

Government of Pakistan
Ministry of National Food Security and Research

NEED ASSESSMENT FORM FOR FOOD SAFETY CONSULTANT (SPPS-I)

Sr. No.	Heading	Details
1.	Name of Ministry/Division/Organization:	Ministry of National Food Security and Research
2.	Title of the Position (Technical Advisor, Consultant, Research Associate):	Food Safety Consultant. SPPS-I
3.	Duration & Location:	1 year extendable based on performance. Islamabad
4.	Disqualification:	Annex-I
5.	Need Assessment: a) Identified Challenge / Gap b) Area of Expertise c) Requisite qualifications: d) Requisite experience/skills: e) Level of Role and Responsibility f) Reporting Channel	Annex-II
6.	Expected impact on the Performance of the Ministry Performance:	Annex-III
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8.	Key Performance Indicators, Targets, Timelines and Deliverables:	Annex-V
9.	Performance Evaluation:	Annex-VI

(to be signed and Stamped by the concerned Secretary/PAO)

Signature

Secretary, Ministry of National Food
Security and Research

Annex-I

Disqualification Criteria for the Position of Food Safety Consultant. SPPS-I

1. Lack of a Master's degree or higher in Food Science, Food Safety, Public Health, or a related discipline from a globally recognized university, with demonstrated expertise in setting compliance with the food safety standards, policies, and systems.
2. Less than 15 years senior-level professional experience in food safety management, regulatory compliance, or advisory roles within international organizations, government bodies, or leading private institutions.
3. Inadequate experience of working with global food safety standards (e.g., Codex Alimentarius, HACCP, ISO 22000, GFSI), international trade facilitation, and risk assessment frameworks.
4. Candidates with a history of ethical misconduct, including dishonesty, plagiarism, or unethical research practices, may be disqualified for the position as mentioned above.
5. Candidates who fail to meet any regulatory requirements or eligibility criteria specified by the Ministry of National food Security and Research or relevant authorities may be disqualified.

Need Assessment: Food Safety Consultant. SPPS-I

a) Identified Challenge / Gap:

The Ministry of National Food Security & Research (MNFS&R) faces significant challenges, including the absence of harmonized food safety standards, inadequate food safety infrastructure, and limited access to food safety information. These issues hinder the country's ability to export goods and manage food safety effectively. Additionally, there is a lack of training and capacity-building programs for food safety professionals. Other major challenges include ensuring compliance with food safety regulations, managing food safety risks at national & international levels, and implementing robust food safety management systems. Moreover, effectively communicating food safety information to stakeholders, addressing emerging food safety concerns, and ensuring food safety within global supply chains require specialized expertise and resources. This situation underscores the need for a competent Food Safety Consultant.

To address the visions of "Uraan Pakistan" and the "Home Ground Development Agenda," the MNFS&R is seeking a dynamic and capable Consultant for the National Agri-Trade & Food Safety Authority (NAFSA). This role will be focused on ensuring compliance with both national and international food safety standards, developing regulatory frameworks, guiding industry practices, and supporting the authority in promoting safe food production and trade. The Consultant will play a vital role in building food safety systems, enhancing export competitiveness, and aligning regulatory practices with global standards. The ideal candidate will possess extensive experience in food safety and regulatory compliance, demonstrate a collaborative approach, and have the ability to design and implement effective strategies to achieve NAFSA's objectives.

b) Area of Expertise:

The required expertise lies in the context of food safety regulations, standards, and guidelines, including Hazard Analysis and Critical Control Point (HACCP), ISO 22000, and Global Food Safety Initiative (GFSI), as well as food safety risk management, food microbiology, and chemistry. The consultant possesses knowledge of food processing and manufacturing technologies, supply chain management, and auditing and inspection procedures. Additionally, the consultant has the skills to design and deliver food safety training programs, manage food safety crises, and communicate effectively with stakeholders. They also stay up-to-date with emerging global food safety issues, such as antimicrobial resistance, food fraud, and climate change, enabling them to provide comprehensive and expert food safety consulting services.

c) Requisite qualifications:

Master's Degree in Food Science, Food Safety, Public Health, or a related discipline from a globally recognized university, with demonstrated expertise in setting compliance with the food safety standards, policies, and systems

d) Requisite experience/skills:

- i. At least 15 years of senior-level professional experience in food safety management, regulatory compliance, or advisory roles within international organizations, government bodies, or leading private institutions.
- ii. Proven track record of working with global food safety standards (e.g., Codex Alimentarius, HACCP, ISO 22000) etc., international trade facilitation, and risk assessment frameworks.
- iii. Expertise in advising subnational, national or international regulatory authorities on food safety policies and frameworks.

