Duration/ indicative	The following schedule of inputs is indicative only, and subject to amendment by the consultant in response to operational considerations

schedule of work activities	Activity	Working days						
	Document review and mission preparation	1						
	Briefing with Module 1 and PMU in Brussels	1						
	Travel to Liberia	1						
	Meeting with National Authorities & EC Delegation	1						
	Familiarisation, situation assessment and work planning	2						
	Review of legislation, regulations and associated documentation	3						
	Visits to production sites and processors	4						
	Visits to laboratories, technical institutes and relevant government agencies	3						
	Orientation workshops for government officials and other relevant stakeholders	1						
	Preparation of recommendations and work plan, and discussion with government official and other stakeholders	2						
	Debriefing to Authorities and EC Delegation in Liberia	1						
	Return travel to Europe	1						
	Preparation of recommendations and terms of reference for follow-up actions	3						
	Updating of Liberia country profile for SFP website	1						
	Debriefing in Brussels	1						
	Writing of report	3						
	<b>Total</b>	<b>29</b>						
	Total working days will equal 29 calendar days.							
Start date	17 August 2009 (estimated)							
Completion dates for reports	<table border="1"> <tr> <td data-bbox="395 1496 667 1547">Draft report to PMU</td> <td data-bbox="667 1496 1450 1547">10 working days after return to home base</td> </tr> <tr> <td data-bbox="395 1547 667 1599">PMU comments</td> <td data-bbox="667 1547 1450 1599">Within 2 weeks of reception</td> </tr> <tr> <td data-bbox="395 1599 667 1733">Final report</td> <td data-bbox="667 1599 1450 1733">10 working days after reception of PMU comments (including comments of authorities if appropriate)</td> </tr> </table>		Draft report to PMU	10 working days after return to home base	PMU comments	Within 2 weeks of reception	Final report	10 working days after reception of PMU comments (including comments of authorities if appropriate)
Draft report to PMU	10 working days after return to home base							
PMU comments	Within 2 weeks of reception							
Final report	10 working days after reception of PMU comments (including comments of authorities if appropriate)							
Experience and qualification	<p>Expert of category II (at least 10 years of experience)</p> <p>Qualifications and skills:</p> <ul style="list-style-type: none"> <li>a) A University degree in veterinary, food technology or related sciences</li> <li>b) Knowledge of English is essential.</li> <li>c) The applicant must be of EU or ACP member state nationality.</li> </ul>							

	<p>General professional experience:</p> <ul style="list-style-type: none"> <li>d) Comprehensive knowledge of EU regulations relevant to control of fish and fishery products sanitary status.</li> <li>e) Demonstrated long-term background in fish and fish products surveillance.</li> </ul> <p>Specific professional experience:</p> <ul style="list-style-type: none"> <li>f) Long-term background in the application of EU legislation and procedures for inspection and certification in third countries ; the drafting of manuals of procedures for the inspection and certification, and the design and setting up of self-control systems, based on HACCP methodology, by the food industry as well as their audit by official inspection bodies.</li> </ul>
Locations and travel	<p>Based in Wellington, Somerset, United Kingdom:</p> <ul style="list-style-type: none"> <li>- 1 journey Wellington, UK – Monrovia, Liberia;</li> <li>- 2 journeys Wellington, UK – Brussels, Belgium;</li> <li>- up to 12 nights per diem in Sierra Leone;</li> <li>- up to 2 nights per diem in Brussels.</li> </ul>

**ANNEX 2: PROGRAMME AND PEOPLE MET**

<b>Date</b>	<b>Location</b>	<b>Name and Title</b>	<b>Contact details &amp; remarks</b>
August			
20/08/09	Monrovia	Establishing oneself	-
21/08/09	Monrovia	Meetings with BNF	<p>Yeviewuo Z Subah  Ministry of Agriculture  Co-ordinator  Bureau of National Fisheries  19<sup>th</sup> St Annex  Sinkor  1000 Monrovia  10 Liberia  Cell: 00231 (0) 6517 742</p> <p>Mr. Momo Johnson  Statistician  BNF (address above)  00231 (0) 6614724</p> <p>T Eric M Cooper  Standards Laboratory Technician  BNF  00231 (0) 6857944  <a href="mailto:temcooper@yahoo.com">temcooper@yahoo.com</a></p> <p>William Y Boeh  Deputy Co-ordinator (Admin)  BNF  00231 (0) 6594080  <a href="mailto:wyboeh_1@yahoo.com">wyboeh_1@yahoo.com</a></p> <p>Cell: 00231 (0) 6669906  <a href="mailto:doyeahbah@yahoo.com">doyeahbah@yahoo.com</a></p>

<b>Date</b>	<b>Location</b>	<b>Name and Title</b>	<b>Contact details &amp; remarks</b>
22/08/09	Monrovia	BNF Office Meeting	Mr. Dehwehn O Yeabah Director Ministry of Health and Social Welfare Division of Environmental Occupational Health Capitol By-Pass PO Box 9009 1000 Monrovia10
22/08/09	Monrovia; Bomi County	Dong Yong Ltd Cold Storage	James F Sackie Operations Manager Dong Yong Ltd 00231 (0) 6583863
22/08/09		Caroline Frozen Food Centre Inc Sayon Town Bushrod Island Monrovia Liberia 00231 (0) 6515000 00231 (0) 6524944	Joseph A Roberts Manager 00231 (0) 6512689
22/08/09		Dalian Hailian Sea Product Group 72 <sup>nd</sup> Somalia Drive Liberia	Byron Qian Assistant Manager <a href="mailto:byron-qian@hotmail.com">byron-qian@hotmail.com</a> 00231 6 673225
22/08/09		Inspection of landing site at Bong Mines Dock  Inspection of landing site at West Point, Monrovia Centre	-  -
23/08/09	Monrovia	Familiarisation with legislation	-
24/08/09	Monrovia	Familiarisation with legislation	Public Holiday
25/08/08	Monrovia and Bassa County	Meeting Stephanie Altman Legal Consultant FAO	<a href="mailto:stephanie.l.altman@gmail.com">stephanie.l.altman@gmail.com</a>

<b>Date</b>	<b>Location</b>	<b>Name and Title</b>	<b>Contact details &amp; remarks</b>
25/08/08	Monrovia and Bassa County	JFK National Reference Lab	Dr. Fatoma Bolay 00231 (0) 6513040
	Monrovia and Bassa County	Water Lab MHSW	Grace O. A. Gwesa Water Quality Co-ordinator. <a href="mailto:Olamigrace@yahoo.com">Olamigrace@yahoo.com</a> 00231 (0) 6912739
	Monrovia and Bassa County	Fendall Lab	Colin Korlehrn Dean of College (but not actually associated with the lab – only person available at the time of inspection)
	Monrovia and Margibi County	Liberia Institute of Biological Research	Dr Fatoma Bolay, Director and Head of Public Health Lab Margibi 00231 (0) 6513040 Kose Kpedebah, Special Assistant <a href="mailto:kosejay@yahoo.com">kosejay@yahoo.com</a> Dr Philip K Salir Deputy Director LIBR, 00231 (0) 77005498
26/08/09	Monrovia	Meeting Minister for Agriculture	Dr. Florence A Chenoweth 19 <sup>th</sup> Street Annex, Sinkor 1000 Monrovia 10 Liberia 00231 (0) 6430429 <a href="mailto:fchenoweth@moa.gov.lr">fchenoweth@moa.gov.lr</a> <a href="mailto:moa@moa.gov.lr">moa@moa.gov.lr</a>  Charles N McClain Chief of Staff Office of Minister 00231 (0) 6874343 <a href="mailto:worjolah@moa.gov.lr">worjolah@moa.gov.lr</a> Borkai A M Sirleaf Deputy Minister 00231 (0) 6491629 <a href="mailto:bamsirleaf@moa.gov.lr">bamsirleaf@moa.gov.lr</a> <a href="http://www.moa.gov.lr">www.moa.gov.lr</a>

<b>Date</b>	<b>Location</b>	<b>Name and Title</b>	<b>Contact details &amp; remarks</b>
26/08/09	Popoh Beach Montserrado County	Review conditions and meet fishermen's organisation	-
26/08/09	Kingray Beach Montserrado County	Review conditions and meet fishermen's organisation	-
26/08/09	Alewa Beach Montserrado County	Review conditions and meet fishermen's organisation	-
26/08/09	Monrovia	Ministry of Commerce Meeting to discuss their input to fish industry	Mr. Liberty Assistant Minister for Commerce and Industry
27/08/09	Monrovia	Port Authority Meeting to discuss possible frozen container facilities at port	Geoffrey Josh Deputy Manager of Operations Hojay Barbanda Port Manager Amos S. Seibo Jr Port Program Assistant Office of President 00231 (0) 6842117 <a href="mailto:aseibo@yahoo.com">aseibo@yahoo.com</a>
	Monrovia	FAO Artisanal Development Meeting to discuss FAO involvement in artisanal sector c/f M4	Mr. Isaac Flowers FAO Consultant 00231 (0) 6513364 <a href="mailto:zeekif@yahoo.com">zeekif@yahoo.com</a>
	Monrovia	Mr. Thomas Amet	Private consultant (former Fisheries Minister) 00231 (0) 6528386 00231 (0) 5606709 00231 (0) 77528386 <a href="mailto:tgroupinc@yahoo.com">tgroupinc@yahoo.com</a>
28/08/09	Buchanan	Members of fishing community	

<b>Date</b>	<b>Location</b>	<b>Name and Title</b>	<b>Contact details &amp; remarks</b>
29/08/09	Buchanan	Members of fishing community	John A Aggrey Fanti Governor 00231 (0) 6523694 00231 (0) 77523694  Solomon P Tucker Fisheries Inspector 00231 (0) 77927162
30/08/09	Monrovia	-	Planning interventions
31/08/09	Monrovia	MHSW Meeting to ascertain staff structure in MHSW	Henry Larway CA Health Inspector 00231 (0) 77059806
01/09/09	Monrovia	Meeting BNF Meeting EC Delegation	Martin Jenner EC Delegation Liberia Second Secretary – Head of Aid Operations UN Drive Mamba Point Monrovia 00231 (0) 77757826 00231 (0) 777317759 00231 (0) 77001062 <a href="mailto:Martin.jenner@ec.europa.eu">Martin.jenner@ec.europa.eu</a> <a href="http://www.dellbr.ec.europa.eu">www.dellbr.ec.europa.eu</a>
02/09/09	Robertsport	Meeting Fanti and Kru fishermen. Review of three landing sites	-
03/09/09	Monrovia	Training	15 members of MHSW and BNF staff
04/09/09	Monrovia	Debrief	Members of MHSW, BNF and Min Of Commerce and Industry
05/09/09	Monrovia	Prepare ToR	-
06/09/09	Monrovia	Prepare ToR Fly out	-
07/09/09	UK	-	-

**ANNEX 3: TRAINING MATERIALS USED**

The following training materials were used to illustrate the official controls the CA would use.

**F11- FrV/GI: Freezer vessels Assessment checklist (including the ones preserving the fish by refrigeration on ice or RSW)**

<b>AUDIT OF FISHING VESSELS FREEZING ON BOARD OR DELIVERING FRESH FISH ON ICE/RSW</b> (Following Directives 93/48/CE, 92/48 CE, Reg 852-853/2004 after 01.01.06)	
Name of vessel:	Register:
Owner/responsible:	Freezer / Icing / RSW
Date of audit :	Name of inspector

<b>A) Sanitary conditions for the construction, finishing and maintenance</b>					
<b>Elements to inspect</b>	<b>Severity of defects</b>				
	<b>mi</b>	<b>Ma</b>	<b>Se</b>	<b>Cr</b>	<b>Obs</b>
<b>1 Fish receiving area</b> 1.1 Is the on board receiving area adequate, in good condition/clean? 1.2 Sufficient in size for the operations done? 1.3 Protected from environment and potential contaminations by shelter in good condition 1.4 Is the deck Surface easy to clean? 1.5 Cleaning tools adequate /clean water available 1.6 Proper drainage					
<b>2 Fish conveyance to working areas</b> 2.1 Hygienic, preserving fish integrity?					

<b>A) Sanitary conditions for the construction, finishing and maintenance</b>					
<b>Elements to inspect</b>	<b>Severity of defects</b>				
	<b>mi</b>	<b>Ma</b>	<b>Se</b>	<b>Cr</b>	<b>Obs</b>
<b>3 Conditions of work areas</b> 3.1 Area sufficient for a hygienic work 3.1 Avoid cross-contamination 3.2 Safe non-sliding floors, easy to clean/disinfect 3.3 Walls and ceilings, easy to clean/disinfect 3.4 Efficient water drainage 3.5 Adequate separation of clean and dirty areas 3.6 Hydraulic circuits arranged to avoid contamination 3.7 Enough ventilation to avoid condensation 3.8 Natural or artificial lighting sufficient 3.10 Cleaning & disinfecting tools/materials adequate 3.11 Hands washing and disinfection (non hand operated taps, disposable towels, soap/disinfectant dispensers)					
<b>4. Fish handling tools and equipment, sorting, heading/gutting tables; utensils; conveyance systems:</b> 4.1 Made of non corrosive/impervious materials 4.2 Easy to clean and disinfect.					
<b>5. Materials, containers chill/cold storage :</b> 5.1 Holds, containers, tanks used only to store fish, easy to clean, sufficient 5.2 Separated hold for sub-products, if applicable 5.3 Separated room for packaging material storage 5.4 Separated/lockable place to store disinfectants & additives					
<b>6. Waste and rejected products disposal:</b> 6.1 Direct disposal into the sea. 6.2 If found necessary (or compulsory), separated storage room					
<b>7. Availability of potable water or clean sea water (CSW) :</b> 7.1 Water flows avoid cross contamination with waste 7.2 Quantity & pressure sufficient. 7.3 Potable water and CSW pipelines identified by colour 7.4 Water quality tested					

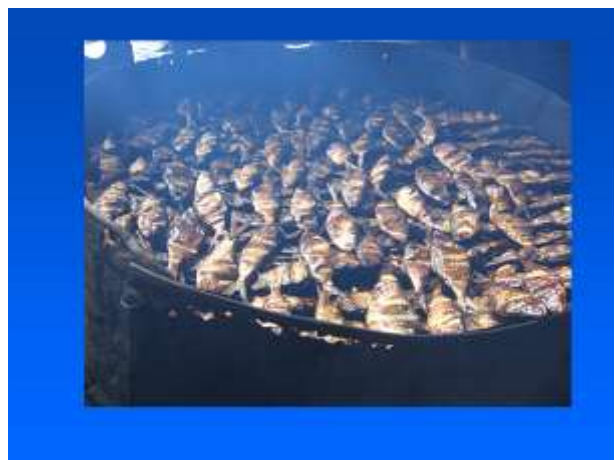
<b>A) Sanitary conditions for the construction, finishing and maintenance</b>					
<b>Elements to inspect</b>	<b>Severity of defects</b>				
	<b>mi</b>	<b>Ma</b>	<b>Se</b>	<b>Cr</b>	<b>Obs</b>
<b>8. Waste water disposal</b> 8.1 Disposal of waste water adequate, including any retention for foul water					
<b>9. Dressing areas and toilets:</b> 9.1. Adequate dressing room (if applicable) 9.2 Adequate number of hand washing systems 9.3 Hand washing taps not-operated by hand 9.4 Disposable towels 9.5 Soap & disinfectants available. 9.6 Adequate number of toilets 9.7 Toilets equipped with automatic flushing systems 9.8 Toilets not directly connected with working areas					
<b>10. Freezing and storing facilities:</b> 10.1. Freezing capacity sufficient (max 6 hrs at min –18°C). 10.2. Cold storage capacity sufficient to provide (T < -18°C in general or T <- 9°C if frozen in brine with destination to canning) 10.3. Storage rooms equipped with continuous recording devices, easy to verify. 10.4 Thermometer sensor placed in the warmest area.					
<b>11. Ice availability/production</b> 11.1 Ice produced from potable water or CSW 11.2 Available in sufficient quantity as required					
<b>12. Other systems, products or production lines</b>					
<b>Sub-total</b>					

<b>B) Sanitary requirements related to the hygienic maintenance and operation</b>					
<b>Elements to inspect</b>	<b>Severity of defects</b>				
	<b>mi</b>	<b>Ma</b>	<b>Se</b>	<b>Cr</b>	<b>Obs</b>
<p><b>1. Qualified monitoring personnel and plans available</b></p> <p>1.1 Good manufacturing &amp; hygiene practices manual in place</p> <p>1.2 Qualified technician responsible for the application</p> <p>1.3 Additives used following plan (if applicable)</p> <p>1.4 Traceability system in place/adequate (proper coding)</p> <p>1.5 Temperature monitoring &amp; registers in place</p> <p>1.6 Hygiene and disinfection plans in place.</p> <p>1.7 Water quality monitoring plan in place. Registers up to date</p>					
<p><b>2. Hygiene of facilities and tools:</b></p> <p>2,1 Maintained in good condition of cleaning &amp; maintenance</p> <p>2.1 Pests control systematic.</p> <ul style="list-style-type: none"> <li>– Rodenticides, insecticides, disinfectants &amp; other toxic substances stored in a lockable place.</li> <li>– Risk of product contamination by the pest control substances, under control.</li> </ul> <p>2.2 Working places used only for fishery products and related operations</p> <p>2.3 Only potable or CSW used in contact with the products and working surfaces.</p> <p>2.4 Disinfectants and detergents/soaps approved.</p> <p>2.5 Facilities and tools cleaned and disinfected at least once a day.</p>					
<p><b>3. Personnel hygiene:</b></p> <p>3.1 Initial Medical Certificate for each worker in contact with fish products.</p> <p>3.2 Personnel handling products, under medical follow-up.</p> <p>3.3 Personnel handling products avoid contamination</p> <p>3.4 Workers wearing proper/clean working uniform</p> <p>3.5 Hair completely enclosed by adequate protective element, clean and in good condition.</p> <p>3.6 Hands washed each time the work is resumed.</p> <p>3.7 Hands-wounds properly covered by impervious protective dressing. First-aid box available.</p> <p>3.8 Splitting, smoking, eating, not allowed into the working/storing areas. Prohibition notices displayed.</p> <p>3.9 Crew sleeping, resting areas in good hygiene condition.</p>					

