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# CONCEPT INVESTMENT CONSULTANCY PROFILE

صنعاء – شارع الزبييري - امام وزارة النفط عمارة جمعان الدور الثالث

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## CIC Capability Statement

This document provides information concerning Concept Investment Consultancy (CIC), a description of its capabilities, and profiles of its program areas with special focus on its capacity in studies, consultancy and training including its previous and current activities in instructional development. Detailed information concerning specific CIC projects, services, and training resources are available upon request.

Concept Investment Consultancy (CIC) is a Yemeni registered firm (Reg. No. 2/28310, date 10/5/2006) active in providing professional consultancy services in various development fields. Our study and consultancy services started 1993 with the establishment of General Services & Consultancy Centre (GSCC) and in 2006 the GSCC name was changed to Concept Investment Consultancy (CIC) with the same vision for study and consultancy services type.

CIC key staffs have acquired very extensive experience of up to 25 years throughout their career as professionals not only in Yemen but also in other countries in the Middle East. The firm has got access to a pool of around 80 professionals with experiences in educational, engineering, industrial, agriculture and others related fields.

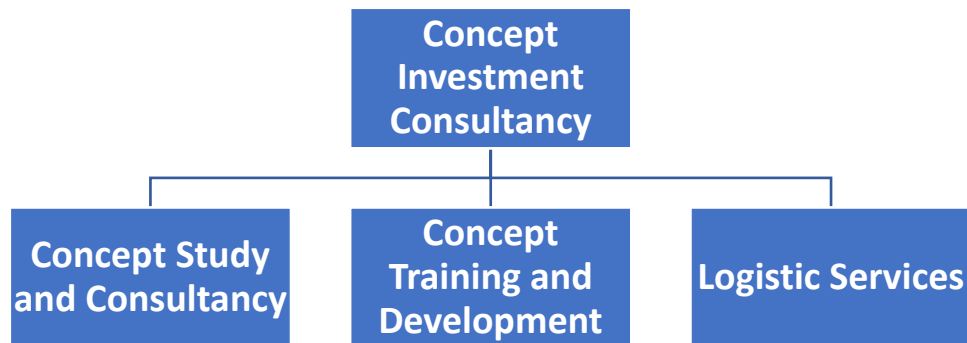
CIC has a strong link with many highly experienced regional and international technical consultancy services firms who provide their services through studies, investment advisory, training in all vital fields and economical fields. It focuses on assisting in the establishment of new investment projects and development of existing projects.

CIC offers its services to private companies, public and government departments and those who are heading to establishing and developing economic projects and services and raising personal and professional capacity of employees and newly graduates through skills development training programs, technology transfer, and their applications in work environment.

**1.1 CIC Vision:** Share a duty to shape our economy for the benefit of current and future generations.

**1.2 CIC Mission:** To provide quality services through identifying the obstacles, designing the tools and implementing effective solutions in engineering and management to achieve great results.

### Main fields of activity



## 2.1. The Professionals:

The professionals of CIC are individuals with prior working experience in the various fields of Engineering, Economics, Social, Industrial Development, Management, Business consulting, Corporate and Project Financing, Accounting and consultancy Fields. CIC Studies and Consulting team comprises a group of individuals with backgrounds, representing complementary skill sets. Collectively they possess extensive knowledge and expertise in the above-mentioned fields. CIC's Key staffs are shown below.

