

TERMS OF REFERENCE FOR CONSULTANTS

1. The technical assistance (TA) will require about 17 person-months of international and 120 person-months of national consultant inputs. The consultants will be engaged in accordance with ADB's Procurement Policy (2017, as amended from time to time) and the associated project administration instructions and TA staff instructions using individual consultant selection method. Consultants will also coordinate closely with Asian Development Bank's (ADB) Regional Upgrades of Sanitary and Phytosanitary (SPS) Measures loan that is being implemented in Mongolia, in particular, the Office of the Deputy Prime Minister as executing agency and the project implementation unit to ensure complementarity of outputs.¹ They will be supervised by ADB task managers.

A. International Consultants (17 person-months)

2. International consultants possessing a comprehensive understanding of the SPS Agreement, the requisite SPS experience, and familiarity with Central Asia Regional Economic Cooperation (CAREC) countries, will be recruited to help deliver the TA outputs. The level of effort will be intermittent and determined by progress of CAREC countries' National SPS Working Groups. The reporting requirements will include an inception, interim, and final reports.

3. **Trade Facilitation and SPS Lead Expert** (5 person-months). The consultant will have an advanced degree in agricultural economics, veterinary, plant, or food science or related fields and at least 10 years of experience in SPS work. Under the guidance of ADB task managers, the consultant will:

- (i) oversee all TA activities, lead the work of the team, and ensure the technical rigor of the outputs;
- (ii) draft and implement the work plan and timetable for accomplishing the outputs of the TA, including the schedule of workshops;
- (iii) draft the government order creating the National and Regional SPS Working Groups and specifying their tasks; coordinate with each country's executing agency to ensure that Working Groups are functioning, and also with the Project Implementation Unit of the Regional Upgrades of SPS Measures project in the case of Mongolia to ensure complementary activities and outputs;
- (iv) meet with and provide technical support to the Working Groups by defining the minimum requirements for aligning with the SPS Agreement and international standards, and in drafting the SPS modernization strategy, border SPS management strategy, and operating procedures at pilot border points;
- (v) provide advice to the Working Groups and help them forge agreement on technical issues, border institutional arrangements and information flow, and mutual recognition of laboratory test results;
- (vi) develop CAREC unified certificates for export, import, and transit;
- (vii) train border SPS personnel on modernized SPS regulations, procedures and requirements;
- (viii) supervise the pilot implementation of border SPS management; and
- (ix) lead the drafting of the final report, which consolidates all the TA outputs.

4. **SPS Experts in Animal Health, Plant Health, and Food Safety** (3 experts at 4 person-months each). The animal health expert will have a veterinary science degree and work

¹ ADB. 2015. *Report and Recommendation of the President to the Board of Directors: Proposed Loan to Mongolia for Regional Upgrades of Sanitary and Phytosanitary Measures for Trade Project*. Manila.

experience in veterinary public health or livestock sector in developing countries. The plant health expert will have a degree in plant science or related fields and work experience in plant pathology and protection (quarantine, pest surveillance, pest identification, and pest list development). The food safety expert will have a degree in food science, nutrition, or related fields and work experience in food safety or food risk management or public health projects. The experts will report to the ADB task managers and coordinate with the SPS Lead Expert in performing their tasks:

- (i) draft the necessary amendments to secondary legislation to make them consistent with World Organization for Animal Health standards for animal health, International Plant Protection Convention standards for plant health, and Codex Alimentarius standards for food, and discuss these with the Working Groups;
- (ii) develop risk-based national pest lists and import requirements, and discuss these with the Working Groups;
- (iii) develop risk-based categories of animal diseases important to trade, of goods subject to veterinary control, and of notifiable diseases, and discuss these with the Working Groups;
- (iv) develop risk-based assessment criteria and categories for food products, and discuss these with the Working Groups;
- (v) assist in establishing risk-based inspection and testing through a mandatory Hazard Analysis and Critical Control Points system, and in harmonizing chemical and microbiological food safety parameters and sampling protocols with Codex;
- (vi) assist the Working Groups develop border SPS procedures, and train border SPS personnel on modernized regulations, procedures, and requirements; and
- (vii) provide support to the pilot testing of border SPS management.

B. National Consultants (120 person-months)

5. National consultants will be engaged to be the team's focal points for each of the 11 countries' National SPS Working Group. The consultants will have degrees in management, economics, or related discipline, and be knowledgeable about government and CAREC. A good command of English and strong initiative and organizational skills will be required. High familiarity with the subject matter and contacts in the area will be an advantage. They will be supervised by the international consultants and ADB task managers. Their tasks are to:

- (i) act as point persons for the TA activities in each country;
- (ii) compile the necessary documents such as secondary legislation or regulations, requirements and procedures to be amended, and other materials, and arrange for their translation;
- (iii) coordinate with ADB Resident Mission and regional cooperation coordinators and government agencies;
- (iv) organize the meetings and workshops; and
- (v) provide administrative and logistical support to the working groups.

6. A national consultant will act as a project coordinator with the following tasks:

- (i) ensure overall coordination of activities and adherence to the workplan;
- (ii) organize the regional workshop and assist in organizing subregional workshops;
- (iii) collect the outputs of the working groups and consultants; and
- (iv) provide administrative and logistical support to the team.