<b>B) Sanitary requirements related to the hygienic maintenance and operation</b>					
<b>Elements to inspect</b>	<b>Severity of defects</b>				
	<b>mi</b>	<b>Ma</b>	<b>Se</b>	<b>Cr</b>	<b>Obs</b>
<b>4. Ice production and use:</b> 4.1 Ice made of potable water or CSW. 4.2 Ice hygienically stored in specific containers 4.3 Ice containers clean and in good condition					
<b>5. Fresh fish boxes</b> 5.1 Made to avoid contamination? 5.2 Preserving product hygiene? 5.3 Providing good drainage?					
<b>6 Fresh products :</b> 6.1 Eventual Heading and gutting done hygienically 6.2 Headed and gutted fish thoroughly washed with potable or CSW, immediately after the operation. 6.3 Products placed under ice or freezing without delay 6.4 Guts and potentially dangerous parts for the consumer rapidly separated from products.					
<b>7 Frozen products storage:</b> 7.1 Temperatures registered by thermograph or equivalent. 7.2 Temperature registers on file at least for the product validity time.					
<b>8 Production of cooked crustacean:</b> 8.1 The cooking is quickly followed by a cooling down to a temperature close to the melting ice temperature 8.2 Only Potable or CSW used for cooling. 8.3 Shell removal or shucking operations done hygienically. 8.4 Cooked products stored in adequate place					
<b>9 Parasites monitoring:</b> 9.1 Fish under visual surveillance visible parasites undertaken as required and mentioned in GMP manual. 9.2 Fish showing visible important presence of parasites rejected. 9.3 Fish frozen or subject to parasites, accompanied by a clear declaration					
<b>Total</b>					

### PowerPoint Slides Used in Training









**ANNEX 4: INFORMATION ABOUT TRAINING ACTIVITIES**

a) Title of training course or subject of training	Introduction to CA and Official Controls
b) Location (City, town, etc)	Monrovia
c) Dates (start and finish)	04/09/09
d) No of days of training delivered (e.g. a 5-day course in which training occupied half of each day would be 2.5 days)	0.5 days
e) Total number of participants	14
f) Total number of participant-days (normally = d*e, unless there was partial attendance by some participants)	7
g) Total number of women participants	2
h) Total number of women participant-days (normally = g*e, unless there was partial attendance by some participants)	1

## ANNEX 5: EVALUATION OF TRAINING ACTIVITIES

Strengthening Fishery Products Health Conditions in ACP States/ OCTs

### Module 1 - Strengthening National Health Control Capacity

Training Event - Evaluation Feedback Form

Page 1

This form should be filled in by participants in each SFP training activity, and returned to the course coordinator. Please give your honest opinions. We will use the feedback tactfully and constructively to help improve the course for

**Course details (to be filled in by the trainer prior to distribution)**

Course title/ Subject	Introduction to the Competent Authority and its official controls
Date	03/09/2009
Trainer	Richard Chivers
Location	Cape Hotel Monrovia

**Participants comments**

What were your objectives for attending the course?

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Were your objectives met? Yes 5 No

If No, please state why not. \_\_\_\_\_

Were there any subjects which you considered unnecessary? Yes  No 5

If YES, which? \_\_\_\_\_  
 \_\_\_\_\_

Were there other subjects you would have liked to see included? Yes  No

If YES, which? Competent authority  
 \_\_\_\_\_  
 \_\_\_\_\_

Were there subjects you would have liked to spend more time on? Yes 4 No 1

If YES, which? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

What did you enjoy most about the course? \_\_\_\_\_  
 Everything \_\_\_\_\_  
 Photos of poor handling \_\_\_\_\_  
 PowerPoint presentation \_\_\_\_\_  
 Checklists \_\_\_\_\_  
 Interpersonal relationships \_\_\_\_\_  
 What was the least enjoyable aspect? \_\_\_\_\_  
 \_\_\_\_\_

How could the course and teaching be improved? \_\_\_\_\_  
 \_\_\_\_\_

More days \_\_\_\_\_  
 Site visits \_\_\_\_\_  
 In-depth theoretical and practical training \_\_\_\_\_  
 By opening training centre \_\_\_\_\_

Would you recommend the course to others? \_\_\_\_\_  
 yes x 4

Whose decision was it that you attend this course?  
Boss

**Strengthening Fishery Products Health Conditions in ACP States/ OCTs**  
**Module 1 - Strengthening National Health Control Capacity**  
 Training Event - Evaluation Feedback Form  
 Page 2

**Course Objectives (to be filled in by the trainer prior to distribution)**

How well were the objectives met?	Very well	Mostly	Partly	Only a bit	Not at all	N/a
1 Current status of CA	3		2			
2 Training areas to be developed	2	1				
3 Introduction to the route map	2	1				
4 Rveiv of HACCP knowledge	1	2				
5 Evaluation of real situations	2	1				

Additional comments on course objectives

**How would you rate the trainer/ presenter in terms of the following criteria?**

	Excellent	Good	Average	Poor	Very poor	N/a
Overall knowledge of subject	2	3				
Ability to explain individual topics	3	1	1			
Material presented at an appropriate pace	3					
Help in resolving problems	2	1	1			
Attitude and effectiveness	2	2				
Encouragement and motivation	3	2				1
Flexibility and approachability	4		1			
Instructor's interaction with you	4	1				

Additional comments on trainer(s)/ presenter(s)

More PowerPoints  
Eloquent knows subject matter

**How would you rate the following aspects of the course organisation?**

	Excellent	Good	Average	Poor	Very poor	N/a
Course joining instructions/ preparation	1	3				
Training room	4	1				
Accommodation	2	2				
Meals	1	2	2			
Refreshments	1	2	1			
Toilet facilities	3	1	1			
Other (specify)		1	1			1

Give cash rather than meals

Additional comments on organisation

More A/C  
Well organized time short

**Overall assessment**

	Excellent	Good	Average	Poor	Very poor	N/a
Overall quality of course content	3					1
Overall quality of instructor's teaching	3					1
Course objectives defined and achieved		3				1
Course organisation and structure		3				1
Integration of theory and practice		2	1			1
Course materials and resources	1	2	1			

Any other comments that you would like to make

More training x 2  
Enjoyed  
Want out of country training

**ANNEX 6: DG SANCO TRAINING REQUIREMENTS**

<b>DG SANCO: Training requirements</b>
(a) Auditing (official control technique)
(b) Sampling (official control technique)
(c) Inspection (official control technique)
(d) Official control written procedures (e.g. sampling, inspection, health certification procedures)
(e) European feed and food law
(f) Production stages, processing and distribution, and the possible risks for human health
(g) Assessment of non-compliance with food law
(h) Hazards in food production
(i) HACCP evaluation
(j) Quality assurance programmes that food businesses operate and their assessment
(k) Official health certification systems
(l) Contingency arrangements for emergencies
(m) Legal proceedings
(n) Examination of written, documentary material and other records
(o) European legislation applicable to FP <sup>(*)</sup>
(p) Organoleptic examinations (fish freshness)
(q) Identification of commercial fish species
(r) Identification of poisonous fish species
(s) Fish parasites
(t) Fish canning (technology)
(u) Fish smoking (technology)
(v) Hygiene of vessels
(w) Hygiene of establishments on land

## ANNEX 7: LIBERIA COUNTRY PROFILE

### Map of Liberia



Source of the Map: [http://liberiaMHSWsw.org/About\\_Us.html](http://liberiaMHSWsw.org/About_Us.html)

This Country Profile has been created in reference to the Country profile on the SFP website<sup>1</sup>

<sup>1</sup> <http://www.sfp-acp.eu/EN/Pays/Africa/Liberia/01-General.htm>

## **1. STATUS OF EU APPROVAL**

### **1.1 List Status**

Liberia is not approved and listed for export of any kind<sup>2</sup> of fishery products to EU by Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC. Neither is Liberia included in the transitional agreements for certain countries to export to specific EU member states Regulation (EC) 2076/2005 until 31/12/2009.

### **1.2 List of approved establishments**

Not applicable, see above

### **1.3 Number and types of establishments approved for export to EU**

Not applicable, see above

### **1.4 Latest FVO Mission**

There has not been any FVO mission to Liberia in the period since 1998 from which reports are published on [http://ec.europa.eu/food/fvo/ir\\_search\\_en.cfm](http://ec.europa.eu/food/fvo/ir_search_en.cfm)

### **1.5 Conclusion of latest FVO Mission**

Not applicable, see above

### **1.6 Competent Authority Action Plan**

Not applicable, see above

### **1.7 Special import conditions:**

Not applicable. No fishery products can be imported from Liberia to EU (see point 1.1)

### **1.8 Rapid Alerts and Notifications to fishery products from Liberia**

Not applicable, see above

## **2. STATUS ON PREVIOUS INTERVENTION FROM THE SFP PROGRAM TO LIBERIA**

### **2.1 Project No. 20/06/04/AWA**

Subject: General support to the Competent Authorities, test laboratories, industry and artisanal fishery. (Global Project Gambia, Ghana, Liberia, Sierra Leone)

Execution: 01/2005-04/2007

Executed by: Lamans, Mr Roland Vanthuyne (Project Leader), Mr Georges Dupret (Deputy Project Leader) and Mrs Roberta Aiello and Mrs Yolaine Bevens (Junior Experts)

Summary of activities and output (Report TP 046, June 2007): The project included coordinated and parallel activities in Gambia, Ghana, Sierra Leone and Liberia.

Main Activities with Liberia (mainly pages 102-109 and 236-278 in the report)

Assistance to draft Fishery Products Regulation and Aquaculture Products Regulation for amendment of the Fisheries Act, including specifically requirements to post harvest handling.

Assistance to identify and establish a Competent Authority in the light of new requirements and assistance to develop proposal to organisation.

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<sup>2</sup> Fishery Products by definition in Regulation (EC) 853/2004 Annex I point 3 is: All seawater or freshwater animals (except for live bivalve molluscs, live echinoderms, live tunicates and live marine gastropods and all mammals, reptiles and frogs) whether wild or farmed and including all edible forms, parts and products of such animals

Assistance to new competent authority to set up Inspection Manual, including also procedures for inspection and issuing of health certificates

Training of new staff from the new formed Competent Authority in inspection and approval of freezer vessels and processing establishment

Training of new staff from the new formed Competent Authority in and issuing of Health Certificates for export to EU

Conducting of Environmental Impact Study and compiling of an environmental monitoring plan. 20 landing sites were recommended for sampling and testing for parameters, depending of evaluation of risk for pollution.

Training of new staff from the new formed Competent Authority and processing establishment's quality managers in legal requirements, Inspection procedures, product quality (hygiene), product safety (HACCP), Fish processing technologies, Training methods, freshness determination.

Training of staff from Competent Authorities and food business operators on requirements to vessels and landing sites.

Direct assistance to processing establishments in upgrading of hygiene conditions in compliance with EU requirements.

Conduction of hands on training of inspectors in inspection and evaluation of establishments for compliance with EU requirements and possible listing for export to EU  
Recommendations

Establishment of sub-projects on:

- The Fish Products regulation shall be amended with updates following updates in EU regulation
- Training of Competent Authority Officials in understanding of legal requirements and their implementation in practice
- Further assistance on planning, organising and implementing of official control according to EU requirements (Multi annual control plans, inspection manuals, data management, certification)
- Official sampling and testing for water quality, freshness to be implemented (laboratory capability to be checked)
- Official sampling and testing for environmental contaminants to be implemented according to plan
- Training on common fish processing technologies, hazards, rapid tests, freshness determination, quality management to Competent Authority officials and business operators.
- Processing establishments to receive further assistance to development and implementation of the food safety management systems. Some processing establishments to receive assistance to assess hygiene conditions and plan upgrading for achieving of compliance
- Competent Authority officials to receive assistance and training in assessment of fishing vessels (freezer vessels and vessels for fresh fish handling)

### **3. FISHERY Sector PROFILE**

#### **3.1 Marine Fisheries**

With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186 322.2 km<sup>2</sup> within the EEZ.

The pre-war estimate of Maximum Sustainable Yield of the Liberian marine fisheries was 180,000 tonnes per annum for the marine fisheries and 40,000 tonnes for the inland fisheries. However, marine catches have averaged only 7,700 tonnes per year between 1999 and 2004 and 9,500 tonnes per year between 2004-2007.

### 3.2 Marine Fleet

The Liberian fisheries comprise both industrial and artisanal sectors, which deploy various vessels, gear types and fishing methods.

The industrial sector exploits mainly the shrimp and demersal fish resources in the northern part of Liberia's waters. In 2004, there were eight industrial companies operating some 28 trawlers, which included for the first time 8 Chinese paired trawlers. By 2007, there were six companies with 24 vessels licensed to fishery in Liberian water. All licensed vessels are trawlers of which most are flagged to South East Asian countries and five vessels carry the flag of Spain, Portugal or Greece<sup>3</sup>.

In June 2007 pair trawling was banned due to issues over mesh regulations, sustainability and catch quality. Many of the licensed vessels will have been pair trawlers and it is not clear how many have resumed single trawling and to which extent the ban is effective.

Fishing trips are of variable length; larger trawlers may be at sea for up to 3 months, while the smaller vessels land their catch after around a week at sea. The larger vessels are equipped with freezing and packing facilities on board and will produce cartons of frozen fish (usually 20 kg in weight), sorted by species and size grade, as an end product. Smaller vessels carry ice and land their fish fresh after much shorter trips. On the larger trawlers the catch is then frozen to around minus 20°C. The catch is then either landed at Monrovia for distribution around the markets of Liberia, or trans-shipped at sea to a reefer vessel for landing at some other destination.

The artisanal fleet comprises the indigenous Kru canoe (1–3 person crew), operated by Kru fishermen using oars or sail. These are small dugout canoes of about 7 m, some of which are also powered by 7 hp outboard engines, deploying mainly hook and long lines and gillnets.

The Fanti canoes are larger (12–15 m) and powered by 25–45 hp engines, with a crew of 15. Their gears are ring and purse nets used for small pelagic species, with larger gillnets specifically adapted for different species and seasons. These account for about 40 percent of the artisanal landings.

The Popohs operate beach seines (200–800 m long) using dugout canoes (5–7 m), usually with a 1- or 2-person crew.

Details of number and characteristic of artisanal and industrial vessels in different districts of Liberia is in reference (see footnote 3)

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<sup>3</sup> Ex. ante Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia. Final Report no. 2, March 2008 Oceanic Development and Megapesca ch. 2.4.1

### 3.3 Marine Catch

**Table 1: Liberia Total Production of Fisheries raw materials tonnes**

	2000	2001	2002	2003	2004	2005	2006	2007
Total production	11,540	10,510	11,056	10,878	14,525	13,347	10,494	16,245
Aquaculture production, total	22	14	14	14	0	0	0	0
Capture production, total	11,518	10,496	11,043	10,864	14,525	13,374	10,494	16,245
Capture Production Marine catch	7,408	6,298	6,842	6,664	10,283	9,323	6,490	12,563
Capture Productions Freshwater catch	4,110	4,198	4,200	4,200	4,242	4,024	4,004	3,682

Source: FAO FishStat

The marine catch consists of about 50 % demersal and 50 % pelagic fish species. The catch of crustaceans by Liberia is reported to only 100-300 tons per year.

For more information about the capture fisheries sector in Liberia see

[http://www.fao.org/fishery/countrysector/FI-CP\\_LR/3/en](http://www.fao.org/fishery/countrysector/FI-CP_LR/3/en) and the FAO FishStat

### 3.4 Marine Species

The industrial subsector exploits the shrimp resources, mainly *Penaeus duorarum notialis* and *Parapenaeopsis atlantica*. This sector also exploits pelagic and demersal resources, including *Sardinellas*, *Clupeioides* (herrings), sharks and rays, *Thunnus* (yellow fin tuna) *Pseudotolithus* (croakers) and *Lutjanus spp* (snapper species).

The coastal pelagic fish species exploited by the artisanal fleets include *Caranx*, *Sphyræna*, *Cybius*, *Trichiurus*, *Sardinella*, *Ethmalosa*, *Chloroscombrus*, *Vomer*, *Ilisha africana*, *Pseudotolithus*, *Dentex*, *Cyanoglossus*, *Galeoides decadactylus* and *Pentanemus quinquarius* (*Polynemidae*), *Drepane africana* (*Drepanidae*), *Arius spp.* (*Ariidae*), *Cynoglossus spp.* (*Cynoglossidae*), *Ilisha africana*, *Ethmalosa fimbriata* (*Clupeidae*) and *Parapenaeus atlantica* and *Lutjanus spp.*

For more details on fish species see <http://www.fishbase.org>

### 3.5 Inland Fisheries

Liberia has a total area of about 111 370 km<sup>2</sup>, of which 96 320 km<sup>2</sup> (86 percent) is dry land, drained by natural streams and rivers. Freshwater resources cover 15 050 km<sup>2</sup> (14 percent) of the total area of Liberia, comprising rivers, lakes, lagoons, creeks and streams that drain to the Atlantic coast, bringing nutrients to sustain the primary productivity of the shelf. Major river basins originating from the Fouta Djallon highlands in Guinea drains 97 percent of the country, and short coastal watercourses, drains the remaining 3 percent of the country. There is a total of 1800 km of river, most of which is shallow, rocky and with cataracts and fallen logs resulting in different access. There are also large areas of inland valley swamps and numerous coastal lagoons, including Lake Piso, one of West Africa's largest lagoons.

