

COMISSÃO DA CEDEAO

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Agence Régionale pour l'Agriculture et l'Alimentation
ARAA



ECOWAS COMMISSION

Regional Agency for Agriculture and Food
RAAF

Call for applications

Selection of an individual consultant FOR COMPONENT 1.2

(Regional policy integration, regulatory harmonization and country coordination in animal health management)

OF THE REGIONAL PROJECT TO SUPPORT PASTORALISM IN THE SAHEL II (PRAPS II).

Reference ARAA/ PRAPS II /2021/SCI/17

Date of publication

01 DEC 2021

Deadline for submission

21 DEC 2021

Duration of the mission

12 months

Number of years of experience

05 years of experience

I. Background and Rationale

The ECOWAS region has experienced endemic animal diseases, as well as challenges related to emerging and re-emerging zoonotic diseases that negatively impact on livestock production in the region. The loss of income and decline in livelihoods of pastoralists and small-scale livestock keepers due to animal diseases resulting in low productivity and animal deaths cannot be underestimated. The extensive livestock production systems in the ECOWAS region, characterized by transhumance and cross-border livestock movements, have implications for disease transmission, hence the need for regional approaches to the prevention and control of transboundary animal diseases (TADs). Transboundary animal diseases (TADs), including CBPP, RPP, foot and mouth disease, anthrax, and vector-borne zoonoses such as trypanosomiasis, remain a challenge in the ECOWAS region and have consequences for animal and human health. Low productivity, high morbidity and mortality have unintended implications for food security and nutrition, income generation, improved livelihoods, employment generation and wealth creation.

The livestock sector in the ECOWAS region is of strategic importance and of considerable economic and social significance to a young and growing population, and contributes 35% of the gross domestic product (GDP) from agriculture. The contribution of livestock to GDP can be increased if cross-border animal diseases can be prevented and controlled, and the contribution of animals is taken into account. CAADP/ECOWAP remains the backbone of agricultural development and growth in ECOWAS with the overall objective of contributing sustainably to the food and nutritional needs of citizens, and supporting social and economic development, as well as reducing poverty and inequality. Priority agricultural value chains for achieving this objective include livestock, meat and milk.

The World Bank is helping to support ECOWAS member states to achieve the CAADP/ECOWAP objective through the Regional Pastoralism Support Project in the Sahel (PRAPS). The first phase of the PRAPS programme (PRAPS I) was implemented from 2015 to 2021. The second phase of the programme (PRAPS II) came into effect in August 2021 at the regional level under the General Coordination of CILSS, and will end in December 2027. PRAPS (I and II) covers six Sahelian countries including Burkina Faso, Mali, Niger, Senegal, Mauritania and Chad. The actions of the programme aim at strengthening the contribution of pastoralism and cross-border transhumance to food and nutritional security, equitable socio-economic development and regional integration in the ECOWAS region through dialogue, governance and the creation of conditions for sustainable use of pastoral resources among ECOWAS member states.

PRAPS II will continue and intensify efforts to improve animal health systems, thereby protecting livestock and human populations from the negative impacts of animal diseases. PRAPS II will also support the commitment of countries to improve the quality and control of veterinary drugs and the control of antimicrobial resistance (AMR) and related risks to animals and humans. At the regional level, the coordination of component 1 includes a sub-component 1.1 entitled: Targeted technical assistance to countries for programme implementation and a sub-component 1.2 entitled: Regional policy integration, regulatory harmonization and country coordination in animal health management. The implementation of this sub-component 1.2 will be ensured by the Regional Animal Health Centre (RAHC), Bamako-Mali. The RAHC is the ECOWAS Specialized Agency for Animal Health, in accordance with the decision of the ECOWAS Heads of State - Additional Act No. A/SA-20/02/12. The ECOWAS Commission made the Centre operational in 2018. Its mandate is to coordinate actions that contribute to food and nutrition security, improved livelihoods through improved animal health and welfare, and animal resource development by ensuring the formulation of a relevant framework for the coordination of actions for the prevention and control of transboundary diseases and zoonoses.

With regard to the financial management and procurement of the Project activities entrusted to the RASC, it is understood that the Regional Agency for Agriculture and Food (RAAA) will perform this function.

The Agency is the ECOWAS body accredited for project management and has expertise in fiduciary management. The ECOWAS Regional Agriculture and Food Agency (EAFA) which was officially inaugurated on 27 September 2013 in Lomé, Togolese Republic, has the mandate "to ensure the technical implementation of regional programmes and investment plans contributing to the operationalization of the ECOWAS agricultural policy, relying on regional institutions, organizations and actors with proven expertise.

To support the fiduciary management of Component 1.2 of the World Bank funded project, the RAAA wishes to recruit an accountant-consultant.

