

Asian Productivity Organization

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PROJECT NOTIFICATION

24 August 2011

1. **Project Code** 11-AG-29-GE-WSP-B
2. **Title** Workshop on Climate Change and Its Impact on Agriculture
3. **Duration** 13–16 December 2011 (four days)
4. **Venue** Seoul, Republic of Korea
5. **Implementing Organization** Korea Productivity Center
Saegsansung Building,
122-1 Jeokseon-dong, Jongro-ku,
Seoul 110-751, Republic of Korea
Phone: (82-2) 724-1180/7
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Website: <http://www.kpc.or.kr>
6. **Collaborating Organization** Asian Development Bank Institute (ADBI)
Kasumigaseki Building 8F
3-2-5 Kasumigaseki, Chiyoda-ku,
Tokyo 100-6008, Japan
7. **Number of Overseas Participants** Up to 30 qualified participants
(see 12. Qualifications of Participants):
 - 7.1 Up to **16 APO participants** from Cambodia, Republic of China, Fiji, Indonesia, IR Iran, Lao PDR, Japan, Malaysia, Philippines, Singapore, Thailand, and Vietnam
(Nominations to be submitted by NPOs to the APO Secretariat)
 - 7.2 Up to **14 ADBI participants** from Bangladesh, India, Nepal, Pakistan, Sri Lanka, Afghanistan, Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan, Armenia, Azerbaijan, and Georgia
(Nominations to be submitted by the concerned ADBI partners to the ADBI Secretariat)
8. **Number of Local Participants** Up to six qualified participants
(see 13. Qualifications of Participants)
9. **Closing Date for Nominations** 30 September 2011

10. Objectives

- a) To assess the impacts of climate change on agricultural productivity and understand key climate-induced vulnerability and risks to agriculture, and required actions to address them;
- b) To create awareness of the tools, methods, and policies available to assess the impacts of climate change on agriculture;
- c) To share successful examples of adaptation programs and measures to improve the resilience of vulnerable agricultural infrastructure, agroecosystems, and communities; and
- d) To formulate adaptation strategies and action plans for participating countries.

11. Background

Climate change is a serious threat facing the world. Although it will affect everyone, rural people and farmers are the most vulnerable to the effects of climate change. Many live on ecologically fragile land and their livelihood depends on agriculture, livestock, fisheries, and forestry. Agriculture is sensitive to climate change and weather extremes, such as droughts, floods, and severe storms. The impact of climate change on agriculture is already obvious. For example, weather-related events linked to climate change are causing an increase in the number of floods and droughts, shorter and less predictable rainy seasons, and more volatile agricultural markets. Crop failures and livestock deaths are causing huge economic losses, contributing to higher food prices and undermining food security in many developing countries.

Agriculture has both positive and negative effects on climate. For example, crops serve as carbon sinks, but agricultural activities and deforestation together contribute up to one-third of greenhouse gas emissions. Main issues include inappropriate land management practices, improper farming technologies, lack of incentives for farming communities to take advantage of environmental services and adopt sustainable production systems, and inadequate support for soil and water conservation practices. Effective policy measures, as well as capacity building and awareness programs, are needed to mitigate the negative effects of agricultural activities on climate change.

12. Scope and Methodology

The workshop will consist mainly of lead presentations by resource persons, sharing of good practices through presentations of country case studies by participants, group exercises, and field visit(s).

The tentative topics to be covered during the workshop are:

- a) Climate change and agricultural productivity: an overview;
- b) Subregional perceptions of climate change impacts on agriculture;
- c) Climate change risk assessment tools;
- d) Building climate resilience in agriculture through sustainable land and water management;
- e) Policy measures to cope with climate change;
- f) Watershed services: concepts, applications, and policy measures;
- g) Rehabilitating degraded watersheds: lessons from regional experiences; and
- h) Greenhouse gas mitigation, climate adaptation, and agricultural productivity.

Group exercises will include the formulation of action plans/roadmaps for climate change adaptation at local, subregional, and national levels, as well as developing a climate change curriculum and training program.

13. Qualifications of Participants

The participants in this workshop are expected to possess the following qualifications:

- (a) Age: Preferably between 35 and 50 years.
- (b) Education: University degree or equivalent qualification from a recognized institution.
- (c) Present Position: Policymakers and planners; or professionals, practitioners, and consultants directly involved in policy making in the area of climate change adaptation/risk management and agriculture development.
- (d) Experience: At least five years of work experience in the field of agricultural adaptations to climate change, especially in formulating National Plans for Adaptation under the United Nations Framework Convention on Climate Change. The participants must be able to submit concrete case studies to share country experiences and undertake follow-up actions for application/dissemination of the workshop findings.
- (e) Language Proficiency: All proceedings of the Workshop are conducted in English, and participants are frequently required to make oral and written presentations. They should be proficient in both spoken and written English. Those who are not proficient in English should not apply.
- (f) Health: Physically and mentally fit to attend an intensive workshop program requiring participants to complete a number of individual and group activities and strenuous fieldwork (it is therefore recommended that member countries refrain from nominating candidates likely to suffer from physical and mental strain).
- (g) Attendance: Participants must attend all four days of the workshop to qualify for the certificate of attendance.

