



**NATIONAL STAKEHOLDERS MEETING ON
AGRICULTURAL EXTENSION AND
ADVISORY SERVICES (AEAS) PROVIDERS**

**HELD
UNDER THE AUSPICES OF THE
“AFRICAN FORUM FOR AGRICULTURAL
ADVISORY SERVICES” (AFAAS)**

**MINISTRY OF AGRICULTURE,
GARDNERSVILLE, MONROVIA, LIBERIA**



JULY 3, 2014

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1.) INTRODUCTION

Liberia's economic and social development is largely dependent on the agricultural sector and more so, because about 70 percent of the population livelihood is also dependent on it; a recognition given by the Comprehensive African Agricultural Development Programme (CAADP), the continent-wide framework that seeks to restore agricultural growth, facilitate rural development, and ensure food and nutrition security in Africa, of which Liberia is signatory. The dominant form of farming in Liberia is subsistence in nature and is characterized by shifting cultivation (slash and burn) and the use of low inputs, hence low yield.

In an effort to improve and increase agricultural outputs, the Government of Liberia established the Department of Agriculture, now Ministry of Agriculture (MOA), in 1948, which subsequently created the Bureau (now Department) of Regional Development, Research and Extension in 1960 with the mandate to transmit agricultural technology through training and disseminating useful and practical information to farmers. The extension method used was primarily on a technician-to-farmer or "training and visit" basis. However, effective and efficient agricultural extension and advisory services, which are critically important for smallholder farmers, in particular women and youth, has been grossly inadequate due largely to low capacity, poor coordination and lack of a policy framework for extension itself.

In July 2012, the MOA, through the Department of Regional Development, Research and Extension (DRDRE), with technical support from USAID, completed its first "National Policy for Agricultural Extension and Advisory Services" (NPAEAS). The NPAEAS, in its current form, will, upon legislation, serve as the *legal and enabling framework* for extension service delivery in the country. Besides, it will serve to enhance and support CAADP's pillar 4: "strengthening agricultural research, technology dissemination, and adoption" and by that means also boost efforts initiated by the continental body, the African Forum for Agricultural Advisory Services (AFAAS). In 2011, Liberia was invited and participated in its first major engagements with AFAAS and the Global Forum for Rural Advisory Services (GFRAS) in Ghana and Kenya respectively. This was followed in August 2013 with participation in the "Agricultural Extension Week and General Assembly" meeting in Gaborone, Botswana.

Against this background, a National Stakeholder Meeting on Agricultural Extension and Advisory Services (AEAS) Providers was organized by the Department of Regional Development, Research and Extension (DRDRE), Ministry of Agriculture, under the auspices of the African Forum for Agricultural Advisory Services (AFAAS) in Gardnersville, Liberia on Thursday, July 3, 2014. The welcome remark was done by Hon. Thomas Gbokie, Jr., Deputy Minister, DRDRE while the keynote statement and official opening of the meeting was done on behalf of the Minister of Agriculture, Dr. Florence Chenoweth, by Dr. Charles McClain, Deputy Minister of Planning and Development. This was followed by remarks from AFAAS Executive Director, Dr. Silim M. Nahdy and power-point presentations. The technical sessions included group task work and presentations as well as plenary discussion of group task work. The group task work was composed of four groups-**Group 1:** a) *Expected added value of CF to stakeholders*; b) *Main objectives of the CF*; **Group2:** a) *Representation of various stakeholders in the CF* b) *Roles & responsibilities of different participants* c) *How will the CF be hosted?*; **Group 3:** a) *How will CF/activities be financed?* b) *Legal status of the CF*; **Group 4:** a) *who are the important partners/alliances to the CF?* b) *Who will lead the CF?* c) *What is the requisite skills/knowledge needed in the CF?* d) *How to accomplish these?*

The group discussions were facilitated by experts drawn from both policy and technical institutions, including the Ministry of Agriculture and AFAAS Secretariat.

This report, which is the outcome of the July 3, 2014 meeting, is arranged into 4 sections: Introduction; Conceptual Framework; Highlights of Key Issues Discussed, based on comments/inputs made by participants held at different stages of the meeting, as well as Conclusions, Recommendations and Way Forward as proposed during plenary discussion and closing remarks.

Over 70 participants attended the 1 day meeting representing farmers, public, private, and UNAgencies as well as the NGOs community.

Welcome remarks

In welcome remarks, Hon. Thomas Gbokie Jr., Deputy Minister for the Department of Regional Development, Research and Extension welcome everyone to the stakeholders meeting on Agricultural Extension and Advisory Services (AEAS) and acknowledged the presence of guests from AFAAS Headquarters in Kampala, Uganda, in persons of Dr Silim M. Nahdy, Executive Director and Mr. Max Olupot, Technical Assistant. Having these guest of honour is a boost in the way forward on how we can build our agriculture extension service delivery especially for the establishment of the Country Forum which will be a platform that we think and hope will bring together all of the stakeholders in the sector. He lauded the efforts of the AFAAS team for their technical support to Liberia as the country moves toward the establishment of its country forum (CF) and become a full-fledge member of AFAAS at the soonest possible time.

Deputy Minister Gbokie noted further that agriculture remain the main stake of Liberia's economy and as such over 60% of the country's rural population is engaged in the sector. By that means, agriculture extension and advisory service plays a critical role in addressing the needs of Liberian farmers. Therefore the ministry places very high premium on agriculture at this time of our nation's rebuilding process. "We will make sure that we provide effective and efficient extension services to our farmers", Minister Gbokie concluded.

- a. **Keynote Statement:** Dr. Charles McClain, Deputy Minister for Planning and Development of the Ministry of Agriculture delivered the keynote statement on behalf of Dr. Florence A. Chenoweth, Minister of Agriculture of Liberia.