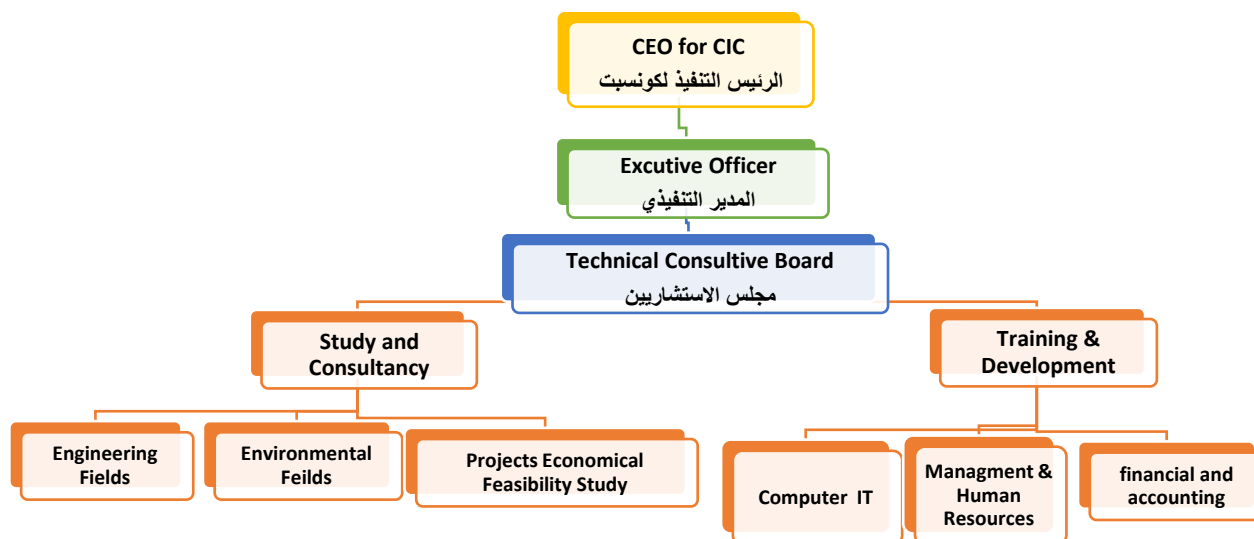
## Key Professional Staff

	<p><b>Najat Jumaan: CEO of CIC board,</b> HRD/Management Consultant PhD.in business admn., Finance MSc, in intern.l business, Finance, USA BSc., in Business Administration</p>		<p><b>Al-Zaemey AbdulBaki, CIC Executive Director</b> PhD&amp; Food Process. Eng. UK MSc. Agric. Eng. and Rural development, UK BSc. Fd Sci. &amp;Technology</p>
	<p><b>Basel Sultan,</b> <b>Civil/Construction Eng. Consultant</b> PhD (M.Phil.) in Structural Eng. PG Diploma in Structural Eng. B.Eng. in Civil Eng.</p>		<p><b>Ameen El-Zaemey</b> <b>HRD/Management Consultant</b> BSc., in Business Administration MSc, in intern.l business, Finance PhD.in business admn., Finance</p>
	<p><b>Adel Al Shargabi</b> <b>Social Impact Assessment Expert</b> Ph.D., Social studies M.A.Urbanism&amp; Tribalism in Yemen B.A. with Honor, Department of Sociology</p>		<p><b>Dr. Fuad Abdullah Thabet Al-Hammadi</b> Expert and Consultant in Entomology and Honeybees. Ph.D. in Entomology-Honeybees, Mosul, IRAQ M. Sc. In Entomology –Honeybees, Mosul, IRAQ B. SC. Plant protection, Faculty of Agri. king Saud Uni.</p>
	<p><b>Wail Hakemee</b> BCA - "Bachelor of Computer Application-IT, Hamdard University – New Delhi, India - 2009 MSC (IS)-"Master Of Computer Science-Information System".Osmania Uni, Hyderabad, India - 2012</p>		<p><b>Saeed Ali Alawy Salem</b> BSc., Urban Planning and Architecture Post Graduate Diploma: Msc., in Urban Management</p>
	<p><b>Office Administration:</b> - <b>Ms. Ali Jober : Administrative Officer</b> - <b>Ms.Fatoom Daban:</b> Accountant Officer <b>Mr Fouad Alamery,</b> Competer and IT</p>		<p><b>Belqes Mutahar Al-Areqi</b> PhD of Management (Human Resource Management), 2016: PG Diploma in Business Administration and HR Management, Kuvempu, University, India, 2014 MS.c (Rural Advancement), University Putra Malaysia, 2010. Bachelor of Science in Agricultural Science, Extension Education, Sana'a University, Yemen 2002</p>
			<p><b>Mr.Ghassan Al-Sulaihi,</b> Chartered Accountant and consultant Bachelor Degree in Accountancy 1998 Faculty of Commerce Sana'a University.</p>

## 2.2 CIC's Organizational Chart

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<b>3. CIC's Field of Services:</b>	<b>4 CICs Regional and International Partners</b>
	<p><b>ARAB ADMINISTRATIVE DEVELOPMENT ORGANIZATION,</b> Family Business Development Unit. An Arab League Organisation</p>
	<p><b>United Consulting Group</b> Kingdom of Saudi Arabia <u>Jeddah Office</u></p> <ul style="list-style-type: none"> <li>• Phone: +966 2 664 9240</li> <li>• Fax: +966 2 664 9243</li> <li>• P.O. Box: 52666 Jeddah 21573, Saudi Arabia</li> </ul> <p>E-mail: <a href="mailto:amalbaity@hotmail.com">amalbaity@hotmail.com</a></p>
	<p><b>Engineering and Environmental Consultants SdnBhd,</b> Malaysia. Formed as a partnership in 1978, Engineering and Environmental Consultants Sdn. Bhd. Consultant in the following fields:</p> <ul style="list-style-type: none"> <li>• Urban drainage &amp; sewerage schemes for large townships</li> <li>• Complete water supply schemes</li> <li>• Major infrastructure for large new townships</li> <li>• Preliminary and detailed Environmental Impact Studies</li> <li>• Solid waste management schemes</li> </ul>

