

**AF Project title: PROMOTING CLIMATE RESILIENCE IN THE COCOA AND RICE SECTORS AS  
ADAPTATION STRATEGY IN SIERRA LEONE**  
**IFAD Project title: Agricultural Value Chain Development Project**

**Inception Workshop Report**

Location: Remote/Online Workshop (teams in Freetown, Sierra Leone, IFAD Head Quarters, Rome, and IFAD Hub Office, Abidjan)

Date: 6 – 8 May 2020

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## List of Acronyms

AF	Adaptation Fund
AVDP	Agricultural Value Chain Development Project
IFAD	International Fund for Agricultural Development Project
PIM	Implementation Manual
SECAP	Social, Environmental and Climate Assessment Procedures
VC	Value Chain
PMU	Programme Implementation Unit
FMD	Finance Management Division
WCA	West and Central Africa Division

## **Executive Summary**

The inception workshop was held to mark the official start-up of the Adaptation Fund Project under the overall implementation architecture of the Agricultural Value Chain Development Project (AVDP) of IFAD. The workshop was held virtually from 6 to 8 May 2020. In attendance were the government representatives including the Minister of Agriculture, the Project Management Unit team, and implementing partners. The IFAD country Office (ICO) participated physically, while the rest of the IFAD team joined the programme virtually.

The objectives of the inception workshop are to: i) Present technical details of the Adaptation Fund project to all actors in order to obtain a common understanding of the project structure, including the expected results, outcomes, outputs and activities; (ii) address aspects of successful implementation in the prevailing COVID-19 context; (iii) review, together with the implementation team, the first project Annual Work Plan and Budget (AWPB) and Procurement plan; (iv) review the Project Implementation Manual (PIM) and address arising questions; (v) Review IFAD crosscutting issues that are integrated in the delivery of the AF: gender, youth and nutrition, Social, Environmental and Climate Assessment Procedures (SECAP), and other corporate guidelines on Fraud and corruption; and the policy on Sexual Harassment, Sexual Exploitation and Abuse.

At the meeting, an overview of the design of the AVDP project as a whole was provided, and the highlights from the Project Design Report were presented. The meeting also reviewed the Project Implementation Manual (PIM) and implementation arrangements. It was noted that while only one staff from the project implementation unit would be following up the AF activities closely, he would work in close collaboration with the rest of the AVDP team. It was also noted that the training in climate change impact would be provided for the AVDP team to put them in a better position to work with the Climate Change Impact officer of the Adaptation Fund (AF) project.

The Lead Environment and Climate Change Expert, presented the main climate change considerations from IFAD's perspective, provided the details on the Adaptation Fund Project including the expected deliverables. He emphasized the importance to align the AF project components to those of the AVDP components. Presentations were also made on crosscutting issues like Social Environmental and Climate Assessment Procedures (SECAP), Gender, Youth and Nutrition. The corporate aspects such audit, financial management, and ethics were presented and discussed with the AVDP project implementation unit.

The main recommendations from the workshop include: (i) the main AVDP Logframe and AWP&B to be updated to integrate the AF project; (ii) PIM to be updated with the Adaptation Fund Money incoming adaptation Fund Money; (iii) a subset of beneficiaries to be selected across the project for the panel data collection. Regular follow up will be required (iv); AVDP to catalogue the kind of support they will need from IFAD; (v) Include climate change in the baseline, and consider integrating other cross-cutting issues.

## **Introduction**

Under the overall implementation mechanism of the Agricultural Value Chain Development Project (AVDP), an inception workshop to mark the official launch of the of the Adaptation Fund (AF) as well as the AVDP was held from the 6 to the 8 of May 2020. Due to the global COVID-19 pandemic, the workshop was held virtually with participation from the Government Ministries (Ministry of Agriculture and Forestry and Ministry of Finance),

staff from the AVDP project implementation unit. IFAD subject-matter specialists provided in-depth guidance on the overall design and implementation modalities of the AF component and on the various crosscutting issues integrated in the AVDP.

## **Workshop Objectives**

The objectives were as follows:

- Create a common understanding of the AVDP Project (goal, objectives and implementation arrangements), and the Adaptation Fund project among the relevant stakeholders and actors;
- To explore ways to ensure seamless implementation of the AVDP and AF project in spite of the prevailing COVID-19 context;
- Review, together with the implementation team, the first project AWPB and Procurement plan to ensure compliance to guidelines included in the PIM;
- Review IFAD crosscutting issues that are integrated in the delivery of the AF: gender, youth and nutrition, Social, Environmental and Climate Assessment Procedures (SECAP), as well as corporate guidelines on Fraud and corruption; and the policy on Sexual Harassment, Sexual Exploitation and Abuse.