In his remark, Dr. McClain noted that the Minister attaches great importance to the establishment of Liberia's Country Forum as it will be a platform that will bring all the stakeholders together in the decision and policy making for agricultural extension service delivery in the country. Adding that all over the world, in all of the international organizations, agricultural extension service delivery is coming up as "what I may consider a new paradigm shift". We can now see or have the involvement of the farmers in the decision making of policies that would affect their lives, and the Ministry of Agriculture of Liberia is proud that in this meeting or forum, we have farmers represented to have their say in whatever will be carved as a national organization, noting that the Ministry of Agriculture attaches serious importance to this meeting. Dr McClain further observed that agriculture extension under the leadership of the Department of Regional Development, Research and Extension (DRDRE) may be seen as the driver of this forum but "let it be known that it is the entire ministry that is in this". I am glad he said, that since the farmers are here today, their voices will be heard in the formulation of the agriculture extension service delivery; this means that whatever we do at research will be transferred to the farmers through extension service delivery, thus achieving our objectives under transformation. The Deputy Minister further indicated that "as focal person for CAADP, I am particularly happy to know that from the planning and development point of view, this platform will go a long way in revitalizing and reinvigorating that which CAADP needs to do over the next decade". As we go into the 2015 post development agenda, we in Africa will be speaking with one voice, and this course has now become Africa's position. And our president, Her Excellency Madam Ellen Johnson-Sirleaf, chairperson of this high level forum, who will be going to make her presentation at the United Nations General Assembly on post development agenda, CAADP will play a major role in her deliberation in terms of continental development of our agricultural sector, Dr. McClain further observed.

We want to thank Dr. Moses Zinnah, the Director of the Programme Management Unit (PMU) who is driving all of the Ministry's projects. This PMU is the unit that is housing seven of the projects that is also providing agriculture extension service delivery to our smallholder farmers. In closing, I would like to add that as we are here finalizing plans for the revitalization of our Central Agriculture Research Institute (CARI), you can see that it is a coincidence of plans and it is our prayer that all this will set the pace for igniting our agriculture sector.

Dr. McClain later officially declared the "National Stakeholders Meeting on Agricultural Extension and Advisory Services (AEAS) Providers" opened for deliberations.

Other Remarks:

Dr. Silim M. Nahdy-AFAAS Executive Director: Speaking earlier, AFAAS Executive Director Dr. Silim M. Nahdy said he was very happy to be part of this important meeting for this is what he had long waited for noting that AFAAS serves as a platform that is leading extension into two main dimensions: Professionalism and Methodology.

On professionalism, the Executive Director said the farmer who is to get a way of acquiring sufficient food must be made professional. Beside the farmer, all the players must be made professional people if we are to succeed in our work and activities.

On Methodology, he said it was time to collectively improve farmers' method of farming in order to give substance to machinery farming; and AFAAS is preparing all its member country to this level. This, he said, will bring on board value chain addition, capacity building, and formation of a full-fledge organization. This, he added will show who is who, who is doing what, the role of the farmer, the private sector, public sector, with whom to share the lessons learnt. Stressing that he had come to Liberia to show how Liberia can be a part of the AFAAS Organization. He noted that AFAAS is about bringing all stakeholders on board including farmers, farmer organizations, public and private sectors, international and local NGOs, research and higher institutions of learning, including all agricultural training programs. Dr. Nahdy added further that "it is not as hard as we may think, because other countries like Uganda, Ethiopia, Botswana, and Ghana have used the same method and succeeded. All you have to do is to make sure all stakeholders are a part of the process". Concerning the leadership, the Executive Director said that Ghana used the Director of Extension as focus person. Other used the private sector, while Ethiopia used someone from the University as chairperson. Just do it legally to make seeking of funding easy he added. Speaking further, he mentioned that AFAAS is a Global forum around the world and when established in any African country would always be supported if there is a better linkage amongst AFAAS member countries as to improve the farmer livelihood.

In closing, Dr. Silim said, "With what I am seeing in this hall today I am convinced that this meeting will yield a fruitful result".

Dr. Moses Zinnah/ Director PMU-MOA: Also speaking at the opening of the forum, Dr. Moses Zinnah, Director, Program Management Unit of the Ministry of Agriculture, noted that the advisory system will be one that is pluralistic noting that government, private sectors, farmers associations and others will be central in providing services to farmers. He added by saying that "it is a good thing for us to build on a system, and I think this is one outcome of our extension policy and as it is said, it is in consonance with the CAADP process under pillar IV in the dissemination of research coupled with our own LASIP pillar I and III in terms of food security and institutional capacity building which are clearly stated in our strategic plan for the sector". Noting that "It is good that we are here to plan it today because we want to insure that whoever will come from AFAAS will know that the country is serious, because they will not only see people from the Ministry of Agriculture, but will also see farmers as well as other people meaningful to the sector".

He applauded Deputy Minister Gbokie and Director Perry for their tireless efforts and encouraged all of the stakeholders to work along with them so as to have a good setting for the establishment of the country forum, Dr. Zannah concluded.

2.) CONCEPTUAL FRAMEWORK:

Background

The Africa Forum for Agricultural Advisory Services (AFAAS), a Sub-Saharan African Network on Agricultural Advisory Services (SSANAAS) initiated in Kampala, Uganda in 2004, has the mandate to implement the agriculture services aspects of CAADP. Working along with the Forum for Agricultural Research in Africa (FARA), AFAAS aims to actualize CAADP Pillar IV by strengthening engagement between research and extension as a way of effecting support to African farmers, by sharing agricultural knowledge and information, including research results.

It is to be noted that the efforts of AFAAS-CAADP Pillar IV are in line with the Government of Liberia's Poverty Reduction Strategy (PRS), especially Pillar II: Economic Revitalization which is aimed at improving and increasing agricultural productivity, restoring value chain and market access, strengthening agricultural institutions and providing greater agricultural opportunities for small-holder farmers. It is also a means of transforming the agriculture sector and improving the economy, especially in the realization that agriculture has the *highest potential of sustainable employment creation* than any other sector; it is the livelihood of the majority of Liberians.