### 3.6 Inland Fishing Fleet

Inland fishery is underdeveloped and traditional in the methods of exploitation, and not monitored. As such, there is no information on its level of production.

The inland fishery sub sector is primitive, but contributes 25 percent of the fish consumed by rural dwellers. The development of this sub sector is a focus for supplementing all other sectors of the fisheries.

### 3.7 Inland/Freshwater catch

The catch from freshwater is reported to be about 4,000 tonnes per annum. See Table 1 for details.

### 3.8 Inland Fish Species

There are some 168 species of freshwater fish identified in Liberia. For a comprehensive list of freshwater fish in Liberia please see FAO Fish Base. <http://www.fishbase.org>

### 3.9 Aquaculture Production

Aquaculture production is minor and development has been mainly of an experimental and research nature, see table 1. The culture was mainly directed to the Tilapia species. The EU assisted in the Aquaculture development through supporting a hatchery project in three regions.

In the years 2000-2003 aquaculture production was reported to 14 tonnes. There is no statistics on aquaculture production in Liberia since the year 2003.

For more information about Liberian Aquaculture see

[http://www.fao.org/fishery/countrysector/FI-CP\\_LR/en](http://www.fao.org/fishery/countrysector/FI-CP_LR/en)

### 3.10 Aquaculture Species

*Oreochromis niloticus*, *Tilapia zili*, *Clarias sp.* and *Heterobranchus sp.* is the main culture species (see also table 1) and point 3.9 above.

### 3.11 Handling and transport of fish raw materials

According to a Liberian document on resource management linked to the FAO Fisheries and Aquaculture Country Profile there were in 1999 total 39 Landing Sites registered in the 9 regions (countries) along the coast. Six of the regions (countries) in the northern and southern part of the coast had each five or six landing sites and these regions (countries) took in total approximately 90% of the landings in 1999, see details in: <http://www.fao.org/fi/oldsite/FCP/en/LBR/body.htm>

The Ex. ante Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia<sup>4</sup> claims that there are an estimated 139 landing sites for the small-scale coastal fishery, each associated with a community of fishers. None of the landing sites have any specific fishery infrastructure and lack even basic services such as power and water supplies. Road communications are generally poor throughout the country. Vessels are always launched from the beach, where fish is also landed and displayed for sale.

The facilities for support of industrial fisheries are rudimentary. Industrial fishing vessels land their catches at the Bong Mines pier in the Free Port of Monrovia. The pier is not equipped with water or fuel bunkering. All services are delivered by road vehicles. The road access to the pier is in poor condition and the pier is located some distance from cold storage and processing facilities (footnote 4).

Ice is only used in the artisanal fishery in small quantities around Monrovia. The majority of the artisanal catch is landed fresh on the beaches for sale either to the consumer or to a processor or wholesaler.

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<sup>4</sup> The Ex. ante Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia Final Report no. 2, March 2008 Oceanic Development and Megapesca. Ch. 2.7

### 3.12 Socio Economics

Fisheries are a major contributor to the economy, providing a relatively cheap source of animal protein for the population, bringing in export earnings and providing employment. The sector contributes about 12 percent of agricultural GDP, but less than 4 percent of national GDP at producer prices.

More than 50 percent of the population lives along the coastal area, where the predominant occupation is fishing. With improved capacity of fishers to increase catch, more people are getting involved, thus contributing to the stability of most fishing communities.

Total sector employment was estimated at about 12000 people, including those involved in fish farming. There are currently about 1050 fish farmers spread around the country. Some 10 000 persons, including fishers, fish dealers and processors are involved with the artisanal sector, including inland, while about 500 persons are involved with the industrial sector, most of whom are employed as deck hands on vessels or as labourers in fish cold storage units and depots around the country.

FAO published a livelihood study of coastal fisheries in Liberia recently<sup>5</sup>. More detailed analysis of social economic and political conditions in Liberia is also available in the Ex Ante Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia<sup>6</sup>.

### 3.13 Sustainable Management (Resource Management)

The Bureau of National Fisheries is responsible for the implementation of the Fisheries regulations. The Liberian Coast Guard assists the Bureau to enforce the fisheries regulations and has been involved in MCS and arresting vessels found in contravention of the regulations. The present Government policy is to include stakeholders in the management of the fisheries resources and a higher degree of integration of the artisanal fisher sub sector into the enforcing of the regulations and fisheries management. The Bureau of National Fisheries needs to be strengthened in order to carry out the task of efficiently managing the fishery resources. Co management, regulation of net mesh sizes, improved incentive and investment mechanisms, better MCS management and improved regulatory framework are in the process of development along with the implementation of the Code of Conduct for Responsible Fisheries.

For more detailed information about fisheries management Liberia see FAO Fisheries Country Profile Liberia: <http://www.fao.org/countryprofiles/index.asp?lang=en&iso3=LBR&subj=6> and specifically to <http://www.fao.org/fi/fcp/en/LBR/body.htm> for information of Fisheries management in Liberia. A comprehensive analysis is available also in Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia (footnote 6)

## 4. PROCESSING SECTOR

### 4.1 Industrial Processing

There are currently 14 fisheries companies operating in Liberia. Six companies are solely engaged in the importation of frozen fish and national distribution, and eight companies are engaged in industrial fishing activities. An estimated at 2000-3000 tonnes of fish is landed by licensed trawlers, but unknown but significant quantities are reported to be packed and transhipped at sea. Some fresh fish landings are frozen onshore, but there is no processing as such; mainly landings are of frozen fish. There are a reported 32 cold storage facilities in Monrovia, with a further 22 in the regions, but

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<sup>5</sup> FAO Fisheries and Aquaculture Circular. No. 1043. Rome, FAO. 2009. 20p: *A livelihoods analysis of coastal fisheries communities in Liberia*

<sup>6</sup> The Ex. ante Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia. Final Report no. 2, March 2008 Oceanic Development and Megapesca

most of these are reefer containers with low capacity of below 20 tonnes. There are a small number of larger cold stores operated by fishing companies.

## 4.2 Small-scale processing

Most of the fish landed by artisanal fisheries is processed locally. The catch is sold either fresh for immediate consumption or for processing, generally by smoking in metal drums over a wood fire, though a small amount is salted and fermented to produce a product known as “moin–moin”. The market chain for fresh fish is very short, often with a maximum of one intermediary between catcher and consumer.

Processing is still traditional in nature and is limited to fish smoking and drying. The chain for smoked fish is longer, with the product being taken from the landing sites by road to the major rural markets from where they are distributed to towns and villages. Most of the sale, processing and distribution of fish is carried out by women. The increasing demand for fuel-wood for fish smoking is contributing to deforestation in the coastal areas and the loss of mangrove forests.

Shrimps are frozen for export while finfish is frozen and distributed to fish depots around Monrovia and in major cities around the country. Fish is bought from depots by women who sell them to rural dwellers in the villages and towns, usually operating on foot.

## 5. FISH TRADE

### 5.1 Local and Regional Trade

See below.

### 5.2 International trade

The export of fisheries products from Liberia is according to statistics minor. In 2006 a quantity of 236 tons were reported for export while it was less than 100 tons in the previous years. In the late 80's the export was about 1000-1500tons per year and the import was around 1000-15000 tons, but this deteriorated during the civil unrest throughout the 90's.

**Table 2: Liberia - Total Export and Import of Fisheries Products**

	2000	2001	2002	2003	2004	2005	2006	2007
Total export, Tons	32	69	151	83	51	78	236	n/a
Total export, 1000 U\$	49	85	80	178	383	391	639	n/a
Total Import, Tons	3,770	1,904	1,150	2,624	1,168	1,432	2,395	n/a
Total Import, 1000 U\$	2,766	2,215	1,401	2,207	2,156	3,117	4,009	n/a

Source: FAO FishStat

The import of fishery products to Liberia was reported at 1,000-4,000 tons per year in the years 2000-2006. Most of the import was canned fish and a few products within the group of fresh, frozen, chilled fish.

The import to EU from Liberia has been almost non-existing during the past years. The small import in 2006 was preserved fish (canned, boiled), and may be due to landings from non-Liberian flagged factory vessels.

**Table 3: EU - Total Import of Fisheries Products from Liberia, tonnes**

	2000	2001	2002	2003	2004	2005	2006	2007	2008
Total export to EU, Tons	12	50	0	0	0	0	93	0	12
Total export to EU, Euro	48,201	84,830	0	0	29,44	0	203,753	0	0

Source: Eurostat

Liberia is not a member of WTO, but has a status as observer. A working party for accession was established in December 2007. [http://www.wto.org/english/thewto\\_e/acc\\_e/a1\\_liberia\\_e.htm](http://www.wto.org/english/thewto_e/acc_e/a1_liberia_e.htm)

## 6. FOOD SAFETY AND HEALTH CONDITIONS

Fisheries policy development and implementation falls within the authority of the Bureau of National Fisheries (BNF), under the Ministry of Agriculture, Liberia. An organisational diagram and details of activities can be seen on FAO Fisheries and Aquaculture Country Profile [http://www.fao.org/fishery/countrysector/FI-CP\\_LR/en](http://www.fao.org/fishery/countrysector/FI-CP_LR/en)

The authority for control of food safety is by the Ministry of Health and Social Welfare on central, provincial and local level. The function of the Ministry of Health in setting standards for food, food establishment and water quality is specified in the Public Health and Safety Laws of Liberia. These functions include:

- ensuring sanitary handling of food
- compulsory medical examination of food handlers
- sanitary requirements for food handlers
- General sanitary requirements regarding location of food establishment premises.
- Cleaning procedures for premises, equipment, apparatus and utensils of food establishments
- Sealing of unclean equipment, apparatus, appliances and vehicles
- Sealing up of in sanitary establishments on order of local Authorities.
- Special requirements for warehouses.
- Special requirements for slaughterhouses.
- Public market sites to be designated by local Authorities.
- Special requirements for establishments serving food
- Special requirements in the distillation and handling of distilled liquors
- Special requirements for establishments engaged in wholesale dealing in or in manufacturing non-alcoholic beverages
- Sanitary control of imports

The Ministry of Commerce and Industry is responsible for:

- Establish and regulate commodities and trade standards.
- Collects, evaluate and publish data pertaining to Commerce and Industry.
- Establish and enforce standards of business practices.
- Promote the sound development of foreign and domestic products; and
- Develop plan for the movement of goods within and out of the Republic of Liberia

In the WHO/AFRO Food Safety Evaluation Program Report the country profile of Liberia provides basic information about the food safety control system in the country, including basic information about legislations, codes of practices and requirements in force [http://www.afro.who.int/des/fos/country\\_profiles/](http://www.afro.who.int/des/fos/country_profiles/). According to the same document there are 2 inspectors per 25 establishments to be inspected including all sectors. It is also mentioned that, there is no laboratory equipped for food analysis in the country and that this is considered a major problem encountered in the field.<sup>7</sup> This information is confirmed by the evaluation from 2008, see foot note 8.

Electronic contact details for different purposes in the Ministry of Health and Social Welfare are provided on [http://liberiaMHSWsw.org/Contact\\_Us.html](http://liberiaMHSWsw.org/Contact_Us.html)

## **7. INTERNATIONAL DEVELOPMENT COOPERATION**

### **7.1 EU Fisheries Partnership Agreements**

There is currently no fisheries partnership agreement between Liberia and EU. [http://ec.europa.eu/fisheries/cfp/external\\_relations/bilateral\\_agreements\\_en.htm](http://ec.europa.eu/fisheries/cfp/external_relations/bilateral_agreements_en.htm)

The Ex Ante Evaluation of March 2008<sup>8</sup> was prepared with the view to concluding a Fisheries Agreement (Fisheries Partnership Agreement) between the European Commission on behalf of EU Member states and Liberia.

### **7.2 EC Development Strategy**

The EU's Strategy for assistance to Liberia is linked to the new governments poverty reduction strategy (PRS) based on the principle of Linking Relief Rehabilitation and Development (LRRD) in the context of Post-Conflict Fragile States.

Rehabilitation (basic physical infrastructure and provision of social services) and Governance (institutional support and capacity building) will be the key drivers of this needed flexible LRRD strategy. Furthermore, delivery in basic social sectors such as education and health should contribute to bridging the existing and wide gap between the emergency and sustainable development phases. It is mentioned that the more flexible procedures (Article 73 of the Cotonou Agreement) should always be considered in Liberia, which will only have its full PRS in operation by 2009.

The full strategy paper for 2008-2013 is available on [http://ec.europa.eu/development/geographical/methodologies/strategypapers10\\_en.cfm](http://ec.europa.eu/development/geographical/methodologies/strategypapers10_en.cfm)

### **7.3 Other donor interventions in the field**

Liberia is a member of the ECOWAS. In cooperation with ECOWAS, the European Union are implementing the "The West African Quality Programme" over three years beginning in September 2007. The program include assistance to Trade Analysis, Accreditation of Laboratories, Product testing, Meteorology, Standardisation, Inspection, Traceability and Quality Promotion. For more details, see: <http://www.industry.ecowas.int/>.

BTSF-Africa is implemented under the DG SANCO Better Training for safer food initiative 2009 -. All African countries are invited to join training activities in regard to developing harmonised food safety legislation within the African Union with the objective to facilitate trade within the African Union Member States. The program does not include fishery products for export.

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<sup>7</sup> The Year of making the survey or publishing is not identified, but statistics up to 2000 is included

<sup>8</sup> The Ex. ante Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia. Final Report no. 2, March 2008 Oceanic Development and Megapesca.

[http://www.foodinfo-europe.com/index.php?option=com\\_content&task=blogsection&id=11&Itemid=127](http://www.foodinfo-europe.com/index.php?option=com_content&task=blogsection&id=11&Itemid=127)

EU/PIP Programme Initiative Pesticides

ACP Pesticides Initiative: <http://www.nri.org/projects/NRET/SPCDR/Chapter6/trends-6-4-3.htm>

FAO Sustainable Fisheries Livelihoods Programme (SFLP) 1999-2007 (funded by DIFID)

The Programme operated from 1999-2007 across 25 countries in West and Central Africa. The SFLP specifically addressed the small-scale fisheries sector and the means to reduce vulnerability and strengthen livelihoods in coastal and inland fishing communities. It covered both fishing activities and artisanal post harvest and market sectors, and in Ghana as elsewhere, the role and opportunities for women were particularly important. Summary of experiences drawn are in FAO Fisheries and Aquaculture Technical Paper 513

[http://www.fao.org/documents/pub\\_dett.asp?pub\\_id=254204&lang=en](http://www.fao.org/documents/pub_dett.asp?pub_id=254204&lang=en)

Find below links to other key donors active in Liberia:

African Development Bank in Liberia: <http://www.afdb.org/en/countries/west-africa/liberia/>

CIDA in Liberia: <http://www.acdi-cida.gc.ca/liberia-e>

DIFID in Liberia: <http://www.dfid.gov.uk/Where-we-work/Africa-West--Central/Liberia/>

FAO Fisheries: <http://www.fao.org/fishery/activities/en>

FAO-EU: <http://www.fao.org/europeanunion/en/>

GTZ in: Liberia: <http://www.gtz.de/en/weltweit/afrika/1168.htm>

SIDA in Africa: <http://www.sweden.gov.se/sb/d/8640/a/105379>

UNDP in Liberia: <http://www.lr.undp.org/>

USAID in Liberia: [http://www.usaid.gov/locations/sub-saharan\\_africa/countries/liberia/index.html](http://www.usaid.gov/locations/sub-saharan_africa/countries/liberia/index.html)

WHO in Liberia -Food Safety Des-WHO/AFRO: <http://www.afro.who.int/des/fos/index.html>

World Bank in Liberia:

<http://web.worldbank.org/external/default/main?menuPK=356226&pagePK=141155&piPK=141124&theSitePK=356194>

World Bank Fisheries:

<http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTARD/0,,contentMDK:20451222~pagePK:148956~piPK:216618~theSitePK:336682,00.html>

## 8. REFERENCES

FAO Fisheries and Aquaculture Country Profiles

<http://www.fao.org/fishery/countryprofiles/search/en>

Food Safety Des-WHO/AFRO: <http://www.afro.who.int/des/fos/index.html>

Food Safety Des-WHO/AFRO: [http://www.afro.who.int/des/fos/country\\_profiles/liberia.pdf](http://www.afro.who.int/des/fos/country_profiles/liberia.pdf)

FVO Inspection Reports: [http://ec.europa.eu/food/fvo/ir\\_search\\_en.cfm](http://ec.europa.eu/food/fvo/ir_search_en.cfm)

Second FAO WHO Global Forum of Food Safety Regulators:

[http://www.foodsafetyforum.org/global2/documents\\_en.asp](http://www.foodsafetyforum.org/global2/documents_en.asp) and

<http://www.fao.org/docrep/meeting/008/ae176e.htm>

FVO Inspection Reports: [http://ec.europa.eu/food/fvo/ir\\_search\\_en.cfm](http://ec.europa.eu/food/fvo/ir_search_en.cfm)

Ministry of Health and Social Welfare of Liberia: [http://liberiaMHSWsw.org/Contact\\_Us.html](http://liberiaMHSWsw.org/Contact_Us.html)

The Ex. ante Evaluation of existing conditions in the Fisheries Sector of Sierra Leone and Liberia.  
Final Report no. 2. Oceanic Development and Megapesca, March 2008

**ANNEX 8: NOTES ON MEETINGS; FISHING COMPANIES, MHSW, LABORATORIES, ARTISANAL FISHERMEN****Notes on Visit to Dong Yong Fisheries Co Ltd 22/08/09**

PO Box 5268

Bong Mines Pier Road

Bushrod Island

Monrovia

E: [yohkim125@yahoo.com](mailto:yohkim125@yahoo.com)

M: 00231 6 513548/6 583863

**Present**

James F Sackie Operations Manager 06512689

Mr. Momo N Johnson Statistician BNF

T Eric M Cooper Standards Laboratory Technician

Richard Chivers SFP Module 1

10:00 22/08/09

**Notes**

Need passport to get into port area. Guardians of the gate request a pass or notification.