14. Financial Arrangements

- a) **To be borne by the APO:**
 - i) All assignment costs for up to three overseas resource persons.

- ii) Round-trip economy-class international airfare for up to 16 overseas participants by the most direct route between the international airport nearest to the participant's place of work and Seoul. As far as practicable, all participants should purchase discount tickets. Please note that the arrangements for the purchase of air tickets should be in accordance with the "Guide on Purchases of Air Tickets for APO Participants," which will be sent to the selected participants and is available on the APO website and from APO Liaison Officers in member countries.

b) To be borne by participants or participating countries

For all participants

- i) *Participants' insurance premiums:* All participants should be fully insured against accident and illness (including hospitalization and death) for a principal sum equivalent to US\$10,000.00 for the entire duration of the project and travel and must submit to the APO Secretariat a copy of the comprehensive travel insurance certificate before participation. *Such insurance should be valid in the Republic of Korea.* This insurance requirement is **in addition to** existing government insurance coverage in some member countries. If any participant is unable to insure himself/herself as stipulated above, he/she should secure this insurance in the host country at the commencement of the project and pay the premium himself/herself, if necessary, from the per diem allowance provided. Neither the APO nor the implementing organizations will be responsible for any eventuality arising from accident or illness.
- ii) Any expenses incurred by participants for stopovers on the way to and from the project venue as well as for extra stay at the project venue before and/or after the official project period on account of early arrival or late departure, for example, due to either limited available flights or any other reason whatsoever.
- iii) Any expenses related to visa fees and airport taxes.

c) To be borne by the host country (Republic of Korea)

- i) Hotel accommodations and per diem allowances at the rate to be specified later for up to five days for up to 16 APO overseas participants.
- ii) All local implementation costs of 16 APO overseas participants.

d) To be borne by the ADBI

- i) All assignment costs of up to four overseas resource persons.
- ii) Round-trip economy-class international airfare for up to 14 overseas participants coming from Bangladesh, India, Nepal, Pakistan, Sri Lanka, Afghanistan, Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan, Armenia, Azerbaijan, and Georgia.
- iii) Hotel accommodations for up to five days for overseas participants from Bangladesh, India, Nepal, Pakistan, Sri Lanka, Afghanistan, Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan, Armenia, Azerbaijan, and Georgia.
- iv) Per diem allowances to cover meals and incidental expenses at the rate to be prescribed later for up to five days for overseas participants coming from the countries listed in item d-ii of the financial arrangements.

15. Actions by Member Countries

Nominations

- (a) Each participating country is requested to nominate two or more candidates for selection in the order of preference. Please ensure that candidates nominated meet the qualifications specified above (13. Qualifications of Participants).
- (b) Participating countries are requested to inform the Secretariat as soon as possible if they do not wish to participate in the project, so that slots thus created can be allocated to other member countries.
- (c) Please note that when a candidate is nominated it does not follow that he/she is considered selected. Selection is at the discretion of the Screening Committee. A basic criterion for selection is the homogeneity of the participants in terms of qualifications and work experience. Nonselection therefore does not mean that the candidates concerned are not competent enough. Sometimes candidates are not selected because they are overqualified for the given project.
- (d) APO Liaison Officers/NPOs are reminded to make clear in their search for the most appropriate participants that only the APO Liaison Officer/NPO in their country may send nominations to the APO Secretariat. This should eliminate the mistake of various government/public institutions making nominations directly to the APO Secretariat.

Required Documents

- (e) Each nomination should be accompanied by the documents listed below. A nomination lacking any of these documents may not be considered:
 - i) Two copies of the candidate's biodata on the **APO biodata form** together with passport-sized photograph. The biodata form can be downloaded from the APO website. Downloading information is also available from www.apo-tokyo.org. We encourage submitting the biodata form to the APO Secretariat in electronic form as an attachment to a cover e-mail message from the APO Director, Alternate Director, or Liaison Officer. The nomination documents should be sent to the **Agriculture Department**, APO Secretariat (e-mail: agr@apo-tokyo.org, fax: 81-3-5226-3954).
 - ii) **The APO Medical and Insurance Declaration/Certification Form.** Every candidate must complete and submit a copy of the APO Medical and Insurance Declaration/Certification Form with his/her biodata at the time of nomination. Please note that self-declaration is sufficient for candidates without any of health conditions or illnesses enumerated on the reverse side of the medical form. However, for all others, medical certification by a recognized physician on the reverse side of the medical form is required.
- (f) For reasons of expediency or because of time constraints due to approaching nomination deadlines, participating countries sometimes send their candidates' biodata and medical certificates by fax to the APO Secretariat. While this action is very much appreciated, participating countries are requested to mail the originals of the documents to the APO Secretariat as well. They are needed for making clear, clean copies for the host country, especially with regard to the candidates' photos. If the documents are submitted electronically as mentioned in d)-i), there is no need to send the original by postal mail. If a digital photograph of a nominee is not attached to the electronic

