



Producers' Desk Operational Manual

Volume III – SUSTAINABILITY

Agroecological Transition Components

G3/a-TA & G3/b-Agricultural Advice/TA

Updated January 2025

FODECC	PRODUCERS' WINDOW OPERATIONAL MANUAL – Volume III – SUSTAINABILITY	
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Preface

Dear stakeholders in the cocoa and coffee sectors,

A public institution created by Law No. 2004/025 of 30 December 2004 and established by Decree No. 2006/085 of 9 March 2006 of the President of the Republic, the Cocoa and Coffee Sector Development Fund (FODECC), alongside other bodies in the sector, provides financing and payment for services related to supporting and reviving the cocoa and coffee sectors, supporting applied research on these products and improving their quality, supporting training and information programmes for operators in the cocoa and coffee sectors, and promoting the local processing and consumption of cocoa and coffee. Placed under the financial supervision of the Minister of Finance (MINFI), the FODECC operates under the technical supervision of the Minister of Trade (MINCOMMERCE) and the Minister of Agriculture and Rural Development (MINADER), who are authorising officers in the same capacity as the Minister of Scientific Research and Innovation (MINRESI).

With the authorisation of the Presidency of the Republic on 21 December 2020, relayed by the Prime Minister's Office, FODECC opened its Producers' Desk in 2021 with the aim of providing direct support to cocoa and coffee producers. The "Producers' Desk" is a mechanism based on Decree No. 068/PM of 28 August 2019 approving and enforcing the manual of procedures for granting agricultural subsidies in Cameroon. It draws its resources from export levies on cocoa, coffee and related products. The relevant ministerial departments exercise their authority as authorising officers for subsidy expenditure for the benefit of cocoa and coffee producers.

By simplifying procedures, the window makes government subsidies directly available to producers in the basins, at their own initiative, under the responsibility of the Authorising Officers and their departments, with FODECC facilitating and securing operations.

Volume I of the Producers' Desk concerns subsidies in the form of electronic vouchers for inputs and very small equipment, and co-financing of business plans for small producers and their groups. These subsidies are directly aimed at enrolling producers on a massive scale and promoting an increase in national production.

Volume II is intended to subsidise collective post-harvest processing and marketing infrastructure for products intended for export. It concerns municipalities and their cooperative or economic interest group (EIG) partners, and aims to improve the quality of marketable products from different production areas. It also proposes measures to support municipalities in co-financing the preparation of their PLADDTs and then co-financing their green investments in natural resource management, forest preservation and the restoration of degraded landscapes.

Volume III, which is the subject of this document, explicitly concerns the terms and conditions for subsidising cocoa and coffee producers to encourage them to change their behaviour at the production stage in order to improve the "overall" quality of cocoa and coffee (commercial, social and environmental) through agroecological transition methods that enable production intensification and forest preservation.

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All cocoa and coffee producers registered in the FODECC system, particularly those who have already benefited from subsidies from the Producers Window, may apply for subsidies from the Agroecological Transition Window on condition that they formally commit to complying with the rules and commitments associated with it, particularly in environmental (no deforestation) and social (no child labour) matters.

The FODECC Producer Funds (I, II and III) are the result of methodical work between FODECC and its various partners (agro-dealers, bankers and EMFs, mobile phone companies, strategic partners and donors, including the European Union in support of the conceptual plan for the mechanism, The Sustainable Trade Initiative "IDH", IFAD and the CAFI initiative) for the direct benefit of producers.

With this Volume III, the Agroecological Transition Facility complements the first two FODECC mechanisms, keeping in mind the same concern for simplification, facilitation, support and supervision for the direct financing of producers in the cocoa and coffee sectors in Cameroon. It continues the effort to digitise the cocoa and coffee sectors and to integrate producers into the economy in a healthy way, working to boost activity and yields on plots of land in a spirit of sustainability and respect for Cameroon's environmental commitments.

We hope, dear stakeholders in the cocoa and coffee sectors, that you will enjoy this manual as much as we enjoyed preparing it, so that you can satisfy producers, manage your orchards, improve yields and contribute to the full development of a sustainable cocoa and coffee economy for today and for future generations.

Samuel Donatien NENGUE

Administrator of FODECC

NB: Please note that all figures in this manual, including percentages and/or subsidy amounts, are indicative and may be revised each year or even changed at any time by decision of the National Steering and Guidance Committee (COPIL) for agricultural subsidies and the FODECC Management Committee.



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Preamble

The Agroecological Transition Manual (GTA) concerns the cocoa and coffee sectors and presents the procedures for direct subsidies to growers to encourage them to improve their production practices towards total quality in commercial, social and environmental terms, as agroecological transition has become an economic, social and environmental necessity.

Volume III of the GTA manual is part of the paradigm shift in agricultural subsidies sought by the Government and complements Volume I on production support and Volume II on post-harvest processing support at the community level. It extends the operational process for the cocoa and coffee sectors set out in the **MINADER** agricultural subsidy manual, adopted and made enforceable by **Prime Ministerial Decree No. 068 of 28/08/2019**, which requires all relevant agricultural, economic and financial services, public institutions and enterprises, and associated programmes at the national level to use it as a reference tool to guide their agricultural subsidy actions (see copy of Prime Ministerial Decree No. 068 in Annex 3).

The FODECC, under the joint supervision of MINADER (Ministry of Agriculture, Livestock, Fisheries and Food), MINCOMMERCE (Ministry of Commerce), MINRESI (technical authorising officers) and MINFI, is part of the government's policy to revive and develop cocoa and coffee production, which must also comply with Cameroon's international agreements and commitments on the environment and forestry, on the one hand, and with the new European regulations on imported deforestation, on the other. As the European Union is Cameroon's main customer for cocoa (*75% of global demand*) and coffee, in order to continue exporting, it is necessary to respect the environmental and social choices of European consumers who do not want to be held responsible for the destruction of tropical forests as a result of their own consumption habits. The increasingly noticeable effects of climate change, which is accelerating on all continents, only reinforce this desire to

preservation of forests across the globe, and in the intertropical zone in particular. The sustainable cocoa roadmap and the proposals from the "cocoa talks" since 2019 now confirm Cameroon's commitments to producing cocoa without deforestation. In fact, the EU's zero-deforestation regulation applies not only to cocoa, but also to coffee, natural rubber, palm oil, soy, beef and timber. For all these products, in order to enter the EU market, it is now mandatory to demonstrate that they do not originate from land deforested since 2020. To do so, reliable systems must be put in place to trace products from the production plot to their destination in Europe, as well as effective forest monitoring systems in the production basins. By the end of 2024, all these

Seven products will no longer be allowed to enter the EU unless they can demonstrate compliance with the new regulations. For Cameroon, this mainly concerns cocoa, coffee and timber exported to the EU. However, we know that the main factor driving deforestation is the expansion of agricultural land at the expense of forest areas. This is why the Agroecological Transition Desk focuses specifically on methods of agricultural intensification that are good for the environment and minimise the need to expand agricultural land by destroying forests.

The cocoa and coffee sectors, both long-established and historically highly regulated, were liberalised in the 1990s. This liberalisation led to a revival of investment in cocoa plantations, particularly in the south-west region but also in the central region. Cocoa production has thus risen from its lowest point in the early 1990s (around 70,000 tonnes of beans per year) to a level of around 300,000 tonnes per year, despite socio-political unrest in certain regions. However, the objectives of the SSDSR and the PNIA are to reach a level of around 600,000 tonnes of cocoa per year by 2030 (the SND 30 even mentions 1.5 million tonnes of cocoa per year), primarily through agricultural intensification.

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The government's objective is therefore very clear: cocoa production volumes must be increased, as must coffee production, because global consumption of these products continues to grow and is expected to continue growing for a long time to come due to global population growth. Strategically, cocoa and coffee are therefore products with a bright future for Cameroon, both for its producers and for the State.

The challenge is therefore particularly simple and clear: **cocoa and coffee production volumes must be increased significantly without resorting to deforestation of either primary forests or naturally regenerated forests (old fallow land over 20 years old).**

In other words, if we are no longer allowed to clear new forests, we can now only intensify production in existing orchards in forest areas, or extend plantations to young fallow land (less than 20 years old). In practice, given that most orchards are ageing and unproductive (*often yielding less than 150 kg of cocoa per hectare as a result of being abandoned during years when prices were no longer attractive*), the aim is to renew them, increase their density and give them a new lease of life. The aim would be to produce an average of at least 800 kg of cocoa per hectare, or even more than a tonne, bearing in mind that new varieties grown in good conditions can exceed 2.5 tonnes per hectare. In addition, priority will be given to new extensions in savannah areas, thus avoiding the need to cut down the forest.

Under the supervision of the FODECC management (Mr Samuel D. Nengue) and the EGIS technical assistance mission (Mr André Lachapelle), the task of designing and drafting the GTA manual was entrusted to three consultants (Dr Jean-Marie Noiraud, Mr Jean-Blaise Bama, Mr Jean-Louis Fobane), who have already contributed to

previous work on preparing the MINADER and FODECC manuals.

Following on from the Producers Desk (operational since 2022) and the Local Authorities Desk, the launch of the Agroecological Transition Desk was officially announced by the Minister of Agriculture at a national event attended by all MINADER executives, representatives of the banking sector, microfinance institutions, producer organisations and supplier organisations in Nkongsamba in April 2023. This event was an opportunity to show all participants the first concrete results following the establishment of the FODECC Producer Desk in the Mounjo department, and to launch its roll-out in the country's eight cocoa and coffee regions.

The main messages addressed to all stakeholders in the cocoa and coffee sectors remain the same:

- ⇒ *The days of "everything for free" are over;*
- ⇒ *Public subsidies are a lever to encourage professional beneficiaries to improve their practices and behaviour.*
- ⇒ *The subsidy is a "reward for effort", in other words, the subsidy can only benefit producers and companies that are genuinely committed to a professional approach;*
- ⇒ *FODECC relies primarily on productive partnerships established with the private sector (suppliers of agricultural inputs and equipment, hardware stores, banks/MFE, professional and inter-professional organisations, exporters, manufacturers, nursery growers, etc.).*

The operational manual for the agroecological transition window was adopted by the FODECC Management Board on 27/09/2023.

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Editorial Committee

for the FODECC Agroecological Transition Window Operationalisation Manual

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Process for developing the FODECC Agroecological Transition Desk manual:

Version No. 1	GTA Manual	Date	25 July 2023	Technical validation
Version No. 2	GTA Manual		26 September 2023	National validation
Version No. 2	GTA Manual		27 September 2023	FODECC adoption
Version No. 3	GTA Manual		30 January 2025	Update

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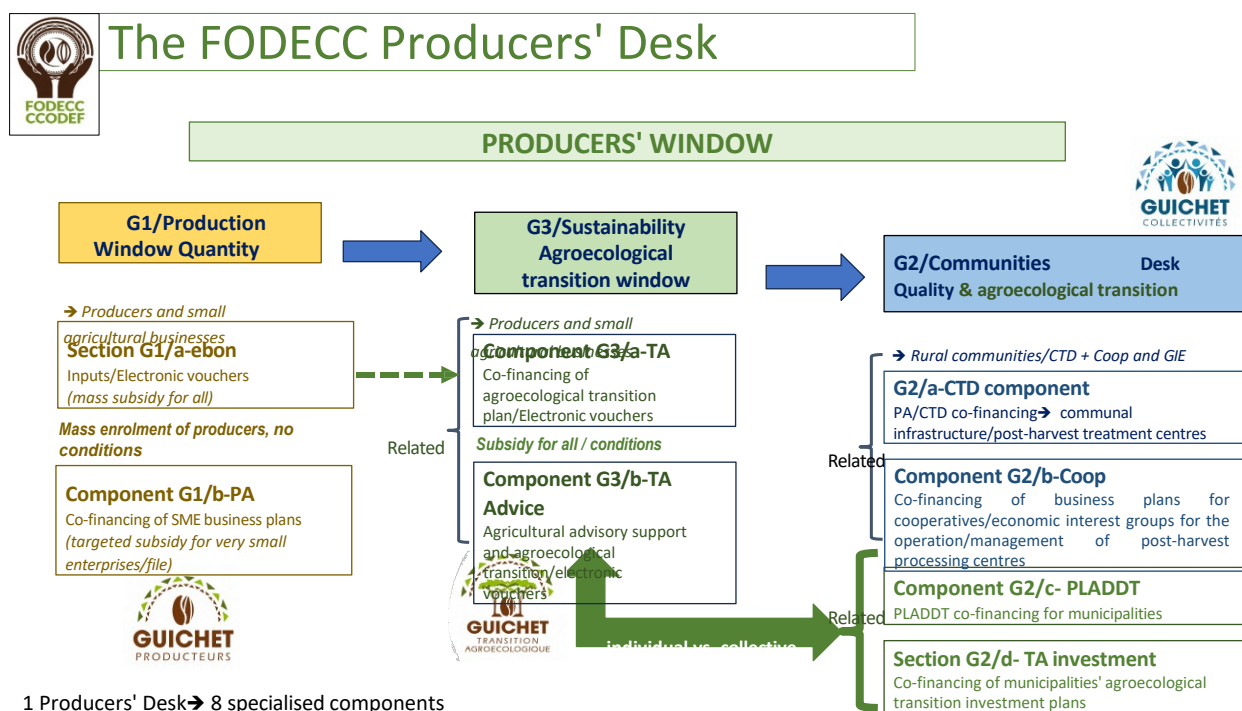


Figure 1: The Producers' Desk and its various production, sustainability and community desks

 **The FODECC applications, developed by EDENRED, can be downloaded free of charge from the PLAYSTORE on ANDROID systems:**

- AGRI4FARMER
- AGRI4CONFIRMATION
- AGRI4FINANCE
- AGRI4TRADE

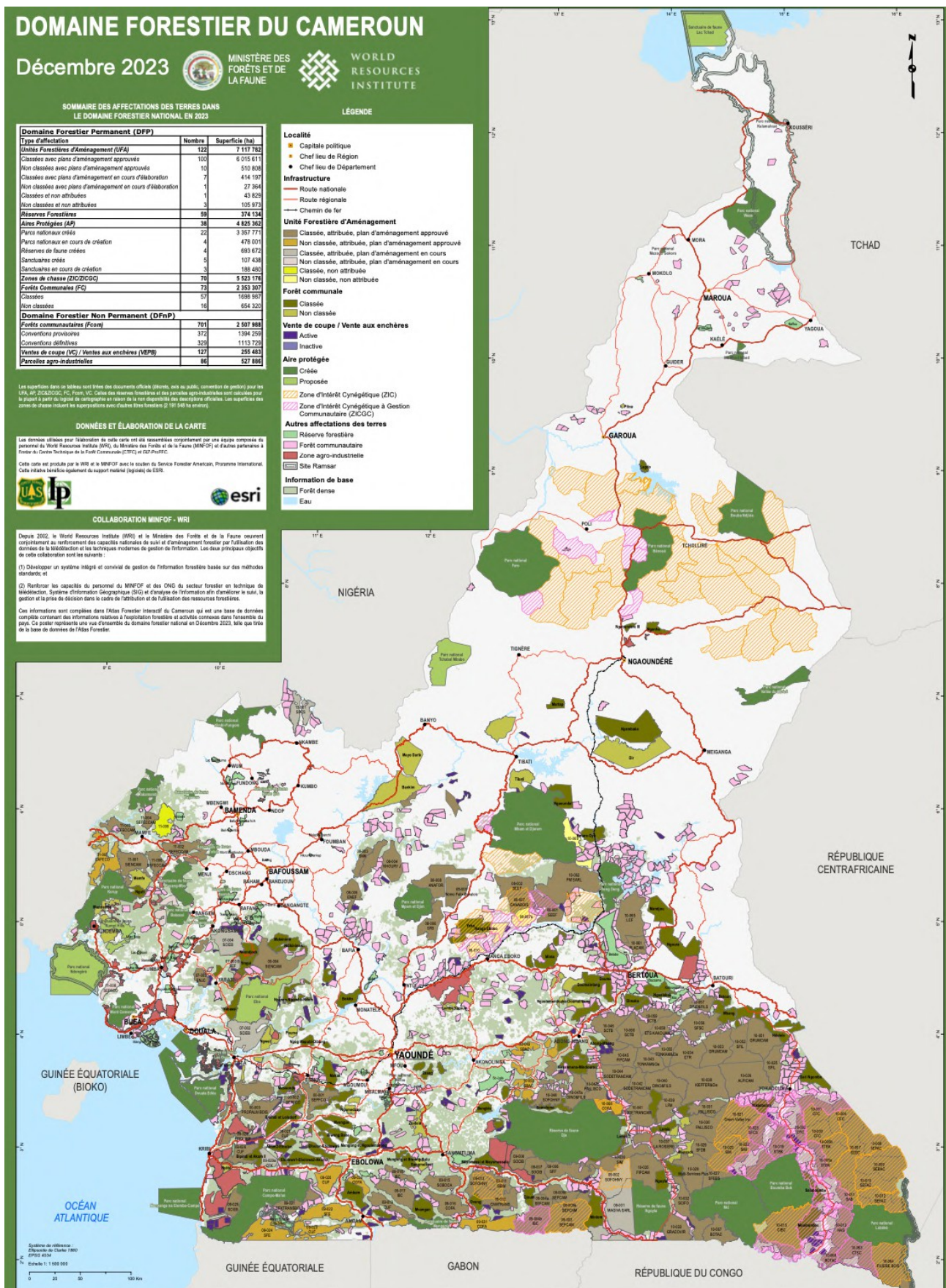


Figure 2: Map of Cameroon's forest zoning - 2023

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Acronyms and abbreviations

ADM:	Administrator	MINADER:	Ministry of Agriculture and Rural Development
AFOP:	Agricultural Vocational Training/ Consolidation and Sustainability	MINCOMMERCE:	Ministry of Trade
ANEMCAM:	National Association of Microfinance Institutions Cameroon	MINEPAT:	Ministry of Economy, Energy and Mines Planning and Development of Territory
Bdd:	Animal Industries Database	MINEPIA:	Ministry of Livestock, Fisheries and Animal Industries
BEAC:	Bank of Central African States	MINFI:	Ministry of Finance
BIP:	Public Investment Budget	MINMAP:	Ministry of Public Procurement
CAMCULL:	Microfinance Network	MINRESI:	Ministry of Research Science and Innovation
CAPEF:	Chamber of Agriculture, Fisheries, Livestock and Forestry	MoMo:	Mobile Money from MTN
CCA:	African Community Credit	MuFID:	Network of Financial Institutions Microfinance ex-MC2
CDMT:	Medium-Term Expenditure Framework	MUPECI:	Microfinance institution
CEEAC:	Economic Community of West African States of Central Africa	NIES:	Environmental Impact Statement and Social
CEMAC:	Economic and Monetary Community of Central Africa	NPK:	Nitrogen-Phosphorus-Potassium
CENEEMA:	National Centre for Studies and of Experimentation in Machinery Agricultural	OHADA:	Organisation for the Harmonisation of Business Law in Africa
CICC:	Interprofessional Cocoa Council and Coffee	OM:	Orange Money
CNI:	National Identity Card	ONCC:	National Cocoa and Coffee Board
COBAC:	African Banking Commission Central	NGO:	Non-Governmental Organisation
CP CICC:	CICC professional membership card	PO:	Professional Organisation / Organisation of Producers
DDA:	Agricultural Development Directorate	OPA:	Professional Agricultural Organisation Business Plan
DEPC:	Directorate for Studies, Programming and Cooperation	PCP-ACEFA:	Consolidation and Sustainability of Agropastoral Advisory Services
DOPA:	Directorate of Organisations and Support for Agricultural Operations	PGES:	Environmental Management Plan and Social
DRADER:	Regional Delegation for Agriculture and Rural Development	SMEs:	Small and Medium-sized Enterprises
DRCQ:	Directorate of Regulation and Quality Control	PTAB:	Budgeted Annual Work Plan
DSCE:	Strategy Document for the Growth and Employment	Minutes:	Minutes
EIES:	Environmental Impact Assessment and Development Strategy	Ltd:	Public Limited Company
EMF:	Microfinance Institution	SARL:	Limited Liability Company
EPA:	Public Administrative Institution	SCOOP-CA:	Cooperative Company with Board of Directors Administration
EU money:	Express Union Money Transfer	SCOOPS:	Simplified Cooperative Company
FEICOM:	Special Equipment Fund and Intercommunal Intervention	SDSR:	Sustainable Development Strategy Rural Sector
SWOT:	Strengths-Weaknesses-Opportunities-Threats	SE:	Monitoring and Evaluation
FODECC:	Sector Development Fund Cocoa and Coffee	SND 30:	National Strategy for Development 2020 to 2030
EIG:	Economic Interest Grouping	SODECAO:	Cocoa Development Company
GPS:	Global Positioning System	SR:	Break-even point
KYC:	Know Your Customer	IRR:	Internal Rate of Return
SDI:	Sustainable Trade Initiative	VAT:	Value Added Tax
		EU:	European Union
		NPV:	Net Present Value
		YUP:	Money transfer system from the Société Générale du Cameroun

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1 Why an operational manual for the Agroecological Transition Window?

1.1 Agricultural subsidy framework

Agricultural subsidies are a **tool used by FODECC, representing the State and under the joint technical supervision of MINCOMMERCE and MINADER, financial supervision of MINFI and scientific supervision of MINRESI, to seek leverage effects on the cocoa and coffee sectors**, which are among the main pillars of agriculture throughout the south in 8 of the country's 10 regions. With the EU's zero deforestation and zero child labour regulations, FODECC must now help to rapidly change farmers' practices towards total quality: commercial, social and environmental.

Since 2019, the subsidy model has evolved:

- *The **days of "everything for free" are over:** no more free distribution of inputs and agricultural equipment;*
- *Subsidies are **a lever to encourage professional beneficiaries**, cocoa and coffee producers to change their practices and behaviours, in particular to use new technologies, open bank accounts, register as producers and register their plots, comply with technical itineraries, renew their orchards, pass on their plantations to new generations, respect forests, etc.;*
- *The subsidy is a **"performance bonus"**, in other words, the subsidy can only be awarded to producers and production companies that are genuinely committed to a **professional approach**. The producer is the **sole "trigger"** for the subsidy by opening their EMF account, installing the smartphone app, entering the data required to make their application, etc.*
- ***Volume I of the manual**, known as **Guichet Producteurs**, deals with subsidies for production costs through electronic vouchers, particularly for inputs and very small equipment;*
- ***Volume II of the manual**, known as the **Local Authorities Section**, covers subsidies for collective post-harvest processing*

post-harvest processing and marketing of cocoa and coffee, on the one hand, and the co-financing of PLADDTs in cocoa/coffee-producing municipalities and their green investments in reforestation and the restoration of degraded forest landscapes, on the other.

- *Volume III of the manual focuses on agroecological transition in order to encourage and support cocoa and coffee farmers to move towards sustainable agricultural intensification practices.*

FODECC relies primarily on productive partnerships established with the private sector (suppliers of agricultural inputs and equipment, banks/MFIs, professional organisations, exporters, millers, importers/exporters, etc.) and on regional networks of wholesalers, nursery growers, artisans, advisers and service providers.

This search for leverage effects can be summarised with the following objectives:

- ☐ Guide and support the economic development of the cocoa and coffee sector in line with the SDSR, PNIA and SND 30;
- ☐ Support and guide the transition of EFAs towards more profitable agriculture that creates decent jobs and respects the environment and forests;
- ☐ Increase national production;
- ☐ Improve plantation productivity;
- ☐ Renew/regenerate orchards;
- ☐ Improve the overall quality of products;
- ☐ Improve the trade balance;
- ☐ Strengthen the structure of the sector;
- ☐ Accelerate the transfer of responsibilities to decentralised bodies and young people;
- ☐ Encourage the formalisation of agricultural businesses and compliance with the law;
- ☐ Reduce certain market distortions by promoting local products;
- ☐ Scale up sustainable cocoa and coffee production technologies, without deforestation or child labour;
- ☐ Develop/improve the reliability of private networks for inputs/materials/equipment/etc.;

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- ❑ Encourage systematic banking and enrolment of cocoa/coffee producers;
- ❑ Promote the establishment of young people and women as producers, and help eliminate child labour;
- ❑ Increase carbon stocks and promote opportunities for payments for environmental services.

Reminder of the ongoing shift in the agricultural subsidy paradigm:

- The 2018 MINADER-MINEPIA Agricultural Subsidy Guidance Guide classified subsidies into five categories and specified the ethical principles that should prevail for subsidies to farmers and livestock breeders and their organisations: (i) *ethics*, (ii) *transparency*, (iii) *involvement and accountability of beneficiaries*, (iv) *neutrality/impartiality*, v) *traceability*, vi) *strengthening of the private sector and civil society*, vii) *consideration of decentralisation dynamics*
- The Manual of Procedures for Granting Agricultural Subsidies described the principles and modalities for categories 1 and 2 (agricultural inputs and productive equipment). It was implemented by PM Decree No. 068 of 28/08/2019, which requires all relevant agricultural, economic and financial services, public institutions and associated programmes at the national level to use this manual as a reference tool in their grant activities.
- In 2020, FODECC was designated to lead the pilot phase of the new agricultural subsidy model (*electronic vouchers and co-financing of business plans*) in the cocoa and coffee sectors with the creation of its Producers' Desk. The system has been operational since 2022. By the end of 2024, more than 350,000 growers had been enrolled and identified with their geo-referenced orchards.
- A Local Authorities Desk was also developed in 2022 by FODECC to

support improvements in post-harvest quality, and an Agroecological Transition Desk is proposed in 2023 at the FODECC level to encourage producers to shift their production model towards more sustainable practices.

