



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

19 May 2017

1. **Project Code** 17-AG-08-GE-WSP-A
2. **Title** Workshop on Climate Change Adaptation and Disaster Risk Management in Agriculture
3. **Timing and Duration** 11–15 September 2017 (five days)
4. **Venue** Colombo, Sri Lanka
5. **Implementing Organizations**

Ministry of Agriculture
Govijanamandiraya
80/5, Rajamalwatta Avenue
Baththaramulla
Sri Lanka
Tel: 94-11-2868918
Fax: 94-11-2888910
e-Mail: moaprojects@gmail.com

National Productivity Secretariat
10th Floor, Sethsiripaya 2nd stage
Baththaramulla
Sri Lanka
Tel: 94-11-2186026/2186030
Fax: 94-11-286025
e-Mail: nposlanka@gmail.com
6. **Co-sponsor** Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP)
Chameli House, 17, Topkhana Road, Dhaka 1000, Bangladesh
Tel: 880-2-9586508; 9558751/Ext. 205
Fax: 880-2-9562035; 9571880
e-Mail: evatuzon@cirdap.org
7. **Number of Overseas Participants** Up to 18 qualified participants
8. **Number of Local Participants** Up to six qualified participants
9. **Closing Date for Nominations** 4 August 2017
10. **Objectives**
 - a. To study the future scenarios of climate change and associated natural disasters and their potential impact on agricultural productivity and the livelihood of farming/rural communities;

- b. To share smart innovative technologies and integrated frameworks for effective climate change adaptation in agriculture;
- c. To review policies, programs, and plans on developing climate change adaptation measures in agriculture and managing risks of extreme weather events and disasters associated with climate change to enhance sustainability in agriculture and to contribute to achieving the targets of the UN Sustainable Development Goals; and
- d. To formulate strategic action plans for member countries to integrate climate change adaptation and climate related-disaster risk management measures into national agricultural policy, programs, and plans for developing sustainable agriculture.

11. Background

Agriculture and food production systems are highly vulnerable to climate change. For example, changes in the frequency, timing, and magnitude of precipitation and temperature directly affect production systems. Similarly, climate change-related disasters like frequent and unpredictable floods and droughts, heat waves, heavy snowfalls and glacial melting, and increased incidence of pests and diseases are already causing widespread damage and loss to the agricultural sector. The consequent crop failures and livestock deaths could cause huge economic losses, contributing to volatility in agricultural markets and higher food prices, thus undermining food security in many developing countries.

Climate change brings new uncertainties, adds new risks, and changes existing risks. Many countries have undertaken initiatives to mainstream adaptation into policy, development planning, and program formulation. Systematic efforts are needed to improve the sustainability of food production systems and ecosystem resilience under changing climatic conditions. Addressing climate-related risks and uncertainties in agriculture and food security require the development of national integrated frameworks for the sector and identification of priorities in line with other national programs and strategies. Such initiatives are expected to prevent policy conflicts and result in greater efficiency in the use of financial resources compared with managing adaptation separately.

In many countries in Asia, however, climate change adaptation is still managed separately from overall agricultural policies and programs. Often climate change adaptation measures overlap with existing strategies, policies, and programs (e.g., agricultural development, food security, livelihood maintenance, resource management, and risk management). For climate change adaptation to be sustainable and applicable on a wider scale, it must be mainstreamed into policies and programs for the development of the food and agriculture sectors and rural development.

This workshop is being organized to share smart approaches and innovative technologies for climate change adaptation and disaster risk management in agriculture and identify ways to promote the adoption and scaling up of such technologies and models in member countries.

12. Scope and Methodology

The tentative topics to be covered are:

- a. Trends in climate change and associated natural disasters, and their potential impacts;
- b. Linkages among climate change, climate change adaptation, and disaster risk management;
- c. National policies, programs, and plans on climate change, climate change adaptation, and disaster risk management in agriculture;
- d. Smart, innovative technologies for effective climate change mitigation and adaptation in agriculture;
- e. Development of a regional/national integrated framework for the agriculture sector to

- integrate climate change adaptation and disaster preparedness into agricultural policy, programs, and plans as a priority; and
- f. Successful models of mainstreaming climate change adaptation and climate-related disaster management for sustainable agriculture and rural development.

The workshop will consist of thematic presentations, sharing of country experiences, group exercises, and field visits.

The tentative program of the workshop is given below:

Date/Time	Activity
Sunday, 10 Sept. 2017	Arrival of participants in Colombo
Monday, 11 Sept.	Opening session Presentation of resource papers
Tuesday, 12 Sept.	Presentation of resource papers Presentation of country papers
Wednesday, 13 Sept.	Site visits
Thursday, 14 Sept.	Presentation of country papers Group workshop/exercise
Friday, 15 Sept.	Presentation of group workshop output Program evaluation by participants, resource persons, and implementing organizations Summing-up session Closing session
Saturday, 16 Sept. 2017	Departure of participants

13. Qualifications of Candidates

The participants are expected to possess the following qualifications:

Present Position	Policymakers, professionals, academics, and consultants in charge of developing/promoting climate change adaptation and climate-related risk management measures in the agriculture sector. Preference will be given to those candidates who are engaged in developing integrated frameworks for the agriculture sector to integrate climate change adaptation and disaster preparedness measures into agricultural policy, programs, and plans as a priority OR have been assigned to undertake such tasks so that they can utilize their learning from the workshop in developing integrated frameworks for the agriculture sector and report to the APO Secretariat and their NPOs six months after project implementation.
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 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 project 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 35 and 50 years of age.
APO Certificate	Participants are required to attend the entire program to receive the APO certificate of attendance.

14. Financial Arrangements

To be borne by participants or participating countries

- a. Participants' insurance premiums: All participants should be fully insured against accident and illness (including hospitalization and death) for a principal sum equivalent to USD10,000.00 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. 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 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 because of early arrival or late departure, for example, due to either limited available flights or any other reason.
- d. Any cancellation charges for airfare and hotel accommodations arising from withdrawals after letters of acceptance have been issued by the APO.

To be borne by the host country (Ministry of Agriculture of Sri Lanka and CIRDAP)

- a. Per diem allowances and hotel accommodation for up to 18 overseas participants for up to six days at the rate to be specified later.
- b. All local implementation costs (venue, workshop facilities and kit, local travel arrangements, etc.) for all participants.
- c. Costs of local resource persons and local participants.

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 Colombo, Sri Lanka. 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. The APO may select more than 18 overseas participants in anticipation of the last-minute withdrawals or no-shows. If more than 18 overseas participants attend, per diem allowances and hotel accommodation costs will be borne by the APO for up to two additional overseas participants at the rate to be prescribed for up to six days.

15. 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 13 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). 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 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 workshop.
- l. NPOs should inform participants that they must attend all five days of the project to qualify for the certificate of attendance.
- m. NPOs should assist the APO and/or host country in collecting amounts corresponding to cancellation charges arising from withdrawal of a participant as provided for under item 14d.

16. 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.

17. Project Preparation

Participants are required to prepare a technical paper prior to departure for the project venue. In preparing the paper, they are expected to follow the "Guidelines for the Preparation of Country Papers" to be provided later.

18. Postproject Actions

All participants are required to prepare action plans and share the plans with their NPOs. The APO will also request participants to submit progress reports six months after completion of the workshop.

19. Evaluation of Participants

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

20. 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).



Santhi Kanoktanaporn
Secretary-General