In 2011, Liberia was invited and participated for the first time in an AFAAS conference, under the theme “**Going Beyond Production Agriculture for Smallholder Farmers**”, which was held in Accra, Ghana from April 12-14, 2011 under the auspices of FARA. This was followed by another invitation in November of the same year to participate in the 2nd annual meeting of the Global Forum for Rural Advisory Services (GFRAS) and the international conference on “Innovations in Extension and Advisory Services” which were held in Nairobi, Kenya from November 13-18, 2011. This landmark meeting culminated in the famous “**Nairobi Declaration on Agricultural Extension and Advisory Services**”, which recognizes inter alia:

1. That smallholder agriculture and family farming is the core contributor to agricultural production in most developing countries, and therefore vital for achieving food and nutritional security and for dealing with climate change;
2. That efficient agricultural extension and advisory services support innovation and strengthen capabilities of smallholder farmers to access realistic and remunerative opportunities through knowledge, credit, markets and related services;
3. That a coalition of public, private and civil society actors at national, regional and international levels is needed to revitalize and strengthen agricultural extension and advisory systems;
4. That extension plays an indispensable role as facilitator, knowledge broker and matchmaker between service and support providers on the one hand and smallholder entrepreneurs on the other. Extension has the lead responsibility for ensuring that multiple stakeholders coordinate and integrate into adaptive innovation systems.

Participants at that Nairobi meeting therefore requested the conference organizers to continue to provide the platforms at different levels for extension professionals and researchers and farmers to meet, to exchange and improve their capacity to mobilize smallholders' knowledge, labour, land, water and genetic resources for global food security. *Again in August 2013 Liberia was invited and participated in the four-day “Agricultural Extension Week and General Assembly” conference organized by the African Forum for Agricultural Advisory Services (AFAAS), in collaboration with the Ministry of Agriculture, Botswana, and the Botswana College of Agriculture (BCA), under the theme: “Value Chain Approach in Agricultural Development: Coping with New Demands for Advisory Services”, which was held in Gaborone from August 5-8, 2013.*

Liberia, through the Ministry of Agriculture, has been represented at these conferences by Dr. Moses M. Zinnah and Edward B. Perry both of the MOA. However, additional representation from Liberia is possible, especially with the establishment of Liberia's country forum (CF). The organization of Liberia-CF would therefore create the enabling environment for future engagement and participation by Liberia in all AFAAS activities as well as that of the global organization the "Global Forum for Rural Advisory Services" (GFRAS). It is hoped this can be realized before the next AFAAS meeting scheduled for Ethiopia in 2015.

Purpose, Objectives and Expected Outcome of July 3, 2014 Meeting:

With headquarters in Kampala, Uganda, AFAAS works with a network of Country Fora in carrying out its activities on the continent. Hence the foundation for AFAAS is a network of CF, such as the one being proposed for Liberia. Membership to AFAAS is almost automatic, but only through an established country forum. Therefore the general objectives are to:

1. Create awareness about AFAAS and GFRAS in Liberia;
2. Create stakeholders interest in AFAAS and GFRAS;
3. Identify lead actors in the provision of AEAS in Liberia;
4. Get stakeholders involved in establishing AAS and identify entry points and lead actors for setting up CF;
5. Propose the establishment of an "AEAS Working Group" under the ACC that would serve as a platform for establishing Liberia CF
6. Establish Liberia "country forum".

The meeting specific objectives are to:

1. Organize AEAS Technical Working Group under the aegis of the Agricultural Coordinating Committee (ACC) Meeting;
2. Establish Liberia-AFAAS Country Forum.

Outcome:

- AEAS actors brought together under one umbrella;
- Information exchanged, lessons and experiences shared;
- Opportunities for providing services to each other identified;
- AEAS Technical Working Group organized within the ACC;
- Liberia-AFAAS Country Forum initiated and established;
- Link established between Liberia CF and AFAAS on the one hand and AEAS stakeholders and AFAAS on the other;
- Forum provided for networking among AEAS actors in Liberia.

3.) HIGHLIGHTS OF KEY ISSUES DISCUSSED

The following highlights and analysis from the "National Stakeholders Meeting on Agricultural Extension and Advisory Services (AEAS) Providers", under the auspices of the "African Forum for Agricultural Advisory Services"(AFAAS), border on issues emanating from remarks, presentations as well as from discussions at various levels of the 1 day forum. Some of the issues highlighted appertain

to the proposal for the establishment of the “Liberia Forum for Agricultural Advisory Services (LIFAAS), including its mission, vision; objectives; stakeholder representation, including their roles and responsibilities; financial and legal implications; who are important partners/alliance as well as structure and leadership of the proposed Country Forum (CF).

Following various remarks, presentation and a question and answer period, four (4) working groups were set up and tasked with discussing the issues relevant to the forum as reflected in the table below:

Table ---- Group Task and Discussion

Group	Tasks	Responsible Person	Institution
I	* Expected added value of CF to stakeholders * Main objectives of the CF	Dr. Moses M. Zinnah/ Extension Specialist/ Director-PMU	PMU/MOA
II	*Representation of various stakeholders in the CF *Roles & responsibilities of different participants *How will the CF be hosted?	Hon. Paul Jallah Assistant Minister/ DRDRE	MOA
III	*How will CF/activities be financed? *Legal status of the CF	Thomas Gbokie, Jr. Dep. Minister/DRDRE	MOA
IV	*Who are the important partners/alliances to the CF? *Who will lead the CF? *What is the requisite skills/knowledge needed in the CF? *How to accomplish these?	Max Olupot Technical Assistant	AFAAS

A.) GROUP 1-

Task 1: “Expected Added Value of the CF to Stakeholders”:

On this count, participants provided the following answers:

- To strengthen collaboration & coordination among farmers and extension services;
- The CF must have different players that will be backed by national government;
- Enhance cross-activities sharing in different agriculture approaches;
- Inference policy making processes;
- Building capacities of farmers and stakeholder in the forum;
- Bridge communication gaps;
- Be committed to stakeholders;
- Learn to be independent in your activities;
- Serve as link between Liberia’s CF and other AFAAS members;
- Help to mobilize resources for extension and advisory services;
- Create awareness among agriculture institutions;

- Encourage quality & safer production for trade purposes.

