

Asian Productivity Organization

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PROJECT NOTIFICATION

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1. **Project Code** 10-AG-45-LD-DON-B
2. **Title** Special Program for Strengthening the Capacity of Food Supply Chain Management in Asian Least Developed Countries (FSCM-LDCs): Second year
3. **Duration** November 2010 to October 2011
4. **Participating Countries** Cambodia, Lao PDR
5. **Closing date for Applications** Dates for the specific projects will be reported to the concerned member countries.
6. **Objectives**
 - 1) To strengthen the capacity of Food Supply Chain Management (FSCM) in Cambodia and Lao PDR through productivity enhancement, development of management skills;
 - 2) To strengthen government capacity to manage food supply chains and support other activities to promote agriculture and the food industry;
 - 3) To strengthen the capacity of NPOs to deal with improved management of food supply chain.
7. **Background**

This program is funded by a special cash grant from the Ministry of Agriculture, Forestry and Fisheries of Japan and succeeding program of the Special Program on Agriculture Productivity Enhancement Program in Asian Least Developed Countries (APE-LDC), which ended in March 2010.

This new program (FSCM-LDCs) is expected to last for five years from 2009 and the first year of the program was notified with PN 09-AG-41-LD-DON-B.

This new program is expected to carry out national capacity building projects for Cambodia and Lao PDR. In the second year of the program, several projects will be conducted with a view to strengthening food supply chain management which can provide safe and high quality foods and agricultural products at reasonable prices and at building the capacity of local NPOs in Cambodia and Lao PDR.

8. Scope, Coverage, and Methodology

Scope and Coverage

The scope of the individual projects under new program will be determined in consultation with NPOs. However, the provisional project subjects are as follows:

- (1) Good Manufacturing Practices (GMP) and a higher level of tool such as HACCP to improve food hygiene conditions in food-processing SMEs;
- (2) 5S and kaizen, and useful kaizen tools to improve productivity and quality;
- (3) Management skills and useful tools required to manage food food-processing SMEs
- (3) Good Agricultural Practice (GAP), postharvest management, and organic production in agriculture to improve the process management capacity of agricultural production;
- (4) Other topics that contribute to the improvement of productivity, quality and safety, and sales promotion in agriculture, the food-processing industry, and marketing as well as government management of food supply chains.

Methodology

The main activities of the new program are national projects in Cambodia and Lao PDR which include seminars, training courses, demonstration companies, and material development. International experts hired by the APO will be sent as instructors in these projects.

In the second year, the following national projects addressing specific issues involving food and agricultural production will be organized:

- 1) National seminars;
- 2) Training courses;
- 3) Demonstration company projects; and
- 4) Productivity promotional material development.

9. Financial Arrangements

1) National Seminars and Training Courses

a) *To be borne by the APO*

- i) Appropriate per diem allowances to cover meals and incidental expenses of participants and hotel accommodations for participants from outside the project venue if necessary;
- ii) Local implementation expenses such as conference rooms and honoraria for local resource persons, interpreters' fees, training material costs, local transportation costs for field visits, etc.; and
- iii) All deputation costs of APO resource persons, if necessary.

b) *To be borne by the requesting country*

- i) Other expenses not covered by the APO.

2) Demonstration Company Projects

a) *To be borne by the APO*


- i) All deputation costs of APO resource persons, covering the honorarium, airfare, daily subsistence allowance, and overseas travel insurance; and
 - ii) Transportation, hotel accommodations, and per diem allowances for NPO staff when they visit local areas to visit demonstration companies if necessary.
 - b) *To be borne by the requesting country and/or demonstration companies*
 - i) Other expenses not covered by the APO.
- 3) Productivity Promotional Material Development**
- a) *To be borne by the APO*
 - i) Material development and production costs, purchase of existing materials developed by other countries, and the cost of services of experts and consultants.
 - b) *To be borne by the requesting country*
 - i) Other expenses not covered by the APO.

In addition to the above-mentioned support schemes, if necessary a multicountry project including Cambodia and Lao PDR can be supported under this program.

10. Procedures for National Project Implementation

- 1) The requesting country will prepare a project proposal (application forms are attached) and submit it to the APO. The proposal with estimated expenses should reach the APO Secretariat at least three months prior to the proposed beginning of the project.
- 2) The details of the proposed project including financial arrangements will be approved by the APO after consultation with the requesting country.
- 3) A Project Implementation Plan will be issued by the APO to the NPO of the requesting country.
- 4) A temporary advance (50% of the total estimated cost) will be remitted to the requesting country if necessary.
- 5) The proposed project will be carried out.
- 6) A project report summarizing the implementation of the project and a statement of expenses related to the project will be submitted to the APO.
- 7) Receipts will be submitted and accounts settled.
- 8) The project is then completed.

Further detailed implementation procedures and financial arrangements for each project, other than stated above will be decided after consultation between the concerned NPO and the APO within the initially agreed upon budget.


for Shigeo Takenaka
Secretary-General