<b>Fields of Experience</b>	
CIC has a wide range of experiences in local issues, potential sectors and community needs. It had provided various consultancy works and studies. The range of consulting services is wide and includes:	
<b>Food &amp; Agriculture Fields:</b>	
<ul style="list-style-type: none"> <li>• Agricultural studies and consultancies</li> <li>• Food and Nutrition Studies and Consultancies</li> <li>• Projects Economical and Social impacts Assessments</li> <li>• Food Insecurity and Nutritional Assessment and Evaluation</li> <li>• Studies in the field of Agriculture, Food, Natural Resources and Fishery Sectors.</li> <li>• Beekeeping and related activities.</li> </ul>	
<b>Project Monitoring and Evaluation</b>	
<ul style="list-style-type: none"> <li>• Projects Monitoring and Evaluation studies and consultancies.</li> <li>• Preparation of Project Proposal, Project Concept Paper, Project Documents etc</li> <li>• Designing and Executing all type of Economic, Social, Market and Poverty Line Surveys.</li> <li>• Projects Socio-economic and Environmental Impact Assessment Studies.</li> </ul>	
<b>Management &amp; Human Resources</b>	
<ul style="list-style-type: none"> <li>• Human Resources Development</li> <li>• Life Skill and Training Curriculum Development.</li> <li>• Institution Management and Development.</li> <li>• Institutional Structuring and Development.</li> <li>• Project Planning and Feasibility Study.</li> <li>• Project planning, management, monitoring and evolution.</li> </ul>	<p><b>Engineering Fields:</b></p> <p><b>Providing multi-disciplinary consulting services that Include:</b></p> <ul style="list-style-type: none"> <li>• <b>Water and sanitation Works Design</b></li> <li>• <b>Road and transportation planning,</b></li> <li>• <b>Geotechnical Engineering,</b></li> <li>• <b>Architectural and Urban Planning,</b></li> </ul>

- Industrial Zone & projects studies and development.
- Income Generating Activities.
- Training and Workforce Development
- Strategic Management and Improvement Strategies
- Workforce Efficiency
- Sales and Marketing

- **Design and construction supervision of civil infrastructure projects (water supply, wastewater water, storm water drainage, irrigation, landscaping, roads, etc).**
- **Renewable Energy fields.**

### Others Fields of Study and Consultancy

- Human Resources Management
- Institution Management and Development.
- Institutional Structuring and Development
- Project Planning and Feasibility Study
- Socio-economic and Environmental Impact Assessment Studies.
- Studies in the field of Agriculture, Food, Natural Resources and Fishery Sectors.
- Project planning, management, monitoring and evolution.
- Design and construction supervision of civil infrastructure projects (water supply, wastewater water, storm water drainage, irrigation, landscaping, roads, etc).
- Industrial Zone & projects studies and development.



### Income Generating Activities.

#### Environmental Fields:

Concept has the professional experts in various type of waste management including petrochemical, chemical industries, agrochemical and food industry wastes. CIC with its international partners has the capacity to provide a wide range of waste management services that handles all types of waste.

CIC professionals can assist you with practical solutions covering different type of environmental issues including petroleum waste, water resources and air pollution; municipal & industrial hazardous waste. Concept offers broad ranges of environmental services include permitting, compliance management, agency negotiations, environmental auditing and sustainable development support..etc.



#### CIC Offers Consultancy, Study and Training Services in the Following Areas:

- Climate change Studies and Consultancy:
  - Climate change consultancy
  - Environmental impact assessments
  - Environmental monitoring and evaluation
- Environmental consents and planning applications
- Geographic information systems (GIS)
- Marine (biological, geological, geophysical and geotechnical) services
- Strategic environmental assessments
- Biodiversity and conservation studies
- Sites survey and mapping
- Environmental site supervision
- Landscape consultancy



#### Hazardous Waste Management Services in the Petroleum Fields.

### Solar Energy Consultancy and Training:

CIC provide independent and impartial renewable energy consultancy services to private sector, governmental, public and INGOs. CIC team members have provided market study for the solar sector and solar components assessment. It also provide solar home system (SHS) sizing and installation services, solar water pumping installation services. CIC is an approved training center in solar energy providing training and capacity building in solar energy sector.



### Equipments and Machines Supply

CIC helps clients to choose the right and suitable Equipments and Machines for their projects and can supply such equipments and machines to clients at cost effective rates for small, medium and large-scale projects. Areas of equipments and machine supply are:

- Turnkey projects in various industrial fields.
- Solar Energy Solutions (Solar panels, Inverters, Charger controller, Deep Cycle Batteries, Solar kits, Solar pumps..etc)
- Agricultural machineries.
- Electricity and Power machineries.
- Heavy-duty equipment in the road and construction fields.
- Oil and gas machineries and equipments include:
- Equipment & services approved for use with LNG technology.
- Equipment & services approved for use with selected gas processing technology.
- Bulk materials approved for LNG and/or natural gas processing.
- Fabricated/modulised equipment or services.
- Miscellaneous services (inspection experts, engineering/labour supply etc).
- Supplier Procurements and tools including Global Purchasing
- Local supply and contracting entities for small size projects.



