



## **Notice of Expressions of Interest**

#### **Terms of reference**

Selection of individual consultants for the evaluation of proposals from the calls for field projects of the PAOLAO (West African Milk Offensive Support Project).

Reference: ARAA/PAOLAO/2025/SCI/26

Publication date June 18, 2025

Deadline for response July 17, 2025

#### I. General context

- 1. Milk is one of the five strategic products¹ for food security and sovereignty selected by the Regional Agricultural Policy (ECOWAP), adopted in 2005, in view of their economic and socio-cultural importance, their development potential and their contribution to the region's food and nutrition security. West Africa is highly dependent on imports from the international market for the dairy sector. For example, the value of milk imports amounts to more than one billion US dollars each year, imports that mainly concern low-end products, particularly fattened milk powder.
- 2. The development of local milk value chains comes up against four major constraints: (i) the low productivity of dairy cows in connection with the difficulties of healthy and sufficient food and appropriate veterinary care, (ii) the insufficient collection of a highly fragmented supply, (iii) the low value of domestic production and (iv) the almost unfair competition from foreign products whose imports are favoured by the high level of opening of the regional market.
- 3. To meet the specific challenges of the dairy sector, ECOWAS adopted in 2019 a regional strategy for the promotion of local milk value chains in West Africa, known as the "Milk Offensive". This strategy aims to promote "a West Africa that is emerging among the dairy basins of the African continent and gradually increasing its contribution to regional trade in dairy products of community origin". It aims to double the volume of local milk production (from pastoral and agropastoral production systems) by 2030, bringing it to 10 billion litres per year compared to about 5 billion litres in 2017. It also aims to increase the incorporation of draft milk into the dairy process from 5% to 20% and to increase the consumption of products incorporating local milk.
- 4. The Milk Offensive has been endowed with a Regional Priority Investment Plan for an amount of 2,844 billion CFA francs (a little more than 4 billion euros). Its implementation is based on a strong commitment from civil society, which has carried out advocacy actions (see the promotional campaign "My milk is local" in West Africa ,and its counterpart in Europe"Let's not export our problems"). This campaign has resulted in the creation of a regional multi-stakeholder platform, broken down into "national coalitions".
- 5. To operationalize the Milk Offensive, ECOWAS relies on both initiatives led by countries, the private sector and other socio-professional organizations, on the one hand, and regional projects and programs subsidized by development partners on the other.

<sup>&</sup>lt;sup>1</sup> The five strategic products to guarantee food security and sovereignty in the region are: rice, maize, cassava, meat and milk. For each of these products, major initiatives are planned to make the most of the region's potential and reduce dependence on supplies from the international market

6. PAOLAO is the second, but largest, regional initiative led by ECOWAS to promote local milk value chains in West Africa.

# II. Presentation of the West African Milk Offensive Support Project (PAOLAO)

- 7. The PAOLAO is a five-year project (2024-2029), worth 11 million entirely financed by the French Development Agency and for which ECOWAS is the project manager. It covers all the countries of West Africa, plus Mauritania, Chad and northern Cameroon.
- 8. The objective of the PAOLAO is "to support ECOWAS in the implementation of its regional strategy for the promotion of local milk value chains in West Africa " Milk Offensive" and the reduction of the region's growing dependence on imports of milk powder and dairy products. Specifically, it aims to
  - a. Support ECOWAS in the management and implementation of its regional strategy "local milk sector" through: (i) the coherence and regulation of the region's trade and tax policy (revision of the Common External Tariff (CET) applicable to milk powder; exemption of equipment necessary for the development of local milk production; exemption from VAT for dairy products made from local milk); (ii) the development of a guideline to promote the incorporation of local milk; (iii) resource mobilization and the development of significant investments at the regional, state and private sector levels;
  - b. Support the structuring of the local milk sector through: (i) the operationalization of the regional platform of actors in the milk sector; (ii) the dissemination of knowledge on dairy technologies and business models; (iii) the implementation of pilot actions to promote milk collection;
  - c. Promote the consumption of local milk through: (i) the deployment of a communication and information program for the general public on the consumption of local milk; (ii) the development of institutional purchases via school canteens in particular;
  - d. **Initiate a dialogue** for increased mobilization and commitment of technical and financial partners in favor of this sector.
- 9. Four main results are expected
  - a. ECOWAS is strengthened in its role of steering and implementing its regional strategy to support the local dairy sector.
  - b. The local dairy sector is better structured and organised, both regionally and nationally.
  - c. Local milk is better recognized and consumed in West Africa.

