Genebanks and Seed Systems Toolkit

KII Checklist #4 – Agro-processors or distributors

**Target group**: These are guide questions to be used with agro-processors or distributors that are buy primary agricultural and intermediate goods from farmers and process them (as food, feed, fiber, fuel, or industrial raw material) and/or sell them. This should mainly be conducted if the research indicates that market forces and consumers, through their purchase decisions, play an important role in shaping the seed system. The questions can be adjusted based on the specific context/crop of interest.

The interview should be conducted with one or more representatives with good knowledge of the organization’s operations, especially in buying agricultural products from farmers, processing, and selling to consumers or industry.

## Introduction

1. Explain the objective and obtain consent (*fill out and attach the consent form for KIIs*)

## General information about the organization

1. When was the enterprise created, and why?
2. Are you registered as a legal entity? What is the structure (company, cooperative)?
3. What is the size of your business? (Number of employees, annual sales, etc.)

## Sourcing, processing, and selling agricultural products

1. What are the main crops/agricultural products that you sell/deal with?
	* How did you choose which crops/produce to process and sell?
2. How do you source raw agricultural materials for your business?
	* Directly from farmers? Through intermediaries? Explain
	* What geographic area do you source from?
	* Do you have any challenges in obtaining the quality of agricultural material/crop you need?
3. What quality standards or criteria do you have for the agricultural materials that you source?
	* At what price do you purchase materials from farmers? How is this set?
	* What traits or characteristics have the most significant market value?
	* Do you advise farmers on what crops and varieties to grow based on your experience of market value or consumer demand? Explain
	* Does the quality of seed or type of varieties planted by farmers affect your business?
	* What do you know about seed systems? Is your business related to the seed system you described? If yes, how?
4. What value-addition activities do you do, or how do you process or transform the agricultural materials you buy?
5. How are sales organized?
	* Through retailers or wholesalers? Explain
	* Who are your buyers/main clients? Do you have contracts?
	* Are the products for local, national or international markets?

## Seed system linkages

1. Do you interact with other actors engaged in agriculture/seed for your business, such as:
	* + Breeders
		+ Seed companies
		+ Agricultural extension
		+ NGOs working on agriculture
		+ Farmers’ associations/groups
		+ Others (specify):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. What kinds of interactions/collaborations do you have with these actors?
	* Are there any challenges in coordinating your activities with them?
	* How do you think these interactions can be improved?
3. According to your analysis, what are the key issues regarding seeds in farmers’ agricultural activities?

## Contextual factors

1. Does the government policy support your business? If yes, how? If not, why not?
2. Are there local customs, beliefs, or cultural practices that affect your business? How?
3. How does the market/economy affect your work? Give specific examples.

## Recommendations

1. Is there anything else you would like to share about your business?
2. In your view, what are the key issues related to seed in this part of the country?
3. Do you have any suggestions or recommendations on how to improve farmers’ access to sufficient, good quality seed of preferred crops and varieties?