- Several projects/programmes co-financed by technical and financial partners have already adopted subsidy manuals that are aligned with the MINADER /PM manual, including the VIVA Bénoué and Viva Logone projects, PATNUC, financed by the World Bank, and PARPAC, financed by the African Development Bank.

Acquis of the General Tax Code 2023 and Customs Code with regard to tax subsidies

- **VAT exemption** (*seeds and seedlings, fertilisers, pesticides, soil preparation and cultivation equipment/machinery/equipment and parts of machinery, tractors and motorised cultivators and trailers, small agricultural, livestock and fishing equipment, spraying/dispersing/pulverising equipment, agricultural product processing equipment, irrigation equipment and materials, packaging and plastics for agricultural use*)
- **Exemption from import duties** (*ploughs, rotary cultivators, horticultural machinery, agricultural tractors with internal combustion engines, machinery and equipment for harvesting agricultural products, including straw or fodder presses; machinery for milking for agriculture/livestock farming, machines for preparing animal feed or fodder, dairy machinery and equipment, incubators for poultry farming; fishing boats, factory ships and other vessels for processing or canning fishery products, and outboard boat engines*)
- **Exemption from corporation tax** (*cooperatives for production/processing/on-site storage, agricultural unions, cooperatives*)

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A very wide range of different interpretations of the term "agroecology"

The 10 elements of agroecology (FAO)



10 interrelated and interdependent elements

Figure 3: The 10 elements of agroecology according to the FAO
supply and purchasing, mutual agricultural credit unions, non-profit agricultural educational institutions, economic interest groups)

- **Income tax exemption** for individuals for activities subject to withholding tax and **miscellaneous items** (fuel and gas).

1.2 What is agroecological transition and what is it not?

The **agroecological transition in Cameroon** can be defined as a **process of sustainable agricultural intensification** that increases and diversifies production for the benefit of producers and consumers **while preserving agricultural ecosystems**.

It aims to:

- 1) Increase and diversify farm income by making farms less dependent on external inputs.
- 2) Contribute to national food sovereignty,
- 3) Significantly increase significantly the yields of *cultivated land*,
- 4) Improve the overall quality of agricultural products,

- 5) Sustainably preserve Cameroon's land for future generations,
 - 6) Preserve the biodiversity of domestic plant and animal species,
 - 7) Contribute to the fight against climate change.
- Agroecology does not prohibit mineral fertilisers and synthetic products, but aims to reduce their use.
 - Agroecology uses agroforestry and fertiliser trees (the 'friends of cocoa and coffee').
 - Agroecology introduces payment for environmental services: actions that contribute to restoring or maintaining ecosystems (preserving water and soil quality, carbon storage, protecting the landscape and biodiversity).
 - Agroecology is consistent with second-generation agriculture; it supports family farming but should also apply to industrial agriculture and large farms.
 - Agroecological transition (AT) **is not** synonymous with a transition to organic farming (OF), which is a regulated form of agriculture aimed at producing agricultural products for the organic market, whereas agroecology is a

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A large-scale sustainable development approach to agriculture.

- Agroecology does not prohibit the use of mineral fertilisers or synthetic plant protection products, but aims to reduce their use wherever possible, prioritising the elimination of those that have harmful effects on the environment or human health.
- Ultimately, agroecology introduces the concept of income other than that linked to production, such as the financing of:
 - *Environmental services/actions that contribute to restoring or maintaining ecosystems from which society derives benefits (preservation of water and soil quality, carbon storage, protection of the landscape and biodiversity).*
- Agroecology makes extensive use of agroforestry and fertiliser trees.
- The paths to agroecological transition in Cameroon (*low historical use of synthetic inputs*) and Europe (*high historical intensive use of synthetic inputs*) are therefore very different, even though they are based on similar principles, resulting in different transition measures.
- Each agricultural value chain must define its own agroecological transition process adapted to the specific characteristics of each plant category and each region of the country.

1.3 Summary of Cameroon's previous commitments to sustainable agriculture

The **agroecological transition** is a continuation of previous initiatives aimed at improving the sustainability of agricultural and environmental practices. These include, but are not limited to, the following documents and commitments made by the Government through its various sectoral and sovereign ministries:

- Land Degradation Neutrality (2015 - NDT)
- Sectoral Rural Development Strategy (SSDSR) and National Agricultural Investment Plan 2020-2030 (PNIA)
- National Action Plan to Combat Desertification (2006 – PAN/LCD) & Sub-Regional Action Plan to Combat Land Degradation and Desertification in Central Africa (2008 – PASR/LCD-AC)
- National Climate Change Adaptation Plan (June 2015 – PNACC/NAPA)
- Integrated Financing Strategy for Sustainable Land Management & Integrated Investment Framework for SLM (2011 – SIF/SLM – CII)
- REDD+ Strategy (2018) and National Investment Framework for Low-Carbon Development (2018 – with support from CAFI)
- FLEGT / Forest Law Enforcement, Governance and Trade. 2011 Agreement.
- COMIFAC Convergence Plan (2000, 2005 & 2015 update – PC)
- NEPAD Environmental Action Plan and NEPAD Vision 2063
- National Environmental Awareness and Education Programme (2013 – PNSEE)
- AFRI 100/ Bonn Challenge / African Forest Restoration Initiative /commitment to restore 12 million hectares of landscape in Cameroon
- National Afforestation and Reforestation Strategy
- National Investment Plan for Climate-Smart Agriculture in Cameroon (2020-PNIAIC)
- Roadmap for sustainable and deforestation-free cocoa (2021)
- Cameroon's Nationally Determined Contribution (NDC) revised in 2021 (*target of a 25% reduction in greenhouse gas emissions by Cameroon by 2030*)

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- PNADDT (*National Plan for Sustainable Land Use and Development*) and SRADDT at *regional* level, then PLADDT at *municipal* level (*to be developed in all municipalities*).

1.4 Strategic objectives of the Agroecological Transition Desk - GTA

- **Promote** the intensification and increased production in cocoa and coffee plantations with the aim of increasing the production and export volumes of sustainable "Cameroon origin" cocoa and coffee.
- **Promote** the "total quality" of "Cameroon origin" commercial products:
 - **Quality of marketable cocoa and coffee products:** cocoa beans and green coffee beans (grades/standards, no detectable pesticide residues, high-end niche products (e.g. fine cocoa), etc.
 - **Social quality of products:** zero child labour, compliance with minimum wage requirements wage requirements, enrolment of employees in the national social security system, etc.
 - **Environmental quality of products:** zero deforestation production
- **Equip ourselves with the means to negotiate** on international markets, and in particular with the EU as soon as possible, a differential to **improve the net price paid to producers** for cocoa/coffee based on "total quality" standards incorporating market quality, social quality and environmental quality, as suggested during the Cocoa Talks.
- **Equip ourselves with the means to claim resources from various specialised funds** for forest protection, climate change mitigation, biodiversity protection, greenhouse gas emission reduction, etc., which can be used to **supplement the various FODECC windows** (*producer window, community window, transition agroecological transition window*), following the preliminary discussions initiated with CAFI.

- **Equip ourselves with the means to be eligible for carbon finance resources** from the voluntary market on the one hand, and the regulated market on the other, for increases in carbon stocks made possible by agroforestry.
- **Equip ourselves with the means to be eligible, in the medium term, for resources from various RMP (Results-Based Payments) and PES (Payments for Environmental Services) mechanisms** related to carbon, biodiversity, water, etc.

This is consistent with the EU's vision:

- **Role of innovations** that must adapt to local contexts and be based on a hybridisation of local and scientific knowledge.
- **Performance measurement** as indicators of production and productivity (t/ha and income/ha, etc.) **and** performance indicators and environmental footprint.
- Possible **use** of synthetic inputs, but these must be adapted to agricultural systems and the actual needs of plants.
- **Promotion of genetic progress** compatible with agroecology (*while respecting the protection of farmers' seed rights*).
- Digitalisation/use of digital tools to connect different stakeholders (public, private, civil society), producers and consumers.
- Priority support for family farming, but also applicable to industrial agriculture and large farms.
- **Promotion and/or support in markets** for value chains compatible with agroecology and capable of marketing the diversity of the resulting products.
- **Large-scale transformation** through the creation of an enabling environment including new financing mechanisms and new rules.

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2 FODECC Windows

2.1 Political and legal framework

The Cocoa and Coffee Sector Development Fund, abbreviated as **FODECC**, is a public institution with legal instruments, legal personality and financial autonomy.

Among the legal acts governing its operations are:

- ⇒ *Law No. 2004/025 of 30 December 2004 amending and supplementing certain provisions of Law 95/11 of 27 July 1995 on the Organisation of the Cocoa and Coffee Trade in its Article 19;*
- ⇒ *Law No. 2017/010 of 12 July 2017 on the general status of public institutions ;*
- ⇒ *Decree No. 2006/085 of 9 March 2006 on the organisation and operation of the Cocoa and Coffee Sector Development Fund;*
- ⇒ *Presidential Decree No. 2025/013 of 14 January 2025 on the reorganisation and operation of the Cocoa and Coffee Sector Development Fund.*
- ⇒ *Order No. 071 of 27 November 2014 of the MINCOMMERCE on the royalty that allows this body to collect its resources;*
- ⇒ *Decree No. 0036/MINCOMMERCE/CAB of 13 January 2025 setting and distributing the cocoa export levy.*
- ⇒ *Decree No. 079/MINADER of 23 March 2021 on the creation, organisation and operation of the Steering and Guidance Committee responsible for implementing the policy for granting agricultural subsidies in Cameroon.*
- ⇒ *Prime Ministerial Decree No. 2022/8001CAB/PM of 16 September 2022 establishing the general framework for the financial operations of the State and other public entities by electronic means.*
- ⇒ *Decision No. 135/2024/FODECC/ADM/AD of 30 April 2024 establishing the organisation and operation of the anti-corruption unit at FODECC.*

The FODECC is placed under the joint technical supervision of the Minister responsible for the marketing of cocoa and coffee and the

Minister in charge of agriculture, and under the financial supervision of the Minister in charge of finance (**MINADER, MINCOMMERCE, MINFI**).

In accordance with its Organic Decree, FODECC provides funding and payment for services related to:

- ⇒ *Supporting and reviving the cocoa and coffee sectors;*
- ⇒ *Support for applied research and quality improvement;*
- ⇒ *Support for training and information programmes for operators in the sectors;*
- ⇒ *Promoting local processing and consumption.*

MINADER sets and coordinates the implementation of the national agricultural subsidy policy, based on the provisions of the Manual of Procedures for Granting Subsidies for Agricultural Inputs and Equipment in Cameroon (Decree 068/PM of 28 August 2019).

The **National Steering and Guidance Committee (COPIL) responsible for implementing the agricultural subsidy policy** in Cameroon (**MINADER, MINEPAT, MINFI, MINRESI, MINCOMMERCE**), sets the political, strategic and financial guidelines applicable to agricultural subsidy schemes.

In exceptional cases and within budgetary constraints, COPIL may decide to derogate from the basic rules set out in the subsidy manual in order to respond to specific situations that require it.

The FODECC incorporates government guidelines on agricultural policy, paradigm shifts in support mechanisms for sectors and the desire to improve the efficiency of available public resources. It has initiated the creation of a three-pronged mechanism comprising a **Producers' Desk** (production) + a **Local Authorities' Desk** (processing/marketing) + an **Agroecological Transition Desk** **Agroecological**

(total/social and environmental quality) designed to co-finance producers and businesses in the cocoa and coffee sectors.

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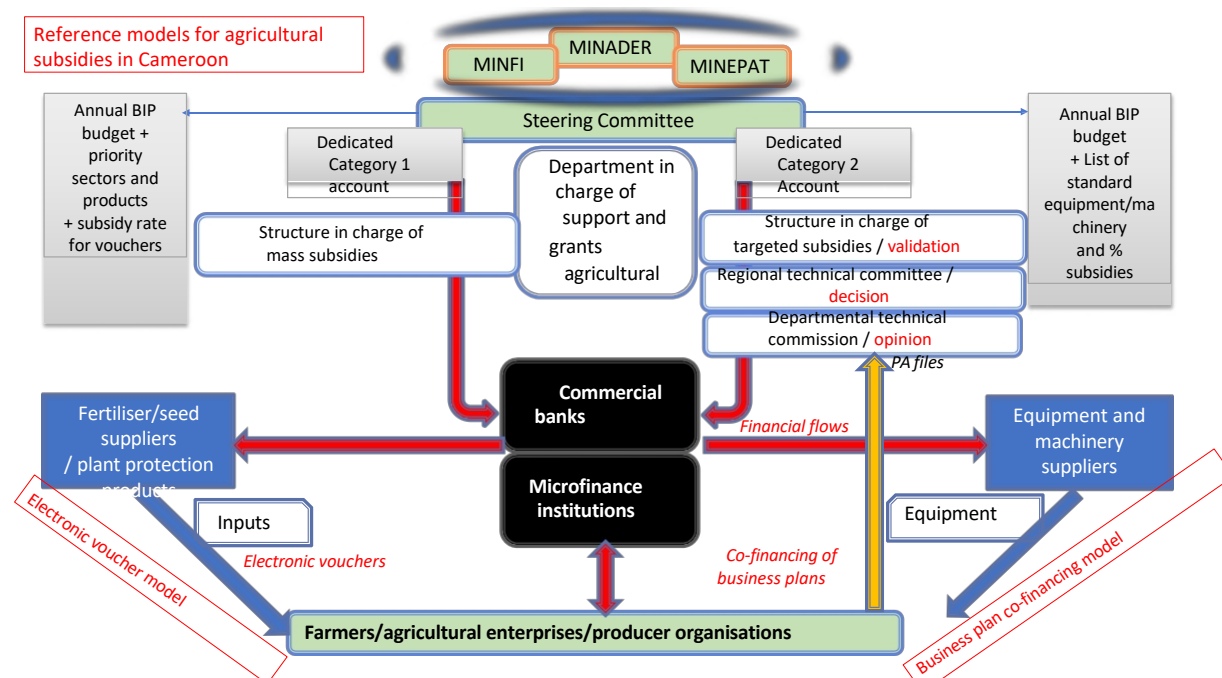


Figure 4: Cameroon's reference model for agricultural subsidies

FODECC's support for financing the agroecological transition incorporates the requirements of the main target markets in terms of reducing deforestation and forest degradation, prohibiting child labour, gender equality and respect for indigenous peoples.

Composition of the FODECC Management Committee in a session dedicated to the management of the grant windows:

Members of the Management Committee
The FODECC administrator
Guests and resource persons

2.2 Funding sources

Most of FODECC's resources come from a share of the export tax levied on cocoa and coffee and from additional resources, including international donations.

The funds collected are held in the "**FODECC Account**" at the Bank of Central African States (BEAC).

NB: The FODECC is authorised to receive and manage other additional resources (e.g. CAFI), which must follow the FODECC's public procedures, unless otherwise agreed.

Functions and responsibilities of the special steering sessions of the Producers/Communities/Agroecological Transition Desk by the FODECC Restricted Management Committee:

→ Takes note of the annual allocations for cocoa/coffee subsidies decided at the ordinary session by the Management Committee on the basis of the guidelines of the National Steering and Guidance Committee for Agricultural Subsidy Policy (MINADER, MINEPAT, MINFI, etc.);

→ Examines and technically validates the proposals made by the FODECC technical committee, in particular in relation to:

- Annual budgets per window
- Distribution key for cocoa vs coffee/categories;
- Indicative number of beneficiaries targeted per region/department/category
- Types and specifications of eligible inputs, materials, equipment and facilities;
- Eligible quantities and areas;
- Percentage subsidised/inputs/machinery;
- Level of degressivity over time;
- Productive partnerships with the financial and industrial sectors, import/distribution networks, etc.;

→ Reviews and approves proposals from the FODECC strategic committee;

→ Validates the options selected as the Management Committee and launches the annual beneficiary information campaign;

→ Examines and validates the technical and financial reports of the three FODECC windows on an annual basis.

Flowchart of Committees responsible for agricultural subsidies

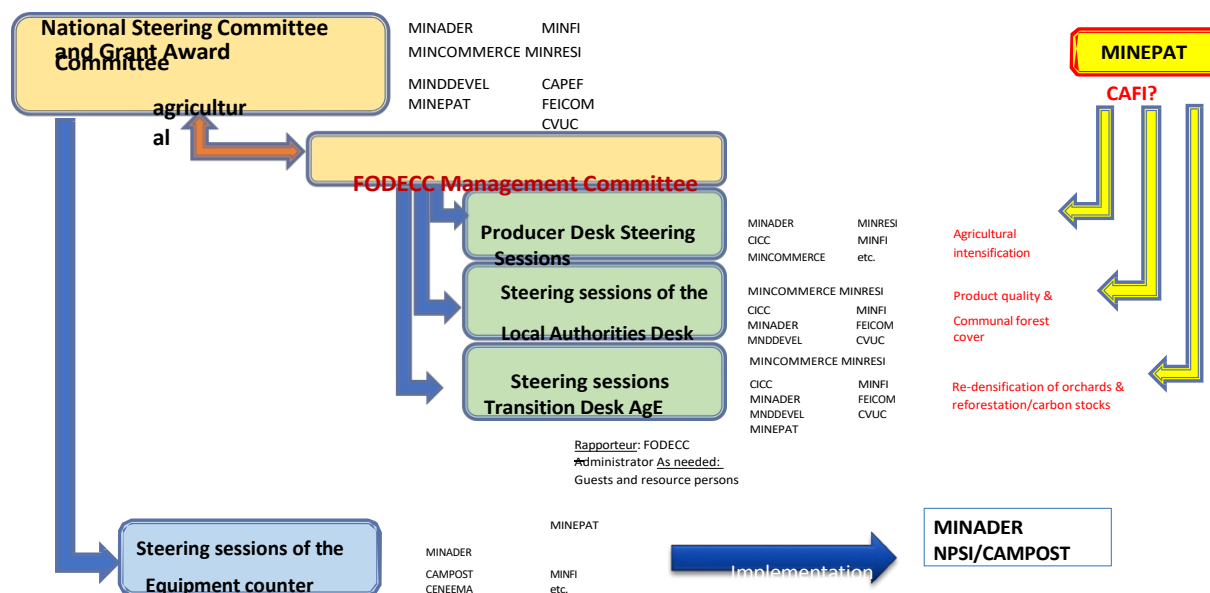


Figure 6: Strategic and operational logic of FODECC service desks



Financing tools for the agroecological transition process in the cocoa and coffee sectors for the benefit of all Cameroonian producers

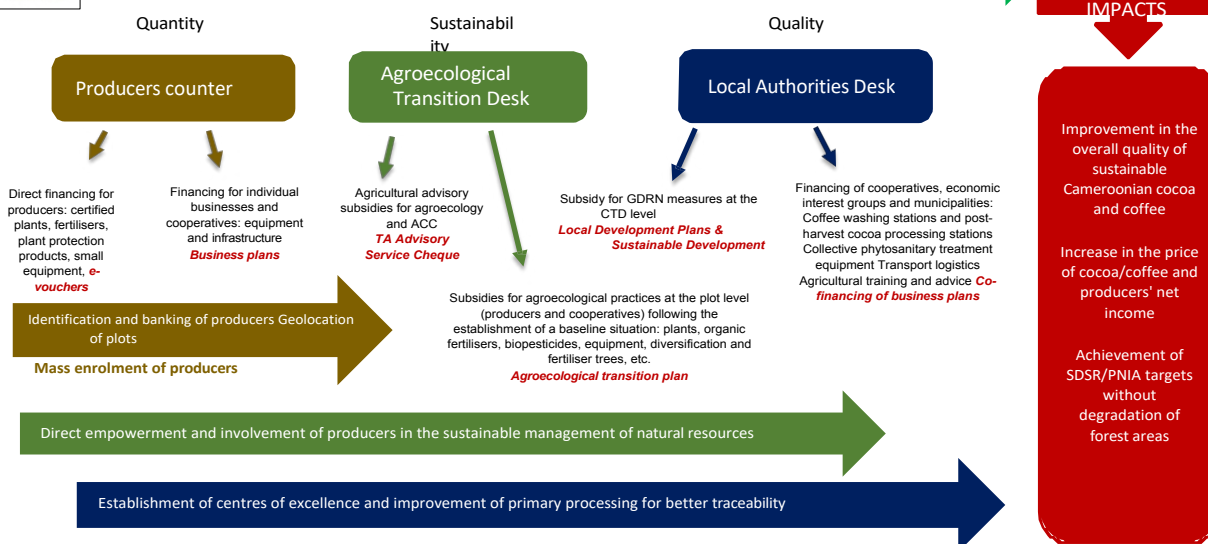


Figure 6: Flowchart of committees responsible for agricultural subsidies

Composition of the FODECC Technical Committee:

- Appointed FODECC executives
- Producer representatives (2 English-speaking and 2 French-speaking)
- Representatives of partners under agreement
- Any other resource persons

It meets as often as necessary to propose to the Administrator and the Management Committee the recommendations it deems most appropriate for achieving short-, medium- and long-term objectives.

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The Technical Authorising Officers, together with the FODECC Management Committee, set the percentage of financial resources allocated to the three **windows**:

- ⇒ Allocation of a proportion of the available balance of the FODECC account to the BEAC;
- ⇒ Allocation of a percentage of the royalties collected on cocoa and coffee exports café exports to the FODECC;
- ⇒ Possible subsidies from the BIP or others (MINADER, MINEPAT, etc.) intended for the cocoa and coffee sectors;
- ⇒ Possible subsidies from partners, such as CAFI via MINEPAT, etc.;

The management costs of the counters must be contained and in no case exceed 10% of the annual amount of the subsidy to be redistributed.

NB/ The flowchart above also anticipates the creation of new subsidy mechanisms for agricultural materials, equipment and facilities at MINADER level in partnership with NPSI/CAMPOST, which will necessarily have to work in coordination with FODECC and share their databases.

2.3 The agroecological transition window

This is a **co-financing mechanism** based on two main tools: **electronic vouchers** for producers based on their agroecological transition plan, and **co-financing of sustainable land use and development plans for partner municipalities**. In practice, the co-financing component of the agroecological transition for municipalities will be developed as an appendix to the TII Local Authorities Window manual, and not in this TII GTA manual, which is therefore intended exclusively for producers.

The **"Agroecological Transition Window"** is supervised directly by the FODECC Management Committee, and special sessions of the Management Committee are dedicated each semester to steering the Window.

The spirit of the GTA is to aim for intensification and sustainability of production, and improvement of producers' incomes and well-being. This must be done in **compliance with environmental requirements**, in particular

by halting the degradation of forest cover (no clearing of primary forests, no clearing of secondary forests (fallow land over 20 years old undergoing natural regeneration), no planting within permanent forest areas, priority given to the renewal of old cocoa and coffee plantations, priority given to agricultural intensification and agroforestry).

FODECC counters are governed by specific operational manuals (= procedure manuals) **Volume 1 Producers Counter: part 1/ e-vouchers & part 2/ co-financing of business plans.**

Volume II is dedicated to the financing of collective marketing infrastructure, **support for natural resource management and agroecological transition in municipalities**, support for the development of PLADDTs, and the definition of collective responsibilities and commitments for the restoration of degraded forest landscapes.

Volume III is dedicated to the Agroecological Transition Window.

Thus, for each window, the fundamental principles that apply are identical; only the specific terms and conditions change depending on the particular objectives, the source(s) of funding and the priority targets.

The FODECC is responsible for **setting up and operating** the Agroecological Transition Window.

FODECC's **strategy** with its windows is to **rely on the private sector**, which is at the heart of the development of the cocoa and coffee value chains: professional and inter-professional organisations, CAPEF, CICC, commercial banks and microfinance institutions, importers and distributors, manufacturers, agro-industries, buyers and exporters, telephone operators and others (transporters, packaging manufacturers, laboratories, design offices, NGOs, local suppliers, nursery growers, agricultural advisers, etc.). **The State regulates** the overall functioning of the cocoa and coffee sectors, and **FODECC is the body responsible for coordinating and financing actions to support regulatory policy.**

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2.4 What does the GTA finance?

The **GTA will primarily subsidise** agroecological practices at the plot and farm level (producers, cooperatives, economic interest groups) following the establishment of a baseline for each farm:

The **baseline situation** refers to the georeferencing and mapping of cultivated/planted/fallow land (less than 20 years old), secondary forests (fallow land more than 20 years old), and the boundaries of contiguous primary forests using the farmer's smartphone application (declarative database via the FODECC application available online).

- ⇒ *A planter who has already benefited from subsidies from the Producers' Desk (year 1) may apply for GTA co-financing from their second year onwards and continue to benefit in parallel from the Guichet Producteurs subsidies for years 2 and 3.*

Possible GTA subsidies include certified cocoa/coffee plants and grafts for the renewal, redensification or extension of plantations within the existing farm, fertiliser trees, fruit trees (e.g. citrus, irvingia, etc.) and shade trees (e.g. frake, voacanga, albizia, samanea, NTFP, etc.) to improve shade and agroforestry interaction between cocoa/coffee and fertiliser trees, particularly nitrogen-fixing trees, and for reforestation, fruit plantations and afforestation of fallow land in order to rebuild the carbon stocks of agroforestry landscapes.