Own 1 trawler

Have 3-4 trawlers registered with them

DY provides bunkers (food and fuel) and purchases fishing license

DY has share of catch

Fish:

Cassava fish

Grunter

Snappers

Snakefish

Solefish

Barracuda

Storage facilities:

Cluttered no order evident

Temp read at -20 but air not that cold, fans switched off, frequent access (no ice in doorway), definite temp fluctuation

## Notes on Visit to Carolina Frozen Food Centre Inc 22/08/09

### Address:

Caroline Frozen Food Centre Inc

Sayon Town

Bushrod Island

Monrovia

Liberia

00231 (0) 6515000

00231 (0) 6524944

09:00 22/08/09

### Present:

Joseph A Roberts                      Manager

Mr. Momo N Johnson                  Statistician BNF

T Eric M Cooper                        Standards Laboratory Technician

Richard Chivers                        SFP Module 1

### Notes

Family owned business:

Father:            Dib Kassabli                      Owner 00231 (0) 6524944

Son:                Pascal Kassabli                    General Manager

1. No fishing any longer as no profit.  
Import only, from Guinea (snapper, pikefish, barracuda), Guinea Bissau, Senegal
2. Sales to local market – high demand for fish
3. Considering frozen container ‘sub-stations’ away from Monrovia. At present road access not good enough.
4. Sell to company in Buchanan
5. Cassava fish, solefish and snapper (small (10cm) and medium called ‘pageo’)
6. No info’ on annual turnover but cold stores frequently emptied – 4 at 2000t and 2 at 3000t capacity
7. Fish stacked either loose in piles or in cardboard boxes, one ship’s consignment taking one coldstore
8. Smell of rancid oil in coldroom

Large fish sold to supermarket - sawn up

Sea catfish

Barracuda

## Meeting Dalian Hailian 22/08/09

15:30 – 16:15

Address:

Dalian Hailian Sea Product Group

72<sup>nd</sup> Somalia Drive

Liberia

[byron-qian@hotmail.com](mailto:byron-qian@hotmail.com)

00231 6 673225

Present:

Byron Qian (Chang)	Assistant Manager
Mr. Momo N Johnson	Statistician BNF
T Eric M Cooper	Standards Laboratory Technician BNF
Richard Chivers	SFP Module 1

Frozen products only

Sales to local population

Open 18 months

Building above existing site so some expectation of stability and progress

On question of export potential to EU Mr. Qian said there could be no reefer container export until the port had facilities for powering freezer containers

On question of chilled export he did not feel the value of the fish would cover the air freight costs

## **Notes from Meeting Dehwehn Yeabah Director of Environmental Health 22/08/09**

15:30 – 16:15

Address:

BNF HQ

Sayon Town

Bushrod Island

Monrovia

Liberia

### **Present:**

Dehwehn Yeabah	Director of Environmental Health
Mr. Yeviewuo Subah	Coordinator BNF
Mr. Momo N Johnson	Statistician BNF
T Eric M Cooper	Standards Laboratory Technician BNF
Richard Chivers	SFP Module 1

Min of Health and Social Welfare contains Dept of Env Health

Dept Env has two broad competences

Cure

Prevent

With 7 mandates

Water

Food Safety

Chemical Safety

Waste Management

Occupational Health

Port Health Services

In 2007 after AWA report, expected to be CA

The food safety mandate covers fish and is recognised as going from cold store to table and is meant to ensure food is 'safe for consumption'. I told the meeting that it would have to go further back than that to the point of catching or landing.

Yeabah has Christien's list of items that the Modules can supply, was advised by Amet the local consultant and read and returned it to the Module coordinator

Staff, all Public Health staff (EHOs) must have a Diploma in Food Safety from the School of Env Health.

They have about 20 MHSW staff qualified

MoA has 5

Min of Commerce has 1

Yeviewuo suggested training should include microbiology and biochemistry

Richard Chivers sent the FVO training list to Y and Y

Staff locations

MHSW staff in all 15 counties. 15 offices. Contacts by mobile phone only.

Public Health Act powers

Entry

No enforcement, for this they go to court

Power to confiscate goods

Power to close business in the case of imminent danger from food

MHSW setting up 2 labs: Micro and Water

## Notes on Liberian Laboratories

No public Laboratory in Liberia has ISO 17025 or any certificated analyses.

The laboratories that exist are:

1. JFK, Monrovia, MHSW (Ministry of Health and Social Welfare)
2. Water Lab, MHSW
3. Fendall lab, MHSW. Part of Fendall University site. Not used at present
4. LIBR, (Liberian Institute of Biomedical Research), Margibi (50 mins from Monrovia)

There are privately owned labs at Firestone (1 hr south of Monrovia), its tests latex production; Club Brewery has a lab for testing beer; LCCBC (Liberia Coca Cola Bottling Company) in Monrovia is the coke bottling plant.

**JFK National Reference Laboratory**

Situated on outskirts of Monrovia city, near the Ministry of Agriculture

**Contact:** Dr. Fatoma Bolay  
+2316513040

**Analyses carried out**

Outbreak diseases

- a) Cholera
- b) Yellow fever
- c) Lhasa fever

Part of the West African Laboratories Network including Senegal, Cote d'Ivoire, Sierra Leone and Ghana. The labs share information and carry out reference testing for one another.

The lab is owned by the Ministry of Health and Social Welfare but is merging with LIBR as part of the World Bank sponsored re-opening of the latter, later this year or early next.

In terms of fish applicable testing the only one analysis they have been trained in is Salmonella

They do however think they could deal with, E. coli, Coliforms, TVCs, Campylobacter, Listeria, S. aureus and given time and training shellfish toxins and histamine.

**Staff**

The Lab has 6 staff

Head of the lab has a medical degree.

The 3 technicians have 'Associate degrees' (3 out of 4 years study)

There are two drivers and 1 janitor

**Existing equipment:**

Pre-prepared kits

2 incubators

Labsystems Multiskan Ex

Centrifuge

2 microscopes

Pressure cooker for use as autoclave

Electronic balance (Shimadzu Libror EB-6200S)

Incinerator (actually an intense heater for heating Petri dish wire loops)

Medias

3 fridge/freezers

## Comments

1. No hand wash facilities
2. Entry direct from outdoors
3. No protective garments worn evident
4. Their aspirations to carry out a lot of new testing are rather ambitious.
5. If, as planned they merge with LIBR, the lab will be too far out of town for frequent sampling.

Needs were identified by the staff as:

1. Training in analyses
2. Constant electricity supply
3. New incubators

**Water lab**

Sited in the MHSW, Monrovia centre

**Contact:** Grace O. A. Gwesa Water Quality Co-ordinator. [Olamigrace@yahoo.com](mailto:Olamigrace@yahoo.com) +2316912739

**Analyses carried out**

Water only

- a) Shigella
- b) TVCs
- c) Salmonella
- d) E. coli

**Staff**

8 in total

Manager (Grace) Chemical Engineering Degree

2 supervisors – long-term training

4 untrained technologists Diplomas from School of Env Health

1 lab technician

A person is shortly to be employed to collate data, the person has been identified and has a degree in biology and chemistry

**Existing equipment:**

Medias:

MacConkey Agar

Lactose broth

E.C Medium

Brilliant Green Bile Broth

Phosphate buffer 7.2

2 autoclaves (destruction and sterilising; one for each)

1 incubator

Spectrophotometer

Oven

Hot plate

Microscope

Distiller

Wag Technology International Potatest for field work

## Requests

Training in analyses of

- a) Food
- b) Chemicals
- c) Biological

Assistance with ISO 17025 although MHSW already has some input to developing the standard in the lab

Training in data control/input for new member of staff

## Comments

1. Meant to be being upgraded
2. Micro has its own tiny room, within a slightly larger room in the ministry building.
3. UNIDO are building them a new lab, as yet incomplete but will equip it and provide training
4. Equipment for the lab has been delivered
5. They are developing a microbiology standard, written by staff from the MoC (Ministry of Commerce). Assistance is being provided by the Ghana Standards Bureau

**Fendall**

About 50 minutes drive from Monrovia centre

Not in use during visit

**Contacts:** Colin Korlehrn Dean of College (but not actually associated with the lab – only person available at the time)

**Liberian Institute of Biomedical Research**

Previously a world centre

It is intended that it will be re-opened before long as a centre for infectious disease research

See: <http://www.heprf.org/hari.htm>

**Contacts:** Dr Fatoma Bolay, Director and Head of Public Health Lab Margibi 0651309(poss a 4)0  
Kose Kpedebah, Special Assistant, [kosejay@yahoo.com](mailto:kosejay@yahoo.com)

**Comments**

1. Empty after the war but has plenty of room
2. Newly fitted generators provide 24hr electricity
3. They felt they had both the expertise and the space to take on plenty more work.
4. Too far out of town to have easy access for frequent fish sampling

## Notes on Liberian Artisanal Sector (Module 4) – Preliminary Findings

### Introduction

These notes were made as part of the scoping element of the Module 1 ToR. They may be read as a supplement to the Country Profile.

Visits were made to seven landing beaches; four in Monrovia and three in Buchanan. At five of them meetings were held with the local fisherfolk.

Catches ranged from groupers, croakers, cassava fish and pikefish to bonga (herring like). In the rainy season fewer fish are caught.

At each one my counterparts and I explained the reason for my visit, then the meeting was passed over to the people and the question asked, what did they need to improve their fish sales. The results had common themes through all groups and these have been listed below. Any group specific comments are presented in the relevant sections below.

These were the issues common to all the groups we met;

1. Legal fishing by semi-industrial vessels. These vessels fish right up to the shore line, damaging juvenile stocks, taking fish from the artisanal fishermen who only go 3km out and destroying fishing gear. This was a bitter issue for all the fishermen, who felt unrepresented and their fishing rights undefended. One man asked what he was getting for his fishing licence.
2. Illegal trawlers would cover the vessel name or paint it over to reduce the chance of identification.
3. A possible deterrent may be the provision of camcorders to fishermen. Vessels can be identified without needing their name and registration.
4. Cold storage, ice, refrigeration and associated water purification and electricity generation. The women in particular considered this would be valuable for them to hold fish overnight that was landed late in the evening. NB the fishing community recognised the shelf life of fish, once landed, as being about 6 hours, after that it was not considered fit for consumption.
5. Secure storage for equipment i.e. nets, motors, rope and other gear
6. The women wanted buildings for smoking fish.
7. The men would like shelters for net mending.
8. Men wanted micro finance to help them purchase nets and other fishing gear which were all imported and too expensive to buy, especially as they were a major expense due to destruction by trawlers.
9. Women wanted micro finance to help them during the rainy season when less fish was caught, so they could buy in supplies from elsewhere to provide continuity. This sourcing from other than their own beach was at odds with their statement that fish was only good for 6 hours after landing.
10. A rescue centre
11. Safety gear e.g. life-jackets. The small dugouts (Fanti vessels) capsize easily and regularly.
  - a) A mobile phone is kept inside a knotted polythene bag, that is kept in a small sealed plastic tub and the small tub is kept with other essentials inside another tub with a clip on lid. These too are attached by cord to the boat. Lastly, there is a small plastic cup

used for baling out the canoe when it has been righted. The larger of the two sealed tubs acts as a floating aid for the fisherman. If there is real trouble the mobiles work at a distance of greater than 3 n.m. out at sea.

- b) The catch is saved by threading larger fish onto a cord by their gills and keeping smaller ones in a strong mesh bag either of these is attached to the side of the boat.
1. A plan for a fishermen's organisation (actually the suggestion was made by William Boeh the Deputy Co-ordinator Bureau of National Fisheries)
2. Better landing sites. This was a strange request coming from communities that based themselves on bare beaches in the face of strong onshore winds when there were sheltered harbours in estuaries nearby, this was especially true at Buchanan – see below.
3. Insulated ice boxes for the larger canoes
4. Training in fish quality

## **Landing Sites - detail**

### **West Point**

1. West Point is an integral part of the city of Monrovia and is the largest of the landing site in Liberia. As Monrovia was built on a swamp, this area, which lies within the River Mesurado estuary, is very low lying. The whole area is incredibly congested, with every square metre of space taken up, to the extent that buildings and houses actually enter the water and sand bags are used to keep the tide from their interiors.
2. Land was at a premium anywhere within three/four kilometres of the town centre so building a landing site within West Point would be difficult and probably counter-productive. If a new jetty, say on one of the sandy beaches within the West Point district, provision for road access would be needed early in the development as the population were quite mobile and would surround it with houses, and commercial activities very rapidly.
3. There was no discernible drainage or sewage treatment for West Point and the whole of the area was contaminated with commercial, household and human waste. Boats landed their catch to small timber jetties or directly onto the sand of the beaches.
4. It is the custom in Liberia to sprinkle sand onto the fish as a marketing tool; the association of sand and sea in the buyer's mind confers freshness to the fish. Some Liberians expressed the view that they hated getting sand in their food. It was a local custom that needed to be addressed if fish quality was to be improved.
5. Vessels were all dugouts and larger canoes (Ghanaian). Larger vessels were powered by 15 or 40 horse power outboard motors.
6. No meeting held

### **Popoh Beach**

1. About 7km SE of Monrovia
2. One of five landing beaches visited on the Atlantic coast; all very exposed.
3. Fishermans' Based Organisation was existent but not everybody took part. There was no equivalent sellers' organisation.
4. Small and medium sized canoes were beached at this site.
5. Everything was done manually, including hauling the vessels out of the water. Catches were small, and mainly from gill or ring nets

6. A meeting was held with the fisherfolk at which this information was gathered:
  - a) Number of fisherfolk; 5,000
  - b) Group split into
    - i. Hook and line fishermen
    - ii. Gill netters
    - iii. Ring netters

### **Kingray Beach**

1. Further SE than Popo by a few kms.
2. One of the beaches nominated by the World Bank (WB) for development
3. Similar to Popo but fewer palms and rocks, making it a more exposed beach
4. Vessels as before, though more small dugouts
5. Fisherfolk numbered 250 men and 75 women
6. They would like a landing jetty but I saw no way in which it could be provided in that exposed, sandy location. Safer to beach on the shore.
7. The opinion was raised that although license fees were paid (by some) they felt they received nothing in return, foreign trawlers were still able to take fish and destroy nets with impunity.

### **Elwa Beach**

1. Another couple of km SE of Kingray
2. The most exposed of all the beaches. Only sand here and the beach was slightly concave as it pushed out into the sea, rather than being at all sheltered like a bay.
3. Fisherfolk; 150 women, 96 men
4. Bigger canoes requested, possibly glass fibre
5. Vessel monitoring system to identify trawlers

### **Buchanan**

Two landing beaches in Buchanan. One adjacent to the town centre and near the industrial harbour where only about 5 boats landed. One to the north where many vessels of various sizes (single and two-man dugouts, larger Ghanaian boats driven by 15 and 40 horsepower outboards) landed.

Met the Fanti Governor Mr. John A Aggrey and the local BNF Fisheries Inspector Mr. Solomon P Tucker, amongst about 5 others (weather torrential rain, so not many made it to the meeting).

The beach was being eroded and the Atlantic Road that used to serve the main landing beach to the north west had already disappeared into the sea. The meeting asked if sea defences could be constructed. My opinion is that there are far better options. See comments on St John river estuary below.

The view was expressed that customs duties on imported fishing gear made it prohibitively expensive and the request made that these items be tax exempt.

The same anger about the destruction of nets and illegal fishing by foreign owned vessels was evident. I wondered if camcorders would assist in identifying and deterring the trawlers – at present they cover or paint over their names and registration details to avoid identification.

The meeting reported that there were no ships chandlers in Liberia from whom to purchase gear and expanded that with the same request for assistance with costs. I make a repeat mention of this as they specifically asked for assistance with experimenting with other gear. The Fanti would like to learn about fishing with nets rather than the hook and line currently used. Gill nets are officially prohibited in Liberia but extensively used as no alternative has been found to date.

### **Buchanan Main Landing Sites**

Many vessels of all types landed on the beaches to the NW of Buchanan, some gill netters, some hook and line fishermen.

There was a large community living adjacent to the beach, with concomitant pollution.

Very exposed, although some protection from a rocky shore. This benefit was reversed at sea, where the underlying rock out crops made landing difficult in rough conditions

### **St John River Estuary**

By contrast to the windblown and sea eroded beaches of the Atlantic coast, just around the corner in three rivers formed a massive estuary, within which the waters were flat as a mill pond and the shoreline was shallow and safe enough for children to bathe.

Why the communities stayed on the dangerous and difficult shore was something of a mystery to everyone but plans are for the provision of jetty facilities within the estuary. (This was the obvious choice for me but part of me regretted the loss of the natural beauty of the area which will be destroyed by the arrival of hundreds of artisanal fisherfolk and the pollution they bring).

### **Meeting with Isaac Flowers FAO consultant 27/08/09**

1. Mr Flowers was a former Presidential candidate and is now the FAO consultant for the improvement of artisanal fisheries in Liberia.
2. FAO's project has just started and is due to run for three years.
3. FAO are supporting the development of eight Fishermans' Based Organisations, which provide:
4. Training in processing and marketing.
5. Establishing a small training unit at the BNF office compound
6. The programme is to provide 'platforms' at landing sites. These will provide:
  - a) Washing facilities
  - b) Drying facilities
  - c) A 'show' area – for displaying marketable fish
  - d) Water from a bore hole
  - e) Ice
  - f) A generator

7. Further artisanal training support is being given by Yvette Dieodue (French) from FAO in Rome
8. A socio-economic impact study has been carried out
9. Contacts:  
Mr. Flowers: [zeekif@yahoo.com](mailto:zeekif@yahoo.com), [deleyea@hotmail.co.uk](mailto:deleyea@hotmail.co.uk), +231 (0) 6 513364 and +231 (0) 77012654  
BNF, William Boeh +231(0)6594080 and Andrew Sumo (no number at time of writing)

### **Richard Chivers Personal Observations**

All the beaches depended on man (and women) power to drag the boats up the beaches. I wonder if it would be possible to provide winches powered by a moveable motor.

