Applications in Prescribed Form are invited from intending candidates having requisite qualification for filling up the post of Project Associate- AAU-2 KVK, Jorhat and Chachar, Project Scientist- (IPM), Project Scientist- (Rice Knowledge Bank), Project Scientist- (Post Harvest), Assistant Project Scientist-(Seed/Agronomy/ PH), and Research Technician on contractual and purely temporary basis under the World Bank financed Assam Agribusiness and Rural Transformation Project (APART) in the Operational Project Implementation Unit (OPIU) – Assam Agricultural University.

<table>
<thead>
<tr>
<th>No</th>
<th>Name of the Post with number and place of posting</th>
<th>Minimum Educational Qualifications &amp; Professional Experience</th>
<th>Remuneration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Project Associate- AAU-2 KVK, Jorhat and Chachar</td>
<td>Qualification: Post Graduate Degree (min two years duration) in Agri or allied subjects from any Govt. recognized University/Institutions. Experience: Preference will be given to candidates with professional experience of working in agri value chains including farm management/ managing large scale agricultural production operations and knowledge of agricultural practices, principles of conducting varietal assessments, field trials and seed production.</td>
<td>Rs.4.80 lakh to Rs.6.18 lakhs per year</td>
</tr>
<tr>
<td>2</td>
<td>Project Scientist- (IPM) – (1 at OPIU, AAU, Guwahati)</td>
<td>Educational Qualification: The Project Scientist- IPM must possess M. Sc. (Agriculture) in Plant protection/ Plant Pathology/ Entomology or a closely related field Working Experience: Sufficient professional experience in management of rice pests and diseases, preferably through IPM and IDM practices respectively. The candidate should also have knowledge of modern practices of pest and diseases management in rice.</td>
<td>Rs.4.50 to Rs.5.30 lakhs per year</td>
</tr>
<tr>
<td>3</td>
<td>Project Scientist- (Rice Knowledge Bank - (1 at OPIU, AAU, Guwahati)</td>
<td>Educational Qualification: The Project Scientist-RKB must possess at least an M.Sc in communications or journalism or agriculture (extension). Working Experience: Preference will be given to candidates with professional experience in designing online content for farming/ agriculture communities and its management, experience of handling knowledge management systems and digital extension platforms etc.</td>
<td>Rs.4.80 to Rs.5.30 lakhs per year</td>
</tr>
<tr>
<td>4</td>
<td>Project Scientist- (Post Harvest) – (1 at OPIU, AAU, Jorhat)</td>
<td>Educational Qualification: The Project Scientist must possess Master's degree in Agriculture Engineering or related field. Working Experience: Sufficient professional experience on rice post-harvest equipment and processes and its efficient use.</td>
<td>Rs.4.80 to Rs.5.30 lakhs per year</td>
</tr>
<tr>
<td>5</td>
<td>Assistant Project Scientist- (Seed/Agronomy/ PH) -AAU (1) - KVK Cachar</td>
<td>Educational Qualification: The APS Agtron/ Seed/ PH must possess Bachelor's degree in Agriculture or Agriculture Engineering or Rural development or related field. Work Experience: Sufficient working experience in the required field including basic knowledge of agriculture extension techniques and rice value chain.</td>
<td>Rs.3.6 to 4.37 lakhs per year</td>
</tr>
<tr>
<td>6</td>
<td>Research Technician (Seed/Agronomy/ PH/GIS) AAU (7) at KVK Golaghat, HRS Kakhuki, KVK Kamrup &amp; Goalpara, KVK Cachar, KVK Darang &amp; OPIU Guwahati: The posts are transferable within the operational districts of the project.</td>
<td>Qualification: At least Higher Secondary (10+2) pass Experience: Preference will be given to candidates with experience in rice production or farming and rice machinery operations. Experience in organizing Farmers meetings and Community mobilization would be an added advantage. Note: The incumbent must possess a valid driving license and motor bike as the job would require extensive local travel in rural areas.</td>
<td>Rs.1.80 to 2.10 lakhs per year</td>
</tr>
</tbody>
</table>

Potential candidates from India having the requisite qualification and experience may apply in English language strictly as per the prescribed application format provided in the website of AAU/ARIAS Society along with a cover letter, with attested copies of certificates in a sealed envelope indicating 'Application for the position of .........................', so as to reach the address given below on or before 4PM 25th January, 2019, along with a soft copy through email to apartaau@aaau.ac.in before the deadline mentioned. Only the short-listed candidates will be called for interview/ test. Canvassing in any form will lead to disqualification and rejection.

The Director of Research (Agri), Assam Agricultural University, Jorhat- 785 013, (Assam, India); Tel: 0376-2340044; Tele-Fax: 0376-2310831.

Sd/- Ashok Bhattacharyya
Director of Research (Agri)
AAU, Jorhat
(A) BACKGROUND AND OBJECTIVES OF THE PROJECT

1. The Government of Assam (GoA) through Government of India (GoI) has received a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex coordinating and monitoring agency for APART while Assam Agricultural University (AAU) is one of the implementing agencies in the project. At the State level, Operational Project Implementation Units (OPIUs) have been set up in the Directorates/Agencies and at District level, District Level Coordination Committees (DLCCs) have been notified for smooth functioning of the project. AAU in conjunction with ARIAS Society wishes to hire 21 (twenty one) Project Associates to be positioned at 15 identified Krishi Vigyan Kendras1 (KVKs), 5 Regional Agricultural Research Stations2 (RARSS) and 5 Horticultural Research Station Kakhikuchi, Kamrup on contract basis.

2. The Project Development Objective (PDO) of APART is “add value and improve resilience of selected agri value chains focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam”.

3. The project will achieve the PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a clusters and value chain approach.

4. There are four components of the project: The first component-A is Enabling Agri enterprise Development, with sub components being (i) enhancing state capacity to attract private investments, (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness Investment Fund (AIF) (iv) establishing stewardship councils. The second component-B is Facilitating Agro Cluster Development with sub-components being: (i) support establishment of cluster level Industry Associations (IASs), (ii) supply chain support. The third component-C is Promoting Market Led Production and Resilience Enhancement with sub components being (i) promoting climate resilient technologies and their adoption (ii) facilitating market linkages through market intelligence and product aggregation (iii) facilitating access to and responsible use of financial services. The fourth component-D is project Management, Monitoring and Learning.

(B) OBJECTIVES OF THE ASSIGNMENT AND SCOPE

5. The Project Associate will be placed at one of the stations of AAU (as mentioned in para-1) and will support the project sub-components C-1 (Promoting Climate Resilient Technologies and their Adoption) and C-2 (Facilitating Market Linkages through Product Aggregation and Market Intelligence). Project

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1 KVKs: Dhubri, Kokrajhar, Barpeta, Nalbari, Kamrup, Sonitpur, Nagaon, Morigaon, Darrang, Lakhimpur, Cachar, Karbi Anglong, Golaghat, Jorhat, Sivasagar

2 RARSS: Gossaigaon, Lakhimpur, Nagaon, Titabar and Diphu
Associate will have to liaise with OPIU-AAU at Jorhat, ARIAS Society, Department of Agriculture (including Directorate of Horticulture & Food Processing), Department of Fisheries, Agricultural Technology Management Agencies (ATMAs) & District Agriculture Office, District Fisheries Development Office as well as international agencies being engaged in the project. In addition, Project Associate may also have to coordinate with the concerned Colleges, Departments, Units, Directorates and other offices of the AAU on a need basis.

