



## PROJECT NOTIFICATION ADDENDUM

30 July 2018

1. **Project Code** 18-AG-08-GE-TRC-A
2. **Project Title** Training of Trainers on Building Climate Resilience in Agriculture: Water Resources
3. **Timing** 20–24 October 2018 (five days)
4. **Venue** Tehran, IR Iran
5. **Implementing Organization** National Iranian Productivity Organization (NIPO)
6. **Addendum No.** 1
7. **Details** Changes in Project Notification Item No. 3 “Timing”

### 7-1 Change in Item No. 3 “Timing”

The timing of the project has been postponed until further notice.

Unless otherwise modified by the APO in writing, the provisions of the Project Notification dated 16 April 2018 pertaining to this project remain valid.

Dr. Santhi Kanoktanaporn  
Secretary-General



## PROJECT NOTIFICATION

16 April 2018

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2. **Title** Training of Trainers on Building Climate Resilience in Agriculture: Water Resources
3. **Timing and Duration** 20–24 October 2018 (five days)
4. **Venue** Tehran, IR Iran
5. **Implementing Organization** National Iranian Productivity Organization (NIPO)  
16, Sepand St., Nejatollahi Ave., Tehran, IR Iran 1598994911  
Tel: (+98) 21 88899063  
Email: nipo@nipo.gov.ir
6. **Number of Overseas Participants** Up to 18 qualified participants  
(See 12. Qualifications of Candidates)
7. **Number of Local Participants** Up to 6 qualified participants  
(See 12. Qualifications of Candidates)
8. **Closing Date for Nominations** 20 August 2018
9. **Objectives**

This is a training-of-trainers course to:

- a. Study the impact of climate change (CC) on water availability for agriculture and its implications for agricultural productivity and sustainability;
- b. Review various models of climate-resilient agriculture for different agro-ecological zones in the context of water availability for agriculture and water requirements of different food production systems under a changing climate;
- c. Share best practices of agricultural water resource management as well as innovative technologies and farming systems for increasing agricultural water productivity in an era of CC; and
- d. Enhance participants' understanding of climate-smart agriculture and contribute to increasing agricultural productivity and sustainability along with food security in member countries.

### 10. Background

Agriculture is the sector most vulnerable to CC. Consistent global warming trends and more frequent and intense extreme weather events such as droughts have been observed in many Asian countries. The World Economic Forum ranked water crises as number 1 in its 2015 assessment of global risks, with the potential for damaging economic and social impacts across countries and sectors. Water is the leading input in agriculture and a major policy concern in the 21st century.

### Asian Productivity Organization

1-24-1 Hongo, Bunkyo-ku, Tokyo 113-0033, Japan Tel: (81-3)3830-0411 Fax: (81-3)5840-5322 [www.apo-tokyo.org](http://www.apo-tokyo.org)

CC will impact the extent and productivity of both irrigated and rainfed agriculture across the globe. Reductions in river runoff and aquifer recharge are expected in semi-arid areas on all continents, affecting water availability in regions that are already water stressed. In Asia, the large contiguous areas of irrigated land which rely on snowmelt and high mountain glaciers for water will be affected by changes in runoff patterns, while densely populated deltas are at risk from a combination of reduced inflows, increased salinity, and rising sea levels. Everywhere, rising temperatures will increase crop water demand.

Different adaptation measures that deal with climate variability and build upon improved land and water management practices have the potential to create resilience to CC and to enhance water availability. Thus a good understanding of the impact of CC on available water resources and agricultural systems and a set of policy choices, investments, and managerial changes to address them are needed. The integration of water and agricultural policies will also be crucial for accelerating the adoption of different measures.

This training-of-trainers course aims at enhancing participants' understanding of different foresight methods (models) of assessing the impact of CC on water availability for agriculture, models of climate-resilient agriculture in the context of water availability and crop water requirements, and best practices of agricultural water resource management, as well as innovative technologies and farming systems for increasing agricultural water productivity.

## 11. Scope and Methodology

The course will consist of presentations by resource persons, sharing of country experiences, interactive group exercises, and field visits.

The tentative program of the training course is given below:

Date/ Time	Activity
Friday, 19 October 2018	Arrival of participants in Tehran
Saturday, 20 October	Opening session Precourse test  Technical Session 1: Anticipated impacts of CC on water availability in Asia and the Pacific Presentation 1: Impacts of water supply and food security in an era of CC: an overview Presentation 2: Scenarios of future water supply for and demands of agriculture in the context of CC Presentation 3: Foresight methods/models for assessment of CC impacts on agricultural water availability and demand  Technical Session 2: Climate-resilient farming systems in the context of water requirements Presentation 1: Cropping systems Presentation 2: Livestock systems Presentation 3: Fishery farming

Sunday, 21 October	<p>Technical Session 3: Climate-smart agricultural water management</p> <p>Presentation 1: Climate-smart water management: an overview</p> <p>Presentation 2: Policies and institutional settings for promoting climate-smart water management</p> <p>Presentation 3: Resilience building and water demand management for drought mitigation</p> <p>Technical Session 4: Climate smart agricultural water management models</p> <p>Presentation 1: Models for irrigated agriculture</p> <p>Presentation 2: Rainfed agriculture</p>
Monday, 22 October	Site visit
Tuesday, 23 October	<p>Technical Session 5: Sharing country case studies on climate-resilient water management in agriculture</p> <p>Group workshop: Mainstreaming climate-smart water management systems/models in agriculture development plans (issues, challenges, strategic actions)</p>
Wednesday, 24 October	<p>Presentation of group workshop output</p> <p>Final examination</p> <p>Program evaluation by participants, resource persons, and implementing organization</p> <p>Formulation of individual action plans by participants</p> <p>Summing-up session</p> <p>Closing session</p>
Thursday, 25 October	Departure of participants