I have concerns about the proposed development activities of the FAPO and potentially Module 4 activities. These concerns are based solely on the evidence of previous experience of similar interventions in Sierra Leone and on the information available on these two projects to date.

My concern is with the fish dry/smoking operations. These produce a ready to eat product, which is then distributed regionally without any further food safety protection. The products are manufactured by women who have little or no knowledge of food safety or personal hygiene provisions. Consequently, if the aim of the programme is to increase the volume of sales, it could have the result of doing so at the expense of more people suffering food poisoning.

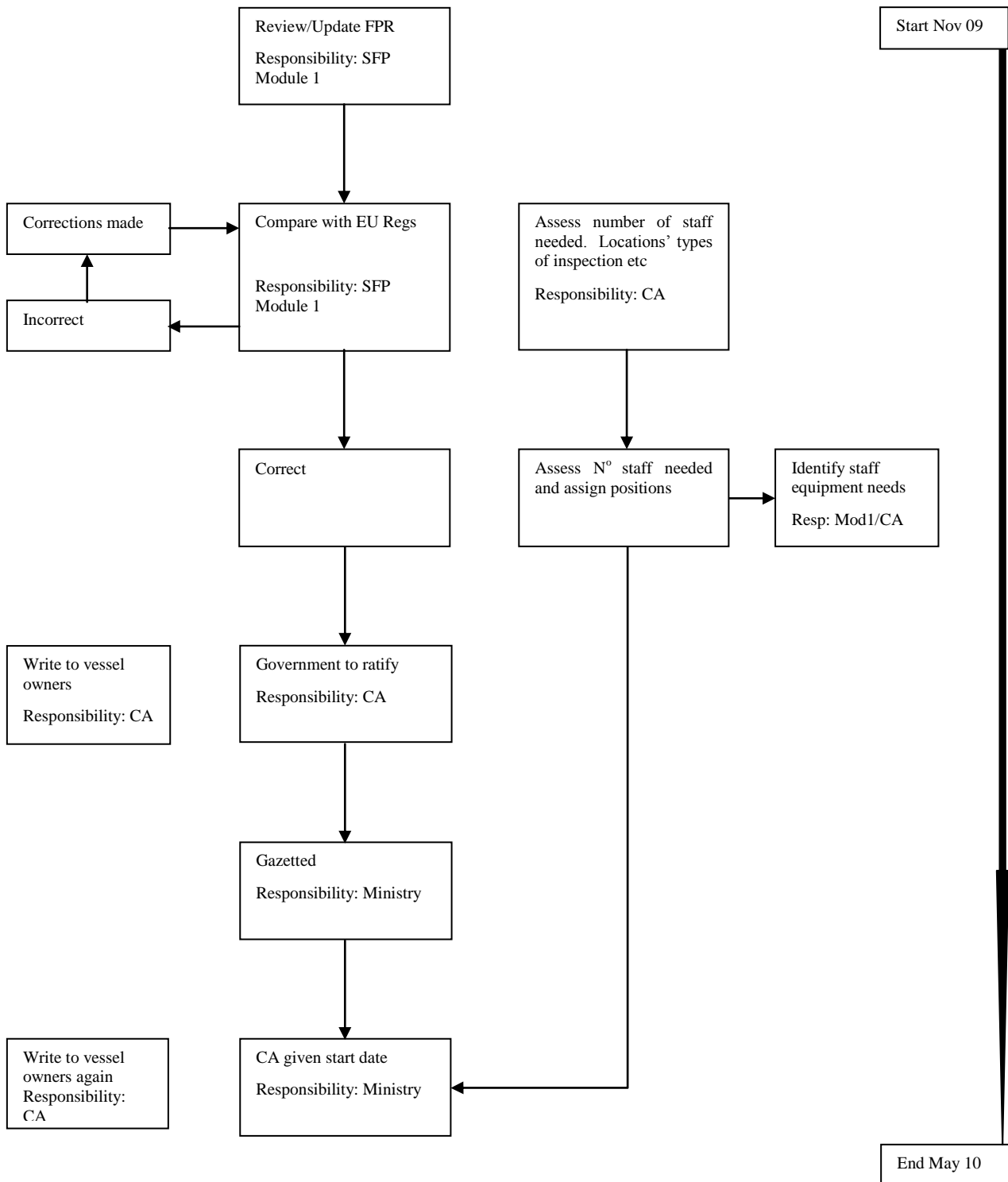
Prevention would mean in addition to infrastructure improvements (potable water, ice, refrigeration, transport, paved areas) food safety precautions including at least:

- a) Food hygiene training
- b) Personal hygiene training
- c) Provision of smoke houses that would both conduct smoke out of the building (which cannot be done with the traditional cookers) and exclude pests (all the smoked fish swarm with flies).
- d) Protected wrapping (I have seen old cement bags, banana leaves or nothing being used)
- e) Temperature control

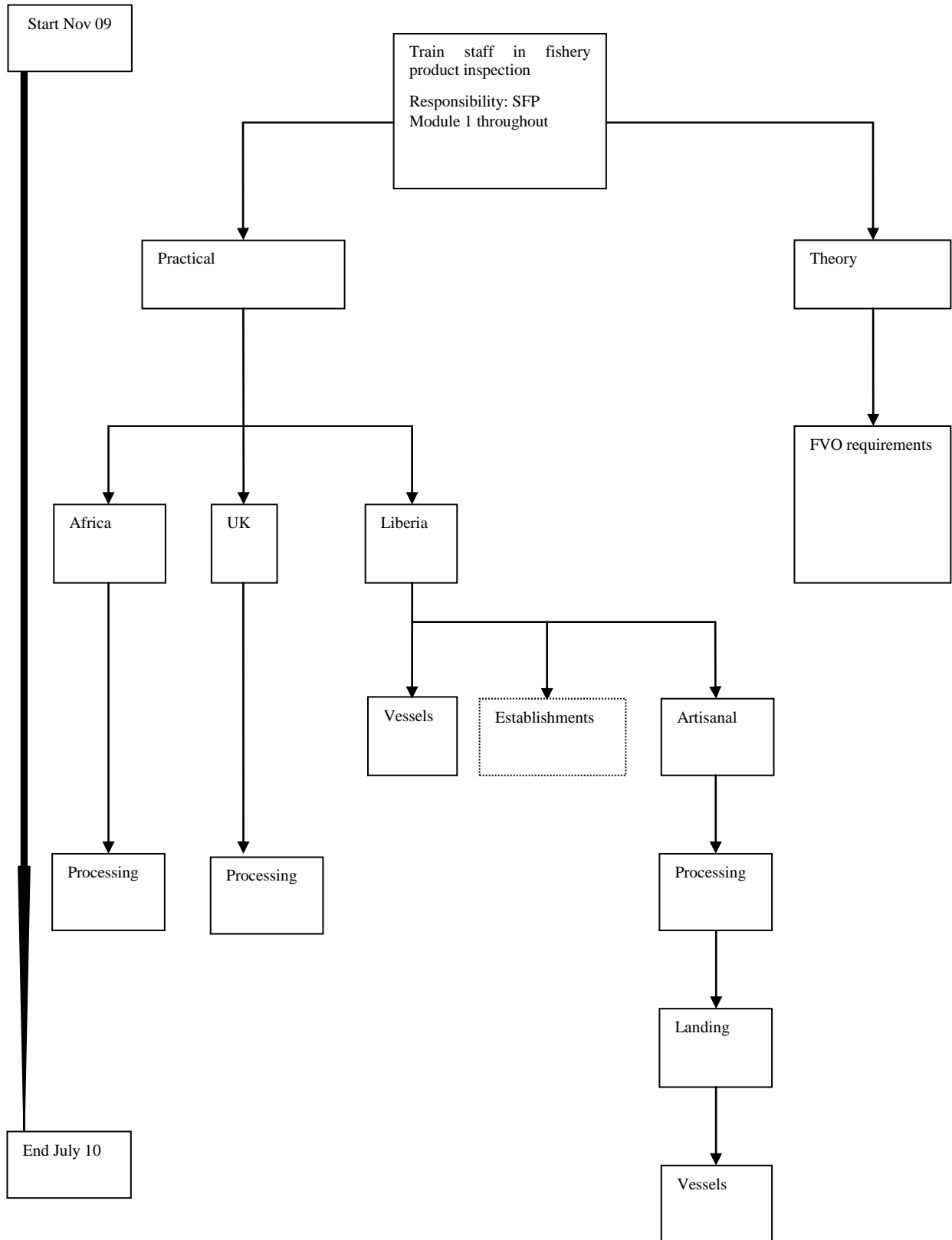
This seems to go beyond what FAO have in mind at the present; I do not know what steps Module 4 intends.

### ANNEX 9: PROPOSED ROAD MAP FOR LIBERIA CREATING A CA, INTRODUCING FISHERY PRODUCTS LEGISLATION AND TRAINING

#### Road Map Legislation: Nov 09- May-2010

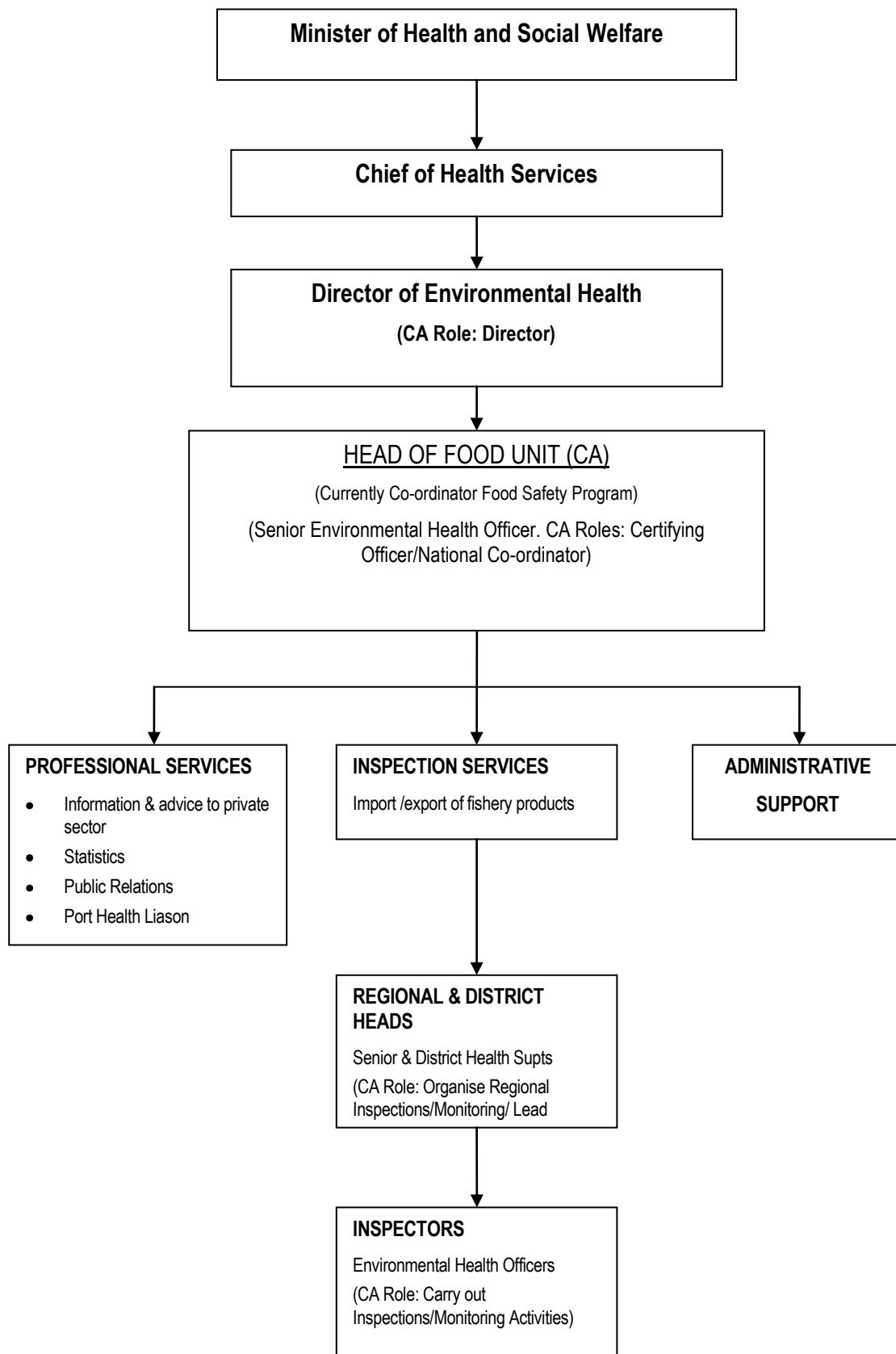


### Road Map Training: Nov 09- July 2010





**ANNEX 10: PROPOSED MANAGEMENT STRUCTURE FOR CA**

**ORGANOGRAM PROPOSED CA STRUCTURE**



**ANNEX 11: PROPOSED TERMS OF REFERENCE FOR FUTURE MISSIONS**



 SFP ACP/OCT Programme 8ACPTPS137 	
Assignment name and number	<b>CA XXX LBR:</b> <b>Module 1 - Training members of Liberian Ministry of Health and Social Welfare and members of the Bureau of National Fisheries in official controls (fishery products and premises certification, fish quality, environmental sampling)</b>
Expert	Richard Chivers, LTE
Coordinator	Garry Preston, Coordinator, Module 1
Technical Supervisor	Oscar do Porto – Expert on sanitary conditions of Fishery products – SFP
Background to assignment	<p>The Republic of Liberia, on the west coast of Africa, is bordered by Sierra Leone, Guinea, Côte d'Ivoire, and the Atlantic Ocean. As of the 2008 census, the nation is home to 3,476,608 people and covers 111,369 square kilometres. Liberia has a hot equatorial climate with most rainfall arriving in summer, and with harsh winds in the dry season.</p> <p>Liberia did not exist as a nation state until it was colonized by freed slaves from the United States, who in 1847 formed a government based on that of the USA. This government was overthrown by a military-led coup in 1989, which marked the beginning of a period of instability and civil war (1989-96; 199-2003) that left hundreds of thousands of people dead and devastated the country's economy. Today Liberia is recovering from the lingering effects of these civil wars. Its economy is based heavily on subsistence agriculture, manufacturing, and its many ports. Liberia is one of the poorest countries in Africa, but has nevertheless achieved economic growth in recent years, largely thanks to foreign investment</p> <p>With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186, 322.2 km<sup>2</sup> within the EEZ. Liberia also has significant aquatic resources in its approximately 15,050 km<sup>2</sup> of rivers and lakes that comprise some 14% of its surface area.</p> <p>The pre-war estimate of maximum sustainable yield of Liberian marine fisheries was 180,000 tonnes (t) per annum, and 40,000 t for inland fisheries. Domestic marine catches have averaged only 7,700 t per year between 1999 and 2004 and 9,500 t per year between 2004-2007, although much larger amounts are undoubtedly caught illegally or caught in Liberia's waters and transhipped at sea, and thus never reported. Prior to the war, catches exceeded 150,000 t/ yr. Increasing Liberia's domestic fisheries production, and improved management to prevent illegal fishing, are included in the focus of a major World Bank-supported West Africa Regional Fisheries Programme (WARFP) which is just commencing.</p> <p>Liberia has previously benefitted from SFP support through the Anglophone West Africa sub-regional project (Project No. 20/06/04: General support to the Competent Authorities, test laboratories, industry and artisanal fisheries in Gambia, Ghana, Liberia, Sierra Leone). Nevertheless at the present time Liberia is not approved and listed for export of any kind of fishery products to the EU (Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC). Liberia is also not included in the transitional agreements for</p>

	<p>certain countries export to specific EU member states (Regulation EC 2076/2005, which in any case expires on 31/12 2009). There has been no FVO mission to Liberia since 1998.</p> <p>The WARFP programme design includes <i>Creation and Certification of a Sanitary Competent Authority</i> as an element of <i>Sub-Component 3.2 – Fish Product Trade Infrastructure, Information and Systems – Connection with the Regional Minimum Integrated Trade Expansion Platform</i>. This component, which is to be implemented rapidly, includes long-term technical assistance, training of staff and provision of laboratory equipment. The Competent Authority (CA) to be created would be housed within the Ministry of Health and Social Welfare's Environmental Health Division (MHSW). The World Bank pre-appraisal mission for the WARFP notes that an intervention by the SFP would assist in identifying specific technical needs and the fast-tracking the establishment of the proposed CA.</p> <p>In July 2009 the Acting Minister for Agriculture wrote to the SFP requesting assistance with planning and legislation that would enable Liberia to achieve this goal. The present mission thereby provides an opportunity to provide technical advice and inputs to a programme of activities that should continue to receive support from the Liberian Government and a major financing organisation well after the conclusion of the SFP.</p>
Issues to be addressed	<p>The general objective of the present mission is to provide training to 10 staff of the MHSW who will comprise the food (fishery products)/certification inspectors that will eventually become the Competent Authority (CA). They will be joined by several (2-5) fisheries inspectors from the Bureau of National Fisheries (BNF) who will act as advisers and liaison with the fishing interests themselves on behalf of the food inspectors.</p> <p>The CA has little or no training relevant to the requirements of the official controls that must be demonstrated for Liberia to become authorised to export to the EU. It is therefore necessary that they should receive training that covers those aspects of inspection, certification and other official controls that DG SANCO will assess in an evaluation mission.</p> <p>The subjects to be covered are:</p> <ol style="list-style-type: none"> <li>a) Sanitary certification of vessels and cold stores. Removal of certification, legal action (suggested 1 day);</li> <li>b) Fish production chill chain, traceability, fish smoking/drying methods and hazards (2 days)</li> <li>c) Fish quality, (spoilage/parasites/poisonous fish), fish toxins. Fish identification (2 days).</li> <li>d) Fishing vessel, landing site (semi-industrial and artisanal), transport and cold store hygiene (2 days in the field);</li> <li>e) Environmental monitoring and sampling (natural waters, potable and clean sea water, water used on vessels, fish products and premises (1 day).</li> </ol>
Activities of the Consultant	<p>Specific tasks to be undertaken by the expert will include, but not be limited to, the following:</p> <ol style="list-style-type: none"> <li>a) Carry out training as outlined above;</li> <li>b) Draft terms of reference for further interventions that will assist Liberia to</li> </ol>

