



MEMORANDUM OF AGREEMENT

Ref: MOA CCO 1 of 2014

BELIZE:

THIS MEMORANDUM OF AGREEMENT is made this 6th day of March, 2014 between the **MINISTRY OF FORESTRY, FISHERIES AND SUSTAINABLE DEVELOPMENT** with address of Second Floor, West Block Building, Independence Hill, Belmopan, Cayo District, Belize C.A. (hereafter referred to as the “MFFSD”) and the **Inter-American Institute for Cooperation on Agriculture (IICA)**, in Belize (hereinafter referred to as the Trainers) with address of #24 Orchid Garden Street, Orchid Garden Area, Belmopan, Belize.

WHEREAS MFFSD desires to use the expertise of the Trainers to support agriculture officers in improving their knowledge and skills on Climate Change and the Effects of Climate Change on the Agriculture sector. The Trainers will assist with activities outlined below, on the terms and conditions hereinafter set forth.

NOW THEREFORE THE PARTIES THERETO HEREBY AGREE as follows:

1. The work under this MOA will be performed under the overall supervision of the MFFSD.
2. The focus of this MOA will be to contribute to the overall increase in knowledge of the effects of climate change in the agriculture sector and the response needed to prepare for these effects.
3. The objective of the Training Sessions is to :
 - a. Enhance the capacity of the Agriculture Technical Officers on how to respond to the effects of climate change in the agriculture sector and to effectively pass on this knowledge to others within this sector.

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4. One - five days workshops to be conducted as follows:
 - a. March 24 to 28, 2014 targeting Agriculture Officers and few key stakeholders as identified and/or recommended by the Ministry of Natural Resources and Agriculture (MNRA).
5. That MFFSD through collaboration with a supported project under the National Climate Change Office (NCCO) will fund the below costs to the Consultants:

The funds will cover the below cost for a total of five (5) working days to reach a maximum of US Nine Thousand Ten Dollars (USD\$9,010.00) as follows:

- 1 Trainer for 5 working days to include per diem and flight (round trip from Washington to Belize) - USD\$3,440.00
- Printing of training materials - USD\$2,410.00
- Purchase of Training Materials - USD\$250.00
- Accommodation for participants - USD\$710.00
- Bus rental for field trip - USD\$400.00
- Catering for the sessions: Lunch and morning snacks for 5 days - USD\$1800.00

All costs stated above will be borne by the supported project under the National Climate Change Office for activities stated. Disbursement of the above costs will be based on UNDP procurement procedures (micro-purchase canvass form). The National Climate Change Office will directly procure the following:

- Airfare for the Trainer
- Printing of training materials
- Accommodation for participants
- Bus rental for field trip
- Catering services for the session

- Per diem to the Trainer

The Trainer will be in charge of buying the training materials required, and will therefore, provide all receipts for items purchased amounting to a maximum of USD Two hundred fifty dollars (USD\$250.00).

The supported project under the NCCO will support the costs above which will assist in achieving Output 2.5.2 of Component 3- "Work alongside Ministries/Sectors to identify and execute workshops that will assist in developing national capacities to respond to the challenges of climate change" The Research Development Unit within the Ministry of Natural Resources and Agriculture will be funding the venue and other miscellaneous training materials that will be used and IICA will be co-sponsoring two trainers for the sessions.

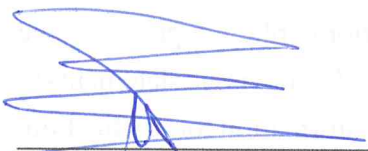
6. The Trainers will be responsible for the payment and booking of their hotel. MFFSD will only be responsible for payment and booking of flight for the Trainer as stated in term number 5.
7. MFFSD will accept **NO** responsibility for costs arising from accidents and/or illness incurred during the time requested.
8. The Trainers will conduct themselves at all times in a manner compatible with their responsibilities as Trainers for the MFFSD and is expected to avoid any action and, in particular, any public statement which may adversely reflect the MFFSD or their status as Trainers for the MFFSD.
9. The Trainers will, at all times, respect the laws, moral codes and traditions of the country.
10. During their assignments, the Trainers, will not, except with prior explicit approval of the Chief Executive Officer and/or the National Climate Change Coordinator, issue statements to the press or other agencies of public information, release visual information for publication, submit articles, books or other material for publication or take part in any mass communication activities such as film, radio or television productions which are in any way related to the assignments/activities or interest of the MFFSD, or the Government of Belize.
11. The Trainers is to keep confidential all unpublished information and data made known to

them through the activities set out in this MOA, and not to publish any reports or papers on the basis of information obtained during the time set out in the MOA, except with the written authorization of MFFSD.

12. The Trainers is to provide written notice in case of illness or other unavoidable circumstances which might prevent them from fulfilling their obligations.
13. The Trainers is to present a Final Workshop Report that will include the findings from Workshop Evaluation Sheets completed from the workshop no later than one week after the end date of assignment to the Project Manager of the National Climate Change Office under the MFFSD.
14. The MOA may be terminated before its expiration date under the following circumstances:
 - a. Unsatisfactory work performance by the Trainers;
 - b. Prolonged incapacity to work because of illness; and
 - c. Other circumstances that may make it difficult for the Trainers to continue their assignment
15. The Trainers will be summarily dismissed without notice in the following cases:
 - a. Gross negligence, misconduct or abandonment of post; and
 - b. Non-observance of the provisions contained within this document.

IN WITNESS WHEREOF the MFFSD through their representative and the Trainers through their representative set their hands below this day and year.

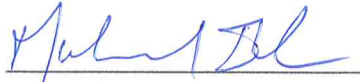
SIGNED BY:



Wendel Parham Ph. D.
Chief Executive Officer
Ministry of Forestry, Fisheries and Sustainable Development

Date: _____

14/03/2014



Dr. Muhammad Ibrahim

Country Representative - Belize

Inter-American Institute for Cooperation on Agriculture

Date: 14/07/2014