

TERMS OF REFERENCE (TOR)
APPOINTMENT AS A FACILITATOR FOR AGRO-FOOD PRODUCTIVITY NEXUS
EXECUTIVE STRATEGIC SESSION

1.0 Background

The Agro-food Productivity Nexus (AFPN) will be organizing a series of executive strategic session (ESS). The objectives of this session are to oversee the progress of programs and activities that is being implemented by industries and supported by AFPN 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 organise in 2 groups according to the subject matter under AFPN namely Horticulture (Flowers, Fruits, Vegetables and others related), Poultry, Fisheries, and Ruminants. The participants that will participate in this ESS are the Nexus Governing Committee (NGC) Members, Subject Matter Expert (SME), Industry players related to the subject matter, DMO Secretariat and AFPN 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 Roles and Responsibilities

- i. Coordinating and facilitating ESS for the two groups based on Agrofood subject matter.
- ii. Identify issues and feedback on the 2020 initiative
- iii. Develop year 2021 workplan programs/activities for AFPN

3.0 Programme Timeline

The ESS will be organise in two groups according to the subject matter under AFPN as follows:

No.	Session	Tentative date
A.	Group 1: i. Horticulture (Flowers, Fruits, Vegetables and others related)	24-26 November 2020
B	Group 2: i. Livestock ii. Fisheries	4-6 December 2020

**Note:*

- i. *The date may be re-scheduled based on the current situation*
- ii. *The total man-days taken will be 10 man-days inclusive of pre and post work for each group*

4.0 Scope of Work

Facilitator for two (2) AFPN Executive Strategic Session (ESS) sessions

ESS - Horticultures (Flowers, Fruits and Vegetables) - 5day	<ul style="list-style-type: none">• One (1) day for preparation (desk review) related to the subject for each ESS session• One (1) day to prepare a report after each ESS session• Three (3) day for facilitate and coordinate each ESS session
ESS - Livestock and fisheries - 5day	<ul style="list-style-type: none">• One (1) day for preparation (desk review) related to the subject for each ESS session• One (1) day to prepare a report after each ESS session• Three (3) day for facilitate and coordinate each ESS session

5.0 Payment Terms

The total payment for the service rendered will be RM20,000 inclusive of all tax imposed (RM2,000 per man-days) and the payment will be paid at the end of the programme.

6.0 Deliverables

Report on the session

6.0 Secretariat

Agro-Food Productivity Nexus

Productivity Growth Division

Malaysia Productivity Corporation