## **Terms of Reference for the Organisations to Deliver Training on Safe Work in Forests**

The National Forestry Agency, with the technical support of the consortium between Zavita d.o.o, Stritih d.o.o and WWF Caucasus are implementing a project Measures for the Sustainable Use of Forest in Adigeni Municipality – Phase 2. The purpose of the project is to improve the sustainable use of forests and to improve the socio-economic conditions of the local population. Slovenian International Development Cooperation funds the project.

The project beneficiaries are the National Forestry Agency of Georgia, the state institution responsible for protecting and managing forests and selling timber and other forest products, and the rural local communities of Adigeni organised in Community Unions involved in the conservation agreements, which would develop modern forestry services and a forest products value chain.

One of the project’s key activities is the delivery of training on safe work in forests. These trainings will be provided to the National Forestry Agency staff, persons in forestry vocational training, workers in the forest companies and representatives of the Community Unions, who will be involved in forestry activities. The training sessions related to forestry operations will focus on working with the chainsaw and skidding logs. The training will be open for any interested candidates from the entire Samtskhe-Javakheti region.

WWF Caucasus is seeking proposals from local organised entities or groups of experienced individuals to:

* Develop a training program focused on safe work practices in forest environments in Adigeni municipality.
* Equip at least 70 persons with the necessary knowledge and skills for the operation and maintenance of chainsaws, winches, and other relevant equipment.
* Raise awareness about potential hazards and risk factors associated with forestry work and demonstrate the use of safety gear.
* Ensure compliance with relevant safety regulations and guidelines.

This Terms of Reference (ToR) outlines the project requirements, scope of work, tender procedures, and timeline for interested parties to submit their proposals.

## **Scope of Works and Deliverables**

The selected local organised entity or a group of individuals is expected to deliver training program covering the following areas:

* Introduction to forestry work and associated hazards.
* Proper maintenance and operation of chainsaws, including safety precautions and maintenance.
* Safe usage of winches and other forestry equipment.
* Selection, fitting, and maintenance of safety gear, including personal protective equipment (PPE).
* Emergency procedures and first aid relevant to forestry work.
* Environmental considerations and conservation practices.

The training will be delivered through a combination of theoretical sessions and practical demonstrations. Theoretical sessions will include presentations, videos, and discussions, while practical demonstrations will provide hands-on experience in a controlled environment. Trainers with expertise in forestry work and occupational safety will conduct the training.

The training program will be designed under the supervision of the Slovenian expert and in cooperation with the Opizari College LEPL. It will be dedicated to all employees involved in forestry work, including but not limited to:

* The National Forestry Agency staff;
* Forestry workers
* Chainsaw operators
* Equipment operators.

The organisations shall develop an outline for the 2-day training, covering both theoretical and practical works. The trainings will be conducted in several rounds, covering at least 70 participants from the Adigeni municipality. Initially, the trainers will be trained additionally by the instructors from Postojna Forestrz School in Slovenia and will implement the first round of trainings under their supervision.

The training schedule will be communicated by WWF and local partner organisations well in advance to ensure maximum participation. The sessions are expected to be held at the organisation’s own premises, at Opiyari College in Akhaltsikhe, in the National Forestry Agency woodyard near Chorchani village and in the forest. The exact locations of teh trainings will be determined in the training programme and agreed with FPA and WWF.

## **Requirements and Experience**

Interested local organised entities or experienced individuals are expected to meet the following criteria:

* In case of organised entities: be a locally-registered entity in Adigeni (commercial or non-commercial legal person); in case of groups of individuals: be a permanent resident of Adigeni municipality;
* Have prior training in forestry work with particular focus on occupational safety;
* Have at least three potential trainers with their own personal safety equipment
* Demonstrate the experience and knowledge of delivering training around safe work in forest to wider public.

The proposals shall include the technical proposal with a description of works and timelines, as well as financial proposal for the works, including all costs related to the goods and services needed to purchase for the purposes of the training.