



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

8 February 2016

- 1. Project Code** 15-AG-33-LD-DON-C
- 2. Title** Special Program for Capacity Building in the Food Industry in ASEAN Least Developed Countries: Second Year
- 3. Duration** February 2016 to January 2017
- 4. Participating Countries** Cambodia, Lao PDR, and Myanmar
- 5. Closing date for Applications** Dates for specific projects will be reported to individual member countries.
- 6. Objectives**

To address productivity issues in agriculture and the food industry by supporting the capacity building of food-related agencies, NPOs, and food-processing and marketing enterprises in the ASEAN Least Developed Countries (LDCs) of Cambodia, Lao PDR, and Myanmar.

7. Background

Agriculture and the food industry play an important role in the economies of most APO member countries. The sector provides employment and main sources of income, especially for the rural population. Thus their development is indispensable for sustainable socioeconomic development.

To improve the performance of the sector and increase the incomes of the rural population, there is a need to promote more advanced food value chains based on private-sector investments and public-private partnerships. The development of advanced food value chains would provide opportunities for small farmers and entrepreneurs to be part of the value chain, resulting in greater benefits for all stakeholders. To achieve this, it is essential to support their capacity building.

This is a five-year program (ASEAN-LDCs) consisting of capacity-building projects on productivity enhancement in agriculture and the food industry for ASEAN least developed countries, in particular Cambodia, Lao PDR, and Myanmar. The program is funded by a special cash grant from the Ministry of Agriculture, Forestry and Fisheries of Japan.

8. Scope and Methodology

Under this program, specific projects will be organized in close consultation and coordination among participating countries and the APO.

Scope

This program will cover projects on the following provisional topics:

- a. Food value chains including food production process management techniques;
- b. Integrated value adding from production to storage, processing, distribution, and consumption;
- c. Cold chains and logistics for agriculture and the food industry;
- d. Food production process management techniques including food safety management systems (FSMS) such as Good Manufacturing Practices (GMP), Hazard Analysis and Critical Control Point (HACCP), and ISO 22000;
- e. 5S and kaizen, total quality control (TQC), and other quality management techniques to improve productivity and quality;
- f. Good Agricultural Practices (GAP), postharvest management, traceability systems, and organic farming to improve the safety and quality of agricultural products;
- g. Management skills for food-processing SMEs; and
- h. Other topics that contribute to productivity, quality, safety, and marketing in agriculture and the food industry.

Methodology

The following projects addressing specific issues related to agriculture and the food industry will be organized:

- a. National workshops;
- b. National training courses; and
- c. Demonstration company projects.

9. Financial Arrangements

1) National Workshops and Training Courses

To be borne by the APO

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

To be borne by the requesting country

- a. Other expenses not covered by the APO.

2) Demonstration Company Projects

To be borne by the APO

- a. All assignment costs of APO resource persons, covering the honoraria, airfare, daily subsistence allowance, and overseas travel insurance.
- b. Transportation costs of resource persons and NPO/relevant organization in Myanmar staff when visiting demonstration companies near the capital areas.
- c. Transportation, hotel accommodations, and per diem allowances for NPO/relevant organization in Myanmar staff when they must travel to local areas to visit demonstration companies.


To be borne by the requesting country and/or demonstration companies

- a. Other expenses not covered by the APO.

10. Procedures for National Project Implementation

- a. 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.
- b. The details of the proposed project including financial arrangements will be approved by the APO after consultation with the requesting country.
- c. A Project Implementation Plan will be issued by the APO to the NPO/relevant organization in Myanmar/ of the requesting country.
- d. A temporary advance (50% of the total estimated cost) will be remitted to the requesting country if necessary.
- e. The proposed project will be carried out.
- f. A project report summarizing the implementation of the project and a statement of expenses related to the project will be submitted to the APO.
- g. Receipts will be submitted and accounts settled.
- h. The project is then completed.

Further detailed implementation procedures and financial arrangements for each project other than those stated above will be decided after consultation between the NPO/relevant organization in Myanmar and APO within the initially agreed upon budget.



Mari Amano
Secretary-General