## **Workshop proceedings**

The IFAD Country Director assumed the overall coordination of the workshop, and shared the objectives of the workshop. The discussions captured mainly the overall AVDP project objectives, as well as the objectives of the AF project components. The workshop provided an opportunity to clarify the roles and responsibilities of the different actors/partners involved in the implementation of the project.

The Deputy Minister of Agriculture officially opened the workshop and highlighted the importance of agriculture development and climate resilience in enhancing agricultural productivity and production, for the Government. He added that the proper implementation of the AF project as well as the overall AVDP is key as this will help alleviate some of the problems of the country particularly in the area of rice production to make it climate smart and resilient. The following key points were made by the presenters:

- The IFAD Project Technical Lead, provided a brief background on the AVDP project design, the financing as well the supervisory and support role of IFAD to ensure effective implementation;
- The AVDP Project Coordinator, provided details related to the Project components, status of implementation arrangements such as the opening of regional offices;
- The Senior Ethics Officer presented the policy on prevention and response to sexual exploitation and abuse and need to observe them during the implementation of the AF project. She highlighted that the Ethics Office is committed to building integrity with government, third parties and partners and ensuring that an ethical culture is embedded in all of its operations. She highlighted IFADs zero tolerance and defined the context of Sexual harassment and sexual exploitation particularly on policies considered acceptable and unacceptable among third parties. She mentioned that third parties have the obligation to ensure that such policies and actions that IFAD considers appropriate are entrenched in their own contracts. She highlighted that all contracted project staff and other third parties must immediately report any acts of sexual abuse and exploitation. Affected person can

receive support from IFAD as well as in communities where the Fund works. Compliance to the policy will be monitored during project supervision missions and non-compliance can result in immediate termination and cancelation of IFAD financing.

- The Consultant on Citizen Engagement, in coordination with the IFADs **Office of Audit and Oversight (AUO)**, made a presentation on how to identify and report corruption, how to promote good governance and citizen engagement at project design, implementation and completion. She mentioned the perception index in some counties in the sub-Saharan region as well as the level of trust there is in intuitions of the state. She explained in detail and with some examples specific to misconduct such as corruption, fraud, collusion, cohesion and obstruction. In particular, she spoke about some procurement processes linked to corruption and the need to maintain good documentation system and records keeping.

### Day 2, Thursday 7 May 2020

The Country Programme Officer assumed the overall coordination of the workshop and discussions on day two, which mainly focused on having in-depth discussion on the technical issues on the implementation of the Adaptation Fund project.

A recap of the first day was provided, with additional comments by a member of the Regional Team, on the importance of a start-up workshop. The presentations were as follows:

1. The IFAD WCA Lead Climate Change and Environmental Specialist, provided a detailed presentation on the **Adaptation Fund** project. He provided a comprehensive overview of the financing agreement. His presentation focused on promoting climate resilience in the cocoa and rice sectors as an adaptation strategy in Sierra Leone. He provided an overall framework for mainstreaming climate resilience through the AF project as presented in the table below:

Project name	Main baseline investment Agricultural Value Chain Development Project	Additional Financing Promoting Climate Resilience in the Cocoa and Rice Sectors as an Adaptation Strategy in Sierra Leone
<b>Component 1:</b>	Climate Resilient and Smart Agricultural Production	Climate-proofed agricultural production and post-harvest combined with livelihood diversification
<b>Component 2:</b>	Agricultural Market Development	Climate-resilient rural transportation and water infrastructure
<b>Component 3:</b>		Institutional capacity building and policy engagement
<b>Project Coordination &amp; Management</b>	Project Coordination & Management AVDP	Project Execution Cost AF staff within AVDP PMU

He highlighted that the objective is to increase food security and nutrition of vulnerable poor communities in the face of climate change. In addition, he stressed on the various components of AF with the overall impact to increase incomes for smallholder farmers through the promotion of agriculture as a business while building the resilience of VCs to Climate Change. He mentioned that climate risk in Sierra Leone is high and spoke on the need to look for specific techniques and best ways based on each block of the value chain. He recommended that when working on the general AVDP logframe, it is important to keep in mind the Adaptation Fund project components. Another recommendation he gave was to integrate the climate adaptation components into the Annual Work Plan and Project Implementation Manual.

