

Evaluation checklist for the selection of 15 direct beneficiaries

Please fill the following information

Section A - General Information

A. Name of the IBO: Nepal Coffee Producers' (Federated) Association

B. Contact address: G.P.O. Box No. 21037, Thapathali, Kathmandu
 Tel No: 01-2030063 Fax: 01-4267238
 E-mail: ncpa@info.com.np

C. Name of the contact person: Mr. Dhakeshwar Ghimire

D. Geographical Region:

ER-M	MR-M	WR-M	MER-M	FWR-M
ER-H	MR-H	WR-H	MER-H	FWR-H
ER-T	MR-T	WR-T	MER-T	FWR-T

ER= Eastern Region WR= Western Region FWR= Far Western Region
 MR= Mid Region MWR= Mid Western Region
 M- Mountain H- Hill T- Terai

Section B- Information for Evaluation

1. Establishment date: 1998..... Year. 6..Month (please attach a copy of registration certificate)

(0-3 = 3; 3-5=6; 5+years= 10) 10

2. Office setup (2.5 for each of the followings)

i. Secretariat office

ii. Telephone 10

iii. Computer

iv. Internet/ email

3. Human resource

i. Available for participation in the ECIBON Program from Secretariat

a. Graduate - (5) b. Undergraduate- (3) c. English literate -(2)

ii. Available for participation in the ECIBON Program from Executive Committee

a. Graduate - (5) b. Undergraduate- (3) c. English literate -(2)

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4. Membership status

a. On the basis of number

i. More than 51 5

ii. 26-50 3

iii. Up to 25 2

b. Members' product/ service having export potential to EU market or already have working relationship with companies in the EU. (if "Yes" -5)

i. Yes ii. No

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Performance of the organization

a. Program/ activities carried out by the organization over last three years - 3
(Please attach supporting document!)

b. Financial capabilities (Please attach balance sheet of last three years) - 3

c. Please include your willingness to learn from the project and co-operate ECIBON Project.

To introduce the professional management of NCPA -2

d. How do you utilize the project's support regarding capacity building after participating as project beneficiary?

*- Orientation to members
- Building up the technical monitoring mechanism*

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3. Human resource

i. Available for participation in the ECIBON Program from Secretariat

✓ a. Graduate – (5) b. Undergraduate- (3) c. English literate –(2)

ii. Available for participation in the ECIBON Program from Executive Committee

✓ a. Graduate – (5) b. Undergraduate- (3) c. English literate –(2)

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(Please attach supporting document)

b. Financial capabilities (Please attach balance sheet of last three years) – 3

c. Please include your willingness to learn from the project and co-operate ECIBON Project.
To introduce the professional management⁻² of NCPA

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 - Building up the technical monitoring mechanism*

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Section C- Other information

a. What are the future activities you are planning for next three years?

(Please add additional sheet if required)

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b. What is the potentiality in terms of trade and commerce of your region?

(For example Pokhara= Tourism, Ilam = tea etc.)

*In the mid hills of Western Development Region (Mountain)
 Specialty Coffee can be commercialization.*

Score Sheet

Q. No.	Score
1	10
2-i	2.5
2-ii	2.5
2-iii	2.5
2-iv	2.5
3-i	5
3-ii	5
4-a	5
4-b	5
5-a	
5-b	
5-c	
5-d	
Total	

Activity Details of Nepal Coffee Producers' Association (NCPA)

NCPA is a federated association of coffee producing farmers organized in the district level coffee producers' associations (DCPAs) in 13 districts of the mid hills in Western Development Region and Central Development region.

NCPA is serving the coffee processors of Nepal. NCPA has been working in Nepali coffee industry since 1990. Along with the support of AEC/FNCCI NCPA promoted its district chapters in the key coffee growing districts. It became a national level organization in 1998. It promoted the District level organizations in 13 coffee growing districts of Nepal. NCPA has introduced the wet processing technology necessary to get the specialty coffee quality. Now Nepal is getting the penetration opportunities in the international market for the segment of specialty coffee. Now NCPA has promoted 250 pulping centers in the key coffee growing areas of Nepal. These coffee pulping centers are the micro enterprises based on the rural communities.

In Nepal NCPA has promoted a public infrastructure for whole sale distribution for marketing the produce of these micro enterprises in the local market as well as in the international market.

Now coffee industry is demanding one mutually benefiting organization for small and medium organization managed on professional grounds.

Nepali coffee processors are requesting NCPA to create a forum for small and medium enterprises (SMEs) thereby NCPA has passed the resolution to grant the membership for coffee processors, coffee technicians, cooperative estate coffee produces, pulper operators, coffee marketers and coffee importers. Along with the advice of AEC/FNCCI, NCPA organized the coffee processors in one forum and promoted Highland Coffee Promotion Company Private Limited and thereby promoted it into a public company, Highland Coffee Promotion Co Ltd and it is exporting coffee in The Netherlands and the USA since 2003. The activities of NCPA in the past three years are explained as below:

