



EXPRESSION OF INTEREST (EOI)

TERMS OF REFERENCE FOR A COCOA SUPPLY CHAIN EXPERT

For the project titled:

“Restoration for Resilience and Recovery (3R) of Sustainable Agri-food Systems” The project is funded by the Food and Agriculture Organization of the United Nations with Knowledge for World Conservation (KWC) as the main service provider of the 3R project.

1. INTRODUCTION

The European Union Deforestation Regulation (EUDR) requires that cocoa exported into the EU market is deforestation and degradation-free, legally produced, and fully traceable from farm to market. In response, Ghana must strengthen the capacity of Forest and Farm Producer Organizations (FFPOs) and farmer unions to comply with the EUDR requirements.

2. PROJECT OBJECTIVE

In part, the project must raise and increase the awareness of 120 Forest and Farm Producer Organizations (FFPOs) and farmer unions in cocoa landscapes (Ashanti, Eastern and Western-North Regions) on the requirements of the EUDR. It must also build their capacities to fully comply with the information and documentations to comply with EUDR requirements in order to produce and trade in cocoa and its products on the EU market. Three training workshops are to be organized between September and October 2025 for the capacity building.

3. CONTENT

The workshop must cover the requirements of the EUDR and how to put them into practice. It must equip the trainees with knowledge and ability to satisfy the following:

- The EUDR requirements for due diligence in cocoa production and exports
- Ghana’s legal processes and procedures for cocoa land management, production, and avoiding deforestation and forest degradation; land and tree tenure; respecting the social rights of communities and farmers and meeting fiscal obligations.
- Content and application of the Ghana Cocoa Traceability System (GCTS) and Matrix
- Cross-cutting issues such as legal and sustainable farming practices, labor standards, and environmental safeguards.

4. RESPONSIBILITIES AND TASKS

A resource person is sought to provide the above listed trainings. The resource person will:

- Deliver three (3) one-day training workshops for FFPOs and farmer unions.
- Produce training materials based on:
 - Ghana Cocoa Traceability Systems and Matrix (based on COCOBOD approved practices).

- Cross-cutting issues on (land and tree tenure, environmental requirements, cocoa supply chain traceability and due diligence, sustainable farming practices, social and labor regulations).
- **Facilitate practical sessions on:**
 - Farm mapping and geolocation for traceability
 - Recordkeeping (farm size, yields, sales, harvest dates).
 - Compliance with environmental and labor regulations.
 - Ghana’s national laws and policies governing cocoa cultivation.
- Prepare and submit a comprehensive training report (covering methodology, participants trained, key lessons, challenges, and recommendations).

5. REPORTING AND SUPERVISION

The resource person will report to the Project Coordinator at KWC.

6. DELIVERABLES

- Three (3) workshops delivered (one in each location of Sefwi Wiawso, Koforidua and Kumasi).
- A final training report.

7. QUALIFICATIONS

- At least 5 years of professional experience in cocoa management, sustainability, and supply chains.
- Proven expertise in Ghana’s cocoa sector, including laws, rules/regulations and institutional frameworks governing cocoa production and trade.
- Proven knowledge of EUDR and its implication for Ghana’s cocoa exports.
- Experienced in training farmers, cooperatives, or FFPOs on compliance, sustainability, and traceability systems.
- Excellent facilitation and communication skills in English and the Akan Language.

8. DURATION AND LEVEL OF EFFORT

- 1 day for developing training materials (Presentation slides).
- 3 days for training delivery (one day per location).
- 1 day for reporting.
- Total: 5 working days (September and October 2025).

9. SELECTION

- Interested persons must present an application with evidence of qualification attached to the email address admin@kwcgh.org with copy to gustavadu@gmail.com with the subject line “EOI for a cocoa supply chain expert” latest by 30th September, 2025.
- Short listed applicants will be interviewed on line.
- Contract of award of the assignment will be issued to the selected applicant.

Fr: Project Coordinator’s Name & Signature: Esi A. Banful



Date: 24th September, 2025