WORKPLAN SUMMARY - TANZANIA

OUTPUT		ACTIVITY	TASK	LEAD INSTITUTIONS	ITC TECHNICAL SECTION	YEAR 2015 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2016
Output 1.1 Roadmaps for selected agri-food value chains developed	T-1.1.1	Conduct value chain analysis for the 3 products (honey, spices and mango) with identified gaps to be addressed by the project and a comprehensive market development research		**Honey:** SIDO/ Support: TFS, Honey Council, **Spices:** SIDO/ ZSTC **Mango:** AMAGRO; Suppor TAHA	DMD/SC	*completed*												
	T-1.1.3	Design the response strategies for developing export markets for spices in the EU, Middle East and East Asia	*The Market Development Report for spices will serve as a basis for any future ITC work on various aspects of business development and market linkages (buyer requirements in selected segments and connectivity to those intermediary organizations).*			*final endorsement for spices and mango Roadmap*												
Output 1.2 Managerial and trade capacities of selected agri-food producers, processors and traders improved *BUDGET: US$243,604*	T-1.2.1	Conduct training for SMEs on Supply Chain Management (SCM), packaging, quality and buyer requirements for all 3 products	*2 x Four day workshop for 25 participants*	TFS , AMAGRO, ZSTC, SIDO	DBIS/EC													
	T-1.2.2	Conduct training and provide advisory services on processing, compliance with standards and SPS, and product development *55 participants for One day HACCP Awareness workshop* *34 participants for 3 day HACCP training worshops* *10 Trainer cum Counsellors (TcCs) to be trained and coached in supporting enterprises*	*Workshop on "Building awareness on HACCP" (IC), training on "Implementing HACCP" and on "Documentation" (IC) for selected companies and TcCs, visits to selected companies and demonstration Gap Analysis by IC/NC*															
			Follow up and monthly meetings with all TcCs (by NC) and off-site guidance to the TcCs (by IC) on the review and finalization of the GAP report and roadmap for GAP closure; implementation of the system, to review and finalize the documents (Standard Operating Procedures, Pre-requisites programmes, Manual)															
			Follow up on the implementation of closure of GAPs and finalization of the SOPa, PRPs, Manual and other docs by IC, workshop on 'Training skills and methodology and Advisory Principles ' for the TcCs by IC, training on implementing HACCP															
			Training on "Implementing HACCP – internal verification" for TcCs and companies, visits to selected companies and conduct internal verification audit															
			Experience sharing workshop on "Building awareness on Food Safety System based on HACCP" conducted by the trained TcCs and participating enterprises															
			For Mango, special emphasis on ***Good Agricultural Practices (GAP),*** *particularly in areas of:-1. Quality management 2. Proper handling and storage 3. Food safety certification and 4. Logistics and Traceability.*															
	T-1.2.3	For honey provide technical assistance for product differentiation into beeswax, royal jelly, propolis and secondary products(cosmetics, candles, pharmaceuticals) *Workshop - 25 participants. Rest is on-site, in-factory support to SMEs. ITC to also draw on additional expertise on honey from the region- e.g. South Africa*	*Prepare and sign partnership agreement /MoU with Parodi to provide free expertise in honey by-products and value addition*															
			Obtain from SIDO list of companies in honey at the suitable level of production to benefit the most from the targeted training with Parodi															
			Conduct classroom and on-site/ factory training sessions															
	T-1.2.4	Establish trade-readiness of SMEs and ability to transact business with major international companies for the 3 sectors	*to be adressed through activity T-2.2.4*															
	T-1.2.5	Conduct exposure training missions for market development and value addition for mango, bee-products and spices (e.g. AMAGRO - to Fruit Logistica Berlin; or ANUGA)	*Support to Mango exporters to participate at th Gulfood show in collboration with AMAGRO*	AMAGRO, THC, TFS, TanTrade SIDO	DBIS/TS													