biodata form, a hard-copy photograph should be sent to the APO Secretariat by postal mail. Please specify the candidate's name and the project code on the reverse side of the photograph.

Nomination Deadline

- (g) Participating countries are requested to abide by the ***nomination deadline of 30 September 2011***. The APO Secretariat may not consider late nominations as they have in the past resulted in considerable difficulties to the implementing organization in its preparatory work for the project.
- (h) For participating countries where nominations are required to be approved by higher government authorities and hence require a longer time, APO Liaison Officers/NPOs are urged to send in the names of nominees on or before the deadline, indicating that government approval will follow.

Others


- (i) The most qualified participant(s) from participating countries will be chosen and notified through APO Liaison Officers/NPOs. Should some candidates fail to qualify or be unable to participate after selection, or should some participating countries fail to nominate any candidate, their slots may be filled by alternates from the same or another participating country on a merit basis.
- (j) Participating countries are requested to inform the selected participants that they are not to bring family members or to engage in any private business activities during the entire duration of the project. Further, if they become unable to attend the project, they should be requested to inform the APO promptly of their inability to participate and the reason for last-minute withdrawal through the APO Liaison Officer/NPOs in member countries.
- (k) Each selected participant is required to arrive at the venue one day before the start of the official project. Also, all candidates are expected to return home upon completion of the official project because they are visiting the host country for the specific purpose of attending this APO Workshop.

16. Country Case Study

The participants are required to prepare a country case study prior to departure for the project venue for presentation at the workshop. In preparing the country case study, they are expected to follow the attached "Guidelines for Preparation of Country Case Study".

17. Other Conditions

Other conditions for participation are given in the *APO Guide for Participants*, which is available from APO Liaison Officers/NPOs in member countries and on the APO homepage (www.apo-tokyo.org) and will also be sent to selected participants.



Ryuichiro Yamazaki
Secretary-General

Workshop on Climate Change and Its Impact on Agriculture
(13–16 December 2011, Seoul, ROK)

Guidelines for Preparation of Country Case Study

Each participant is required to submit a country case study keeping in mind the main theme of the workshop and topical outline provided below. The country case study may be written in the personal capacity of the participant. However, if there is more than one participant from a single country, they can write a joint paper to avoid overlapping of contents.

The country case study should be typewritten, single-spaced, on standard A4-size paper, and be between 5 and 7 pages in length, excluding tables/figures. A soft copy of the country case study should reach the APO/ADBI no later than 30 November 2011.

The case study should provide an accurate account of the current situation of climate change adaptation in his/her country. Wherever appropriate and available the write up must be supported by statistical data/information. Participants may refer to their countries' national communications or National Action Plan of Adaptation (NAPA) under the United Nations Framework Convention on Climate Change (UNFCCC) for background information.

Participants are encouraged to provide in their country case studies as much relevant, useful information as possible *but they must avoid including unnecessary general information on agriculture as well as the profile of their country.*

The country case study must include a summary not exceeding 300 words. It should contain only the key points of the case study. The summary will be used to prepare the workshop highlights.

Topical Outline:

The following topical outline is suggested as a guide. It is not meant to restrict the preparation of the country case study but rather to encourage the inclusion of other equally relevant information so as to render it more substantial and meaningful.

1. Current trends in climate change vulnerability in your country, highlighting the impact on agriculture.
2. Investments of your country in research and development in the areas of agriculture and natural resource (land, water, forest, fishery, etc) management to meet the challenges of climate change
3. Adaptation measures and practices that have been or plan to be implemented in the country (including both structural measures such as building new infrastructure, and nonstructural measures such as establishment of early warning systems, insurance systems, etc., as well as co-benefit approaches such as greenhouse gas mitigation in agriculture, reduced emissions from avoided deforestation, etc.).
4. Policies and programs of your government designed to integrate the agricultural adaptation measures to climate change into sectoral planning.
5. Issues and challenges in mainstreaming adaptation into development planning of agricultural and water sectoral activities.
6. A list of references/bibliography to acknowledge the sources of information/data utilized in the preparation of the case study.