**MEMORANDUM OF UNDERSTANDING**

**Between**



**NATIONAL AGRICULTURAL RESEARCH INSTITUTE (NARI)**

**and**

**NAYUDO LOCAL LEVEL GOVERNMENT**

**and**



**MADANG PROVINCIAL GOVERNMENT (MPG)**

**on**

**Collaborative implementation of the European Union funded Action on Climate Change Adaptation “Strengthening food production capacity and resilience to drought on vulnerable communities”**

**Preamble**

This memorandum of Understanding (MoU), which is non-legally binding, jointly developed by the National Agricultural Research Institute and Morobe Provincial Government expresses the understanding between;

1. The National Agricultural Research Institute (hereafter referred to as “NARI”), with its Head Quarter at Kana Aburu Haus, Sir Alkan Tololo Research Centre, PO Box 4415, LAE, Morobe Province.
2. Nayudo Local Level Government (hereafter referred to as “NLLG”), with its office at Saidor, C/-Provincial Department of Agriculture and Livestock, Madang Provincial, PO Box 1834, Madang Province.
3. Madang Provincial Government (hereafter referred to as “MPG”), with its offices at Madang, PO Box 1834, Madang Province.

**Purpose**

This understanding is based on the following purpose;

To facilitate an enabling environment for collaborative execution of the European Union Funded Action on Climate Change Adaptation “Strengthening food production capacity and resilience to drought on vulnerable communities” in the Nayudo LLG;

1. **Background**
2. **NATIONAL AGRICULTURAL RESEARCH INSTITUTE (NARI)**

NARI is a statutory public Agricultural Research Institute engaged in research to promote innovative agricultural development of the smallholder sector in Papua New Guinea through scientific research, knowledge creation and information exchange. It has strategic objective of accomplishing enhanced productivity, efficiency, stability and sustainability of the smallholder agriculture sector so as to contribute to the improved welfare of rural families and communities who depend wholly or partly on agriculture for their livelihoods.

NARI is implementing the European Union funded project on ‘’Strengthening food production capacity and the resilience to drought of vulnerable communities”. This is a 4-year agriculture for development project targeting selected LLGs from Districts assessed in Category 4 and 5 of worst affected areas in the 2015/16 El Nino event. The project will specifically target to strengthen the adaptive capacity of 16-24 LLGs across 11 provinces to respond with appropriate agricultural technologies and strategies to abiotic stresses arising from seasonal weather patterns and climate change and impacting on /agricultural productivity. Part of the implementation modalities is to seek partnerships with local NGOs and Government organisations to draw on their local expertise and comparative advantage to implement specific activities in the targeted sites.

Through this MoU, it is expected that NARI will support the Rai Coast LLG and Madang Provincial Government through their existing programmes to take ownership, deliver, and sustain the project in the communities throughout the Teptep station.

1. **TEPTEP STATION, NAYUDO LLG, RAI COAST DISTRICT (RCD)**

Teptep is located along the Finisterre Range where the environment is wet-humid with mountain forests at 2,000 to 3,800 m altitude. There is frequent cloud cover and rainfall of 2,000 to 3,400 mm however occasional long dry periods are experienced and becoming frequent in recent times. Agriculture is practiced up to 2,600 m and is mostly subsistence based under strong increased pressure as a result of more intensive cultivation practiced in a very low potential environment. Some crops like coffee and tobacco are sold but most times they do not reach the market contributing to low income earning capability.

Teptep is very remote and with a population density average 50 persons/km2 and 18 persons/km2 in mountain and valley communities respectively. Valleys are fertile but poor along mountains and hills, hence very low potential for cultivation. Agriculture is entirely rain-fed, natural rivers and streams are exceptionally pristine. People (women) collect rain water for household and also collect water from distant valleys/river esp. during dry periods. Child malnutrition is of concern.

The four main agenda for enhancing drought resilience as identified by community members at Teptep Station were;

1. Post harvest handling and introduction of food processing techniques for household food consumption (Women’s1st priority)
2. Diversification of livestock particularly inland fish, duck and interest for sheep, goats and rabbits (Women’s 2nd priority)
3. Adapting and testing of new sweet potato cultivars possessing climate ready traits and adopting improved nutrient management techniques (Men’s 1st priority)
4. Adopting and testing of taro and xanthosoma cultivars which are emerging staples and improvement of their respective agronomic practices (Men’s 2nd priority)

Teptep Station of Nayudo LLG is on the border between Morobe and Madang Province. Project implementation at Teptep is supported by the Rai Coast District Administration through the Madang Provincial Governments for delivery of agricultural interventions to the drought prone area through its Food Security program, where synergies may be gained during project activities.

