



TERMS OF REFERENCE FOR TECHNICAL WORKING GROUP (TWG) FOR THE BRECSA PROJECT

1. BACKGROUND AND SCOPE OF TWG

BRECSA is a Technical Assistance (TA) dependent project, which involves a lot of preparatory phases. The involvement of an extensive preparatory phases calls for the need to form a Technical Working Group (TWG). The TWG was initially formed to streamline the outcome of the CLEAR+ exercise. However, considering the significance, the working group was later upgraded to a project-wide TWG. The members of TWG comprises of focal officials from line technical departments under the Ministry of Agriculture and Livestock (MoAL), Ministry of Health, State-Owned Enterprises (SoEs) and other relevant agencies.

Drawing expertise from diverse departments and stakeholders, the TWG's primary role is to meticulously evaluate the technical aspects of CLEAR+ activities to ensure their alignment with project objectives and adherence to established standards. Specifically focusing on CLEAR+, the TWG conducts comprehensive reviews of reports, proposals, and initiatives to gauge their effectiveness in contributing to project outcomes. Through this thorough assessment, the TWG aims to optimize the technical quality and efficacy of CLEAR+ activities, thereby enhancing their overall impact.

Moreover, the TWG operates as a crucial feedback mechanism within the project framework, providing constructive insights and recommendations to improve CLEAR+ activities. By identifying areas for enhancement and promptly addressing any technical limitations, the TWG plays a proactive role in mitigating risks and optimizing the project performance. Collaborating closely with the Policy and Planning Division (PPD) of MoAL and Project Management Unit, the TWG is expected to enhance coordination and



collective action, ensuring that project activities are implemented in an effective and efficient manner.

2. MEMBERS OF TWG

1. Dr. Dhan Bdr Rai, ES II, Department of Livestock, MoAL, Thimphu
2. Mr. Tshering Tobgay, Principal Agriculture Officer, DoA, MoAL, Thimphu
3. Mr. Jamyang Lophyal, Deputy Chief Marketing Officer, DAMC, MoAL, Thimphu
4. Mr. Leki Choda, Sr. Planning Officer, PPD, MoAL, Thimphu
5. Mr. Suraj Tamang, Sr. Regulatory and Quarantine Officer, BFDA, Thimphu
6. Ms. Yeshe Dema, Programme Officer, DCDMD, DMDF, MoF, Thimphu
7. Ms. Yangchen Pelmo, Dy. General Manager, FMCL, Paro
8. Mr. Ugyen Lhendup, Manager, Marketing Division, FCBL, Phuntsholing
9. Mr. Suresh Rai, Business Promotion Officer, BCCI, Gelephu
10. Mr. Pem Dorji Tamang, Environment Officer, DoECC, MoENR, Thimphu
11. Ms. Kezang Wangmo, DoFPS, MoENR, Thimphu
12. Ms. Namgay Pem, Programme Officer, Tarayana Foundation, Thimphu
13. Mr. Binai Lama, Policy and Programme Officer, WFP
14. Mr. Kinley Rinchen, Value Chain and Market Systems Specialist, WFP TA
15. Mr. Kaushal Shrestha, M&E Specialist, IFAD
16. Mr. Sanjeev Shrestha, Value Chain Specialist, IFAD
17. Mr. Nawraj Pradhan, Regional Climate and Environment Specialist, IFAD
18. Mr. Tashi Phuntsho, Component Manager (Agriculture), PMU-BRECSA (On study Leave)
19. Mr. Dawa Dakpa, Component Manager (VC and Market), PMU-BRECSA
20. Mr. Yam Nath Acharya, Component Manager (Livestock), PMU-BRECSA
21. Ms. Tharpa Lhamo, Coordination Officer, PPD, MoAL, Thimphu (Member Secretary)



3. OBJECTIVES

The broad objective of instituting TWG is to foster partnership, streamline project interventions and guide effective and efficient implementation of project activities. However, the specific objectives are to:

1. Ensure the technical quality and alignment of project activities with project goals and objectives;
2. Provide guidance and recommendations for improving technical processes and addressing challenges; and
3. Foster collaboration and knowledge sharing among stakeholders to enhance technical outcomes and project effectiveness.

4. ROLES AND RESPONSIBILITIES

1. **Fostering coordination and linkage:** The TWG shall serve as a bridge between the project and the line technical departments, fostering better coordination and linkage.
2. **Reviewing Technical Documents and Proposals:** The TWG is responsible for reviewing all technical documents, proposals and technical reports related to BRECSA project. This includes scrutinizing the business proposals in line with Ministry's 13th FYP priorities and project priorities and scope and technical documents produced by the project.
3. **Providing Guidance and Recommendations:** The TWG shall provide guidance and technical support to Project Implementation Units (PIUs). These includes providing specific recommendations to the project that aligns with Royal Government of Bhutan's long-term vision and project priorities.



4. **Ensuring Technical Accuracy and Alignment:** The TWG shall ensure that outcome of the project aligns with the project goal and objective. This involves verifying the project implementation modalities and approaches, and targeting strategies that the project has adopted.
5. **Identifying Areas for Improvement:** The TWG shall regularly review the progress and suggest areas for improvement. This includes suggesting revisions to modalities, approaches and strategic approaches to better align with the project objectives.
6. **Fostering synergy and informed decision making:** The TWG shall collaborate and work closely with other stakeholders, including PMU, WFP TA, IFAD and relevant government agencies. This partnership is expected to foster promotes synergy and ensure informed decision making.
7. **Monitoring Compliance with Technical Standards:** The TWG shall monitor compliance with technical standards, regulations, and best practices during the project implementation period.
8. **Evaluating Technical Performance and Impact:** The TWG shall evaluate the technical performance and impact of BRECSA project through rigorous monitoring and evaluation.
9. **Facilitating Knowledge Sharing and Capacity Building:** The TWG shall foster collaboration and facilitate knowledge sharing and capacity building among project stakeholders through regular meetings. This initiative would equip Project Implementation Units (PIUs), especially those serving in the Dzongkhags and Gewogs with the necessary skills and knowledge to effectively implement project activities in their respective jurisdiction.



10. Facilitating implementation of ARPs: The TWG shall guide PIUs in effective and efficient implementation of ARP in line with project goal and objectives. They are also expected to facilitate in mainstreaming ARP in the overall Dzongkhag plan.

5. DELIVERABLES

Based on the roles and responsibilities outlined above, the key deliverables of TWG are to:

1. Provide technical feedback and recommendations on any TA or project outputs.
2. Provide technical input, feedback and recommendations to improve the project baseline study report and guiding project documents.
3. Provide specific recommendations for improving the technical quality of CLEAR+ outputs and ARP.
4. Furnish reports on technical evaluation and compliance with international best practices and project requirements.