II. Roles/ Responsibilities

Under the authority of the Head of the Administration and Finance Division of the RAAA, the Accountant

will have the following tasks and responsibilities: in accordance with the provisions established in the Subsidiary Agreement signed between CILSS and ECOWAS for the implementation of the Project activities by the ASRC and the RAEA, and the Project Implementation Manual:

- Make accounting, analytical and budgetary allocations;
- Reviews supporting documentation for completeness, accuracy and validity in accordance with applicable policies, procedures, rules and regulations;

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- Maintain accounting records (journals and books of account) according to the defined system and keep computerized accounts using SAP software, giving details for each category of expenditure, component, sub-component, beneficiaries and sources of funding (Entering financial and accounting transactions exhaustively in the respective journals);
- Keeping the accounts according to IPSAS rules;
- Produce financial monitoring reports and project dashboards showing disbursements, commitments, invoices received and paid, budget execution, market monitoring for each contract or letter of agreement;
- Prepare withdrawal requests and all necessary documentation for disbursements in accordance with donor (IDA) guidelines;
- Ensure that the accounts are regularly replenished for the timely payment of project expenses;
- Prepare cheques and transfer orders for payment of supplier invoices;
- File the accounting records and accounting documents in their respective files;
- Make monthly bank reconciliation statements of the project accounts and output the project cash position;
- Prepare financial statements for audit or other necessary control purposes;
- To be available and provide all necessary information and documentation (in relation to financial and accounting aspects) during audits, controls and supervision missions;
- Maintain and update the asset register, including required asset changes in the SAP system (disposals, write-offs, master data changes);
- Participate in the physical inventory of the assets financed by the Project;
- Participate in budget preparation and follow up on a regular basis in the SAP accounting system;
- To make proposals and contribute to the updating of the procedures manual in relation to the operations of the accounting department;
- Retrieve and make available relevant supporting documents and information for internal and external audits;
- Ensure the implementation of all other tasks related to the position

III. Qualifications and experience

The desired candidate must meet the following criteria:

- Holder of a diploma (BAC + 3) in Accounting, Management, Finance, Economic Sciences;
- Have a proven professional experience of at least five (05) years in keeping journals and books in an accounting department;
- Experience in a project funded by large international donors would be an asset;
- At least five (5) years of professional experience in accounting;
- Proficiency in accounting software; knowledge of SAP software would be an asset;
- Have professional and moral integrity;
- Have a sense of human relations and a spirit of teamwork and under pressure;
- A good knowledge of the rules and procedures for the disbursement of projects financed by major international donors, particularly the World Bank, would be an asset;
- For equal skills, female candidates will be given preference.

Handwritten initials/signature

IV. Skills

- Ensure strict adherence to the hierarchy;
- To be able to draw on the Code of Ethics to manage oneself, others, information and resources;
- To be able to draw on the Code of Ethics to manage oneself, others, information and resources;
- Understand diverse cultural perspectives, especially those of West Africans, and consider differences between groups;
- To be able to fight prejudice and practice tolerance and empathy;
- Be familiar with ECOWAS rules and procedures regarding assigned responsibilities and be able to explain them clearly to other actors;
- Ability to convey information in a clear, concise, succinct and organized manner, both in writing and verbally;

V. Working conditions

The Accountant is an individual consultant attached to the Administration and Finance Division. The position is full-time. The Accountant is expected to refrain from any situation that could put him/her in a conflict of interest in the context of the mission assigned to him/her.

VI. Language Requirements

- Oral and written French.
- Knowledge of English is considered an important asset.

VII. Place, duration and start of the contract

This is a fixed term contract position at the Regional Animal Health Centre (RAHC) in Bamako-MALI but will require the candidate to undertake missions to four ECOWAS Member States where the project activities are located. The duration of the contract is one (1) year subject to a probationary period of three (3) months. The contract could be renewed for the duration of the project depending on performance and availability of funds.

VIII. Candidate's required application package

It will consist of :

- A letter of interest, including time availability;
- A recent CV detailing professional experience and similar assignments;
- Three professional references (first and last names, functions, e-mail and telephone contacts);
- Copy of highest diploma(s) ;
- Copies of work or service certificates listed in the resume.

NB: Any incomplete file will be rejected.

IX. Submission of applications

21 DEC 2021

Applications shall be received no later than at 17:00 GMT, by hand delivery or by e-mail to the following addresses

Agence Régionale pour l'Agriculture et l'Alimentation (ARAA), 83, rue des Pâtures (Super Taco), 01 BP 4817 Lomé, Togo - Tel. +228 22 21 40 03 (in a closed envelope marked "Selection of an individual consultant, Accountant FOR COMPONENT 1.2 (ANIMAL HEALTH) OF THE REGIONAL PROJECT TO SUPPORT PASTORALISM IN THE SAHEL II (PRAPS II)

Email : procurement.consultants@araa.org

Subject: **"SELECTION OF AN INDIVIDUAL CONSULTANT, ACCOUNTANT FOR COMPONENT 1.2 (ANIMAL HEALTH) OF THE REGIONAL PROJECT FOR SUPPORT TO PASTORALISM IN SAHEL II (PRAPS II)".**

NB: Applications that do not bear the subject line "SELECTION OF AN INDIVIDUAL CONSULTANT, ACCOUNTANT FOR COMPONENT 1.2 (ANIMAL HEALTH) OF THE REGIONAL PROJECT TO SUPPORT PASTORALISM IN SAHEL II (PRAPS II)" will not be considered.

X. Selection method

The consultant will be selected according to the qualification-based selection method as defined in the ECOWAS Public Procurement Code.

An interview session will be held with a shortlist of candidates and only shortlisted candidates will be contacted.

The ARAA reserves the right not to respond to this call for applications.

For the Executive Director



YERIMA Borgui

PAE Project Coordinator