- d. Technical and financial partners and the private sector are increasing their financing for this sector.
- 10. Components 2 and 3, which respectively focus on the structuring of the milk sector and the promotion of local milk consumption, will be partly operationalized through the implementation of field projects carried out by actors and consortia made up of livestock and agro-pastoralist organizations, multi-service collection centers, mini-dairies, dairies, research/training/support-advisory organizations, and/or NGOs and/or private sector actors (SMEs, etc.).
- 11. The call for proposals will cover two themes: (i) the collection of fresh local milk and (ii) quality signs.

### III. Description of the two themes

#### 3.1. Theme 1: Local milk collection

- 12. Collection is one of the bottlenecks in the local milk value chain in West Africa and the Sahel. Indeed, according to the available data, between 5 and 7% of the volumes of domestic production are collected for processing by industrial units located in the region. The causes of this low share collected are numerous: (i) the extreme atomicity of the supply which results mainly from livestock systems dominated by pastoralism; (ii) infrastructure failures in the main production basins; (iii) the low level of investment related to the ease of access to substitute raw materials by industrial units, in particular milk powder, (iv) competition from imports of dairy products and dairy products and (v) the lack of trust and inter-knowledge between the actors and stakeholders involved.
- 13. Collection consists of the organisation of milking of the milk, its transport to a storage or processing centre equipped with appropriate equipment. It is often carried out by milk producers organised in cooperatives and who maintain nuclei of dairy animals (most often in peri-urban areas or near hydroagricultural developments) while the other animals in the herds go on transhumance. The operation includes, (i) quality control of the milk collected, (ii) transport, (iii) cooling of raw milk, (iv) short-term storage, (v) sale to milk manufacturers, (vi) possible transformation of milk into yoghurt, (vii) all related services: advances on livestock feed, advice to farmers, and other services intended to retain farmers (veterinary health, etc.).
- 14. The technical and economic models of collection centers range from cooperatives and other multistakeholder platforms to Economic Interest Groups, inter-professions, establishments, even limited liability companies, etc.

General objective	The general objective is to substantially increase the volume of milk collected to	
	supply the processing units with local milk, while contributing to the structuring	

	of the actors, the integration of young people (men and women) into the different links of the value chain in the different dairy basins in each country
Specific objectives	<ul> <li>Improve the local milk collection and storage system to significantly increase the volumes of supply available to domestic industries;</li> <li>Strengthen the collection centres with adequate equipment;</li> <li>Strengthen the quality control of local milk,</li> <li>Strengthening services to agricultural production systems and households to improve the attractiveness of collection centres</li> </ul>
Priority issues	<ul> <li>Development of collection system models, in particular multi-service collection centres,</li> <li>Development of contractualization between the main stakeholders in the value chains (breeders' associations and industrialists, collection centers and manufacturers), (industrialists and distributors), on the one hand, and between public technical services and financing institutions and other service providers, on the other hand.</li> <li>Profitability of operations and improvement of the competitiveness of local milk on local and regional markets.</li> </ul>
Questionstransversales	<ul> <li>Adaptation to climate change and environmental and social safeguards,</li> <li>Gender equity and working conditions,</li> <li>Human Nutrition,</li> <li>Employment of young people (men and women).</li> </ul>
<ul> <li>Livestock and agro-livestock organisations,</li> <li>Regularly constituted multi-stakeholder platform,</li> <li>Youth Economic Interest Groups (men and women)</li> <li>Cooperatives and processing units,</li> <li>Dairy aggregator associations or companies</li> <li>Dairy Distributors</li> </ul>	
Partnerships encouraged	<ul> <li>Partnership between collection centres and breeders' associations, collection centres and mini dairies, mini dairies and distribution centres, mini dairies and public institutions (institutional markets), financial and</li> </ul>

