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AGROSAVIA
Corporación colombiana de investigación agropecuaria

LETTER OF AGREEMENT FOR TECHNICAL COOPERATION BETWEEN THE COLOMBIAN AGRICULTURAL RESEARCH CORPORATION – AGROSAVIA AND THE INTER-AMERICAN INSTITUTE FOR COOPERATION ON AGRICULTURE (IICA), FOR THE IMPLEMENTATION OF *"IMPROVING CAPACITY BUILDING AND KNOWLEDGE SHARING TO SUPPORT MANAGEMENT OF CADMIUM LEVELS IN COCOA IN LATIN AMERICA AND THE CARIBBEAN FOR EXPORT TO THE EU"* (HEREINAFTER THE PROJECT)	**CARTA DE ACUERDO DE COOPERACIÓN TÉCNICA ENTRE LA CORPORACIÓN COLOMBIANA DE INVESTIGACIÓN AGROPECUARIA - AGROSAVIA Y EL INSTITUTO INTERAMERICANO DE COOPERACIÓN PARA LA AGRICULTURA (IICA), PARA LA EJECUCIÓN DE "MEJORAR LA CREACIÓN DE CAPACIDADES Y EL INTERCAMBIO DE CONOCIMIENTOS PARA APOYAR LA GESTIÓN DE LOS NIVELES DE CADMIO EN EL CACAO EN AMÉRICA LATINA Y EL CARIBE PARA SU EXPORTACIÓN A LA UE" (EN ADELANTE EL PROYECTO)**
The Colombian Corporation for Agricultural Research (hereinafter **AGROSAVIA**), with Identification Tax number Nro. 800.194.600-3, a decentralized Public Entity, not-for-profit, governed by the Colombian rules of Private Law, represented by **JORGE MARIO DIAZ LUENGAS**, Executive Director and Legal Representative, and the Inter-American Institute for Cooperation on Agriculture, hereinafter (**IICA**), represented by its Director General, **MANUEL OTERO**, who expressly delegates to Representative in Colombia, **HUMBERTO OLIVEIRA** to sign this document on his behalf, have agreed to sign the present **LETTER OF AGREEMENT FOR TECHNICAL COOPERATION** (the **LETTER OF AGREEMENT** or the **LOA**) subject to the following considerations and clauses:	La Corporación Colombiana de Investigación Agropecuaria (en adelante **AGROSAVIA**), con número de identificación fiscal 800.194. 600-3, Entidad pública descentralizada, sin ánimo de lucro, regida por las normas colombianas de Derecho Privado, representada por **JORGE MARIO DIAZ LUENGAS**, Director Ejecutivo y Representante Legal, y el Instituto Interamericano de Cooperación para la Agricultura, en adelante (IICA), representado por su Director General, MANUEL OTERO, quien delega expresamente al Representante en Colombia, **HUMBERTO OLIVEIRA** para que firme el presente documento en su nombre, han acordado suscribir la presente **CARTA DE ACUERDO DE COOPERACIÓN TÉCNICA** (la CARTA DE ACUERDO o la LOA) con sujeción a las siguientes consideraciones y cláusulas:
WHEREAS:	**TENIENDO EN CUENTA QUE:**
AGROSAVIA´s main purpose is to transform the Colombian agricultural sector, in a sustainable	El propósito principal de **AGROSAVIA** es transformar el sector agropecuario

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way, with the power of knowledge to improve the lives of producers and consumers, through the generation and linking of technological offers focused on research, development and innovation processes, and knowledge management in networks, supporting the development of actions aimed at providing and improving capacities and instruments for the agricultural extension service, and supporting the design and implementation of policies, tools and methodologies to accompany the processes of articulation of the National System of Agricultural Innovation (**SNIA**) and capacity building of their actors.	colombiano, de manera sostenible, con el poder del conocimiento para mejorar la vida de los productores y consumidores, a través de la generación y vinculación de ofertas tecnológicas enfocadas a los procesos de investigación, desarrollo e innovación, y a la gestión del conocimiento en red, apoyando el desarrollo de acciones encaminadas a dotar y mejorar las capacidades e instrumentos del servicio de extensión agropecuaria, y apoyando el diseño e implementación de políticas, herramientas y metodologías que acompañen los procesos de articulación del Sistema Nacional de Innovación Agropecuaria (SNIA) y el desarrollo de capacidades de sus actores.
AGROSAVIA will be the Agency responsible for implementing the cocoa cadmium related activities.	**AGROSAVIA** será el organismo responsable de la ejecución de las actividades relacionadas con el cadmio del cacao.
The joint and complementary efforts of **AGROSAVIA** and **IICA** will contribute effectively to the implementation of the **PROJECT** to build capacity and share knowledge to better manage the levels of cadmium contamination in cocoa and cocoa-derived products from Latin America and the Caribbean (LAC).	Los esfuerzos conjuntos y complementarios de **AGROSAVIA y el IICA** contribuirán eficazmente a la ejecución del PROYECTO para crear capacidad y compartir conocimientos para gestionar mejor los niveles de contaminación por cadmio en el cacao y los productos derivados del cacao de América Latina y el Caribe (ALC).
The **PROJECT** is comprised of Six Activities: (i) Framework of Support for Coordination to build consensus and Information Sharing on Best Practices for cadmium mitigation and remediation, (ii) Enhanced and standardized Capacity to Analyse Cadmium Levels, (iii) Improved	**El PROYECTO** consta de seis actividades: (i) Marco de apoyo a la coordinación para crear consenso y compartir información sobre las mejores prácticas para la mitigación y remediación del cadmio, (ii) Capacidad mejorada y estandarizada para analizar los niveles de

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Knowledge of Cadmium Presence in Cocoa Growing Areas Through Analysis and Mapping, (iv) Awareness raising on Cadmium Issues Among Stakeholders in the Cocoa Supply Chain, (v) Workshops and Results Dissemination, and (vi) Project Coordination, Monitoring and Evaluation.	cadmio, (iii) Mejora del conocimiento de la presencia de cadmio en las zonas de cultivo de cacao a través del análisis y la cartografía, (iv) Concientización sobre las cuestiones relacionadas con el cadmio entre las partes interesadas en la cadena de suministro de cacao, (v) Talleres y difusión de resultados, y (vi) Coordinación, seguimiento y evaluación del proyecto.
IICA is the designated Project Executing Agency (PEA) and will be executing project related activities, in collaboration with the following partners: (i) the Colombian Agricultural Research Corporation (**AGROSAVIA**) in Colombia, (ii) the Instituto Nacional de Investigaciones Agropecuarias (**INIAP**) in Ecuador, (iii) the Ministry of Agrarian Development and Irrigation (Ministerio de Desarrollo Agrario y Riego - **MIDAGRI**) formerly Ministry of Agriculture and Irrigation (MINAGRI) in Peru and the Cocoa Research Centre (**CRC**) in Trinidad and Tobago.	**El IICA** es el Organismo Ejecutor del Proyecto (OEP) designado y ejecutará las actividades relacionadas con el proyecto, en colaboración con los siguientes socios (i) la Corporación Colombiana de Investigación Agropecuaria **(AGROSAVIA)** en Colombia, (ii) el Instituto Nacional de Investigaciones Agropecuarias **(INIAP)** en Ecuador**, (iii) el Ministerio de Desarrollo Agrario y Riego (MIDAGRI) antes Ministerio de Agricultura y Riego (MINAGRI) en Perú y el Centro de Investigación del Cacao (CRC) en Trinidad y Tobago.**
The present **LOA** designates **AGROSAVIA** as the organisation responsible for leading the coordination, technical supervision and implementation of the Activities under the **PROJECT** and **IICA** as the organisation responsible for general oversight and managing the funds of it.	**La presente LOA designa a AGROSAVIA como** organización responsable de liderar la coordinación, supervisión técnica y ejecución de las Actividades del **PROYECTO y al IICA** como organización responsable de la supervisión general y de la gestión de los fondos del mismo.
This **LOA** falls under the purview of the Contribution Agreement (STDF/PG/577) signed by **IICA** and the World Trade Organization (WTO) on January 19, 2022 to execute improving capacity building and knowledge sharing to support management of Cadmium levels in cocoa in Latin America and the Caribbean.	Esta **LOA** se enmarca en el Acuerdo de Contribución (STDF/PG/577) firmado por el IICA y la Organización Mundial del Comercio (OMC) el 19 de enero de 2022 para ejecutar la mejora de la creación de capacidades y el intercambio de conocimientos para apoyar la gestión de los niveles de cadmio en el cacao en América Latina y el Caribe.
The **LOA** establishes the basis for effectively cooperation in the implementation of the activities of the **PROJECT**, as it is presented in the	**La LOA** establece las bases para la cooperación efectiva en la implementación de las actividades del **PROYECTO,** tal y

