



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

24 December 2013

- 1. Project Code** 12-AG-16-GE-WSP-B
- 2. Title** Workshop on Development of Cold Chain Systems for Perishable Agrifood Products
- 3. Duration** 24–28 March 2014 (five days)
- 4. Venue** New Delhi, India
- 5. Implementing Organization** National Productivity Council, India
Institutional Area, Lodi Road
New Delhi - 110003, India
Phone: 91-11-24690331/3
Fax: 91-11-24615002
e-Mail: isg@npcindia.gov.in
URL: www.npcindia.org
- 6. Number of Overseas Participants** Up to 18 qualified participants from Bangladesh, Cambodia, Republic of China, Fiji, Indonesia, IR Iran, Republic of Korea, Lao PDR, Malaysia, Nepal, Philippines, Singapore, Sri Lanka, Thailand, and Vietnam
(See 12. Qualifications of Participants)
- 7. Number of Local Participants** Up to six qualified participants
(See 12. Qualifications of Participants)
- 8. Closing Date for Nominations** 7 February 2014
- 9. Objectives**
 - a. To assess the current status of development of cold chain systems for perishable agrifood products in member countries;
 - b. To share knowledge on new technologies and best practices in cold chain management systems for perishable agrifood products; and

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- c. To formulate action plans for the development and promotion of cold chain systems in member countries.

10. Background

Food loss and waste are 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 of good infrastructure for transportation, storage, cooling, processing, and marketing are among the major causes of food loss in developing countries, especially in regions with warm climates. To reduce such losses and maintain the quality and safety of produce at the desired level, a well-organized cold chain system 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. Different techniques maybe 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 income of farmers, add value, 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 important to have effective, efficient cold chain systems in place.

11. Scope and Methodology

The tentative topics to be covered are:

- a. Cold chains and logistics for perishable agrifood products;
- b. Cold chain development and its impact on agriculture and the food industry in Japan;
- c. Cold chains and logistics for agriculture and the food industry in the USA;
- d. Development of cold chains for perishable food products in India;
- e. Cold chains and logistic services for small farmers in Asia;
- f. Public-private partnerships in cold chain development;
- g. Capacity development needs for cold chain and logistics management for perishable food products in APO member countries; and
- h. Development of cold chain management strategies to address the needs of developing countries.

The workshop will mainly consist of presentations by experts, presentations of country case studies by participants, and site visits.

12. Qualifications of Participants

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

Present Position CEOs of agribusinesses, agriculture industry leaders, government

officers and academics engaged in managing and or promoting the development of cold chains and value chains in agribusiness.

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	Preferably between 35 and 50 years
APO Certificate	Participants are required to attend the entire program to receive the APO certificate of attendance.

13. 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 US\$10,000.00 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 a 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 organizations 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 host country (India)

- 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.

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 participant's place of work and New Delhi, India. 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.

14. Actions by Member Countries

- a. Each participating country is requested to nominate two or more candidates in the order of preference. Please ensure that candidates nominated 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 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
- e. documents should be sent to the Agriculture Department, APO Secretariat (e-mail: agr@apo-tokyo.org, fax: 81-3-5840-5324).
- f. 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

- g. 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.
- h. 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.
- i. 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.
- j. 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.
- k. 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.
- l. 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.
- m. 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.
- n. NPOs should inform participants that they must attend all five days of the project to qualify for the certificate of attendance.

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. Country Case Study Preparation

The participants are required to prepare a country case study prior to departure for the project venue for presentation during the workshop. In preparing the country case study, they are expected to follow the attached "Guidelines for Preparation of Country Case Studies."

17. 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 (URL: www.apo-tokyo.org).

A handwritten signature in black ink, appearing to read 'MA', enclosed within a large, loopy oval shape.

Mari Amano
Secretary-General

Workshop on Development of Cold Chain Systems for Perishable Agrifood Products

Guidelines for Preparation of Country Case Studies

Each participant is required to submit a country case study. The report should be typewritten, single-spaced, on standard A4-size bond paper, and be between 4 and 5 pages in length, excluding tables/figures. A copy of the paper should reach the APO Secretariat and National Productivity Council, India, no later than 15 March 2014.

The country case studies may be written in the personal capacity of participants but must be substantiated and should accurately reflect the current status of cold chains and associated logistics for perishable agrifood products in their countries. They must be supported by statistical data/information wherever appropriate.

Participants are also required to prepare a **summary of their country case studies not exceeding 300 words**. It should contain only the salient points of the country case study. Participants will present the key points of their paper using PowerPoint. Each participant will be given 15 minutes for presentation.

The following topical outline is suggested as a guide in preparing the country report.

TOPICAL OUTLINE

1. Please describe the current supply chains for four major perishable fruit and vegetables for the domestic (two) and overseas (two) markets and specify the different stages of the supply chain (from farm to market/consumers) where temperature management/control is applied. If no temperature management/control system is applied, please estimate the percentage of loss incurred in each stage of the supply chain.
2. Please describe the existing cold chains in your country (if any). If there is none yet, please discuss the major issues and challenges in promoting/developing an effective cold chain for perishable fruit and vegetables.
3. Please discuss current initiatives, in terms of policy or programs of your government, to promote or develop cold chains.