## Concept Investment Consultancy

# Studies and Consultancies

6. Selective Studies and Consultancies Carried out by CIC Consultants:	
<b>Clients</b>	<i>UNICEF</i>
<b>Country</b>	<i>Yemen</i>
<b>Year</b>	<i>2018-2019 (3 months)</i>
<b>Consultancy</b>	<b>Market Surveys to assess the capacity and the availability of the companies/services providers in Yemen</b>
<b>Location within Country</b>	<i>11 governorates</i>
<b>Description of Projects</b>	<p>Conduct market surveys to assess potential supplier base for a variety of high-demand relief items in order to support our operations in Yemen. The consultancy requires assessments of supplier capacity and should include targeted visits to supplier premises.</p> <p><b>The work covered the following main activities:</b></p> <p>Assessment of suppliers in 11 governorates of Yemen to select potential suppliers for 18 commodities and services required by UNICEF-Yemen in each governorate based on their financial capacity, delivery, quality, price, after sale services and other criteria.</p>
<b>Clients</b>	<i>Mercy Corp</i>
<b>Country</b>	<b>Yemen</b>
<b>Year</b>	<b>2018</b>
<b>Consultancy</b>	<i>MORE's project End line survey</i>
<b>Location within Country</b>	<i>Lahj, Abyan, Aden and Mokhala</i>
<b>Description of Projects</b>	Conduct End of project evaluation based on DAC criteria.
<b>Clients</b>	<i>Mercy Corp</i>
<b>Country</b>	<b>Yemen</b>
<b>Year</b>	<b>2018</b>
<b>Consultancy</b>	<i>MORE's End of project evaluation</i>
<b>Location within Country</b>	<i>Lahj, Abyan, Aden and Mokhala</i>
<b>Description of Projects</b>	<b>Conduct End-line Survey</b>
<b>Clients</b>	<i>Mercy Corp</i>
<b>Country</b>	<b>Yemen</b>
<b>Year</b>	<b>2017</b>
<b>Consultancy</b>	<b><i>Upgrading the traditional small-scale sesame oil pressing facilities in Yemen</i></b>
<b>Location within Country</b>	<b>Aden, Abyan, Lahj, Hadrmout, Hodiedah, Haja, Sana'a, and Taiz</b>
<b>Description of Projects</b>	<ol style="list-style-type: none"> <li>1. An assessment of the current state of the small-scale traditional sesame oil processing facilities in the program target areas in terms, as minimum, of the setup of the production line, the efficiency and profitability of the oil pressing operation and the quality and packing of the produced oil and other byproducts.</li> <li>2. An assessment of the opportunities for the introducing new modern processing technologies (machines) to increase oil production, reduce labor and processing time and ensure a consistent production of high quality sesame oil and other by-products to maximize efficiency and profitability. Define and specify the type of technologies needed for the development of this sector.</li> <li>3. Recommendations on and specify (in the form, as appropriate) the type of improvements needed for upgrading the traditional sesame oil pressing facilities.</li> <li>4. Develop a Technical Training Manual that describes the important aspects of operation and running an efficient and profitable small- scale sesame oil processing facility to be used for guiding and training the oil processors.</li> </ol>

<b>Clients</b>	<b>JIZ, Peace Support in Yemen (PSY)</b>
<b>Country</b>	<b>Yemen</b>
<b>Year</b>	<b>2017</b>
<b>Consultancy</b>	<b><i>Strengthening Institutional and Professional Capacity of NGOs and Academic Institutions in Peace Themes,</i></b>
<b>Location within Country</b>	<b>Sana'a</b>
<b>Description of Projects</b>	<p>The tasks include the following:</p> <ol style="list-style-type: none"> <li>1. Jointly with PSY, develop a concept note, including: <ol style="list-style-type: none"> <li>a. Detailed themes of the studies including a specific roadmap (ToRs) for each study and the link to each other, so that the studies form seamlessly a book publishable for advocacy for peace</li> <li>b. Time bound plan and estimated financial expenses</li> <li>c. Criteria for selecting the NGOs</li> <li>d. Develop a proposed list of the targeted groups/organizations.</li> <li>e. Supervision plan</li> <li>f. Monitoring plan for the project</li> </ol> </li> <li>2. Prepare a baseline survey for the indicator of this field of the activity in the field of peace advocacy and other related themes (democracy, gender, and human rights).</li> <li>3. Jointly with PSY, conducting an "Introductory Workshop". The workshop is to introduce the project to the selected NGOs and build network (connect them) and also listen to their ideas and proposals.</li> </ol>
<b>Clients</b>	<b>Yemen Federation Chamber of Commerce founded by JIZ</b>
<b>Country</b>	<b>Yemen</b>
<b>Year</b>	<b>2014</b>
<b>Consultancy</b>	<b>Strategic management</b>
<b>Location within Country</b>	<b>Sana'a</b>
<b>Description of Projects</b>	<b>Institutional development and design the strategy for the federation and its chambers</b>
<b>Clients</b>	<b>Global Cold Chain Alliance (USA)</b>
<b>Country</b>	<b>Yemen</b>
<b>Year</b>	<b>2014</b>
<b>Consultancy</b>	<b><i>Market Assessment Study for Cold Storage Facilities in Sana'a, Yemen.</i></b>
<b>Location within Country</b>	<b>Sana'a, Yemen</b>
<b>Description of Projects</b>	<p><b>Market Assessment Study For Cold Storage Facilities.</b> The aim of the work was to determine the demand size for the cold chain in Yemen in Sana'a city. The assessment study covered fishery and agricultural sectors as well as the food service, restaurants, embassies, hotels, airlines for their cold storage and ice needs, and also to give a profile of the ice and cold storage industry and to identify the players in this sector and how the new project could provide cold storage serves in Sana'a city. This include the following: 1) Market Demand Assessment; 2) Legal/Regulatory Assessment; 3) Operations and Infrastructure Assessment, 4) Suggest Business Plan.</p>