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Technical Cooperation Project Document which seeks to strengthen the capacity and capability of the cocoa sector to comply with international regulations to minimize cadmium levels in cocoa and cocoa-products with a view to improving international and regional market access.	como se presenta en el Documento de Proyecto de Cooperación Técnica que busca fortalecer la capacidad y habilidad del sector del cacao para cumplir con las regulaciones internacionales para minimizar los niveles de cadmio en el cacao y en los productos del cacao con vistas a mejorar el acceso al mercado internacional y regional.
The Description of the Action (including the Logical Framework of the Action) of the Contribution Agreement (STDF/PG/577) signed by IICA and the WTO included as Annex 1 of this **LOA** is an integral part of this document, and outlines (i) the specific actions to be implemented by **AGROSAVIA** and (ii) expected outputs and outcomes.	**La Descripción de la Acción (incluyendo el Marco Lógico de la Acción) del Acuerdo de Contribución (STDF/PG/577) firmado por el IICA y la OMC que se incluye como Anexo 1 de esta LOA es parte integral de este documento, y describe (i) las acciones específicas a ser implementadas por AGROSAVIA y (ii) los productos y resultados esperados.**
This collaboration will contribute to helping Colombia to deals with the high levels of cadmium in cocoa growing areas. Ultimately these activities will contribute to the Country's as well as LAC compliance with the new maximum limits (ML) of cadmium in cocoa-products by various important trade and international partners (EU, USA - California, Codex Alimentarius) and will mitigate the risks to health of heavy metal intake by consumers of cocoa products from LAC.	Esta colaboración contribuirá a ayudar a Colombia a hacer frente a los altos niveles de cadmio en las zonas de cultivo de cacao. En última instancia, estas actividades contribuirán a que el país y ALC cumplan con los nuevos límites máximos de cadmio en los productos de cacao por parte de varios socios comerciales e internacionales importantes (UE, EE.UU. - California, Codex Alimentarius) y mitigarán los riesgos para la salud de la ingesta de metales pesados por parte de los consumidores de productos de cacao de ALC.
IT IS AGREED: **CLAUSE ONE – OBJECTIVES:** **General Objective:** to comply with international trade measures established for cadmium limits in cocoa and cocoa-derived products **Outputs:**	**SE ACUERDA:** **CLÁUSULA PRIMERA - OBJETIVOS:** **Objetivo general:** cumplir con las medidas comerciales internacionales establecidas para los límites de cadmio en el cacao y los productos derivados del cacao **Resultados:**

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1. Platform for Information Sharing and dialogue among lead research agencies from Colombia, Ecuador, Peru and Trinidad and Tobago to build consensus on standardized testing protocols and Best Practices for cadmium Mitigation and Remediation established. 2. Technical staff trained in agreed standardized protocols to Analyze Cadmium Levels in cocoa and cocoa products. 3. Improved knowledge of countries on possible sources for cadmium presence in the cocoa growing areas through analysis and mapping of hotspots; and a set of actionable recommendations. 4. Master trainers from cocoa extension service providers trained on best practices to mitigate cadmium levels in hotspots to raise awareness on cadmium issues among cocoa farmers, input suppliers and other support mechanisms in the Cocoa Supply Chain.	1. Plataforma para el intercambio de información y el diálogo entre las principales agencias de investigación de Colombia, Ecuador, Perú y Trinidad y Tobago para generar consenso sobre protocolos de prueba estandarizados y mejores prácticas para la mitigación y remediación de cadmio establecidas. 2. Personal técnico capacitado en normas estandarizadas acordadas protocolos para Analizar Niveles de Cadmio en cacao y productos derivados del cacao. 3. Mejor conocimiento de los países sobre posibles fuentes de presencia de cadmio en las áreas de cultivo de cacao a través del análisis y mapeo de puntos críticos; y un conjunto de recomendaciones procesables. 4. Maestros capacitadores del servicio de extensión del cacao proveedores capacitados en mejores prácticas para mitigar niveles de cadmio en puntos críticos para crear conciencia sobre problemas de cadmio entre los productores de cacao, entrada proveedores y otros mecanismos de apoyo en la Cadena de Suministro del Cacao.
The specific Actions to be undertaken for the Activities are described in detailed in Annex 1, which is an integral part of the present Letter of Agreement for Technical Cooperation.	Las acciones específicas que se llevarán a cabo para las actividades se describen en detalle en el Anexo 1, que es parte integrante de la presente Carta de Acuerdo de Cooperación Técnica.
CLAUSE TWO - CONTRIBUTIONS OF THE PARTIES: **a) AGROSAVIA:**	**CLÁUSULA SEGUNDA - APORTES DE LAS PARTES** **a) AGROSAVIA:**
1. Provide the leadership, coordination, technical supervision and support	1. Proporcionar el liderazgo, la coordinación, la supervisión técnica y el

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required to execute activities related to the present Letter of Agreement. By **AGROSAVIA:** 2. IN KIND: The sum of TWENTY-EIGHT THOUSAND FIVE HUNDRED AND SIXTY US DOLLARS (USD $28,560), corresponding to the SCIENTIFIC PERSONNEL assigned by AGROSAVIA to carry out the activities provided for in this agreement. Note: the exchange rate for the inkind is the same used for the budget. 3. Report and account for the use of resources provided by **IICA**.	apoyo necesarios para ejecutar las actividades relacionadas con la presente Carta de Acuerdo. Por parte de **AGROSAVIA**: 2. EN ESPECIE: El equivalente a la suma de VEINTIOCHO MIL QUINIENTOS SESENTA DÓLARES AMERICANOS (USD $28.560), correspondientes al PERSONAL CIENTÍFICO destinado por AGROSAVIA para desarrollar las actividades previstas en el presente convenio. Nota: la tasa de cambio para la contrapartida es la misma utilizada para el presupuesto. 3. Informar y rendir cuentas del uso de los recursos proporcionados por el IICA.
b) IICA: Provide financial resources totaling fifty-nine thousand six hundred and six United States dollars (USD $59.606) from the **PROJECT** to **AGROSAVIA** to implement actions outlined in the mutually agreed upon Implementation Strategy which is appended as Annex I. **Note:** the exchange rate to be considered will be the official rate of the Colombian Central Bank on the date on which Representation IICA in Colombia issues the invoice for each payment to AGROSAVIA.	a) **IICA**: Proporcionar recursos financieros por un total de CINCUENTA Y NUEVE MIL SEISCIENTOS SEIS DÓLARES DE LOS ESTADOS UNIDOS (USD $59.606) del PROYECTO a AGROSAVIA para implementar las acciones señaladas en la Estrategia de Implementación mutuamente acordada que se adjunta como Anexo I. **Nota:** la tasa de cambio tenida en cuenta será la oficial del Banco de la República de Colombia en la fecha en la que el IICA Representación Colombia cause la Factura para cada pago a AGROSAVIA
CLAUSE THREE - RESPONSIBILITIES OF EACH PARTY: **a) AGROSAVIA:**	**CLÁUSULA TERCERA - RESPONSABILIDADES DE CADA PARTE** **a) AGROSAVIA:**

