



PROJECT IMPLEMENTATION PLAN

PIP Issue Date	8 May 2019
PIP Revision-1 Issue Date	13 August 2019
Project Code	18-AG-55-SPP-DON-C-2
Title	National Conference on Capacity Building of Sustainable Food Value Chains for Enhanced Food Safety and Quality
Reference	Project Notification 18-AG-55-SPP-DON-C-2 dated 25 October 2018
Timing and Duration	21–22 August 2019 (two days)
Venue	New Delhi, India
Implementing Organization(s)	National Productivity Council (NPC) 5-6, Institutional Area, Lodi Road New Delhi-110003, India
Number of Local Participants	100 (approximately)
Closing Date for Nominations	NA

Change history of Project Implementation Plan: 18-AG-55-SPP-DON-C-2

Revision	Date of Issue	Clause	Modifications
Revision 1	13 August 2019	Financial arrangements	APO project cost revised from USD11,740 to USD12,740
			Financial cost estimate has been revised as in the attached file

1. Objectives

During the Conference on Capacity Building of Sustainable Food Value Chains for Enhanced Food Safety and Quality, domestic and international experts will be invited to share their firsthand knowledge of the latest technologies and best practices adopted for strengthening global food value chains. It will also be an opportunity for participants to understand the present status of food value chains in India while learning about applications of new technologies in the chains.

The conference will help to enhance the productivity, food safety, and quality of agri-food products, especially among SMEs in India. It will be a platform for participants to examine successful models and challenges related to food value chain management and subsequently generate policy inputs for the government to formulate proactive strategies to promote public-private partnerships (PPPs) in Indian food value chains.

2. Background

Enhancing food value chains is a crucial global strategy to achieve food security by ensuring safety and quality and reducing postharvest losses. According to the UN FAO, nearly one-third of the food produced is wasted globally, costing the world economy about USD750 billion annually. Within Asia, India and PR China alone are responsible for losses of nearly 1.3 billion metric tons of food every year. The highest waste of cereals, pulses, fruit, and vegetables occurs in India both, at pre- and postharvest stages. Controlling such waste requires concerted efforts at various levels.

Adequate infrastructure in terms of power supply, roads, communication, and market-focused government interventions, as well as more investment in the processing and transport sectors, are some measures to control this massive waste. Many perishables require thoroughly revamped, modern food supply chains with supporting processing and packaging facilities at production and consumption centers.

Further, to minimize losses in agri-food products, massive investment is required to create cold chain infrastructure. PPPs have become key actors in food value chains, because they can coordinate a wide range of stakeholders from the government, food-related agencies, academia, the private sector, farmers, the food industry, and NGOs. This conference will focus the attention of stakeholders on vital issues related to food value chain management in India by promoting PPPs and formulating sustainable strategies to maximize returns to farmer entrepreneurs.

3. Scope and Methodology

Scope

The conference will focus on promoting PPPs for enhancing food value chains, creating awareness among various stakeholders of methods for the procurement of raw materials, processing, and distribution; and applications of Good Agricultural Practices, Good Manufacturing Practices, Good Handling Practices, and Good Distribution Practices for maintaining the quality of products and developing supply chain linkages. The scope of the conference will include productivity concepts, benchmarking, and principles of food value chain management.

Methodology

The two-day conference will involve national and international expert lectures covering case studies, panel discussions, and recommendations of strategies to promote PPPs for enhancing food value chains.

The tentative program of activities of this national workshop is as follows:

Day 1: 21 August 2019, India International Centre, New Delhi		
Registration (9:00–10:00)		
Inaugural Session (10:00–10:35)		
10:00–10:02	Bouquet presentation, invocation, and lighting of lamps	
10:02–10:05	Welcome Address	Dr. Amita Prasad, IAS Director General NPC, New Delhi
10:05–10:08	Opening Remarks	Secretary-General or his representative, Asian Productivity Organization (APO), Tokyo, Japan
10:08–10:20	Keynote Address	Ms. Rita Teotia, IAS (retd.) Chairperson Food Safety and Standards Authority of India, Ministry of Health and Family Welfare, Government of India, New Delhi
10:20–10:32	Inaugural Address	Honorable Union Minister Ministry of Food Processing Industries Government of India, New Delhi
10:32–10:33	Distribution of souvenirs	
10:33–10:35	Vote of Thanks	Deputy Director General NPC, New Delhi
10:35–11:00	Tea break	
Time	Topic/Activity	Speaker/Facilitator
Session Chair: Smt Pushpa Subrahmanyam, IAS, Secretary, Ministry of Food Processing Industries, Government of India, New Delhi		
11:00–11:45	Capacity Building of Sustainable Food Value Chains for Enhancing Food Safety and the Quality of Agri-food Products: Concepts and Principles	Ms. Darunee Edwards, President Food Science and Technology Association of Thailand
11:45–12:15	Critical Factors in Cold Chain Systems to Ensure Food Safety and Quality	Dr. Rodney Wee, CEO Asia Cold Chain Centre, Singapore
12:15–12:45	Food Value Chains: Issues and Challenges	Prof. R.M. Joshi Chairperson, International Project Division, Indian Institute of Foreign Trade, New Delhi
12:45–13:00	Q&A Session	
13:00–13:45	Lunch break	
Session Chair: Shri Harbhajan Singh, IAS (retd.), former Director General, NPC		
13:45–14:30	Food Losses and Wastage: Mitigation Strategy through Value Chain Development	Shri Vijay Sardana International Food Security and Agribusiness Expert, Global Head-Food Security and Agribusiness, UPL Limited
14:30–15:00	Role of Accreditation in Enhancing Food Safety and the Quality of Agri-food Products	Mr. Anil Jauhari CEO, NABCB, Quality Council of India, New Delhi
15:00–15:30	Public-private Partnerships: Experience of the NCCD of India	Shri Pawanexh Kohli Chief Advisor and CEO, National Centre for Cold-chain Development, Ministry of Agriculture and Farmers' Welfare, Government of India, New Delhi
15:30–15:40	Q&A Session	
15:40–15:55	Tea break	
Session Chair: Mr. Brijeshwar Singh, IAS (retd.), FAO Expert		

15:55–16:25	Role of the Private Sector in Enhancing Food Value Chains	Dr. R.S. Khanna Chairman, Kwality Dairy (India) Limited, New Delhi
16:25–16:55	Enhancing Food Safety and Quality through Radiation Technology	Mr. Arun Sharma Adviser, Food Safety Standards Authority of India, New Delhi
16:55–17:25	Technology for Primary Processing of Fruit and Vegetables	Dr. R.K. Gupta Director, Central Institute of Post-Harvest Engineering & Technology, Ludhiana
17:25–17:35	Q&A Session	
Day 2: 22 August 2019, India International Centre, New Delhi		
Time	Topic/Activity	Speaker/Facilitator
Session Chair: Mr. S. Dave, former Chairman, Codex Alimentarius Commission, UN FAO		
09:15–10:00	Issues in Promoting a Food Safety Culture in an Emerging Food-processing Industry and Possible Solutions	Ms. Darunee Edwards, President Food Science and Technology Association of Thailand
10:00–10:30	Building Reliable, Safe, and Competitive Food Supply Chains for Exports	Dr. Rodney Wee, CEO Asia Cold Chain Centre, Singapore
10:30–11:00	Supply Chain Management for Agri-food Products in India: Challenges and Opportunities	Shri Prem Narayan, IRSS Deputy Director General, UIDAI, Ministry of Electronic & Information Technology, Government of India, New Delhi
11:00–11:15	Q&A Session	
11:15–11:30	Tea break	
Session Chair: Dr. Vandana Kumar, Joint Secretary, Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Government of India		
11:30–12:15	An Overview of Capacity Building in the Food-processing Sector	Dr. M.K. Salooja Dean, School of Agriculture, Indira Gandhi National Open University, New Delhi
12:15–12:45	Innovative Nanotechnology-based Strategies for Enhancing Food Value Chains in India	Dr. Divya Sachdev Principal Investigator, Department of Agriculture and Environmental Sciences, NIFTEM, Sonapat, India
12:45–13:15	Supply Chain Management: Prospects and Challenges	Shri B. Jagdish Rao CEO, Ongole Dairy, AP
13:15–13:30	Q&A Session	
13:30–14:15	Lunch break	
Session Chair: Ms. Reema Prakash, IAS, Joint Secretary, Ministry of Food Processing Industries, Government of India		
14:15–14:45	Quality Assurance at Farm Level for Enhancing Food Value Chains	Dr. Harsev Singh Former CEO, Reliance Retail Limited, (Reliance Dairy), New Delhi
14:45–15:15	Role of Private Players in Enhancing Food Value Chains	Shri Kumar Pranesh Branch Manager-ABD, ITC, Gurugram, Haryana
15:15–15:45	Utilization of Fruit and Vegetable Waste as Livestock Feed and Value-added Products	Smt. M. Wadhwa Department of Animal Nutrition, Guru Angad Dev Veterinary and Animal Science University, Ludhiana
15:45–16:00	Q&A Session	
16:00–16:15	Tea break	
Session Chair: Mr. Asitava Sen, Senior Agri-business Advisor, International Finance Corporation		
16:15–16:45	Agribusiness Infrastructure in Public-private Partnership Mode: Issues and	Dr. J.S. Yadav Managing Director, COSAMB, National