	<ul> <li>insurance services</li> <li>Partnering with Equipment, Inputs and Service Providers</li> </ul>
Nature del'intervention	Scaling up or strengthening an inclusive and efficient technical and economic model for milk collection
ECOWAS grant per project	80% of the project amount varying between 125,000 and 150,000 Euros
Promising co-financing	At least 20% of the grant including a minimum of 5% in cash

- 15. The model of multi-service collection centres that the project seeks to promote includes:
- The construction of infrastructure (reception room, storage room, sanitary facilities, office, etc.)
- The acquisition of fresh milk collection and storage equipment (cans, tanks, etc.)
- The acquisition of rolling stock adapted to the areas (cart, bicycle, motorcycle, van, etc.)
- Acquisition and distribution of consumables (packaging, milk test products, etc.)
- The creation and networking of collection points,
- Training of beneficiaries on good practices,
- The purchase and retrocession of livestock feed,
- The establishment of a well-structured management committee,
- The acquisition of milk measuring and control instruments,
- The digitization of quality control and transaction payment processes.

#### 3.2. Theme 2: Signs of quality

- 16. The theme is part of the promotion of local specificities (belonging to a specific geographical area, requiring recognized local know-how, a manufacturing process integrating local ingredients) through a process of normalization, certification and standardization of processed dairy products. It generally uses labels, product conformity certifications, protected geographical identifications and certificates of specificity. This approach does not exclude rewarding mentions and collective approaches.
- 17. The theme includes the implementation of activities related to the following four dimensions: (i) improving the competitiveness of local dairy products, through their standardization, labeling and certification, (ii) the promotion of large-scale consumption, through theoremization of tasting events, fairs, (iii) densification of points of sale, (iv) structuring of communication using new information

technologies, (v) promotion of partnerships between manufacturers, large distribution stores and public and private institutions that can place structured orders (institutional or contractual contracts).

General objective	• The general objective of this theme is to promote local dairy products from processing units (artisanal, semi-industrial and industrial) to improve their competitiveness (quality/price) vis-à-vis those imported from the international market, to increase their consumption.
Specific objectives	<ul> <li>Promote the standardization, standardization and certification of dairy products made from local milk,</li> <li>Densify the distribution network of standardized, standardized and certified local dairy products to facilitate their accessibility,</li> <li>Amplify the consumption of local dairy products.</li> </ul>
Priority issues	<ul> <li>Enhancement of local dairy products through the deployment of standardization, standardization and certification processes</li> <li>Profitability of operations and improvement of the competitiveness of local dairy products</li> <li>Labelling, communication and advocacy to encourage the consumption of local dairy products.</li> </ul>
Questionstransversales	<ul> <li>Climate change adaptation and environmental and social safeguards</li> <li>Gender equity and working conditions</li> <li>Human Nutrition</li> </ul>
Targeted actors	<ul> <li>Youth Economic Interest Groups (men and women)</li> <li>Cooperatives and processing units,</li> <li>Mini dairies, dairies and dairy industries</li> <li>Interprofessional organisations, milk innovation platforms</li> <li>Associations or companies of dairy aggregators,</li> <li>Dairy Distributors</li> </ul>
Partnerships encouraged	<ul> <li>Partnership between collection centres and breeders' associations, collection centres and mini dairies, mini dairies and distribution centres, mini dairies and public institutions (institutional markets), financial and insurance services</li> <li>Partnership with suppliers of equipment, inputs and services, financial</li> </ul>

	institutions
Nature del'intervention	Scaling up or strengthening an inclusive and efficient technical and economic model ensuring the promotion and distribution of local dairy products
ECOWAS grant per project	• 200,000 Euros minimum, 250,000 Euros maximum
Promising co-financing	At least 20% of the grant including a minimum of 5% in cash