<b>Clients</b>	<b>Pilot Program for Climate Resilience</b>
<b>Country</b>	Yemen
<b>Year</b>	2012-2013
<b>Consultancy</b>	Develop awareness strategy on climate change and awareness raising materials
<b>Location within Country</b>	National level
<b>Description of Projects</b>	<ol style="list-style-type: none"> <li>1. Develop awareness strategy on climate change and awareness raising materials. The activities are follows:</li> <li>2. Develop a detailed proposal and work plan of activities to be undertaken during the assignment which includes a clear identification of activities, deliverables, costs and timelines.</li> <li>3. Conduct a stocktaking of previous and current awareness raising initiatives and service providers at national and regional level to collaborate with and to make use of.</li> <li>4. Conduct consultation meetings, visits and surveys with the main relevant stakeholders including experts, knowledgeable people from different institutions, media, NGOs, and CSOs, aimed at identifying all required ideas, inputs, messages, tools and materials for developing the strategy and materials.</li> <li>5. Explore all available ideas, information, documents, materials, and experiences at both national and regional levels that are relevant to climate change awareness raising.</li> <li>6. Synthesize/consolidate all collected information materials and ideas into a working document to be presented for consultation, comments and discussion in a national workshop for all relevant stakeholders. The workshop will be organized by PPCR-PCU in close coordination with the consultant.</li> <li>7. Design and develop, in suitable soft and hard formats, tailored awareness materials and packages on climate change adapted to different stakeholder groups, audiences and target groups, specifically for decision makers, school students, vulnerable groups (Fishermen and Farmers including women), and community-based organizations both at national and sub-national levels.</li> <li>8. Develop awareness strategy aimed at enhancing and raising climate change awareness for different stakeholders at all levels.</li> </ol>
<b>Clients</b>	<b>UNDP</b>
<b>Country</b>	Yemen
<b>Year</b>	2010
<b>Consultancy</b>	Training Course Program for the Fish Quality Control Laboratory at Hodeidah. Theoretical and Practical microbiological training lessons.
<b>Location within Country</b>	Hodeidah
<b>Description of Projects</b>	Conducting two months training Program in Laboratory Techniques for the Microbiological Examination of Seafoods and on for the Fish Quality Control Laboratory at Hodeidah Governorate. Theoretical and Practical microbiological training programs.
<b>Clients</b>	<b>Yemen Agricultural Support Program (YASP), 2007</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>2007</b>
<b>Consultancy</b>	Economic consultant for Small Grant Program STTA.
<b>Location within Country</b>	Amaran, Mareb, Aljawaf, Shabwa
<b>Description of Projects</b>	<p><b>Activity:</b> Evaluation and Assessment of the Economic Benefits of the Yemen Agricultural Support Program, Small Grant Program (SGP)</p> <p><b>Objectives/Activities:</b></p> <ul style="list-style-type: none"> <li>• Review existing small grant documents, .e.g., operating manual, evaluation criteria, proposals, budgets, certifications and reports.</li> <li>• Formulate a survey instrument to assess the economic benefits achieved by the grants.</li> <li>• Work with extension agents to meet with and survey grant recipients. The consultant will be expected to meet with at least 75% of current grant recipients to learn about their level of grant management including strengths/weaknesses; interview recipient officers and members to determine level of benefit from grant activity, e.g., economic and social benefit to men, women and children; also determine if multiplier effect and or spillover has occurred with non-SGP recipients who may be attempting to independently replicate SGP activities.</li> </ul>

