

**MINISTRY OF AGRICULTURE, FORESTRY AND FISHERIES**  
**CLIMATE-RESILIENT RICE COMMERCIALIZATION SECTOR DEVELOPMENT PROGRAM**  
Loans 3006/3007/8271 and Grants 0349/0350 - CAM

**TERMS OF REFERENCE (TOR)**

**Position: Seed Certification Specialist (International, 60 working days, Intermittent)**

**Background and Objective:**

The Royal Government of Cambodia (RGC) has received loans and grants financing from the Asian Development Bank (ADB) and other sources towards the cost of the Climate-Resilient Rice Commercialization Sector Development Program (Rice-SDP) targeting Battambang, Kampong Thom and Prey Veng provinces. The Ministry of Agriculture, Forestry and Fisheries (MAFF) is an Implementing Agency of the Rice-SDP, and has established a National Implementation Office (NIO), located at the MAFF/General Directorate of Agriculture (GDA), to support the implementation of the agricultural activities. There is a need to recruit an International Seed Certification Specialist to support the relevant operations of the MAFF-NIO.

**Scope of Work:**

The International Seed Certification Specialist will provide technical support to the MAFF-NIO to ensure the effective implementation of the activities relating to seed and seed Law. S/he should be familiar with the proprietary rights of seed developers and with commercial multiplication of seed material. S/he should also have experience with the development of certification systems and the operationalization of institutions charged with responsibility for this function. S/he will report to the MAFF-NIO Project Director through the MAFF-NIO Project Coordinator and coordinate with the international Program Implementation Advisor.

**Detailed Task:**

- i. Review and recommend necessary regulatory documents to guide implementation of the Seed Law;
- ii. As a part of the set of regulatory documents, prepare operational guidelines for a national seed certification scheme for rice, providing for the separation of a range of varieties suited to export markets;
- iii. Provide training courses which will incorporate instruction manuals for the staff filling the positions involved in the scheme. In particular, the courses should include staff from the relevant line departments of GDA;
- iv. Assist MAFF in nominating seed certification staff inspectors from Offices of Agricultural Extension within the Provincial Department of Agriculture, Forestry and Fisheries and from selected District Agricultural Offices;
- v. Develop information packages and knowledge products on seed production, certification and adoption for dissemination and web-posting.
- vi. Make adjustments to the regulations and to operational guidelines to correct the regulations and manuals and improve their utility and relevance.
- vii. Assist the MAFF/GDA in accessing the 2017 seed testing rules developed by the International Seed Testing Association (ISTA) from <http://www.seedtest.org/rules> and guide the MAFF/NIO national Seed Certification Specialist and MAFF/GDA/DRC staff in the preparation of Khmer translations of relevant materials for use during skills training of laboratory staff;
- viii. Prepare operational manuals for the seed testing laboratory following international best practice (as defined by the ISTA) and develop training materials for skills development of the laboratory staff assigned to work in the laboratory, and in collaboration with the national Seed Certification Specialist support the delivery of the hands-on skills training over a period of one month for the MAFF/GDA staff assigned to operate the laboratory;
- ix. Carry out other tasks assigned by the MAFF-NIO Project Director/ MAFF-NIO Project Coordinator/ international Program Implementation Advisor, including provision of inputs to the program monitoring and evaluation system.

**Minimum Qualification Requirement:**

- i. Master's Degree in an agricultural science with specialization in seed production;
- ii. At least ten years' experience in the seed industry, preferably in dealing with the development of rice seed, some of which should have been obtained in the Southeast Asian region;
- iii. Good communication and facilitation skills, problem solving capability and ability to meet deadlines; and
- iv. Good English report writing skills are required.

**Outputs and Reporting requirements:**

- The specialist will prepare operational guidelines for national seed certification scheme and develop relevant knowledge products.
- The specialist will contribute to quarterly progress reports, and submit a final/end of assignment report.