- 18. Projects that make it possible to densify the distribution network with a high involvement of young people (girls and boys) and use of digital tools and to reach a large number of consumers who best meet the expectations of the PAOLAO will be privileged. They will be able to integrate, among other actions, those of:
- Technical training of professionals in the sector,
- Restructuring and upgrading of small and medium-sized dairy companies,
- Adoption by companies of health standards for local dairy products,
- Acquisition of product packaging equipment,
- Conducting product labeling and certification processes.
- Establishment of local dairy product distribution kiosks near major public squares: schools, markets, hospitals, etc.
- Conclusion of agreements between cooperatives and mini-dairies and supermarkets for the distribution of local dairy products.
- Design and implementation of appropriate tools and channels for communication on the dairy market,
- Partnership agreement with public technical services,
- Acquisition of milk measuring and control instruments
- Etc.....

## IV. Contractual arrangements with project leaders

- 19. There are two categories of project leaders:
- The leaders of so-called competitive projects that deal with the various aspects relating to the collection of local milk. There are fifteen (15) of them for subsidy amounts between 125 and 150,000 euros for an implementation period of 36 months.
- Commissioned project leaders who focus on product quality signs. There are nine (09) of them selected on a range of criteria including: (i) experience, (ii) the nature of the local milk products offered, (iii) the gender

of the carriers (women and young people), (iv) the geographical location of the action, (v) the regionality of the initiative. The amount of the subsidy is between €225 and €250 for an implementation period of 36 months

#### V. Missions and tasks of consultants

- 20. The consultants will individually provide technical assistance to the ARAA in the process of selecting relevant projects. They will be responsible for the following tasks:
- **Tâche 1.** Participate in interviews or webinar with ARAA on mastering the guidelines of the call for project proposals and discussions on the evaluation grid of concept notes and detailed project proposals; and
- **Tâche 2.** Participate in the evaluations of project proposals: concept notes and full notes. The evaluations will include individual bid scoring work, followed by consensus sessions.
  - 21. The consultants will work under the direct supervision of the Head of the Technical Operations Division of ARAA.

#### VI. Location of the mission

22. The consultants will carry out the various tasks while being in their place of residence, with access to the internet. Exchanges on calls for project proposals with the consultants as part of the mission will take place online (videoconference, telephone communication, email exchanges).

## VII. Expected outputs

23. The consultants will produce commented evaluation grids of the projects evaluated. Comments should be sufficiently detailed to justify the score awarded.

## VIII. Required experience and skills

- 24. Consultants must hold a master's degree or BAC+5 at least in the fields of agri-food economics, veterinary sciences, project evaluation, or any other relevant field qualification with regard to the issue of local milk value chains in West Africa. He must have at least 10 years in the formulation and evaluation of projects and programs.
- 25. The consultant must have a good knowledge of:
  - a. Agriculture, food and trade policies in West Africa,
  - b. Problems in local milk value chains,
  - c. The operation of local milk collection systems

- d. Dairy products generated by the processing industry, in particular dairies and mini dairies,
- e. Actors in the local milk sector in West Africa
- 26. The consultant must also demonstrate solid skills:
  - a. Project formulation of the rural sector in general and the livestock sub-sector in particular
  - b. In terms of the evaluation of projects and programmes in the agricultural and livestock sector
- 27. Experience in the evaluation of calls for field projects, as well as fluency in English and Portuguese is an additional asset.

