



ASIAN PRODUCTIVITY ORGANIZATION

## PROJECT IMPLEMENTATION PLAN

2 April 2014

1. **Project Code** 12-AG-29-GE-TRC-B/C-BGD
2. **Title** APO National Workshop on Organic Certification
3. **Reference** Project Notification 12-AG-29-GE-TRC-B/C dated 20 February 2012
4. **Timing and Duration** 2–5 June 2014 (four days)
5. **Venue** Dhaka, Bangladesh
6. **Implementing Organizations**

National Productivity Organisation (NPO)  
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7. **Number of Participants** 50 participants
8. **Objectives**
  - a. To enhance participants' understanding of organic standards and certification programs, and enable them to acquire the knowledge and skills to interpret and audit according to the Asia Regional Organic Standard (AROS);
  - b. To build the capacity of numerous stakeholders from different relevant organizations on organic product certification; and
  - c. To promote collaboration between government and the private sector, particularly in organic product certification.

## **9. Background**

The global market for certified organic agrifood products is expanding fast, resulting in greater opportunities for Asian producers. Consumers are increasingly concerned about the authenticity of the organic products they buy. Therefore, producers need a way of assuring the public that a product has been grown using organic methods. Organic certification could help protect both consumers and genuine organic producers alike from false claims and misleading labeling of products. Today's market demands third-party certification for sales transactions, and it is required by the regulations of many governments for any "organic" claim on a product label. In response, many developing Asian countries are putting in place sound regulations, standards, and third-party certification systems, and Bangladesh is no exception.

Bangladesh has huge potential for expanding organic farming. The country needs organic farming to reduce the use of nonrenewable energy resources, conserve the natural resource base, provide healthy food to the domestic population, and earn hard-currency foreign exchange through promoting exports of organics. The main constraints in the expansion of certified organic farming are the absence of national organic regulations and standards, and insufficient expertise in organic certification. Other impediments are a lack of awareness of the benefits of organic farming, no policy incentives for organic producers, and a strong lobby promoting the use of agrochemical inputs.

Since many organic standards have proliferated all over the world led by public and private initiatives, certification must meet the requirements of internationally accepted organic standards such as AROS, the International Federation of Organic Agriculture Movements (IFOAM), and Common Objectives and Requirements of Organic Standards (COROS). Thus, to strengthen the local organic product certification system, there is an urgent need to train a critical mass of relevant government officers and private-sector managers in organic certification.

The workshop aims to strengthen organic certification in Bangladesh by building the capacity of 50 or more government officials, managers of private farms/companies, consultants, and academics who are engaged in organic agriculture/agribusiness, organic standards, certification, and inspection process.

## **10. Scope and Methodology**

The program will cover the following: a) organic standards and certification in Bangladesh; b) international organic standards such as AROS, IFOAM, and COROS; and c) the requirements of AROS.

The target participants and partner institutions who will attend the training workshop will be equipped with the competencies (knowledge, skills, and ability) needed to perform the functions of an organic inspector effectively and efficiently.

The course design is based on the major competencies needed for organic inspectors to fulfill their roles and responsibilities effectively. The tentative modules to be covered are:

- a. National Organic Agriculture Program of Bangladesh;
- b. Organic standards and certification in Bangladesh;

- c. Regional and international organic standards such as AROS, IFOAM, and COROS;
- d. Third-party organic certification: key concepts and considerations;
- e. Organic certification process;
- f. Organic inspection; and
- g. Organic certification implementation.

The workshop will consist of:

- a. Interactive learning methods using lectures/discussions, observations, group exercises, and actual hands-on applications of training approaches will be employed. At the beginning and end of the course, the participants will have a comprehensive individual examination/assessment to evaluate the level of knowledge gained from the course.
- b. Lectures will provide updates on organic standards and certification in Bangladesh, international/national organic standards, AROS intent and requirements, organic certification process, and organic inspection. The lectures will ensure a common level of understanding among participants of local and international organic agriculture standards and certification.
- c. Mock field inspections will give participants a venue to apply the principles learned from the lectures and discussion, helping them to understand the lectures better.
- d. Group exercises will allow more thorough discussions of the organic product certification process and inspection, enabling participants to improve or create the necessary documents (i.e., checklist, inspection report template) relevant to current organic practices. The participants will also develop an action plan for future relevant activities.