- ⇒ *It is mandatory to plant fertiliser trees in cocoa and coffee orchards coffee plantations, at a rate of at least one fertiliser tree for every 10 new cocoa/coffee plants planted, as well as citrus trees for their insect repellent effect.*

There are also plans to subsidise organic fertilisers and other biofertilisers and biopesticides according to the usual degressive rules over three years (40% of the purchase value in year 1, 20% in year 2, 10% in year 3), capped at two hectares per beneficiary.

To support producers in preparing their agroecological transition plans and

their grant application file and then to monitor implementation, the GTA subsidises **agricultural advisory services in agroecology and climate change adaptation (ACC)** for beneficiary growers (**Agricultural Advisory Service Cheque**) during the first year and then for the following two years.

Finally, the **GTA subsidises the assessment of the soil quality of the farmer's cocoa/coffee plantations** at a rate of one soil sample analysed in the laboratory (*a mixture of soil samples taken from the entire cocoa or coffee plot*). The FODECC covers 100% of the cost of analysing the soil sample; It is the farmer's responsibility, with the support of their agricultural technical advisor, to take the samples, mix them, package them, label them and send the bag (1 kg) by courier to the IRAD analysis laboratory in Nkolbisson or the DRCQ laboratory of MINADER in Yaoundé. These two soil analysis laboratories have partnership agreements with FODECC.

As a reminder, **subsidies for natural resource management measures at the level of decentralised local authorities (PLADDT)** will be financed under the FODECC Local Authorities Window and, in principle, through CAFI funding in municipalities in MINEPAT priority areas. *This may include co-financing the preparation of the PLADDT for each beneficiary municipality, followed by implementation activities: reforestation/afforestation of municipal and/or community forests, (re)vegetation of erosion control embankments on contour lines, (re)vegetation of riverbanks, nurseries for forest plants and cocoa and coffee plants, marking of the boundaries of primary forests and naturally regenerated forests. Support is also planned for satellite monitoring of the municipality's forest cover with an in situ alert and control system, and advisory support for municipalities and their municipal forestry units (with the CTFC, which already offers these services to member municipalities of the ACFCAM and CVUC).*

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2.5 Productive partnerships

FODECC establishes **agreements (productive partnerships)** defining the **business relationships** between actors in the value chain so that the tools for co-financing the agroecological transition (**electronic vouchers for co-financing simple agroecological transition plans and co-financing support services—advice to producers and soil analysis**) can function properly, in particular such as:

- i. *The Chamber of Agriculture (CAPEF);*
- ii. *The Interprofessional Council for Cocoa and Coffee;*
- iii. *The main networks of productive SME members ANEMCAM;*
- iv. **The main commercial banks** *involved in the cocoa-coffee sector members of APECCAM;*
- v. *The main organisations of cocoa and coffee seedling producers;*
- vi. *The main nursery organisations offering fertiliser trees, fruit trees and cover trees, etc.;*
- vii. *Major operators of telephone services, internet access and/or money transfer services via telephone;*
- viii. *The main professional and interprofessional agricultural and agroforestry organisations;*
- ix. *Agricultural advisory and agroecological transition organisations;*
- x. *The CTFC and ACFCAM;*
- xi. *The soil analysis laboratories of IRAD/Nkolbison and DRCQ/MINADER.*

For each type of professional group, the FODECC draws up a draft productive partnership agreement which is shared and discussed with representatives of each group. In practice, as FODECC has already established partnership agreements within the framework of the Producers' Desk, it is simply a matter of proposing amendments, if necessary, to incorporate specific provisions relating to the GTA. For new partners, FODECC will negotiate and establish specific agreements with them concerning the GTA.

The FODECC brings together each of the professional groups annually to discuss and update the agreements of partnership

and their specifications based on lessons learned from the previous year.

There is no limit to the number of agreements that FODECC can negotiate and sign. However, FODECC must ensure that priority is given to operators with the densest and most reliable networks of agencies or distributors in the regions and departments.

Leading national and regional network companies are accountable to FODECC for the proper implementation of agreements in the field by their representatives (local agencies, regional and local distributors, etc.).

The ANEMCAM enterprise/organisation-

are encouraged to formalise their relationships with agencies and other local distributors, and to organise their own quality controls of process and of products. Leading companies/organisations in distribution and microfinance networks must, in particular, strictly regulate the prices at which products are sold and the fees charged for managing producers' bank accounts.

With the GTA, local producers of cocoa and coffee seedlings, as well as seedlings for fertiliser trees, fruit trees and cover trees, will be in high demand to supply subsidised growers. The agreements between FODECC, CAPEF and CICC should facilitate the structuring and supervision of this essential segment of plant material production in the eight regions. SODECAO already has a mandate to produce and supply cocoa seedlings, as do the FODECC-funded Cocoa and Coffee programmes, all of which will also be called upon, without exception, to improve the level of production of quality seedlings.



In its agreement with ANECAM, FODECC has secured the opening of microfinance accounts in member branches free of charge for cocoa and coffee producers.

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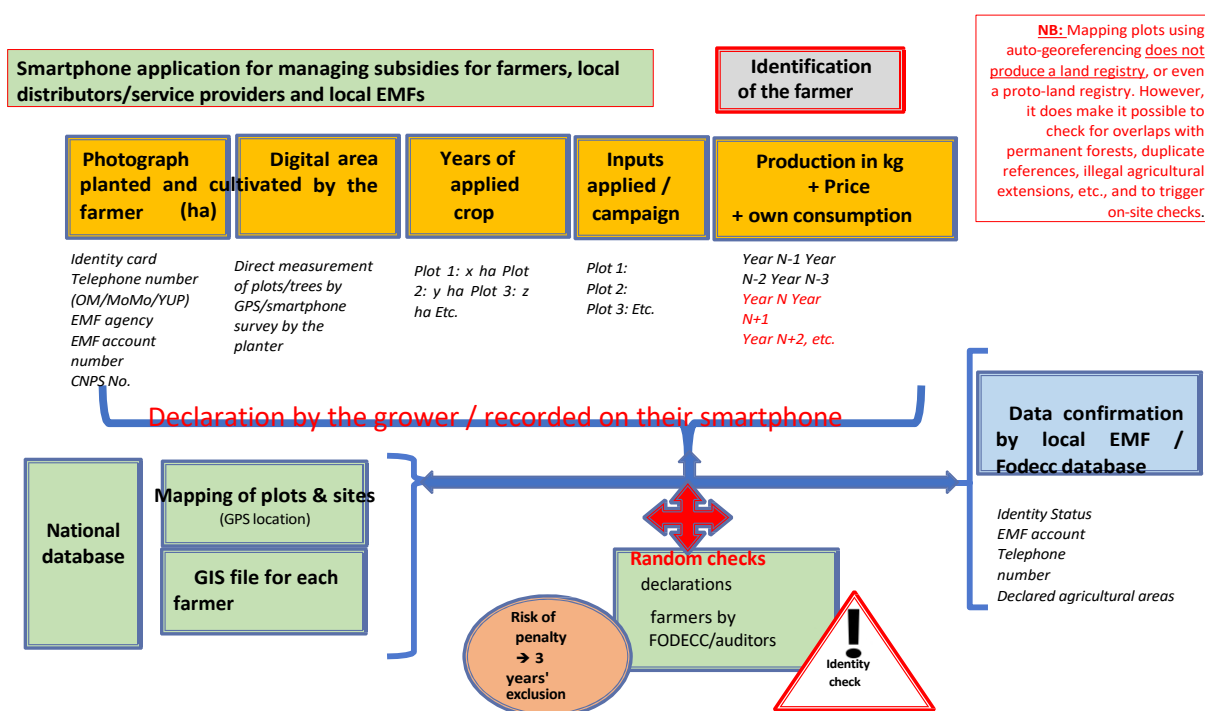


Figure 7: Identification and georeferencing of the agricultural holding

2.6 CAFI partnership

Without prejudging other possible sources of co-financing in the future, FODECC has established an initial co-financing partnership with the Central African Forest Initiative (CAFI), via MINEPAT, which represents the Government in matters of international technical and financial cooperation, and IFAD, the implementing agency. The CAFI procedure provides for fiduciary management to be entrusted to an international implementing agency, in this case IFAD. This agency will provide technical assistance to FODECC for the management and development of the windows in the eight cocoa and coffee regions, and for the fiduciary management of the funds allocated to subsidies in accordance with Cameroon's public procedures, in particular those of the three FODECC windows defined in their respective manuals.

2.7 FODECC database

The establishment of the FODECC windows requires the creation of a database capable of listing all cocoa and coffee producers in Cameroon and, more broadly, all stakeholders involved in the two sectors.

Building the database takes time and will be done over several campaigns, but ultimately, all professionals in both sectors will need to be known and "digitised": producers, producer groups and professional organisations, soil analysis laboratories, commercial operators, processing operators, various suppliers, nursery growers, agricultural technical advisers, banking and microfinance agencies, etc.

It is imperative that products are now traceable from the orchard to the point of sale in the target markets, and that they comply with the provisions of the June 2023 law on EU deforestation regulations. It should be noted that the EU accounts for 75% of global cocoa consumption, which means that Cameroon must comply with its environmental and social quality requirements, in addition to the usual commercial quality requirements.

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in order to continue marketing its cocoa and coffee there.

The database has been developed and operational since 2022. The process of improving its functionality is ongoing. It is designed to be populated directly by producers themselves, **on a declarative basis**, using an application installed on their internet-connected mobile phones, AGRI4FARMER. The same declarative principle is used for all actors in the sector interested in joining the Producers' Window scheme. The AGRI4CONFIRMATION application thus enables cooperative technicians or MINADER technicians to confirm the information declared by producers on their application. The AGRI4TRADE application allows input distributors to interact with producers for the delivery of inputs once they have received the purchase voucher issued by the microfinance institution. The AGRI4FINANCE application allows interaction with producers for the management of their bank accounts and the issuance of purchase vouchers.

The FODECC smartphone application provides for:

- ⇒ **Recording the producer's identity:** digital ID photo, photo of ID card, telephone number, digital transfer account (OM/MoMo, EU Mobile or other), local microfinance agency and EMF account number (+ CNPS number & CICC professional card number if available) and NIU.
- ⇒ **Recording the area of plots planted with cocoa or coffee:** direct measurement of plots using the producer's smartphone GPS, recording of plots one by one with a specific name and the approximate date of planting for each plot, and recording of trees in the cocoa or coffee orchard one by one. The application automatically provides the area, density and age of each plot, the total area registered in the producer's name, and the age classes of the existing orchard.
- ⇒ **Record the production data for marketable cocoa or coffee for each plot (in kg):** years N-3, N-2, N-1 and N with the average selling price per kg. The application then allows you to record the production of each plot each year and automatically calculates the total production per year, yields

per hectare and per plot, the average yield, etc.

- ⇒ **Record the inputs applied to each plot each year:** fertiliser, insecticide, fungicide, nematicide, etc. with the doses, number and dates of applications per campaign, and costs. The application automatically calculates the cost per hectare and the simplified gross margin.

With the GTA, producers must go a little further than what was already required under the Producers' Window, and therefore for their cocoa and coffee plantations:

- ⇒ **Self-georeference the cocoa and/or coffee plots** with its smartphone application: perimeter and registration of each plot + georeferencing of each cocoa/coffee tree (for each one, the approximate age of the tree is indicated with a simple "click" - less than 15 years old, between 15 and 30 years old, and over 30 years old), each fruit tree (woody) in the plot(s) (indicate the species and age class) + each canopy tree over 15 cm in diameter (indicate the species name if possible) and the application allows the woody plants present in the plot to be classified into 3 categories (i-cocoa/coffee, ii-fruit, iii) canopy tree) and into three categories for cocoa/coffee and fruit trees (i-under 15 years old, ii-15 to 30 years old, iii-over 30 years old)
- ⇒ **Take the samples yourself** (with the support of your agricultural technical advisor) georeferenced samples and mix them to create a **representative soil sample from his cocoa or coffee plot** (<1 kg). pack it, label it and send it by express courier to the IRAD laboratory in Nkobilson or the DRCQ laboratory of Minader in Yaoundé (soil analysis by the laboratory and its interpretation is 100% subsidised by FODECC, the results are sent by email/WhatsApp/SMS to the grower and his TA advisor).

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This makes it possible to establish a baseline for the farmer's cocoa and coffee plots, which can then be verified retrospectively by the relevant authorities.

The GTA also requires that the planter:

- ⇒ **Self-georeference all other plots of land belonging to them.**
operation using the smartphone application: perimeter and registration of each plot with characterisation of each according to its nature of use (i/food crops less than one year old; ii/multi-annual and annual food crops; iii/fallow land less than 20 years old; iv) fallow land more than 20 years old (naturally regenerated forest); v/forest; vi/farmer's house and farm buildings.

This will enable an approximate characterisation of the plots of land used for cocoa and coffee farming on the one hand (*including soil analysis*) and for other crops on the other, and thus produce a (rough) map of the farm, which can be compiled on the FODECC/MINADER GIS (*without this being considered a land registry, as its constitution would be based on a completely different logic, which does not concern the FODECC*). However, the systematic uploading of georeferenced data to the FODECC GIS will make it possible to gradually build up a fairly accurate map of the state of the soil and cocoa and coffee plantations, as well as all the adjacent food and agroforestry plots. This will make it easier and less costly to monitor changes in forest cover and carbon stocks on farms.

The FODECC's AFRI4FARMER smartphone application generates a unique file with a specific number for each producer, protected by a secret code known only to the producer himself.

If the producer already has a number and a professional card issued by the CICC via their cooperative organisation, this number is registered by FODECC with their NIU. The FODECC and CICC databases are interconnected, allowing the CICC producer file to be registered in the FODECC database. In this case, the producer retains their professional



The boundaries of the Permanent Forest Domain (DFP), which is private property belonging to the State (national parks, forest reserves, wildlife reserves and sanctuaries, forest concessions (UFAs), hunting areas (ZICs), botanical gardens, etc.) **and municipalities** (municipal forests), **are inviolable. No agricultural activity is permitted within the DFP.**

CICC professional card as a reference card for the FODECC subsidy mechanism. However, if the producer does not belong to a CICC member organisation, FODECC will issue them with a card with a chip and QR code, which will be sent to them via their local microfinance institution or bank branch.

As not everyone has a connected smartphone, the application allows several producers to be registered with the same device. Each producer's records remain strictly individual. All data is centralised on the FODECC server and backed up in the cloud.

Producers also have the option of being registered by their farm manager or cooperative technician using the AGRI4CONFIRMATION application. This application allows the information declared by producers who have registered themselves to be confirmed, but also allows producers who are unable to register themselves to be registered directly.

The application allows registrations to be made in the field offline, with data transmission taking place when the network is available again.

If a plot of land, according to its GPS survey, is located within the permanent forest domain of the State of Cameroon (protected area, forest management unit, communal forest, forest reserve), **it is not eligible for the FODECC subsidy.**

FODECC has set up a cartographic data control system that verifies whether georeferenced plots are well outside the

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Permanent forest domain permanent forest (DFP). Otherwise, the plots georeferenced in the DFP are automatically marked in red and the subsidy process for them is permanently blocked for all windows and components of the Producer Window.

The AGRI4TRADE application enables local distributors, such as nursery owners or organic fertiliser producers, to use their smartphones as terminals for receiving organic fertiliser producers, for example, to use their smartphones as terminals for receiving purchase orders, delivery notes, delivery certificates, stock management for products under contract, and account tracking with their national network. FODECC can also offer them a connected terminal with a ticket printer if the volume of activity justifies it.

The application can also be used on a computer, which is more appropriate for the local microfinance agency or bank that issues vouchers and fills in producer files (AGRI4FINANCE), or for the local distributor that delivers the products (AGRI4TRADE).

Specific entries in the FODECC applications are provided for **entering data from the various operators in the value chain, cooperative groups cooperatives, buyers, processors, microfinance institutions,** etc.

All information entered by producers, nursery operators, agricultural technical advisers, MFIs, banks and distributors, etc., whether in terms of the issuance of vouchers and payments by MFIs/banks, the execution of vouchers and the delivery of goods and services, is automatically recorded on the central server, which manages, secures and controls the system in real time.



Procedures for the authorities, compilation of the documentation package as follows:

- *- Electronic purchase order issued in the beneficiary's name*
- *- Collection voucher co-signed (input supplier and beneficiary)*
- *- Delivery note co-signed (input supplier and beneficiary)*
- *- Compliant and equivalent invoice bearing the beneficiary's QR code*
- *- Proof of payment of the beneficiary producer's share (payment receipt or transfer order)*
- *- Debit notice (if applicable)*
- *- Credit note (if applicable) to justify the settlement or payment of input suppliers (or other products eligible for FODECC subsidies)*
- *- List of supporting documents submitted for record-keeping purposes*

FODECC works with EDENRED to ensure the security of IT systems, digital platforms, applications, databases, servers, etc.

FODECC and EDENRED maintain the IT systems, update them periodically and resolve any problems that may arise at any level (identification, georeferencing, mapping, traceability, money transfers, digital payments, databases, etc.).

2.8 Financial management of the Guichet

FODECC opens a bank account with a partner commercial bank dedicated to managing the financial resources allocated to **co-financing the electronic vouchers** of the Agroecological Transition Desk. In practical terms, a dedicated account is then opened in each of the commercial banks backed by FODECC's national microfinance partner networks (under agreement) in order to be able to pre-position resources and then facilitate monthly transactions and streamline the entire system for paying subsidies granted by banks and microfinance institutions when e-vouchers are issued and paid.

The management of FODECC's bank accounts dedicated to the Agroecological Transition Window, in addition to the usual "paper procedures", must

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can also be done **remotely** by electronic **signature** upon **authorisation** by the FODECC Administrator. In practice, electronic means are preferred in order to ensure rapid execution of orders and traceability of all transactions.

In the absence of a public procurement mechanism (no calls for tenders, no public purchases), the sums corresponding to the subsidies to be paid are provisioned in the FODECC budget and disbursed as and when the appropriate supporting documents are presented.

The commercial accounts dedicated to the FODECC counters FODECC are funded quarterly by transfer from the BEAC FODECC account in accordance with the annual and quarterly commitment plan approved by the Management Committee.

The **bank accounts dedicated to the Agroecological Transition Desk are used exclusively for bank transfers** to pay the operating costs of partner institutions (statistical costs of MFIs and banks, supplier management costs, quality control costs, soil analysis costs) and to pay the subsidised portion of inputs (biofertilisers, organic fertilisers, biopesticides), cocoa and coffee seedlings, fruit tree seedlings, citrus trees, fertiliser trees and cover crops, and agricultural advisory services.

2.9 Quality control

The quality of inputs and seedlings is subject to random sampling checks.

~~The FODECC must establish framework partnership agreements with technical authorising officers and other specialised bodies that complement the sectors by mobilising their main internal and subordinate specialised bodies. They will thus be able to contribute to quality control, in particular by periodically checking a representative sample of each type of subsidised product. For example, the DRCQ of MINADER could thus intervene in the periodic quality control of inputs placed on the market, particularly subsidised inputs. (biopesticides, biofertilisers, certified plants). (biopesticides, biofertilisers, certified plants).~~

The framework partnership agreement with MINADER is supplemented by specific specifications established for each type of service and specialised organisation under its supervision (CAPEF, DRCQ). The direct operational costs associated with the quality control operations provided for in the agreement are borne by FODECC.

Each year, the list of inputs, plants, soil analyses and advisory support services eligible for the subsidy is updated by FODECC.



Role of MINADER field agents, including agents transferred to municipalities:

- # Participate in the verification and validation of data and information with a view to consolidating the FODECC database
- # Supervise and guarantee the collection of products by beneficiaries
- # Ensure the accuracy of producer information through the control and verification mechanism using the updated agri4confirmation application.

2.10 Supplier networks

As announced above, FODECC establishes framework partnership agreements with representative professional organisations, accompanied by specific specifications for each category of supplier.

Each local supplier is legally registered in their socio-professional category. **They register on the smartphone application as a fertiliser supplier**
fertiliser
and

biofertilisers/biofertilisers, cocoa and coffee seedlings, tree seedlings and agricultural service provider, with their identity (photo of the manager), identity card, telephone number, mobile money transfer account, bank account and/or EMF account, the products they deliver (biofertilisers, biopesticides, seedlings, etc.) and their origin (leading supplier network for each type of product, or local production).

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Barcode labelling is mandatory for subsidised imported or industrial inputs, but is not necessary for local artisanal organic production (organic fertilisers, nursery plants).

The geographical distribution of local branches of each microfinance network varies greatly from one network to another. It is essential for FODECC to **ensure that every producer has access to banking services, regardless of their location, regardless**

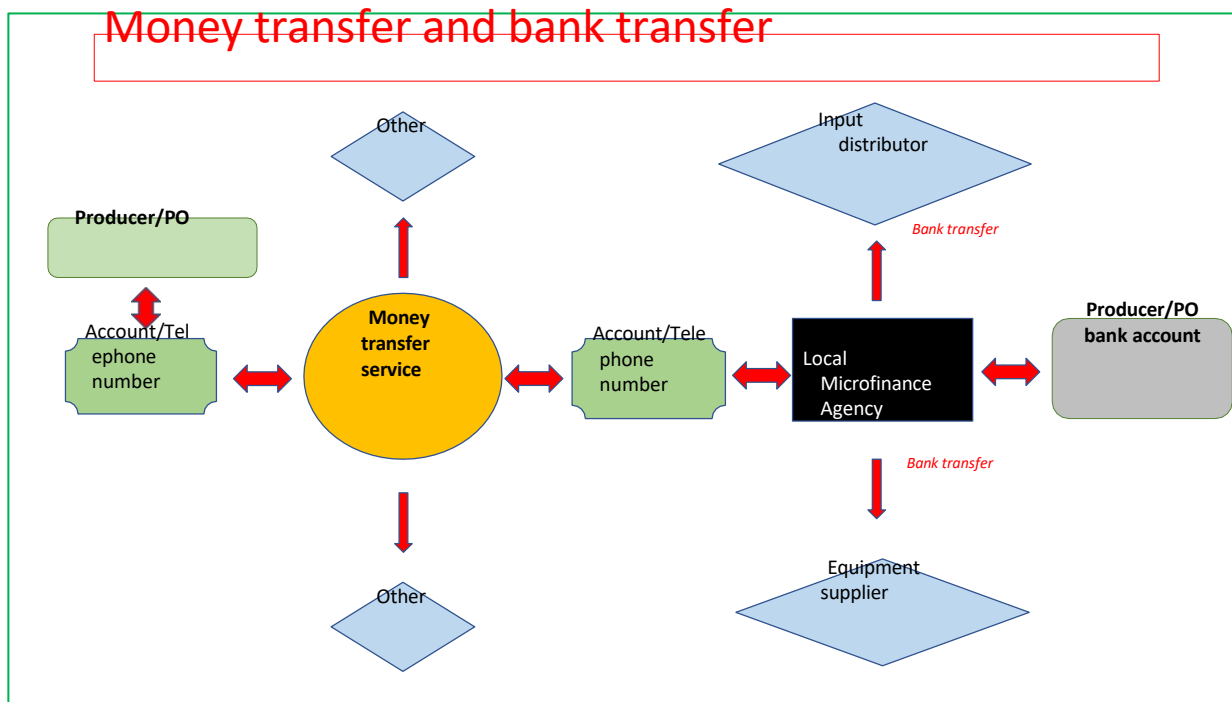


Figure 8: Money transfer mechanism for producers

2.11 Microfinance networks

A few microfinance networks dominate the market in rural cocoa and coffee-growing areas: **CAMCULL, MuFiD, CCA and La Régionale, etc.**

These networks are backed by leading commercial banks and supervised by COBAC. It is essential for FODECC that microfinance networks have technical and financial facilities due to their operational partnerships with national banks. Similarly, FODECC can only work with networks that comply with COBAC regulations.

FODECC and the Government want all cocoa and coffee producers, and all their professional organisations, to have access to banking services as soon as possible, regardless of their size and turnover. If they have not already done so, cocoa and coffee producers are asked to open a bank account with a member institution of FODECC's national partner networks.

the network. **FODECC** therefore **signs** partnership agreements with associations representing banks and microfinance institutions. In areas with good branch coverage, producers are free to choose between the different networks available near their home.

2.12 Money transfers

FODECC aims to facilitate transactions for coffee and cocoa producers. Electronic money transfers by telephone are now available in most municipalities in the coffee and cocoa zone. All microfinance networks now work on a daily basis with the various telephone money transfer networks: **MoMo/MTN; OM/ORANGE; XCel/NPSI-CAMPOST, etc.**

Transferring money by telephone allows you to carry out transactions remotely, instantly and securely, and above all at very low cost (*minimal travel and transfer fees*). In addition, all transactions are

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recorded and therefore traceable, which facilitates accounting records.

All cocoa and coffee producers, as well as their professional organisations, are asked to obtain a telephone number and access to one of the above money transfer systems, simply choosing the system that works best in their region and with their own microfinance agency.

This method will enable all transactions to be carried out digitally and cash transactions to be phased out quickly.

