



ASIAN PRODUCTIVITY ORGANIZATION

## PROJECT NOTIFICATION

4 June 2015

1. **Project Code** 15-AG-20-GE-SMN-A
2. **Title** Study Mission to Germany on Modern Quality Control and Inspection Systems for Food Products
3. **Timing and Duration** 12–17 October 2015 (six days)
4. **Venue** Berlin and Cologne, Germany
5. **Implementing Organization** APO Secretariat  
Leaf Square Hongo Building 2F  
1-24-1 Hongo, Bunkyo-ku  
Tokyo 113-0033, Japan  
Tel: 81-3-3830-0417  
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e-Mail: agr@apo-tokyo.org
6. **Number of Overseas Participants** Up to 19 qualified participants  
(See 11. Qualifications of Candidates)
7. **Closing Date for Nominations** 31 July 2015
8. **Objectives**
  - a. To gather new knowledge on modern quality control and inspection systems for food products in Germany and other developed countries of the EU;
  - b. To learn the latest trends in legislation, policy, and institutional settings, as well as the food industry for effective quality control and inspection systems through observing state-of-the-art operations of relevant organizations, institutions, and companies, and visiting the Anuga Fair 2015 in the host country; and
  - c. To establish networks with different stakeholders in the food industry such as managers and entrepreneurs, government officials, importers, exporters, and professionals working in this field.

### 9. Background

Effective national food control systems (FCS) are essential to protect the health and safety of domestic consumers. They are also critical in enabling countries to ensure the safety and quality of food entering international trade and that imported foods conform to national requirements. The globalization of food supply chains places considerable obligations on governments, producers, importers, and exporters to strengthen FCS and enforce risk-based food control strategies. The performance of food control and inspection systems in many developing countries is, however, not up to the mark.

The main impediments to improving FCS are a lack of awareness of the latest developments, fragmented legislation, multiple jurisdictions, lack of coordination, and poor infrastructure.

The performance of FCS is also challenged by weaknesses in surveillance, monitoring, and enforcement.

This study mission will expose participants to the latest infrastructure required for effective control of food quality and inspection systems; state-of-the-art operations of relevant organizations and institutions; and modern legislation, policy, and institutional settings. Participants will also have the opportunity to visit the Anuga Fair 2015, the world's leading food and beverage fair for the retail trade and food service and catering market.

This study mission is organized to provide the participants an opportunity to learn the state-of-the-art food quality control and inspection systems and latest trends in the food industry in Germany. They are expected to disseminate and utilize the knowledge and insights they gain from the study mission to increase the productivity and performance of such systems in member countries.

## **10. Scope and Methodology**

This study mission will consist of visits to the relevant organizations, institutions, departments, companies, and Anuga Fair 2015 in Cologne; presentations by food authorities, food industry experts, and academics; and networking sessions.

The tentative program of the mission is attached.

## **11. Qualifications of Candidates**

The participants are expected to possess the following qualifications:

Present Position	Senior government officials, inspectors of national agencies responsible for monitoring food safety and quality, senior managers in the food industry, consultants of NPOs, food scientists, academics, and senior officers of NGOs responsible for the promotion of food quality control and inspection systems and food industry development.
Experience	At least two 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 are expected to participate in discussions and make presentations. They 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 requiring participants to complete a number of individual and group activities and strenuous travels for site visits. It is therefore recommended that member countries do not nominate candidates likely to suffer from physical and mental stress.
Age	Candidates who fit the above profile are typically between 35 and 55 years of age.
APO Certificate	Participants are required to attend the entire program to receive the APO certificate of attendance.

## **12. Financial Arrangements**

### **To be borne by participants or participating countries**

- a. International airfare between the international airport nearest to the participant's place of work and the project venue(s) in Germany.
- b. Any travel expenses related to travel insurance costs, passport, visa fees, and airport taxes.
- c. Participants' insurance premiums: All participants must 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 host country. This insurance requirement is in addition to existing government insurance coverage in some member countries. Neither the APO nor the implementing organizations will be responsible for any eventuality arising from accident or illness.
- d. 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, or any other reason whatsoever must be borne by the participants themselves/participating countries.

### **To be borne by the APO**

- a. Appropriate hotel accommodation and per diem allowances for all participants for up to seven days in Germany.
- b. All local expenses related to the study mission.
- c. All assignment costs of resource persons.

## **13. Actions by Member Countries**

- a. Each participating country is requested to nominate three or more candidates in the order of preference. Please ensure that candidates nominated meet the qualifications specified under section 11 above.
- b. No form of self-nomination will be accepted. All nominations must be endorsed and submitted by an APO Director, Alternative Director, Liaison Officer, or their designated officer.
- c. Please note that nomination of a candidate does not necessarily guarantee that he/she will be selected. Selection is at the discretion of the APO Secretariat. 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 a project.
- d. Each nomination should be accompanied by the necessary documents. A nomination lacking any of these documents may not be considered: two copies of the candidate's biodata on the APO biodata form together with a passport-sized photograph. The biodata form can be downloaded from the APO website ([www.apo-tokyo.org](http://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](mailto:agr@apo-tokyo.org), fax: 81-3-5840-5324).