1. **MADANG PROVINCIAL GOVERNMENT**

Madang Province is the second largest province in terms of land area and has a population of 493,106 people in six districts. The agro-ecological zone is divided between mountainous areas, with humid tropical rainforests and good vegetable production, and coastal plains with less dense forests and palm trees, and suitable plantation land, making the province a leading producer of [cocoa](https://en.wikipedia.org/wiki/Cocoa_bean) and [copra](https://en.wikipedia.org/wiki/Copra) and [cattle](https://en.wikipedia.org/wiki/Cattle).

The National Disaster and Emergency Services survey of the 2015/16 drought identified communities surviving under Category 4 and 5 in two of the six districts of Madang, namely, Rai Coast and Bogia. There are two LLG’s from Rai Coast involved in this project namely Rai Coast Rural (Teptep) and Astrolabe Bay.

The Madang Provincial Administration recognises the important collaboration between Provincial Department of Agriculture and Livestock, and the Disaster and Emergency Service on drought related agenda and supports continued partnership with NARI through this European Union funded Action to be implemented in Teptep Station, Rai Coast District.

1. **Definitions (of the agreement)**

In this MoU:

1. “Activities” means any project activity that is identified and funded for under the project, that needs to be implemented to achieve outcomes;
2. “NARI” means the National Agricultural Research Institute and the lead partner
3. “MPG” means Madang Provincial Government, and Partner 1
4. “MoU” means Memorandum of Understanding and it specifically refers to this document
5. “Parties” refers to partners (NARI, RCD, MPG) identified in this MoU
6. “EU” means European Union.
7. “Project” refers to the European Union Funded Action on Climate Change Adaptation “Strengthening food production capacity and resilience to drought on vulnerable communities”, provided through European Union (EU) grant 2016/039-779 for implementation by the National Agricultural Research Institute (NARI)
8. **Partner roles & responsibilities**

**3.1 MPG, as Partner shall:**

* 1. Ensure associated divisions and stakeholders assist Teptep Station in Rai Coast District in terms of skilled technical officers and in-kind in implementing the project successfully.
	2. Allocate and provide support staff through the Provincial Department of Agriculture and Livestock with in-kind contribution (such as transport, labour, materials, etc) to implement the project.
	3. Provide 0.5 hectare of land for a multiplication block and the 8m x 4m nursery facility.
	4. Provide a secure location for the establishment of an 8m X 4m poultry house which will serve as a hatchery and a site of breeding and distribution of poultry.
	5. Allocate and provide support staff with in-kind contribution (such as transport, labour, materials, etc) to implement the project.
	6. Provide administrative support for project implementation on-site maintenance of the multiplication block, managing the nursery facilities and organising delivery of planting materials, managing the stocking and distribution of chickens, ducks and fish to targeted farmers.
	7. Reprint and distribute all hard and electronic copies of relevant climate change information and agriculture technologies provided by NARI to identified schools in Rai Coast District. The cost will be met by the MPG as part of its contribution to the project.
	8. Select up to 40 champion farmers (50% will be women) to participate in the identified trainings.
	9. Also organise logistics (such as transport, accommodations and venues) for trainings.
	10. Organise and implement two additional farmer trainings for 60 farmers at total cost of up to K5,000 to be planned and invoiced through the project office.
	11. Prepare and distribute all planting materials from the multiplication block and nursery at TepTep to identified target farmers and communities.
	12. In partnership with NARI staff, select materials from hard-wares and provide quotations to NARI for direct payments to service providers for the construction of the nursery facility and minor irrigation water system.
	13. Submit quarterly and final project reports to NARI.
	14. Share data, reports and information generated from this project with NARI.
	15. Sustain the project after its completion within the LLG and District planning process.
1. **NARI’S ROLES AND RESPONSIBILITIES**

NARI, as the Implementing Lead Project Partner shall;

1. Provide technical and financial support for the following activities:
	1. Establishment of a multiplication block on a 0.5 hectare of land;
	2. Construction of an 8m X 4m nursery facility with water system on a block of land at TepTep Station; and
	3. Construction of an 8m X 4m Poultry house for the breeding and distribution of poultry to farmers, and purchase and supply of inland fish and other appropriate livestock.
2. Provide training packages, facilitate and conduct two trainings to 40 champion farmers (50% will be women) on;
	1. Improving current crops and secure seed systems
	2. Sustainable garden systems and nutrient management
	3. Poultry farming for household food security and income
	4. Food processing, storage and nutritious family diet preparations
	5. Financial literacy training
3. Provide training of trainer’s program, materials and equipment to identified RCD officers to facilitate and manage the planned project activities and networks
4. Provide hard and electronic copies of climate change and other relevant information to RCD.
5. Provide planting material for preferred crops to be planted in the multiplication block and the designing and construction of the nursery facility.
6. Provide breeding stock and/or chicks of improved poultry, inland fish and appropriate other livestock to RCD who will then distribute to the identified champion farmers attending training on livestock management.
7. Conduct quarterly assessment and monitoring of the project implementation schedule and progress.
8. Share data, reports and information of the project with its partners.
9. **JOINT COMMITMENTS OF THE PARTIES**