As shown in the diagram below, **producers use the money transfer service to fund their accounts with their microfinance agency** (although they can also do so in cash).

Under the FODECC subsidy schemes, it is the local microfinance agency or bank that makes the bank transfers to suppliers (no cash payments).

In practice, once producers have set up telephone payment methods and microfinance accounts, **they are free to carry out all their transactions electronically, regardless of the type.**

3 Roles and responsibilities of stakeholders

The governance structure of the Agroecological Transition Desk assigns roles and tasks to internal FODECC stakeholders and external partners.

3.1 FODECC

FODECC is the project manager for the Agroecological Transition Desk. It is responsible for:

- ⇒ *Implementing the GTA Window;*
- ⇒ *Proposing subsidy scenarios for the coming financial year to the Management Committee*
- ;
- ⇒ *Having the Management Committee approve the subsidy simulation proposals for the coming financial year to be submitted to the COPIL;*
- ⇒ *Implement the COPIL's resolutions on the annual distribution of available financial resources among sectors and subsidy mechanisms;*
- ⇒ *Ensure the provision of sustainable financial resources to the Guichet in the amount of its policy requirements;*
- ⇒ *Developing the procedures for the system;*
- ⇒ *Ensure that technical and financial performance statistics are kept for activities and their effects;*
- ⇒ *Develop and implement productive framework partnership agreements with the system's partners, together with their specifications;*
- ⇒ *Map suppliers of inputs, machinery and equipment, cocoa and coffee plants, fertiliser plants,*

- fruit trees and other cover plants;*
- ⇒ *Build a database of providers of support and advisory services in agroecological transition and climate change adaptation;*
- ⇒ *Map microfinance agencies and banks in different networks active in the cocoa-coffee zone;*
- ⇒ *Create and populate the FODECC central database with a directory of all cocoa and coffee producers and their professional organisations;*
- ⇒ *Monitor and evaluate the system;*
- ⇒ *Coordinate and manage the staff assigned to the scheme;*
- ⇒ *Coordinate the activities of partners under agreement;*
- ⇒ *Ensure the security, processing of transactions and maintenance of the system;*
- ⇒ *Carry out outreach, awareness-raising and communication activities on the Agroecological Transition Desk;*
- ⇒ *Set up an operational unit responsible for alerts, monitoring and complaint management, including the establishment of a useful telephone number.*

Once the agreement to set up the Agroecological Transition Desk has been confirmed, specific bank accounts dedicated to subsidies will be opened, followed by:

- ⇒ *The GUICHET's operations will be codified;*
- ⇒ *Inform the WINDOW's partners so that they can use its numbers*

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Unique identifiers on all documents

;

- ⇒ *Define the numbering system by type of document to be sent to it, associating the unique identifier number with other specific elements identifying the document.*

In practice:

National Committee of steering, with the **MINADER**, **MINCOMMERCE**, **MINRESI**, **MINFI**, and **MINEPAT**, defines strategic priorities and financial resource allocations each year, and ensures periodic evaluation and overall supervision of the system.

The Management Committee reviews and approves proposals submitted by the FODECC Technical Committee.

The FODECC Administrator supervises the Agroecological Transition Window, coordinates services, and authorises expenditure.

The FODECC Technical Committee continuously monitors the operation of the Agroecological Transition Window and proposes any necessary adjustments.

The FODECC accountant is responsible for accounting and financial control and executes expenditure orders with a double signature.

The FODECC Accounting Officer and the FODECC Specialised Financial Controller clear payment transactions on the Agroecological Transition Window.

The FODECC's Technical Studies Department is the linchpin of the Agroecological Transition Facility. As such, it manages all technical and operational issues and prepares financing simulations, assisted by the Management Controller. It prepares and coordinates the implementation of partnership agreements, monitors and checks the consistency of data transmitted by the partners under agreement, and coordinates the quality control of products and services. It supervises the execution of activities carried out in partnership with MINADER and other services.

The Administrative and Financial Department and Management Control monitor accounting and

financial aspects of all operations, check the consistency between material flows and financial flows, validate requests for reimbursement of subsidised amounts, statistical costs payable to EMFs, eligible management costs payable to suppliers and other FODECC partners under agreement.

The FODECC's **Information Systems Department** is being strengthened to enable it to manage new applications, internet functions, databases, transactions and geographic information systems. It prepares and implements the entire computerised management mechanism for the Agroecological Transition Window (smartphone application with new functions related to the needs of the GTA, national database, geographic information system, website, computer data security, etc.). FODECC ensures that the location of orchard plots is checked, avoiding overlaps and duplications, and that no subsidies are granted for plots within the boundaries of Cameroon's permanent forest area or resulting from deforestation since¹January 2021.

Supporting documents relating to the activities of the Window must be grouped together and classified appropriately by the FODECC services. The documents will be classified by type of subsidy, category and chronological order, and will include all the documents necessary to justify the choices made.

Supporting documents must be accessible for the entire duration of the Window to periodic supervision missions, external auditors and internal account audits for review.

In general, disbursements made by the Window comply with the framework of authorised expenditure as described in the FODECC assessment document and any financing agreements.

To take into account the cash flow management requirements of banks and microfinance institutions on the one hand, and suppliers in the regions on the other, the system for the payment of subsidy advances by FODECC to its partners under agreement allows for a maximum period of 30 calendar days. In practice, the

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To this end, FODECC pre-positions resources in dedicated accounts so that it never finds itself in the position of either creditor or debtor, as FODECC is not a bank and therefore has no right to borrow or lend money. Based on this same principle, FODECC cannot finance electronic vouchers issued to guarantee an order (e.g. to guarantee an order for plants from a nursery, or an order for services from an agricultural technical advisor). As a result, e-vouchers issued at the time of ordering are financed solely from the deposit made by the beneficiary grower himself (55% share), as the 45% subsidy can only finance the second e-voucher settling the transaction upon delivery of the order or upon signature of the "service rendered".

Every three months, the FODECC Administrator produces a summary statement of the use of the Window's funds, to which all supporting documents for the expenses are attached. Any unjustified or ineligible expenditure must be reimbursed to the appropriate Window account.

The management of the Window's cash flow involves monitoring and controlling the mechanism's resources, including securing resources and monitoring bank accounts.

These controls consist of ensuring, before the payment of expenses and before requesting the replenishment of bank accounts, that:

- ⇒ *The expenses in question are indeed eligible for the scheme;*
- ⇒ *Each of them is allocated to the appropriate component and category;*
- ⇒ *They relate to contracts and agreements entered into in accordance with the rules and procedures in force;*
- ⇒ *They correspond to the works, goods and services actually carried out or provided;*
- ⇒ *The quantities and unit prices are correct and the calculations are accurate;*
- ⇒ *The supporting documents are complete, compliant and up to date;*
- ⇒ *Supporting documents bear the authorised signatures.*

Account monitoring and control must provide reliable, complete and timely financial and accounting information. This information is intended to inform third parties

about the accounting and financial situation. To this end, the Administrator must ensure on a monthly basis that:

- ⇒ *All disbursements are recorded as debits to the account opened for this purpose;*
- ⇒ *Its balance corresponds to the balance of the account recorded in its books;*
- ⇒ *No expenditure has been incurred under an exhausted category and/or if there is a need to request a revision of the categories in relation to the initial allocation;*
- ⇒ *No disbursement has been requested for a fully paid contract and/or if there is a need to request a revision of the value of a contract;*
- ⇒ *All of the Window's assets and liabilities have been recorded in the appropriate accounts and for the correct amounts.*

The Counter is also responsible for checking the accuracy and compliance of transactions recorded in the bank accounts, regardless of the origin of the movements. To this end, it must:

- ⇒ *Keep a duplicate of all accounting documents, the originals of which have been transmitted to FODECC for payment;*
- ⇒ *Receive, or otherwise request, on a monthly basis from the BEAC and partner credit and microfinance institutions, statements for all bank accounts and all supporting documents for entries made in the accounts by the bank (penalty notices, debit notices, credit notices, etc.).*
microfinance institutions, statements for all bank accounts and all supporting documents for entries made in the accounts by the bank (overdraft notices, debit notices, credit notices, etc.);
- ⇒ *Reconcile balances.*

In order to ensure the consistency and compliance of the Guichet's transactions with the BEAC account and commercial banks, a reconciliation of cash accounts is necessary at the end of each month upon receipt of transaction statements from the various partners.

The balance of the account held by FODECC will thus be reconciled with that of the Counter. Similarly, the balance of each of the bank accounts receiving funds locally will be reconciled with that indicated on the relevant account statement.

Before issuing the payment order, FODECC shall ensure that:

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- ⇒ *The application includes all supporting documents and other useful documents and useful information;*
- ⇒ *The expenditure is eligible and appears on the PTAB for the period in question;*
- ⇒ *The submitted file is valid and compliant;*
- ⇒ *Any ineligible or non-compliant expenditure is rejected.*

The FODECC has seven (07) working days to process any payment request received from the Guichet's partners. Within this period, it must either honour the request or return it for further information.

The FODECC Window will produce quarterly figures on the level of disbursement for each grant.

NB: with the MINFI decree on the dematerialisation of payments, FODECC must examine the possibility of dematerialising all or part of its payment and expenditure justification procedures, with a view to reducing the workload and operating costs while strengthening the security of transactions.

3.2 Banks and MFIs

Banks and microfinance institutions are FODECC's primary partners. As such, they have local networks in cocoa and coffee production areas. Each network that accepts the principle signs a partnership agreement with FODECC. This involves:

- *Knowing the customer base of producers and producer organisations (KYC) and formally identifying them (national identity card, biometric photo, telephone number, CNPS beneficiary number & CICC professional card number if available);*
- *Issuing non-CICC member producers with their FODECC producer card*
- *Issuing financial subsidy documents;*
- *Process campaign credit files and investment credit files upon request, where appropriate;*
- *Collect supporting vouchers and other accounting and financial documents justifying the subsidy (purchase vouchers, collection vouchers, delivery notes, invoices, etc.);*

- *Carry out verification and authentication procedures with suppliers;*
- *Ensure bi-monthly or monthly payments to local suppliers;*
- *Ensure the monthly compilation of statistics on the issuance and execution of vouchers;*
- *Ensure the smooth transmission of information from the local agency to the regional agency and compilation at the national network level and monthly transmission of data to FODECC;*
- *Ensure plausibility checks;*
- *Participate periodically in consultation meetings on the national system (annual review, national and regional activity planning, operational adjustments, etc.).*

3.3 Suppliers

In the case of the GTA, these are mainly local suppliers of organic inputs, nursery plants, agricultural services and support/advice, and soil analysis:

- ⇒ *Negotiate and sign an agreement with FODECC, accompanied by a set of specifications.*
- for regional wholesalers;*
- ⇒ *Obtain regional accreditation from the regional committee, including MINADER, CAPEF and CICC, as a local supplier of seedlings, organic fertilisers or agricultural services and advisory support, in order to be registered on the FODECC database and platform.*
- CAPEF and CICC as a local supplier of plants, organic fertilisers or agricultural services and advisory support, in order to be registered on the FODECC database and platform. Supplier accreditation is valid for 10 years, while accreditation for agricultural technical advisers is valid for 5 years. Nursery operators (cocoa and coffee seedlings) must submit an annual activity report and update their profile on the FODECC website (inspection visits by the DRCQ).*
- ⇒ *Define in the specifications for each product eligible for a subsidy*
- subsidy: type, quality, packaging, composition, labelling with barcode (or QR code), expiry date, reference price, etc.*
- ⇒ *Certify the quality of the products offered;*
- ⇒ *Ensure the distribution of products within its network;*
- ⇒ *Ensure that the system is properly organised within the network with*

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contractualisation of relations with local distributors and implementation of electronic payment procedures;

- ⇒ *Providing support and advice to local distributors;*
- ⇒ *Providing training for local distributors to guarantee the quality of services and practices;*
- ⇒ *Provide advisory services to producers at the local distributor level;*
- ⇒ *Ensure the continuous reporting of information on the delivery of by the local distributor to the regional office and national level.*
- ⇒ *Compile quarterly performance data at the regional level, together with appropriate supporting documents, for transmission to FODECC.*
- ⇒ *Participate periodically in national (or even regional) consultation meetings on the functioning of the system (annual review , operational adjustments, national and regional planning of needs, etc.).*

3.4 Access providers

The entire agricultural subsidy system must operate via mobile telephony, mobile internet and ~~money transfers by telephone~~. Agreements are already in place with telephone and/or money transfer companies to facilitate transactions between producers and their microfinance agencies and suppliers. The application promoted by FODECC for registering and managing producer relationships and subsidies operates online and offline via mobile internet.

3.5 Producers

Producers are the direct beneficiaries of the Agroecological Transition Desk. The first challenge is to ensure that all transactions are carried out legally and transparently. To this end, the following steps are required:

- ⇒ *Opening (or using) a bank account at a local bank or microfinance agency microfinance institution belonging to one of FODECC's partner networks;*



An individual cocoa or coffee producer is eligible from year 2 onwards for the degressive subsidy in the form of vouchers from the Producers' Desk and the first-year subsidy in the form of vouchers from the Agroecological Transition Desk.

- ⇒ *Register as a producer on the smartphone application developed by FODECC, and provide the requested information: identification with digital photo, telephone number, measurement and mapping of plots, condition of plantations, bank account/EMF, CNPS number & CICC professional card number if available, etc.;*
- ⇒ *Apply online to FODECC for the support of an agricultural technical advisor in agroecological transition and adaptation to climate change;*
- ⇒ *Prepare and register your three-year agroecological transition plan online (with the support of your TA advisor);*
- ⇒ *Submit your grant application using the smartphone app, duly completed. informed, then follow the procedure;*
- ⇒ *Ensure that there are sufficient funds in your bank account for the grant application to be eligible under the rules and limits imposed by the FODECC. grant application is eligible under the rules and limits imposed by FODECC.*
- ⇒ *Submit your soil analysis request online and send your georeferenced sample for analysis;*

Producers who receive this "effort bonus" must work with **a focus on achieving results.**

Producer cooperatives under OHADA law, particularly those that are members of the CICC, ensure that all their members have their professional card and can quickly join the FODECC subsidy scheme.

Producer cooperatives that are members of the CICC can join either of the input supplier networks (on the basis of solid contracts or agreements) and, as such, officially declare themselves as distributors of inputs (including y for small

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equipment, cocoa and coffee seedlings, fertiliser trees, fruit trees and cover trees) in strict compliance with the regulations in force. They are therefore able to make group purchases on behalf of their members and manage the subsidies to which they are entitled on their behalf. Given that the cooperative is both a distributor, or even a producer, on the one hand, and an organisation bringing together beneficiary producers on the other, the FODECC's IT system is equipped with all the necessary safeguards to prevent abuse. In all cases, the subsidy granted to producers in the form of electronic vouchers remains nominative, linked to their FODECC identification number (or CICC professional card with a QR code and electronic chip – and NIU as soon as available).

3.6 Cocoa and coffee sector organisations

The main organisations in the cocoa and coffee sectors are partners of the FODECC: CICC, ONCC and SODECAO in particular, as well as CAPEF on a broader scale and IRAD for scientific issues.

FODECC has signed a framework agreement with SODECAO and IRAD to ensure the supply of high-quality plant material (seedlings, grafts) to approved nurseries and enable the production of certified material for distribution to growers.

The databases of FODECC, CICC and ONCC are interconnected to facilitate the exchange of information. Ultimately, they will also be interconnected with the CAPEF database and those of the inter-professional organisations, as well as with the NPSI-CAMPOST database for all cross-payment transactions.

The CICC, which brings together cooperatives, plays a key role in raising awareness and training leaders so that all members can quickly take ownership of the new agroecological transition window system and everyone can reap the maximum benefits.

In addition, the CICC is directly involved alongside the FODECC in the process of monitoring and

monitoring the subsidy mechanism, as it is in the interest of all producers that this mechanism operates sustainably and in their best interests.

Professional and inter-professional organisations are involved each year in evaluating the past campaign and preparing for the coming campaign. In addition to their statutory participation in the FODECC management committee, they are involved as necessary in discussions on the functioning and optimisation of the Agroecological Transition Window subsidy tools.

Through their various networks of members and partners, professional and inter-professional organisations, CICC and CAPEF relay the FODECC's communication campaigns each year to publicise and explain the GTA's subsidy arrangements.

3.7 MINADER

MINADER is both the supervisory authority for FODECC and its implementing partner, with which it must work as closely as possible at both the central and field levels. To this end, a framework partnership agreement has been established between FODECC and MINADER to specify the services (e.g. DDA, DOPA, DRCQ, etc.), the organisations under its supervision (e.g. CENEEMA, CAPEF, Observatoire des intrants agricoles, SODECAO, etc.) and the programmes with which to collaborate within the framework of the agricultural subsidy scheme in general, and the GTA in particular. Specific specifications set out the terms and conditions according to the services required from each actor.

3.8 Agroecological transition technical data sheets:

In 2023, MINADER prepared technical data sheets on agroecological transition for cocoa, coffee, cassava and plantain. These data sheets were prepared in a participatory manner with experts from each sector of MINADER and IRAD in particular, and with representatives of producer and organisations

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professionals, now serves as a reference for the preparation of the farmer's agroecological transition plan.

3.9 Online course:

The FODECC's compulsory online course, offered to candidates for the position of technical advisor on agroecological transition and climate change adaptation for the cocoa and coffee sectors, uses MINADER technical data sheets as a reference. The online course is being prepared for 2023 by FODECC in collaboration with MINADER, IRAD, MINFOF and MINEPDED, with IT and educational expertise.

The online course offers training with modules on agroforestry and shade regulation, sustainable agricultural intensification, agroecological transition, organic fertilisation, use of biopesticides, planting of cocoa/coffee, fertiliser and fruit trees, crop rotation, sampling protocols for soil analysis, teaching and interpersonal skills with clients, georeferencing of plots and trees, preparation of georeferenced reports online via the FODECC application, etc. The course leads to an online certificate that is valid for five years. The course and certificate are free and open to all.

The FODECC online course will be updated periodically and whenever necessary in light of technological developments.

Outline of the Simple Agroecological Transition Plan

- i) *Soil preparation and installation*
- ii) *Choice of seeds/plants*
- iii) *Mineral and organic fertility management*
- iv) *Crop protection (integrated, organic or other pest control) ==> authorised and/or recommended products*
- v) *Crop diversification (preferred crop combinations)*
- vi) *Agroforestry (fertilising trees to be combined).*

NB: MINADER field agents, now transferred to municipalities or even regions, can apply to be recognised as Agricultural Technical Advisors in agroecological transition and climate change adaptation through the FODECC scheme, provided they register on the platform via the dedicated smartphone app and have successfully completed the online training course for advisors in agroecological transition and climate change adaptation (mandatory certificate issued online, valid for 5 years).

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4 Direct subsidies for cocoa and coffee growers

4.1 Subsidy terms and conditions for the farmer's agroecological transition plan: **Window A**

The principles governing GTA subsidies or co-financing are consistent with those set out in the MINADER agricultural input subsidy manual and are similar to the terms and conditions of the Producers Window, with a few specific differences.

The farmer prepares a simplified three-year agroecological transition plan (following the simple three-year agroecological transition plan template proposed by FODECC and to be completed online by the farmer themselves or with the help of a CTA for calculations and records) specifying:

- **Objective of renewal/re-densification of the cocoa/coffee orchard:** number of plants (+ certified grafts) to be installed per year over a 3-year investment period (50% in year 1, 30% in year 2, 20% in year 3) in the existing orchard and (possibly) for extensions in food plots and young fallow land (less than 20 years old), with annual orders for plants to be placed.
- **Target for planting fruit trees and other cover and fertiliser trees:** number of plants to be installed per type and per year over a 3-year period in cocoa/coffee plots and also in food crop plots and young fallow land, with annual orders for plants to be placed

→ FODECC, together with its partners MINADER, CICC and CAPEF, will be able to carry out on redensified orchards to verify a posteriori that the planting and maintenance carried out with the support of the grant has actually taken place.

It should be noted that:

- ⇒ **Subsidies targeted at a broad audience,** such as the **GTA**, concern all cocoa and coffee producers with at least 3 hectares of cultivated land (cash crops + food crops). FODECC plans its

over three years and adjusts the programme's ambitions each year according to the available budgets.

- ⇒ The grower prepares and submits their own three-year agroecological transition plan (TA plan) over three years, which may include, at his or her discretion:
- ⇒ re-densification of their cocoa or coffee plantation (using young plants or regeneration through grafting); defining the number of cocoa/coffee plants to be planted/grafted each year

==> with the mandatory planting of fertiliser trees interspersed and planted before June, at a rate of one fertiliser tree for every 10 cocoa or coffee plants
==> cost calculation: price/seedlings

- ⇒ Planting of fertiliser trees, fruit trees (citrus, plums, mangoes, NTFP, etc.) and shade trees that are compatible with cocoa and coffee; define the number of tree seedlings to be planted each year per species

==> with the obligation to plant before June, at a rate of one fertiliser tree for every 10 cocoa-coffee plants ==> cost calculation: price/plants

- ⇒ Quantity (in kg) of biofertilisers/organic fertilisers X unit price in year 1 (same in year 2 and year 3)
- ⇒ Quantity of biopesticides per year (in litres) X unit price in year 1, year 2 and year 3
- ⇒ Analysis of a 1 kg soil sample representative of the cocoa-coffee plantation (mixture of soil samples taken from 0-20 cm). The analysis and its interpretation are covered 100% by FODECC after delivery to the laboratory (sampling, preparation and shipping of the sample are the responsibility of the farmer). The

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results are sent by email/WhatsApp/SMS to the grower and their TA advisor.

- ⇒ **The grower** completes their application and attaches the scanned **quote(s)** directly online.
(photo) of approved suppliers of subsidised plants and products.
- ⇒ **The grower must be assisted by an agroecological transition advisor** whose services are subsidised by FODECC via an agricultural advisory service cheque paid at the end of the first agricultural year (see next section). However, growers can themselves become approved TA advisers by following the FODECC procedure if they have the minimum required qualifications (agricultural technician's certificate).
- ⇒ The initial subsidy is capped at 300,000 CFA francs per grower, paid over 3 years
- ⇒ **i.e.** 50% in year 1 (150,000 CFA francs), then 30 % in year 2 (90,000 CFA francs), and finally 20% in year 3 (60,000 CFA francs), representing a total investment of 666,000 CFA francs over 3 years (55% grower/45% subsidy), the composition of which is chosen by the producer.
- ⇒ **The EMF/bq issues as many vouchers** as necessary to execute the TA Plan over 3 years, in line with the pace of advance deposits of the grower's share into their bank account.
- ⇒ The subsidy from the FODECC is 45% of the purchase value of eligible products (based on a reference price established by region):
- ⇒ i) **cocoa and/or coffee seedlings** or grafts: according to the TA plan forecasts (allow for 20% replanting the following year to compensate for losses incurred). It should be noted that the purchase voucher **issued by the EMF** for the acquisition of seedlings is only valid from¹April to 30 June to allow planters to plant during the first rainy season.
- **After 30 June, no vouchers can be issued by the EMF for cocoa and coffee seedlings.**

cocoa and coffee seedlings. Growers are requested to place **advance orders with seedling nurseries** to reserve their seedlings.

- ⇒ ii) **Fruit trees and cover/fertiliser trees** (e.g. long- and medium-cycle grafted fruit trees
with long and medium cycles/safou, mango, avocado, colatier, soursop, citrus, guava, etc. and shade and fertiliser trees/leucoena, acacia, albizia, faidherbia, voacanga, frake, etc.)
 - **1st pre-order e-voucher for the planter** (from December) issued by the EMF upon upon deposit of the planter's quota (this^{1st} pre-order voucher is a completely private transaction not accounted for by the FODECC);
 - **2nd e-voucher upon delivery** between April and June (including the amount of the grant from the FODECC) in order to allow the plants to be planted during the first rainy season (after 30 June, the ^{second} purchase voucher that was to be **issued by EMF on the FODECC account** to the nursery propagator is automatically cancelled, undelivered/unpaid, and the order is cancelled and carried over to the following year).
 - ⇒ iii) **organic fertilisers/biofertilisers and biopesticides for 2 ha of crops** (cocoa, coffee, food crops, fruit trees) approved by the DRCQ of MINADER. The subsidy is degressive over 3 years from 40%-20%-10% according to the same terms and conditions as those of the producer window.
 - ⇒ **The farmer is free to seek other financial assistance** to help pay the share of the cost, for example by taking out a bank loan, a buyer's credit /subsidies from buyers, or other donations and subsidies.
- The grower signs an online contract committing to implement their **Agroecological Transition Plan**, specifying in particular the obligation to intensify existing agricultural plots, maintain their orchard and trees

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fertilisers and recent fallow land (less than 20 years old) and **a ban on clearing** primary or secondary forests (fallow land more than 20 years old) for cultivation for a minimum period of 10 years, under penalty of possible sanctions.

- **Formal agreement by the planter** that the evolution of his agricultural land (from the baseline situation) can be periodically monitored and controlled by satellite imagery and on-site inspection visits over a period of 10 years.
- Formal agreement by FODECC – via the online digital application – to co-finance the beneficiary farmer's agroecological transition plan.