## **11. Qualifications of Participants**

Participants should be 30–50 years old, university graduates or equivalent, with at least three years of relevant working experience. Representatives of agricultural producers' associations, agribusiness executives, managers of agribusiness enterprises / private companies, academics, organic inspectors, consultants, and officials of agriculture departments in charge of planning, development, management, and operation of value chains in agribusiness. Preference will be given to those who are in charge of organic certification and/or developing and managing organic farming. Participants should be physically and mentally fit to attend an intensive program.

## **12. Resource Persons**

The APO will assign one overseas resource person. Local resource person(s) will be assigned by the implementing organization(s).

## **13. Financial Arrangements**

### **To be borne by the host country (Bangladesh)**

- a. Implementation costs exceeding the APO share of USD10,000.

- b. Project management fees and personnel costs of the NPO, including transportation of the facilitator(s) and project team to and from the project venue, meeting package for the project team, facilitator(s), and local resource person(s) during the workshop, personnel service fees for the development of the program, honorarium for the local resource person(s) if applicable, and consultation meetings with key stakeholders.
- c. Any other local implementation costs.

**To be borne by the APO**

- a. All assignment costs of one overseas resource person.
- b. Implementation costs up to a maximum of USD10,000 for making local arrangements. An itemized breakdown of the implementation costs is attached (Appendix 1).

**14. Roles and Responsibilities**

The roles and responsibilities of the NPO and APO are:

**NPO**

- a. Making copies of the workshop materials;
- b. Organizing a four-day national workshop in Dhaka; and
- c. Bearing the balance of project implementation costs if the total amount exceeds USD10,000.

**APO**

- a. Providing financial support for organizing the national workshop as detailed in section 13;
- b. Assigning one overseas expert for the national workshop; and
- c. Coordinating with the overseas expert 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 NPO, if necessary.
- b. The proposed project will be carried out by the implementing organization.
- c. The NPO will make the expenditures for the assigned items and settle the entire account by providing all necessary bills and receipts to the APO after completion of the national workshop.

- d. The NPO will submit a project completion report and a statement of expenses supported with 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 local agriculture sector, implementing organizations, and host country; and follow-up action plans, among others.

## **16. Final Project Output**

The project is expected to train 50 or more stakeholders in organic certification in Bangladesh.

Upon completion of the project, the NPO will undertake the following:

- a. Submit a “project completion report” on the national workshop to the APO and disseminate the report on the proceedings of the workshop including recommendations to relevant government bodies such as the Ministry of Agriculture of Bangladesh within one month after completion of the workshop.
- b. Submit a statement of expenses supported by receipts/bills within one month after completion of the workshop.
- c. Submit documents and e-links relating to promotional material on the national program, e.g., newsletters, brochures, bulletins, news clippings, written in English or the local language with an English translation of the main points.
- d. Disseminate the knowledge and experience gained to the public and private sectors through publications, consulting and training services, etc.



Mari Amano  
Secretary-General

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Estimated APO share of costs for the  
**APO National Workshop on Organic Certification**  
 (Dhaka, Bangladesh, 2–5 June 2014)

No.	Item	Cost (USD)
1	Meeting package for 4 days for 50 persons (including meals for participants and training venue)	6,000
2	Training kit (including supplies and materials, printing and copying, and documentation)	2,500
3	Miscellaneous expenses (including hiring audiovisual equipment, transportation for site visits and other local costs not covered in item number 1 & 2)	1,500
<b>Total</b>		<b>10,000</b>
<b>Note:</b> The NPO is required to submit to the APO receipts of all expenses incurred in implementing this national project.		