Task 2: Main Objectives of the CF:

Group 2 members were unanimous in their presentations on what they consider as the main objectives of the proposed CF, which, inter alia, will be to:

- Strengthen collaboration between and among stakeholders;
- Enhance cross-activities sharing in different agriculture approaches;
- Bridge communication gaps and create awareness among agriculture institutions and actors;
- Advocate for government to live up to the Maputo declaration for African governments to allocate 10% of annual budget to agriculture sector.

B.) GROUP 2:

Task 1: Representation of various stakeholders in the CF:

A critical component of the CF, bordering on the interest of stakeholders at the 1 day forum, was the issue of representation. Group 2 in its summation provided some answers on this matter, and the following were captured from their presentation:

Farmer Groups

- Smallholder Farmers
- Farmers' Organizations

Government Institutions

- MOA
- MOGD
- Land Commission
- MOH & SW
- EPA
- LISGIS
- MYS
- Internal Affairs
- MPW
- CDA

Universities/Colleges

- Private Universities
- Cuttington University
- United Methodist University
- Stella Maris
- Public Universities
- University of Liberia
- Tubman University

Vocational & Training Institutions

- LOIC
- MVTC
- BWI

Financial Institution

- Banking institutions
- Microfinance organizations

Research Institutions

- CARI
- Concessions (Firestone; GVL; SRC)

Task 2: Roles and responsibilities of different participants:

- *Farmer groups/smallholders farmers/ and farmers organizations*
Share experiences from neighbours
Members will be required to pay fees as to sustain the group
Networking
Farmers' group organizing a farmer's market
- *Government Agencies*
The role of various government agencies is based upon their statutory responsibilities. (E.g. MOA to provide technical and advisory support; CDA to provide protection for cooperatives;
- *Universities/ Colleges/ Vocational Institutions*
Provide trainings and avenue for research
- *Financial Institutions*
Provide access to credits, loan, loan scheme, etc.
- Provide funding
Provide cooperate, social funds for its communities
- *Media institutions (Prints & Electronic)*

Disseminate information

Task 3: How will the CF be hosted?

On the issue of the hosting of the CF, the group recommended that the CF will be hosted by the Ministry of Agriculture. It will have a focal person who will coordinate the affairs of the CF.

GROUP 3:

Task 1: How will CF activities be financed?

In order to identify funding sources for the CF, group 3 members first identified some expected activities to be undertaken by the CF including:

- Awareness/ sensitization;
- Meetings;
- Information dissemination;
- Communication;
- Visitation;
- Profiling Extension Services;
- Electronic/ Print Media

Based on the activities outlined above, the group made the following to finance the CF:

- Due payment;
- Fund raising programs
- Donations/partners
- Proposal writing

Task 2: Legal status of the CF:

On the legal status of the CF, the group also recommended the

- Establishment of a platform for networking activities and a ;
- "Letter of Incorporation" should be crafted when all formalities have been completed.

GROUP 4:

Task 1: Who are the important partners/alliances to the CF?

Partners

- Private sector;
- Farmers and farmers union/organizations;

- Cooperatives;
- All commercial banks
- Agriculture concessionaires (e.g. Firestone, LAC, Sime Darby, MARCO, etc.)

Public Sector

- Ministry of Agriculture (MOA);
- Ministry of Commerce (MOC);
- Ministry of Gender and Development (MGD);
- Central Agriculture Research Institute (CARI);
- Liberia Produce Marketing Corporation (LPMC);
- National Investment Commission (NIC)
- Central Bank of Liberia

Alliances

- Food and Agriculture Organization (FAO);
- World Food Programme (WFP);
- United States Agency for International Development (USAID);
- African Development Bank (AfDB);
- World bank (WB);
- Swedish International Development Association (SIDA);
- European Union (EU);
- International Fund for Agricultural Development (IFAD)
- International Non-governmental Organizations and Local Non-governmental Organizations (INGOs & LNGOs);
- Civil Society Organizations (CSOs);
- Media;
- Academia, etc.

Task No 2: Who will lead the CF?

- To be lead by a “National Steering Committee” and headed by the Ministry of Agriculture.

Task No 3: What is the requisite skills/knowledge needed in the CF?

- Extension
- Agronomist
- Agric- Researcher
- ABC Specialist (Value chain, Sustainability)
- Social Scientist
- Entomologist
- Agric-Business
- Agro-industries
- Post Harvest Specialist
- Leadership
- Agric-Mechanization

Task No 4: How to accomplish these?