4.2 Terms and conditions for interactions with the bank/EMF and suppliers

- ⇒ The bank/EMF is registered on the FODECC smartphone application (same as Producers' Desk)
- ⇒ The **supplier is registered on the FODECC smartphone app** (same as Guichet Producteurs app, including for nursery growers and local artisans)
- ⇒ The **grower enters** the name and contact details of their local supplier(s) (propagators, local artisans, hardware stores, who are themselves already registered on the supplier app)
- ⇒ **The grower deposits 55% of the value** of the purchases planned **for the current year** in their agroecological transition plan (same in year 2 and year 3 according to the degressive terms)
- ⇒ Candidates for the position of Agricultural Technical Advisor deposit the approval application fee (20,000 CFA francs) into their bank/EMF account

bank/EMF account the approval application fee (20,000 CFA francs), which will be managed by FODECC to cover the costs of the ad hoc regional approval committee sessions.

- ⇒ The bank/EMF issues the grower with the purchase vouchers for the current year, with a copy electronically to the nursery operator/supplier/craftsperson, subject to acceptance by the supplier via their application for immediate delivery. In this case, the e-voucher covers 100% of the order and the EMF pays the supplier upon receipt of the delivery note signed by the grower (terms and conditions identical to those of the Producers' Desk) → sent to FODECC
- ⇒ **In the case of pre-orders**, the EMF issues a first purchase voucher from the money deposited by the grower (voucher not accounted for at this stage by the FODECC) to **the propagator /supplier/craftsman who formally accepts the order** via their smartphone application and **sets the estimated date of availability** of the plants (between April and June)
- ⇒ The bank/EMF pays an advance of 40% of the pre-order accepted by the supplier from the deposit made by the producer (from the money deposited by the planter) → exclusively for forward deliveries.
- ⇒ The **nursery/propagator/supplier prepares the order/produces the plants** /etc. within the agreed time frame;
- ⇒ **The planter receives** the order(s) and **signs the delivery/service note** (electronic and paper)
- ⇒ The Bank/EMF pays the balance of 60% of the purchase order(s) for the current year against presentation of proof of services rendered and/or delivery presented by the supplier (paper and digital) → sent to FODECC

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- ⇒ The Bank/EMF that issued the e-voucher based on the producer's credited account makes the payment for the subsidised product (value excluding subsidy + value of the subsidy).
- ⇒ The FODECC replenishes the dedicated deposit accounts in the banking networks as much as necessary to ensure the continuity of payments from the subsidised portion.
- ⇒ In order to avoid the emergence of systemic dependence on subsidies, **the subsidy is granted on a sliding scale over three years.**
- ⇒ The electronic voucher system completely excludes cash transactions
. All payments are made by money transfer or bank transfer.
- ⇒ **FODECC does not hold or handle any stock of products.** All products are managed physically by suppliers under contract.
- ⇒ The supplier networks continue to operate normally and sell products at market prices, including cooperatives that have supplier status on behalf of their members.
- ⇒ **The agreements signed with the main supplier networks** and the main microfinance networks set out the rules for operation.
- ⇒ The supplier/distributor only delivers subsidised products to a producer or a PO only in **exchange for a voucher issued electronically by an EMF/FODECC partner bank**, a copy of which is received in real time on their own digital terminal (smartphone or POS).
- ⇒ Beyond the subsidised volumes to which they are entitled, producers pay for their products at normal market price.
- ⇒ The **FODECC pays annual statistical fees** to the EMFs/partner banks for the scheme as compensation for their efforts in following the procedure.
- Suppliers, distributors, nursery growers, and approved service providers publish their product and service availability and prices on the FODECC platform so that producers can freely choose and make their purchasing decisions. Each supplier, propagator, and approved service provider is listed in the FODECC database after approval signed by the regional CAPEF on the recommendation of the local representative of the Chamber of Agriculture or the CICC for verification of the data recorded and the quality of the products/services offered, assisted by the head of the commune's agricultural office. **A supplier file is posted and available online on the FODECC digital platform.** Each supplier/nursery propagator/service provider periodically updates their own online file on the FODECC platform with their availability and prices.
- Nursery operators and propagators of cocoa and/or coffee plants are required to submit an annual declaration for approval by MINADER and to comply with traceability rules from the origin of the seeds (pods, cherries) in order to verify the origin, clone and quality of the plants offered to growers. The aim is for nursery operators and propagators to be active in all municipalities in the cocoa and coffee-growing regions. Data on propagators and their annual production are compiled in MINADER's DRCQ database.
- Propagators of fruit, fertiliser and cover trees are required to submit an annual report to MINADER at the regional level, together with

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indication of the origin of the seeds. The aim is for seedling propagators to be active in all municipalities in the cocoa and coffee-growing regions. Data on propagators and their annual production are compiled in the MINADER's DRCQ database.

- ⇒ *The prices and operating procedures for the electronic voucher subsidy scheme are communicated each year via **the national and regional mass media**, along with the list of distribution points.*
- ⇒ ***FODECC subsequently reimburses the subsidised amount to the partner banking network** upon presentation of supporting documents enabling it to settle monthly payments to national partner suppliers.*
- ⇒ ***FODECC continuously updates its centralised database** with producers, distribution networks, nurseries, microfinance networks, mapping of orchards and farms, etc.*
- ⇒ ***FODECC is strengthening its monitoring and evaluation system** to verify the effects and impacts of the subsidy scheme. To this end, it relies on its partners CICC, CAPEF and professional and inter-professional organisations.*

4.3 Bonus-Malus of Window A

Assuming that:

1 - The farmer has signed a commitment to comply with and implement their **agroecological transition plan** based on the densification of their cocoa-coffee orchard, the planting of fertiliser trees in their orchard and on their food crop plots and fallow land, and the preferential use of biopesticides and organic fertilisers.

2 – The planter has committed to respecting the boundaries of 'permanent' forests around

his operation, and in particular not to clear new plots in old-growth/primary forests beyond his young fallow land.

3 – The farmer agrees to have his farm monitored periodically by satellite imagery and to allow field checks to be carried out if necessary.

==> At the end of the first year of implementation of his Agroecological Transition Plan, the farmer receives a bonus of 100,000 CFA francs from FODECC, transferred in cash to his bank account, once he has demonstrated that he has planted all his planned (cocoa, fertiliser trees and cover trees) planned and subsidised before the deadline of 15 June (confirmed by the georeferenced report from their TA advisor) and that these have taken root and are well maintained.

==> In the third year of implementing their agroecological transition plan, and only if the plan is properly followed, farmers receive a **bonus of 50%** of the total value of the subsidies initially granted over three years, i.e. **100,000 CFA francs in the form of electronic vouchers (to be used in accordance with the simplified terms and conditions of the Producers' Desk)** and 50,000 CFA francs transferred in cash to their bank account.

- **However, if the boundaries of permanent forests are encroached upon** by new agricultural plots beyond 5% of its registered agricultural area in its baseline situation, the planter will incur a **penalty of 50%** of the balance of subsidies remaining to be paid in year 3, up to the total cancellation of the subsidy balance for year 3 if the loss of forest area exceeds 10% of the reference agricultural area (including fallow land).
- **In addition, planters** who continue to clear primary forest or former secondary forests (*fallow land over 20 years old*) will be excluded from all FODECC subsidy processes for the next five years.

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~~4.4~~ Total subsidy for growers:

The subsidy for growers actually comprises three categories for this agroecological transition window, each with its own specific features, in particular with triggers based on the results observed:

a. TA/grower subsidy:

- 300,000 CFA francs / e-vouchers
- + first-year bonus: 100,000 CFA francs in cash
- + bonus in year 3/e-vouchers: 100,000 CFA francs
- + bonus in year 3/ 50,000 CFA francs in cash

⇒ Total 1: 550,000 CFA francs/3 years

b. Subsidy for advisory services:

- 45,000 CFA francs/year 1
- + 50,000 CFA francs/year 2
- + 60,000 CFA francs/year 3

⇒ Total 2: 155,000 CFA francs/3 years

c. Subsidy for soil analyses

- 30,000 CFA francs/plantation

Total subsidy granted by FODECC to the farmer/farm with a minimum of 3 ha cultivated with its CTA over 3 years of implementation of the agroecological transition plan:

⇒ $T1 + T2 + T3 = 735,000$ CFA francs/3 years



Ultimately, farmers should in principle be able to claim carbon/climate finance payments in the form of PES, proportional to the additional carbon volumes stored on their farms.

Over the next few years, FODECC will work to set up these future financing mechanisms for the benefit of farmers who have successfully completed their agroecological transition.

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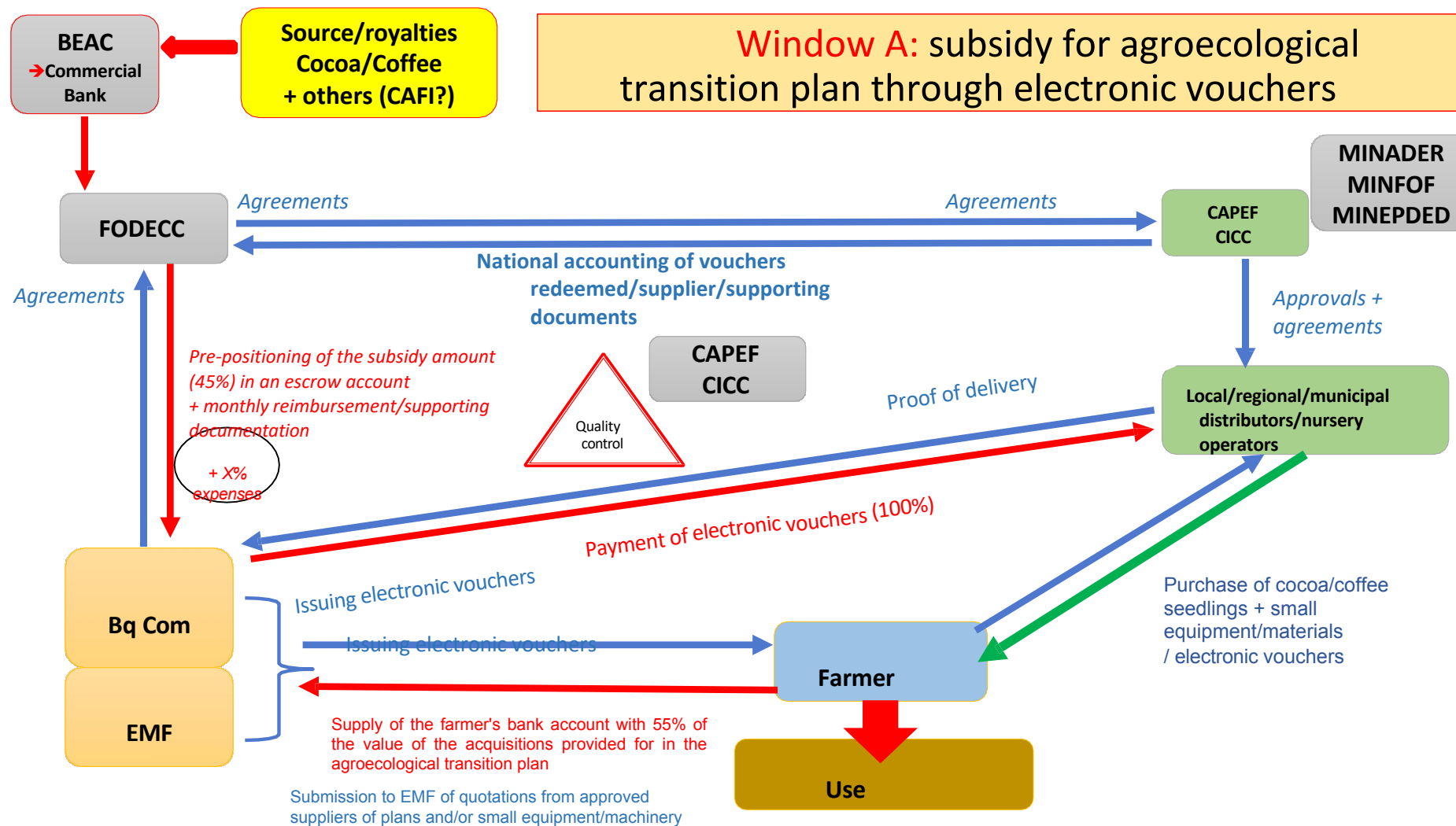


Figure 9: Summary diagram of co-financing for agroecological transition plans for GTA Window A farmers

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4.5 Subsidy for advisory services

To help growers prepare their simple agroecological transition plan, FODECC grants them a subsidy of 45% of the cost of the services of a **local agricultural technical advisor**, based on a flat rate of 100,000 CFA francs per farm, i.e. a subsidy of 45,000 CFA francs per farmer, payable at the end of the first agricultural cycle upon proof of services rendered (payment of the subsidy by FODECC after the fact).

The "consultancy service" cheque (e-voucher) is automatically granted to any individual farmer who is duly registered and georeferenced on the FODECC application for the services of an agroecological transition advisor (CTA), who must themselves be duly registered, georeferenced and approved in advance for 5 years on the FODECC application. *The 45% subsidy (45,000 CFA francs) is paid at the end of the first year of the agroecological transition plan.*

4.5.1 Practical details of the subsidy/support and advisory services window:

- When registering (or re-registering) on the FODECC application
FODECC identification and subsidy application application at the Agroecological Transition Desk, the farmer **clicks** on the option "**request an agricultural advisor** to help me prepare my agroecological transition plan".
- The FODECC application automatically suggests a list approved agricultural technical advisers (CTAs) within a radius of 20 to 30 km around the grower's farm. The grower then chooses the approved CTA with whom they wish to work.

Please note: a maximum limit of 20 active files per advisor is applied in order to prevent any one advisor from having too many clients in the first year of their agroecological transition plan and being unable to monitor them properly.

- The application automatically sends the request for service request to the CTA designated by the farmer, including the applicant's georeferencing, name, telephone number and the size (even approximate) of their cocoa-coffee plantation, so that the CTA can formally and digitally approve the request made to them and give their formal agreement to provide this service according to their schedule. The farmer then formally becomes the "client" of the CTA, who in turn formally becomes their "support and advisory service provider for agroecological transition and adaptation to climate change".
- In order for the electronic voucher for the service order to be issued
by the bank/EMF, the grower must first deposit a minimum sum of 100,000 CFA francs into his EMF/bq account 100,000 CFA francs to cover the cost of the CTA's services for the first year. In practice, the EMF/bq then issues a ^{first} voucher for 50,000 CFA francs for the advance payment for advisory services to the designated CTA. The balance is paid by a second e-voucher for 50,000 CFA francs at the end of the agricultural season, based on the "service completed slip" signed by the grower and the CTA report posted on the FODECC website, with a copy sent to the Bq/EMF. Payment to the CTA is a private transaction between the farmer (authorising officer) and the CTA (service provider), facilitated by the EMF/bq, which issues the two e-vouchers and acts as treasurer.
- The FODECC will then pay **the 45% subsidy** at the end of the ^{first} agricultural year (or or less at the end of the rainy season) into the grower's account upon presentation of supporting documents: two e-vouchers paid by the EMF/bq to the CTA, a service slip signed by the grower, and a georeferenced end-of-farming-year report from the CTA posted on the FODECC platform.

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As soon as the first advance e-voucher has been paid, the CTA makes an appointment with the farmer, its client, to:

- **Carry out georeferencing of all the farm's plots**
(cocoa-coffee, food crops, young fallow land, permanent forest boundaries) using their smartphone or the farmer's smartphone
- **Assess and calculate planting needs** (cocoa-coffee, fertiliser trees, fruit trees, cover trees) and **products** (organic fertilisers, biofertilisers, biopesticides),
- **Identify the nearest suppliers and seedling nurseries**
and document the request with quotes on behalf of the farmer,
- **Ensure that the grower completes the online form on the FODECC smartphone application**
FODECC smartphone application for the simple agroecological transition plan file, in accordance with FODECC criteria and standards (**file <666,000 Fcfa/3 years, with 50% year 1, 30% year 2, 20% year 3**),
- **Post a scanned copy of the quotations on the application** from suppliers and propagators for supplies in the first year worth 333,000 CFA francs in the first year, of which FODECC can subsidise 45%, or 150,000 CFA francs.
- **Ensure confirmation by the EMF/bq of the deposit of the planter's share**
for year 1 into his bank account, i.e. 183,000 CFA francs/year1.
- **Ensure that the farmer signs his commitment contract online to intensify his crops and not to clear primary or secondary forests for the next 10 years, and formally agrees to be subject to checks** by FODECC or its technical and financial partners in situ and by satellite imagery.

- **Assist the farmer in taking soil samples** from his cocoa or coffee plantation
cocoa or coffee plantation by following the simplified protocol for random sampling, mixing and preparing the sample to be sent to the laboratory.
- **Verify the completeness of the agroecological transition file** and its accessibility online at any time by the farmer himself (access code).

The CTA assists producers in submitting their grant applications for their simple agroecological transition plans on the FODECC website until the TA file is validated by the FODECC. ***If the file is rejected for any reason, the CTA works with the farmer to make the necessary corrections so that the file is eligible and accepted.***

Once the FODECC has accepted the application and released the first year's subsidy, the CTA then assists the producer in preparing and then carrying out the planting of coffee, cocoa and fertiliser or fruit trees, and in using the subsidised products in year 1.

When the Year 1 plantations are complete, the CTA's services are certified as "**services rendered**" by the farmer himself on his mobile phone app, and the **e-voucher settling the CTA/Year 1 payment** is issued by his bank/EMF.

Only after all the plants for season 1 have been planted and their recovery is assured before the arrival of the dry season can FODECC proceed with the payment of the subsidy of 45,000 CFA francs to the grower's bank account upon receipt of the required supporting documents (paid e-vouchers, service slip, CTA report posted).

4.5.2 Procedure for approving agricultural technical advisers

Any agricultural technician holding at least a Brevet de Technicien Agricole (agricultural technician's certificate, equivalent to A-levels) or a **Technicien Supérieur Agricole** (BTS/bac +2, equivalent to a higher technical certificate) may apply to be approved as an "**agricultural technical advisor**" in agroecological transition and climate change adaptation by the ad hoc regional approval committee.

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The **ad hoc regional accreditation committee** is composed of the MINADER Regional Delegate, the regional representative of CAPEF (or soon to be the regional CAPEF), the regional representative of CICC, the representative of the main regional association of cocoa and/or coffee producers, and the head of agriculture of the Regional Council. The regional delegates of MINFOF and MINEPDED are invited as observers.

Practical procedures for CTA accreditation for a period of 5 years:

- **The candidate registers on the FODECC application (CTA section) as an agricultural advisory service provider**, providing their telephone number, location, photo, copies of diplomas, bank account number, NIU, etc.
- **The candidate completes their CV online**, presenting their educational background and professional experience, particularly in the cocoa-coffee and agroforestry sectors;
- Candidates **must** complete an **online technical training course** on the FODECC website in agroecology (knowledge of fertiliser and fruit trees that are compatible with cocoa and coffee, agroforestry, biofertilisers, organic fertiliser production, georeferencing of plots, etc.) and advice on agroecological transition in cocoa and coffee. Candidates must pass the knowledge tests at the end of the online training course in order to be awarded their certificate of aptitude for the role of technical agricultural advisor in agroecological transition.
- Candidates must pay 20,000 CFA francs into their bank account to cover their accreditation fees. The bank/EMF then issues an electronic voucher in the name of FODECC, which is attached to the online accreditation application. This sum will be transferred to the regional ad hoc committee to cover the costs of the candidates' accreditation session.
- **The application for approval as a CTA is processed by the Chamber of Agriculture (CAPEF) and/or the CICC at regional level** within the framework of the ad hoc approval committee bringing together MINADER, CAPEF, CICC, the Regional Council and the one or two main cocoa and coffee POs in the region, and observers from MINEPDED and MINFOF. The ad hoc committee may, if it wishes, request to interview candidates by appointment (*online or in person if they live nearby*) to verify their aptitude before declaring them fit for the role of CTA.
- **Once the ad hoc accreditation committee has formalised the accreditation agreement** for a period of five years, validating the CTA's application on the FODECC website, the new CTA must sign an online framework collaboration agreement in which they undertake to comply with the standards and code of ethics for agricultural advisory services. It is then registered and georeferenced in the list of FODECC/MINADER-approved CTAs and authorised for five years to advise farmers in its area of residence (*within a radius of approximately 20 to 30 kilometres maximum*). The FODECC issues it with a CTA card countersigned by MINADER and valid for five years, *then archives its file*.

NB 1: MINADER agents, whether or not they have been transferred to the CTDs, are exempt from accreditation as such, but not from the technical training in agroecological transition and adaptation to climate change, which is compulsory for everyone. They must therefore, like everyone else, follow the online procedure, take the course and pay the fees.

NB 2: Any farmer, in fact anyone, can take the FODECC's online training course in agroecological transition and adaptation to climate change, whether they are farmers or not. The online training is free of charge and the online training certificate can be issued to anyone who has completed the training and passed the knowledge tests.

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NB 3: *Thus, any farmer, provided they hold an official agricultural technician diploma, can apply for accreditation as a CTA with the FODECC and the relevant regional committee, and then work as an advisor to their peers.*

- For **each service contract established with a farmer** for the preparation and monitoring of the implementation of their simple agroecological transition plan, the CTA completes **online support and advisory reports** on the FODECC's digital application (*georeferenced and dated photos, summary of advice and actions, etc.*).
 ➔ ^{1st} georeferenced report after sending the grower's TA Plan, and ^{2nd} report after the plantings in year 1, which then triggers payment by e-voucher of the balance for the first year's service provision.

The CTA is required to comply with the code of ethics for agricultural advice, namely:

- discretion and respect for the confidentiality of information gathered from the grower and about his plantation in technical, commercial and financial matters with regard to third parties not involved in the FODECC subsidy process;*
- providing advisory support services that are in the grower's best interests so that they can improve their production, maintenance and management of their farm, sell more effectively and, overall, derive greater profit from their cocoa and/or coffee farm on the one hand, and their other plantations and crops on the other;*
- Advise farmers on how to implement and adhere to their agroecological transition plan with a view to ultimately leveraging their efforts through carbon finance mechanisms and climate change mitigation measures (PSE).*

Sanctions:

The FODECC (with partners) will conduct evaluations of the CTAs through random surveys in the framework of periodic audits of the

the agroecological transition subsidy mechanism.

If the services of the CTA are not deemed satisfactory by either the farmer(s) in their area or the FODECC, and depending on the seriousness of the breaches, they may be subject to sanctions:

- request for explanation,
- reprimand,
- temporary exclusion from the scheme,
- permanent exclusion from the scheme and withdrawal of CTA accreditation.

Renewal of CTA accreditation:

At the end of each five-year accreditation period, the CTA must renew their accreditation with MINADER/FODECC and is required to complete and pass the online training course on support and advisory methods for agroecological transition (*as the course itself will be periodically updated by FODECC based on results and knowledge acquired in this area*). Accreditation is automatically renewed with the new online training certificate if the CTA has not been subject to sanctions during the previous period and its performance has been deemed satisfactory overall by the members of the regional committee (simple notice of no objection).

If this is not the case, and in particular if they have been subject to severe sanctions, they must formally renew their application before the ad hoc regional committee, which will hear them before deciding whether or not to renew their accreditation.

4.5.3 Bonus-Malus of Window B

The FODECC would like the CTAs to be able to continue providing support and advice to farmers in the second and third years of implementing their agroecological transition plan in order order to provide support with a view to achieving sustainable results (*and in particular to be eligible in the long term for climate finance subsidies via the PSE*).

Provided that the farmer is satisfied with the support and advice provided by their advisor, the FODECC will grant them a lump sum of 50,000 CFA francs for year 2 and a second subsidy of 60,000 CFA francs for year 3 to help them pay for the services of their CTA.

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If this is not the case, the grower may request to be supervised by another approved CTA of their choice, under the same terms and conditions.

In practice, if the CTA carries out the reporting tasks requested by the FODECC in year 2 and then in year 3, in addition to its usual support and advisory activities for the farmer:

⇒ *In year 2, an initial instalment of 30,000 CFA francs is paid to the CTA by the FODECC after receipt of its **dated and georeferenced monitoring report** with photographs by **February** at the latest, then a second instalment of 20,000 CFA francs is paid to it after receipt of its **second dated and georeferenced monitoring report** with photographs by **September** at the latest.*

⇒ *In year 3, the same applies to the February report, and the CTA is required to plus the **production of a final report** on the advisory support for the implementation of the agroecological transition plan by **September** at the latest, which will contribute to documenting the farmer's TA Plan closure file in order to justify or not the payment of his bonus. The first and second instalments are 30,000 CFA francs each.*

If the georeferenced online reports are not produced **on time in accordance with FODECC monitoring requirements**, payments to the CTA will be cancelled.