### IX. Criteria for evaluating consultants

The consultants' files will be evaluated in accordance with the criteria in the grid below:

	Criteri	a and content	Weight
1	General qualification: Higher education, academic degree		15
2	2 Experience and qualifications relevant to the mission 65		65
	2.1.	Solid and relevant experience in the areas of interest of the mission related to at least one of the two themes mentioned above	35
	2.2.	Experiences in the satisfactory evaluation of projects from previous calls for proposals	30
3	Knowle	edge of the institutional and sectoral environment	20
	3.1.	Knowledge of ECOWAP and trade policies	7
	3.2.	Knowledge of Regional Agricultural Producer Organizations and other stakeholders related to the specified areas	7
	3.3.	Fluency in English	4
	3.4.	Fluency in Portuguese	2
TO	OTAL		100

## X. Application form

The application files will consist of a single .PDF file including:

- (1) A cover letter will clearly stipulate on which theme(s) the consultant wishes to position himself/herself;
- (2) A detailed CV and
- (3) The signed Statement of Integrity, Eligibility and Environmental and Social Responsibility (see Annex

Applications will be submitted no later than July 17, 2025 at 11:59 p.m. GMT by uploading the following drive-through link: https://bit.ly/3HqsoKd

#### XI. Contractual terms

A framework contract will be signed with the selected consultants with a unit price of €100 per concept note and €150 per full evaluated proposal. The number of proposals assigned to each consultant will be determined upon receipt of the project proposals and communicated through service orders.

## XII. Request for further information

Interested consultants can obtain further information by writing to the following e-mail addresses: procurement@araa.org cc: ctienon@araa.org, lbarnabo@araa.org , bkpessiglo@araa.org with the subject line « SCI26-PAOLAO-Evaluation de Propositions ».

## Appendix 1

# Statement of integrity, eligibility, and environmental and social responsibility

Title of the tender/proposal/contract signed <sup>2</sup>	(the " <b>Market</b> ")
A: ECOWAS Commission	(the "Project owner")

- 1. We acknowledge and accept that the French Development Agency (AFD) only finances the Client's projects on its own terms which are determined by the Financing Agreement that directly or indirectly binds it to the Client. The Contracting Authority retains exclusive responsibility for the preparation and implementation of the Procurement process and its execution. As a result, there can be no legal relationship between AFD and our company, our group, and our subcontractors. Depending on whether it is a contract for works, supplies, equipment, intellectual services (consultants) or other services, the Contracting Authority may also be referred to as the Client, Contractor or Buyer.
- 2. We certify that neither we, nor anyone acting on our behalf<sup>3</sup>, nor any of our group members, nor any of our subcontractors, are in any of the following situations:
  - 2.1 Be in a state or have been the subject of bankruptcy, liquidation, judicial settlement, safeguard, cessation of activity, or be in any analogous situation resulting from proceedings of the same nature;
  - 2.2 Have been the subject of a final administrative sanction, a final conviction by a competent authority, or any other out-of-court resolution within the last five years<sup>4</sup> in particular having an extinguishing effect of the public action, either (i) in the country in which we are established, (ii) in the country where the Contract is performed, (iii) in the context of the award or performance of a contract financed by the AFD, (iv) pronounced by an institution of the European Union or (v) pronounced by a competent authority in France, for:
    - a) Prohibited Practices, as defined in Article 6.1 below, or for any offence committed in the context of the award or performance of a contract (in the event of such a sanction, conviction, or resolution out of court, we have the possibility of attaching additional information, such as a compliance program, to this Integrity Statement, to justify that we (or the person acting on our behalf, the member of our group, or our subcontractor) consider that the sanction, conviction or resolution is not relevant to the Contract, if applicable);
    - b) participation in a criminal organization, terrorist or terrorism-related offences, child labour, or other offences related to trafficking in human beings;

In the case of a contract already signed to be refinanced.

Officers (including, but not limited to, any person who is a member of the administrative, management or supervisory body or who has powers of representation, decision or control), employees or agents (whether declared or not).

Including in particular the Judicial Agreement of Public Interest (CJIP), a decision following an Appearance on Prior Recognition of Guilt (CRPC), a negotiated resolution agreement or any other similar form of settlement putting an end to the prosecution.