## 12. Qualifications of Candidates

The participants are expected to possess the following qualifications:

Present Position	Senior government officers, consultants, researchers, and academics in charge of planning, developing, and managing water resources in agriculture.
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 Candidates who meet the qualifications above are generally between 30 and 55 years of age.

Attendance Participants are required to attend the entire program.

### **13. Financial Arrangements**

#### **a. Airfare**

The APO will bear the cost of round-trip economy-class international airfare between the international airport nearest to the participants' place of work and venue in IR Iran from organizations in any of these categories:

- a. SMEs;
- b. Nonprofit organizations; and
- c. Any organization from the APO list of LDCs.\*

*\*As of 7 July 2006, the APO list of LDCs comprised Bangladesh, Cambodia, Fiji, Lao PDR, Mongolia, and Nepal.*

The APO will only reimburse discount air tickets for the most direct route. Participants should 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 and is also available on the APO website and from APO Liaison Officers in member countries.

#### **b. Participating Country Expenses (PCEs)**

PCEs payable to the APO do not apply to organizations in any of these categories:

- a. SMEs;
- b. Nonprofit organizations; and
- c. Any organization from the APO list of LDCs.\*

*\*As of 7 July 2006, the APO list of LDCs comprised Bangladesh, Cambodia, Fiji, Lao PDR, Mongolia, and Nepal.*

#### **c. Insurance Coverage**

Participants' insurance premiums: All participants should be fully insured against accident and illness (including hospitalization and death) for a principal sum equivalent to USD10,000.00 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 any 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 organization will be responsible for any eventuality arising from accident, illness, acts of war, force majeure, or any unexpected events beyond human control such as those related to natural disasters.

#### d. Cost Sharing

Subject to the conditions stated in the Financial Arrangements section, the following table shows the cost-sharing arrangements between the APO, host country, and participants or participating countries.

Cost item	Cost to be borne by		
	Participants or participating countries	Host country	APO
Round-trip economy-class international airfare (refer to paragraph 13a for conditions)	Conditions apply	No	Conditions apply
Participating Country Expenses (PCEs) (refer to paragraph 13b)	USD50 per participant	No	No
Hotel accommodation in Tehran	No	Yes	No
Per diem allowance in Tehran	No	Yes	No
Transportation costs to and from hotel and airport in Tehran	No	Yes	No
Insurance coverage in IR Iran (refer to paragraph 13c)	Yes	No	No
Any expenses related to visa fees and airport taxes	Yes	No	No
All expenses incurred by participants for any reason including but not limited to: a. Stopovers b. Extension of stay c. Early arrival or late departure d. Flight cancellation	Yes	No	No
Any cancellation charges for expenses such as airfare and accommodations incurred by the APO or host country after issuance of Letters of Acceptance	Yes	No	No
Assignment costs of international resource persons	NA	No	Yes
Assignment costs of local resource persons	NA	Yes	No
All local implementation costs including but not limited to: a. Meeting rooms b. Documentation c. Preparatory costs	NA	Yes	No

#### 14. Actions by Member Countries

- Each participating country is requested to nominate three or more candidates in the order of preference. Please ensure that candidates nominated meet the qualifications specified under section 12 above.
- 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.
- Please note that nomination of a candidate does not necessarily guarantee that he/she will be selected. Selection is at the discretion of the selection committee 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](http://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 documents should be sent to the Agriculture Department, APO Secretariat (e-mail: [agr@apo-tokyo.org](mailto:agr@apo-tokyo.org), fax: 81-3-5840-5324).
- e. 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 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.
- f. 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.
- g. 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.
- h. For member countries where nominations are required to be approved by higher government authorities and require a longer time, APO Liaison Officers/NPOs are urged to send the names of nominees on or before the deadline, indicating that government approval will follow.
- i. 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.
- j. 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.
- k. 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 training course.

- l. NPOs should inform participants that they must attend all five days of the project.
- m. NPOs should assist the APO and/or host country in collecting amounts corresponding to cancellation charges arising from withdrawal or no-show of a participant.

#### **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. Project Preparation**

The participants are required to prepare a short paper prior to departure for the project venue. In preparing the paper, they are expected to follow the "Guidelines for the Preparation of Country Papers" to be provided later.

#### **17. Postproject Actions**

All participants are required to prepare action plans and share the plans with their NPOs. The APO will also request participants to submit progress reports six months after completion of the training course.

#### **18. Evaluation of Participants**

If the conduct/attendance/performance of a participant is not satisfactory, these will be reported to the APO director concerned.

#### **19. 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 ([www.apo-tokyo.org](http://www.apo-tokyo.org)).

#### **20. Dress Code**

Participants are required to wear business attire during the project. Other instructions will be provided in the circular for participants.



Santhi Kanoktanaporn  
Secretary-General