	<p>attain full compliance with EU fishery product food safety requirements.</p> <p>The above list of activities is non-exhaustive. The consultant is expected to consult with MHSW and other relevant stakeholders and to use his professional judgement in identifying and carrying out other tasks in response to the conditions and requirements observed in the field.</p>
Expected outputs	<p>The expert must produce a report detailing his activities, findings, the results of the training delivered, issues that need to be addressed, and recommendations for any follow-up actions needed by the Liberian Government or the SFP. Specific issues that should be covered by the report include (but are not limited to):</p> <ul style="list-style-type: none"> <li>• review and recommendations in regard to the future training needs</li> <li>• draft Terms of Reference (TOR) for any follow-up activities recommended for the SFP.</li> </ul> <p>The training delivered during the mission, the expert's report must contain:</p> <ul style="list-style-type: none"> <li>• a detailed record of all participants in the training, including full name, gender, occupation or position, and contact details;</li> <li>• a summary of the participants' evaluation of the training delivered (standardised evaluation forms will be provided);</li> <li>• a copy of all training materials used by the expert during the mission.</li> </ul> <p>All training records, evaluations and materials, as well as any draft TOR for proposed SFP interventions, should be included in the report as annexes.</p> <p>The report is to be produced using MS Word for word processing, as well as other MS Office software where necessary. The report must be made available in hard copy and electronic form, both in Word/ MS Office as appropriate, and in pdf format, with all elements combined in a single file.</p>
Report format	<p>The Consultant will be provided with a standard document template in MSWord which must be used as the basis for the mission report. The report will be prepared <u>in English</u>, according to the following structure:</p> <ul style="list-style-type: none"> <li>- Title pages in model format as per other Programme Reports</li> <li>- Table of contents, to three levels, formal format</li> <li>- List of annexes</li> <li>- Tables of tables, figures and pictures all formal format</li> <li>- Abbreviations and acronyms</li> <li>- A 'Layman's Summary' of 4-5 lines, as per EC visibility requirements</li> <li>- Executive Summary (maximum 2 pages), <u>in English and French</u></li> <li>- Introduction</li> <li>- Main body of report divided into different sections as appropriate, normally Context, Methodology, Performance in relation to TOR, and Discussion (up to 20 pages)</li> <li>- Conclusions and recommendations (each recommendation must be preceded by a conclusion, that refers to a discussion in the main body of the report)</li> </ul>

	<ul style="list-style-type: none"> <li>- Annex 1 Terms of reference</li> <li>- Annex 2 Schedule and people met (with contacts)</li> <li>- Any other annex(es) as appropriate</li> </ul> <p>Format as per PMU indications.</p>																												
Report to be reviewed by	Carlos Palin, Programme Manager																												
Duration/ indicative schedule of work activities	<p>The following schedule of inputs is indicative only, and subject to amendment by the consultant in response to operational considerations</p> <table border="1"> <thead> <tr> <th>Activity</th> <th>Working days</th> </tr> </thead> <tbody> <tr> <td>Training materials preparation</td> <td>4</td> </tr> <tr> <td>Briefing with Module 1 and PMU in Brussels</td> <td>1</td> </tr> <tr> <td>Travel to Liberia</td> <td>1</td> </tr> <tr> <td>Meeting with National Authorities &amp; EC Delegation. Set up training room</td> <td>1</td> </tr> <tr> <td>Training</td> <td>4</td> </tr> <tr> <td>Preparation of recommendations from first week of training and preparation of materials for second week of training</td> <td>2</td> </tr> <tr> <td>Training</td> <td>4</td> </tr> <tr> <td>Debrief MHSW and BNF</td> <td>1</td> </tr> <tr> <td>Return travel to Europe</td> <td>1</td> </tr> <tr> <td>Preparation of recommendations and terms of reference for follow-up actions</td> <td>2</td> </tr> <tr> <td>Debriefing in Brussels</td> <td>1</td> </tr> <tr> <td>Writing of report</td> <td>1</td> </tr> <tr> <td><b>Total</b></td> <td><b>23</b></td> </tr> </tbody> </table> <p>Total working days will equal 23 calendar days.</p>	Activity	Working days	Training materials preparation	4	Briefing with Module 1 and PMU in Brussels	1	Travel to Liberia	1	Meeting with National Authorities & EC Delegation. Set up training room	1	Training	4	Preparation of recommendations from first week of training and preparation of materials for second week of training	2	Training	4	Debrief MHSW and BNF	1	Return travel to Europe	1	Preparation of recommendations and terms of reference for follow-up actions	2	Debriefing in Brussels	1	Writing of report	1	<b>Total</b>	<b>23</b>
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Start date	Proposed February 2010																												
Completion dates for reports	<p>Draft report to PMU 10 working days after return to home base</p> <hr/> <p>PMU comments      Within 2 weeks of reception</p> <hr/> <p>Final report      10 working days after reception of PMU comments (including comments of authorities if appropriate)</p>																												
Experience and qualification	<p>Expert of category II (at least 10 years of experience)</p> <p>Qualifications and skills:</p> <ul style="list-style-type: none"> <li>- A University degree in veterinary, food technology or related sciences</li> <li>- Knowledge of English is essential.</li> </ul>																												

	<ul style="list-style-type: none"> <li>- The applicant must be of EU or ACP member states nationality.</li> </ul> <p>General professional experience:</p> <ul style="list-style-type: none"> <li>- Comprehensive knowledge of EU regulations relevant to control of fish and fishery products sanitary status.</li> <li>- Demonstrated long-term background in fish and fish products surveillance</li> </ul> <p>Specific professional experience:</p> <ul style="list-style-type: none"> <li>- Long term background in the application of EU legislation and procedures for inspection and certification in third countries; the drafting of manuals of procedures for the inspection and certification, and the design and setting up of self-control systems, based on HACCP methodology, by the food industry as well as their audit by official inspection bodies.</li> </ul>
Locations and travel	<p>Based in Wellington, Somerset, United Kingdom:</p> <ul style="list-style-type: none"> <li>- 1 journey Wellington, UK – Monrovia, Liberia;</li> <li>- 2 journeys Wellington, UK – Brussels, Belgium;</li> <li>- up to 13 nights per diem in Liberia;</li> <li>- up to 2 nights per diem in Brussels.</li> </ul>

 SFP ACP/OCT Programme 8ACPTPS137 	
Assignment name and number	<b>CA XXX LBR:</b> <b>Module 1 - Training members of Liberian Ministry of Health and Social Welfare and members of the Bureau of National Fisheries in official controls (inspection, auditing and HACCP)</b>
Expert	Richard Chivers, LTE
Coordinator	Garry Preston, Coordinator, Module 1
Technical Supervisor	Oscar do Porto – Expert on sanitary conditions of Fishery products – SFP
Background to assignment	<p>The Republic of Liberia, on the west coast of Africa, is bordered by Sierra Leone, Guinea, Côte d'Ivoire, and the Atlantic Ocean. As of the 2008 census, the nation is home to 3,476,608 people and covers 111,369 square kilometres. Liberia has a hot equatorial climate with most rainfall arriving in summer, and with harsh winds in the dry season.</p> <p>Liberia did not exist as a nation state until it was colonized by freed slaves from the United States, who in 1847 formed a government based on that of the USA. This government was overthrown by a military-led coup in 1989, which marked the beginning of a period of instability and civil war (1989-96; 199-2003) that left hundreds of thousands of people dead and devastated the country's economy. Today Liberia is recovering from the lingering effects of these civil wars. Its economy is based heavily on subsistence agriculture, manufacturing, and its many ports. Liberia is one of the poorest countries in Africa, but has nevertheless achieved economic growth in recent years, largely thanks to foreign investment</p> <p>With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186, 322.2 km<sup>2</sup> within the EEZ. Liberia also has significant aquatic resources in its approximately 15,050 km<sup>2</sup> of rivers and lakes that comprise some 14% of its surface area.</p> <p>The pre-war estimate of maximum sustainable yield of Liberian marine fisheries was 180,000 tonnes (t) per annum, and 40,000 t for inland fisheries. Domestic marine catches have averaged only 7,700 t per year between 1999 and 2004 and 9,500 t per year between 2004-2007, although much larger amounts are undoubtedly caught illegally or caught in Liberia's waters and transhipped at sea, and thus never reported. Prior to the war, catches exceeded 150,000 t/ yr. Increasing Liberia's domestic fisheries production, and improved management to prevent illegal fishing, are included in the focus of a major World Bank-supported West Africa Regional Fisheries Programme (WARFP) which is just commencing.</p> <p>Liberia has previously benefitted from SFP support through the Anglophone West Africa sub-regional project (Project No. 20/06/04: General support to the Competent Authorities, test laboratories, industry and artisanal fisheries in Gambia, Ghana, Liberia, Sierra Leone). Nevertheless at the present time Liberia is not approved and listed for export of any kind of fishery products to the EU (Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC). Liberia is also not included in the transitional agreements for certain countries export to specific EU member states (Regulation EC 2076/2005, which in any case expires on 31/12 2009). There has been no FVO mission to</p>



	<p>Liberia since 1998.</p> <p>The WARFP programme design includes <i>Creation and Certification of a Sanitary Competent Authority</i> as an element of <i>Sub-Component 3.2 – Fish Product Trade infrastructure, Information and Systems – Connection with the Regional Minimum Integrated Trade Expansion Platform</i>. This component, which is to be implemented rapidly, includes long-term technical assistance, training of staff and provision of laboratory equipment. The Competent Authority (CA) to be created would be housed within the Ministry of Health and Social Welfare’s Environmental Health Division (MHSW). The World Bank pre-appraisal mission for the WARFP notes that an intervention by the SFP would assist in identifying specific technical needs and the fast-tracking the establishment of the proposed CA.</p> <p>In July 2009 the Acting Minister for Agriculture wrote to the SFP requesting assistance with planning and legislation that would enable Liberia to achieve this goal. The present mission thereby provides an opportunity to provide technical advice and inputs to a programme of activities that should continue to receive support from the Liberian Government and a major financing organisation well after the conclusion of the SFP.</p>
Issues to be addressed	<p>The general objective of the present mission is to provide training to 10 staff of the MHSW who will comprise the food (fishery products)/certification inspectors that will eventually become the Competent Authority (CA). They will be joined by several (2-5) fisheries inspectors from the Bureau of National Fisheries (BNF) who will act as advisers and liaison with the fishing interests themselves on behalf of the food inspectors.</p> <p>The CA has little or no training relevant to the requirements of the official controls that must be demonstrated for Liberia to become authorised to export to the EU. It is therefore necessary that they should receive training that covers those aspects of inspection, certification and other official controls that DG SANCO will assess in an evaluation mission.</p> <p>The subjects to be covered are:</p> <ul style="list-style-type: none"> <li>a) Drawing up inspection procedures and learning inspection protocols. Sanitary certification of vessels and cold stores. Removal of certification, legal action. (3 days);</li> <li>b) Inspection and auditing practices (2 days);</li> <li>c) HACCP and risk analysis. Emergency contingency plans, EU law in respect of fish products (2 days);</li> <li>d) assessment on site with non-compliance with food law (1 day);</li> </ul> <p>The mission will also identify any other relevant factors that may act as an obstacle to Liberia obtaining authorisation to export to the EU, and propose means of addressing them.</p> <p>The present mission is the first step in a process intended to address the issues detailed above. Depending on the outcomes of the present mission, further advisory, technical assistance and training inputs to Liberia by the SFP may be developed.</p>
Activities of the	Specific tasks to be undertaken by the expert will include, but not be limited to, the following:

Consultant	<p>a) Carry out training as outlined above;</p> <p>b) Draft terms of reference for further interventions that will assist Liberia to attain full compliance with EU fishery product food safety requirements.</p> <p>The above list of activities is non-exhaustive. The consultant is expected to consult with MHSW and other relevant stakeholders and to use his professional judgement in identifying and carrying out other tasks in response to the conditions and requirements observed in the field.</p>
Expected outputs	<p>The expert must produce a report detailing his activities, findings, the results of the training delivered, issues that need to be addressed, and recommendations for any follow-up actions needed by the Liberian Government or the SFP. Specific issues that should be covered by the report include (but are not limited to):</p> <ul style="list-style-type: none"> <li>• review and recommendations in regard to the future training needs</li> <li>• draft Terms of Reference (TOR) for any follow-up activities recommended for the SFP.</li> </ul> <p>The training delivered during the mission, the expert's report must contain:</p> <ul style="list-style-type: none"> <li>• a detailed record of all participants in the training, including full name, gender, occupation or position, and contact details;</li> <li>• a summary of the participants' evaluation of the training delivered (standardised evaluation forms will be provided);</li> <li>• a copy of all training materials used by the expert during the mission.</li> </ul> <p>All training records, evaluations and materials, as well as any draft TOR for proposed SFP interventions, should be included in the report as annexes.</p> <p>The report is to be produced using MS Word for word processing, as well as other MS Office software where necessary. The report must be made available in hard copy and electronic form, both in Word/ MS Office as appropriate, and in pdf format, with all elements combined in a single file.</p>
Report format	<p>The Consultant will be provided with a standard document template in MSWord which must be used as the basis for the mission report. The report will be prepared <u>in English</u>, according to the following structure:</p> <ul style="list-style-type: none"> <li>- Title pages in model format as per other Programme Reports</li> <li>- Table of contents, to three levels, formal format</li> <li>- List of annexes</li> <li>- Tables of tables, figures and pictures all formal format</li> <li>- Abbreviations and acronyms</li> <li>- A 'Layman's Summary' of 4-5 lines, as per EC visibility requirements</li> <li>- Executive Summary (maximum 2 pages), <u>in English and French</u></li> <li>- Introduction</li> <li>- Main body of report divided into different sections as appropriate, normally Context, Methodology, Performance in relation to TOR, and Discussion (up to 20 pages)</li> <li>- Conclusions and recommendations (each recommendation must be</li> </ul>

	<p>preceded by a conclusion, that refers to a discussion in the main body of the report)</p> <ul style="list-style-type: none"> <li>- Annex 1 Terms of reference</li> <li>- Annex 2 Schedule and people met (with contacts)</li> <li>- Any other annex(es) as appropriate</li> </ul> <p>Format as per PMU indications.</p>																												
Report to be reviewed by	Carlos Palin, Programme Manager																												
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Locations and travel	<p>Based in Wellington, Somerset, United Kingdom:</p> <ul style="list-style-type: none"> <li>- 1 journey Wellington, UK – Liberia;</li> <li>- journeys Wellington, UK – Brussels, Belgium;</li> <li>- up to 13 nights per diem in Sierra Leone;</li> <li>- up to 2 nights per diem in Brussels.</li> </ul>

**TERMS OF REFERENCE**

	<b>SFP ACP/OCT Programme</b> <b>8ACPTPS137</b>	
<b>Assignment name and number</b>	<b>CA045 LBR:</b> <b>Module 1 - Preparation of new Fishery Products Regulations and creation of a Competent Authority – Liberia</b>	
<b>Expert</b>	Richard Chivers, LTE	
<b>Coordinator</b>	Garry Preston, Coordinator, Module 1	
<b>Technical Supervisor</b>	Oscar do Porto – Expert on sanitary conditions of Fishery products – SFP	
<b>Background to assignment</b>	<p>The Republic of Liberia, on the west coast of Africa, is bordered by Sierra Leone, Guinea, Côte d'Ivoire, and the Atlantic Ocean. As of the 2008 census, the nation is home to 3,476,608 people and covers 111,369 square kilometres. Liberia has a hot equatorial climate with most rainfall arriving in summer, and with harsh winds in the dry season.</p> <p>Liberia did not exist as a nation state until it was colonized by freed slaves from the United States, who in 1847 formed a government based on that of the USA. This government was overthrown by a military-led coup in 1989, which marked the beginning of a period of instability and civil war (1989-96; 199-2003) that left hundreds of thousands of people dead and devastated the country's economy. Today Liberia is recovering from the lingering effects of these civil wars. Its economy is based heavily on subsistence agriculture, manufacturing, and its many ports. Liberia is one of the poorest countries in Africa, but has nevertheless achieved economic growth in recent years, largely thanks to foreign investment</p> <p>With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186, 322.2 km<sup>2</sup> within the EEZ. Liberia also has significant aquatic resources in its approximately 15,050 km<sup>2</sup> of rivers and lakes that comprise some 14% of its surface area.</p> <p>The pre-war estimate of maximum sustainable yield of Liberian marine fisheries was 180,000 tonnes (t) per annum, and 40,000 t for inland fisheries. Domestic marine catches have averaged only 7,700 t per year between 1999 and 2004 and 9,500 t per year between 2004-2007, although much larger amounts are undoubtedly caught illegally or caught in Liberia's waters and transhipped at sea, and thus never reported. Prior to the war, catches exceeded 150,000 t/ yr. Increasing Liberia's domestic fisheries production, and improved management to prevent illegal fishing, are included in the focus of a major World Bank-supported West Africa Regional Fisheries Programme (WARFP) which is just commencing.</p> <p>Liberia has previously benefitted from SFP support through the Anglophone West Africa sub-regional project (Project No. 20/06/04: General support to the Competent Authorities, test laboratories, industry and artisanal fisheries in Gambia, Ghana, Liberia, Sierra Leone). Nevertheless at the present time Liberia is not approved and listed for export of any kind of fishery products to the EU (Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC). Liberia is also not included in the transitional agreements for certain countries export to specific EU member states (Regulation EC 2076/2005, which in any case expires on 31/12 2009). There has been no FVO mission to</p>	