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Technical Oversight and Management a. To provide technical supervision and support for all the activities to be carried out through its technical personnel. This include the activities which require joint participation with the NPIAs of country members in Ecuador, Peru and Trinidad & Tobago: These activities are A1.1, A1.2, A1.3. A2.1, A2.2, A4.1, A5.1 & A5.2 that are in the schedule agreed upon by the project's technical managers.	Supervisión y gestión técnica a. Brindar supervisión y apoyo técnico a todas las actividades que se realicen a través de su personal técnico. Esto incluye las actividades que requieran la participación conjunta con las entidades aliadas de los países miembros en Ecuador, Perú y Trinidad y Tobago: Dichas actividades son las A1.1, A1.2, A1.3. A2.1, A2.2, A4.1, A5.1 Y A5.2, que están descritas en el cronograma acordado por los responsables técnicos del proyecto
b. Prepare the Plan of Operation (technical and financial) within two weeks of the signing of the **LOA**, taking into consideration the terms defined in the Annex. Thereafter, prepare an annual technical work plan detailing the activities, with a quarterly schedule of financial requirements. This Plan of Operation will send for email to the contact person who IICA's assignat.	B. Preparar el Plan de Operaciones (técnico y financiero) en las dos semanas siguientes a la firma de la **LOA**, teniendo en cuenta los términos definidos en el Anexo. Posteriormente, preparar un plan de trabajo técnico anual detallando las actividades, con un cronograma trimestral de requerimientos financieros. Este Plan de Operación se enviará por correo electrónico a la persona de contacto que el IICA asigne.
c. Provide technical oversight and management for the implementation of all activities including capacity building activities relating to cadmium in cocoa (including but not limited to the supervision of professionals involved in the implementation of the activities, approval of all technical deliverables and monitoring and evaluating actions).	c. Proporcionar supervisión y gestión técnica para la ejecución de todas las actividades, incluidas las de creación de capacidad relacionadas con el cadmio en el cacao (incluyendo, pero sin limitarse a ello, la supervisión de los profesionales que participan en la ejecución de las actividades, la aprobación de todos los resultados técnicos y el seguimiento y la evaluación de las acciones).
d. Prepare technical progress reports (quarterly and annually). Those technical progress reports will be sent for email to the contact	d. Preparar los informes de progreso técnico (trimestrales y anuales). Dichos informes de progreso técnico serán

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person who IICA's assignat	enviados por correo electrónico a la persona de contacto que el IICA asigne.
e. Provide expenditure reports with auditable documentation on a quarterly and annual basis.	e. Proporcionar informes de gastos con documentación auditable con carácter trimestral y anual.
f. Monitor and evaluate actions to ensure that they are in keeping with the outcomes and outputs outlined in the Annex I.	f. Supervisar y evaluar las acciones para garantizar que se ajustan a los resultados y productos descritos en el (anexo I).
g. Participate in the communication and visibility actions being conducted under the Project.	g. Participar en las acciones de comunicación y visibilidad que se lleven a cabo en el marco del Proyecto.
General Administration and Coordination I. Adhere with **IICA**'s procurements rules and its administrative and accounting procedures for the implementation of the activities outlined in Annex I– Description of Action for the Project.	*Administración y coordinación general* I. Adherirse a las normas de contratación del **IICA** y a sus procedimientos administrativos y contables para la ejecución de las actividades señaladas en el Anexo I- Descripción de la Acción del Proyecto.
II. Participate in meetings convened to coordinate the preparation of Plans of Action.	II. Participar en las reuniones convocadas para coordinar la elaboración de los Planes de Acción.
III. Support the processes involved in acquiring and contracting the services called for in the present Letter of Agreement, in accordance with IICA's rules and procedures for procurement and purchasing of goods and contracting services.	III. Apoyar los procesos de adquisición y contratación de los servicios convocados en la presente Carta de Acuerdo, de acuerdo con las normas y procedimientos del IICA para la adquisición y compra de bienes y contratación de servicios.
IV. Provide IICA with the names and contact information for beneficiaries receiving items	IV. Proporcionar al IICA los nombres e información de contacto de los

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(goods and equipment) procured under the Project.	beneficiarios que reciben los artículos (bienes y equipos) adquiridos en el marco del Proyecto.
V. Coordinate logistical arrangements and provide in-kind technical and administrative resources needed for such arrangements.	V Coordinar los arreglos logísticos y proporcionar los recursos técnicos y administrativos en especie necesarios para dichos arreglos.
VI. Prepare the requisite quarterly procurement forecasts to aid in the execution of the activities.	VI. Preparar las previsiones trimestrales de compras necesarias para ayudar a la ejecución de las actividades.
VII. Update IICA on any challenges that may impact the effective implementation of the Activities in the **PROJECT**.	VII. Actualizar al IICA sobre cualquier desafío que pueda impactar la implementación efectiva de las Actividades en el **PROYECTO**.
b) IICA – Colombia: *Project Management and Coordination*	**b) IICA - Colombia:** Gestión y coordinación de proyectos
a. To monitor the implementation of the programmed Actions.	a. Supervisar la ejecución de las Acciones programadas.
b. To provide general oversight for the management of the Actions that are to be undertaken in the present Letter of Agreement.	b. Supervisar de forma general la gestión de las Acciones que se van a llevar a cabo en la presente Carta de Acuerdo.
c. To guide **AGROSAVIA** as it relates to **IICA**'s procurement, purchasing and contracting of services rules.	c. Orientar a **AGROSAVIA** en lo relativo a las normas de adquisición, compra y contratación de servicios del **IICA.**
d. To review all project technical and financial reports submitted by **AGROSAVIA**.	d. Revisar todos los informes técnicos y financieros de los proyectos presentados por **AGROSAVIA.**

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e. Submit all appropriately formatted reports as per agreed schedule to the **PROJECT** Coordinator/Administrator in the Project Management Unit (PMU).	e. Presentar todos los informes con el formato adecuado según el calendario acordado al Coordinador/Administrador del Proyecto en la Unidad de Gestión del Proyecto (UGP).
f. Update the AGROSAVIA on any challenges that may impact the effective implementation of the Project actions.	f. Poner al día a **AGROSAVIA** sobre cualquier reto que pueda afectar a la implementación efectiva de las acciones del Proyecto.
CLAUSE FOUR - MECHANISMS FOR COORDINATION AND DECISION MAKING: In order to ensure the smooth provision and successful conclusion of the cooperation in the present Letter of Agreement, the Parties designate (*Dr. Daniel Augusto Bravo Benavides (for ex), Position, AGROSAVIA*) on behalf of the **AGROSAVIA** and (*Dr. Humberto Oliveira, IICA Representative in Colombia*) on behalf of **IICA**, as the persons responsible for oversight and monitoring the project in Colombia.	**CLÁUSULA CUARTA - MECANISMOS DE COORDINACIÓN Y TOMA DE DECISIONES** Con el fin de asegurar la buena prestación y la conclusión exitosa de la cooperación en la presente Carta de Acuerdo, las Partes designan (Dr. Daniel Augusto Bravo Benavides (por ex), Cargo, AGROSAVIA) en nombre de **AGROSAVIA** y (Dr. Humberto Oliveira, Representante del IICA en Colombia) en nombre del **IICA**, como las personas responsables de la supervisión y el seguimiento del proyecto en Colombia.
The parties shall hold a regular meeting every month and special meetings as needed, at the request of either Party.	Las partes celebrarán una reunión ordinaria cada mes y las reuniones extraordinarias que sean necesarias, a petición de cualquiera de ellas.
Minutes will be taken at each meeting, will include all proposals put forth and any agreements reached regarding the implementation of the present Letter of Agreement and will be shared with and signed by the authorities of the participating institutions.	En cada reunión se levantará un acta en la que se incluirán todas las propuestas presentadas y los acuerdos alcanzados en relación con la aplicación de la presente Carta de Acuerdo y se compartirá con las autoridades de las instituciones participantes, que la firmarán.
CLAUSE FIVE - SPECIAL PROVISIONS: a. The administration of resources will be	**CLAUSE FIVE - SPECIAL PROVISIONS:**