	<ul style="list-style-type: none"> <li>Analyze survey results statistically, to determine those projects or activities, individuals who have more successful at creating sustainable economic impact.</li> <li>Identify and summarize key constraints and weaknesses, and the strengths and opportunities and measures to taken advise a facing the SGP.</li> <li>Categorize common characteristics of the successful projects and formulate recommendations for existing grant recipients and evaluating future grant proposals.</li> <li>Organize and conduct informal workshop with YASP field agents to present findings and results in training of trainers (TOT) format.</li> <li>Provide related technical assistance as requested by the COP.</li> </ul>
<b>Clients</b>	CSO and UNDP
<b>Country</b>	Yemen
<b>Year</b>	2005
<b>Consultancy</b>	Nutritional Consultant: 10 months contract
<b>Location within Country</b>	Sana'a Yemen
<b>Description of Projects</b>	<p>Nutritional Consultancy: 10 months contract for nutritional consultancy with following tasks:</p> <ul style="list-style-type: none"> <li>Designing the survey methodology, include questionnaires, selection of variables for 24 hour recall, food frequency and anthropometry measurements..</li> <li>Facilitating the training of interviewers on data collection.</li> <li>Providing technical advices for the Nutrition survey's team members.</li> <li>Analyzing survey results using SPSS, nutritional Softwares (NutriSurveySoftwares).</li> <li>Monitoring field activities and provide assistance and opinion concerning data analysis.</li> <li>Participating in writing a final report and developing recommendations.</li> <li>Support the monitoring of field activities.</li> <li>Facilitate the training of interviewers on data collection.</li> <li>Provide technical advices for the Nutrition survey's team members.</li> <li>Provide assistance and opinion concerning data analysis.</li> <li>Analyse survey results using SPSS,</li> <li>Participating in writing a final report and developing recommendations.</li> </ul>
<b>Clients</b>	UNDP
<b>Country</b>	Yemen
<b>Year</b>	2001
<b>Consultancy</b>	<b>Development of Technical Skills in Engineering Industries</b>
<b>Location within Country</b>	Sana'a Yemen
<b>Description of Projects</b>	<p><b>Development of Technical Skills in Engineering Industries.</b> The tasks include the following:-</p> <ul style="list-style-type: none"> <li>Identifying technical skills needed in engineering industries (food and non-food sectors).</li> <li>Assessing in the formulation of a comprehensive integrated demand-drive IHRD program.</li> <li>Identifying constrains and bottlenecks to develop the engineering sector to be competitive and innovative.</li> <li>Participating in the formulation of a comprehensive National Program of Action for the development of skills in an innovative, efficient and competitive engineering and agro-food processing sector, locally and internationally.</li> </ul>
<b>Clients</b>	<b>UNDP/CSO (Poverty Information &amp; Monitoring System "PIMS")</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>1999</b>
<b>Consultancy</b>	Preparing a technical study aimed at protecting the socio-economically disadvantaged and nutritionally vulnerable groups.
<b>Location within Country</b>	Sana'a Yemen
<b>Description of Projects</b>	<p>A food basket for Yemen was formulated based on the per capita Daily Allowance for Energy. The Tasks include the following:-</p> <ul style="list-style-type: none"> <li>Developing the country's dietary guidelines and the recommended daily allowance (RDAs) for calories and nutrients.</li> <li>Calculating the current national's average calories &amp; nutrients intake using monthly food consumption data obtained from 1998 Family Budget Survey (FBS).</li> <li>Recommending well-balanced and low cost food items based on price listed in the 1998 FBS.</li> </ul>

	<ul style="list-style-type: none"> <li>Assessing the adequacy of the food supply to meet the populations' needs in term of energy and nutrients using data on the quantities of food available and information on the food pattern in the country.</li> <li>Recommending a national and regions food baskets based on food consumption pattern in such regions.</li> </ul>
<b>Clients</b>	<b>Finish Development Consultant Ltd</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>2001 Apr.,</b>
<b>Consultancy</b>	Evaluation study of 45 cooperative associations works in 5 governorates
<b>Location within Country</b>	Sana'a , Dhamar, Ibb, Taiz, Lahyj, Aden and Abyan
<b>Description of Projects</b>	<p><b>Carried out the following tasks:</b></p> <ol style="list-style-type: none"> <li>Evaluation study of the cooperative associations works.</li> <li>Cooperative development strategies plan and programs, which include the major activities. <ul style="list-style-type: none"> <li>Design and implementation of systematic training and education programs for members, board members and staff based on a training needs assessment;</li> <li>Development and implementation of business management and financial management systems in the primary cooperatives.</li> <li>Provision of business consulting services needed by the cooperatives to implement their business plans.</li> <li>Studying of various approaches to organization development, some review of experience in other countries.</li> </ul> </li> </ol>
<b>Clients</b>	<b>Finish Development Consultant Ltd,</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>2001 Nov</b>
<b>Consultancy</b>	Re-structuring of the Agricultural Cooperative Union (ACU)
<b>Location within Country</b>	Sana'a Yemen
<b>Description of Projects</b>	<p>The terms of reference was to advance the preparation of the cooperative component of the proposed Institutional Development of the Agricultural cooperative and preparation of the Implementation Plan with <b>the following tasks:</b></p> <ul style="list-style-type: none"> <li>Developing a framework for re-structuring of the Agricultural Cooperative Union (ACU), with aim to make the Union a truly bottom-up controlled organization, and an effective service provider.</li> <li>Design the core elements of a pilot operation aimed at supporting a few typical agricultural cooperatives;</li> <li>Developing components aimed at restructuring of ACU in order to make it a professional and effective organization capable of meeting the needs of its affiliates.</li> </ul>

