



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

5 February 2016

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| 1. Project Code | 16-AG-25-GE-CON-A |
| 2. Title | Conference on State-of-the-Art Technologies to Drive Agricultural Productivity in the Next Quarter of the Century |
| 3. Timing and Duration | 28–30 June 2016 (three days) |
| 4. Venue | Tokyo, Japan |
| 5. Implementing Organization | APO Secretariat |
| 6. Number of Overseas Participants | Up to 30 qualified participants
(See 12. Qualifications of Participants) |
| 7. Number of Local Participants | Up to 20 qualified participants
(See 12. Qualifications of Participants) |
| 8. Closing Date for Nominations | 30 April 2016 |

9. Objectives

To provide a platform for presenting and discussing the latest scientific advances and future directions of applications of modern technologies in agriculture, which should be promoted to increase productivity, sustainability, and competitiveness of small- and medium-sized farms; drawing lessons that can be used to scale up the most appropriate technologies; and networking among key stakeholders within and among APO member countries.

10. Background

Technological change has been the major driver of increasing agricultural productivity and promoting agricultural development in all APO member countries. In the past, the choice of technologies and their adoption was to increase production, productivity, and farm incomes. Over decades, policies for agriculture, R&D, training and education, and agricultural extension services have had a significant influence on the choice of technology, level of agricultural production, and farm practices.

Agriculture in the 21st century is becoming increasingly integrated into agrifood chains and global markets. Consumers are increasingly concerned about the safety and quality of products they buy and impact of farming practices on the environment. New regulations on environmental aspects, food safety and quality, and animal welfare are having a profound

impact on the sector.

Agriculture must produce more food to feed more than 9 billion people in 2050 from limited land and water resources and contribute to overall development in many agriculture-dependent developing countries. It also needs to produce agricultural and food products of high quality to compete in international markets and meet sustainability goals in the context of ongoing agricultural policy reform, further trade liberalization, and regional and international agreements. Thus agriculture must adopt more productive, environmentally friendly, sustainable production technologies.

However, certain modern technologies in agriculture are resisted, especially by small farmers, due to a lack of understanding of their benefits and safety issues. It is important to disseminate accurate information and demonstrate the advantages of modern technologies in the context of persistent widespread food insecurity, environmental degradation, and climate change, especially continuing pressure on natural resources and the sustainability of ecosystems.

11. Scope and Methodology

The three-day conference will consist of plenary thematic sessions with expert presentations, country case models, panel discussion sessions, and site visits.

The tentative themes for the different sessions are:

- Session 1: Mega trends in agriculture and the food industry
- Session 2: Precision agriculture technologies
- Session 3: Agricultural mechanization and field robots
- Session 4: Controlled environment agricultural technologies
- Session 5: Technologies for safe agrifood commodity production
- Session 6: Applications of cutting-edge technologies on the ground: challenges and opportunities

The tentative program of the conference is given below:

Date/Time	Activity
Monday, 27 June 2016	Arrival of participants in Tokyo
Tuesday, 28 June 2016	Opening session Sessions 1–3: Presentations and discussions
Wednesday, 29 June 2016	Sessions 4–6: Presentations and discussions
Thursday, 30 June 2016	Panel discussion Summing-up session Field visit to relevant farms, companies, or organizations
Friday, 1 July 2016	Departure of participants

12. Qualifications of Candidates

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

Present Position	Senior policymakers, planners, scientists, and academics; executives of NGOs, companies, and farmers' associations; and agroindustry leaders in charge of formulation and implementation of policies and programs for sustainable, competitive agriculture development.
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 conference are conducted in English, and participants are frequently required to make oral and written 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 program requiring participants to complete a number of individual and group activities and strenuous fieldwork. It is therefore recommended that member countries do not nominate candidates likely to suffer from physical and mental stress.
Age	Candidates who meet the qualifications above are generally between 40 and 55 years of age.
APO Certificate	Participants must attend all three days of the conference to qualify for the certificate of attendance.

13. Financial Arrangements

To be borne by participants or participating countries

- a. Participants should be fully insured in Japan, regardless of any insurance coverage obtained in their own country, against accident and illness (including hospitalization) for:
 - accidental death and dismemberment up to ¥4,000,000
 - medical expenses for accident up to ¥4,000,000
 - medical expenses for illness up to ¥4,000,000

for the entire duration of the project and travel. The APO will secure this insurance on behalf of the participants in the host country from the day before project commencement until the day after project completion. Each participant must pay the premium himself/herself out of the per diem allowances provided. Neither the APO nor the implementing organization will be responsible for any eventuality arising from accident or illness.

- b. All expenses related to visa fees and airport taxes.

- c. 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.

To be borne by the APO

- a. All assignment costs of overseas resource persons.
- b. Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participants' place of work and Tokyo, Japan. As far as practicable, all participants should purchase discount tickets. Please note that the arrangements for the purchase of air tickets should follow the "Guide on Purchases of Air Tickets for APO Participants," which will be sent to the selected participants. It is also available on the APO website and from APO Liaison Officers in member countries.
- c. Per diem allowances and hotel accommodations for up to 30 overseas participants not covered by the host country for up to four days at the rate to be specified later.
- d. All local implementation costs.

14. Actions by Member Countries

- a. Each country is requested to nominate four or more candidates in the order of preference. Please ensure the candidates come from different sectors and meet the qualifications specified under section 12 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 passport-sized photograph. The biodata form can be downloaded from the APO website (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: 81-3-5840-5324).
- 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 enumerated 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 conference.
- l. NPOs should inform participants that they must attend all three days of the project to qualify for the certificate of attendance.
- m. Self-financed participants may apply directly to the APO Secretariat provided they meet the required qualifications in section 12.

15. 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.

16. Project Preparation

The participants are required to prepare a paper prior to departure for the project venue. If there are multiple participants from the same country, they are encouraged to cooperate in preparing one paper on any of the themes of the conference. In preparing the paper, they are expected to follow the "Guidelines for the Preparation of Country Papers" to be provided later to those accepted participants.

17. Postproject Actions

All participants are encouraged to prepare follow-up plans and share the plans with their NPOs. The APO will also request participants to submit progress reports six months after completion of the conference.

18. Evaluation of Participants

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

19. 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 homepage (URL: www.apo-tokyo.org).

A handwritten signature in black ink, appearing to read 'MA', with a long, sweeping flourish extending to the right.

Mari Amano
Secretary-General