	<p>Liberia since 1998.</p> <p>The WARFP programme design includes <i>Creation and Certification of a Sanitary Competent Authority</i> as an element of <i>Sub-Component 3.2 – Fish Product Trade infrastructure, Information and Systems – Connection with the Regional Minimum Integrated Trade Expansion Platform</i>. This component, which is to be implemented rapidly, includes long-term technical assistance, training of staff and provision of laboratory equipment. The Competent Authority (CA) to be created would be housed within the Ministry of Health and Social Welfare’s Environmental Health Division (MHSW). The World Bank pre-appraisal mission for the WARFP notes that an intervention by the SFP would assist in identifying specific technical needs and the fast-tracking the establishment of the proposed CA.</p> <p>In July 2009 the Acting Minister for Agriculture wrote to the SFP requesting assistance with planning and legislation that would enable Liberia to achieve this goal. The present mission thereby provides an opportunity to provide technical advice and inputs to a programme of activities that should continue to receive support from the Liberian Government and a major financing organisation well after the conclusion of the SFP.</p>
Issues to be addressed	<p>The objective of the present mission is to update the Liberian Fishery products Regulations 2006. It is proposed that this be a desk task carried out at the expert’s home base.</p> <p>The FPR were drawn up as part of the AWA Regional project but were shelved in 2007 and are now out of date. The regulations include elements from several EU regulations as well as what are described as ‘Best Practices’ the latter having assumed the status of legal requirements rather than being codes of practice or national guidelines.</p> <p>The legislation needs to be reviewed using hard and electronic copies, compared with the current EU regulations and redrafted. The ‘Best Practices’ must be withdrawn from the text and rewritten as national guidelines or codes of practice according to the form described in the EU regulations.</p> <p>Once completed the new FPR will be presented to the Liberian MHSW which will be requested to present them to the senate for approval and making into law.</p> <p>The Liberian FPR 2006 include a proposal for organizing the new CA. This organogram was altered in the report CA0045 LBR and should be taken into account. The new format should be negotiated with the MHSW which will house the new CA.</p> <p>The mission will also identify any other relevant factors that may act as an obstacle to Liberia obtaining authorisation to export to the EU, and propose means of addressing them.</p> <p>The present mission is the first step in a process intended to address the issues detailed above. Depending on the outcomes of the present mission, further advisory, technical assistance and training inputs to Liberia by the SFP may be developed.</p>
Activities of the Consultant	<p>Specific tasks to be undertaken by the expert will include, but not be limited to, the following:</p> <p>a) Read the Liberian FPR 2006;</p>

	<p>b) Compare with the current EU food and feed legislation;</p> <p>c) In collaboration with the staff of the MHSW alter the FPR to update them in accordance with those of the EU;</p> <p>d) Present the reviewed FPR to the MHSW for approval and request they be passed by the Liberian senate;</p> <p>e) Agree with the MHSW a form for the new CA, using as a basis the proposed organization diagram</p> <p>Draft terms of reference for further interventions that will assist Liberia to attain full compliance with EU fishery product food safety requirements.</p> <p>The above list of activities is non-exhaustive. The consultant is expected to consult with MHSW and other relevant stakeholders and to use his professional judgement in identifying and carrying out other tasks in response to the conditions and requirements observed in the field.</p>
Expected outputs	<p>The expert must produce a report detailing his activities and present the renewed FPR to the</p> <p>The expert must also present any issues that need to be addressed, and recommendations for any follow-up actions needed by the Liberian Government or the SFP. Specific issues that should be covered by the report include (but are not limited to):</p> <ul style="list-style-type: none"> <li>• review and recommendations in regard to the future legislation and/or training needs</li> <li>• draft Terms of Reference (TOR) for any follow-up activities recommended for the SFP.</li> </ul> <p>The report is to be produced using MS Word for word processing, as well as other MS Office software where necessary. The report must be made available in hard copy and electronic form, both in Word/ MS Office as appropriate, and in pdf format, with all elements combined in a single file.</p>
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Locations and travel	<p>Based in Wellington, Somerset, United Kingdom:</p> <ul style="list-style-type: none"> <li>- up to 2 nights per diem in Brussels.</li> <li>- 1 flight to Liberia</li> <li>- 6 nights per diem Liberia</li> </ul>

## TERMS OF REFERENCE

	SFP ACP/OCT Programme 8ACPTPS137	
Assignment name and number	<b>IND XXX LBR:</b> <b>Module 3 - Assessment of hygiene conditions on semi-industrial fish vessels and proposal to site freezer container facilities in Monrovia harbour development – Liberia</b>	
Expert	xxxxx	
Coordinator	Coordinator, Module 3	
Technical Supervisor	Oscar do Porto – Expert on sanitary conditions of Fishery products – SFP	
Background to assignment	<p>The Republic of Liberia, on the west coast of Africa, is bordered by Sierra Leone, Guinea, Côte d'Ivoire, and the Atlantic Ocean. As of the 2008 census, the nation is home to 3,476,608 people and covers 111,369 square kilometres. Liberia has a hot equatorial climate with most rainfall arriving in summer, and with harsh winds in the dry season.</p> <p>Liberia did not exist as a nation state until it was colonized by freed slaves from the United States, who in 1847 formed a government based on that of the USA. This government was overthrown by a military-led coup in 1989, which marked the beginning of a period of instability and civil war (1989-96; 199-2003) that left hundreds of thousands of people dead and devastated the country's economy. Today Liberia is recovering from the lingering effects of these civil wars. Its economy is based heavily on subsistence agriculture, manufacturing, and its many ports. Liberia is one of the poorest countries in Africa, but has nevertheless achieved economic growth in recent years, largely thanks to foreign investment</p> <p>With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186, 322.2 km<sup>2</sup> within the EEZ. Liberia also has significant aquatic resources in its approximately 15,050 km<sup>2</sup> of rivers and lakes that comprise some 14% of its surface area.</p> <p>The pre-war estimate of maximum sustainable yield of Liberian marine fisheries was 180,000 tonnes (t) per annum, and 40,000 t for inland fisheries. Domestic marine catches have averaged only 7,700 t per year between 1999 and 2004 and 9,500 t per year between 2004-2007, although much larger amounts are undoubtedly caught illegally or caught in Liberia's waters and transhipped at sea, and thus never reported. Prior to the war, catches exceeded 150,000 t/ yr. Increasing Liberia's domestic fisheries production, and improved management to prevent illegal fishing, are included in the focus of a major World Bank-supported West Africa Regional Fisheries Programme (WARFP) which is just commencing.</p> <p>Liberia has previously benefitted from SFP support through the Anglophone West Africa sub-regional project (Project No. 20/06/04: General support to the Competent Authorities, test laboratories, industry and artisanal fisheries in Gambia, Ghana, Liberia, Sierra Leone). Nevertheless at the present time Liberia is not approved and listed for export of any kind of fishery products to the EU (Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC). Liberia is also not included in the transitional agreements for certain countries export to specific EU member states (Regulation EC 2076/2005,</p>	



	<p>which in any case expires on 31/12 2009). There has been no FVO mission to Liberia since 1998.</p> <p>The WARFP programme design includes <i>Creation and Certification of a Sanitary Competent Authority</i> as an element of <i>Sub-Component 3.2 – Fish Product Trade infrastructure, Information and Systems – Connection with the Regional Minimum Integrated Trade Expansion Platform</i>. This component, which is to be implemented rapidly, includes long-term technical assistance, training of staff and provision of laboratory equipment. The Competent Authority (CA) to be created would be housed within the Ministry of Health and Social Welfare's Environmental Health Division (MHSW). The World Bank pre-appraisal mission for the WARFP notes that an intervention by the SFP would assist in identifying specific technical needs and the fast-tracking the establishment of the proposed CA.</p> <p>In July 2009 the Acting Minister for Agriculture wrote to the SFP requesting assistance with planning and legislation that would enable Liberia to achieve this goal. The present mission thereby provides an opportunity to provide technical advice and inputs to a programme of activities that should continue to receive support from the Liberian Government and a major financing organisation well after the conclusion of the SFP.</p>
Issues to be addressed	<p>Liberia has only 14 semi-industrial freezer trawlers registered in its waters. These are mainly Chinese and Korean owned and are reported to be in poor condition both in terms of hygiene and seaworthiness. At present the trawlers land to the Liberian market or may tranship at sea for onward sale to third countries, verbal reports include Spain, Portugal and Senegal as recipients of Liberian fish.</p> <p>In order for Liberia to be eligible to export its fishery products directly to the EU it must have authorized sources for the fish. As there is no fish processing in the country at present it is left to the freezer trawlers to provide the initial export impetus. Assistance is therefore required to educate the trawler owners in the standards required for export.</p> <p>There is also the requirement for the food inspectorate to have experience of fishing vessels as their staff have none but will need to undertake the hygiene certification of the vessels prior to them being sold fishing licenses.</p> <p>Cold stores that are supplied by the trawlers have no in-depth knowledge of fish quality and safety. The owners of these stores could also benefit from training in cold store usage and quality maintenance.</p> <p>Finally Liberia has no provision for frozen export of fish from land based freezer containers. The port is being rebuilt at present and this would be an excellent opportunity to speak with the Port Sector Reform Secretariat to find ways in which container facilities could be incorporated into the design.</p> <p>It is hoped that within 12 months Liberia will have regulations equivalent to those of the EU and will apply them to the fishing industry; the trade needs to be aware of the changes that will come about in order that they may prepare for them.</p>
Activities of the Consultant	<p>Specific tasks to be undertaken by the expert will include, but not be limited to, the following:</p> <ol style="list-style-type: none"> <li>a) Assess the condition of the fishing fleet in particular its sanitary conditions in terms of export potential to the EU. Feed back the findings to the vessels owners;</li> </ol>

	<p>b) Guide food (Environmental Health - MHSW) and fish (BNF) inspectors around vessels to give them training in what standards need to be met to ;</p> <p>c) Train cold store and fishing vessel operators in the standards required by the EU for export;</p> <p>d) Open discussions with the Port Sector Reform Secretariat with the intention of achieving freezer container facilities at the port of Monrovia.</p> <p>The above list of activities is non-exhaustive. The consultant is expected to consult with MHSW, the BNF and other relevant stakeholders and to use his professional judgement in identifying and carrying out other tasks in response to the conditions and requirements observed in the field.</p>
Expected outputs	<p>The expert must produce a report detailing his training activities and the contribution they were able to make in advancing Liberia towards being an acceptable exporting nation to the EU.</p> <p>Present a view on the possibility of freezer container facilities being provided at the port and any further interventions that SFP may be able to provide to ensure a successful outcome.</p> <p>The expert must also present any issues that need to be addressed, and recommendations for any follow-up actions needed by the Liberian Government or the SFP. Specific issues that should be covered by the report include (but are not limited to):</p> <ul style="list-style-type: none"> <li>• review and recommendations in regard to the future training needs</li> <li>• draft Terms of Reference (TOR) for any follow-up activities recommended for the SFP.</li> </ul> <p>The report is to be produced using MS Word for word processing, as well as other MS Office software where necessary. The report must be made available in hard copy and electronic form, both in Word/ MS Office as appropriate, and in pdf format, with all elements combined in a single file.</p>
Report format	<p>The Consultant will be provided with a standard document template in MSWord which must be used as the basis for the mission report. The report will be prepared <u>in English</u>, according to the following structure:</p> <ul style="list-style-type: none"> <li>- Title pages in model format as per other Programme Reports</li> <li>- Table of contents, to three levels, formal format</li> <li>- List of annexes</li> <li>- Tables of tables, figures and pictures all formal format</li> <li>- Abbreviations and acronyms</li> <li>- A ‘Layman’s Summary’ of 4-5 lines, as per EC visibility requirements</li> <li>- Executive Summary (maximum 2 pages), <u>in English and French</u></li> <li>- Introduction</li> <li>- Main body of report divided into different sections as appropriate, normally Context, Methodology, Performance in relation to TOR, and Discussion (up to 20 pages)</li> <li>- Conclusions and recommendations (each recommendation must be preceded by a conclusion, that refers to a discussion in the main body of</li> </ul>

	<p>the report)</p> <ul style="list-style-type: none"> <li>- Annex 1 Terms of reference</li> <li>- Annex 2 Schedule and people met (with contacts)</li> <li>- Any other annex(es) as appropriate</li> </ul> <p>Format as per PMU indications.</p>																												
Report to be reviewed by	Carlos Palin, Programme Manager																												
Duration/ indicative schedule of work activities	<p>The following schedule of inputs is indicative only, and subject to amendment by the consultant in response to operational considerations</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Activity</th> <th style="text-align: center;">Working days</th> </tr> </thead> <tbody> <tr> <td>Establish contacts in Liberia (MHSW/BNF). Arrange for vessels to be available for inspection</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Briefing with Module 1 and PMU in Brussels</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Travel to Liberia</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Familiarization, situation assessment, work planning</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Meeting with National Authorities &amp; EC Delegation.</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Training inspectors - seminars and on site inspections</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Meetings with Port Sector Reform Secretariat and Ministry Of Commerce and Trade</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Write and agree ToR</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Debrief</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Return Europe</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Report write-up</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Debrief PMU</td> <td style="text-align: center;">1</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: center;"><b>19</b></td> </tr> </tbody> </table> <p>Total working days will equal 19 calendar days.</p>	Activity	Working days	Establish contacts in Liberia (MHSW/BNF). Arrange for vessels to be available for inspection	1	Briefing with Module 1 and PMU in Brussels	1	Travel to Liberia	1	Familiarization, situation assessment, work planning	1	Meeting with National Authorities & EC Delegation.	1	Training inspectors - seminars and on site inspections	4	Meetings with Port Sector Reform Secretariat and Ministry Of Commerce and Trade	2	Write and agree ToR	2	Debrief	1	Return Europe	1	Report write-up	3	Debrief PMU	1	<b>Total</b>	<b>19</b>
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Experience and qualification	<p>Expert of category II (at least 10 years of experience)</p> <p>Qualifications and skills:</p> <ul style="list-style-type: none"> <li>- A University degree in veterinary, food technology or related sciences</li> <li>- Knowledge of English is essential.</li> <li>- The applicant must be of EU or ACP member states nationality.</li> </ul> <p>General professional experience:</p> <ul style="list-style-type: none"> <li>- Comprehensive knowledge of EU regulations relevant to control of fish and fishery products sanitary status.</li> <li>- Demonstrated long-term background in fish and fish products surveillance</li> </ul> <p>Specific professional experience:</p> <p>Long term background in the application of EU legislation and procedures for inspection and certification in third countries; the drafting of manuals of procedures for the inspection and certification, and the design and setting up of self-control systems, based on HACCP methodology, by the food industry as well as their audit by official inspection bodies.</p>
Locations and travel	<p>Based in United Kingdom:</p> <ul style="list-style-type: none"> <li>- 1 journey UK – Monrovia, Liberia;</li> <li>- 2 journeys Wellington, UK – Brussels, Belgium;</li> <li>- up to 13 nights per diem in Sierra Leone;</li> <li>- up to 2 nights per diem in Brussels.</li> </ul>

## TERMS OF REFERENCE

	SFP ACP/OCT Programme 8ACPTPS137	
Assignment name and number	<b>LTI XXX LBR:</b> <b>Module 2 - SPF intervention to support laboratory development and laboratory staff training– Liberia</b>	
Expert	xxxxxxxx	
Coordinator	Coordinator, Module 2	
Technical Supervisor	Oscar do Porto – Expert on sanitary conditions of Fishery products – SFP	
Background to assignment	<p>The Republic of Liberia, on the west coast of Africa, is bordered by Sierra Leone, Guinea, Côte d'Ivoire, and the Atlantic Ocean. As of the 2008 census, the nation is home to 3,476,608 people and covers 111,369 square kilometres. Liberia has a hot equatorial climate with most rainfall arriving in summer, and with harsh winds in the dry season.</p> <p>Liberia did not exist as a nation state until it was colonized by freed slaves from the United States, who in 1847 formed a government based on that of the USA. This government was overthrown by a military-led coup in 1989, which marked the beginning of a period of instability and civil war (1989-96; 199-2003) that left hundreds of thousands of people dead and devastated the country's economy. Today Liberia is recovering from the lingering effects of these civil wars. Its economy is based heavily on subsistence agriculture, manufacturing, and its many ports. Liberia is one of the poorest countries in Africa, but has nevertheless achieved economic growth in recent years, largely thanks to foreign investment</p> <p>With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186, 322.2 km<sup>2</sup> within the EEZ. Liberia also has significant aquatic resources in its approximately 15,050 km<sup>2</sup> of rivers and lakes that comprise some 14% of its surface area.</p> <p>The pre-war estimate of maximum sustainable yield of Liberian marine fisheries was 180,000 tonnes (t) per annum, and 40,000 t for inland fisheries. Domestic marine catches have averaged only 7,700 t per year between 1999 and 2004 and 9,500 t per year between 2004-2007, although much larger amounts are undoubtedly caught illegally or caught in Liberia's waters and transhipped at sea, and thus never reported. Prior to the war, catches exceeded 150,000 t/ yr. Increasing Liberia's domestic fisheries production, and improved management to prevent illegal fishing, are included in the focus of a major World Bank-supported West Africa Regional Fisheries Programme (WARFP) which is just commencing.</p> <p>Liberia has previously benefitted from SFP support through the Anglophone West Africa sub-regional project (Project No. 20/06/04: General support to the Competent Authorities, test laboratories, industry and artisanal fisheries in Gambia, Ghana, Liberia, Sierra Leone). Nevertheless at the present time Liberia is not approved and listed for export of any kind of fishery products to the EU (Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC). Liberia is also not included in the transitional agreements for</p>	