- c) have created an entity in a different jurisdiction with the intention of evading tax, social security or any other legal obligation applicable in the territory in which its registered office, central government or principal place of business is located or (ii) by virtue of being an entity created with the intention of avoiding such obligations;
- 2.3 Have been the subject of a termination pronounced at its exclusive fault in the last five years due to a serious or persistent breach of its contractual obligations during the performance of a contract, provided that this termination has not been the subject of a dispute on its part that is currently being processed or that has given rise to a court decision reversing the termination at its exclusive fault;
- 2.4 Be subject to a measure of ineligibility taken by one of the multilateral development banks signatories of the mutual recognition agreement of 9 April 2010<sup>5</sup> (in the event of such a measure of ineligibility, we may attach to this Declaration of Integrity the additional information that would allow it to be considered that this measure of ineligibility is not relevant in the context of the Contract), if applicable;
- 2.5 Have not fulfilled our obligations relating to the payment of taxes or social security contributions in accordance with the legal provisions of our country of establishment, or those of the country of the Project Owner;
- 2.6 Have produced false documents or been guilty of false declaration(s) by providing the information required by the Employer in the context of this procurement and award process.
- 3. We certify that neither we, nor anyone acting on our behalf2, nor any of the members of our group, nor any of our subcontractors, nor our direct or indirect shareholders, nor our subsidiaries, acting with our knowledge or consent:
  - a) is directly or indirectly targeted, controlled by, or acts in the name of or on behalf of a person or entity subject to individual sanctions measures adopted by the United Nations, the European Union and/or France;
  - b) is directly or indirectly targeted, controlled by, or acts in the name of or on behalf of a person or entity subject to sectoral sanctions measures adopted by the United Nations, the European Union and/or France;
  - c) is ineligible to carry out the project due to any other international sanctions measure pronounced by the United Nations, the European Union or France.
- 4. We certify that neither we, nor anyone acting on our behalf2, nor any of the members of our consortium, nor any of our subcontractors, are [nor have been (in the event of the refinancing of a contract already awarded)] in any of the following situations of conflict of interest:
  - 4.1 Be a shareholder controlling the Project Owner or a subsidiary controlled by the Project Owner, unless the resulting conflict has been brought to the attention of AFD and resolved to its satisfaction;
  - 4.2 Have business or family relations with a member of the Client's services involved in the Procurement process or the supervision of the Contract resulting therefrom, unless the resulting conflict has been brought to the attention of AFD and resolved to its satisfaction;
  - 4.3 Control or be controlled by another candidate, tenderer or consultant, be under the control of the same company as another candidate, tenderer or consultant, receive from another candidate, tenderer or

World Bank, Inter-American Development Bank, African Development Bank, Asian Development Bank and European Bank for Reconstruction and Development.

consultant or award grants directly or indirectly to another candidate, tenderer or consultant, have the same legal representative as another candidate, tenderer or consultant, directly or indirectly maintain contacts with another candidate, tenderer or consultant allowing us (i) to have given, and/or to give access to information contained in our respective applications, tenders or proposals likely to distort competition, (ii) to influence them, or (iii) to influence the decisions of the Client;