2. The Senior mainstreaming Expert provided a presentation on the cross-cutting themes of **Gender, Youth, Nutrition as well as Social, Environmental and Climate Assessment Procedures (SECAP)**. He spoke on the objectives of the IFAD policies on the three mainstreaming themes of Gender, Youth and Nutrition as well as the performance assessment of these themes. He highlighted the following aspects for consideration during implementation: social (indigenous peoples, nutrition/health, child labour, conflict, displacement and land tenure, etc.), environmental (fisheries and aquaculture, water/irrigation, biodiversity and protected areas, etc.), and climate (sea level rise/floods, erratic rains/water stress, salinization, rising temperatures/droughts, pest diseases, etc.) areas. His presentation also classified climate risks within the context of Sierra Leone. More specifically, he identified the following climate risks as high, especially within the context of AF project implementation:

- ✚ Sierra Leone being classified as one of the Least Developed Countries (LDC) and least able to adapt to climate change;
- ✚ The project target group being totally dependent on climate-sensitive natural resources, such as rain-fed agriculture;
- ✚ Increasingly reduced climatic suitability for cocoa, rice, oil palm and vegetables over the next 30 years;
- ✚ Maximum temperatures are expected to increase;
- ✚ Overall precipitation is not projected to change significantly, but the annual rainfall variability may result in increased risk of droughts and dry spells during the dry season and storms and floods in rainy season;
- ✚ Greater risk of surface runoff increases the risk of river flooding, landslides and damage to road infrastructure;

In terms of the way forward, he highlighted capacity building initiative and partnership with WFP on nutrition and food security intervention. The Regional Gender and Youth Specialist, Ms Khadidja Doucoure, stressed on the criticality of the youth employment issue in Sierra Leone. She encouraged the PMU to identify innovative approaches that will bring young people on board to achieve the project objective. She highlighted a platform that promotes citizen engagement. In addition, the Senior Technical Specialist - Gender and Social Inclusion, Mr Jonckheere, advised the project team to capitalize on the experience of other IFAD projects to understand what worked best and what they can adopt.

**Follow-up actions**

Action Item	Plan (Who/When)
Useful documentation on targeting to be shared	Steven Jonckheere, Senior Technical Specialist - Gender and Social Inclusion
The main AVDP Logframe and AWP&B to be updated to integrate the AF project	AF staff/AVDP
PIM to be updated with the adaptation Fund Money incoming adaptation Fund Money	AF staff/AVDP
A subset of beneficiaries to be selected across the project for the panel data collection. Regular follow up will be required	AF staff/AVDP
AF staff and AVDP to catalogue the kind of support they will need from IFAD	AF staff/AVDP
to follow up on a finance related question posed by a staff from AVDP	Elisabeth Brunat Boulet, Consultant Regional team
Consider integrating cross-cutting issues into the baseline exercise that is being planned	AF staff/AVDP



## Annex 1: Inception Workshop Agenda

Time	Topic	Speaker
<b>Day 1: Wednesday 6 May 2020</b>		
15:00-15:10	Start-up workshop opening: objectives, expected results and schedule + Overview of the Sierra Leone portfolio.  - Presentation of participants (Key representatives/ organizations/ departments)	IFAD –Country Director (CD)  Representative of the Ministry of Agriculture and/or Coordinator
15:10 - 15:25	- Overview: How IFAD works and AVDP design	Project Technical Lead (PTL)
15:25 - 15:45	- Brief presentation of AVDP, project management team, objectives, expected results and organizational framework	AVDP Project Coordinator
15:45 - 16:25	- IFAD’s policy on Prevention of Sexual Harassment, Sexual Exploitation and Abuse	IFAD –Ethics Office (ETH) and Office of Audit and Oversight (AUO)
16:25 – 16:55	- IFAD’s anti-fraud and anti-corruption policy  - Q & A	
16:55 – 17:00	Closure of Day 1	PTL

Time	Topic	Speaker
<b>Day 2: Thursday 7 May 2020</b>		
15:00 – 15:05	- Recap of Day 1	IFAD – PTL

15:05- 16:30	<ul style="list-style-type: none"> <li>- Fiduciary management issues and audit</li> <li>- Financial management issues: Financial, administrative and accounting management procedures in IFAD projects</li> <li>- Q &amp; A</li> </ul>	IFAD – Financial Management Services Division (FMD)
16 :30 – 16: 50	<ul style="list-style-type: none"> <li>- Annual Work Plan and Budget (AWPB): IFAD’s methods and guidelines</li> <li>- Q &amp; A</li> </ul>	IFAD – Project Coordination Unit (PCU) and FMD
16:50 – 17:35	<ul style="list-style-type: none"> <li>- Procurement: IFAD’s methods and guidelines</li> <li>- Q &amp; A</li> </ul>	IFAD – Programme Management Department (PMD)
17 :35- 17 :40	Closure of Day 2	Country Director

Time	Topic	Speaker
<b>Day 3: Friday 8 May 2020</b>		
15:00 – 15:05	<ul style="list-style-type: none"> <li>- Recap of Day 2</li> </ul>	IFAD – PTL
15 :05 – 15 :20	<ul style="list-style-type: none"> <li>- Additional funding from the Adaptation Fund</li> </ul>	IFAD – ECG
15:20 – 16:00	<ul style="list-style-type: none"> <li>- Gender and Youth</li> <li>- Nutrition</li> <li>- Q &amp; A</li> </ul>	IFAD – ECG
16:00 – 16:30	Social, Environmental and Climate Assessment Procedures (SECAP)  Q & A	IFAD – ECG