	<p>certain countries export to specific EU member states (Regulation EC 2076/2005, which in any case expires on 31/12 2009). There has been no FVO mission to Liberia since 1998.</p> <p>The WARFP programme design includes <i>Creation and Certification of a Sanitary Competent Authority</i> as an element of <i>Sub-Component 3.2 – Fish Product Trade infrastructure, Information and Systems – Connection with the Regional Minimum Integrated Trade Expansion Platform</i>. This component, which is to be implemented rapidly, includes long-term technical assistance, training of staff and provision of laboratory equipment. The Competent Authority (CA) to be created would be housed within the Ministry of Health and Social Welfare’s Environmental Health Division (MHSW). The World Bank pre-appraisal mission for the WARFP notes that an intervention by the SFP would assist in identifying specific technical needs and the fast-tracking the establishment of the proposed CA.</p> <p>In July 2009 the Acting Minister for Agriculture wrote to the SFP requesting assistance with planning and legislation that would enable Liberia to achieve this goal. The present mission thereby provides an opportunity to provide technical advice and inputs to a programme of activities that should continue to receive support from the Liberian Government and a major financing organisation well after the conclusion of the SFP.</p>
Issues to be addressed	<p>Liberia has no laboratory facilities which are capable of analysing samples to assess the safety of fish products. There are a number of laboratories (4) of which only two (JFK and Water Lab) are known to be operating. These carry out respectively, testing for disease outbreaks and water safety in Monrovia.</p> <p>In order for Liberia to become a fish exporter accepted by the EU it is necessary for fish, premises and water used in contact with fish or equipment to be tested for safety. Whilst this could in theory be achieved by the use of a foreign laboratory service the process is cumbersome, slow and expensive and it is preferable for Liberia to be self contained in its main testing functions.</p> <p>It is known that UNIDO has already ear-marked or purchased equipment for laboratories and the contact for this information is already with the module coordinator. It would be useful for the type of equipment to be assessed by SFP in order that they may suggest equipment that is missing from that provided and avoid duplication.</p> <p>There is also a need for laboratory staff to be trained to a standard at which they could perform certificated analyses.</p> <p>SFP can provide experts from its Module 2 who can assist with Liberia’s move towards analytical independence</p> <p>The subjects to be covered are:</p> <ol style="list-style-type: none"> <li>a) Define the current situation with regard to equipment provision;</li> <li>b) Assess the level of staff training;</li> <li>c) Carry out training as necessary.</li> </ol>
Activities of the Consultant	<p>Specific tasks to be undertaken by the expert will include, but not be limited to, the following:</p> <ol style="list-style-type: none"> <li>a) Contact UNIDO to find out what equipment has been supplied and what</li> </ol>

	<p>is needed;</p> <p>b) Make an on site inspection to assess further capital inputs;</p> <p>c) Assess the standard of training and provide introductory training where possible;</p> <p>d) Draft terms of reference for further interventions that will assist Liberia to attain full compliance with EU fishery product food safety requirements.</p> <p>The above list of activities is non-exhaustive. The consultant is expected to consult with MHSW and other relevant stakeholders and to use his professional judgement in identifying and carrying out other tasks in response to the conditions and requirements observed in the field.</p>
Expected outputs	<p>The expert must produce a report detailing his activities, findings, the results of the training delivered, issues that need to be addressed, and recommendations for any follow-up actions needed by the Liberian Government or the SFP. Specific issues that should be covered by the report include (but are not limited to):</p> <ul style="list-style-type: none"> <li>• review and recommendations in regard to the future training needs</li> <li>• draft Terms of Reference (TOR) for any follow-up activities recommended for the SFP.</li> </ul> <p>The training delivered during the mission, the expert's report must contain:</p> <ul style="list-style-type: none"> <li>• a detailed record of all participants in the training, including full name, gender, occupation or position, and contact details;</li> <li>• a summary of the participants' evaluation of the training delivered (standardised evaluation forms will be provided);</li> <li>• a copy of all training materials used by the expert during the mission.</li> </ul> <p>All training records, evaluations and materials, as well as any draft TOR for proposed SFP interventions, should be included in the report as annexes.</p> <p>The report is to be produced using MS Word for word processing, as well as other MS Office software where necessary. The report must be made available in hard copy and electronic form, both in Word/ MS Office as appropriate, and in pdf format, with all elements combined in a single file.</p>
Report format	<p>The Consultant will be provided with a standard document template in MSWord which must be used as the basis for the mission report. The report will be prepared <u>in English</u>, according to the following structure:</p> <ul style="list-style-type: none"> <li>- Title pages in model format as per other Programme Reports</li> <li>- Table of contents, to three levels, formal format</li> <li>- List of annexes</li> <li>- Tables of tables, figures and pictures all formal format</li> <li>- Abbreviations and acronyms</li> <li>- A 'Layman's Summary' of 4-5 lines, as per EC visibility requirements</li> <li>- Executive Summary (maximum 2 pages), <u>in English and French</u></li> </ul>

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Locations and travel	<p>Based in Wellington, Somerset, United Kingdom:</p> <ul style="list-style-type: none"> <li>- 1 journey Wellington, UK – Monrovia, Liberia;</li> <li>- 2 journeys Wellington, UK – Brussels, Belgium;</li> <li>- up to 12 nights per diem in Liberia;</li> <li>- up to 2 nights per diem in Brussels.</li> </ul>		

## TERMS OF REFERENCE

 SFP ACP/OCT Programme 8ACPTPS137 	
Assignment name and number	<b>ART XXX LBR: Module 4 - intervention small scale fisheries; development of food safety system for small scale fish processors – Liberia</b>
Expert	xxxxxxxx
Coordinator	Coordinator, Module 4
Technical Supervisor	Oscar do Porto – Expert on sanitary conditions of Fishery products – SFP
Background to assignment	<p>The Republic of Liberia, on the west coast of Africa, is bordered by Sierra Leone, Guinea, Côte d'Ivoire, and the Atlantic Ocean. As of the 2008 census, the nation is home to 3,476,608 people and covers 111,369 square kilometres. Liberia has a hot equatorial climate with most rainfall arriving in summer and with harsh winds in the dry season.</p> <p>Liberia did not exist as a nation state until it was colonized by freed slaves from the United States, who in 1847 formed a government based on that of the USA. This government was overthrown by a military-led coup in 1989, which marked the beginning of a period of instability and civil war (1989-96; 199-2003) that left hundreds of thousands of people dead and devastated the country's economy. Today Liberia is recovering from the lingering effects of these civil wars. Its economy is based heavily on subsistence agriculture, manufacturing, and its many ports. Liberia is one of the poorest countries in Africa, but has nevertheless achieved economic growth in recent years, largely thanks to foreign investment</p> <p>With an Atlantic coastline of about 579 km and a continental shelf averaging 34 km in width, the Liberian fishing grounds cover 186, 322.2 km<sup>2</sup> within the EEZ. Liberia also has significant aquatic resources in its approximately 15,050 km<sup>2</sup> of rivers and lakes that comprise some 14% of its surface area.</p> <p>The pre-war estimate of maximum sustainable yield of Liberian marine fisheries was 180,000 tonnes (t) per annum, and 40,000 t for inland fisheries. Domestic marine catches have averaged only 7,700 t per year between 1999 and 2004 and 9,500 t per year between 2004-2007, although much larger amounts are undoubtedly caught illegally or caught in Liberia's waters and transhipped at sea, and thus never reported. Prior to the war, catches exceeded 150,000 t/ yr. Increasing Liberia's domestic fisheries production, and improved management to prevent illegal fishing, are included in the focus of a major World Bank-supported West Africa Regional Fisheries Programme (WARFP) which is just commencing.</p> <p>Liberia has previously benefitted from SFP support through the Anglophone West Africa sub-regional project (Project No. 20/06/04: General support to the Competent Authorities, test laboratories, industry and artisanal fisheries in Gambia, Ghana, Liberia, Sierra Leone). Nevertheless at the present time Liberia is not approved and listed for export of any kind of fishery products to the EU (Commission Decision 766/2006/EC as amended by Commission Decision 176/2008/EC). Liberia is also not included in the transitional</p>

agreements for certain countries export to specific EU member states (Regulation EC 2076/2005, which in any case expires on 31/12 2009). There has been no FVO mission to Liberia since 1998.

The WARFP programme design includes *Creation and Certification of a Sanitary Competent Authority* as an element of *Sub-Component 3.2 – Fish Product Trade infrastructure, Information and Systems – Connection with the Regional Minimum Integrated Trade Expansion Platform*. This component, which is to be implemented rapidly, includes long-term technical assistance, training of staff and provision of laboratory equipment. The Competent Authority (CA) to be created would be housed within the Ministry of Health and Social Welfare's Environmental Health Division (MHSW). The World Bank pre-appraisal mission for the WARFP notes that an intervention by the SFP would assist in identifying specific technical needs and the fast-tracking the establishment of the proposed CA.

In July 2009 the Acting Minister for Agriculture wrote to the SFP requesting assistance with planning and legislation that would enable Liberia to achieve this goal. The present mission thereby provides an opportunity to provide technical advice and inputs to a programme of activities that should continue to receive support from the Liberian Government and a major financing organisation well after the conclusion of the SFP.

Issues to be addressed	<p>Liberia has a large number of artisanal fisherfolk, both men who catch the fish and women who process it. They live in small communities along the coast where landings are effected on sandy beaches and processing by smoking/drying is carried out nearby. The ready to eat product from this operation is sold locally and inland. There is at present no recognisable personal hygiene or food safety character to the production process.</p> <p>FAO through Mr. Isaac Flowers (based in Monrovia) have a presence, working with the fishing communities in very much the same arena as SFP Module 4 would do. It is therefore a matter of importance that their three year programme and any work undertaken by SFP should not clash or overlap in anyway and that the greatest synergy is achieved by the two missions' efforts complementing one another rather than duplicating effort.</p> <p>An earlier mission (CA045 LBR) determined that FAO was already at work on providing the fisherfolk with ice, clean water, chilled storage and similar assistance. Where there did not appear to be any input however was in training the women in hygienic practices and the provision of hygienic e.g. with hand washing facilities and a pest free environment in their processing facilities. This appeared to be an important area that could be developed.</p> <p>The general objective of the present mission is to establish the current situation with regard to work being carried out in Liberia with the artisanal fishermen and to determine what interventions SFP may provide that would support the small scale fishing communities, with special reference to the fish smoking/drying operations carried out by women.</p> <p>These are the areas to be covered:</p> <p>Determine the extent of the FAO project, its content, ToR etc (3 days);</p> <p>Establish the needs of the fish smoking/drying operations in terms of producing safe food on the market;</p> <p>Determine any other areas of significance to the fisherfolk that are not covered by FAO.</p>
Activities of the Consultant	<p>Specific tasks to be undertaken by the expert will include, but not be limited to, the following:</p> <ol style="list-style-type: none"> <li>a) Consult with FAO on their ToR;</li> <li>b) Analyse the difference between the two activities and establish what extra input Module 4 could offer;</li> <li>c) Research on site the conditions under which women produce ready to eat foods of any type and suggest interventions that would result in safe, high quality product reaching the market and what equipment of or building would be needed.</li> <li>d) Provide short training sessions as appropriate to the fisherfolk;</li> <li>e) Draft terms of reference for further interventions that will assist Liberia to attain full compliance with EU fishery product food safety requirements.</li> </ol> <p>The above list of activities is non-exhaustive. The consultant is expected to consult with MHSW and other relevant stakeholders and to use his professional judgement in identifying and carrying out other tasks in response to the</p>

	conditions and requirements observed in the field.
Expected outputs	<p>The expert must produce a report detailing his activities, findings, the results of the training delivered, issues that need to be addressed, and recommendations for any follow-up actions needed by the Liberian Government or the SFP. Specific issues that should be covered by the report include (but are not limited to):</p> <ul style="list-style-type: none"> <li>• review and recommendations in regard to the future training needs</li> <li>• describe any capital equipment interventions needed to support the fisherfolk;</li> <li>• draft Terms of Reference (TOR) for any follow-up activities recommended for the SFP.</li> </ul> <p>The training delivered during the mission, the expert's report must contain:</p> <ul style="list-style-type: none"> <li>• a detailed record of all participants in the training, including full name, gender, occupation or position, and contact details;</li> <li>• a summary of the participants' evaluation of the training delivered (standardised evaluation forms will be provided);</li> <li>• a copy of all training materials used by the expert during the mission.</li> </ul> <p>All training records, evaluations and materials, as well as any draft TOR for proposed SFP interventions, should be included in the report as annexes.</p> <p>The report is to be produced using MS Word for word processing, as well as other MS Office software where necessary. The report must be made available in hard copy and electronic form, both in Word/ MS Office as appropriate, and in pdf format, with all elements combined in a single file.</p>
Report format	<p>The Consultant will be provided with a standard document template in MSWord which must be used as the basis for the mission report. The report will be prepared <u>in English</u>, according to the following structure:</p> <ul style="list-style-type: none"> <li>- Title pages in model format as per other Programme Reports</li> <li>- Table of contents, to three levels, formal format</li> <li>- List of annexes</li> <li>- Tables of tables, figures and pictures all formal format</li> <li>- Abbreviations and acronyms</li> <li>- A 'Layman's Summary' of 4-5 lines, as per EC visibility requirements</li> <li>- Executive Summary (maximum 2 pages), <u>in English and French</u></li> <li>- Introduction</li> <li>- Main body of report divided into different sections as appropriate, normally Context, Methodology, Performance in relation to TOR, and Discussion (up to 20 pages)</li> <li>- Conclusions and recommendations (each recommendation must be preceded by a conclusion, that refers to a discussion in the main body of the report)</li> <li>- Annex 1 Terms of reference</li> </ul>

	<ul style="list-style-type: none"> <li>- Annex 2 Schedule and people met (with contacts)</li> <li>- Any other annex(es) as appropriate</li> </ul> <p>Format as per PMU indications.</p>																												
Report to be reviewed by	Carlos Palin, Programme Manager																												
Duration/ indicative schedule of work activities	<p>The following schedule of inputs is indicative only, and subject to amendment by the consultant in response to operational considerations</p> <table border="1"> <thead> <tr> <th>Activity</th> <th>Working days</th> </tr> </thead> <tbody> <tr> <td>Research and making contacts</td> <td>1</td> </tr> <tr> <td>Briefing with Module 1 and PMU in Brussels</td> <td>1</td> </tr> <tr> <td>Travel to Liberia</td> <td>1</td> </tr> <tr> <td>Meeting with National Authorities &amp; EC Delegation</td> <td>1</td> </tr> <tr> <td>Site visits</td> <td>4</td> </tr> <tr> <td>Preparation of recommendations from first week of training and preparation of materials for second week of training</td> <td>2</td> </tr> <tr> <td>Site visits/consideration of interventions/training</td> <td>4</td> </tr> <tr> <td>Debrief MHSW and BNF</td> <td>1</td> </tr> <tr> <td>Return travel to Europe</td> <td>1</td> </tr> <tr> <td>Preparation of recommendations and terms of reference for follow-up actions</td> <td>2</td> </tr> <tr> <td>Debriefing in Brussels</td> <td>1</td> </tr> <tr> <td>Writing of report</td> <td>3</td> </tr> <tr> <td><b>Total</b></td> <td><b>22</b></td> </tr> </tbody> </table> <p>Total working days will equal 22 calendar days.</p>	Activity	Working days	Research and making contacts	1	Briefing with Module 1 and PMU in Brussels	1	Travel to Liberia	1	Meeting with National Authorities & EC Delegation	1	Site visits	4	Preparation of recommendations from first week of training and preparation of materials for second week of training	2	Site visits/consideration of interventions/training	4	Debrief MHSW and BNF	1	Return travel to Europe	1	Preparation of recommendations and terms of reference for follow-up actions	2	Debriefing in Brussels	1	Writing of report	3	<b>Total</b>	<b>22</b>
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Experience and qualification	<p>Expert of category II (at least 10 years of experience)</p> <p>Qualifications and skills:</p> <ul style="list-style-type: none"> <li>- A University degree in veterinary, food technology or related sciences</li> <li>- Knowledge of English is essential.</li> <li>- The applicant must be of EU or ACP member states nationality.</li> </ul> <p>General professional experience:</p>																												

	<ul style="list-style-type: none"> <li>- Comprehensive knowledge of EU regulations relevant to control of fish and fishery products sanitary status.</li> <li>- Demonstrated long-term background in fish and fish products surveillance</li> </ul> <p>Specific professional experience:</p> <p>Long term background in the application of EU legislation and procedures for inspection and certification in third countries; the drafting of manuals of procedures for the inspection and certification, and the design and setting up of self-control systems, based on HACCP methodology, by the food industry as well as their audit by official inspection bodies.</p>
Locations and travel	<p>Based in United Kingdom:</p> <ul style="list-style-type: none"> <li>- 1 journey, UK – Monrovia, Liberia;</li> <li>- 2 journeys Wellington, UK – Brussels, Belgium;</li> <li>- up to 13 nights per diem in Liberia;</li> <li>- up to 2 nights per diem in Brussels.</li> </ul>