

**TERMS OF REFERENCE (TOR)**  
**APPOINTMENT AS A FACILITATOR FOR EXECUTIVE STRATEGIC SESSION**  
**AGROFOOD PRODUCTIVITY NEXUS (AFPN)**

**1.0 Background**

The Retail and F&B Productivity Nexus (RFBPN) will be organizing a strategic session in November 2020. The objectives of this session are to oversee the progress of programs and activities that is being implemented by industries and supported by RFBPN in year 2020. During the session there will also be a discussion on the workplan of programs and activities for year 2021. Furthermore, any issues or challenges pertaining to the Nexus will be highlighted and discuss during this session.

This strategy session will be held in 2 groups according to the subject matter under retail and food & beverage. The participants that will participate in this session is the Nexus Governing Committee (NGC) Members, Subject Matter Expert (SME), Industry players related to the subject matter, DMO Secretariat and RFBPN Secretariat. During the session, all participants will have a discussion on projects that have been carried out throughout 2020 and to draft workplan for 2021.

**2.0 SCOPE OF WORKS**

**The appointed facilitator is expected to carry out the following scope of works:**

1. Coordinating and facilitating the session for two groups based on retail and F&B subject matter.
2. Identify feedback and issues year 2020
3. Develop workplan of programs/activities RFBPN for year 2021

#### **4.0 Project Duration**

This strategy session will be held in 2 groups according to the subject matter under RFBPN

<b>No.</b>	<b>Session</b>	<b>November</b>
A.	Group 1: Retail	
B	Group 2: Food & Beverage	

#### **5.0 Payment Terms**

The payment will be RM2,000 man-days. The payment terms are based on MPC procurement guideline.

**SECRETARIAT**

**RETAIL AND F&B PRODUCTIVITY NEXUS (RFBPN)**

Malaysia Productivity Corporation (MPC)