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governed by **IICA**'s rules and procedures. b. The budget required to carry out the activities appears in the Annex I.	a. La administración de los recursos se regirá por las normas y procedimientos del **IICA.** b. El presupuesto necesario para la ejecución de las actividades se muestra en el Anexo I.
CLAUSE SIX – REPORTS: **AGROSAVIA** agrees to submit quarterly and annual technical and financial reports on the actions undertaken, and expenses incurred for the said actions using the template in ANNEX III (Technical and Financial Report).	**CLÁUSULA SEXTA - INFORMES:** **AGROSAVIA** se compromete a presentar informes técnicos y financieros trimestrales y anuales sobre las acciones realizadas, y los gastos incurridos para dichas acciones utilizando la plantilla del ANEXO III (Informe Técnico y Financiero).
AGROSAVIA must provide auditable supporting documentation on expenditures with each financial report. **AGROSAVIA** agrees to submit a final technical and financial report which would include methodologies used to deliver the various outputs/outcomes, with lessons learned and recommendations for follow up action. The report should be produced in Microsoft Word for Windows format and submitted electronically to **IICA** by the end of the contract period.	**AGROSAVIA** debe proporcionar documentación de apoyo auditable sobre los gastos con cada informe financiero. **AGROSAVIA** se compromete a presentar un informe final técnico y financiero que incluya las metodologías utilizadas para la entrega de los distintos productos/resultados, con las lecciones aprendidas y las recomendaciones para el seguimiento. El informe deberá elaborarse en formato *Microsoft Word* para Windows y enviarse electrónicamente al **IICA** al final del período del contrato.
IICA will provide to **AGROSAVIA** with quarterly and annual financial reports outlining expenditures and balances.	El **IICA** proporcionará a **AGROSAVIA** informes financieros trimestrales y anuales con los gastos y saldos.
CLAUSE SEVEN – DISBURSEMENTS: 1. Disbursements will be deposited in Colombian Pesos to the account of the AGROSAVIA in Colombia.	**CLÁUSULA SÉPTIMA - DESEMBOLSOS**: 1. Los desembolsos serán en pesos colombianos depositados en la cuenta de la **AGROSAVIA** en Colombia. 2. El primer desembolso, por un monto de USD 2100 (el total de las actividades

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2. The first disbursement, in the amount of USD 2100(the total for activities up to the end of Jun, 2022 as outlined in Annex I) will be made available when the Agreement is signed. 3. The remaining disbursements of funds will be made in accordance with the Annex I. - Description of Actions to the corresponding request for disbursement.	hasta el final de junio de 2022 según lo señalado en el Anexo I) se hará efectivo a la firma del Convenio. 3. Los restantes desembolsos de fondos se harán de acuerdo con el Anexo I. - Descripción de Acciones a la correspondiente solicitud de desembolso.
4. Disbursements are to be deposited in the following **AGROSAVIA**'s account: No. 69000003580 **Banking information for AGROSAVIA** Remit to: CORPORACION COLOMBIANA DE INVESTIGACION AGROPECUARIA- AGROSAVIA To Credit: AGROSAVIA- IICA 2093 To Further Credit:	4. Los desembolsos se depositarán en la siguiente cuenta de **AGROSAVIA**: No. 69000003580 Datos bancarios de AGROSAVIA Remitir a: CORPORACION COLOMBIANA DE INVESTIGACION AGROPECUARIA- AGROSAVIA A nombre de : AGROSAVIA- IICA 2093 A más destinatarios: N/A-
CLAUSE EIGHT - SETTLEMENT OF LETTER OF AGREEMENT: a) The process of closing out the present **LOA** will take place one (1) month following the conclusion of same. b) During the close-out period, additional financial commitments may not be assumed, except those related to the close-out process itself which have been approved in advance by **IICA**.	**CLÁUSULA OCTAVA - LIQUIDACIÓN DE LA CARTA DE ACUERDO:** a) El proceso de cierre de la presente **LOA** tendrá lugar un (1) mes después de la conclusión de la misma. b) Durante el período de cierre, no se podrán asumir compromisos financieros adicionales, salvo aquellos relacionados con el proceso de cierre mismo que hayan sido aprobados previamente por el **IICA.**

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c) **AGROSAVIA** will prepare the final technical and financial reports of the Project Actions. This record will form an integral part of the Record of Settlement. d) The Parties will sign a Record of Settlement prepared by **IICA**. e) **IICA** will issue a letter stating its conformity with the execution of the legal instrument.	c) **AGROSAVIA** elaborará los informes técnicos y financieros finales de las Acciones del Proyecto. Esta acta formará parte integral del Acta de Liquidación. d) Las Partes firmarán el Acta de Liquidación preparada por el **IICA.** e) El **IICA** emitirá una carta manifestando su conformidad con la ejecución del instrumento legal.
CLAUSE NINE – CONFIDENTIALITY: The Parties agree to exercise discretion and to act responsibly in the use of information derived from the present **LOA**, and each may not share same with third parties without written permission from the other.	**CLÁUSULA NOVENA - CONFIDENCIALIDAD:** Las Partes se comprometen a actuar con discreción y responsabilidad en el uso de la información derivada de la presente **LOA**, y cada una de ellas no podrá compartirla con terceros sin autorización escrita de la otra.
CLAUSE TEN – RECIPROCITY: Each Party to the present **LOA** pledges to recognize the contributions of the other one to the execution of the activities agreed upon, in publications, reports, informational material, messages and other means used to publicize these activities. Any document to be published as part of a special project, joint project, research project or any other activity must adhere to **IICA** regulations regarding publications and give recognition to the financial assistance provided by the World Trade Organization (WTO).	**CLÁUSULA DÉCIMA - RECIPROCIDAD:** Cada una de las Partes de la presente **LOA** se compromete a reconocer los aportes de la otra para la ejecución de las actividades acordadas, en las publicaciones, informes, material informativo, mensajes y otros medios utilizados para dar a conocer estas actividades. Todo documento que se publique en el marco de un proyecto especial, proyecto conjunto, proyecto de investigación o cualquier otra actividad, deberá ceñirse a la normativa del **IICA** en materia de publicaciones y reconocer la ayuda financiera proporcionada por la

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	Organización Mundial del Comercio (OMC).
CLAUSE ELEVEN – PUBLICATIONS: The Parties agree to consult with each other, in writing, regarding the publication of the results and to acknowledge the contributions of the other. Any document to be issued under **IICA**'s name or bearing its logo to be published as part of a special project, joint project, research project or any other activity must adhere to **IICA** regulations regarding publications.	**CLÁUSULA UNDÉCIMA - PUBLICACIONES:** Las Partes acuerdan consultarse mutuamente, por escrito, sobre la publicación de los resultados y reconocer las contribuciones de la otra. Cualquier documento que se publique con el nombre del **IICA** o que lleve su logotipo, en el marco de un proyecto especial, un proyecto conjunto, un proyecto de investigación o cualquier otra actividad, deberá ajustarse a las normas del **IICA** en materia de publicaciones.
CLAUSE TWELVE - PROTECTION OF INFORMATION: If, during the implementation of the cooperation activities derived form the present **LOA**, information, materials and/or equipment that need to be protected and classified, the Parties will inform the competent authorities of same and establish in writing the corresponding measures to be taken, in compliance with existing rules and regulations.	**CLÁUSULA DUODÉCIMA - PROTECCIÓN DE LA INFORMACIÓN** Si durante la ejecución de las actividades de cooperación derivadas de la presente **LOA**, se obtuviera información, materiales y/o equipos que deban ser protegidos y clasificados, las Partes informarán de ello a las autoridades competentes y establecerán por escrito las medidas correspondientes a tomar, en cumplimiento de la normativa vigente.
CLAUSE THIRTEEN - INTELLECTUAL PROPERTY: Information and knowledge derived from original works that are subject to this **LOA** will be considered public goods. **IICA** and its partners encourage the fair use of knowledge generated by this instrument under Creative Commons licenses. The Parties may, jointly or separately, provide the scientific or technical community with information and data derived from any actions	**CLÁUSULA DECIMOTERCERA - PROPIEDAD INTELECTUAL:** La información y el conocimiento derivados de los trabajos originales que son objeto de esta **LOA** serán considerados bienes públicos. El **IICA** y sus socios fomentan el uso justo del conocimiento generado por este instrumento bajo licencias Creative Commons. Las Partes podrán, conjunta o separadamente, poner a disposición de la comunidad científica o técnica la información y los datos derivados de