6. **The key Job Responsibilities include the following:**

a. Be responsible for smooth implementation of various project activities assigned to his/her station like on farm testing, participatory seed production, frontline demonstration, training and capacity building, exposure visits, dissemination of literature and need based procurement etc.

b. Be the first touch point on the operational matters for APART related activities of his/her station

c. Coordinate with the concerned District Agriculture Office/ATMA, District Fisheries Development Office, District Regulated Market Committee (RMC) etc.

d. Work closely with international agencies’ staff in the concerned District and ensure smooth implementation of the activities supported by the international agencies in his/her station. A brief description of the work of international agencies with respect to AAU stations is provided below, however, the details would be covered in the contract agreement to be signed with the incumbent:

(i) **International Rice Research Institute (IRRI):** Strengthening the seed systems, adoption of high yielding stress-tolerant rice varieties, raising productivity, strengthening post-harvest management and improvement of rice value chain etc.

(ii) **World Vegetable Centre (WVC):** Varietal assessment, trials and selection of optimum varieties, enterprise development through vegetable seedling nurseries (training of nursery growers)

(iii) **International Potato Centre (CIP):** Support in introduction of promising potato varieties in Assam for both table and processing purpose and potato seed production

(iv) **WorldFish:** Training and capacity building, demonstration of climate smart aquaculture technologies and preparation of training material etc.

(v) **Wageningen University & Research (WUR):** Need based training and coaching as and when required.

e. Maintaining a close coordination with the project service providers in the district/zone i.e. Farmer Producer Organization (FPO) Service Provider, Market Intelligence Cell (MIC), Enterprise Development and Promotion Facility (EDPF) sub-offices etc.

f. Ensure that the data/information, reports, action taken reports required by the project authorities/AAU from his/her station are submitted timely.

g. Providing data/information to Project Monitoring and Evaluation (M&E) Agency and Project Management Information System (PMIS).

h. Work closely with the Accountant at the Station and ensure timely reporting/submission of the data/information and documents related to Project Accounts e.g. Statement of Expenditures, Utilization Certificates etc.

i. Maintain cordial working relations with station scientists and other staff.

j. Ensure the project activities at his/her station are carried out in compliance with Environment Management Framework (EMF) and Social Management Framework (SMF) of APART. Copies of EMF and SMF are available at url [http://www.arias.in/publication.html](http://www.arias.in/publication.html)

k. Any other task assigned by the Head, KV/K/ Chief Scientist, RARs or HRS/ Nodal Officer-APART (AAU)

l. **Knowledge Creation and Dissemination:**
i. Documentation and dissemination of case studies, success stories and innovative agriculture/Agribusiness models emerging from the project activities relating his/her station.

ii. Dissemination of best practices and promoting cross learning across teams and other stations of AAU.

iii. Participate in workshops and learning/exchange forums and representing the APART on these platforms.

m. **Travel Requirements: Project Associate** will take up field-visits and tours to the project sites with the approval of the Reporting Officer.

(C) **QUALIFICATIONS, EXPERIENCE, AGE ETC.**

7. Educational Qualification: Post Graduate Degree (full time, minimum two years duration) in Agri or allied subjects, from any Govt. recognized University/Institutions.

8. **Working Experience:** Minimum two years professional experience of working in agri value chains including farm management/ managing large scale agricultural production operations and knowledge of agricultural practices, principles of conducting varietal assessments, field trials and seed production etc.

9. **Computer Skills:** Project Associate must have experience of using Internet based applications, using and working with MS office- MS Word, MS Excel and MS Power Point and other related applications.

10. **Language:** Fluency in English and Hindi. Knowledge of local language would be an added advantage.

11. **Age:** Age of the candidate should not be more than 45 years as on 1st April, 2018

(D) **DURATION OF THE ASSIGNMENT, NOTICE PERIOD, TERMINATION ETC.**

12. The tenure of Project Associate is intended for entire duration of the project and co-terminus with the project period of APART i.e. 2024. However, continuity of the Project Associate beyond one (1) year from the date of signing the agreement will depend upon his/her performance.

13. The contract with Project Associate may be terminated by either side at any time during the contractual period by serving a 30 days' notice without assigning any reason and without thereby incurring any liability to the AAU/Govt. of Assam/ARIAS Society. The assignment is purely contractual in nature and shall not, under any circumstance, be extended beyond the APART's closing date. The AAU, ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent employment.

14. The Project Associate shall not assign or sub-contract, in whole or in part, his/her obligations except with the Reporting Officer's prior written consent. Project Associate will have to serve the project on full time basis. He/she will provide services from the respective station of AAU.

(E) **REMUNERATION, PAYMENT TERMS AND LEAVE**

15. Depending on the qualifications, experience, competency, and also the remuneration/pay package of the last assignment, the consolidated remuneration of the Project Associate will be determined and mutually agreed, which could be in the range of ₹ 4.80 lakh to ₹ 6.18 lakhs per year. 87% of the salary shall be paid as fixed sum while 13% would be variable based on performance and would be paid as performance linked incentive. This annual rate shall be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at the place of posting, conveyance to attend the office etc. Taxes as applicable will be dealt with as per applicable laws. The remuneration may be enhanced on an annual basis as per the prevailing project rules.

*If suitable candidates with above mentioned experience are not available, then candidates with a lower experience in the fields indicated at para 8 above, may be considered for interviews/ tests at a lower remuneration package to be decided through mutual agreement with the candidate.*

16. Travelling, Boarding & Lodging expenses for approved official tours outside the posting station will be reimbursed as per prevailing project rules.

17. The fixed remuneration will be given in equal monthly installments and the performance-linked-incentive will be given quarterly based on the performance and achievement against the mutually agreed deliverables by the Project Associate. Taxes as applicable shall be dealt with as per applicable laws.

18. The provisions of leave would be as per prevailing project rules.
(P) REPORTING AND PERFORMANCE REVIEW
19. The Project Associate will report to the Head, KVK or Chief Scientist RARS/HRS. The performance of Project Associate will be reviewed by the Head, KVK or Chief Scientist RARS/HRS and a consolidated quarterly report shall be submitted to the ARIAS Society through the OPIU- AAU for placing before the Chairman, Governing Body, ARIAS Society & Agriculture Production Commissioner.

(G) FACILITIES TO BE PROVIDED BY THE CLIENT
20. Access to the required documents, correspondence, and any other information associated with the project and as deemed necessary. The Project Associate will be provided with shared office space along with computer, printer, computer/office consumables, and internet access in the respective KVK/RARS/HRS. The Project Associate, however will not be provided with any clerical assistance.

Note: This is a draft ToR and SPD, ARIAS Society/Head of OPIU-AAU reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.
Draft Terms of Reference (ToR) for engagement of Research Technician-Agronomy/Seed/Post-Harvest in the IRRI-AAU collaboration under APART

(I) BACKGROUND & OBJECTIVES OF THE PROJECT

1. The Government of Assam (GoA) through Government of India (GoI) has received a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex state level coordinating and monitoring agency for the project. For smooth implementation of the project activities, at the State level, Operational Project Implementation Units (OPIUs) have been established and at District level District Level Coordination Committees (DLCCs) have been notified. Assam Agricultural University (AAU) is one of the major implementing agencies in the Project and an OPIU has been established at AAU, Jorhat. OPIU-AAU, now intends to engage fifty two (52) Research Technicians (RTs) on contractual basis for supporting the collaborative work of International Rice Research Institute (IRRI) and AAU under APART, to be placed in sixteen districts of APART.