<b>Clients</b>	<b>Finish Development Consultant Ltd,</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>Nov., 2000:</b>
<b>Consultancy</b>	Institution analysis of 12 primary cooperatives, ACU and GCAIS
<b>Location within Country</b>	Ibb, Taiz, Amran, Hodeidah, Sana'a, Lahyj and Abyan
<b>Description of Projects</b>	<p>Participate and facilitate the execution of the institution analysis of 12 primary cooperatives in the governorates of Ibb, Taiz, Amran, Hodeidah, Sana'a, Lahyj and Abyan, the Agricultural Cooperative Union (ACU) and General Cooperative for Agricultural Input and Supply (GCAIS) as described in the term of reference as to:</p> <ol style="list-style-type: none"> <li>Promote the cooperatives, as overall objective, into farmer organizations which are: <ul style="list-style-type: none"> <li>member-controlled and operate in accordance with needs and priorities identified by their members;</li> <li>efficiently managed and able to provide effective services to their members;</li> <li>competitive and self-reliant and thereby able to operate in competition with other private sector enterprises without having to depend on government subsidies and supervision</li> </ul> </li> <li>Conducted an extensive review of the operations of ACU at the headquarters in Sana'a as well as at two governorate-level branch offices of the Union and 12 primary cooperatives.</li> </ol>

<b>Clients</b>	<b>ESCWA</b> Concept Investment Consultancy
<b>Country</b>	Yemen
<b>Year</b>	<b>1999</b>
<b>Consultancy</b>	Preparation the Country's Industry Report for ESCWA.
<b>Location within Country</b>	Sana'a Yemen
<b>Description of Projects</b>	Preparation the Country's Industry Report for ESCWA title as; ' <b>Strengthening the Capacity and Improving Production Efficiency of Food Industry Sector</b> '. The study aimed at evaluation of food industry sector. As stated by the term of reference, it covered the following issues: -Maximising the use of the current production capacity, Utilizing the available raw materials, Labour power utilization & Human resource requirements, Maintenance procedures and efficiency, Present management statues, Cost analysis, Production level indicators, Quality control & storage capacity, Internal regulation, Standardisation & legislation, Assessment of the environmental impact, Pricing policy, Marketing policy, Problems and constraints encounter by the food industry sector and exerted efforts to improve production.

<b>Clients</b>	<b>WFP</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>1997</b>
<b>Consultancy</b>	Examining the issues and factors relevant for designing a project component involving the conversation and processing of vegetables and fruits for home consumption and small scale-commercial ventures.
<b>Location within Country</b>	Hodeidah, Hajah and al Mahouiet.
<b>Description of Projects</b>	<p>Consultancy work aimed at "<b>examining the issues and factors relevant for designing a project component involving the conversation and processing of vegetables and fruits for home consumption and small scale-commercial ventures</b>". Tasks include:</p> <ul style="list-style-type: none"> <li>▪ Identifying potential activities targeted to the needs of the poorest segments of the population in the poorest regions.</li> <li>▪ Assess why women are or are not involved in conservation/processing activities.</li> <li>▪ Identifying required training and extension for introduction of activity and additional technical backstopping</li> <li>▪ Identifying technical requirements for the introduction of conservation and processing techniques.</li> <li>▪ Assess women's access to formal and informal credit and information services.</li> <li>▪ Identify appropriate social organisation for conservation/processing activities.</li> <li>▪ Identify technical requirements for the introduction of conservation and processing techniques. Assess the need for local adaptation and demonstration of these technologies.</li> <li>▪ Determining the technical, social and economic feasibility of conservation and processing activities.</li> </ul>

<b>Clients</b>	WFP
<b>Country</b>	Yemen
<b>Year</b>	1996
<b>Consultancy</b>	<b>Evaluation of Micronutrients Deficiencies in Yemen and Proposing Methods for Improvement</b>
<b>Location within Country</b>	Sana'a
<b>Description of Projects</b>	<p>The following tasks were performed:-</p> <ol style="list-style-type: none"> <li>1. Identifying the most important micronutrient deficiencies</li> <li>2. Introducing effective way for incorporating the micronutrients into food commodities</li> <li>3. Recommending the type, form and quantity of nutrients that have to be added to the food commodity (i.e. food fortification).</li> </ol>

### Water and Wastewater Studies

<b>Clients</b>	<b>GTZ</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>1998</b>
<b>Consultancy</b>	Hygiene Awareness Program (1998)
<b>Location within Country</b>	Sana'a

<b>Description of Projects</b>	Developed and executed a hygiene education program aimed at enhancing the community participation in managing the schemes and achieving sustainability. The program includes training of trainers, principles of water resources, basics of water supply and sewerages O&M and management and hygiene education.
<b>Clients</b>	<b>GTZ</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>1997</b>
<b>Consultancy</b>	Water Supply and Sanitation Projects in small Towns of West Yemen
<b>Location within Country</b>	Sana'a
<b>Description of Projects</b>	As a consultant to GTZ, managed and prepared strategic infrastructure plans for new water and wastewater schemes in small towns throughout coastal areas of Western Yemen. Provided direction to professionals who undertook studies on the engineering, environmental, social and economic viability of different water and wastewater schemes. Also participated actively in developing Operation and Maintenance manuals.
<b>Clients</b>	<b>GTZ</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>1996</b>
<b>Consultancy</b>	Yemeni Water Sector Reform (1996)
<b>Location within Country</b>	Sana'a
<b>Description of Projects</b>	As a GTZ consultant, participated in the development of Yemeni water supply and sanitation reform strategy, which was mainly sponsored by the World Bank and GTZ, and assisted in provided technical support for implementation. The main principles of the reform strategy are: the separation of the executive from the regulatory functions; decentralization of service provision and corporatization through the establishment of autonomous WSS corporations; capacity building and human resources development.