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within the framework of this collaboration, via any media they have agreed upon.	cualquier acción en el marco de esta colaboración, a través de cualquier medio que hayan acordado.
CLAUSE FOURTEEN - THE TERMINATION OF COMMITMENTS: The present **LOA** may come to an end for the following reasons: a) Its effective life has ended and the Parties have fulfilled all their obligations. b) Non-fulfillment of obligations of any party. In such cases, the Party affected shall send written notification to the other detailing such non-compliance. The other Party shall have 20 calendar days to respond and correct or justify the incidence of non-compliance. If it does not, the notification shall be considered as accepted.	**CLÁUSULA DECIMOCUARTA - FINALIZACIÓN DE LOS COMPROMISOS** La presente **LOA** puede llegar a su fin por las siguientes razones: a) Que haya finalizado su vigencia y las Partes hayan cumplido con todas sus obligaciones. b) Incumplimiento de las obligaciones de cualquiera de las partes. En estos casos, la Parte afectada enviará una notificación por escrito a la otra detallando dicho incumplimiento. La otra Parte dispondrá de 20 días naturales para responder y corregir o justificar la incidencia del incumplimiento. Si no lo hace, la notificación se considerará aceptada.
c) If, after due consideration and by means of official notification, one Party gives notice to the other of its desire to terminate the Letter of Agreement, the other Party shall have 60 calendar days to respond. If it does not, the notification shall be considered as accepted.	a) Si, tras la debida consideración y mediante notificación oficial, una de las Partes notifica a la otra su deseo de rescindir la Carta de Acuerdo, la otra Parte dispondrá de 60 días naturales para responder. Si no lo hace, la notificación se considerará aceptada.
d) Due to fully justified cases of force majeure, either of the Parties may point to any of the following causes: i) War, revolution, insurrection or hostilities. ii) Riots, unrest or popular uprising.	d) Por casos de fuerza mayor plenamente justificados, cualquiera de las Partes podrá alegar cualquiera de las siguientes causas i) Guerra, revolución, insurrección u hostilidades. ii) Disturbios, disturbios o revueltas populares.

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iii) Earthquakes, floods, storms, hurricanes, lighting strikes or other natural disasters. iv) Any major conflagration or explosion. v) Epidemics or pandemics. vi) Employee strikes or employer lockouts. vii) Lack of financial resources.	iii) Terremotos, inundaciones, tormentas, huracanes, huelgas de luz u otros desastres naturales. iv) Cualquier conflagración o explosión importante. v) Epidemias o pandemias. vi) Huelgas de empleados o cierres patronales. vii) Falta de recursos financieros.
e) In cases of early termination, the Parties shall prepare a joint technical report spelling out the procedures to be followed in terminating the commitments of the Parties. The Parties designated to coordinate and monitor the implementation of the Letter of Agreement may call for negotiations between the Parties in order to reach agreement on continuing or terminating the Letter of Agreement.	e) En los casos de terminación anticipada, las Partes elaborarán un informe técnico conjunto en el que se detallarán los procedimientos a seguir para la terminación de los compromisos de las Partes. Las Partes designadas para coordinar y supervisar la aplicación de la Carta de Acuerdo podrán convocar negociaciones entre las Partes para llegar a un acuerdo sobre la continuación o la terminación de la Carta de Acuerdo.
f) The Parties agree to fulfill all their obligations under the present Letter of Agreement unless an act of God or force majeure, as detailed herein, make that impossible. Should this situation arise and be proven by the interested Party, same shall be relieved of all responsibility.	a) Las Partes se comprometen a cumplir con todas sus obligaciones derivadas de la presente Carta de Acuerdo, salvo que un caso fortuito o de fuerza mayor, tal y como se detalla en el presente documento, lo haga imposible. En caso de que esta situación se produzca y sea probada por la Parte interesada, ésta quedará exenta de toda responsabilidad.
CLAUSE FIFTEEN - PRIVILEGES AND IMMUNITIES OF IICA: Nothing conferred in the present Letter of Agreement, or related to same, is to be considered an express or tacit renunciation of the immunities and privileges, exonerations and benefits enjoyed by **IICA** and its personnel in accordance with	**CLÁUSULA QUINCE - PRIVILEGIOS E INMUNIDADES DEL IICA** Nada de lo conferido en la presente Carta de Acuerdo, o relacionado con la misma, debe considerarse como una renuncia expresa o tácita a las inmunidades y privilegios, exoneraciones y beneficios de que gozan el **IICA** y su personal de

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international law, treaties or international agreements or the national legislation of its Member States.	acuerdo con el derecho internacional, los tratados o acuerdos internacionales o la legislación nacional de sus Estados Miembros.
CLAUSE SIXTEEN - LIABILITY AND INDEMNIFICATION: 1. **AGROSAVIA** shall have sole responsibility for complying with all legal obligations relative to its activities, responsibilities, and duties under this Agreement.	**CLÁUSULA DECIMOSEXTA - RESPONSABILIDAD E INDEMNIZACIÓN** **1. AGROSAVIA** será la única responsable del cumplimiento de todas las obligaciones legales relativas a sus actividades, responsabilidades y deberes en virtud del presente Acuerdo**.**
2. **IICA** is not and shall not be liable for any damage or injury sustained by the staff or property of **AGROSAVIA** while the Action is being carried out, or as a consequence of the Action. Therefore, IICA will not accept or pay any claim for compensation for such damage or injury.	2. El **IICA** no es ni será responsable de ningún daño o lesión que sufra el personal o los bienes de **AGROSAVIA** durante la realización de la Acción, o como consecuencia de la misma. Por lo tanto, el IICA no aceptará ni pagará ninguna reclamación de indemnización por tales daños o lesiones.
3. **AGROSAVIA** shall assume sole liability towards third parties, including liability for damages or injury of any kind, sustained by **AGROSAVIA**, its personnel, and its agents, arising out of its activities, responsibilities, and duties under this Agreement.	3. **AGROSAVIA** asumirá la responsabilidad exclusiva frente a terceros, incluida la responsabilidad por daños y perjuicios de cualquier tipo, sufridos por **AGROSAVIA**, su personal y sus agentes, derivados de sus actividades, responsabilidades y obligaciones en virtud del presente Acuerdo.
4. **AGROSAVIA** shall defend, hold harmless, and fully indemnify **IICA** with regard to any third party claims related to this Agreement, including, but not limited to claims by the WTO arising out of the acts and omissions of AGROSAVIA, its staff, and its agents under this Agreement or otherwise related to the Action.	4. **AGROSAVIA** defenderá, eximirá de responsabilidad e indemnizará plenamente al **IICA** con respecto a cualquier reclamación de terceros relacionada con este Acuerdo, incluyendo, pero sin limitarse a las reclamaciones de la Organización mundial de Comercio que surjan de los actos y omisiones de