2. The Project Development Objective (PDO) of APART is “add value and improve resilience of selected agri value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam”.

3. The project will achieve the PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a clusters and value chain approach.

4. There are four components of APART. The first component-A is Agri-enterprise Development, with sub components being (i) enhancing state capacity to attract private investments, (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness Investment fund (iv) establishing stewardship councils. The second component-B is Facilitating Agro Cluster Development with sub components being: (i) Support establishment of cluster level Industry Associations (IAs), (ii) Supply chain infrastructure support to establish a modern supply chain. The third component-C is Fostering Market Led Production and Resilience Enhancement with sub components being (i) Promoting climate resilient technologies and their adoption (ii) Facilitating market linkages through market intelligence & product aggregation (iii) Facilitating access to and responsible use of financial services. The fourth component-D is project Management, Monitoring and Learning.

5. An agreement has been signed between IRRI and APART wherein IRRI would support the APART in rice value chain interventions, particularly on the assignment titled “Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems”. In this regard, IRRI would be closely working with Assam Agricultural University (AAU) and Directorate of Agriculture, Assam. The work under AAU in rice value chain of APART would be carried out mainly at the Krishi Vigyan Kendras (KVKs)\(^1\), Regional Agricultural Research Stations (RARSs)\(^2\) and Horticultural Research Station (HRS), Kukiuchi while the work under Directorate of Agriculture in rice value chain

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\(^1\) Undivided districts as of 1\(^{st}\) April, 2016: Nagaon, Sonitpur, Barpeta, Karbi Anglong, Kamrup, Dhubri, Golaghat, Kokrajhar, Lakhimpur, Darrang, Cachar, Sivasagar, Jorhat, Goalpara, Morigaon and Nalbari.

\(^2\) KVKs: Dhubri, Kokrajhar, Barpeta, Nalbari, Kamrup, Sonitpur, Nagaon, Morigaon, Darrang, Lakhimpur, Cachar, Karbi Anglong, Golaghat, Jorhat, Sivasagar

\(^3\) RARSs: Gossaigaon, Lakhimpur, Nagaon, Titabar and Diphu
of APART would be carried out mainly at District Agricultural Technology Management Agencies (ATMAs). IRRR's support to APART would be in terms of technical consulting for "Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems." There are four objectives for the above mentioned consultancy assignment i.e. i) Strengthening seed systems and the adoption of high-yielding stress-tolerant rice varieties, ii) Raising productivity, profitability, and resource-use efficiencies of rice-based cropping systems in Assam through improved crop and natural resource management and scale-appropriate mechanization and a supporting service economy, iii) Strengthening postharvest management by introducing improved practices, including postharvest mechanization and supporting a service economy to reduce losses, increase efficiency and profitability, and improve the rice value chain, and iv) Developing extrapolation domains of cropping systems for efficient targeting of technologies in low-productivity rice-fallow and stress-prone areas.

(B) OBJECTIVES OF THE ASSIGNMENT & SCOPE

6. Support experiments/surveys and other research studies related to adoption, impact and to dissemination of stress-tolerant rice varieties, agronomic practices and post-harvest technologies.

7. Key Job Responsibilities include the following:
   a. Coordinating in implementation and day to day activities of all demonstrations and trials of all component of the project.
   b. Assist in the day-to-day operation of activities in the implementation of experiments, monitoring of the trials, verification of data, coordinate with enumerators including the logistics
   c. Supporting in preparation of materials to be used to carrying out planned activities including training to relevant staff, contract workers
   d. Implement and support research activities/tasks performed by collaborators and contract workers; provide guidance when necessary and ensure that all operations meet standards of quality assurance
   e. Co-ordinating in operation of different machineries including post-harvest equipment and keeping record on the status of different machineries.
   f. Delivering seeds at desired locations, recording seed germination, varietal performance, stress and other pests and diseases incidences, crop-cuts as well stakeholder feedbacks
   g. Supervise and handle survey & comparative field trials on genetic potential of STRVs sample processing (e.g. drying, weighing, counting, grinding) and storage
   h. Maintain data in a field from the use of web and mobile based decision tools.
   i. Collect and maintain the data on formal and informal seed production of STRVs in India
   j. Gathering, interpreting, and recording research and data.
   k. Assist and ensure timely delivery of activities by local partners/ and collaborators
   l. Maintenance and Operation
      o Maintain supply inventory and ensure timely availability of inputs (seeds, machineries) at implementation site
      o Maintain and repair or arrange for repair of survey tools
      o Maintain and repair different farm machinery and post-harvest equipment
   m. Data collection and documentation related to field activities experiments/surveys and other research studies related to adoption, impact and dissemination of Stress-tolerant rice varieties agronomic practices and post-harvest technologies. Specifically-
      o Collect, record, compile, encode and check/proofread data,
      o Maintain and update the data repository structure through the provided templates and reporting the same regularly to assistant projects scientist/supervisor
      o Integrate and convert encoded data into database
      o Planning and training for the implementation of study, including sampling, design and development of survey questionnaires and computer survey software
   n. Any other related task assigned by the Reporting Officer

(C) ESSENTIAL QUALIFICATIONS, EXPERIENCE, AGE AND SKILL SET

8. Educational Qualification: At least Higher Secondary (10+2) pass
9. **Working Experience:** Preference will be given to candidates with experience in rice production or farming and rice machinery operations. Experience in organizing Farmers meetings and community mobilization would be an added advantage.

   **Note:** The incumbent must possess a valid driving license and motor bike as the job would require extensive local travel in rural areas.

10. **Computer Skills:** The Research Technician must have basic knowledge of MS Office

11. **Language:** Fluency in Assamese

12. **Desirable Qualifications, Experience, Skills etc:**

   a. Working knowledge of English, Hindi and other local languages like Bodo, Bangla etc.

   b. Good social, analytical and planning skills; evincing initiative, foresight synthesis, organization and personal dynamism.

   c. Self-motivated, possessing ability to work independently as well as in teams.

13. **Age:** Age of the candidate should not be less than 18 years as on 1st April, 2018.

**D) DURATION OF THE ASSIGNMENT, NOTICE PERIOD, TERMINATION ETC.**

14. The contract period of the Research Technician is intended initially for a period of one (1) year which may be extended to subsequent years (maximum up to four years only) depending upon the performance of the incumbent and need of the project.

15. The contract with Research Technician may be terminated by either side at any time during the contractual period by serving a 30 days' notice without assigning any reason and without thereby incurring any liability to the AAU/ Govt. of Assam/ ARIAS Society. The assignment is purely contractual in nature. The IRRI, AAU, ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent deployment.

16. The Research Technician shall not assign or sub-contract, in whole or in part, his/her obligations except with the Reporting Officer's prior written consent. Project Scientist-GIS will have to serve the project on full-time basis. He/she will provide services from the respective station of AAU.

**E) REMUNERATION, PAYMENT TERMS, LEAVE ETC.**

17. The Research Technician will be offered a consolidated fixed monthly compensation of Rs. 15,000/- (Fifteen thousand only). This will be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at respective district, local conveyance etc. Taxes as applicable will be dealt with as per applicable laws. 90% of the remuneration would be paid as fixed salary while 10% would be linked to performance.

18. Travelling, Boarding & Lodging expenses for approved official tours outside the allotted District will be reimbursed as per prevailing project rules.