This can be done thru Country Forum:

- Vision
- Mission
- Policy
- Strategy

- Objectives
- Core Values
- Resources
- Capacity

CONCLUSION

Closing Statement:

- **Dr. Silim M. Nahdy**, in his closing remarks thanked the organizers of the stakeholders meeting for a successful time together, adding that he was not closing the meeting, but rather he was opening the way for Liberia entry into AFAAS. “There are challenges out there and that you should be able to tap on the expertise of consultants at AFAAS headquarters, and that we can say go to Liberia and see what assistance can be rendered there so that the Liberian chapter can grow”, he concluded.
- **Honourable Fofi Bimba**, Member, House of Representatives and co-chair on Agriculture, thanked the organizers as well as the guest from AFAAS for their contribution and effort in encouraging Liberia’s participation in the Africa Forum for Agricultural Advisory Services. He added that if those in parliament were all agriculturist, they would have seen the 10% allotment to agriculture as a means to development in the agriculture sector. “It pains my heart to see Liberia importing tomatoes from an arid country such as Mali, when we have such fertile soil. If our leadership were agriculture oriented, they would have had passion to ensuring the promotion of agriculture”. Comparing Liberia and Bangladesh, he said the two countries are of the same land mass but different population. Bangladesh has about 145 million people as compare to Liberia, but yet they still export what we call our staple rice to us. I am pleased that the Ministry of Agriculture has the right governing team, and now they can turn the wheels. Therefore we should not cease talking. If we continue, they will listen to us”, Representative Bimba concluded.
- **Dr. Silim M. Nahdy**: Reacting to Representative Bimba’s remarks, AFAAS Executive Director, Dr. Nahdy said that this was one of the most important speeches he had heard so far; noting that Ethiopia and Rwanda have gone through war, but they put about 20% of their national resources into agriculture. Job creation can be with the sector provided if we can put our resources into agriculture. It can now be seen that Ethiopia is expanding in agriculture because she has put her resources into agriculture for that is where their mouth is, the Executive director concluded.
- **Minister Gbokie** in his closing thanked the stakeholders for coming and for the job well done. Noting it was useful having completed the meeting. As we have learned from other countries, it is my hope that we can adopt so that Liberia can be recognize at the international platform. I am also happy that we have had a nine member committee who will steer the affairs of the country forum.
We did not make a mistake by saying that extension is the driving force in advisory services delivery. We are glad that the team from our international friends came and that we shall make sure all that were said is enacted. We will work with all our partners and make sure their expertise is employed. I am also glad that the issue of the youth was mentioned and that we should consider it very seriously. Thank you and have a bless day.

With that final remark, the one day “National stakeholders meeting on Agricultural Advisory Services (AEAS) Providers” came to a successful close.

At the end of presentations by all 4 groups and the plenary session, Dr. Moses M. Zinnah recommended the setting up of an “**Interim Steering Committee**” (ISC) to steer the affairs of the Country Forum. He therefore suggested that individuals at the meeting should volunteer to serve in the capacity as ISC Member.

Following the suggestion by Dr. Zinnah, nine (9) persons volunteered/were recommended to form part of the ISC. They include:

Interim Steering Committee Members

#	NAME	INSTITUTION	CELL #	E-MAIL
1	A. Richelieu Mitchell	CDA	0886-786-068	gbanera@yahoo.com
2	Abibatu Kromah	CARI	0886-551-771	abibatuk@gmail.com
3	Edward B. Perry (FP)	Ministry of Agriculture	0886-455-838	ediboep@yahoo.com
4	Fofi Bainba (Hon.)	House of Representative	0886-833-317	baimba54@ali.com
5	John A.D. Perkins	Farmers Union Network	0886-518-457	alphansoperkins33@yahoo.com
6	Leroy Ceegebe	University of Liberia	0777-085-801	leroycegebe@ymail.com
7	Molly Massaquoi	Cuttington University	0886-826-554	1462mollymassaquoi@yahoo.com
8	Tamba Aghailas	BRAC- Liberia Program	0880-813-212	tamba.aghailas@liberia.brac.net
9	Wilhelmina Mulbah	RPAL	0886-643-593	gwilhemina2004@yahoo.com

**Note: Terms of reference to be prepared for the committee*

ANNEXES FOLLOW:

TIME	ACTIVITY	RESPONSIBLE
10:00 am – 10:05 am 9:30 am – 10:00 am	Opening Prayer Arrival & Registration	Larry Williams/DRDRE
10:05 am – 10:15 am	Welcome: Purpose of Meeting	Hon. Thomas Gbokie Deputy Minister, DRDRE, MOA
10:15 am – 10:30 am	Opening Statement	Dr. Florence Chenoweth Minister of Agriculture
10:30 am – 10:40 am	Remarks	Dr. Silim M. Nahdy -Executive Director/AFAAS Hon. Josephine Francis Chairperson/House Committee on Agriculture
10:40 am – 11:10 am	PP Presentations/Q & A: <ul style="list-style-type: none"> Liberia Country Forum (CF) Team Role of AFAAS in the CF Liberia NPAAES 	* Edward Perry/MOA *AFAAS Team Thomas Gbokie, Jr. Deputy Minister/DRDRE
11:10 am – 11:50 am	Group Photo/ Breakfast	Participants
11:50 am – 12:00 pm	Small Group Task Explanation and Formation	Hon. Paul Jallah Assistant Minister, DRDRE, MOA
Group Task Work		
12:00 am-12:45 pm	Group I: * Expected added value of CF to stakeholders * Main objectives of the CF	Dr. Moses M. Zinnah/Extension Specialist/Director-PMU
	Group II: *Representation of various stakeholders in the CF *Roles & responsibilities of different participants *How will the CF be hosted?	Hon. Paul Jallah Assistant Minister, DRDRE, MOA
	Group III: *How will CF/activities be financed? *Legal status of the CF	Thomas Gbokie, Jr. Dep. Minister/DRDRE
	Group IV: *Who are the important partners/alliances to the CF? *Who will lead the CF? *What are the requisite skills/knowledge needed in the CF? *How to accomplish these?	Max Olupot-Technical Assistant/AFAAS
Roving Facilitator: Dr. Silim M. Nahdy/Executive Director-AFAAS		