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	AGROSAVIA, su personal y sus agentes en el marco de este Acuerdo o relacionados con la Acción.
CLAUSE SEVENTEEN - RESOLUTION OF DISPUTES: Any controversy arising from the execution of this Professional Consultancy Contract will be settled by common agreement between the Parties within a period not exceeding thirty business days. If the Parties fail to reach agreement, they shall submit themselves unconditionally and irrevocably to the procedure and decision of an Arbitral Tribunal or Conciliation Committee made up of three arbiters, designated as follows: one arbiter appointed and financed by each of the Parties individually, and a third appointed by mutual agreement and financed by the Parties. It is understood that the Arbitral Tribunal may decide all questions of procedure in those cases in which the Parties do not agree on the matter in dispute. The decision of the Arbitral Tribunal shall be final. All arbitral decisions reached in accordance with the previous paragraph shall be final, without appeal and legally binding on the Parties. The provisions stipulated in this Clause shall replace any other procedure for settling disputes between the parties Agreement by mutual agreement within 30 days following a Party's receipt of written notification of the dispute from the other.	**CLÁUSULA DECIMOSÉPTIMA - . RESOLUCIÓN DE CONFLICTOS:** Cualquier controversia derivada de la ejecución del presente Contrato de Consultoría Profesional será resuelta de común acuerdo por las Partes en un plazo no superior a treinta días hábiles. Si las Partes no llegan a un acuerdo, se someterán incondicional e irrevocablemente al procedimiento y decisión de un Tribunal Arbitral o Comité de Conciliación compuesto por tres árbitros, designados de la siguiente manera: un árbitro nombrado y financiado por cada una de las Partes individualmente, y un tercero nombrado de común acuerdo y financiado por las Partes. Queda entendido que el Tribunal Arbitral podrá decidir todas las cuestiones de procedimiento en aquellos casos en que las Partes no se pongan de acuerdo sobre la cuestión controvertida. La decisión del Tribunal Arbitral será definitiva. Todas las decisiones arbitrales alcanzadas de conformidad con el párrafo anterior serán definitivas, inapelables y legalmente vinculantes para las Partes. Las disposiciones estipuladas en la presente Cláusula sustituirán a cualquier otro procedimiento de solución de controversias entre las partes
CLAUSE EIGHTEEN - POLICY ON PROHIBITED PRACTICES:	**CLÁUSULA DECIMOCTAVA - POLÍTICA DE PRÁCTICAS PROHIBIDAS**

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IICA has mechanisms for the prevention, detection, reporting and punishment of prohibited practices, fraud and corruption that are an integral part of its best governance and administration practices. In accordance with its Code of Ethics, its values and the respective laws in the country in which it operates; IICA maintains a **zero tolerance** approach to prohibited practices, fraud and corruption. These practices are applied both to the personnel of the Institute, as well as to the people and organizations with whom it maintains a relationship in different activities.	El **IICA** cuenta con mecanismos de prevención, detección, denuncia y sanción de prácticas prohibidas, fraude y corrupción que son parte integral de sus mejores prácticas de gobierno y administración. De acuerdo con su Código de Ética, sus valores y las leyes respectivas del país en el que opera; el IICA mantiene un enfoque de **cero tolerancia** a las prácticas prohibidas, el fraude y la corrupción. Estas prácticas se aplican tanto al personal del Instituto, como a las personas y organizaciones con las que se relaciona en diferentes actividades.
CLAUSE NINETEEN - POLICY FOR THE PREVENTION OF MONEY LAUNDERING AND FINANCING OF TERRORISM: **IICA** has a policy for the prevention of money laundering and the financing of terrorism, for which compliance is mandatory for all persons, whether individuals or legal entities, which are carrying out any activities for or on behalf of **IICA**.	**CLÁUSULA DECIMONOVENA - POLÍTICA DE PREVENCIÓN DE LAVADO DE DINERO Y FINANCIAMIENTO DEL TERRORISMO** El **IICA** cuenta con una política de prevención de lavado de activos y financiamiento del terrorismo, cuyo cumplimiento es obligatorio para todas las personas, naturales o jurídicas, que realicen cualquier actividad para o en nombre del **IICA.**
CLAUSE TWENTY - POLICY FOR THE PERSONAL DATA PROTECTION: **IICA** is seeking to provide adequate protection of the personal data to which it has access in carrying out its activities and implements strict measures to address reports of improper processing of personal data. For that purpose, among other measures, it has established a Personal Data Protection Policy.	**CLÁUSULA VIGÉSIMA - POLÍTICA DE PROTECCIÓN DE DATOS PERSONALES** El **IICA** busca brindar una adecuada protección de los datos personales a los que tiene acceso en el desarrollo de sus actividades e implementa estrictas medidas para atender las denuncias de tratamiento indebido de datos personales. Para ello, entre otras medidas, ha establecido una Política de Protección de Datos Personales.

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AGROSAVIA acknowledge that they have read, understood and accepts the mandatory application of this Policy in the execution of this agreement. The Policy is available on the iica.int website. **IICA** commits to addressing any query regarding the scope of this Policy and is providing the following email for this purpose: data.protection@iica.int	**AGROSAVIA** reconoce que ha leído, comprendido y acepta la aplicación obligatoria de esta Política en la ejecución de este acuerdo. La Política está disponible en el sitio web iica.int. El **IICA** se compromete a atender cualquier consulta sobre el alcance de esta Política y pone a su disposición el siguiente correo electrónico a tal efecto: data.protection@iica.int
CLAUSE TWENTY-ONE - POLICY FOR THE MANAGEMENT OF CONFLICTS OF INTEREST: **THE COLOMBIAN AGRICULTURAL RESEARCH CORPORATION – AGROSAVIA-** acknowledge that IICA has a "Policy for the management of conflicts of interest in the Institute", which is mandatory for all natural and legal persons who carry out activities for the Institute or entrusted by it, consistent with its Code of Ethics, its values and the applicable law in the Member States of the Institute. "	**CLÁUSULA VIGÉSIMA PRIMERA - POLÍTICA PARA EL MANEJO DE CONFLICTOS DE INTERÉS** **LA CORPORACIÓN COLOMBIANA DE INVESTIGACIÓN AGRÍCOLA - AGROSAVIA-** reconoce que el IICA cuenta con una "Política para el manejo de conflictos de interés en el Instituto", la cual es de obligatorio cumplimiento para todas las personas naturales y jurídicas que realicen actividades para el Instituto o que éste les encomiende, en concordancia con su Código de Ética, sus valores y la legislación aplicable en los Estados Miembros del Instituto. "
CLAUSE TWENTY TWO - ENTRY INTO FORCE, DURATION AND MODIFICATION: The present **LOA** will enter into effect on the last date it is signed by both Parties and shall remain in effect until 31 January 2024, unless either party, after due consideration and by means of official notification, gives the other party 30-day written notice of its desire to terminate it.	**CLÁUSULA VIGÉSIMA SEGUNDA - ENTRADA EN VIGOR, DURACIÓN Y MODIFICACIÓN** La presente **LOA** entrará en vigor en la última fecha en que sea firmada por ambas Partes y permanecerá en vigor hasta el 31 de enero de 2024, a menos que cualquiera de las partes, tras la debida consideración y mediante notificación oficial, notifique a la otra parte por escrito con 30 días de antelación su deseo de rescindirla.