19. The Research Technician will be eligible for a paid Leave of twelve working days in the year, excluding one day of restricted holiday.

**F) REPORTING AND PERFORMANCE REVIEW**

20. The Research Technician shall be placed at District level will report to the Assistant Project Scientist, on a day to day basis. The Research Technician will also report to the Head of the KVV and Project Director, ATMA of the concerned district on a regular basis. The Performance of Research Technician shall be reviewed by Nodal Officer/Alternate Nodal Officer, AAU APART and concerned Project Scientist with inputs from the reporting official of Research Technician. A consolidated quarterly report shall be submitted to the ARIAS Society by the OPIU- AAU for all the Research Technicians, for placing before the Chairman, Governing Body, ARIAS Society & Agriculture Production Commissioner.

**G) FACILITIES/SERVICES TO BE PROVIDED TO THE RESEARCH TECHNICIAN**

21. Research Technician will be provided access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary.

22. Research Technician will also be provided fuel allowance for motor bike as per project rules and within prescribed limits.

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Draft Terms of Reference (ToR) for engagement of Project Scientist-Post Harvest Management (PHM) in the IRRI-AAU collaborative work of APART

(A) BACKGROUND & OBJECTIVES OF THE PROJECT

1. The Government of Assam (GoA) through Government of India (GoI) received a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex state level coordinating and monitoring agency for the project. For smooth implementation of the project activities, at the State level, Operational Project Implementation Units (OPIUs) have been established and at District level District Level Coordination Committees (DLCCs) have been notified. Assam Agricultural University (AAU) is one of the major implementing agencies in the Project and an OPIU has been established at AAU, Jorhat. OPIU-AAU now intends to apply a portion of this loan for engagement of one (1) Project Scientist-Post Harvest Management (PHM) on contractual basis under to be placed at office of OPIU, AAU, Jorhat for the collaborative work of IRRI-AAU under APART.

2. The Project Development Objective (PDO) of APART is "add value and improve resilience of selected agri value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam".

3. The project will achieve the PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process: regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a clusters and value chain approach.

4. There are four components of APART. The first component-A is Agri-enterprise Development, with sub components being (i) enhancing state capacity to attract private investments, (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness Investment fund (iv) establishing stewardship councils. The second component-B is Facilitating Agro Cluster Development with sub-components being- (i) Support establishment of cluster level Industry Associations (IAs), (ii) Supply chain infrastructure support to establish a modern supply chain. The third component-C is Fostering Market Led Production and Resilience Enhancement with sub components being (i) Promoting climate resilient technologies and their adoption (ii) Facilitating market linkages through market intelligence & product aggregation (iii) Facilitating access to and responsible use of financial services. The fourth component-D is project Management, Monitoring and Learning.

5. An agreement has been signed between IRRI and APART wherein IRRI would support the APART in rice value chain interventions, particularly on the assignment titled "Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems". In this regard, IRRI would be closely working with Assam Agricultural University (AAU) and Directorate of Agriculture, Assam. The work under AAU in rice value chain would be carried out mainly at the Krishi Vigyan Kendras (KVKs), Regional Agricultural Research Stations (RARSs) and Horticultural Research Station (HRS), Kahikuchi while the work under Directorate of Agriculture would be carried out mainly at District Agricultural Technology Management Agencies (ATMAs). IRRI’s support to APART would be in terms of technical consulting for

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1 KVKs: Dhubri, Kokrajhar, Barpeta, Nalbari, Kamrup, Sonitpur, Nagaon, Morigaon, Darrang, Lakhimpur, Cachar, Karbi Anglong, Golaghat, Jorhat, Sivasagar
2 RARSs: Gossaigaon, Lakhimpur, Nagaon, Titabar and Diphu
3 ATMAs: Nagaon, Sonitpur, Barpeta, Karbi Anglong, Kamrup, Dhubri, Golaghat, Kokerajhar, Lakhimpur, Darrang, Cachar, Sivasagar, Jorhat, Goalpara, Morigaon and Nalbari (undivided Districts as of 1st April, 2016).
"Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems." There are four objectives for the above mentioned consultancy assignment i.e. i) Strengthening seed systems and the adoption of high-yielding stress-tolerant rice varieties, ii) Raising productivity, profitability, and resource-use efficiencies of rice-based cropping systems in Assam through improved crop and natural resource management and scale-appropriate mechanization and a supporting service economy, iii) Strengthening postharvest management by introducing improved practices, including postharvest mechanization and supporting a service economy to reduce losses, increase efficiency and profitability, and improve the rice value chain, and iv) Developing extrapolation domains of cropping systems for efficient targeting of technologies in low-productivity rice-fallows and stress-prone areas.

(B) **OBJECTIVES OF THE ASSIGNMENT & SCOPE**
6. The Project Scientist will oversee, implement and monitor to strengthen postharvest management by introducing improved practices, including postharvest mechanization and supporting a service economy to reduce losses, increase efficiency and profitability, and improve the rice value chain.

7. **Key Job Responsibilities include the following:**
   a. Coordination and execution day to day activities of objective 3 of the project under the supervision of KVK/RAIs Scientist/ IRRI Scientist.
   b. Coordinate and monitor research technicians, collaborators, enumerators / contract workers for activities and provide guidance as necessary to ensure quality standards
   c. Ensure timely execution of all the extension, development and research activities on improving adoption and impact of improved PH technologies
   d. Organize and coordinate ToTs and awareness creation meetings for farmers with the help of implementing partners and resource persons
   e. Ensure collection and maintaining field data by using appropriate and recommended tools
   f. Maintain and repair survey tools, manage supply inventory
   g. Ensuring storage, archiving and backup procedures are implemented and followed
   h. Organize meetings with various stakeholders including local repairing shops, manufactures and dealers
   i. Engaging with various stakeholders including NGOs, Public sector and Private sector agencies, machine manufacturers/ dealers etc
   j. Contribute to the development of training materials and newsletters
   k. Any other related task of APART project assigned by concerned PHM Scientist of IRRI/ Resident Consultant-IRRI/ Nodal Officer, AAU, APART

(C) **ESSENTIAL QUALIFICATIONS, EXPERIENCE, AGE AND SKILL SET**
8. **Educational Qualification:** The Project Scientist must possess Master's degree in Agriculture Engineering or related field.
9. **Working Experience:** Sufficient professional experience on rice post-harvest equipment and processes and its efficient use.
10. **Computer Skills:** The Project Scientist must have operating knowledge of MS Office and related software
11. **Language:** Fluency in English
12. **Desirable Qualifications, Experience, Skills etc:**
   a. Basic knowledge of rice cropping systems
   b. Ability to work independently and with little guidance
   c. Experience of providing training to farming community
   d. Knowledge of Hindi and local languages
   e. Good social, analytical and planning skills; evincing initiative, foresight, synthesis, organization and personal dynamism,
   f. Self-motivated and should possess ability to work independently as well as in teams.
13. **Age:** Age of the candidate should not be less than 23 years as on 1st April, 2018.

(D) **DURATION OF THE ASSIGNMENT, NOTICE PERIOD, TERMINATION ETC.**
14. The contract period of the Project Scientist-PHM is intended initially for a period of one (1) year which may be extended to subsequent years (maximum upto four years only) depending upon the performance of
the incumbent and need of the project.

15. The contract with Project Scientist-PHM may be terminated by either side at any time during the contractual period by serving a 30 days’ notice without assigning any reason and without thereby incurring any liability to the IRRI/AAU/Govt. of Assam/ARIAS Society. The assignment is purely contractual in nature. The IRRI, AAU, ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent employment.