- iv. Strong familiarity with international trade agreements, including WTO Sanitary and Phytosanitary (SPS) measures.
- v. Excellent written and verbal communication skills are required, with the ability to convey complex information clearly and effectively.

e) Level of Role and Responsibility:

- i. Lead Food Safety Concerning issues including risk assessments, audits, and training programs.
- ii. Develop and implement food safety management systems, including HACCP and ISO 22000.
- iii. Conduct food safety audits and inspections to ensure compliance with regulations and standards.
- iv. Provide food safety training and capacity-building programs for food industry professionals, regulators, and other stakeholders.
- v. Develop and review food safety policies and procedures to ensure compliance with regulations and standards.
- vi. Investigate food safety incidents, including outbreaks and recalls.
- vii. Collaborate with stakeholders, including food industry professionals, regulators, and other consultants.

f) Reporting Channel:

The Food Safety Consultant-SPPS-I will report to the concerned Additional Secretary-I, M/o NFS&R.

Expected Impact on the Performance of the National Agri-Trade & Food Safety Authority (NAFSA), Ministry of National Food Security & Research

Food Safety Consultant. SPPS-I

The hiring of a Food Safety Consultant is expected to have the following significant and multifaceted impact on the performance of the National Agri-Trade & Food Safety Authority (NAFSA), Ministry of National Food Security & Research:

- i. **Improved Food Safety Management:** Strengthened food safety management systems, including risk-based inspections, testing, and certification.
- ii. **Enhanced Compliance with International Standards:** Improved compliance with international food safety standards, including Codex Alimentarius, ISO 22000, and Global Food Safety Initiative (GFSI).
- iii. **Increased Efficiency and Effectiveness:** Streamlined food safety processes, reduced duplication of efforts, and improved coordination among stakeholders.
- iv. **Better Protection of Public Health:** Reduced risk of foodborne illnesses, improved food safety surveillance, and enhanced emergency response capabilities.
- v. **Increased Trade Opportunities:** Improved compliance with international food safety standards, leading to increased trade opportunities and access to new markets.
- vi. **Strengthened Institutional Capacity:** Strengthened institutional capacity, including training and capacity-building programs for food safety officials.
- vii. **Improved Stakeholder Engagement:** Improved engagement and coordination among stakeholders, including food industry, academia, and civil society.
- viii. **Ensuring Food Safety and Quality:** Ensuring the safety and quality of food for human consumption.
- ix. **Promoting Sustainable Agriculture:** Promoting sustainable agriculture practices and reducing the risk of foodborne illnesses.
- x. **Enhancing Trade and Commerce:** Enhancing trade and commerce opportunities for Pakistani food products.