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The terms of the present **LOA** be amended only by mutual written consent of the Parties, via addenda, and such amendments shall be appended hereto. The present Agreement may be amended only during its effective life.	Los términos de la presente **LOA** sólo podrán ser modificados por consentimiento mutuo por escrito de las Partes, a través de adendas, y dichas modificaciones se adjuntarán al presente. El presente Acuerdo sólo podrá ser modificado durante su vigencia.
IN WITNESS WHEREOF, the legally authorized representatives of the Parties sign two identical copies, equally binding, of the present Letter of Agreement, in English on the 11 de agosto de 2022	7:06 AM SAFST 2022	**EN FE DE LO CUAL,** los representantes legalmente autorizados de las Partes firman dos copias idénticas, igualmente vinculantes, de la presente Carta de Acuerdo, en español el 12 de agosto de 2022	9:21 AM EDT 2022

Mr. Jorge Mario Díaz Luengas
Legal Representative
Colombian Agricultural Research Corporation (AGROSAVIA)

Dr. Humberto Oliveira
Representative
Inter-American Institute for Cooperation on Agriculture (IICA), Colombia

Vo. Bo. CMRAMIREZ CR Rev. NAMORA NAML

Supervisor DBRAVO DABB

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ANNEX I

**LETTER OF AGREEMENT FOR TECHNICAL COOPERATION
BETWEEN THE Government Entity submitting the letter of support THROUGH ITS NPIA
AND THE INTER-AMERICAN INSTITUTE FOR COOPERATION ON AGRICULTURE (IICA) FOR THE IMPLEMENTATION OF "IMPROVING CAPACITY BUILDING AND KNOWLEDGE SHARING TO SUPPORT MANAGEMENT OF CADMIUM LEVELS IN COCOA IN LATIN AMERICA AND THE CARIBBEAN FOR EXPORT TO THE EU" (THE PROJECT)**

Description of Action for the Project.

Colombian Agricultural Research Corporation (AGROSAVIA)

1. Project Document and Project Logical Framework

Full Project Document as separate attachment

Results	Measurable indicators / targets	Sources and means of verification	Assumptions and risks
Goal: Countries (Colombia, Ecuador, Peru, and Trinidad & Tobago) comply with international trade measures established for cadmium limits in cocoa and cocoa-derived products	Project countries do not lose market share for cocoa and cocoa products export due to cadmium MLs Exports from project countries cocoa producers unrestricted by cadmium MLs Increased number of cocoa importing countries sourcing cocoa beans from	Monitoring of cadmium in cocoa beans carried out in-country Published information on cadmium levels in products Import and export data on cocoa from LAC region	A: EU will enforce the directive (from January 2019) A: Market for cocoa from LAC has not been diminished irreversibly A: Best practices for cadmium mitigation and remediation are going to be effective

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	the project countries as compared to pre-project/pre-ML restriction	(from regional and international markets)	R: Other countries and trading blocs may follow suit in introducing similar or even more stringent legislation
Purpose: Countries (Colombia, Ecuador, Peru, and Trinidad & Tobago) put in place a coordinated pathway to meet the international regulations regarding cadmium concentrations in cocoa and cocoa-derived products	One Platform for improved knowledge sharing and standardization of methods for analysis of cadmium contamination in cocoa and cocoa products among project countries At least 8 trained technicians from project countries on agreed and standardized protocols for analysis of cadmium contamination in cocoa and cocoa products At least 4 updated maps on cadmium hotspots in cocoa growing areas of project countries and recommendations made for remediation/mitigation strategies	Reports from meetings Glossary of terminology Standardized cadmium testing protocols Official endorsement of national strategies for mitigating cadmium in cocoa in project countries Technical Training manual Updated technical maps for cadmium hotspots Best practice manual for producers/farmers Curriculum for Master Trainers	A: Project partners and other organizations willing to share information A: Best practices shared are implemented at field level during and beyond project remit/period A: National systems receptive to introducing harmonized testing methods A: Access to hotspots R: Research findings and outputs may compromise regional reputation by publicising cadmium issue their cocoa sectors in deliberation

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	At least 30 Master trainers trained from cocoa Extension service providers in project countries for massive dissemination of best practices to cocoa farmers		
Outputs: 1. Platform for Information Sharing and dialogue among lead research agencies from Colombia, Ecuador, Peru and Trinidad and Tobago to build consensus on standardized testing protocols and Best Practices for cadmium Mitigation and Remediation established. 2. Technical staff trained in agreed standardized protocols to Analyze Cadmium Levels in cocoa and cocoa products. 3. Improved knowledge of countries on possible sources for cadmium presence in the cocoa growing areas through	1. One platform to facilitate strong and effective knowledge sharing and coordination among experts from all 4 countries established 2. One glossary of standardized regional terminologies and one manual for testing protocols and best mitigation practices for cadmium levels in cocoa and cocoa products developed and agreed upon 3. Four National strategies developed for Colombia, Ecuador, Peru and Trinidad and Tobago, based on agreed standardized protocols for testing and mitigating of cadmium levels in cocoa and cocoa products 4. At least 8 Scientists and technicians from Colombia, Ecuador, Peru, and Trinidad Tobago trained in agreed standardized laboratory protocols for cadmium testing in cocoa and cocoa products 5. One Technical guides/manuals developed 6. At least 4 Updated maps for cadmium presence in soils elaborated 7. Tests conducted on at least 4 potential sources of cadmium contamination for cocoa in project countries	1. Meeting reports 2. Agreed glossary and standardized testing protocols manual to be used by the 4 countries and shared with LAC 3. Documents signed by officials from Colombia, Ecuador, Peru and Trinidad and Tobago endorsing national strategies based on agreed standardized protocols for testing and mitigating of cadmium levels in cocoa and cocoa products 4. Reports of the training activities 5. Technical guide/manual developed and disseminated to project countries and LAC 6. Updated Maps for cadmium presence in	A: Agreement on which aspects of existing research contributes to best practice R: There may not be capacity in-country to conduct cost benefit analysis (A: country partner can support, with lead taken from external party) A: Authorities in partner countries will accept the recommendations from the project Platform/Network R: Information on cadmium issues in country may not be openly shared between partners at project onset A: Other countries in LAC will accept and can implement standardized protocols A: Relevant authorities in Colombia, Ecuador, Peru and Trinidad and Tobago take definitive actions to implement agreed protocols and strategies to mitigate for cadmium levels in cocoa and cocoa products R: Necessary facilities may not be available to trained research groups and technicians in country to fully implement agreed protocols and best practices for

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analysis and mapping of hotspots; and a set of actionable recommendations. 4. Master trainers from cocoa extension service providers trained on best practices to mitigate cadmium levels in hotspots to raise awareness on cadmium issues among cocoa farmers, input suppliers and other support mechanisms in the Cocoa Supply Chain.	8. One manual with appropriate best practices to mitigate/ remediate cadmium levels in cocoa and cocoa products from hotspots 9. One curricula developed for training Master Trainers of cocoa extension service providers in agreed best practices for mitigating cadmium contamination in cocoa and cocoa products from hotspots 10. At least 30 Master Trainers trained from cocoa extension service providers in project countries 11. At least 10 bulletins/messages developed and one paper submitted to journal for publication	cocoa soils in project countries 7. Reports from tests conducted 8. Manual on agreed best practices to mitigate for cadmium levels in cocoa and cocoa products from hotspots for project countries and shared in LAC 9. Curricula for Training of Master trainers in best practices to mitigate cadmium levels and shared in LAC 10. Reports of the training activities 11. Newspaper articles, videos, radio talk shows for massive awareness raising among cocoa producers. Bulletins/messages for Government Information Services to raise awareness on cadmium contamination in cocoa chain actors. Paper submitted to peer reviewed journal	cadmium mitigation in cocoa and cocoa products in all 4 countries A: Master Trainers are facilitated in raising awareness at farmer and cocoa chain-actors levels in all 4 countries R: Retained memory in Master Trainers may have to be measured R: Political disturbances unrest may hamper work in project areas (contingency required) R: Competition from other crops including illicit crops R: Natural disasters and Covid-19 control measures may slow down project progress
Activities: 1.1 Platform to share knowledge and methodologies across the region and relevant knowledge systematized	**Output 1 (US$ 76,020)** - Framework of Support for Coordination and Information Sharing on Best Practices for cadmium Mitigation and Remediation. **Output 2 (US$ 33,611)** - Enhanced and standardized Capacity to Analyze Cadmium Levels. **Output 3 (US$**	Progress reports on project implementation; mid-term evaluation report; annual audit reports and project completion reports	A: Funding available: in-kind/financing available in-country for training A: Willingness and availability of extension services private and public A: Support from project associates or national political representatives can be