16. The Project Scientist-PHM shall not assign or sub-contract, in whole or in part, his/her obligations except with the Reporting Officer's prior written consent. Project Scientist-PHM will have to serve the project on full time basis. He/she will provide services from the respective station of AAU.

**(E) REMUNERATION, PAYMENT TERMS, LEAVE ETC.**

17. The Project Scientist-PHM will be offered a consolidated fixed monthly remuneration of Rs. 40,000/- (Forty thousand only). This will be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at place of posting, conveyance to attend the office etc. Taxes as applicable will be dealt with as per applicable laws. 90% of the remuneration would be paid as fixed salary while 10% would be linked to performance.

18. Travelling, Boarding & Lodging expenses for approved official tours outside his/her H.Q. will be reimbursed as per prevailing project rules.

19. The Project Scientist-PHM will be eligible for a paid Leave of twelve working days in the year, excluding one day of restricted holiday.

**(F) REPORTING AND PERFORMANCE REVIEW**

20. The Project Scientist-PHM will report to the concerned IRRI-PHM Scientist and Nodal Officer/Alternate Nodal Officer, AAU, APART on a day to day basis and on operational matters. The Project Scientist-PHM will also regularly report the progress of work to Resident Consultant-IRRI based in Guwahati. The performance of Project Scientist-PHM will be reviewed by the Team Leader, IRRI, APART and Head of OPIU, AAU, APART with inputs from Resident Consultant-IRRI, APART and Nodal Officer/Alternate Nodal Officer, AAU, APART and a consolidated quarterly report shall be submitted to the ARIAS Society by the OPIU-AAU for placing before the Chairman, Governing Body, ARIAS Society & Agriculture Production Commissioner.

**(G) FACILITIES TO BE PROVIDED BY THE CLIENT**

21. The Project Scientist-PHM will be provided access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary. He/She will be provided with shared office space along with computer, printer, computer/office consumables, and internet access in the respective office i.e. OPIU-AAU or Common office for international agencies in APART at Guwahati. The Project Scientist-PHM however will not be provided with any clerical assistance.

*Note: This is a draft ToR and SPD, ARIAS Society/Head of OPIU-AAU reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.*

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Draft Terms of Reference (ToR) for engagement of Project Scientist-IPM in the IRRI-AAU collaborative work under APART

(A) BACKGROUND & OBJECTIVES OF THE PROJECT

1. The Government of Assam (GoA) through Government of India (GoI) received a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex state level coordinating and monitoring agency for the project. For smooth progress of the project activities, at the State level, Operational Project Implementation Units (OPIUs) have been established and at District level District Level Coordination Committees (DLCCs) have been notified. Assam Agricultural University (AAU) is one of the major implementing agencies in the Project and an OPIU has been established at AAU, Jorhat. OPIU-AAU now intends to apply a portion of this loan for engagement of two (2) Project Scientists - Integrated Pest Management (IPM) on contractual basis, one to be placed at the office of the OPIU, AAU, Jorhat and another one to be positioned at Common Office of International Agencies in APART at Guwahati for the collaborative work of AAU-IRRI under APART.

2. The Project Development Objective (PDO) of APART is “add value and improve resilience of selected agri value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam”.

3. The project will achieve the PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a clusters and value chain approach.

4. There are four components of APART. The first component-A is Agri-enterprise Development, with sub components being: (i) enhancing state capacity to attract private investments, (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness Investment fund (iv) establishing stewardship councils. The second component-B is Facilitating Agro Cluster Development with sub-components being: (i) Support establishment of cluster level Industry Associations (IAs), (ii) Supply chain infrastructure support to establish a modern supply chain. The third component-C is Fostering Market Led Production and Resilience Enhancement with sub components being (i) Promoting climate resilient technologies and their adoption (ii) Facilitating market linkages through market intelligence & product aggregation (iii) Facilitating access to and responsible use of financial services. The fourth component-D is project Management, Monitoring and Learning.

5. An agreement has been signed between IRRI and APART wherein IRRI would support the APART in rice value chain interventions, particularly on the assignment titled “Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems”. In this regard, IRRI would be closely working with Assam Agricultural University (AAU) and Directorate of Agriculture, Assam. The work under AAU in rice value chain would be carried out mainly at the Krishi Vigyan Kendras (KVKs), Regional Agricultural Research Stations (RARSS)2 and Horticultural Research Station (HRS), Kakhul while the work under Directorate of Agriculture would be carried out mainly at District Agricultural Technology Management Agency (ATMA)3. IRRI’s support to APART would be in terms of technical consulting for “Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems.” There are four objectives for the above mentioned consultancy assignment i.e. i) Strengthening seed systems and the

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1) KVKs: Dhubri, Kokrajhar, Barpeta, Nalbari, Kamrup, Sonitpur, Nagaon, Morigaon, Darrang, Lakhimpur, Cachar, Karbi Anglong, Golaghat, Jorhat, Sivasagar
2) RARRS: Gossaigaon, Lakhimpur, Nagaon, Titabar and Diphu
3) ATMA: Nagaon, Sonitpur, Barpeta, Karbi Anglong, Kamrup, Dhubri, Golaghat, Kokrajhar, Lakhimpur, Darrang, Cachar, Sivasagar, Jorhat, Goalpara, Morigaon and Nalbari (undivided districts as of 1st April, 2016).
adoption of high-yielding stress-tolerant rice varieties. ii) Raising productivity, profitability, and resource-use efficiencies of rice-based cropping systems in Assam through improved crop and natural resource management and scale-appropriate mechanization and a supporting service economy; iii) Strengthening postharvest management by introducing improved practices, including postharvest mechanization and supporting a service economy to reduce losses, increase efficiency and profitability, and improve the rice value chain; and iv) Developing extrapolation domains of cropping systems for efficient targeting of technologies in low-productivity rice-fallows and stress-prone areas.

(B) OBJECTIVES OF THE ASSIGNMENT & SCOPE
6. The Project Scientist-IPM will implement, monitor and evaluate on-farm demonstrations of rice varieties along with pest and disease management practices relating to the APART Project. S/he will analyse, summarise and interpret the data of the experiments conducted on-farm IPM trials.

7. Key Job Responsibilities include the following:
   a. Conduct Integrated Pest/disease Management (IPDM) research activities as a part of multidisciplinary team
   b. Assist field officers in implementing on-farm demonstrations of Integrated Pest and Disease Management (IPDM) of rice varieties in close coordination with rice researchers
   c. Organize and conduct on-farm trials on integrated pest and disease management methods and technologies.
   d. Organize and conduct trainings to partner scientists, extension workers and farmers on integrated pest and disease management methods and technologies.
   e. Provide technical back-up to field officers to address farmers’ pest and disease management problems, and seek out additional information from expertise and inputs where needed.
   f. Plan and execute research on regionally important pests and diseases of rice superimposed with improved varieties to address the knowledge gaps alternative disease management strategies.
   g. Organize meetings with various stakeholders including plant protection research officials to discuss, streamline and implement various activities related to IPM studies
   h. Ability to work with wide range of stakeholders and interest to work in interdisciplinary team and willingness to participate in field work and travel extensively across Assam.
   i. Maintain energetic, entrepreneurial and enthusiastic personality with experience in working effectively in teams and a proven ability to help improve farmers’ management practices
   j. Contribute to writing training materials, technical progress reports and annual reviews and work plans as directed by the Project leader
   k. Any other related task of APART project assigned by concerned IPM Scientist of IRRI/ Resident Consultant-IRRI/ Nodal Officer, AAU, APART

(C) ESSENTIAL QUALIFICATIONS, EXPERIENCE, AGE AND SKILL SET
8. Educational Qualification: The Project Scientist-IPM must possess M. Sc. (Agriculture) in Plant protection/Plant Pathology/Entomology or a closely related field

9. Working Experience: Sufficient professional experience in management of rice pests and diseases, preferably through IPM and IDM practices respectively. The candidate should also have knowledge of modern practices of pest and diseases management in rice.