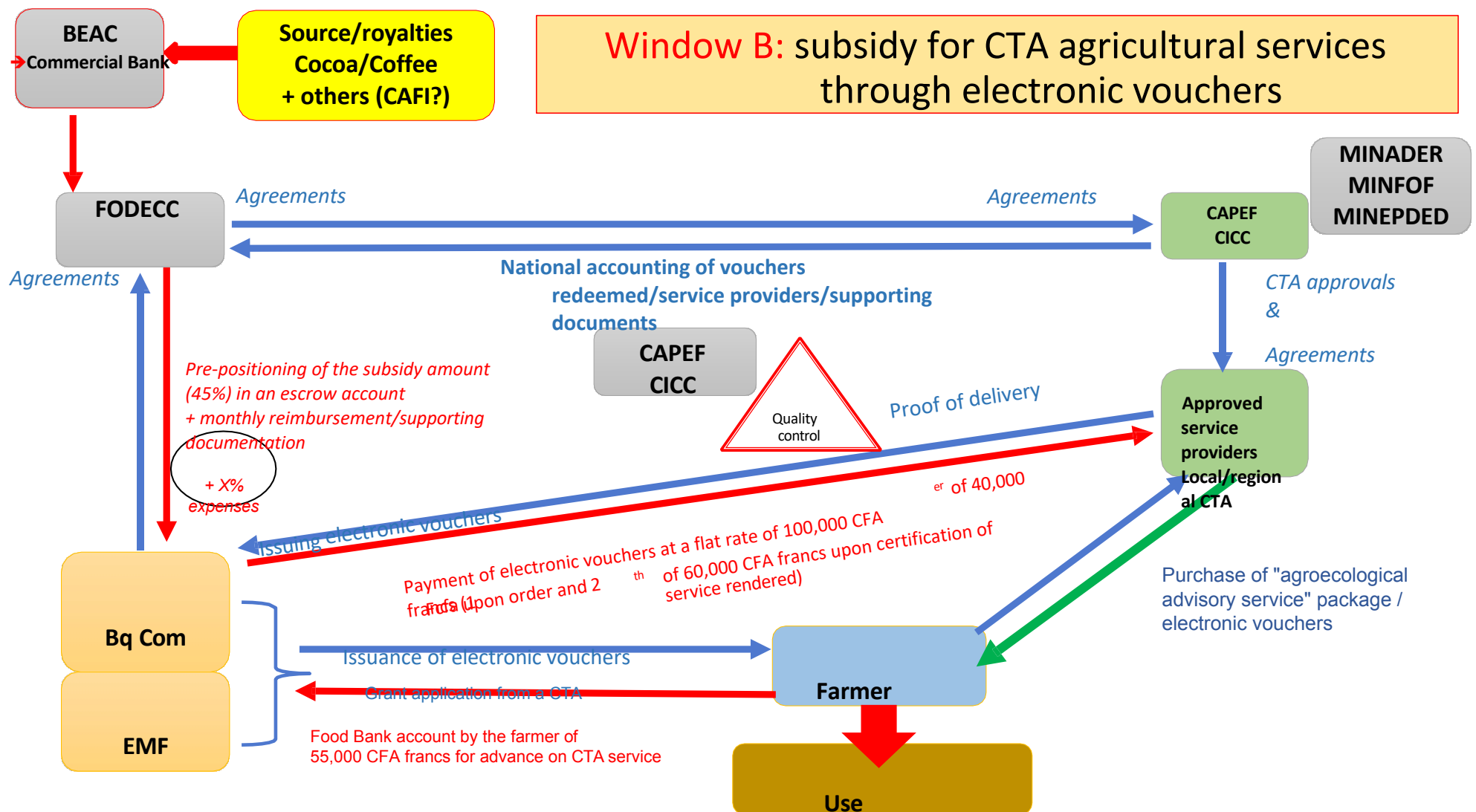


Figure 10: Summary diagram of co-financing for agricultural advisory services provided by the GTA's Guichet B

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4.6 Declaration control and sanctions

The system operates on a declarative basis, but this also requires FODECC to set up a **control mechanism with penalties** for false declarations.

- ⇒ **Random or targeted checks will be carried out** as necessary by the FODECC, either directly with its own technical management teams or via agents and partners from the decentralised services of the technical authorising officers, the CAPF or the CICC.
- ⇒ The agents appointed for this purpose will repeat the GPS survey of the plots and verify their condition. In all cases, the inspection procedures are cross-checked with the GIS geographical data on the server.

With regard to the reference situation areas, the procedures are identical to those of the Producers' Desk, namely:

- ⇒ **For a difference of less than 10%** between the producer's declaration and the reality observed by the inspector, this will be considered acceptable.
- ⇒ **For a difference of between 10% and 20% between the producer's declaration and the actual situation observed**, particularly when the declaration has significantly overestimated the actual area of the plantation, the penalty is a one-year exclusion from the subsidy scheme.
- ⇒ **For a difference exceeding 20%** between the declaration and the actual situation, with the aim of of unduly increasing subsidy entitlements, the penalty is exclusion from the subsidy scheme for a period of three years.
- ⇒ **As the check is carried out using an interconnected smartphone**, the information is automatically transmitted

automatically to the central server. The difference between the initial declaration and the actual situation is recorded automatically.

- ⇒ *In the event of a false declaration, the system immediately blocks the producer's file and they will no longer be able to access the subsidy during the penalty period.*

Regarding the monitoring of the implementation of the three-year agroecological transition plan:

- ⇒ *If the AT plan is correctly followed at the end of year 3, the farmer receives a **bonus of 50%**. **Percentage** of the total value of subsidies granted over three years = **150,000 CFA francs, in the form of electronic vouchers** (according to the simplified terms and conditions of the Producers' Desk)*
- ⇒ ***If the boundaries of permanent forests are encroached upon around the farm** by new agricultural plots beyond 5% of its agricultural area recorded in its baseline situation = **penalty of 50%** of the balance of subsidies remaining to be paid in year 3, up to the total cancellation of the subsidy balance for year 3 if forest losses exceed 10% of the reference agricultural area.*
- ⇒ *In addition, planters who have continued to clear primary forest or old secondary forests will be excluded from all FODECC subsidy processes for the next 5 years.*
- ⇒ ***The system generates reports** on the files that have been penalised and automatically informs microfinance agencies and distributors/input suppliers concerned.*

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5 Implementation of the scheme

For the design of IT tools and the implementation of the system on behalf of FODECC, the latter will call on a specialised operator with solid references in the implementation of similar agricultural subsidy systems using electronic vouchers in Africa, possibly the same as for the implementation of the Producers' Desk (EDENRED).

The operator will be responsible for managing producer identification cards (including linking to the CICC database and its professional cards), the configuration of the FODECC database (management of producer files, partners, mapping and GIS, issuance and execution of e-vouchers, technical management of the scheme, supervision of implementation and operation during the first few years.

The smartphone/tablet application used on a daily basis by producers (*the operation of the*

Internal GPS does not require an active internet connection), microfinance institutions/banks and suppliers/service providers can also operate offline. Data is then automatically updated when reconnected to the network by returning to the vicinity of relay antennas, given that Cameroon's fibre optic coverage, relayed by the antennas of various providers, continues to improve year on year.

The smartphone/tablet application allows for the electronic signature of services rendered, both at the microfinance institution/bank of the producer and at the level of suppliers and service providers, when electronic vouchers are executed.

6 Information and training for stakeholders

A national information campaign is launched each year by FODECC with CICC and CAPEF on radio, TV and in the agricultural and general press to publicise the terms and conditions for granting subsidies and other practical arrangements concerning agricultural subsidies (Producers' Desk and Agroecological Transition Desk) and the electronic voucher system. FODECC uses the most appropriate tools to reach a wide audience with simple, easy-to-understand messages in French and English (short videos, comics, radio messages, social media, etc.).

At the same time, FODECC, CICC and CAPEF are organising centralised information meetings in Yaoundé for stakeholders (umbrella organisations, input suppliers, banks and MFIs, telecommunications and money transfer companies) for explaining in concrete terms the

measures taken for the current year and for the preparation of the following year, and to gather stakeholders' opinions and suggestions for improving the system.

The FODECC and CICC websites (and their dedicated social media pages) are constantly updated to provide the latest information to the various stakeholders, particularly producers. This system will be supplemented by a monitoring and alert mechanism enabling producers and the various partner stakeholders to find answers to their questions in real time.

The smartphone app that each producer and partner in the scheme installs on their own phone includes a communication module where the FODECC and partners post relevant information in real time during each subsidy campaign.

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7 Monitoring and evaluation

FODECC is setting up a monitoring and evaluation system to verify the performance of the Producers Window and the Agroecological Transition Window.

Indicators will be developed and submitted for approval to the FODECC Management Committee. They are classified into three main categories:

Performance indicators

- ⇒ *Designed to provide daily input to FODECC leaders to assist them in decision-making, particularly on operational and tactical issues;*
- ⇒ *They also include financial governance indicators;*

Performance indicators

- ⇒ *Intended to inform the preparation of annual plans and guide the decisions of the FODECC Management Board;*

Impact indicators

- ⇒ *Intended to inform strategic planning at the level of the FODECC Management Committee and at the level of the COPIL at the policy level*

With regard to the impact indicators that should guide the COPIL's strategic planning and decisions, it is customary for the indicators to be defined so that they can be measured and analysed by one or more independent parties. The impact of a process such as the Producer and Agroecological Transition Desks must be measurable at the national level in economic, social and environmental terms. National bodies such as the INS can be used, or data from international or sub-regional organisations with specialised collection and analysis mechanisms.

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8 Appendices

8.1 Obligations of FODECC partner microfinance agencies and networks



Obligations of partner microfinance agencies and networks under the specifications established by

FODECC:

Produce a certificate of membership of ANEMCAM, signed by its President or Secretary General

Provide FODECC with information on the umbrella organisation and its affiliates, in the following format:

- *Photocopy of the licence*
- *Company name*
- *Operational telephone and email contact details*
- *Geolocated photo(s) of EMF's operational agency(ies)*
- *Geolocation of headquarters and full address*
- *Bank details*

Open accounts for cocoa and coffee producers eligible for the subsidy, in accordance with the Agreement with ANEMCAM, referring to COBAC Regulation R-2020/04 on minimum banking services of 3 July 2020, which stipulates that certain banking products and services must be provided free of charge from¹January 2021. To this end, the EMF must specify the conditions of membership for its members.

Receive producers' deposits in a current account

Receive transfers issued by FODECC via its bank account into a current account # Periodically supply the accounts of its affiliates

Receive the set of accounting documents relating to orders co-signed by the supplier of inputs/small equipment and other eligible products and the beneficiary producer

Collect and submit monthly, using the FODECC template, by any means that leaves a trace, the bundle of supporting documents including:

- *+The electronic purchase voucher*
- *+ The corresponding invoice with the producer's QR code*
- *+ Collection voucher*
- *+ the delivery note*
- *+ proof of payment of the producer's share*
- *+the debit notice.*

- **NB:** Any missing supporting documents will block the procurement procedure of the EMF account concerned.

Keep copies of the supporting documents for possible subsequent checks.

Record and report to FODECC any incidents that occur during operations within 48 hours

Provide FODECC with a monthly summary of payments made to suppliers # Provide a monthly summary of money transfers to its affiliates

Secure and ensure the inviolability of deposits made by producers for the purpose of obtaining their subsidies, as well as funds made available by FODECC

Acquire, at its own expense, a terminal with the technical characteristics and properties specified by FODECC and maintain it in good working order

Ensure that each affiliated agency is equipped with a suitable terminal for printing electronic vouchers

Participate in regular quarterly consultation meetings with FODECC

Issue electronic vouchers to producers (beneficiaries) and obtain their signature confirming their willingness to pay

Report any difficulties in implementing the provisions of the specifications to ANEMCAM and FODECC by any means that leaves a trace

Avoid any fraudulent manoeuvres intended to deceive the producer and obtain resources intended for the grant by improper means

resources intended for the subsidy

Allow access to regular checks by FODECC teams

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8.2 Obligations of suppliers of products eligible for FODECC subsidies



Obligations of suppliers (inputs, small equipment, small agricultural machinery and other products and services eligible for FODECC subsidies):

- # Provide a copy of their accreditation as an agrodealer/supplier of agricultural inputs and other equipment and materials intended for agriculture
- # Ensure the availability of subsidised inputs and small agricultural equipment and materials during the period of execution of the Specifications;
- # Ensure that the quality of the product as obtained from the importer/manufacture is maintained and make it available to the producer, in compliance with technical and environmental standards, in accordance with the regulations in force;
- # Maintain the stamping of barcodes or QR codes on products to ensure their traceability, as well as information on the product and conditions for proper use;
- # Provide information to users to ensure good agricultural practices;
- # Communicate information about the distribution network and various updates to FODECC; # Provide advisory support to local distributors:
 - ⇒ *train distributors on new approaches to distribution and payment for inputs financed by FODECC;*
 - ⇒ *strengthen the capacities of distributors in its network on good practices for the use and management of product packaging with a view to transferring knowledge to beneficiary producers;*
 - ⇒ *Collect empty packaging from public authorities in accordance with the autonomous systems model and in compliance with the regulations in force;*
- # Validate orders placed by producers via the Agri4subsidy-Agrodealer application on the Producers' Portal within a maximum of 24 hours;
- # Using the electronic terminal, print out the collection note, co-sign it with the producer and film it; # Issue an invoice and delivery note co-signed with the producer;
- # Prepare the payment package to be kept at the EMF, including the following documents:
 - ⇒ *a delivery note;*
 - ⇒ *A collection note;*
 - ⇒ *the corresponding invoice with the producer's QR code;*
 - ⇒ *the electronic purchase order;*
- # Take part in regular consultation meetings on the national scheme (annual review, planning, etc.). national and regional activities, operational adjustments, etc.);
- # Record, publish and update the list of agricultural inputs (plant protection products, fertilisers and biopesticides) and small agricultural equipment and materials available and their prices on the FODECC electronic platform;
- # Apply the prices approved by the MINCOMMERCE services;
- # Make a commitment to honour the prices communicated during the campaign;
- # Allow access to regular inspections by FODECC teams;
- # Avoid any fraudulent manoeuvres intended to deceive producers and obtain resources intended for subsidies by abusive means;
- # Deliver agricultural inputs corresponding to 100% of the order under the supervision of MINADER decentralised services staff.

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8.3 PM Decree approving the Agricultural Subsidies Procedure Manual

REPUBLIQUE DU CAMEROUN

Paix- Travail- Patrie

ARRETE N° 068 /PM DU 28 AOUT 2019
approuvant et rendant exécutoire le manuel de procédure d'octroi des subventions en intrants et équipements agricoles au Cameroun.-

LE PREMIER MINISTRE, CHEF DU GOUVERNEMENT,

- Vu la Constitution ;
- Vu le décret n°92/089 du 04 mai 1992 précisant les attributions du Premier Ministre, modifié et complété par le décret n°95/145 bis du 04 août 1995;
- Vu le décret n°2011/408 du 09 décembre 2011 portant organisation du Gouvernement, modifié et complété par le décret n°2018/190 du 02 mars 2018 ;
- Vu le décret n°2005/118 du 02 octobre 2005 portant organisation du Ministère de l'Agriculture et du Développement Rural ;
- Vu le décret n°2019/001 du 04 janvier 2019 portant nomination d'un Premier Ministre, Chef du Gouvernement,
- Vu le communiqué final de l'atelier national de validation du manuel de procédure d'octroi des subventions en intrants et équipements agricoles tenu le 15 mai 2019,

ARRETE

Article 1^{er}.- Le manuel de procédure d'octroi des subventions en intrants et équipements agricoles au Cameroun joint en annexe est, à compter de la date de signature du présent arrêté, approuvé et rendu exécutoire.

Article 2.- Le manuel de procédure ainsi approuvé détermine les acteurs et définit les grandes étapes dans la procédure susvisée.

Article 3.- La période d'expérimentation de la mise en œuvre du présent manuel de procédure ne peut excéder trois (03) ans.

Article 4.- Les Ministres en charge de l'agriculture, de l'économie et des finances, ainsi que les responsables des établissements publics concernés sont chargés chacun en ce qui le concerne de l'exécution du présent arrêté.

Article 5.- Le présent arrêté sera enregistré et publié suivant la procédure d'urgence, puis inséré au Journal Officiel en français et en anglais. /-

SERVICES DU PREMIER MINISTRE
SECRETARIAT GENERAL
DIRECTION DES AFFAIRES ADMINISTRATIVES
ET DES REQUETES

COPIE CERTIFIEE CONFORME



Joseph DION NGUTE

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8.4 Decree establishing the National Steering Committee for Agricultural Subsidies

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

SERVICES DU PREMIER MINISTRE

SECRETARIAT GENERAL

N° B70/d-3 /SG/PM



REPUBLIC OF CAMEROON
Peace – Work – Fatherland

PRIME MINISTER'S OFFICE

SECRETARIAT GENERAL

Yaoundé, le

19 MAR 2021

LE SECRETAIRE GENERAL
The Secretary General

A Monsieur le Ministre de l'Agriculture et du
Développement Rural

- YAOUNDE -

Réf : V/L n°01526/L/MINADER/SG/DAJ/CER du 05 octobre 2020.

Objet : Création du Comité de pilotage et d'orientation
chargé de la mise en œuvre de la politique d'octroi des Subventions
en intrants et équipements agricoles au Cameroun.

Faisant suite à votre correspondance visée en référence, relative à l'objet
porté en marge,

J'ai l'honneur de vous faire tenir en retour ci-joint, dûment visé, le projet
d'arrêté portant création du Comité susmentionné, dont les activités seront
financées par le budget de votre département ministériel.

Par ailleurs, le **Premier Ministre, Chef du Gouvernement** a prescrit
qu'un rapport annuel d'activités soit transmis dans ses Services, à l'effet de
s'assurer de la performance de ladite instance. /-

Copie : MINFI.

P.J.: 01.



POUDA Séraphin Magloire

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REPUBLIQUE DU CAMEROUN

PAIX-TRAVAIL-PATRIE

ARRETE N° **00079** / MINADER DU **23 MAR 2021**
portant création, organisation et fonctionnement du Comité de pilotage et
d'orientation chargé de la mise en œuvre de la politique d'octroi des
subventions agricoles au Cameroun.-

LE MINISTRE DE L'AGRICULTURE ET DU DEVELOPPEMENT RURAL,

- Vu** la Constitution ;
- Vu** la loi n°2018/011 du 11 juillet 2018 portant code de transparence et de bonne gouvernance dans la gestion des finances publiques au Cameroun ;
- Vu** la loi n°2018/012 du 11 juillet 2018 portant régime financier de l'Etat et des autres entités publiques ;
- Vu** le décret n°2005/118 du 15 avril 2005 portant organisation du Ministère de l'Agriculture et du Développement Rural ;
- Vu** le décret n°2011/408 du 09 décembre 2011 portant organisation du gouvernement, modifié et complété par le décret n°2018/190 du 02 mars 2018 ;
- Vu** le décret n°2019/001 du 04 janvier 2019 portant nomination d'un Premier Ministre, Chef du Gouvernement ;
- Vu** le décret n°2018/9387/PM du 30 novembre 2018 fixant les modalités de création, d'organisation et de fonctionnement des Comités et Groupes de travail interministériels et ministériels, modifié et complété par le décret n°2020/0998/PM du 13 mars 2020 ;
- Vu** l'arrêté n°025/CAB/PM du 05 février 2019 fixant le montant des indemnités de session versées lors des travaux des Comités et Groupes de Travail interministériels et ministériels ;
- Vu** l'arrêté n°068/PM du 28 août 2019 approuvant et rendant exécutoire le manuel de procédures des subventions en intrants et équipements agricoles au Cameroun,

ARRETE :

CHAPITRE I

DES DISPOSITIONS GENERALES

ARTICLE 1^{er}. - Le présent arrêté porte création, organisation et fonctionnement du Comité de pilotage et d'orientation chargé de la mise en œuvre de la politique des subventions des intrants et équipements agricoles au Cameroun, ci-après désigné "le Comité".

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ARTICLE 2.- Au sens du présent arrêté, les procédures d'octroi des subventions agricoles concernent :

- la catégorie 1 : les intrants (semences/plants, engrais et produits phytosanitaires) ; traitée comme subvention de masse ;
- la catégorie 2 : les équipements et machines de production ou de transformation des produits d'origine végétale ;
- la Catégorie 3 : les aménagements et les infrastructures socio-économiques ;
- la Catégorie 4 : les appuis financiers ;
- la Catégorie 5 : l'appui conseil et l'accompagnement technique.

ARTICLE 3.- Placé sous l'autorité du Ministre de l'Agriculture et du Développement Rural, le Comité a pour missions :

- de définir la politique et la stratégie des subventions agricoles au Cameroun ;
- de planifier à court et à moyen termes la mise en œuvre de la stratégie des subventions agricoles ;
- d'adopter les budgets annuels des subventions ;
- d'arrêter la liste des filières ainsi que la nature et les niveaux de subventions applicables ;
- d'approuver les demandes de financement à soumettre aux partenaires financiers ;
- d'approuver les rapports semestriels et annuels d'activités techniques et financières.

CHAPITRE II

DE L'ORGANISATION ET DU FONCTIONNEMENT

ARTICLE 4. - (1) Le Comité se compose ainsi qu'il suit :

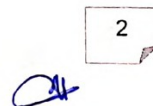
Président : Le Ministre de l'Agriculture et du Développement Rural ;

Vice-présidents :

- le Ministre de l'Economie, de la Planification et de l'Aménagement du Territoire ;
- le Ministre des Finances.

Membres :

- un (01) représentant du Ministère du Commerce ;
- un (01) représentant du Ministère de la Recherche Scientifique et de l'Innovation ;
- un (01) représentant de la Chambre d'Agriculture, des Pêches, de l'Elevage et des Forêts (CAPEF) ;
- un (01) représentant des collectivités territoriales décentralisées (CVUC) ;



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- un (01) représentant du réseau des fournisseurs agricoles ;
- un (01) représentant du réseau des banques commerciales ;
- un (01) représentant des Etablissements de Micro-finance ;
- le Directeur du Développement de l'Agriculture (MINADER) ;
- le Directeur des Ressources Financières et du Patrimoine (MINADER) ;
- le Directeur des Etudes, des Programmes et de la Coopération (MINADER) ;
- le Directeur de la Réglementation, du Contrôle de Qualité des Intrants et des Produits Agricoles (MINADER).

(2) Les membres du Comité sont désignés par les administrations et structures auxquelles ils appartiennent.

(3) Lorsqu'un membre perd la qualité au titre de laquelle il siège au sein du Comité, il cesse d'en être membre.

(4) Le président peut inviter, à titre consultatif, toute personne dont l'expertise peut aider ou faciliter les travaux du Comité.

(5) Les partenaires techniques et financiers impliqués dans le secteur peuvent être invités à participer aux travaux du Comité en qualité d'observateurs.

(6) Les présidents des interprofessions agricoles impliquées peuvent être invités à participer aux travaux du Comité en qualité d'observateurs.

ARTICLE 5.- (1) Le Comité se réunit au moins deux (02) fois par an en session ordinaire et au plus deux (02) fois par an en session extraordinaire, sur convocation de son Président.

(2) Les convocations auxquelles sont joints les documents de travail, précisent la date, l'heure, le lieu et l'ordre du jour de la session. Elles doivent parvenir aux membres du Comité au plus tard quinze (15) jours avant la date prévue pour la tenue de la session.

ARTICLE 6.- Pour l'accomplissement de ses missions, le Comité dispose d'un Secrétariat Technique assuré par la Direction des Organisations Professionnelles Agricoles et de l'Appui aux Exploitations Agricoles.

ARTICLE 7.- Le Secrétariat Technique est chargé :

- de la préparation, de l'organisation matérielle et de la rédaction des comptes rendus des réunions et des rapports divers ;
- de la collecte, de la centralisation et de l'archivage des documents de travail ;
- du suivi de la mise en œuvre des recommandations issues des sessions du Comité de pilotage ;
- de l'exécution de toute autre mission à lui confiée par le Comité de pilotage.



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ARTICLE 8. La composition des membres du Comité est constatée par une décision du Ministre de l'Agriculture et du Développement Rural.

ARTICLE 9. (1) La Direction des Organisations Professionnelles Agricoles et de l'Appui aux Exploitations Agricoles est responsable de l'opérationnalisation des activités de subventions agricoles. Elle est secondée dans les Régions par les Commissions régionales de sélection et les Commissions départementales de sélection.

(2) La composition des Commissions visées à l'alinéa 1 ci-dessus est constatée par décision du Ministre en charge de l'agriculture.

CHAPITRE III

DES DISPOSITIONS DIVERSES ET FINALES

ARTICLE 10.- (1) Les fonctions de Président, Vice-présidents, membres du Comité et de membres du secrétariat technique sont gratuites.

(2) Toutefois, les intéressés ainsi que les personnes invitées à titre consultatif, bénéficient d'indemnités de session conformément à la réglementation en vigueur.

(3) Ils peuvent en outre prétendre au remboursement des frais occasionnés par la tenue des sessions, sur présentation des pièces justificatives.

ARTICLE 11.- Les dépenses de fonctionnement du Comité sont inscrites au budget du Ministère de l'Agriculture et du Développement Rural.

ARTICLE 12.- Les Ministres en charge de l'Agriculture, de l'Economie et des Finances, sont chargés chacun en ce qui le concerne de l'exécution du présent arrêté.