12:45 PM -12:50 pm	Reporters Write-Up Results for Plenary Session Presentation	Small Group Reporters
12:50 pm – 1:50 pm	LUNCH	Participants
1:50 pm – 1:55 pm	Group 1 Presentation	Group 1 Reporter
1:55 pm – 2:05 pm	Plenary Discussion of Group 1 Presentation	Group 1 Facilitator
2:05 pm – 2:10 pm	Group 2 Presentation	Group 2 Reporter
2:10 pm – 2:20 pm	Plenary Discussion of Group 2 Presentation	Group 2 Facilitator
2:20 pm – 2:25 pm	Group 3 Presentation	Group 3 Reporter
2:25 pm – 2:35 pm	Plenary Discussion of Group 3 Presentation	Group 3 Facilitator
2:25 pm – 2:35 pm	TEA BREAK	Participants
2:35 pm – 2:40 pm	Group 4 Presentation	Group 4 Reporter
2:40 pm – 2:50 pm	Plenary Discussion of Group 4 Presentation	Group 4 Facilitator
2:50- pm – 3:00 pm	Closing Remarks	a. Dr. Silim M. Nahdy Executive Director-AFAAS b. Dr. Florence Chenoweth- Minister of Agriculture/RL
3:00 pm – 3:05 pm	Vote of thanks	Hon. Thomas Gbokie, Jr. Deputy Minister, DRDRE, MOA

Annex 2: Presentations:

#	Presenter	Title	Institution	Topic	Main Highlight
1	Edward Perry	Director of Extension	MOA	<i>“Liberia Forum for Agricultural Advisory Services” (LIFAS): A Proposal</i>	<ul style="list-style-type: none"> ✓ Background to meeting (CAADP Mandate) ✓ AFAAS Mandate under CAADP ✓ CAADP & Liberia PRS ✓ Liberia’s participation in AFAAS (2011-2014) ✓ Purpose of July 3 Meeting ✓ Role and membership of CF ✓ Next AFAAS Meeting (Ethiopia, 2015)
2	Thomas Gbokie Jr.	Deputy Minister/DRDRE	MOA	<i>Liberia “National Policy for Agricultural Extension and Advisory Services (NPAEAS)</i>	<ul style="list-style-type: none"> ✓ Renewed global interest in extension, it’s role technology transfer and economic viability ✓ Pluralism and decentralization of extension system ✓ Formulation in July 2012 of Liberia’s extension policy ✓ Highlights of the policy: women, youths, roles and responsibilities of actors: public/private sectors, farmers, etc.
3	Max Olupot	Technical Assistant	AFAAS	<i>“Overview of AFAAS and Key Achievements”</i>	<ul style="list-style-type: none"> ✓ Need for AEAS: Bridging the Missing Link ✓ AEAS Pillars: Appropriate policies and institutions; ✓ Comprehensive Agric. Extension System: To maintain Food Security & Improve Rural Livelihoods; ✓ Why AFAAS; ✓ AFAAS Vision and Mission ✓ Why AFAAS; ✓ Country Fora established (Membership in 40 countries) ✓ Partnership building; Sustainability; ✓ Why Country Forum; ✓ Process of establishing CF, leadership and hosting; ✓ Experience on successful CFs; ✓ AFAAS Next meeting -Addis Ababa, Ethiopia in 2015

Annex 3: Participants Listing

#	NAME	TITLE	INSTITUTION	CELL #	EMAIL ADDRESS
1	A.Richlue Mitchell	Registrar General	CDA	0886-786-068	gbareva@yahoo.com
2	Abibatu Kromah	Scientist	CARI	0886-551-771	abibatuk@gmail.com
3	Abu Konneh	LUPA	MOA	0886-511-431	abukonneh57@yahoo.com
4	Adama D. Faye	Country Director	WFP	-	-
5	Agnes Luz	Chief of Party	FED/USIAD	0888-222-062	agnes_luz@dai.com
6	Amos Ballayan	National Prog. Officer	WFP	0776-500-222	amos.ballayan@wfp.org
7	Amos G. E. Zeon	Agronomist	MOA	0886-635-373	agezeon2009@yahoo.com
8	Augustine Fahnbulleh	Director-Quarantine	MOA	0886-439-982	augustinefahnbulleh@ymail.com
9	B. Lusine Gibson	AAC	BRAC-Liberia	0886-447-142	blusinegibson@yahoo.com
10	Ben K. Saye	District Agric. Officer	MOA/Nimba	0777-457-033	benksaye54@yahoo.com
11	BlamoChea	Admi. Assistant	CHAP	0886-457-534	blamochea@yahoo.com
12	Botoe B. Massaquoi	Sr. Extension Officer	MOA	0886-682-222	botoemassaquoi@yahoo.com
13	C. Anderson Chea	Director	MICAT	0886-585-900	andersonchea@yahoo.com
14	Charles McClain	Dept Minister Plan.	MOA	0886-874-343	warioloh@gmail.com
15	Chea B. Garley	Assistant Minister/TS	MOA	0886-574-465	cheabrowngarleysr@gmail.com
16	ClrenceTengbeh	Executive Director	Beekeepers Assoc.	0886-580-831	cftengbeh@yahoo.com
17	Daniel K. Waritay	Executive Director	SLPP	0886-557-852	dwaritay@yahoo.com
18	Deroe A. Week	Executive Director	FSNP-MOA	0886-517-134	tetadee0719@gmail.com
19	E. MusuTuah-Younn	CAC	MOA/Margibi Co.	0886-385-172	musu.younn@yahoo.com
20	Edward B. Perry	Director Extension	MOA	0886-455-838	edibope@yahoo.com
21	Emmanuel Vah	Agronomist	SAPEC/MOA	0886-985-253	vahemmanuel@yahoo.com
22	Garmonyou A. Sam	Entomologist	MOA	0886-657-373	garmonyousam@yahoo.com
23	Gertie K. Suluteh	Program Officer	MOA	0886-536-776	suluteh@yahoo.com
24	Gregory Taplah	Director	MOA	0886-446-251	taplahgregory@yahoo.com
25	Helena K. Joyfe	Executive Secretary	MOA (DRDRE)	0886-593-129	helenajoyfe@yahoo.com
26	Henry Goffa	Comm. Officer	MOA/ Comm.	0777-026-242	henrygoffa@yahoo.com
27	Hon. Fofi Bainba	Legislator	House of Rep., R.L.	0886-833-317	baimba54@ali.com (fobibaimba@aol.com)
28	T. Bokai Gomoroe	Supervisor	NOWAI Agric. Asso	0880-418-274	-