## **Annex 2 List of participants**

<b>No</b>	<b>Name</b>	<b>Role</b>
1	Honourable Dennis Vandi	Minister of Agriculture and Forestry
2	Honourable Samking Braima	Deputy Minister 2 of Ministry of Agriculture and Forestry
3	Komba Momoh	Deputy Secretary, Ministry of Finance
4	Jackariawo Jalloh	Agricultural Coordination and Transformation Team Leader, Ministry of Agriculture and Forestry
5	Amara Idara Sheriff	Chief Agriculture Officer, Ministry of Agriculture and Forestry
6	Mohamed Ajuba Sheriff	National Development Partner Programme Coordinator, Ministry of Agriculture and Forestry
7	Robert Delve	Lead Global Technical Advisor, Agronomy, PMI
8	Ann Turinayo	Country Director, Sierra Leone & Burkina Faso
9	Joseph Brima	Country Programme Officer, Sierra Leone
10	Radu Damianov	Senior Regional Finance Officer, FMD
11	Ebele Ikezogwu	Regional Finance Officer, FMD
12	Roberto Longo	Procurement Specialist, WCA
13	Federica Siviglia	Procurement consultant, WCA
14	Nana Adjoa Otabil	Results Specialist Consultant, WCA
15	Jovanie Philogène	Senior Ethics Officer
16	Khadidja Doucoure	Regional Gender and Youth Specialist, WCA
17	Lisa Bhansali	Consultant
18	Elisabeth Brunat Boulet	Consultant- Regional Team, WCA
19	Pathe Sene Amath	Regional Climate and Environment Specialist, ECG
20	Steven Jonckheere	Senior Technical Specialist - Gender and Social Inclusion, ECG

No	Name	Designation	06/05	07/05	08/05
1	Abdulrahman Bob Conteh	Programme Manager	√	√	√
2	Tamba D Kassoh	Programme Technical Director	√	√	√
3	Chernor H.Barrie	Financial Controller	√	√	√
4	Mohamed L. Sesay	Procurement Manager	√	√	√
5	Brima Kamara	Head M&E and Knowledge Management	√	√	√
6	Gassimu Bhonopha	Climate Smart Agriculture Specialist	√	√	√
7	George M. Barber	Senior Irrigation Engineer	√	√	√
8	Borteh Yema Patricia Massaquoi	Senior Gender & Youth Officer	√	√	√
9	Binta Fofanah	Financial Accountant		√	√
10	Abu Bakarr Conteh	Head Information Education & Communication (IEC)	√		√
11	Sheku Loleh	Procurement Officer		√	√
12	Abu Bakarr Sidique Banagura	GIS Officer	√	√	√
13	Ketima Bangura	Gender Officer		√	√

14	Junna Koroma	Senior Civil Works Supervision Engineer	√	√	√
15	Sinnah Massaquoi	Agric Business Specialist		√	√
16	Riad S.Koroma	Senior Agronomist	√	√	√
17	Ashmir L. Jah	Grant Officer		√	√
18	Joseph K.Tondoneh	Tree Crop Officer		√	√
19	Ahmed A.B Sheriff	Irrigation / Water Management Officer		√	√
20	Mohamed Morie Sippo	Irrigation/ Water Management Officer		√	√
21	Mohamed Abdulai Kabba	Agric Communication Officer		√	√
22	Sunkarie Sankoh	Agric Communication Officer		√	√
23	Mustapha H. Abu	Agricbusiness Assistant		√	√
24	Ismail S.Kamara	Agricbusiness Assistant		√	√
25	Alfred Philipson Koroma	Agricbusiness Assistant		√	√
26	Robert Bailey	Assistant Civil Work Supervision Engineer		√	√

27	Alpha.S. Nabie	Agronomist		√	√
28	Thomas M. Brima	Agronomist		√	√
29	Abdulai Y. Jalloh	Agricultural Extension Officer		√	√
30	Marie H .Deen – Nyarkoh	Agronomist	√	√	√
31	Seinya Amie Bakarr	Agricultural Extension Officer		√	
32	Edmond N.Saidu	Senior Tree Crop Officer	√		
33	Mohamed U.Jalloh	M&E Officer		√	√
34	Ibrahim Bah	M&E Officer			√
35	Lucy Koker	Irrigation/ Water Management Officer		√	
36	Sidratu Samura	Admin and Logistics Assistant			√
37	Amelia J.F Sandy	M& E Officer	√	√	√
38	Nancy Iye Tommy	Agribusiness Assistant			√
39	Dominic A.O Sesay	M& E Officer		√	√
40	Mohamed Bangura	IT Officer	√	√	√