ARTICLE 13.- Le présent Arrêté sera enregistré et publié selon la procédure d'urgence, puis inséré au Journal Officiel en français et en anglais. /-

Yaoundé, le 23 MAR 2021

SERVICES DU PREMIER MINISTRE VISA
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**LE MINISTRE DE L'AGRICULTURE ET
DU DEVELOPPEMENT RURAL,**



Gabriel MBAIROBE

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8.5 Presidential Decree on the Reorganisation of FODECC – 14 January 2025



LE PRESIDENT DE LA REPUBLIQUE,

Vu la Constitution ;

Vu la loi n° 95/11 du 27 juillet 1995 portant organisation du commerce du cacao et du café, modifiée et complétée par la loi n° 2004/025 du 30 décembre 2004 ;

Vu la loi n° 2017/010 du 12 juillet 2017 portant Statut Général des Etablissements Publics ;

Vu la loi n° 2018/011 du 11 juillet 2018 portant Code de Transparence et de bonne Gouvernance dans la gestion des Finances Publiques au Cameroun ;

Vu la loi n° 2018/012 du 11 juillet 2018 portant Régime Financier de l'Etat et des autres entités publiques ;

Vu le décret n° 2011/408 du 09 décembre 2011 portant organisation du Gouvernement, modifié et complété par le décret n° 2018/190 du 02 mars 2018 ;

Vu le décret n° 2018/366 du 20 juin 2018 portant Code des marchés publics ;

Vu le décret n° 2019/320 du 19 juillet 2019 précisant les modalités d'application de certaines dispositions des lois n° 2017/010 et n° 2017/011 du 12 juillet 2017 ;

Vu le décret n° 2019/322 du 19 juin 2019 fixant les catégories d'Etablissements Publics, la rémunération, les indemnités et les avantages de leurs dirigeants ;

Vu le décret n° 2020/375 du 07 juillet 2020 portant Règlement Général de la comptabilité Publique,

DECRETE :

CHAPITRE I

DISPOSITIONS GENERALES

ARTICLE 1^{er}. - Le présent décret porte réorganisation et fonctionnement du Fonds de Développement des Filières Cacao et Café, en abrégé « **FODECC** » et ci-après désigné « **le Fonds** ».

ARTICLE 2.- (1) Le Fonds est un établissement public à caractère économique et financier doté de la personnalité juridique et de l'autonomie financière.

(2) Son siège est fixé à Yaoundé. Il peut être transféré en toute autre localité du territoire national, par décret du Président de la République.

(3) Des antennes, bureaux ou représentations peuvent, en tant que de besoin, être créées à l'intérieur ou à l'extérieur du territoire national, par résolution du Conseil d'Administration.

ARTICLE 3.- (1) Le Fonds a pour mission d'assurer le financement et le paiement des prestations relatives :

- à l'appui et à la relance des filières cacao et café ;
- au soutien à la recherche appliquée sur ces produits et à l'amélioration de leur qualité ;
- à l'appui aux programmes de formation et d'information des opérateurs des filières cacao et café ;
- à la promotion de la transformation et de la consommation locales du cacao et du café.

(2) Le Fonds peut exercer toutes autres opérations financières, commerciales, mobilières et immobilières se rattachant directement ou indirectement aux activités définies à l'alinéa 1 ci-dessus, ou de nature à favoriser le développement des filières cacao et café.

ARTICLE 4.- Le Fonds peut contribuer au financement des opérations spéciales et stratégiques de l'Etat, après autorisation préalable du Président de la République.

CHAPITRE II DE LA TUTELLE

ARTICLE 5.- (1) Le Fonds est placé sous la double tutelle technique du Ministère en charge du commerce et du Ministère en charge de l'agriculture.

(2) Les tutelles techniques ont pour objet de s'assurer :

- que les activités menées par le Fonds sont conformes aux orientations des politiques publiques du Gouvernement dans le secteur concerné, sous réserve des compétences reconnues au Conseil d'Administration ;
- de la conformité des résolutions du Conseil d'Administration aux lois et règlements, ainsi qu'aux orientations des politiques sectorielles.

ARTICLE 6.- (1) Le Fonds est placé sous la tutelle financière du Ministère en charge des finances.

(2) La tutelle financière a pour objet de s'assurer :

- de la conformité des opérations de gestion à incidence financière du Fonds à la réglementation sur les finances publiques d'une part, et de la régularité a posteriori des comptes d'autre part ;
- de la régularité des résolutions du Conseil d'Administration à incidence financière ;



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- de la soutenabilité des engagements financiers et de la cohérence générale des plans de performance du Fonds aux programmes sectoriels.

ARTICLE 7.- (1) Les tutelles techniques et financière, en liaison avec le Conseil d'Administration, concourent au suivi de la performance du Fonds.

(2) Le Fonds adresse aux tutelles techniques et financière tous documents et informations relatifs à sa gestion, notamment les projets de performance, les plans d'actions, les rapports annuels de performance, le rapport du Contrôleur financier, les comptes administratif et de gestion, l'état à jour de la situation du personnel et la grille salariale.

(3) Le Ministre chargé de la commercialisation du café et du cacao, le Ministre chargé de l'agriculture et le Ministre chargé des finances adressent, chacun en ce qui le concerne, au Président de la République, un rapport annuel sur la situation du Fonds.

CHAPITRE III **DE LA QUALITE D'ORDONNATEUR**

ARTICLE 8.- Au sens du présent décret, la qualité d'ordonnateur des dépenses du Fonds est reconnue aux responsables ci-après :

- le Ministre chargé de la commercialisation du cacao et du café en ce qui concerne, d'une part, l'appui aux programmes de formation et d'information des opérateurs des filières cacao et café, la consommation locale du cacao et du café et, d'autre part, la promotion et la défense d'un label de qualité pour le cacao et le café, ainsi que la recherche des niches de marchés pour ces produits ;
- le Ministre chargé de la recherche scientifique en ce qui concerne le soutien à la recherche appliquée sur ces produits et à l'amélioration de leur qualité ;
- le Ministre chargé de l'agriculture en ce qui concerne l'encadrement des producteurs et la vulgarisation des itinéraires techniques, ainsi que des travaux d'aménagement des pistes cacaoyères et caféières ;
- le Ministre chargé de l'industrie en ce qui concerne la promotion de la transformation locale ;
- le Directeur Général du Fonds en ce qui concerne le budget de fonctionnement et d'équipement du Fonds ;
- le Directeur Général du Fonds, sur avis conforme du Conseil d'Administration, en ce qui concerne les prestations d'audit technique, comptable et financier.

<http://www.prc.cm>

ARTICLE 9.- (1) Dans le cadre du financement des opérations spéciales et stratégiques de l'Etat, visées à l'article 4 ci-dessus, le Conseil d'Administration du Fonds entérine, par résolution, le financement desdites opérations.

(2) La qualité d'ordonnateur des dépenses relatives aux opérations visées à l'alinéa 1 ci-dessus, est reconnue au Directeur Général du Fonds.



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ARTICLE 10.- Chaque ordonnateur est chargé, dans le cadre de son domaine de compétence, notamment :

- de l'étude et de l'élaboration des programmes annuels et pluriannuels des travaux et prestations bénéficiant du concours du Fonds ;
- de l'évaluation financière des programmes en vue de l'inscription au budget des dépenses correspondantes ;
- de la passation des marchés conformément à la réglementation en vigueur ;
- du suivi de l'exécution et de la réception des travaux et des prestations ;
- de la détermination de l'enveloppe des subventions relevant de son domaine de compétence ;
- de l'ordonnancement des dépenses.

CHAPITRE IV **DES ORGANES DE GESTION**

ARTICLE 11.- Le Fonds est administré par deux (02) organes :

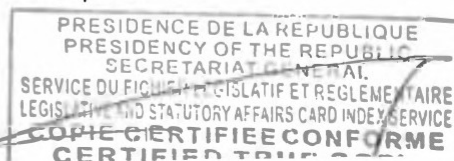
- le Conseil d'Administration ;
- la Direction Générale.

SECTION I **DU CONSEIL D'ADMINISTRATION**

ARTICLE 12.- (1) Le Conseil d'Administration du Fonds comprend douze (12) membres dont le Président.

(2) Outre le Président, le Conseil d'Administration est composée ainsi qu'il suit :

- un (01) représentant de la Présidence de la République ;
- un (01) représentant des Services du Premier Ministre ;
- un (01) représentant du Ministère en charge de la commercialisation du cacao et du café ;
- un (01) représentant du Ministère en charge des finances ;
- un (01) représentant du Ministère en charge de l'agriculture ;
- un (01) représentant du Ministère en charge de la recherche scientifique ;
- un (01) représentant du Ministère en charge de l'économie ;
- deux (02) représentants du Conseil interprofessionnel dont l'un pour le café et l'autre pour le cacao ;
- un (01) représentant de l'Office National de Commercialisation du Cacao et du Café ;
- un (01) représentant du personnel élu par ses pairs.



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ARTICLE 13.- (1) Le Président du Conseil d'Administration du Fonds est nommé par décret du Président de la République, pour un mandat de trois (03) ans renouvelable une (01) fois.

(2) Les membres du Conseil d'Administration du Fonds sont nommés par décret du Président de la République, sur proposition des administrations ou organisations qu'ils représentent, pour un mandat de trois (03) ans éventuellement renouvelable une (01) fois.

ARTICLE 14.- (1) Le mandat d'Administrateur prend fin :

- par décès ou par démission ;
- à la suite de la perte de la qualité ayant motivé sa nomination ;
- par révocation à la suite d'une faute grave ou des agissements incompatibles avec la fonction d'Administrateur ;
- à l'expiration normale de sa durée.

(2) Dans les cas prévus à l'alinéa 1 ci-dessus, il est pourvu au remplacement d'un Administrateur dans les mêmes formes que sa désignation.

ARTICLE 15.- (1) Six (06) mois avant l'expiration du mandat d'un membre du Conseil d'Administration, le Président du Conseil saisit la structure qu'il représente en vue de son remplacement.

(2) Aucun membre ne peut siéger une fois son mandat expiré.

(3) En cas d'expiration du mandat du Président du Conseil d'Administration, les Ministres chargés de la commercialisation du cacao et du café et de l'agriculture saisissent l'autorité investie du pouvoir de nomination.

ARTICLE 16.- (1) Le Président et les membres du Conseil d'Administration sont soumis aux mesures restrictives et d'incompatibilités prévues par la législation en vigueur.

(2) Le Président et les membres du Conseil d'Administration, ainsi que toutes autres personnes invitées à prendre part aux sessions du Conseil sont en outre astreints à l'obligation de discrétion pour les informations, faits et actes dont ils ont connaissance dans l'exercice de leur fonction.

ARTICLE 17.- (1) Les membres du Conseil d'Administration du Fonds ayant au cours de leur mandat directement ou indirectement des intérêts dans une affaire en relation avec le Fonds ou ayant un intérêt personnel dans celui-ci, à l'exception d'un contrat de travail pour l'administrateur représentant du personnel, sont tenus d'en informer le Conseil d'Administration.

(2) Il est interdit au Fonds d'accorder un prêt à titre individuel à l'un de ses administrateurs.



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ARTICLE 18.- (1) Le Président du Conseil d'Administration bénéficie d'une allocation mensuelle, ainsi que des avantages. Le montant de l'allocation mensuelle, ainsi que les avantages, sont fixés par le Conseil d'Administration, conformément à la réglementation en vigueur.

(2) Les Administrateurs bénéficient d'une indemnité de session fixée par une résolution du Conseil d'Administration, dans la limite des plafonds définis par la réglementation en vigueur. Ils peuvent prétendre au remboursement des dépenses occasionnées par les sessions, sur présentation des pièces justificatives.

ARTICLE 19.- (1) Le Conseil d'Administration a les pouvoirs pour définir, orienter la politique générale du Fonds et en évaluer la gestion, dans les limites fixées par ses missions et conformément à la législation et réglementation en vigueur.

A ce titre, il :

- fixe les objectifs et approuve les projets de performance du Fonds;
- adopte le budget accompagné du projet de performance du Fonds et arrête de manière définitive les comptes ;
- approuve les rapports annuels de performance et les rapports d'activités ;
- adopte l'organigramme et le règlement intérieur ;
- autorise le recrutement de tout le personnel, conformément au plan de recrutement proposé par le Directeur Général ;
- autorise le licenciement du personnel sur proposition du Directeur Général ;
- nomme, sur proposition du Directeur Général, aux postes de responsabilité aux rangs de Sous-Directeur, de Directeur et assimilés ;
- accepte tous dons, legs et subventions ;
- approuve les contrats de performance ou toutes autres conventions préparés par le Directeur Général et ayant une incidence sur le budget ;
- autorise toute aliénation de biens meubles ou immeubles, corporels ou incorporels, conformément à la réglementation en vigueur ;
- s'assure du respect des règles de gouvernance et commet des audits afin de garantir la bonne gestion du Fonds ;
- fixe les rémunérations et les avantages du personnel, dans le respect des lois et règlements en vigueur et des prévisions budgétaires ;
- fixe le montant de l'allocation et les avantages du Président du Conseil d'Administration, ainsi que le montant des indemnités des membres dudit Conseil, conformément à la réglementation en vigueur ;
- fixe les rémunérations mensuelles et avantages du Directeur Général et du Directeur Général Adjoint dans le respect des lois et règlements <http://www.prc.cm>
- veille à la collecte par le Fonds ou par les autres administrations et les organismes compétents des ressources financières ;
- veille au versement direct et total de ses ressources dans le compte du Fonds ouvert auprès de la Banque Centrale ;



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- veille à la diligence dans le paiement au Fond des prestations réalisées ;
- approuve les programmes à financer par le Fonds et les budgets correspondants ;
- veille au respect des plafonds des dépenses du Fonds ;
- veille au contrôle de la régularité des contrats et d'exécution des travaux et des prestations financés par le Fonds ;
- précise les modalités d'affectation des crédits budgétaires au titre de la ligne d'urgence.

(2) Le Conseil d'Administration peut déléguer au Directeur Général certains de ses pouvoirs.

ARTICLE 20.- (1) Le Président du Conseil d'Administration convoque et préside les réunions du Conseil. Il veille à l'application de ses résolutions.

(2) Le Président du Conseil d'Administration peut inviter à titre consultatif toute personne physique ou morale, en raison de ses compétences sur les questions inscrites à l'ordre du jour, à prendre part aux travaux du Comité de Gestion.

ARTICLE 21.- (1) En cas de vacance de la Présidence du Conseil d'Administration suite au décès, à la démission ou à la défaillance du Président, les sessions du Conseil d'Administration sont convoquées par le Ministre chargé des finances à la diligence du Directeur Général, ou des deux tiers (2/3) des membres du Conseil d'Administration.

(2) Les sessions du Conseil d'Administration convoquées conformément à l'alinéa 1 ci-dessus sont présidées par un membre du Conseil élu par ses pairs.

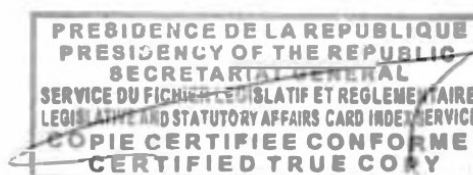
ARTICLE 22.- (1) Sur convocation de son Président, le Conseil d'Administration se réunit obligatoirement au moins deux (02) fois par an en session ordinaire dont :

- une (01) session consacrée à l'examen du projet de performance et à l'adoption du budget ;
- une (01) session consacrée à l'arrêt des comptes.

(2) Le Conseil d'Administration peut être convoqué en session extraordinaire sur un ordre du jour précis, à la demande de son Président ou des deux tiers (2/3) de ses membres.

(3) Le Président du Conseil d'Administration est défaillant lorsqu'il ne convoque pas au moins deux (02) sessions du Conseil d'Administration par an.

(4) En cas de refus de convoquer une session du Conseil conformément à l'alinéa 1 ci-dessus, les deux tiers (2/3) des membres saisissent le Ministre chargé des finances qui convoque le Conseil d'Administration sur un ordre du jour déterminé.



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ARTICLE 23.- (1) Les convocations, accompagnées des dossiers à examiner, sont adressées aux membres du Conseil d'Administration par tout moyen laissant trace écrite quinze (15) jours au moins avant la date prévue pour la session. En cas d'urgence, ce délai peut être ramené à cinq (05) jours.

(2) Les convocations indiquent l'ordre du jour, la date, le lieu et l'heure de la session.

ARTICLE 24.- (1) Tout membre du Conseil d'Administration empêché peut se faire représenter aux travaux du Conseil par un autre membre.

(2) Aucun Administrateur ne peut, au cours d'une même session, représenter plus d'un Administrateur.

(3) Tout membre présent ou représenté à une session du Conseil d'Administration est considéré comme ayant été dûment convoqué.

(4) En cas d'empêchement du Président, le Conseil d'Administration élit en son sein, à la majorité simple des membres présents ou représentés, un Président de séance.

ARTICLE 25.- Le Conseil d'Administration examine toute question inscrite à l'ordre du jour soit par le Président, soit à la demande de deux tiers (2/3) des administrateurs.

ARTICLE 26.- Le secrétariat des sessions du Conseil d'Administration est assuré par le Directeur Général du Fonds.

ARTICLE 27.- (1) Le Conseil d'Administration ne peut valablement délibérer sur toute question inscrite à l'ordre du jour de sa session que si les deux tiers (2/3) au moins de ses membres sont présents ou représentés. Si le quorum n'est pas atteint lors de la première convocation, il est, pour la convocation suivante, ramené à la moitié des membres du Conseil d'Administration.

(2) Chaque membre dispose d'une voix. Les décisions sont prises à la majorité simple des voix des membres présents ou représentés. En cas d'égalité des voix, celle du Président est prépondérante.

ARTICLE 28.- (1) Les décisions du Conseil d'Administration prennent la forme des résolutions. Elles sont signées séance tenante par le Président du Conseil d'Administration ou le Président de séance, le cas échéant, et un administrateur.

(2) Les décisions du Conseil d'Administration prennent effet à compter de leur adoption.

ARTICLE 29.- (1) Les délibérations du Conseil d'Administration font l'objet d'un procès-verbal signé par le Président du Conseil d'Administration ou de séance et le Directeur Général. Le procès-verbal mentionne outre les noms des membres présents ou représentés, ceux des personnes conviées à titre consultatif. Il est lu et approuvé par le Conseil d'Administration à l'occasion d'une session du Conseil.



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(2) Les procès-verbaux de séance sont consignés dans un registre spécial tenu au siège du Fonds.

ARTICLE 30.- (1) Pour l'accomplissement de ses missions, le Conseil d'Administration peut créer en son sein et en tant que de besoin, des Comités et des Commissions avec des missions spécifiques et dont le nombre ne peut excéder quatre.

(2) Les membres des Comités ou des Commissions bénéficient des facilités de travail et des indemnités dans la limite des plafonds fixés par la réglementation en vigueur.

SECTION II DE LA DIRECTION GENERALE

ARTICLE 31.- (1) La Direction Générale du Fonds est placée sous l'autorité d'un Directeur Général, éventuellement assisté d'un Directeur Général Adjoint.

(2) Le Directeur Général et le Directeur Général Adjoint sont nommés par décret du Président de la République.

ARTICLE 32.- (1) Le Directeur Général et le Directeur Général Adjoint sont nommés pour un mandat de trois (03) ans éventuellement renouvelable deux (02) fois.

(2) Le renouvellement prévu à l'alinéa 1 ci-dessus est tacite.

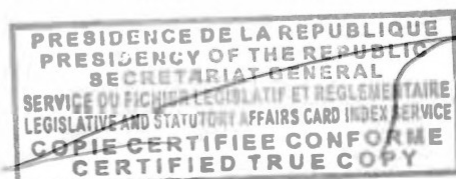
(3) Dans tous les cas, les mandats cumulés du Directeur Général ou de son Adjoint ne peuvent excéder neuf (09) ans.

ARTICLE 33.- Le Directeur Général et le Directeur Général Adjoint sont soumis aux mesures restrictives et d'incompatibilités prévues par la législation en vigueur.

ARTICLE 34.- (1) Sous le contrôle du Conseil d'Administration, le Directeur Général est chargé de l'application de la politique générale et de la gestion du Fonds.

A ce titre, il est chargé notamment :

- d'assurer la direction technique, administrative et financière du Fonds ;
- d'élaborer le programme d'activités annuelles du Fonds ;
- de préparer le projet de budget et de performance, de produire le compte administratif, ainsi que le rapport annuel de performance ;
- d'assurer le secrétariat des travaux du Conseil d'Administration auxquels il prend part avec voix consultative ;
- de préparer les résolutions du Conseil d'Administration et veiller à leur exécution ;
- de proposer un plan de recrutement du personnel au Conseil d'Administration ;
- de nommer le personnel sous réserve des compétences dévolues au Conseil d'Administration ;



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- de recruter le personnel temporaire, occasionnel et saisonnier selon les nécessités de service et conformément à la réglementation en vigueur ;
- de licencier le personnel temporaire, occasionnel et saisonnier conformément à la réglementation en vigueur ;
- de gérer les biens meubles et immeubles, corporels ou incorporels du Fonds dans le respect de ses missions et des pouvoirs du Conseil d'Administration ;
- de suivre les opérations de collecte et de reversement des ressources dans les comptes bancaires du Fonds ;
- d'apposer le visa sur les projets de contrats avant leur signature par l'Ordonnateur au titre du contrôle de la régularité des contrats, de la disponibilité des ressources et de l'éligibilité des dépenses ;
- de procéder au contrôle de la conformité des dépenses supportées par le Fonds ;
- d'assurer le règlement des prestations ;
- d'exécuter le financement des opérations spéciales et stratégiques de l'Etat prévues à l'article 4 du présent décret ;
- de fournir périodiquement, au moins une (01) fois par trimestre, aux différents ordonnateurs, chacun en ce qui le concerne, les informations sur le suivi de ses opérations financières en faisant le lien entre la programmation et la réalisation ;
- de représenter le Fonds dans tous les actes de la vie civile et en justice.

(2) Le Directeur Général peut déléguer une partie de ses pouvoirs au Directeur Général Adjoint ou à certains responsables du Fonds.

ARTICLE 35.- (1) Le Directeur Général ou son Adjoint <http://www.prc.cm>, est responsable devant le Conseil d'Administration qui peut le sanctionner en cas de faute grave de gestion ou de comportement susceptible de nuire à la bonne marche ou à l'image du Fonds.

(2) Dans les cas prévus à l'alinéa 1 ci-dessus, le Président du Conseil d'Administration est tenu de convoquer une session extraordinaire au cours de laquelle le Directeur Délégué ou son Adjoint est entendu.

(3) Le dossier comprenant les griefs est transmis au Directeur Général ou à son Adjoint dix (10) jours au moins avant la date prévue de la session extraordinaire.

(4) Le débat devant le Conseil d'Administration est contradictoire.

(5) Le Conseil d'Administration ne peut valablement délibérer qu'en présence d'au moins deux tiers (2/3) de ses membres. Aucune représentation n'est admise dans ce cas.

ARTICLE 36.- (1) Le Conseil d'Administration peut prendre à l'encontre du Directeur Général ou du Directeur Général Adjoint, les sanctions suivantes :



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- suspension de certains pouvoirs ;
- suspension de ses fonctions pour une période limitée avec effet immédiat ;
- suspension de ses fonctions avec effet immédiat assortie d'une demande de révocation adressée à l'autorité investie du pouvoir de nomination.

(2) Les décisions sont transmises pour information aux Ministres chargés de la commercialisation du cacao et du café et de l'agriculture ainsi qu'au Ministre chargé des finances, à la diligence du Président du Conseil d'Administration.

ARTICLE 37.- En cas de suspension des fonctions du Directeur Général ou du Directeur Général Adjoint, le Conseil d'Administration prend les dispositions nécessaires pour assurer la bonne marche du Fonds.

ARTICLE 38.- (1) En cas d'empêchement temporaire du Directeur Général, l'intérim est assuré par son Adjoint.

(2) Dans le cas où l'Administration du Fonds n'est pas pourvue d'un Directeur Général Adjoint, l'intérim est assuré par un responsable ayant au moins rang de Directeur, désigné par le Directeur Général.

(3) En cas de vacance du poste de Directeur Général pour cause de décès, de démission ou de mandat arrivé à échéance, le Conseil d'Administration prend toutes les dispositions nécessaires pour le bon fonctionnement du Fonds, en attendant la nomination d'un nouveau Directeur Général par l'autorité investie du pouvoir de nomination.

CHAPITRE V DU PERSONNEL

ARTICLE 39.- Font partie du personnel du Fonds :

- le personnel recruté par le Fonds ;
- les fonctionnaires en détachement ;
- les agents de l'Etat relevant du Code du Travail mis à la disposition du Fonds ;
- le personnel occasionnel, saisonnier et temporaire dont les modalités de recrutement, de rémunération et de rupture de contrat sont fixées par les statuts du personnel.

ARTICLE 40.- Les fonctionnaires en détachement et les agents de l'Etat relevant du Code du Travail mis à la disposition du Fonds relèvent, pendant toute la durée de leur emploi, de la législation du travail, sous réserve des dispositions du Statut Général de la fonction publique et des statuts spécifiques relatifs à la retraite, à l'avancement, et à la fin du détachement.

ARTICLE 41.- (1) Les fonctionnaires en détachement et les agents de l'Etat relevant du code du travail sont, quel que soit leur statut d'origine, pris totalement en charge par le Fonds.



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(2) La prise en charge visée à l'alinéa 1 ci-dessus, concerne le salaire et ses accessoires, les indemnités, les primes et les autres avantages servis par le Fonds.

ARTICLE 42.- (1) La responsabilité civile et/ou pénale du personnel du Fonds est soumise aux règles de droit commun.