10. Computer Skills: The Project Scientist must have expertise in using Internet based applications, working with advanced word processing/spreadsheet including MS Word, MS Excel and MS Power Point and other related applications.

11. Language: Fluency in English

12. Desirable Qualifications, Experience, Skills etc.:
   a) Experience in providing plant protection training to farmers
   b) Knowledge of Hindi and local language(s)
   c) Good social, analytical and planning skills; evincing initiative, foresight, synthesis, organization and personal dynamism,
   d) Self-motivated and should possess ability to work independently as well as in teams

13. Age: Age of the candidate should not be less than 23 years as on 1st April, 2018.

(D) DURATION OF THE ASSIGNMENT, NOTICE PERIOD, TERMINATION ETC.
14. The contract period of the Project Scientist-IPM is intended initially for a period of one (1) year which may be extended to subsequent years (maximum upto four years only) depending upon the performance of the incumbent and need of the project.
15. The contract with Project Scientist-IPM may be terminated by either side at any time during the contractual period by serving a 30 days’ notice without assigning any reason and without thereby incurring any liability to the IRRI/ AAU/ Govt. of Assam/ ARIAS Society. The assignment is purely contractual in nature. The IRRI, AAU, ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent employment.

16. The Project Scientist-IPM shall not assign or sub-contract, in whole or in part, his/her obligations except with the Reporting Officer’s prior written consent. Project Scientist-IPM will have to serve the project on full-time basis. He/she will provide services from the respective station of AAU.

(E) REMUNERATION, PAYMENT TERMS, LEAVE ETC.

17. The Project Scientist-IPM will be offered a consolidated fixed monthly compensation of Rs. 40,000/- (forty thousand only). This will be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at respective district, conveyance to attend the office etc. Taxes as applicable will be dealt with as per applicable laws. 90% of the remuneration would be paid as fixed salary while 10% would be linked to performance.

18. Travelling, Boarding & Lodging expenses for approved official tours outside his/her H.Q. will be reimbursed as per HR Policy of ARIAS Society.

19. The Project Scientist will be eligible for a paid Leave of twelve working days in the year, excluding one day of restricted holiday.

(F) REPORTING AND PERFORMANCE REVIEW

20. The Project Scientist-IPM will report to the concerned IRRI-IPM Scientist and Nodal Officer/Alternate Nodal Officer, AAU, APART on a day to day basis and on operational matters. The Project Scientist-IPM will also regularly report the progress of work to Resident Consultant-IRRI based in Guwahati. The performance of Project Scientist-IPM will be reviewed by the Team Leader, IRRI, APART and Head of OPIU, AAU, APART with inputs from Resident Consultant-IRRI, APART and Nodal Officer/Alternate Nodal Officer, AAU, APART and a consolidated quarterly report shall be submitted to the ARIAS Society by the OPIU- AAU for placing before the Chairman, Governing Body, ARIAS Society & Agriculture Production Commissioner.

(G) FACILITIES TO BE PROVIDED BY THE CLIENT

21. The Project Scientist-IPM will be provided access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary. He/She will be provided with shared office space along with computer, printer, computer/office consumables, and internet access in the respective office i.e. OPIU-AAU or Common office for international agencies in APART at Guwahati. The Project Scientist-IPM however will not be provided with any clerical assistance.

Note: This is a draft ToR and SPD, ARIAS Society/Head of OPIU-AAU reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.

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Page 3 of 5
Draft Terms of Reference (ToR) for engagement of Project Scientist- Rice Knowledge Bank (RKB) in the IRRI-AAU collaborative work of APART

(A) BACKGROUND & OBJECTIVES OF THE PROJECT

1. The Government of Assam (GoA) through Government of India (GoI) received a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex state level coordinating and monitoring agency for the project. For smooth implementation of the project activities, at the State level, Operational Project Implementation Units (OPIUs) have been established and at District level District Level Coordination Committees (DLCCs) have been notified. Assam Agricultural University (AAU) is one of the major implementing agencies in the Project and an OPIU has been established at AAU, Jorhat. OPIU-AAU now intends to apply a portion of this loan for engagement of Two (2) Project Scientists for the Rice Knowledge Bank (RKB) module under IRRI-APART Collaboration, on contractual basis, one to be placed at AAU Jorhat and another one to be placed at Guwahati, Assam, hereinafter referred as Project Scientist-RKB.

2. The Project Development Objective (PDO) of APART is “add value and improve resilience of selected agri value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam”.

3. The project will achieve the PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a clusters and value chain approach.

4. There are four components of APART. The first component-A is Agri-enterprise Development, with sub components being (i) enhancing state capacity to attract private investments; (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness investment fund (iv) establishing stewardship councils. The second component-B is Facilitating Agro Cluster Development with sub-components being: (i) Support establishment of cluster level Industry Associations (IAs), (ii) Supply chain infrastructure support to establish a modern supply chain. The third component-C is Fostering Market Led Production and Resilience Enhancement with sub components being (i) Promoting climate resilient technologies and their adoption (ii) Facilitating market linkages through market intelligence & product aggregation (iii) Facilitating access to and responsible use of financial services. The fourth component-D is project Management, Monitoring and Learning.

5. An agreement has been signed between IRRI and APART wherein IRRI would support the APART in rice value chain interventions, particularly on the assignment titled “Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems”. In this regard, IRRI would be closely working with Assam Agricultural University (AAU) and Directorate of Agriculture, Assam. The work under AAU in rice value chain would be carried out mainly at the Krishi Vigyan Kendras (KVKs), Regional Agricultural Research Stations (RARSS) and Horticultural Research Station (HRS), Kahikuchi while the work under Directorate of Agriculture would be carried out mainly at District Agricultural Technology

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1 KVKs: Dhubri, Kokrajhar, Barpeta, Nalbari, Kamrup, Sonitpur, Nagaon, Morigaon, Darrang, Lakhimpur, Cachar, Karbi Anglong, Golaghat, Jorhat, Sivasagar
2 RARSS: Gossaigaon, Lakhimpur, Nagaon, Titasbar and Diphu
Management Agencies (ATMAs)\textsuperscript{3} IRRI’s support to APART would be in terms of technical consulting for “Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems.” There are four objectives for the above mentioned consultancy assignment i.e. i) Strengthening seed systems and the adoption of high-yielding stress-tolerant rice varieties, ii) Raising productivity, profitability, and resource-use efficiencies of rice-based cropping systems in Assam through improved crop and natural resource management and scale-appropriate mechanization and a supporting service economy, iii) Strengthening postharvest management by introducing improved practices, including postharvest mechanization and supporting a service economy to reduce losses, increase efficiency and profitability, and improve the rice value chain, and iv) Developing extrapolation domains of cropping systems for efficient targeting of technologies in low-productivity rice-fallows and stress-prone areas.