Activities in 2004

1. Initiation for preparation and releasing the National Coffee Policy 2060.
2. Formation of Nepal Tree Crop Global Development Alliance with the partnership of INGOs, Government bodies, entrepreneurs, and private sector organizations.
3. Promotion of Highland Coffee Promotion Co Private Ltd to public limited company by incorporating the coffee growing farmers in equity share holding.
4. Promotion of coffee growers' primary cooperatives in the key coffee growing districts.
5. Formation of a National Forum of coffee technicians.
6. Organized a 10 days training program on organic coffee farming training to government officers working in the Ministry of Agriculture and Cooperatives.
7. Introduction of wet processing technology and distribution of pulping machines for coffee growing villages.
8. Organization of coffee farmers' field schools in the coffee growing villages.
9. Organization of TOT on coffee brewing training for district level technicians.
10. Training to DCPAs on office management training and account management training.
11. Participation in the agro based expositions.
12. Cooperation with the National Tea and Coffee Development Board (NTCDB) for coffee pricing.
13. Initiation for the iteration of the National Coffee Day.
14. Collaboration for developing and publication of organic coffee production guidelines.
15. Monitoring of district level periodical seminars and workshops at DCPA level.


Activities in 2005

1. Organization of National level coffee policy work-shop.
2. Publication of posters and pamphlets on coffee production, processing and brewing.
3. Participation in the tax policy seminars.
4. Organization of market promotion campaign in the colleges of Kathmandu city.
5. Training to JT JTAs on brewing technology.
6. Organization of account management training to DCPAs.

7. Collaboration for preparing coffee policy implementation guidelines.
8. Organization of the district level as well as national level coffee days.
9. Participation in the seminar on tea, coffee and cardamom organized by NAARC.
10. Establishment of coffee resource centers.
11. Participation in the food quality management, sampling and certification procedure organized by DFTQC.
12. Participation in the trade promotion seminar organized by Trade Promotion Center.
13. Organization of South India Coffee Observation Tour.
14. Participation in the review workshop for the national level horticulture centers organized by Horticulture Service Directorate, Kirtipur.
15. Participation in the pricing meeting in NTCDB.
16. Monitoring of coffee collection and marketing at national level.
17. Monitoring of district level planning workshops.

Activities in 2006

1. Participation in the seminar on "Competitiveness of Agro commodities in the national as well as international market organized by AEC/FNCCI.
2. Participation in the seminar on coffee marketing system management and facilitation.
3. Participation in the fourth National Agriculture Conference.
4. Participation in the sharing workshop in the MOAC.
5. Collaboration in the National Coffee Logo and code of conduct organized by NTCDB.
6. Determining the National Coffee Day on the date of the establishment of NCPA with the resolution of the secretariat of Nepal Government.
7. Participation in Agro Expo 2006 and other expositions.
8. Participation in the seminar on mountain desertification organized by UNCCD.
9. Standard setting and monitoring of coffee nurseries.
10. Finalization of the national coffee logo.
11. Participation in the trade and exports promotion seminar.
12. Participation in the work shop on "Agro Product Exports promotion".
13. Coffee brewing training to DCPA technicians.
14. Co-organization of the seminar "Policy, programme, and procedure for public private partnership for coffee promotion.
15. Participation in the discussion on the organic certifying and international trade.
16. Participation in the work shop on organic agriculture organized by MOAC.
17. Organization of the National Coffee Day at district level as well as national level.
18. Participation in the review work-shop of regional directorate in the Central Development region and Western Development Region.
19. Participation in the intergovernmental seminar on SPS and food lab facility infrastructure for exports promotion with special reference to India and Nepal.
20. Preparation of posters and pamphlets on seed to cup.
21. Development of coffee quality and pricing guidelines and national level monitoring of coffee purchase practices.
22. Monitoring of the district level planning and review workshops.
23. Participation in the series of Workshops on the matters of the mega project of World Bank Involvement in Agriculture commercialization and trade promotion project including coffee.

Presented by 
 Mr Dhakeswar Ghimire
 President
 NCPA

NCPA current activities

1. Participation in the trade promotion seminar and sending the coffee promotion CD to Switzerland.
2. Participation in the seminar on Value chain development.
3. Participation in the budget preparation workshop of MOAC.
4. Organization of the workshop on Organizational development.
5. Participation in the seminar on Comparative Advantage and enhancing competitiveness in trade organized by Small and cottage Industry Development Department.
6. Participation in the series of meetings on World Bank relabeled Agriculture commercialization and trade promotion project.
7. Regular monitoring and evaluation of district level DCPA activities.
8. Organization of the National Coffee Day in the districts and in Kathmandu.

NCPA Future Activities

1. Provision of license for trained manpower in the NCPA system from CTEVT.
2. Establishment of the national quality standards for coffee.
3. Establishment of quality management system among the stakeholders in the coffee industry of Nepal.
4. Establishment of coffee quality monitoring and evaluation system in Nepal.
5. Introduction of the coffee grading system for organic specialty coffee and highland specialty coffee.
6. Establishment of the national level database of the coffee industry operations.
7. Acquisition of the membership of the international organizations like Specialty Coffee Association of America, Specialty coffee association of Europe.
8. Establishment of coffee testing lab.
9. Establishment of coffee training center.
10. Local market promotion.
11. International market promotion.
12. Establishment of commercial coffee production zones.