(2) Les conflits entre le personnel et le Fonds relèvent de la compétence des juridictions de droit commun.

ARTICLE 43.- L'acte de nomination du Directeur Général et du Directeur Général Adjoint, ne leur confère pas la qualité d'employé du Fonds, à moins que les intéressés ne soient préalablement dans une relation contractuelle avec le Fonds.

CHAPITRE VI DES DISPOSITIONS FINANCIERES

SECTION I DES RESSOURCES

ARTICLE 44.- (1) Les ressources financières du Fonds sont constituées par :

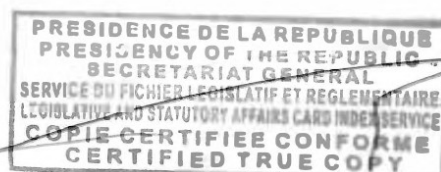
- la redevance à l'exportation du cacao et du café et/ou issue de la transformation dudit produit ;
- les produits issus des amendes résultant notamment de l'exportation des produits de mauvaise qualité ;
- les subventions de l'Etat ;
- les fonds provenant des Conventions et Accords internationaux ;
- le produit de ses placements ;
- des contributions diverses ;
- les dons et legs ;
- toute autre ressource qui pourrait lui être affectée par la réglementation en vigueur.

(2) Les ressources visées à l'alinéa 1 ci-dessus, collectées par le Fonds ou par les administrations et organismes compétents, sont versés totalement et directement dans un sous compte du Fonds ouvert auprès de la Banque Centrale.

(3) La quote-part des ressources provenant de la redevance à l'exportation du cacao et du café représente au minimum cinquante-cinq pour cent (55%) de la ladite redevance.

ARTICLE 45.- Les ressources visées à l'article 44 ci-dessus, font partie intégrante du budget du Fonds.

ARTICLE 46.- (1) Les ressources financières du Fonds sont des deniers publics gérés suivant les règles de la comptabilité publique.



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(2) Toutefois, les ressources issues de la coopération et des partenariats divers sont gérées suivant les modalités prévues par les conventions et accords y relatifs.

SECTION II **DU BUDGET ET DES COMPTES**

ARTICLE 47.- L'exercice budgétaire du Fonds commence le 1^{er} janvier et se termine le 31 décembre de chaque année.

ARTICLE 48.- (1) Le projet de budget annuel assorti du projet de performance y compris ses documents annexes, ainsi que les plans d'investissement du Fonds sont préparés par le Directeur Général et adoptés par le Conseil d'Administration.

(2) Le budget est présenté sous forme de sous-programmes cohérents, avec les objectifs de politique publique nationale ou sectorielle.

(3) Le budget du Fonds doit être équilibré en recettes et en dépenses. Toutes les recettes et les dépenses du Fonds sont inscrites dans le budget.

ARTICLE 49.- (1) Le budget du Fonds est adopté par le Conseil d'Administration.

(2) Le budget adopté par le Conseil d'Administration est transmis pour approbation au Ministre chargé des finances.

(3) Le budget est rendu exécutoire dès son adoption par le Conseil d'Administration, sous réserve des dispositions contraires des lois et règlements en vigueur.

ARTICLE 50.- Les comptes du Fonds doivent être réguliers, sincères et donner une image fidèle de son patrimoine et de sa situation financière.

ARTICLE 51.- (1) Le Fonds tient trois (03) types de comptabilité :

- une comptabilité budgétaire des recettes <http://www.prc.cm> ;
- une comptabilité générale ;
- une comptabilité analytique.

(2) Le Fonds peut tenir, en sus, d'autres types de comptabilité.

ARTICLE 52.- (1) Le Directeur Général établit au terme de chaque exercice budgétaire les états relatifs à la situation des finances, un inventaire des immobilisations, l'état des créances et des dettes, le rapport d'exécution du budget de l'exercice et un rapport annuel de performance.

(2) Les états visés à l'alinéa 1 ci-dessus font l'objet d'une présentation au cours de la session du Conseil d'Administration consacrée à l'arrêt des comptes.



SECTION III **DU CONTRÔLE ET DU SUIVI DE LA GESTION**

ARTICLE 53.- Le Fonds est soumis au contrôle des organes compétents de l'Etat.

ARTICLE 54.- (1) Un Agent Comptable et un Contrôleur Financier Spécialisé sont nommés auprès du Fonds, par arrêté du Ministre chargé des finances.

(2) L'Agent Comptable et le Contrôleur Financier Spécialisé exercent leurs missions conformément aux lois et règlements en vigueur, sauf dispositions contraires des conventions internationales dûment ratifiées par le Cameroun et publiées.

ARTICLE 55.- (1) L'Agent Comptable recouvre, enregistre toutes les recettes et effectue toutes les dépenses du Fonds. Il s'assure de la régularité des autorisations des recettes, des mandatements et des paiements ordonnés par les responsables visés à l'article 7 ci-dessus.

(2) Le paiement des dépenses autorisées s'effectue uniquement auprès de l'Agent Comptable du Fonds.

ARTICLE 56.- Le Contrôleur Financier Spécialisé est chargé du contrôle des actes générateurs des recettes et des dépenses pris soit par les ordonnateurs visés à l'article 7 du présent décret, soit par les ordonnateurs délégués. Il est chargé, d'une manière générale, du contrôle de l'exécution du budget.

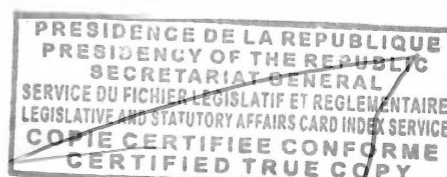
ARTICLE 57.- (1) Le Contrôleur Financier Spécialisé présente au Conseil d'Administration le rapport sur l'exécution du budget du Fonds.

(2) Le rapport visé à l'alinéa 1 ci-dessus est transmis au Ministre chargé des finances, au Ministre chargé de la commercialisation du cacao et du café, au Ministre chargé de l'agriculture ainsi qu'au Directeur Général du Fonds.

ARTICLE 58.- (1) Le Directeur Général établit à la fin de chaque exercice budgétaire tous les états relatifs à la situation de tous les comptes bancaires, des comptes de dépôt et de portefeuille. Il établit également les inventaires ainsi que l'état des créances et des dettes.

(2) Le Directeur Général présente au Conseil d'Administration et, selon le cas, au Ministre chargé des finances, au Ministre chargé de la commercialisation du cacao et du café et au Ministre chargé de l'agriculture, les comptes administratifs et de gestion ainsi que les rapports annuels de performance dans les six (06) mois qui suivent la clôture de l'exercice.

ARTICLE 59.- (1) Le suivi de l'efficacité et des performances du Fonds est assuré par le Ministre chargé des finances. A cet effet, le Fonds lui adresse tous les documents et informations relatifs à la vie du Fonds qui doivent être tenus, en vertu du droit commun, à la disposition des Administrateurs et, notamment les rapports d'activités, les rapports du Contrôleur Financier Spécialisé, ainsi que les états financiers annuels.



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(2) le Fonds publie chaque année une note d'information présentant l'état de ses actifs et de ses dettes et résumant ses comptes annuels dans un journal d'Annonces Légales et dans la presse nationale.

ARTICLE 60.- (1) Le Ministre chargé des finances peut demander la production d'états financiers pour une périodicité inférieure à un (01) exercice budgétaire.

(2) Des audits indépendants peuvent être demandés par le Conseil d'Administration, le Ministre chargé des finances, le Ministre chargé de la commercialisation du cacao et du café, ainsi que le Ministre chargé de l'agriculture.

CHAPITRE VII **DES MESURES CONSERVATOIRES**

ARTICLE 61.- (1) Nonobstant les dispositions du présent décret, en cas de crise grave susceptible de mettre en péril les missions d'intérêt général, ses missions ou les objectifs sectoriels du Gouvernement, un Administrateur provisoire peut être désigné par décret du Président de la République, en lieu et place des organes dirigeants du Fonds.

(2) L'acte portant nomination de l'Administrateur provisoire précise ses attributions et la durée de son mandat, laquelle, en tout état de cause, ne saurait excéder un (01) mois.

(3) Au terme de son mandat, l'Administrateur provisoire est tenu de produire un rapport d'activités présentant tous ses actes de gestion.

CHAPITRE VI **DE LA GESTION DU PATRIMOINE**

ARTICLE 62.- (1) Le patrimoine du Fonds est constitué de biens meubles et immeubles qui lui sont affectés par l'Etat.

(2) Les biens du domaine public, du domaine national et du domaine privé de l'Etat, transférés en jouissance au Fonds conformément à la législation domaniale, conservent leur statut d'origine.

(3) Les biens du domaine privé de l'Etat transférés en propriété au Fonds, sont intégrés de façon définitive dans son patrimoine. <http://www.prc.cm>

(4) Les biens faisant partie du domaine privé du Fonds sont gérés conformément au droit commun.

ARTICLE 63.- (1) Sous le contrôle du Conseil d'Administration, la gestion du patrimoine du Fonds relève de l'autorité du Directeur Général.

(2) La gestion du patrimoine visée à l'alinéa 1 ci-dessus, concerne l'acquisition des biens et leur aliénation.



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ARTICLE 64.- (1) En cas d'aliénation d'un bien du Fonds, le Directeur Général requiert l'autorisation préalable du Conseil d'Administration. Il tient à jour au Conseil d'Administration, la situation du patrimoine qui fait l'objet d'un examen à l'occasion d'une de ses sessions.

(2) L'autorisation du Conseil d'Administration se fait au moyen d'une résolution adoptée par au moins deux tiers (2/3) de ses membres.

CHAPITRE VII **DES MARCHES PUBLICS**

ARTICLE 65.- (1) Le Fonds est assujéti aux dispositions du Code des marchés publics.

(2) Le Directeur Général est l'Autorité Contractante de tous les marchés publics.

ARTICLE 66.- La Commission interne de passation des marchés créée auprès du Fonds s'assure des règles de transparence, de concurrence et de juste prix.

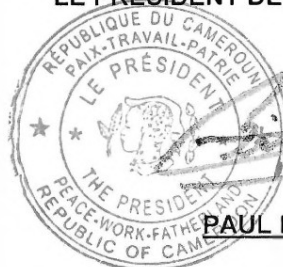
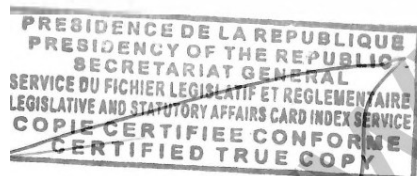
CHAPITRE VIII **DISPOSITIONS DIVERSES ET FINALES**

ARTICLE 67.- Sont abrogées toutes les dispositions antérieures contraires, notamment celles du décret n° 2006/085 du 09 mars 2006 portant organisation et fonctionnement du Fonds de Développement des Filières Cacao et Café.

ARTICLE 68.- Le présent décret sera enregistré, publié suivant la procédure d'urgence, puis inséré au Journal Officiel en français et en anglais. /-

Yaoundé, le 14 JAN 2025

LE PRÉSIDENT DE LA REPUBLIQUE,



PAUL BIYA

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8.6 MINCOMMERCE decree setting and distributing the cocoa levy – 13 January 2025

REPUBLIQUE DU CAMEROUN

PAIX – TRAVAIL – PATRIE

REPUBLIC OF CAMEROON

PEACE-WORK-FATHERLAND

ARRETE N° 0036 /MINCOMMERCE/CAB DU 13 JAN 2025
FIXANT ET REPARTISSANT LA REDEVANCE A L'EXPORTATION DU CACAO. -

LE MINISTRE DU COMMERCE,

- Vu la Constitution ;
- Vu la loi n°95/11 du 27 juillet 1995 portant organisation du commerce du cacao et du café, modifiée et complétée par la Loi n° 2004/025 du 30 décembre 2004;
- Vu la loi n°2007/006 du 27 décembre 2007 portant régime financier de l'Etat ;
- Vu la loi n°2015/018 du 21 décembre 2015 régissant l'activité commerciale au Cameroun ;
- Vu la loi n°2016/004 du 18 avril 2016 régissant le commerce extérieur au Cameroun ;
- Vu la loi n°2016/018 du 14 décembre 2016 portant Loi de finances de la République du Cameroun pour l'exercice 2017 ;
- Vu la loi n°2018/0022 du 11 décembre 2018 portant Loi de Finances de la République du Cameroun pour l'exercice 2019 ;
- Vu la loi n°2022/020 du 27 décembre 2022 portant Loi de Finances de la République du Cameroun pour l'exercice 2023 ;
- Vu le décret n° 2006/085 du 09 mars 2006 portant organisation et fonctionnement du Fonds de Développement des Filières Cacao et Café ;
- Vu le décret n°2011/408 du 09 décembre 2011 portant organisation du Gouvernement, modifié et complété par le décret n°2018/190 du 02 mars 2018 ;
- Vu le décret n°2011/410 du 09 décembre 2011 portant formation du Gouvernement ;
- Vu le décret n°2012/513 du 12 novembre 2012 portant organisation du Ministère du Commerce ;
- Vu le décret n°2016/194 du 13 avril 2016 portant réorganisation de la Chambre d'Agriculture, des Pêches, de l'Elevage et des Forêts du Cameroun ;
- Vu le décret n°2019/002 du 04 janvier 2019 portant réaménagement du Gouvernement ;
- Vu le décret n°2005/1212/PM du 27 avril 2005 réglementant le conditionnement et la commercialisation des fèves de cacao ;
- Vu le décret n°2017/1279/PM du 13 mars 2017 fixant les modalités de liquidation, de recouvrement et de reversement des prélèvements agricoles et du droit de sortie à l'exportation du cacao et du café ;
- Vu l'arrêté n°0379/MINCOMMERCE du 09 novembre 2023 précisant les modalités de conditionnement et de commercialisation des fèves de cacao,

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ARRETE :

Article 1^{er}.- La redevance à l'exportation du cacao est, à compter de la date de signature du présent Arrêté, fixée à **225 FCFA/Kg**.

Article 2.- La redevance fixée à l'article 1^{er} ci-dessus est répartie ainsi qu'il suit :

- **41 FCFA/KG** pour l'Office National du Cacao et du Café (ONCC), dont :
 - **22 FCFA** pour le fonctionnement ;
 - **6 FCFA** pour le contrôle de qualité ;
 - **2 FCFA** pour les contributions aux Organisations Internationales du cacao ;
 - **2 FCFA** pour le contrôle de la commercialisation interne et le système d'information ;
 - **1 FCFA** pour la Cellule Technique de Suivi et de Coordination des Filières Cacao et Café ;
 - **1 FCFA** pour le Comité Cacao Durable ;
 - **7 FCFA** pour le système national de traçabilité.
- **32 FCFA/KG** pour le Conseil Interprofessionnel du Cacao et du Café (CICC) ;
- **15 FCFA/KG** pour la Société de Développement du Cacao (SODECAO), s'agissant des besoins de production du matériel végétal ;
- **2,5 FCFA/KG** pour la Chambre d'Agriculture, des Pêches, de l'Elevage et des Forêts (CAPEF) en vue de la réalisation des activités d'appui à la production du cacao;
- **126,5 FCFA/KG** pour le Fonds de Développement des Filières Cacao et Café (FODECC), dont :
 - **10 FCFA** pour la prime de qualité par campagne ;
 - **35 FCFA** pour les subventions directes aux producteurs ;
 - **60 FCFA** pour le financement des Projets soumis par les Ordonnateurs Techniques du FODECC, soit 55% pour le MINADER, 30% pour le MINCOMMERCE et 15% pour le MINRESI ;
 - **21,5 FCFA** pour le Fonctionnement de l'Administration du FODECC

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- **3 FCFA/kg** pour la South West Development Authority (SOWEDA) en vue de la réalisation des activités d'appui à la production du cacao ;
- **5 FCFA/KG** pour l'Administration des Douanes, au titre des droits d'assiette.

Article 3.- (1) Les acheteurs/exportateurs qui livrent le cacao dans les unités locales de transformation bénéficiant du statut de point franc s'acquittent de la redevance visée à l'article 1^{er} ci-dessus.

(2) Si l'unité de transformation locale est elle-même acheteur, elle s'acquitte alors d'une redevance dont le taux est fixé à **50 FCFA/KG**, répartie ainsi qu'il suit :

- **7 FCFA/Kg** pour l'Office National du Cacao et du Café ;
- **7 FCFA/Kg** pour le Conseil Interprofessionnel du Cacao et du Café ;
- **6 FCFA/kg** pour la Société de Développement du Cacao ;
- **35 FCFA/Kg** pour le Fonds de Développement des Filières Cacao et Café, dont **10 FCFA pour la prime de qualité** ;
- **2 FCFA/Kg** pour la Chambre d'Agriculture, des Pêches, de l'Elevage et des Forêts ;
- **2 FCFA/kg** pour la SOWEDA ;
- **1 FCFA/Kg** pour l'Administration des Douanes, au titre des droits d'assiette.

Article 4.- La redevance fixée et répartie aux articles 1^{er}, 2, et 3 ci-dessus, est payée avant chaque exportation ou chaque livraison à une unité locale de transformation par l'exportateur ou l'acheteur concerné ou son représentant et reversée aux bénéficiaires conformément à la procédure en vigueur.

Article 5.- (1) Toute dépense imputable au compte intitulé : « Contributions aux Organisations Internationales et Suivi des Accords Internationaux » est soumise au visa préalable du Ministre chargé du suivi de la commercialisation des produits de base.

(2) Les montants encaissés par l'Office National du Cacao et Café destinés au fonctionnement de la Cellule Technique de Suivi et de Coordination des Filières Cacao et Café sont reversés dans un compte ouvert par ladite Cellule dans un établissement financier agréé par l'autorité monétaire nationale. Le Président de cette Cellule en est l'ordonnateur.

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Article 6.- Sont abrogées toutes dispositions antérieures contraires, notamment celles de l'arrêté n°00249/MINCOMMERCE/CAB du 11 août 2017 fixant et répartissant la redevance à l'exportation du cacao, modifié et complété par les arrêtés n°0068/MINCOMMERCE/CAB du 22 mars 2022 et n°0336/MINCOMMERCE/CAB du 12 octobre 2023.

Article 7.- Le présent arrêté sera enregistré, publié suivant la procédure d'urgence, puis inséré au Journal Officiel en Français et Anglais. /-

Yaoundé, le **13 JAN 2025**

LE MINISTRE DU COMMERCE,



Luc Magloire MBARGA ATANGANA

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8.7 GLOSSARY

1. **Actor:** Person or group playing a specific role in one or more services
2. **Support for businesses/POs:** financial subsidies, materials or equipment, inputs and/or technical assistance allocated to an agricultural business/PO to support the development of its activities.
3. **Negotiating points:** preparation of arguments or points in your favour to defend a project or encourage acceptance of an agreement
4. **Other wooded land:** land not classified as "forest" covering an area of more than 0.5 hectares, characterised by a stand of trees taller than 5 metres and a forest cover of 5 to 10%, or by a stand of trees that can reach these thresholds in situ, or by mixed cover consisting of shrubs, bushes and trees exceeding 10% of its surface area, excluding land used primarily for agricultural or urban purposes;
5. **Donors:** these are the countries, institutions or international organisations that provide part of the funding for the Project. They generally issue a notice (of no objection) to authorise certain Project operations such as the adoption of a budget or work plan, the authorisation of expenditure, etc.
6. **Electronic voucher:** originally, a voucher was a coupon with a value that could be used to purchase a specific item or items in a shop that accepted this method of payment as currency. The electronic voucher is the digital version of this, and can be issued by the retailer itself (e.g. as a reward for its best customers in the form of credit), by a government or by a programme to directly reach a specific target audience, thereby covering all or part of the cost of a specific product as part of a social or economic initiative.
7. **Consultative frameworks:** these are forums for dialogue between stakeholders and with the government on specific issues and/or on agricultural and sectoral policies.
8. **Value chain:** a set of key activities that have a real impact and give the product a competitive advantage, which is necessary to ensure the sustainability of the business and the producer organisation. The value chain primarily concerns the stages of production within the enterprise itself. By extension, the concept of the value chain is also used for all the stages of product development within a sector involving several economic agents with commercial relations between them, also known as productive partnerships.
9. **Co-financing:** an operation in which the subsidy scheme provides part of the financing required for an agricultural enterprise's project.
10. **Deforestation:** the conversion, whether anthropogenic or not, of forest land for agricultural use.
11. **Forest degradation:** structural changes to forest cover in the form of conversion:
 - a. Primary forests or naturally regenerated forests into plantation forests or other wooded areas
 - b. Primary forests to planted forests.
12. **Dialogue within a sector:** this involves consultation between stakeholders in the sector to make decisions on agreements that will govern their respective activities. The dialogue is based on objective, verifiable and defensible data.
13. **Industry:** a group of economic agents who contribute to the development of a final product. Generally, the industry is named after the product itself.

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14. **Forest:** an area of more than 0.5 ha characterised by a stand of trees taller than 5 m and with a forest cover of more than 10%, or by a stand of trees that can reach these thresholds in situ, excluding land used primarily for agricultural or urban purposes.
15. **Plantation forest:** a planted forest subject to intensive management which, at the time of planting and maturity of the stand, meets all of the following criteria: one or two species, an even-aged structure and regular spacing; this includes short rotation plantations for the production of wood, fibre and energy; excludes forests planted for ecosystem protection or restoration purposes, as well as forests established by planting or seeding that, at stand maturity, resemble or will resemble a naturally regenerated forest;
16. **Naturally regenerated forest:** a forest dominated by trees established through natural regeneration, including any of the following:
 - a. Forests where it is impossible to distinguish between planted and naturally regenerated forests;
 - b. Forests with a mixture of naturally regenerated native tree species and planted or seeded trees, where naturally regenerated trees are expected to constitute the majority of the standing volume at maturity;
 - c. Coppice forests originally established through natural regeneration;
 - d. Naturally regenerated trees of introduced species;
17. **Planted forest:** a forest dominated by trees established by planting and/or deliberate seeding, where the planted or seeded trees are expected to constitute more than 50% of the standing volume at maturity; this includes coppice forests originally planted or seeded;
18. **Primary forest:** a naturally regenerated forest of native tree species where no trace of human activity is clearly visible and where ecological processes are not significantly disturbed.
19. **Geolocation:** the geographical location of a plot described by latitude and longitude coordinates corresponding to at least one latitude point and one longitude point and using at least six decimal places; for parcels larger than 4 hectares used for the production of the commodities in question other than cattle, this is provided using polygons, with sufficient latitude and longitude points to describe the perimeter of each parcel;
20. **Interprofessional organisation:** this is the ideal framework for representing a sector. It brings together all the players in the sector, often grouped into colleges, and serves as a forum for dialogue between players, as well as governing access to the various professions (professional bodies).
21. **Deliverable:** item expected to be included in the delivery of a goods or services contract.
22. **Update (or revision) of a document:** action consisting of incorporating changes to the content of the document in order to produce a correct document that is then said to be "up to date" or "revised".
23. **No objection:** opinion given by the lessor(s) to authorise a transaction subject to their approval before it is carried out.
24. **PO:** Legal professional organisation bringing together producers and/or processors around a common activity aimed at improving the performance of its members and their organisation. Under the terms of OHADA law, most POs in the agriculture and livestock sector are required to legally transform themselves into SCOOPS or SCOOP-CA in order to operate as fully-fledged commercial companies.

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25. **Operator:** any natural or legal person who, in the course of a commercial activity, places the products in question on the market or exports them;
26. **Parcel:** land within a single property, as recognised by the law of the country of production, which is sufficiently homogeneous to allow for the assessment of the aggregate risk of deforestation and forest degradation associated with the commodities in question that are produced on that land;
27. **Productive partnership (PP):** This refers to business relationships established between different actors in the sector for economic purposes within the framework of a formal document (contract or agreement) signed by the parties concerned.
28. **Business plan (BP):** Design of a set of activities limited to a specific time frame that aims to achieve a set of objectives and requires funding.
29. **Agricultural plantation:** land characterised by tree stands in agricultural production systems, such as fruit tree plantations, oil palm plantations, and agroforestry systems where crops are grown under tree cover; this includes all plantations of commodities other than timber; agricultural plantations are excluded from the definition of 'forest';
30. **PLS:** general term referring to structures involved in supporting rural communities in their projects. PLSs can take various legal forms (NGOs, associations, design offices, independent consultants, etc.).
31. **Process:** a logical sequence of activities that contribute to the same goal.
32. **Producer:** a natural or legal person whose main activity is to produce – within the scope of this manual – cocoa or coffee.
33. **Product:** grown, harvested or obtained on the plots concerned or raised on these plots or, in the case of cattle, in establishments;
34. **Agroecological transition:** a process of sustainable agricultural intensification that increases and diversifies production for the benefit of producers and consumers **while preserving agricultural ecosystems**.
35. **Agricultural use:** the use of land for agricultural purposes, including agricultural plantations and fallow agricultural areas, and for livestock farming.
36. **Zero deforestation** characterises:
 - a. the products in question that contain the commodities in question that were produced on land that has not been subject to deforestation after 31 December 2020, or that have been fed with or manufactured from such products; and
 - b. in the case of products concerned that contain wood or have been manufactured from wood, products concerned where the wood has been harvested from the forest without causing forest degradation after 31 December 2020;