

Term of Reference (TOR ) for consultants to conduct a Training Course on Fish Handling.

Job by: Yalelo Uganda in Partnership with Master card Foundation and Private Sector Foundation.

Category: Consultancy and Training.

Career level: Senior Level ( 5 + Years Experience )

**Job Description.**

### Term of Reference (TOR ) for consultant/s to conduct Training Courses on Quality Fish Handling

#### **1.0 Background.**

Yalelo Uganda Limited (Referred to as Yalelo ) operates in the Aquaculture industry. Yalelo is a pioneer in African aquaculture, combining local resources with world-class aquaculture practices. Yalelo began its operations in 2019 and has grown to become Uganda's market leader in sustainable fish production. Our cages are among the largest in Africa providing an open environment for our fish to swim far and deep against the natural lake currents.

Yalelo's main drive is to lead Uganda in becoming a regional Aquaculture powerhouse by sustainably developing region-wide fish Protein and stabilizing regional food security by sustainably producing reliable and affordable supply of fresh fish.

Yalelo Uganda (YU) in partnership with the Private Sector Foundation of Uganda (PSFU ) under the Young Africa Works Uganda program sponsored by Master Card Foundation aims at creating employment opportunities for both the youth and women entrepreneurs in the fish value chain (Advancing Women and Youth 's entrepreneurs in the fish value chain for wealth creation ) in the age range of 18-35 years.

YU strives to engage 7215 youth entrepreneurs in different sales channels to avail fresh fish to consumers in the Kampala Metropolitan Areas (KMA) , Wakiso, Mukono and then countrywide over the course of the next 3 years

YU, therefore, invites competent consultant/s to implement the assignment on Quality Fish Handling.

#### **2.0 Purpose of the Consultant.**

The purpose of the consultant is to train in aspects of fish quality, quality control and proper handling of fish with systematic actions necessary to provide adequate confidence that fish and fishery products meet the specific quality requirements and Operational techniques and activities that are used to fulfil requirements for Quality Control.

Most emphasis is to train in proper fish handling between the capture and delivery to the customer as this stage is the most crucial element in assuring final product quality.

#### **3.0 Scope of the Work.**

The training will be implemented in the greater Kampala Metropolitan Area(KMA) , Wakiso, Mukono, Buikwe and Jinja. The assignment aims to train approximately 7215 youth as targeted by the project in three years.

#### 4.0 Objective of the Training

The main objective of the training is to equip participants with the knowledge and practical skills in different aspects of fish handling, preservation, quality control and processing of different value-added products.

By the end of the training, the participants should demonstrate the following skills.

| No | Fish Handling Consultant -Skills attained by the end of the training.  |
|----|--|
| 1  | Sound knowledge of basic principles of hygiene and sanitation to enable better handling and preservation of fish products.                               |
| 2  | A better understanding of hygiene , Time-temperature, and the care of the product  |
| 3  | Improved knowledge and technical skills in the production of good quality fish products, including sun drying, salting, smoking, and deep frying methods |
| 4  | Increased understanding of contemporary fish management techniques and reduction of post-harvest loss  |
| 5  | Benefits of working in the fish industry   |
| 6  | Improved understanding of marketing dynamics, channels, and benefits of collective marketing.  |
| 7  | Have an understanding of the importance of having Fish handlers' certificates and fish handling licenses to operate                                      |

#### 5.0 Major Deliverables.

The consultant is expected to deliver the following materials before and after the completion of the tasks.

| No | Fish handling consultant deliverable   | Timeline  |
|----|--|---|
| 1  | Develop a Fish handling, Fish Quality and Safety tool kit which includes resource materials, teaching aids, manuals, interactive learning materials, digital resources and other relevant materials. | This shall be done on the day of training       |
| 2  | Develop a specific Fish handling, Fish Quality and Safety methodology for the training.  | By Friday 23 <sup>rd</sup> 09 2022              |
| 3  | Develop and design the training agenda and its modules and content from the Fish handling tool kit   | By Friday 23 <sup>rd</sup> 09 2022              |
| 4  | Conduct training of trainers' workshops.   | Before the closure of 23 <sup>rd</sup> 09. 2022 |

|     |  |                                       |
|-----|--|---------------------------------------|
| 5   | Provide continuous support and information regarding documentation and preparation of training   | Every time the training is done       |
| 6   | Review and adjust the Fish handling and Quality curriculum.  | By Friday 23 <sup>rd</sup> 09 2022    |
| Y 7 | Share Fish training and handling training reports and Evaluation results.  | After the training has been done      |
| 8   | Evaluate the effectiveness of the training and make recommendations for improvements and Actions.  | After the training has been conducted |
| 9   | Share a training Plan  | By Friday 23 <sup>rd</sup> 09 2022    |
| 10  | Share inception reports  | By Friday 23 <sup>rd</sup> 09 2022    |
| 11  | Share Daily attendance lists on hard copies  | After the trainings                   |
| 12  | The training module should be 60% practical and 40% theory   |                                       |
| 13  | The training language should be simple ( no strong vocabulary ) and translated into a local language   | English & Luganda                     |
| 14  | Provide certificates to the trainees on fish handling at the end of the training.  | End of the training                   |
| 15  | Each consultant should have training materials e.g fish, ice and handling equipment like cool boxes, Styrofoam boxes, and gloves. , buckets, Descales. Hairnets, Aprons Gumboots | Every time the training is done       |

## 6.0 Duration.

The actual training activity is estimated to last 7 working Days each month throughout the project lifetime.

## 7.0 Reporting Lines.

- The consultant shall report directly to the Managing Director (MD), PSFU Case Manager and Project Manager on matters of progress and completion of the assignment who shall be responsible for approving the quality of work and the extent to which the reports fulfil the requirements stated in the TOR before the respective payments are done.

## 8.0 Responsibilities of Yalelo.

- Provide ToR for the assignment
- Mobilize all partners and other stakeholders for the assignment.
- Support the facilitator in the selection of participants for the training.
- Offer logistical support to the consultant.

9.0 Degree of Expertise and Qualifications.

| No. | QUALIFICATIONS | FISH HANDLING CONSULTANT.   |
|-----|----------------|---|
| 1   | Education      | Bachelor's Degree in Fisheries and Aquaculture.                     |
| 2   | Qualification  | Extensive expertise, knowledge and experience in Fisheries training |
|     |                |   |

Application Process.

Interested Consultancy Firms may obtain further information by sending an enquiry to the email [procurement@yalelo.ug](mailto:procurement@yalelo.ug). Detailed Terms of reference can be accessed on the Yalelo (u) Limited Website [www.yalelo.ug](http://www.yalelo.ug)

Yalelo (u) Limited will only consider Physical sealed proposals submitted to Steadman Global, 1<sup>ST</sup> Floor Britam House, Plot 24A, Akii Bua Road – Nakasero by 29<sup>th</sup> September 2022 before 1600hrs