Job Description: Food Safety Consultant. SPPS-I

- i. The Food Safety Consultant will provide technical expertise to formulate and implement the Policies and frameworks, ensuring full alignment with globally recognized standards, including Codex Alimentarius, WTO-SPS, and ISO food safety regulations, HACCP and GFSI. The incumbent key responsibilities included:
 - a. Identify the problem
 - b. Analyze problem
 - c. Evaluation of gap
 - d. Consultation with stakeholders
 - e. Institutional input
 - f. Interaction with relevant Ministries/ Departments
 - g. Formation of Policy
 - h. Implementation of Policy
- ii. Conduct detailed and methodical food safety risk assessments to identify critical gaps in the current system, proposing evidence-based, actionable recommendations for strengthening and enhancing the national food safety framework.
- iii. Design, implement, and continually update advanced inspection protocols and guidelines for food production, processing, transportation, and international trade, ensuring the internationally accepted standards of food safety and quality control.
- iv. Critically analyze the FAO study report on food safety in Pakistan, offering expert recommendations to address systemic gaps and improve national food safety practices based on international best practices.
- v. Undertake an in-depth review of global food safety regulations, comparing the frameworks of leading international regulatory bodies (such as the FDA and EFSA), with a focus on adapting relevant, effective practices for Pakistan's regulatory context.
- vi. Develop and establish standardized, robust protocols for managing the farm-to-foreign consumer supply chain, ensuring seamless coordination between quarantine departments of MNFSR to uphold stringent food safety standards.
- vii. Design and lead the implementation of comprehensive food safety compliance programs, including but not limited to certification, accreditation, and monitoring systems, aimed at enhancing trade facilitation and safeguarding consumer health.
- viii. Provide expert advisory on the development of food safety regulations, encompassing inspections, audits, and certification processes, ensuring these regulatory mechanisms adhere to both national and international legal standards.
- ix. Spearhead stakeholder consultations, fostering collaborative partnerships between industry players, governmental agencies, and international organizations, to ensure the effective adoption and operationalization of food safety standards throughout the entire supply chain.
- x. Cultivate and maintain strategic alliances with prominent international food safety organizations, trade bodies, and donor agencies, facilitating knowledge exchange, technical support, and access to global best practices.
- xi. Ensure full compliance with WTO-SPS provisions and other applicable international trade agreements, ensuring that food safety protocols remain in harmony with the global trade and regulatory landscape and designing a mechanism for their continuous updating.

- xii. Provide high-level technical guidance for capacity-building initiatives, including the development of cutting-edge training materials and the facilitation of specialized workshops on global food safety standards and compliance procedures.
- xiii. Design and implement sophisticated monitoring and evaluation mechanisms to track the performance and continuous improvement of the national food safety systems.
- xiv. Draft and negotiate key food safety-related agreements, contracts to foster international collaboration and promote knowledge transfer across borders.
- xv. Contribute expert advice to the Ministry on the strategic formulation of food safety policies, ensuring preparedness for food safety emergencies and aligning national strategies with global health and safety priorities.
- xvi. Undertake any other task as assigned by the Ministry, consistent with the objectives of enhancing Pakistan's food safety framework and international trade compliance.
- xvii. Any other task assigned by the authority as and where required.

Key Performance Indicators, Targets, Timelines and Deliverables**Food Safety Consultant. SPPS-I****a) Key Performance Matrix with Quantitative Targets**

Key Performance Indicators (KPIs)	Quantitative Targets
Policy, Regulatory Framework and Legislation Development	Formulate and implement 2 policies/ regulatory frameworks per year to implement food safety measures in alignment with Codex Alimentarius, WTO-SPS, and ISO food safety regulations.
Design, implement, and update inspection protocols	Design, implement, and update inspection protocols for food production, processing, transportation, and international trade.
Develop and implement protocols for the farm-to-port supply chain	Develop and implement protocols for the farm-to-port supply chain in quarantine departments of MNFSR.
Design and implement food safety compliance programs.	Design and implement food safety compliance programs, including certification, accreditation, and monitoring systems.
Design a robust monitoring and evaluation mechanism.	Design a robust monitoring and evaluation mechanism to assess food safety system performance.
Assist in drafting and negotiating international agreements and contracts	Assist in drafting and negotiating international agreements and contracts to foster global collaboration.

Annex-VI

Performance Evaluation
Food Safety Consultant. SPPS-I

Key Performance Indicators (KPIs)	Quantitative Targets	% of Target Achieved	Percentage Weightage	% Score
Policy, Regulatory Framework and Legislation Development	Formulate and implement 2 policies/ regulatory frameworks per year to implement food safety measures in alignment with Codex Alimentarius, WTO-SPS, and ISO food safety regulations.	90	35	3150
Design, implement, and update inspection protocols	Design, implement, and update inspection protocols for food production, processing, transportation, and international trade.	90	20	1800
Develop and implement protocols for the farm-to-port supply chain	Develop and implement protocols for the farm-to-port supply chain in quarantine departments of MNFSR.	90	20	1800
Design and implement food safety compliance programs.	Design and implement food safety compliance programs, including certification, accreditation, and monitoring systems.	90	5	450
Design a robust monitoring and evaluation mechanism.	Design a robust monitoring and evaluation mechanism to assess food safety system performance.	80	5	400
Assist in drafting and negotiating international agreements and contracts	Assist in drafting and negotiating international agreements and contracts to foster global collaboration.	80	15	1200