	Challenges	Council of Agricultural Marketing Board
16:45–17:15	Developing Institutional Synergistic Strengths Agri-entrepreneurship: Convergence of	Dr. Rashmi Singh Principal Scientist, Division of Agricultural Extension, Indian Agricultural Research Institute
17:15–17:30	Q&A Session	

4. Resource Persons

The APO will assign two international resource persons for this national conference. Local resource persons from relevant agencies will be assigned by the implementing organization.

5. Requirements of Participants

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

Present Position	Heads of food-processing units; managers of supply chains, vendor groups, or agri-food producers' associations; agribusiness industry leaders; and government officials, policy planners, and researchers involved in food value chains for enhanced food quality and safety.
Experience	At least three years of experience in the position described above.
Education	University degree or equivalent qualification from a recognized university/institution.
Language	All proceedings of the project are conducted in English, and participants must therefore be proficient in spoken and written English. Those who are not proficient in English will not be accepted.
Health	Physically and mentally fit to attend an intensive project. It is therefore recommended that the implementing organization should not nominate candidates likely to suffer from physical and mental stress.
Age	Candidates who fit the above profile are typically between 25 and 50 years of age.
Attendance	Participants are required to attend the entire program.

6. Financial Arrangements

To be met by the APO

- a. All assignment costs of APO resource persons, covering honorarium, airfare, and daily subsistence allowances.
- b. Local implementation costs such as for conference rooms, meeting package, conference facilities, interpretation fees, translation costs, material costs, local transportation costs, etc.
- c. The total amount of financial assistance from the APO for this national project should not exceed USD12740. Please see Attachment 1 for a detailed breakdown of the approved project cost.

To be met by the implementing organization

- a. If the actual project cost exceeds USD12,740, the overrun should be met by the implementing organization.

- b. Other expenses not covered by the APO.

7. Roles and Responsibilities

The roles and responsibilities of the implementing organization and APO are:

Implementing organization

- a. Organizing the two-day conference;
- b. Assigning local coordinators(s) to organize the conference (e.g., conference facilities, accommodation, meeting materials and/or kits, logistics);
- c. Inviting local participants and arranging mass media coverage;
- d. Inviting and assigning local resource speakers;
- e. Making arrangements for the venue and logistics;
- f. Making copies of the meeting materials;
- g. Providing budget not provided by the APO;
- h. Meeting the balance of project implementation costs if the total amount exceeds USD12,740; and
- i. Submitting a project completion report to the APO, including the financial report and expenditure receipts for the project.

APO

- a. Providing financial support for organizing the project as detailed in section 6;
- b. Assigning two international resource persons for the project; and
- c. Coordinating with the international resource persons and implementing organizations.

8. Procedures for Project Implementation

This project is to be implemented in close collaboration with the APO Secretariat, referred to as the APO in this document.

- a. A temporary advance of up to 50% of the total APO share will be remitted to the implementing organizations, if necessary, according to the detailed breakdown of the approved project cost given in the Attachment.
- b. The proposed project will be carried out by the implementing organization.
- c. The implementing organization will make the agreed expenditures and settle the entire account by providing all necessary proof of payment to the APO after completion of the project. The proof of payment, e.g., bills, payment records, and receipts issued by third parties, must be submitted together at one time, written in clear English, with English translations of all documents not originally written in English. The final payment will be made based on the actual expenditure after the implementing organizations submit the comprehensive report. In general, internal evidence is not accepted as proof of payment and will not be reimbursed.
- d. The implementing organization will submit a project completion report and a statement of expenses supported by receipts, etc. related to the project to the APO within one month of project completion. The report will provide details on how the project was carried out in the country; program of activities; benefits and advantages to the local agriculture and food industry sector, implementing organization, and host country; and follow-up action plans, among others.