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Output 1.3 Capacities of selected service providers along the value chains strengthened. *BUDGET: US$140,340*	T-1.3.1	Provide trade information and technical assistance addressing financial, legal, contractual, trade facilitation and insurance challenges for exporters and other actors along the selected agri-food VCs *number of workshop participants to be confirmed*	*Selection and recruitment of national consultants*	TFS, AMAGRO, SIDO, THC, TanTrade,	DBIS/TFPB Contracts and Legal													
			Development of training materials in consultation with national beneficiaries															
			Organize training events on contract negotiation and drafting															
			Organization of training events on export compliance and cross border procedures															
	T-1.3.2	Provide direct advisory services for producers and exporters towards securing loans for working capital. *Number of workshop participants to be confirmed by ITC technical experts with respective TSI focal points in advance of the workshops*	*Recruit trainers/advisers to train producers and exporters*		A2F													
			Develop/adapt training material for producers and exporters trainings															
			Organise two trainings in business management, governance, strategy for producers and exporters															
			Organise two trainings in finance and business planning for producers and exporters															
			Prepare and link up producers and exporters to financial institutions (commercial banks, MFIs, venture capitalists, etc.) for additional funding for expansion															
			Devise a post-finance advisory and tracking system to ensure producers and exporters are sustainable and pay back.															
Output 1.4 Regional business contacts and networks strengthened / established in the selected agri-food value chains *BUDGET: US$96,312*	T-1.4.1	Organize regional study tours and business meeting to exchange lessons, good practices and appropriate technologies	*Identification of export ready companies from the spices sector to participate in a regional or international event*	AMAGRO, THC, TFS, TanTrade, SIDO	DBIS/TS													
	T-1.4.2	Connect honey, spices and mango producers/processors to EABC/EAWiBP platforms in order to improve the exchange of market information and supply chain linkages																
	T-1.4.3	Establish linkages with buyers in the region to facilitate product specialization and VC linkages																
Output 1.5 Market opportunities activated *BUDGET: US$90,736*	T-1.5.1	Facilitate incoming and outgoing trade missions to increase sales of spices and honey	*Participation of Honey exporters in Apimondia 2015*	AMAGRO, THC, TFS, TanTrade, SIDO														
	T-1.5.2	T-1.5.2 Organize / facilitate buyer-seller meetings and regional trade fair participation for SMEs in the selected sectors (honey mango spices)																
Output 2.2 TSI service portfolio and technical capacities enhanced *BUDGET: US$446,076*	T-2.2.1	Develop competitive intelligence tools for the selected products	*Develop TI infrastructure: Design and develop a trade information portal for SIDO and an online interactive company database*	SIDO TanTrade	DBIS/TIS													
			Develop mechanisms for collecting and disseminating information: Company profile template, template for market information and business opportunities															
			Coach SIDO staff to produce relevant information products															
	T-2.2.2	Train TSIs on Supply Chain Management (SCM), packaging, quality and buyer requirements	*ToT completed, piloting of trainers under1.2.1*	TFS , AMAGRO, TanTrade, SIDO	DBIS/EC													
		Build a network of advisors on quality and food safety requirements	*Quality TcC training*															
	T-2.2.3	Support the development of new trade support services (including train-the-trainer programme for SIDO and other collaborative TSIs to enable them to offer capacity building and market development training to SMEs in the 3 sectors)	*Market Development training and business advisory needs assessment;*															
			Development of new service portfolios for beneficiary TSIs; Capacity building and business advisory services to strengthen beneficiary TSIs.															
			Provide Advisory services for the creation of a Spices Association															
	T-2.2.4	Assist in the formulation of an export marketing and branding strategy for private sector exporters of spices (to be extended to mainland and SIDO in line with its strategic plan)	*3 day branding & marketing sensitisation and strategy workshopas previously donefor Zanzibar*															
			Asist SIDO with SME branding & marketing strategy toolkit for sustainable branding and maketing support to SMEs															
	T-2.2.5	Provide advisory services and guidance to HODECT on promoting participation of Tanzanian SMEs in EAC regional markets	*HODECT dropped: to be addressed through Output 2.4 to all sector TSIs.*															
	T-2.2.6	Set up SIDO Packaging Service Center (SPSC)																

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Output 2.3 Formal and informal TSI networks, including women-owned and ICBT organizations enhanced *BUDGET: US$37,000*	T-.2.3.1	Facilitate regional stakeholder meetings and other forms of exchanges in the honey sector via the Honey Council	*to be addressed through Output 2.4 to all sector TSIs.*	EABC,TFS , THC, AMAGRO, SIDO, TanTrade	DBIS/TFPB													
	T-.2.3.2	Jointly with UNWCC, EACWBP and TWCC, conduct export-oriented business training for women via training programme coordinated by SIDO/WED/TFS (in honey/mango/spices)	*to be addressed through Output 2.4 to all sector TSIs.*															
Output 2.4 National apex trade promotion bodies and business associations enabled to advocate business interests and to influence business and trade policies affecting regional trade *BUDGET: US$116,368*	T-2.4.1	Provide direct support to the EABC in deploying the EAC's programme for harmonizing trade rules in respect of the envisaged FTA, and in areas such as standards, mutual recognition of services and trade policy management.	*Develop training materials on TFTA negotiations and agricultural products, especially SPS provisions*	EABC, AMAGRO, Tanzania Honey Council TanTrade	DBIS/TFPB													
			Regional workshop with EABC, private sector stakeholders from Tanzania, Kenya and Zambia and relevant RECs (EAC, COMESA and SADC) on SPS and other agriculture issues in the TFTA negotiations															
			Brief study on impact of TFTA on mango, honey and spice sectors (especially regarding rules of origin and market access provisions)															
	T-2.4.2	Build capacity within AMAGRO, Honey Council to advocate for market development and address issues such as non-tariff measures and trade facilitation in distribution channels for the selected agri-food products.	*Advocacy training for Tanzanian TSIs and workshop on TFTA issues which are relevant to honey, mango and spice sectors*															

WORKPLAN SUMMARY - Coordination, Communication and Monitoring

OUTPUT	ACTIVITY	Responsibility	ITC TECHNICAL SECTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2016
									YEAR 2015							2016
Coordination & Monitoring	ITC Progress Assessment /Coordination meetings	ITC														
	Quarterly progress updates	ZDA, SIDO, EPC & HCD					7			7			7			
	Bi-annual Reports	ITC		25						15						
	PSC meetings (local)	ZDA, SIDO, EPC & HCD								30						
	PSC meetings (regional)	ITC									27					
	Mid-Term review	ITC														
	Final Evaluation	ITC														
Visibility	Project Newsletter	ITC					10			10			10		10.1	
	Web page development	ITC														
	Video material on activities and results	ITC														
	Brochures / articles on project achievements so far	ITC														