29	J. Paye Thompson	Logistic Officer	ASRP-IFAD-MOA	0886-480-947	willington1970@gmail.com
30	John M. Daniel	M & E Supervisor	ASRP-MOA	0886-883-156	johnmdaniels@yahoo.com
31	John Perkins	Program Officer	FUN	0886-518-457	alphansoperkins33@yahoo.com
32	Joseph R.N Anderson	Director	MOA	0886-540-023	joelson2007@gmail.com
33	Joseph T. Kettor	Executive Director	ODAFARA	0886-558-731	odafara@yahoo.com
34	Joyce Kolvah	CAC	MOA (G. Bassa Co.)	0886-531-868	jkolvah@yahoo.com
35	Ken Hasson	Agriculture Officer	USAID	0777-727-789	khasson@usaid.gov
36	Ken Kumeh	Asst. Director, Com.	MOA/Comm.	0886-557-605	ken.kumeh@yahoo.com
37	Larry William	Office Assistant	MOA (DRDRE)	0886-653-094	larrywilliams@rocketmail.com
38	Leroy W. Cegbe	Chairman	CAF/UL	0777-085-801	leroycegbe@ymail.com
39	Mulbah Jackollie	Agriculture Officer	USAID	0886-516-160	mulbahjacklha@yahoo.com
40	Mafoi Metzger	F-Y Advocate Officer	MOA- DRDRE	0886-103-237	mafoi_metzger@msn.com
41	Mama Tuma (Farmer)	Chief of Zoe	MIA	0886-561-331	-
42	Max Olupot	Technical Assistant	AFAAS	+256-782-848-225	molupot@afaas-africa.org
43	MichealD. Titoe	Director	MOA/Planning	0886-517-569	mdtitoe@gmail.com
44	Mohammed D. Kamara	Extension Technician	-	0880-758-347	-
45	Molly Massaquoi	Lecturer	Cuttington University	0886-820-584	1462mollmass@gmail.com
46	Morris Dorbor	-	COM./ MOA	0886-973-662	-
47	Moses Zinnah	Director	PMU/MOA	0886-420-955	mmzinnah57@yahoo.com
48	Mulbah Bryant	CAC	MOA-Montserrado	0880-648-025	mjbrayant@yahoo.com
49	Nathan Charles	Producer	ELBC(LBS)	0886-929-167	ndrattydirtbat@yahoo.com
50	Nyada Y. Baldeh	Project Coordinator	STC-RSP-PMU-MOA	0880-766-461	yobamara@yahoo.com
51	Paul Jallah	Asst. Minister-Ext.	MOA	0886-471-166	paul.jallah@yahoo.com
52	Philomena William	Asst. Minister/Admi.	MOA	0886-512-004	nyonimely@yahoo.com
53	Prince T. Kollie	Assistant Manager	Gro-Green	0886-823-862	into@grogreengmail.com
54	Princetta Clinton-Varmah	Project Coordinator	IFAD/MOA	0886-547-865	princettav@gmail.com
55	R. JarsiahWeedor	Instructor	CAF-UL	0886-565-335	rjweedor02@yahoo.com
56	Raphael Collins	Administrator	MOA	0886-525-874	zephaniel@yahoo.com
57	Robert Nyambaka	Agribusiness Specialist	USAID	0886-753-069	Robertnyambaka@dai.com
58	Roland Varkpeh	Director	MOA	0886-553-587	varkpeh71@yahoo.com
59	S. JosenFahn	Farmer	TRFMC(Todee)	0886-511-465	fahnsj@yahoo.com
60	Samuel S. Peter	Budget Officer	FAO-Liberia	0776-737-523	samuel.peter@fao.org
61	Sanjoy Nandi	Program Manager	BRAC	0888-200-965	Sanjoybd78@gmail.com
62	SilimNahady	ED/AFAAS	AFAAS	+256-772-226-475	msnahdy@afaas-africa.org
63	Tamba D. Aghailas	Head of HR	BRAC-Liberia	0880-813-212	tamba.aghailas@liberia.brac.net
64	TarnueD. Koiwou	FSN Program Officer	MOA-FSN	0886-550-237	tdkoiwou@yahoo.com

65	TheowayNyema	Procurement Specialist	MOA- ASRP	0886-529-446	tnyema@yahoo.com
66	Theresa Thompson	District Agric. Officer	MOA (DRDRE)	0886-106-471	thompson536@yahoo.com
67	Thomas Gbokier Jr.	Deputy Minister	MOA-DRDRE)	0880-480-010	gbokierjr@yahoo.com
69	TrokonMcgee	PSO	Concern Worldwide	0886-528-564	trokon.mcgee@concern.net
70	Victor Ngorbu	Senior Director	ACDI/VOCA	0888-631-000	vngorbu@acdivoca-liberia.org
71	Wilhelmina G. Mulbah	Vice President	RPAL	0886-643-593	gwilhemina2004@yahoo.co.uk
72	William K.C.Kawalawu, Sr.	Project Coordinator	SAPEC/MOA	0888-303-114	william.kawalawu@moaliberia.org
73	Z. Edmond Greaves	CAC	MOA (Cape Mount)	0777-023-043	greavesedmord@yahoo.com.uk

Annex 3B: Discussion Group Members:

Group 1 Members				Group 2 Members			
#	Name	Institution	Cell#	#	Name	Institution	Cell #
1	Augustine Fahnbulleh	MOA	0886183897	1	BlamoChea	CHAP	0886-457-534
2	B. Lusine Gibson	BRAC	0886447142	2	Chea B. Garley	MOA	0886-574-465
3	Ben K. Saye	DAO/MOA	0777857033	3	Daniel Warety	SLPP	0886-557-852
4	Clarence Tengbeh	Beekeeping/Liberia	0886580831	4	E. MusuTuah-Younn	CAC/Margibi	0777-748-395
5	George Maxcimore	Farmer Group	0888617184	5	Emmanuel Vah	WAAP/MOA	0886-985-253
6	John Perkins	FUN	0886518457	6	Mulbah Bryant	CAC/Montserrado	0880-648-025
7	Moses Zinnah (Dr.)	PMU/MOA	0886420455	7	Paul Jallah	MOA	0886-411166
8	PrinattaVarmah	IFAD/MOA	0886547865	8	S. JosenFahn	Farmer	0886-511-465
9	Sanjoy Nandi	BRAC	0886888965	9	TambaAghailags	BRAC-Liberia	0880-8132-12
10	T. BokaiGomoroe	Noway Agriculture	0886413279	10	Z. Edmord Greaves	CAC/MOA	0886-410-489
Group presenter: Augustine Fahnbulleh				Group presenter: S. JosenFahn			

Group 3 Members

#	Name	Institution	Cell #
1	Botoe B. Massaquoi	MOA	0886682222
2	Gertie K. Suleteh	MOA	0886536776
3	Joyce Kolvah	CAC/MOA	0886531868
4	Leroy W. Cegbe	CAF/UL	0777085801
5	Mama Toma	MIA	0886561331
6	Molly Massaquoi	CU	0886829584
7	Prince T. Kollie	GRO Green	0886823862
8	R. Jarsiah Weedor	CAF-UL	0886565335
9	Raphael Z. Collins	MOA	0886525874
10	Tarnue D. Koiwu	MOA	0886550237
11	Thomas Gbokie Jr. (Hon.)	MOA	0880480010
12	Wilhemina G. Mulbah	RPAL	0886643593

Group Presenter: Wilhelmina G. Mulbah**Group 4 Members**

#	Name	Institution	Cell #
1	A. Richelieu Mitchell, Sr	CDA	0886-786-168
2	Abibatu Kromah	CARI	0886551771
3	Abu Konneh	MOA	0886-511-431
4	Amos Ballayan	WFP	0886-521-795
5	Amos G. E. Zeon	MOA	0886635-373
6	Max Olupot	TA/AFAAS	27782845225
7	MichaieI Titoe	MOA	0886517569
8	Samuel S. Peters	FAO	0886544070
9	Theoway Nyema	ASRP/PMU	0886-521446
10	William Kawalawu	PMU/MOA	0888303114

Group Presenter: Abibatu Kromah

Annex 4: Acronyms

AEAS	Agricultural Extension and Advisory Services
AFAAS	African Forum for Agricultural Advisory Services
ASRP	Agricultural Sector Rehabilitation Project
BRAC	Bangladesh Rural Advancement Committee
CAC	County Agriculture Coordinator
CAF-UL	College of Agriculture & Forestry-University of Liberia
CARI	Central Agriculture Research Institute
CDA	Cooperative Development Agency
CF	Country Forum
CHAP	Community of Hope Agriculture Program
CU	Cuttington University
DAO	District Agriculture Officer
DRDRE	Department of Regional Development, Research & Extension
FAO	Food and Agriculture Organization
FED	Food and Enterprise Development
FP	Focal Person
FSN	Food Security and Nutrition
FUN	Farmers Union Network
GFRAS	Global Forum for Agricultural Advisory Services
IFAD	International Fund for Agricultural Development
MGD	Ministry of Gender and Development
MIA	Ministry of Internal Affairs
MICAT	Ministry of Information Cultural Affairs and Tourism
MOA	Ministry of Agriculture
ODAFARA	Organization for the Development of Agric. & Farmer Related Association
PMU	Program Management Unit
RPAL	Rubber Planters Association of Liberia
SAPEC	Smallholder Agricultural Productivity and Commercialization
SLPP	Sustainable Livelihood Promoters Program
TA-AFAAS	Technical Assistant-AFAAS
USAID	United States Agency for International Development
WAAPP	West Africa Agricultural Productivity Program
WFP	World Food Program



*Deputy Minister Charles McClain
Deputizes for Minister Florence A. Chenoweth*



*L-R: Max Olupot & Dr. Silim Nahdy
AFAAS Secretariat-Uganda*



Assistant Minister Paul Jallah makes remarks at meeting



*SAPEC's W. Kawalawu & CDA's R. Mitchell, Sr. Hon. Thomas Gbokie Jr. Deputy Minister/RDRE
In a tête-à-tête at July 3 meeting*



Group Photo during July 3, 2014 meeting



Figure 1: Farmer & Chief Zoe Mama Tuma makes remarks @ meeting



Figure 2: Dr. Charles McClain in conversation with DAO Ben Saye @ July 3 meeting



Figure 3: Hon. Fofi Baimba, Co-Chair on Agric., House of Rep. makes remarks



Figure 4: Group 1, led by Dr. Moses Zinnah during working session @ July 3 meeting



Figure 5: Stakeholders @ LIFAAS opening session (DrnNahdy makes statement)



Figure 6: Stakeholders attentively listen to remarks @ opening session



Figure 7: Dr. Charles McClain, Dep. Minister, Planning & Development Formally opens meeting on behalf of Agriculture Minister, Dr. Florence Chenoweth



Figure 8: Participants @ LIFAAS Stakeholders Meeting



Figure 9: Right- WFP Country Rep. Adama Faye along with Dep. Ministers Gbokie and Dr. McClain @ opening session



Figure 10: M. Jackollie & K. Hasson (USAID), G. Sam, G. Taplah (MOA) & others



Figure 11: M. Kamara (AFAAS literatures on display @ July 3, 2014 meeting)



Figure 12: AFAAS Technical Assistant, Max Olupot during PP-Presentation