The parties will jointly undertake;

1. To jointly carry-out the activities under this project;
	* 1. NARI as the overall lead partner to provide financial and technical support to execute the activities.
		2. RCD to facilitate, mobilise and execute the activities.
		3. MPG to provide enabling environment for execution of the activities.
2. To carry out or facilitate training and participation of farmers and communities in the identified sites for the determined interventions in 2(b)
3. Each party will keep each other updated on any new events or projects being planned in the district and LLG.
4. Provide ample opportunity for visibility activity of the EU funded Action implementation through relevant media outlets, notices, publications and public events
5. **Contingency management**
6. If required NARI will work with its Parties in this MoU to resolve any disputes, claims or compensation from individuals, groups or organization in relation to Land used for project work.
7. If required, a third party can be approached for assistance in resolving the issue if any.
8. **Inspection**
9. At reasonable intervals and upon being provided with reasonable notice, the Parties will allow representative(s) of the other Party access to the project sites to inspect the project(s) and the project activities including regular joint inspections.
10. Report would be prepared and circulated after each visit to keep each Party informed about the development and progresses related to the activity after the visit.
11. **Consultation**

Consultation meetings will be held between the parties on a mutually convenient date and venues for the purpose of;

1. Planning and coordinating the cooperation under this MoU; and
2. Discussing and consultation on any other matter relating to the terms of this MoU and/or health related discussions and coordination;
3. And will endeavour in a spirit of corporation and mutual trust to resolve any difficulties and misunderstandings which may arise.
4. **Financial commitments**
5. All project site activity funds will be managed by NARI.
6. Payment for goods and services will be made directly to suppliers on quotations or invoices submitted by RCD for approved budgeted activities.
7. Partner staff directly involved in the implementation of activities on location at RCD will be paid according to NARI project rates for local staff
8. No additional incidental costs will be incurred without consent from NARI and no other sub-contractual obligations will be tendered.
9. Minor incidental costs not exceeding K500.00 incurred during implementation of site activities may be borne by each of the Partners concerned.
10. **Reports and Reviews**
11. Regular project progress reports under this MoU will be prepared jointly by the project collaborators and copies submitted to all parties.
12. Any review of MoU should be done within the first six months of the implantation period, reflecting the project activities.
13. Any joint field visit or visit by any party under this MoU would be complemented by a report within two weeks and supported by relevant data. The reports can be prepared using reporting templates developed by NARI.
14. **Intellectual Property Rights**
15. NARI, RCD and MPG will recognize each other’s Intellectual Property Rights and formally request permission for usage in conjunction with works under this MoU.
16. As a public research institution, NARI is allowed to use data generated from the project interventions and demonstrations for preparing publications for the general public as well as the scientific community.
17. **Durations**
18. Under a circumstance where either one on the parties wishes to withdraw from the agreement; a three months notice should be given to sort out any outstanding matters.
19. By signing this Agreement, all parties have agreed to terms and conditions as specified above.
20. **Amendments**

This MoU may be amended in consultation with either parties or one party giving the other 3 months’ notice of Amendment.

1. **Indemnity**
2. In the event of a time clash between a joint project under this MoU and each party’s own separate project(s) (not under this MoU) the later will take precedence over the former and for which the party concerned must not be held accountable for any loss of inconvenience in the activities of the agreed project. A minimum of a month’s notice would be given to avoid disruptions and allow time for rescheduling the planned activities;
3. Either party would be responsible for their own staff member(s) and will at no stage take responsibility (financial or otherwise) for the following for each other’s staff (whilst doing work under NARI/Project/Activity);
4. Any illnesses or accidents and injuries;
5. Any cost for medical fees, deaths and related fees;
6. Any additional cost for jobs not authorised and or agreed by the parties in this MoU;
7. Any vehicle or office or any other equipment maintenance costs.

**MEMORANDUM of understanding (mou)**

**Sign by;**

**NARI REPRESENTATIVE**

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| **Dr Sergie Bang**Director General |  |

**TepTep REPRESENTATIVE**

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| --- | --- |
| Mr Ano Darkop | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**MADANG PROVINCIAL GOVERNMENT REPRESENTATIVE**

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| Provincial Program Advisor | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Date: ....../....../2019**

**IN WITNESS WHEREOF** the parties have duly executed this MoU on the above mentioned day, month and year.

**Signed for and on behalf of the In the presence of:**

**NARI Action Implementation Team**

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**Mr. Jeffrey Waki**  Mr Nicky Tahawka

Technical Coordinator (Crops) Lutheran Circuit President (Teptep)