

Terms of Reference (TOR)

Consultancy Services for Research on Food Safety System

Introduction and Background

The British Council has been contracted by DFID to implement the Promoting Knowledge for Accountable Systems (PROKAS) Programme (formerly known as TARIF - Transparency, Accountability and Right to Information Fund) in Bangladesh. PROKAS will provide grants and will be an actively managed project, not merely a funding channel. It will support a coherent set of government and civil society initiatives to improve transparency and accountability in targeted thematic areas. PROKAS commenced on 13 April 2015 and will run till 12 April 2018 with a potential for additional 2.5 years extension.

The British Council is leading a consortium where *Palladium* is a member of the consortium focusing on private sector development and business regulation, right to information, and monitoring and results measurement, and *WISE Development* is a partner contributing on the gender and social development aspects. This project is designed to support government and civil society initiatives to improve transparency and accountability in a few targeted thematic areas. The PROKAS project will be:

- Identifying issues where the project has the greatest scope to bring about improvements in transparency and accountability, and local partners best placed to have an impact on those issues.
- Proposing sub-projects around these issues for DFID approval, identifying likely partners and demonstrating a link to the overall programme results framework and theory of change;
- Managing funding civil society and private sector organisations working in coalitions and networks on agreed activities within issue-based projects (IBPs).
- Providing or Arranging Technical Support for government and non-government partners to process, publicise and make accessible official information. This may include training of government officials but will not include direct funding to the Government of Bangladesh.

As a part of project inception, PROKAS conducted a political economy analysis during June-August 2015 to identify the potential issues for PROKAS programme where food safety has been recommended as one of the potential issue. A lot of food in Bangladesh is unsafe indicating there are challenges in preventing microbiological threats, relating to poor maintenance of hygiene in food factories, kitchens and restaurants. But there are also serious issues with chemical contamination. The true extent is unknown, but media reports have indicated that there may be widespread use of harmful chemicals in foods, fruits, vegetable available in the market throughout Bangladesh – both in villages to towns. The impact of eating contaminated food is a public health issue, causing long-term problems and in some cases even death.

Bangladesh has relatively strong policy and regulation to deal with food safety, including the recent Safe Food Act 2013, Safe Food Rules 2014, and Formalin Control Act 2015. It is, however, apparent that these are not enforced. While corruption is suspected to play a role in these failures, undoubtedly there are various challenges, constraints, incentives and

vested interests of different stakeholders involved in the whole food safety system. A food safety system is a shared responsibility among all stakeholders in the food continuum, e.g., the food producers, food manufacturers, market distributors, retailers, consumers. Therefore, collaboration and cooperation from all these stakeholders are essential for building and maintaining a safe food system. Against this background, this study will be undertaken.

Objectives of the assignment:

The objectives of this study are:

- (i) to provide an analysis of technical aspects of food safety system, e.g. (a) safety aspects of the food system (production, manufacture, distribution, consumption, and food regulation), for a variety of types of food disaggregated according to types of food and the stage of the food production and distribution system, (b) stakeholders involved in these different aspects of the food safety system, (c) roles and responsibilities of the stakeholders and the relationships among themselves,
- (ii) provide an analysis of (a) governance risks/blockages/challenges in transparency and accountability relative to safe food in these different aspects of safe food system, and (b) incentives and constraints of the different stakeholders, disaggregated according to types of food and the stage of the food production and distribution system
- (iii) to provide an outline of a potential project on food safety that will (a) identify potential partners and (b) provide strategic directions for the project, and (c) evaluate the potential for initiatives previously identified

Key tasks for the consultant(s)

- i. To develop a research plan and methodology in consultation with Partnerships Manager/IBP Manager of PROKAS
- ii. To conduct a research study to:
 - a. a technical assessment of the safety of the Bangladeshi food system, including assessments disaggregated by different stages of the value chain for different types of food, and comparing to good practices from other countries to ensure a safe food system
 - b. identify governance blockages/challenges to transparency and accountability in these different aspects of safe food system
 - c. identify relevant stakeholders involved in different aspects of food safety (all the institutional, CSOs, and other stakeholders, including women and socially excluded groups), their roles and responsibilities and the extent to which they carry them out
 - d. identify each of the stakeholder's incentives and constraints

- iii. To make recommendations for a PROKAS project, including potential strategies, an assessment of the risks and benefits, and potential partners. This should include the potential for a branded certification scheme overseen by third party (civil society) verification, and supporting government monitoring through mobile courts, as well as other options
- iv. For all the potential interventions, evaluate the following factors, using a gender and inclusion lens throughout:
 - a. Significance and impact
 - b. Operational space for PROKAS to work on an issue, as determined by stakeholder interest, and an acceptable level of VFM and cost-effectiveness as assessed based on discussion with development partners and a mapping of government, civil society and donor activities in the area (as referenced in iid).
 - c. Feasibility: whether an issue is tractable, with an acceptable chance of success thanks to e.g. an 'open door' in government or promising tools to draw upon, without creating a damaging backlash, as assessed based on political economy analysis, drawing on a mapping of the legal framework, consultations with GoB and observations of relevant stakeholders
 - d. Scope for systems change and sustainability, including a description of those who benefit and those who do not benefit from such a systems change.

Duration of the assignment

This a short-term consultancy service requiring around 25 days within October- November 2015

Key Deliverables

1. Inception report
2. Draft research report of review by team and experts
3. Final report consisting of three parts on (i) an analysis of technical aspects of food safety system, e.g. (a) different aspects of food safety system (production, manufacture, distribution, consumption, and food regulation), (b) stakeholders involved in these different aspects of the food safety system, (c) roles and responsibilities of the stakeholders and the relationships among themselves, (ii) an analysis of (a) risks/blockages/challenges to safe food in these different aspects of safe food system, and (b) incentives and constraints of different stakeholders, and (iii) an outline of a potential project on food safety identifying potential stakeholders and providing strategic directions for the project.

Action/Deliverables and timeframe:

SL#	Action/Deliverables	Timeline	Place/area/region where tasks under the assignment should be done	% of Payment
1	Inception report including desk review and research plan, methodology and timeframe	5	Dhaka	25% (upon submission of inception report)
2.	Information gathering (interviews/consultations)	10 days	Dhaka based	
3.	Preparation & Submission of 1 st draft report and presentation of findings to the PROKAS team	7 days	Dhaka based	25%
4.	Incorporation of feedback and submission of the final report	3 days	Dhaka based	50%

Qualifications of the consultant(s)

- Advanced degree in Public Administration, Economics, Development Studies, and Social Sciences
- At least 10 years of research experience of working in fields of development and governance
- Good understanding of the transparency and governance issues in Bangladesh
- Good analytical ability and report writing skill
- Previous experience in Political Economy Analysis or in similar assessment will be an asset

Contractual arrangement:

The consultant is to be contracted by the British Council under consultancy contract. The TOR is subject to update and modifications as per project needs.

Please contact: Catherine.Cecil@bd.britishcouncil.org for further information.