- e. 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 listed on the reverse side of the medical form. However, for all others, medical certification by a licensed physician on the reverse side of the medical form is required.
- f. Necessary documents are to be submitted electronically. In that case, there is no need to send a hard copy by postal mail. However, if the documents are submitted by fax, member countries are requested to mail the originals of the documents to the APO Secretariat as well. 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 give the candidate's name and the project code on the reverse side of the photograph.
- g. Member countries are requested to adhere to the nomination deadline given on page 1. 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 member countries where nominations are required to be approved by higher government authorities and require a longer time, the APO Liaison Officers/NPOs are urged to send the names of nominees on or before the deadline, indicating that government approval will follow.
- i. If a selected participant becomes unable to attend, he/she should inform the APO Liaison Officer/NPO in his/her country immediately and give the reason for withdrawal. The NPO concerned is requested to transmit that information to the APO Secretariat and the host country promptly.
- j. NPOs 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.
- k. Each selected participant should be instructed to arrive at the venue one day before the start of the official project. Also, he/she is expected to return home upon completion of the official project because he/she is visiting the host country for the specific purpose of attending this APO mission.
- l. NPOs should inform participants that they must attend all six days of the project to qualify for the certificate of attendance.

#### **14. Actions by the APO Secretariat**

- a. Under normal circumstances, candidates who are selected will be informed of their acceptance at least four weeks prior to the start of the project.
- b. If some candidates fail to qualify or be unable to participate after selection, or if some member countries fail to nominate any candidate, their slots may be filled by alternates from the same or another member country on a merit basis.

#### **15. Postproject Actions**

All participants are required to prepare action plans based on their learning from the study mission for follow-up and share the plans with their NPOs. The APO will also request participants to submit progress reports on the follow-up actions undertaken six months after completion of the mission.

## **16. Evaluation of Participants**

If the conduct/attendance/performance of a participant is not satisfactory, these will be reported to the APO director concerned.

## **17. Guide for Participants**

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 website ([www.apo-tokyo.org](http://www.apo-tokyo.org)).



Mari Amano  
Secretary-General

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Study Mission to Germany on Modern Quality Control and Inspection Systems for Food Products, Berlin & Cologne, Germany, 12–17 October 2015

### Tentative Program of Activities

(To be finalized in consultation with the implementing organization and resource persons)

Date	Activity
Sunday, 11 October 2015	Arrival in Berlin as per individual itineraries Hotel in Berlin (To be informed later.)
Monday, 12 October 2015	<i>BERLIN</i> <i>Latest trends in legislation, policy, and institutional settings</i>  <b>Visit to/presentation of Bundesinstitut für Risikobewertung (Federal Institute for Risk Assessment)</b> The institute is the scientific agency of the Federal Republic of Germany which is responsible for preparing expert reports and opinions on food and feed safety as well as on the safety of substances and products.  <b>Visit to/presentation of Federal Ministry of Food and Agriculture</b> Official initiatives and actions to identify and to combat food fraud
Tuesday, 13 October 2015	<i>BERLIN</i> <i>Latest trends in legislation, policy, and institutional settings</i> <b>Visit to/presentation of the European Commission Representation in Berlin</b> Initiatives in the field of food safety, e.g., TRACES system, a management tool for tracking the movement of animals and products of animal origin from both outside of the EU and within its territory.  <i>Food standards</i> <b>IFS (International Featured Standards)</b> IFS are developed for and through all parties involved in the supply chain who would like to use uniform standards to ensure the safety and quality of food and nonfood products and related services. IFS help to comply with all legal food and nonfood safety and quality requirements and give common, transparent standards to all suppliers and service providers.
Wednesday, 14 October 2015	<i>Travel to Cologne</i> <b>Site visit to Anuga Fair 2015</b> Anuga is the world's leading food fair for the retail trade and the food service and catering market. For details, visit the following website.  <a href="http://www.anuga.com/anuga/index-2.php">http://www.anuga.com/anuga/index-2.php</a>
Thursday, 15 October 2015	<i>COLOGNE</i> <i>Food standards</i> <b>Visit to/presentation of GlobalGAP</b> GLOBALGAP today is the world's leading farm assurance program, translating consumer requirements into Good Agricultural Practices in a rapidly growing list of countries (currently more than 100).

	<p><i>Retail/trade</i></p> <p><b>Visit to/presentation of REWE Group</b>  Food safety in an international supply chain: what is the task for retail?  REWE Group is one of the leading trade and tourism groups in Germany and Europe with around 15,000 stores.</p>
Friday, 16 October 2015	<p><i>COLOGNE</i></p> <p><i>Quality management in the production sector</i></p> <p><b>Visit to UNIVEG Germany (Duisburg)</b>  With a turnover of €1 billion and 800 employees, UNIVEG is one of the biggest importers and traders of fresh fruit and vegetables. We visit a warehouse and learn more about quality management in the fruit and vegetable sector.</p> <p><b>Visit to VION Group (Hilden)</b>  The product portfolio of VION Food comprises fresh pork, fresh beef, and derived products for the retail, food service, and processed meat industries. VION Food Group supplies client-specific products and innovative concepts to retail, industrial, and food service clients in its home markets in the Netherlands and Germany, as well as markets in Europe and the rest of the world.</p>
Saturday, 17 October 2015	<p><i>COLOGNE</i></p> <p><b>Panel discussion on the Future of Food, Food Regulations, and Food Quality Control and Inspection Systems in Germany and closing session.</b>  <i>Expert: Frank Gerriets, Partner and Director of Organic Services</i>  For many years, Frank Gerriets has closely followed as well as shaped developments in quality control and inspection systems in the food sector.</p> <p>In the afternoon, the schedule is open for delegates to arrange final networking meetings on their own.</p>
Sunday, 18 October 2015	<p>Departures from Cologne as per individual itineraries.</p>