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1.2 Standardized terminology and methodologies for measurement and management of cadmium in cocoa 1.3 User appropriate manual and Official endorsement of updated national strategies. 2.1 Curriculum and Technical manual with agreed standards and reference materials for sampling and analysis methodologies 2.2 Training technical staff within and between project partners in use of standard methodologies 3.1 Updating maps of cadmium contamination in identified hotspots 3.2 Implement a programme of coordinated testing for cadmium in cocoa, soils, fertilizers and water to complete the mapping. Testing of cadmium uptake due to cycling of plant material 3.3 Devise appropriate mitigation recommendations for high cadmium areas (hotspots) 3.4 Testing Cd uptake due to cycling of plant materials 4.1 Curriculum developed and Trained Master trainers from cocoa extension providers	**107,516)** - Improved Knowledge of Cadmium Presence in Cocoa Growing Areas Through Analysis and Mapping. **Output 4 (US$ 74,188)** - Awareness on Cadmium Issues Among Stakeholders in the Cocoa Supply Chain. **Output 5 (US$ 112,597)** - Workshops and Results Dissemination. **Output 6 (US$ 111,930)** - Project Coordination, Monitoring and Evaluation		leveraged to interact with standard setting bodies R: Political disturbances unrest may hamper work in project areas (contingency required) R: Competition from other crops including illicit crops R: Natural disasters: earthquake, flooding, volcanic activity, extreme weather events

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4.2 Awareness-raising and distributing of best practices 5.1 – 5.3 Workshops and Results Dissemination 6.1-6.2 Project Coordination, Monitoring and Evaluation			

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2. Logical Framework- AGROSAVIA

Activity	STDF/ICCO Cd in Cocoa Project Activity
Output 1	**Platform for consensus building and information sharing on best practices for cadmium mitigation and remediation**
Activity 1.1	Platform/network formed for consensus building among research agencies in 4 countries with relevant research literature catalogued and organized
Activity 1.2	Standardized terminologies, testing protocols and best practices developed to manage cadmium issues in cocoa and cocoa products from LAC towards meeting regulatory requirements
Activity 1.3	User appropriate manuals and updated national country strategies signed by Officials for mitigating cadmium levels in cocoa and cocoa products from 4 countries
Output 2	**Enhanced and standardized capacity to analyse cadmium levels**
Activity 2.1	Curriculum for standardized methodologies for measurement and management of cadmium in cocoa
Activity 2.2	Capacity building/training within and between project partners in use of standard methodologies
Output 3	**Improved knowledge of cadmium presence in cocoa growing areas through analysis and mapping**

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Activity 3.1	Reviewing of the scale of contamination and identification of hotspots
Activity 3.2	Implement a programme of coordinated testing for cadmium in cocoa, soils, fertilizers and water to complete the mapping
Activity 3.3	Devise recommendations for high cadmium areas (hotspots)
Activity 3.4	Testing of cadmium uptake due to cycling of plant material
Output 4	**Awareness on cadmium issues among stakeholders in the cocoa supply chain**
Activity 4.1	Curriculum for and Training of Master Trainers
Activity 4.2	Awareness-raising and distributing of best practices
Output 5	**Workshops and results dissemination**
Activity 5.0	Virtual Project inception workshop
Activity 5.1	Mid Term Workshop
Activity 5.2	End of Project Workshop
Output 6	**Project coordination, monitoring and evaluation**
Activity 6.1	Project coordination
Activity 6.2	Project monitoring and evaluation

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ANNEX II

**LETTER OF AGREEMENT FOR TECHNICAL COOPERATION
BETWEEN THE Government Entity submitting the letter of support THROUGH ITS NPIA
AND THE INTER-AMERICAN INSTITUTE FOR COOPERATION ON AGRICULTURE (IICA) FOR THE IMPLEMENTATION OF "IMPROVING CAPACITY BUILDING AND KNOWLEDGE SHARING TO SUPPORT MANAGEMENT OF CADMIUM LEVELS IN COCOA IN LATIN AMERICA AND THE CARIBBEAN FOR EXPORT TO THE EU" (THE PROJECT)**

BUDGET for SPECIFIC ACTIONS

(March – June, 2022)

Specific National Actions	*Budget Reference	Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Total Budget Allocation (USD)
Activity 1: Framework of Support for Coordination and Information Sharing on Best Practices for cadmium Mitigation and Remediation						
TOTAL Activity 1 (USD)						
Activity 2: Enhanced and standardized Capacity to Analyze Cadmium Levels						

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Specific National Actions	*Budget Reference	Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Total Budget Allocation (USD)
TOTAL Activity 2 (USD)						
Activity 3: Improved Knowledge of Cadmium Presence in Cocoa Growing Areas Through Analysis and Mapping.						
TOTAL Activity 3 (USD)						
Activity 4: Awareness on Cadmium Issues Among Stakeholders in the Cocoa Supply Chain.						
TOTAL Activity 4 (USD)						
Activity 5: Workshops and Results Dissemination						

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Specific National Actions	*Budget Reference	Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Total Budget Allocation (USD)
TOTAL Activity 5 (USD)						

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ANNEX III

LETTER OF AGREEMENT FOR TECHNICAL COOPERATION BETWEEN THE Government Entity submitting the letter of support THROUGH ITS NPIA AND THE INTER-AMERICAN INSTITUTE FOR COOPERATION ON AGRICULTURE (IICA) FOR THE IMPLEMENTATION OF "IMPROVING CAPACITY BUILDING AND KNOWLEDGE SHARING TO SUPPORT MANAGEMENT OF CADMIUM LEVELS IN COCOA IN LATIN AMERICA AND THE CARIBBEAN FOR EXPORT TO THE EU" (THE PROJECT)

MONTHLY TECHNICAL AND FINANCIAL REPORT TEMPLATE

Title of the Activity	
Start and end Date.	
Introduction	
Description of the Activity	
Progress to Date (including Outputs/Outcomes)	
Constraints	
Lessons Learned	

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Follow-Up Actions	

Note: One sheet should be completed for each activity.

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Corporación colombiana de investigación agropecuaria

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MONTHLY BUDGET REPORT TEMPLATE

Specific Actions	*Budget Reference	Projected Budget for the Period					Actual Expenditure for the Period					% Variance
		Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Total Budget Allocation (USD)	Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Actual Expenditure Allocation (USD)	
Activity 1: Framework of Support for Coordination and Information Sharing	1.1											
	1.2											
	1.3											
TOTAL Activity 1 (USD)												
Activity 2: Enhanced and standardized Capacity to Analyze Cadmium Levels	2.2											
TOTAL Activity 2 (USD)												
Activity 3: Improved Knowledge of	3.1											
	3.2											

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Specific Actions	*Budget Reference	Projected Budget for the Period					Actual Expenditure for the Period					% Variance
		Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Total Budget Allocation (USD)	Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Actual Expenditure Allocation (USD)	
Cadmium Presence in Cocoa Growing Areas Through Analysis and Mapping Regional	3.3											
TOTAL Activity 3 (USD)												
Activity 4: Awareness on Cadmium Issues Among Stakeholders in the Cocoa Supply Chain	4.1											
	4.2											
TOTAL Activity 4 (USD)												
Activity 5: Workshops and	5.1											

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Specific Actions	*Budget Reference	Projected Budget for the Period					Actual Expenditure for the Period					% Variance
		Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Total Budget Allocation (USD)	Technical Asst/Personnel (USD)	Meetings, Workshops (USD)	Local Travel & Subsistence (USD)	Labour and Field Materials (USD)	Actual Expenditure Allocation (USD)	
Results Dissemination	5.2											
	5.3											
	5.4											
TOTAL Activity 5 (USD)												
TOTAL (USD)												