9. Final Project Output and Outcomes

Upon completion of the project, the NPC will undertake the following:

- a. Submit a project completion report on the national conference to the APO and disseminate the report on the proceedings of the conference including recommendations to relevant government bodies such as the Ministry of Agriculture within one month after project completion.
- b. Submit a statement of expenses supported by third-party receipts/bills within one month after project completion.
- c. Submit documents and e-links relating to promotional material on the national conference, e.g., newsletters, news articles, brochures, bulletins, and news clippings, written in English or the local language with an English translation of the main points.
- d. Disseminate the knowledge and experience gained to the public and private sectors through publications, consultancy services, training courses, etc.
- e. Monitor the follow-up actions undertaken by the participants or participants' organizations and report them to the APO.

Expected outcomes:

At the time of the assessment workshop conducted by the NPC at the end of August 2019,

- a. Officials of the host country will have a comprehensive understanding of food value chain management and the ability to address issues to promote PPPs to improve the chains.
- b. Food-processing units will be able to improve their food value chains and be better positioned to supply safe, high-quality products to their customers.
- c. The NPC will request feedback from participants on the utility of the conference and the lessons learned and applied in their activities and benefits derived. (At least an 80% satisfaction rating by participants for their implementation of action plans should be received.) The NPC will identify additional areas that could have been covered to improve the value of the conference.

10. Follow-up Action Plans

After completion of the national workshop, the participants or their organizations will undertake the following:

Government agencies such as the Ministry of Agriculture and universities

- a. Include innovative PPP-related techniques and technologies in extension programs; and
- b. Coordinate among various agencies in support of awareness, extension, and promotion of agribusiness and food value chains.

Participants

- a. Submit action plans to the NPC for the implementation of concepts, techniques, technologies, and best practices in their own farms, enterprises, or companies;
- b. Inform the NPC of the expected outcomes of successful implementation; and
- c. Submit requirements for government agency assistance for their own action plans.



Dr. Santhi Kanoktanaporn
Secretary-General

PROJECT COST BREAKDOWN

Project Title:	National Conference on Capacity Building of Sustainable Food Value Chains for Enhanced Food Safety and Quality in Asian Countries
Duration:	21–22 August 2019
Venue:	India International Centre, New Delhi
Implementing Organizations:	National Productivity Council (NPC), 5-6, Institutional Area, Lodi Road New Delhi-110003, India
No. of Participants:	100 participants

No.	Item	Detailed Breakdown (Please indicate the unit price, number of persons, and days.)	Unit Total (USD)
I. Local implementation costs			
1	Meeting package	Rs.900/day × 100 persons × 2 days	2,612
2	Conference facilities cost (LCD rental fee, microphones, speaker, and backdrop)	Rs.50,000/day × 2 days	1,451
3	Honoraria for local resource persons	Rs.6,000/person × 8 resource persons	697
4	Local transportation costs for local resource persons	Rs.27,500/person × 2 resource persons	798
5	Local transportation costs for participants	Rs.16,000/day × 2 days	464
6	Accommodations for local resource persons (outside Delhi) for 2 days	Rs.6,000/person × 2 resource persons × 2 days	348
7	Accommodations for participants (outside Delhi)	Rs.3,000/day × 30 participants × 2 days	2,612
8	Convention materials (brochure, photocopying materials, etc.)	= a + b	2,177
a	Files, pens, and bags	Rs.850/person × 100 persons	1,234
b	Brochure, photocopying materials	Rs.650/person × 100 persons	943
Subtotal:			11,159
II. Miscellaneous expenses			
APO Hosting Dinner			1,000
Miscellaneous expenses include communication fees (telephone, fax, Internet), etc.			581
TOTAL			12,740

Notes:

- * With the submission of the project report and settlement of accounts (final expenses report) with the official receipts, the APO will reimburse the actual expenses within the above amount in accordance with the Project Implementation Plan.

The following items will NOT be reimbursed by the APO:

- 1) Administrative costs such as remuneration, transportation, accommodation, per diem allowances, and miscellaneous expenses for the implementing organizations; and
- 2) Other items not given in the above list.