(B) OBJECTIVES OF THE ASSIGNMENT & SCOPE

6. The Project Scientist-RKB will be responsible for the development, localization and the endorsement of the content of the RKB

7. Key job responsibilities of the Project Scientist-RKB include:

a. Support the development of the Knowledge Bank for extension intermediaries and all farmer clients (inclusive of women, youth, tribal households, and marginal farmers); Assist in the assessment, collection, organization, editing and updating of the database ensuring accuracy of the information;

b. Ensure consistency and integration of the Knowledge bank information with other Subproject information by providing overall support to the project for content development;

c. Create web content for Rice Knowledge Bank including but not limited to the following: weeds, pests, diseases, water, nutrients, seed production, varieties, land preparation, planting, harvest, drying, storage, milling, rice quality, marketing, step-by-step rice production management guides (material will be created in several text formats including web, HTML5, short message, fact sheets, brochures, MS Power point, posters, video, audio, script writing)

d. Ensure the consistency of web elements and content with IRRI standards;

e. Identify graphics, pictures, recordings, video or other digital assets that can be distributed by hypertext mark-up language (HTML)

f. Ensure the consistency of messages delivered through the Rice Knowledge Bank with other Subproject information and IRRI HQ;

g. Create database that features content in different formats so that the consistency of messages is maintained

h. Organize and edit content in a way that is intuitive, understandable, and actionable to target audience

i. Any other related task of APART project assigned by concerned RKB Scientist of IRRI/ Resident Consultant-IRRI/ Nodal Officer, AAU, APART

(C) ESSENTIAL QUALIFICATIONS, EXPERIENCE, AGE AND SKILL SET

8. Educational Qualification: The Project Scientist-RKB must possess at least an M.Sc in communications or journalism or agriculture (extension).

9. Working Experience: Preference will be given to candidates with professional experience in designing online content for farming/ agriculture communities and its management, experience of handling knowledge management systems and digital extension platforms etc.

10. Computer Skills: The Project Scientist-RKB must have expertise in using design software like Photoshop, InDesign and Corel Draw, internet based applications, working with advanced word processing including MS Word, MS Excel, MS Publisher and MS Power Point and other related applications. Candidates with experience in CMS like Drupal and Joomla will be favored.

11. Language: Fluency in English and Assamese

12. Desirable Qualifications, Experience, Skills etc:

a. Experience of working in complex, multi stakeholder, fast moving environment and ability to work under pressure, respect strict deadlines and multi-tasking

b. Basic knowledge of Agriculture and understanding of rice cultivation

c. Knowledge of other local languages and Hindi

\textsuperscript{3} ATMAs: Nagaon, Sonitpur, Barpeta, Karbi Anglong, Kamrup, Dhubri, Golaghat, Kokrajhar, Lakhimpur, Darrang, Cachar, Sivasagar, Jorhat, Goalpara, Morigaon and Nalbari (undivided Districts as of 1st April, 2016).
d. Good social, analytical and planning skills; the candidate must show initiative, synthesis, organization and personal dynamism, be self-motivated and should possess ability to work independently as well as in teams.

13. **Age**: Age of the candidate should not be more than 35 years as on 1st April, 2018.

**(D) DURATION OF THE ASSIGNMENT, NOTICE PERIOD, TERMINATION ETC.**

14. The contract period of the **Project Scientist-RKB** is intended initially for a period of one (1) year which may be extended to subsequent years (maximum up to four years only) depending upon the performance of the incumbent and need of the project.

15. The contract with **Project Scientist-RKB** may be terminated by either side at any time during the contractual period by serving a 30 days’ notice without assigning any reason and without thereby incurring any liability to the IRRI/ AAU/ Govt. of Assam/ ARIAS Society. The assignment is purely contractual in nature. The IRRI AAU, ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent employment.

16. The **Project Scientist-RKB** shall not assign or sub-contract, in whole or in part, his/her obligations except with the Reporting Officer’s prior written consent. **Project Scientist-RKB** will have to serve the project on full time basis. He/she will provide services from the respective station of AAU.

**(E) REMUNERATION, PAYMENT TERMS, LEAVE ETC.**

17. The **Project Scientist-RKB** will be offered a consolidated fixed monthly remuneration of Rs. 40,000/- (Forty thousand only). This will be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at place of posting, conveyance to attend the office etc. Taxes as applicable will be dealt with as per applicable laws. 90% of the remuneration would be paid as fixed salary while 10% would be linked to performance.

18. Travelling, Boarding & Lodging expenses for approved official tours outside his/her H.Q. will be reimbursed as per prevailing project rules.

19. The **Project Scientist-RKB** will be eligible for a paid Leave of twelve working days in the year, excluding one day of restricted holiday.

**(F) REPORTING AND PERFORMANCE REVIEW**

20. The **Project Scientist-RKB** will report to the concerned IRRI-RKB Scientist and Nodal Officer/Alternate Nodal Officer, AAU, APART on a day to day basis and on operational matters. The **Project Scientist-RKB** will also regularly report the progress of work to **Resident Consultant-IRRI** based in Guwahati. The performance of **Project Scientist-RKB** will be reviewed by the Team Leader, IRRI, APART and Head of OPIU, AAU, APART with inputs from **Resident Consultant-IRRI**, APART and Nodal Officer/Alternate Nodal Officer, AAU, APART and a consolidated quarterly report shall be submitted to the ARIAS Society by the OPIU-AAU for placing before the Chairman, Governing Body, ARIAS Society & Agriculture Production Commissioner

**(G) FACILITIES TO BE PROVIDED BY THE CLIENT**

21. The **Project Scientist-RKB** will be provided access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary. He/She will be provided with shared office space along with computer, printer, computer/office consumables, and internet access in the respective office i.e. OPIU-AAU or Common office for international agencies in APART at Guwahati. The **Project Scientist-RKB** however will not be provided with any clerical assistance.

*Note: This is a draft ToR and SPD, ARIAS Society/Head of OPIU-AAU reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.*
**Draft Terms of Reference (ToR) for engagement of Assistant Project Scientist - Agronomy/Seed/Post-Harvest Management (PHM) in the IRRI-APART Partnership**

(A) **BACKGROUND & OBJECTIVES OF THE PROJECT**

1. The Government of Assam (GoA) through Government of India (GoI) has received a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex state level coordinating and monitoring agency for the project. For smooth implementation of the project activities, at the State level, Operational Project Implementation Units (OPIUs) have been established and at District level, District Level Coordination Committees (DLCCs) have been notified. Assam Agricultural University (AAU) is one of the major implementing agencies in the Project and an OPIU has been established at AAU, Jorhat. OPIU-AAU, now intends to engage fifteen (15) Assistant Project Scientists (APSS) in Agronomy/Seed/Post Harvest Management (PHM) on contractual basis to be placed in 15 APART districts (except Jorhat) for the collaborative work under IRRI-APART partnership.

2. The Project Development Objective (PDO) of APART is “add value and improve resiliency of selected agri value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam”.

3. The project will achieve the PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a clusters and value chain approach.