- 4.4 Be engaged for an intellectual services mission which, by its nature, is or could be incompatible with the mission envisaged on behalf of the Project Owner;
- 4.5 Have prepared, been or have been associated with a natural or legal person who has prepared specifications, terms of reference and other documents that have been used in the context of the procedure for the award of this Contract, and which contain provisions likely to encourage an application, offer or proposal;
- 4.6 Have access or had access to, have prepared oneself, be or have been associated with a natural or legal person who has access, had access to, or prepared specifications, plans, calculations, studies and other documents that have not been communicated to all candidates, tenderers or consultants in the context of this Procurement, and which thus confer an undue competitive advantage;
- 4.7 In the case of a procedure for the award of a Contract for works, equipment or supplies, be recruited yourself, or must be recruited (or that one of the companies with which we are affiliated is, or must be), to supervise or control the services in the context of the Contract.
- 5. If we are a public institution or a public company, in order to participate in a competitive tendering procedure, we certify that we have legal and financial autonomy and that we are managed according to the rules of commercial law.
- 6. In the context of the award and performance of the Contract:
  - 6.1 Neither we, nor anyone acting on our behalf2, nor any of the members of our group, nor any of our subcontractors, have committed or will commit any Prohibited Practice as defined in the document entitled "AFD Group's General Policy on the Prevention and Fight against Prohibited Practices", available on AFD's website<sup>6</sup>https://www.afd.fr/fr.
  - 6.2 Neither we, nor anyone acting on our behalf2, nor any of our group members, nor any of our subcontractors, will acquire or supply [have acquired or supplied (in the event of refinancing of a contract already awarded)] of equipment or intervene [did not intervene (in the event of refinancing of a contract already awarded)] in areas under embargo by the United Nations, the European Union or France.
- 7. We undertake to, and we undertake to, anyone acting on our behalf2, any member of our group, any subcontractor undertake to:
  - 7.1 comply with the environmental standards recognised by the international community, including the international conventions for the protection of the environment, and in particular to take all reasonable measures to avoid or limit the adverse effects on vegetation, biodiversity, soil, groundwater and surface water tables, and on persons and property, resulting from pollution, noise, vibration, traffic and other effects resulting from our activities, consistent with the laws and regulations applicable in the country where the Contract is carried out.

<sup>&</sup>lt;sup>6</sup> For your information, this policy is accessible via the following link: https://www.afd.fr/fr/lutte-contre-la-corruption

- 7.2 implement environmental and social risk mitigation measures when indicated in the environmental and social management plan provided by the Employer, and that the emissions, surface discharges and effluents produced by our activities comply with the limits, specifications or requirements applicable to the Market.
- 7.3 respect workers' rights relating to wages, working hours, rest and holidays, overtime, minimum age, regular payments, compensation and benefits in accordance with internationally recognised standards, including the fundamental conventions of the International Labour Organisation (ILO), in line with the laws and regulations applicable to the country where the Market is realised; indicate these elements in a document annexed to the employment contracts of our employees and at the disposal of the Client; and respect and facilitate workers' rights to organize and set up a complaint handling mechanism for direct or indirect workers.
- 7.4 Establish non-discrimination and equal opportunity practices, and ensure the prohibition of child labour and forced labour.
- 7.5 maintain a record for each local staff member of the hours worked by each person, the type of work, the wages paid and the training received, and that these records are available at all times so that they can be examined by the Employer and authorized government officials, in compliance with the laws and regulations applicable to the protection of personal data in the country where the Contract is performed.
- 8. We, whoever acting on our behalf2, the members of our group, our subcontractors, our direct or indirect shareholders, and our subsidiaries, authorize AFD to conduct investigations, and in particular to examine the accounting documents and records relating to the award and performance of the Contract, including, but not limited to, our internal processes and procedures related to compliance with international sanctions imposed by the United Nations, the European Union and/or France, and to have them verified by auditors appointed by the AFD.
- 9. We represent that we have paid, or will pay, commissions, benefits, fees, gratuities or costs in connection with the procurement process or the performance of the Contract for the benefit of the following third party(ies) (such as an intermediary/agent)(\*):

Name of the beneficiary	Coordinates	Motif	Amount(Specify currency)

<sup>(\*):</sup> If no amount has been paid or is not to be paid, indicate "None".

10.	We undertake to communicate without delay to the Client, who will inform AFD, any change in situation
	with regard to the foregoing points, including in the event of any sanction or embargo measure adopted by
	the United Nations, the European Union and/or France following our signature of this Declaration.

Name:	_ As :
Duly authorized to sign for and on behalf of:	
,	
Signature :	

As of:	