



PROJECT IMPLEMENTATION PLAN

8 March 2018

1. **Project Code** 16-AG-34-SPP-DON-C-IDN (CON-1)
2. **Title** National Conference on Cold Chain and Logistics Management for Agrifood Products in Indonesia
3. **Reference** Project Notification 16-AG-34-SPP-DON-C (Special Program for Promoting Public-private-sector Partnerships in Enhancing Food Value Chains in Asian Countries), dated 5 January 2017
4. **Timing and Duration** 4–5 April 2018 (two days)
5. **Venue:** Jakarta, Indonesia
6. **Implementing Organizations**
Directorate of Productivity Development (NPO Indonesia)
Directorate General of Training and Productivity
Ministry of Manpower, Indonesia
Jalan Jenderal Gatot Subroto Kav. 51, Jakarta Selatan 12950, Indonesia
Phone and fax: (62-21) 529-63356

Trilogy University
Jalan TMP Kalibata No. 1, Kalibata, Jakarta Selatan 12760, Indonesia
Phone: (62-21) 789-0011
7. **Number of Participants** Approximately 100 participants
8. **Objectives**
 - a. To review recent developments in cold chain and logistics management for agrifood products in Indonesia;
 - b. To share knowledge on innovative technologies, new models, and best practices in cold chain and logistics management for agrifood products;
 - c. To formulate strategies for the development of efficient, effective cold chains and logistics management in Indonesia; and
 - d. To reduce postharvest losses and maintain the quality and safety of agrifood products in Indonesia.

9. Background

Food losses are a global concern due to their socioeconomic and environmental implications. They reduce farmers' and traders' incomes and the actual volume of food that reaches consumers. The UN Food and Agriculture Organization estimated that one-third of all food produced, or about 1.3 billion tons, is wasted annually, causing major economic losses and significant damage to natural resources and the environment. The lack of good harvest and postharvest handling practices and poor infrastructure for transportation, storage, cooling, processing, and marketing are among the major causes of food losses in developing countries, especially in regions with warm and tropical climates.

To reduce postharvest losses and maintain the quality and safety of agrifood products at the desired level, well-organized cold chain and logistics management is critical. A cold chain is a temperature-controlled supply chain in which the desired temperature of perishables is maintained as they move from farm to market. Cold chains and logistics refer to the system of people, processes, and technology working together to ensure that the products delivered to consumers are safe and wholesome. Different techniques may be employed for this purpose depending on the nature of the product and chain of activities involved, such as processing, storage, transportation, and distribution. Cold chains are becoming indispensable when handling perishables regardless of whether products are destined for domestic or overseas markets.

A well-designed cold chain system can increase the productivity and profitability of farmers, maintain product quality, ensure product safety and traceability, and support the development of a diversified food industry. It can also help stabilize the supply of perishables to meet market demand, especially during lean production seasons, and increase the volume of food supplied to consumers. It is therefore critical to put in place sound cold chain systems and associated logistics.

This conference is being organized with a special cash grant from the Government of Japan, specifically the Ministry of Agriculture, Forestry and Fisheries.

10. Scope and Methodology

The conference will consist of presentations by international and national resource persons, panel discussions, and open forums to suggest strategies to promote cold chain and logistics management to address the specific needs of Indonesia.

The tentative program of the conference is given below:

Date/Time	Activity
Wednesday, 4 April	Opening session Orientation session Presentation 1: Cold chain and logistics development for agrifood products: concepts and principles Presentation 2: Current trends in and best practices of cold chains in Asia Presentation 3: Cold chain logistics development in Japan

Presentation 4: Cold chain and logistics management for agrifood products in Indonesia

Presentation 5: Building efficient cold chains in Asia and Europe

Thursday, 5 April

Presentation 6: Role of ICT in enhancing food value chains

Presentation 7: Innovative technologies in cold chains for perishables

Presentation 8: Public–private partnerships in cold chain development in Indonesia

Presentation 9: Issues and challenges in food value chains

Presentation 10: Capacity development needs for cold chain and logistics management for food products

Panel discussion: Strategies for the development of efficient, effective cold chain and logistics management in Indonesia

11. Resource Persons

The APO will assign three international resource persons. The implementing organizations will engage local resource persons from government organizations, academia, and the private sector.

12. Participants

Policymakers, planners, government officers, CEOs and managers of agribusinesses and food companies, food industry leaders, consultants, and academics engaged in managing and promoting cold chain and logistics management for agrifood products.

13. Financial Arrangements

To be borne by the APO

- a. All assignment costs of APO resource persons, covering honoraria, airfare, daily subsistence allowances, and overseas travel insurance.
- 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 USD13,400.00. Please see Attachment 1 for a detailed breakdown of the approved project cost.

To be borne by the implementing organization

- a. If the actual project cost exceeds USD13,400.00, the overrun should be covered by the implementing organization.
- b. Other expenses not covered by the APO.

14. Roles and Responsibilities

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

Implementing organizations

- 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. Bearing the balance of project implementation costs if the total amount exceeds USD13,400.00; 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 13;
- b. Assigning three international resource persons for the project; and
- c. Coordinating with the international resource persons and implementing organizations.

15. 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 implementing organizations 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 for 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.

- c. The implementing organizations 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.



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Secretary-General