4. There are four components of APART. The first component-A is Agri-enterprise Development, with sub-components being (i) enhancing state capacity to attract private investments; (ii) setting up of an Enterprise Development and Promotion Facility (EDPF); (iii) setting up of an Agribusiness Investment fund (iv) establishing stewardship councils. The second component-B is Facilitating Agro Cluster Development with sub-components being: (i) Support establishment of cluster level Industry Associations (IAs); (ii) Supply chain infrastructure support to establish a modern supply chain. The third component-C is Fostering Market Led Production and Resilience Enhancement with sub-components being (i) Promoting climate resilient technologies and their adoption (ii) Facilitating market linkages through market intelligence & product aggregation (iii) Facilitating access to and responsible use of financial services. The fourth component-D is project Management, Monitoring and Learning.

5. An agreement has been signed between IRRI and APART wherein IRRI would support the APART in rice value chain interventions, particularly on the assignment titled “Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems”. In this regard, IRRI would be closely working with Assam Agricultural University (AAU) and Directorate of Agriculture, Assam. The work under AAU in rice value chain of APART would be carried out mainly at the Krishi Vigyan Kendras (KVKS)1. Regional Agricultural Research Stations (RARSe)2 and Horticultural

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1 KVKS: Dhubri, Kokrajhar, Barpeta, Nalbari, Kamrup, Sonitpur, Nagaon, Morigaon, Darrang, Lakhimpur, Cachar, Karbi Anglong, Golaghat, Jorhat, Sivasagar
2 RARSe: Gossaigaon, Lakhimpur, Nagaon, Titabar and Diphu
carried out mainly at District Agricultural Technology Management Agencies (ATMAs). IRRI’s support to APART would be in terms of technical consulting for “Increasing Productivity and Profitability of Small and Marginal Farmers in Rice-Based Cropping Systems.” There are four objectives for the above mentioned consultancy assignment i.e. i) Strengthening seed systems and the adoption of high-yielding stress-tolerant rice varieties, ii) Raising productivity, profitability, and resource-use efficiencies of rice-based cropping systems in Assam through improved crop and natural resource management and scale-appropriate mechanization and a supporting service economy, iii) Strengthening postharvest management by introducing improved practices, including postharvest mechanization and supporting a service economy to reduce losses; increase efficiency and profitability, and improve the rice value chain, and iv) Developing extrapolation domains of cropping systems for efficient targeting of technologies in low-productivity rice-fallow and stress-prone areas.

(B) OBJECTIVES OF THE ASSIGNMENT & SCOPE
6. The APS-GIS will assist in collecting primary and secondary data and prepare spatial layers/database in standard formats with regards to extrapolation domains module under the IRRI consulting assignment.
7. Key Job Responsibilities include the following:
   a. Assist in downloading satellite data and pre-processing of various satellite datasets.
   b. Collection of primary and secondary data and prepare spatial layers/database in standard formats.
   c. Collection of ground coordinates for validation of intermediate and final output spatial layers.
   d. Assist in conducting survey, monitoring of field experiments and collection of associated datasets
   e. Ensure collection and maintaining field data by using appropriate and recommended tools
   f. Maintain and repair survey tools and also manage supply inventory
   g. Collection, recording, compiling, encoding and proofreading data as required
   h. Ensuring storage, archiving and backup procedure are implemented and followed
   i. Meet with supervisors/project leaders and/or collaborators to update the work done on specific research areas
   j. Engagement with various stakeholders including NGOs Public private sectors, seed certification companies and suppliers
   k. Other sub project leads, subject matter experts for field experiments and data collection
   l. Converting encoded data into database as needed
   m. Contribute to the development of training materials and newsletters
   n. Any other related task of APART assigned by the Reporting official(s).

(C) ESSENTIAL QUALIFICATIONS, EXPERIENCE AND SKILL SET
8. Educational Qualification: The APS-GIS must possess Bachelor’s degree in Agriculture or related field. However, preference will be given to candidates having degree in GIS/ Remote Sensing related fields.
10. Computer Skills: The Assistant Project Scientist must have operating knowledge of MS office package, GPS and GIS & remote sensing software’s (ARCGIS and ERDAS), tools and other related applications.
11. Language: Fluency in English
12. Desirable Qualifications, Experience, Skills etc:
   a. Able to accomplish the assigned tasks independently with little guidance
   b. Experience with providing training on farming techniques
   c. Experience of handling the Tools and softwares related to remote sensing
   d. Knowledge of Hindi and local language(s)
   e. Possessing good social, analytical and planning skills; evincing initiative, synthesis, organization and personal dynamism,

3 ATMAs: Nagaon, Sonitpur, Barpeta, Karbi Anglong, Kamrup, Dhubri, Golaghat, Kokrajhar, Lakhimpur, Darrang, Cachar, Sivasagar, Jorhat, Goalpara, Morigaon and Nalbari (undivided Districts as of 1st April, 2016).
f. Self-motivated individual; should be able to lead the team as well work as a part of the team.

13. Age: Age of the candidate should not be less than 21 years as on 1st April, 2018.

**D) DURATION OF THE ASSIGNMENT, NOTICE PERIOD, TERMINATION ETC.**

14. The contract period of the APS-GIS is intended initially for a period of one (1) year which may be extended to subsequent years (maximum up to four years only) depending upon the performance of the incumbent and need of the project.

15. The contract with APS-GIS may be terminated by either side at any time during the contractual period by serving a 30 days’ notice without assigning any reason and without thereby incurring any liability to the IRRI/ AAU/ Govt. of Assam/ ARIAS Society. The assignment is purely contractual in nature. The IRRI, AAU, ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent employment.

16. The APS-GIS shall not assign or sub-contract, in whole or in part, his/her obligations except with the Reporting Officer’s prior written consent. APS-GIS will have to serve the project on full time basis. He/she will provide services from the respective station of AAU.

**E) REMUNERATION, PAYMENT TERMS, LEAVE ETC**

17. The APS-GIS will be offered a consolidated fixed monthly remuneration of Rs. 30,000/- (Thirty thousand only). This will be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at place of posting, conveyance to attend the office etc. Taxes as applicable will be dealt with as per applicable laws. 90% of the remuneration would be paid as fixed salary while 10% would be linked to performance.

18. Travelling, Boarding & Lodging expenses for approved official tours outside his/her H.Q. will be reimbursed as per prevailing project rules.

19. The APS-GIS will be eligible for a paid Leave of twelve working days in the year, excluding one day of restricted holiday.

**F) REPORTING AND PERFORMANCE REVIEW**

20. The APS-GIS, placed at AAU Jorhat will report to the Project Scientists-GIS, AAU and Nodal Officer/Alternate Nodal Officer, OPIU-AAU, APART on a day to day basis. The APS-GIS placed at Guwahati will report to the Project Scientists-GIS, Guwahati and Nodal Officer, OPIU-Agril, APART, on a day to day basis. On a periodic basis, APS-GIS will report to Resident Consultant, IRRI and the concerned GIS Scientist of IRRI. The performance of APS-GIS will be reviewed by Team Leader, APART, IRRI and Head of OPIU-AAU/ OPIU-Agril as the case may be, with inputs from the reporting officials of APS-GIS and a consolidated quarterly report shall be submitted to the ARIAS Society by the OPIU-AAU for placing before the Chairman, Governing Body, ARIAS Society & Agriculture Production Commissioner.

**G) FACILITIES TO BE PROVIDED TO THE APS-GIS**

21. The APS-GIS will be provided access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary. He/She will be provided with shared office space along with computer, printer, computer/office consumables, and internet access in the respective office at Jorhat or Guwahati as the case may be. The APS-GIS however will not be provided with any clerical assistance.

*Note: This is a draft ToR and SPD, ARIAS Society/Head of OPIU-AAU reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.*

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