	<b>Business and Management studies and consultancies</b>
<b>Clients</b>	Chamber of Commerce
<b>Country</b>	<b>Yemen</b>
<b>Year</b>	2010
<b>Consultancy</b>	
<b>Location within Country</b>	Sana'a
<b>Description of Projects</b>	"Challenges facing businesswomen in financing' Carried for the Chamber of Commerce in Al Mukal, 2010
<b>Clients</b>	<b>MAJ</b>
<b>Country</b>	Yemen
<b>Year</b>	<b>2008</b>
<b>Consultancy</b>	Intitutional development of MAJ Corp.
<b>Location within Country</b>	Sana'a
<b>Description of Projects</b>	Tasks include restructuring the MAJ Corp. aimed for efficient high performance of work, staff evaluation, training need assessment, implementing effective and smooth work procedures between departments. - Business development and Market study for Albasteen Hyper market and maj china mix.
<b>Clients</b>	<b>Cabinet of Ministers</b>
<b>Country</b>	Yemen
<b>Year</b>	2003
<b>Consultancy</b>	Financing Small Project
<b>Location within Country</b>	Sana'a
<b>Description of Projects</b>	Case study carried out for the Cabinet of Ministers, Social fund for development.



**Concept**

Training and Development

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Training



نحن نؤمن بأن التدريب رسالة وليست وسيلة

التحق الآن ضمن أحدث وأقوى البرامج التدريبية المحلية والعالمية



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مركز متعلم



مركز متعلم

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## Training and Human Resources Development



## 2. Concept Training Academy:

### **Diploma and Short Training Courses:**

CIC has a training Institute called **Concept Training Institute**. It is an authorized training institute and registered with the Ministry of Technical and Vocational training. It is a key provider of short training courses to different Governmental Authorities and private companies of all sectors. Training Programs include the following subjects and fields:-

- Leadership and Management.
- Strategy and Planning.
- Human Resources Management.
- Finance and Accounting.
- Administration and Secretarial.
- Sales and Marketing.
- Customer Service.
- Life & Communication Skills Development.
- Interpersonal Skills and Self Development.
- Contracts Management.
- Project Management.
- Maintenance and Safety.
- Quality and Productivity.

### **2.1. Business Short Courses**

- Small Business start up
- Business management & Technology
- Time Management.
- Workforce Efficiency.

### **2.2. Community Development training Program:**

- NGOs Establishment and Management.
- Group Promotion and Formation.
- Gender and Development.
- Small enterprise Development & Management
- Monitoring and Evaluation.
- Extension and Community Mobilization Techniques.
- Project Formulation and Proposal Writing.
- Participatory Situation Assessment and Planning
- Organization of Training Activities.

### **2.3. Food Technology and Nutrition:**

Concept provides short training courses in various areas of food science and technology, dairy science and post harvest technology for the benefit of new graduate, research and extension workers in public and private sector. An





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Concept Training and Development

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### End Project Evaluation Study for YASP in 5 governorates



**USAID | YEMEN**  
FROM THE AMERICAN PEOPLE

## EVALUATION AND ASSESSMENT OF THE YASP SMALL GRANTS PROGRAM



SEPTEMBER 2007

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### Market Assessment Study for Cold Storage Facilities in Sana'a, Yemen December 2013





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COVER PHOTO: YASP Chief of Party, Dr. Najib Al-Hammadi, greets livestock association members from Al-Jawf Governorate; photo courtesy of YASP Photograph Archive, ARD, Inc. All other photographs are courtesy of Dr. A. B. Al-Zaemey.

<p><i>Formulation of National Export Strategy, European Union, 2013</i></p>	<p><i>Study on Economic Feasibility and Environmental Impact Assessment for ICE Plant in Yemen-WFLO, USA-2013</i></p>	<p><i>Upgrading the traditional small-scale sesame oil pressing facilities in Yemen-Mercy Corps-2017</i></p>
  <p>Specific Contract N° 2012/309486 – Version 1</p> <p>Framework Contract EuropeAid: 127054/C/SER/multi - Lot 10 Trade, Standards and Private Sector</p> <p>Formulation of National Export Strategy</p> <p>National Export Strategy</p> <p>October 2013</p> <p>Technical Assistance coordinated by ADE in association with Lambard Management Consultants Ltd.</p>	  	 <p>Upgrading The Traditional Small-Scale Sesame Oil Pressing Facilities In Yemen</p>
<p><i>Climate Change Awareness Raising Strategy, PPCR-Yemen-2013</i></p>	<p><i>Climate Change Awareness Raising Materials, PPCR-Yemen-2013</i></p>	<p><i>Training Manual for Sesame Oil Extraction, Mercy Corps-Yemen, 2017</i></p>

