

TERMS OF REFERENCE

For hiring of Attendant (Logistics) for “Productivity Enhancement” under the World Bank financed Assam Agribusiness and Rural Transformation Project (APART) to be positioned at the Zonal level formed in the project areas under APART

Project background:

1. The Government of Assam (GoA) through Government of India (GoI) has received/obtained 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 West Assam Milk producers Cooperative Union Limited (WAMUL) is the implementing agency for the activities under “Formal Dairy Sector” in the project. WAMUL now intends to engage **Attendant (Logistics)** on Contractual basis towards implementation of the APART project.
2. The development objective of APART is “add value and improve resilience of selected agri value chains focusing on smallholder farmers and agro-entrepreneurs in targeted districts of the State of Assam”
3. There are four components to 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 (IAs), (ii) supply chain support. **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 and product aggregation (iii) Facilitating access to and responsible use of financial services. **The fourth component** is project Management, Monitoring and Learning.
4. The project will achieve the proposed 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 cluster approach both in terms of production (production clusters) and processing (enterprise clusters)

WAMUL’s Role

5. WAMUL will be the implementing agency for the Third Component - and sub-component - C.1.3.1 Milk value chain: Formal sector. The focus of this value chain is productivity enhancement by genetic up gradation of Non-descript cows using Artificial insemination, improved feeding through Fodder production demonstration, etc. The project will also install Bulk Milk Coolers (BMCs) for handling increased volume of raw milk procurement and maintaining the quality till it is transported to the Processing plant. Solar powered data processor-based milk collection units (DPMCU) & AMCS (Auto Milk Collection System) will be installed at each DCS to ensure transparency in milk reception, weight measurement and quality testing for making producers payments. The project will be leveraging the liquid milk processing and product manufacturing capacity of WAMUL.

Scope of Position of Attendant (Logistics)

6. WAMUL intends to engage Attendant (Logistics) on contractual basis for successful implementation of the Doorstep AI delivery project and will be responsible for proper and timely distribution of Frozen Semen Dosage (FSD) and other input to the MAITs.

The Attendant (Logistics) will be placed at the Zonal level formed in the project areas under APART and will report to the Area Coordinator.

Qualification, Experience, Skills, Age

7. Essentials :

- a) **Educational Qualification:** Must be Higher Secondary qualified.
- b) **Working Experience:** 1year experience in field related distribution activity.
- c) **Language:** Fluency in Assamese and Hindi
- d) **Age:** Age of the candidate should not be above 30 years as on 1stJanuary, 2020. However, Age relaxation up to 3 years may be given in case of extraordinary/ outstanding candidates.

8. Desirable:

- a) Experience of working as part of support team
- b) Ability to travel extensively.
- c) Knowledge of the geography of the land.
- d) Good communication and inter-personal skills
- e) Knowledge of Cold chain management
- f) Knowledge of various types of containers
- g) To adapt to change and different ways of doing things quickly and positively

9. Key Job Responsibilities (Indicative):

Attendant (Logistics) will be responsible for:

- a) Ensuring proper and timely supply of Frozen Semen dosage (FSD) and other inputs to MAITs
- b) Compliance of SOP in supply of FSD
- c) Ensure proper care of containers
- d) Maintain proper record of supply and transporter charges
- e) Adherence to 35-day supply schedule to the AI centre.

10. Remuneration, payment terms and leave:

- a) The remuneration of the Attendant (Logistics) will be approximately Rs. 1.2 lakhs per year depending upon experience, qualification and pay package of last assignment.
- b) The Attendant (Logistics) will be eligible for paid leaves/Holidays as per the applicable norms/policy of WAMUL.
- c) He/she will be paid TA/DA as per norms/policy of WAMUL.

11. Reporting and Performance Review:

- a) The Attendant (Logistics) will report to the respective Area Coordinator.
- b) Performance will be reviewed as per Key result areas (KRA). The remuneration may be enhanced on an annual basis as per prevailing rules, which will be performance based.

12. Duration of assignment:

- a) The contract period of the Attendant (Logistics) will be for an initial period of 3(three) years, which may be extended on satisfactory performance. Continuity of the Attendant (Logistics) beyond 1 (One) year from the date of joining will also depend upon his/her performance.