

- ◆ Have an **economic purpose** and offer support services for production, supply, processing, storage, marketing to members and users.

Family farm enterprises that do not belong to an organization

- ◆ Farm enterprises that meet the main criterion.

Specific criteria for individual counselling

To be eligible for individual counselling the FAFs should:

- ◆ Practice the production systems targeted by the FAF Observatory and be able to complete the farm records;

Note: *It is not necessary to be a member of a legalised PO or one that has already been assisted by a counsellor.*

How to apply for counselling?

To access counselling services, the PO or FAF should forward a written application and a file to the Divisional Technical Unit (DTU):

Composition of the application file to be submitted by POs

☞ **For all POs the application file shall comprise:**

- ◆ A written request from the legal representative stating the reasons for the request,
- ◆ A copy of the registration certificate,
- ◆ Minutes of the constituent general assembly and list of founding members,
- ◆ List of names of current core members,
- ◆ Description of services rendered to members and users (support for production, storage, processing, and marketing).

☞ **Add any other relevant information!**

For POs with less than 15 core members, provide:

- ◆ number of households alongside their composition: names, ages and relationship,
- ◆ list of main lines of production of core members and annual quantities sold by each of them,

☞ **Add any other relevant information!**

For level two and three POs, provide:

- ◆ copie des certificats d'enregistrement et PV d'adhésion des OP membres.

Composition of the application file for FAFs

- ◆ A written and motivated request,
- ◆ Composition of the household (names, ages, relationship) and number of workers on the farm,
- ◆ Principal place of residence, telephone number,
- ◆ Main lines of production intended for sale and quantities produced annually,
- ◆ Total annual cultivated area and number of animals per category.

Selecting of application files

The applications files are examined by the Divisional Counselling Committee.

NB : *Incomplete files shall not be treated.*

When a complete file is received, a preliminary diagnosis shall be conducted to verify the declarations and establish its eligibility.

After the preliminary diagnosis, if the applicant is declared eligible by the Divisional Counselling Committee, it will start receiving counselling services.

Additional information

For more information please contact:

The Regional Co-ordinations of the ACEFA Programme

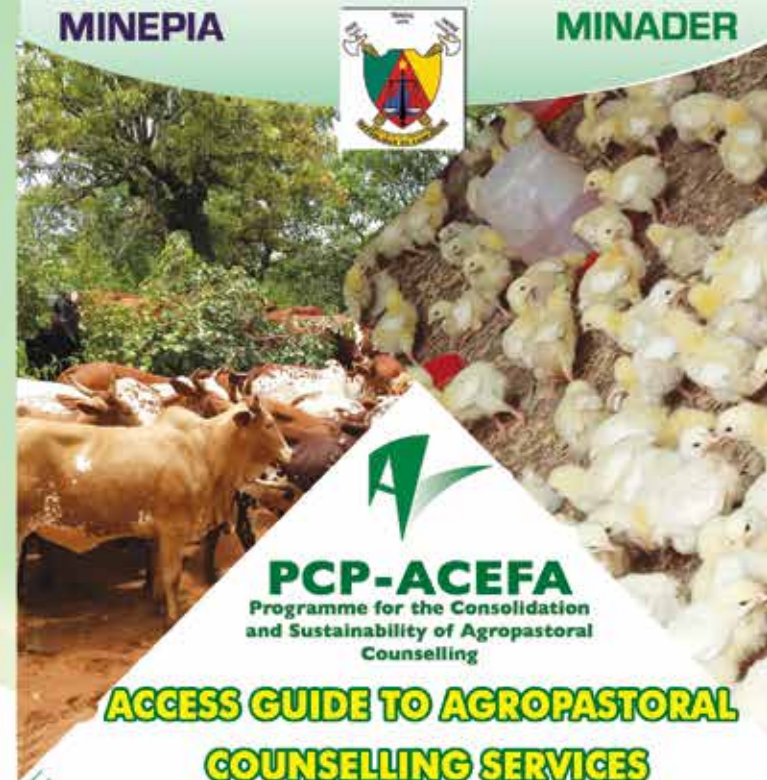
The Divisional Technical Units

(Divisional Delegations of MINADER / MINEPIA)

MINEPIA



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1. The agropastoral counselling mechanism

Missions

Agropastoral counselling aims at providing technical, economic and financial assistance to **family agropastoral farm enterprises (FAFs) and producer organizations (POs)** in all areas, from production to marketing.

It also fulfils a public service mission by:

- ◆ producing references on productions, FAFs, POs and the sectors;
- ◆ improving the effectiveness of the financing of development projects.

State-Profession joint-management

The device is jointly-managed with the Profession through:

- ◆ **the Divisional counselling committees (CODEC)**, made up of representatives of specialized umbrella organizations of the sub-sector and PLANOPAC, MINADER and MINEPIA which decide on the eligibility of the FAFs and POs for assistance and evaluate the counselling;
- ◆ **the Local Groups Committees (CLGs)** bringing together the representatives of the FAFs / POs assisted by a counsellor to discuss their activities and evaluate the services they receive.

Territorial organization

The national territory is covered by 1932 counsellors, divided into 56 Divisional technical units.

2. Counselling services

In order to better respond to producers' problems, various services are offered according to the technical and economic level of the producers. These services are aimed at:

- ◆ improving the crop and livestock production systems,
- ◆ Developing the services offered by FOs: support for

production, procurement, processing, storage, marketing;

- ◆ improving the operation and management of POs with an economic orientation.

The counselling can be provided in the form of **regular follow-up during the year** and / or in the form of **short, one-off interventions**.

In future, within the framework of the future **National Agropastoral Counselling Agency**, specific paid services (business counselling) may be provided to farm enterprises that do not correspond to the economic profile of the target group of the Programme.

Contractualisation of services

In case of eligibility, and if the counsellors' portfolios are not saturated, a counsellor shall conduct an **in-depth diagnosis** to determine the **services that are adapted** to the applicant's situation. A short-term **performance contract** (lasting at most 12 months) shall be proposed with an **action plan** to bind the client and the counsellor.

At the end of the contract, an evaluation shall be made to assess the efforts and the results. The findings of the evaluation shall condition the possibility of pursuing the assistance with a new performance contract.

Duration of the follow-up

New: The follow-up is limited to **a period of three years** in order to satisfy the pending requests and reach a maximum number of producers.

Evaluation of services by clients

Various arrangements have been envisaged for the clients to give their assessments with a view to constantly improving the quality of the service.

3. Conditions of access to consulting services

Who can benefit from counselling?

Main criterion

PCP-ACEFA seeks to develop more job opportunities and to fight against poverty and, as such, is mainly targeted towards:

Small and medium-sized family farm enterprises engaged in agriculture and / or livestock farming as their main income generating activity

Innovation: It is no longer mandatory to be a member of a PO. Informal groups can be formed to be followed-up collectively by a counsellor. They are not considered as POs but as groups of FAFs.

Specific criteria for collective counselling

Grassroots producer organizations (CIGs, Cooperatives)

- ◆ Have at least five (5) adult members to meet the primary criterion;
 - ◆ The majority of members should comply with the primary criterion;
- NB : POs that are restricted to a household / family, parents and minor or related children are not eligible. Members may benefit from collective counselling in a group of FAFs..*

Level two and three organizations (Unions, Federations)

- ◆ have at least two (2) member organizations and **fifty (50) core members**,
- ◆ The majority of core members should meet the main criterion,