



## PROJECT IMPLEMENTATION PLAN

10 December 2018

- 1. Project Code** 18-AG-39-GE-NFP-C-03
- 2. Title** National Conference-cum-Workshop on Enhancing Good Agricultural Practices Implementation in the Mongolian Agriculture Sector
- 3. References** APO Project Notifications: Training of Trainers in the GLOBALGAP Standard for Greater Market Access (16-AG-04-GE-TRC-B) and Self-learning e-Course on Good Agricultural Practices (GAP) (16-AG-23-GE-TRC-A)
- 4. Timing & Duration** 15–17 January 2019 (three days)
- 5. Venue:** Distance e-Learning Center  
Erin Hotel  
Bayangol District, Peace Avenue  
20th Khoroo, Ulaanbaatar 210526, Mongolia  
Phone: 976-86003504  
Fax: 976-70000298
- 6. Implementing Organizations**  
  
Mongolian Productivity Organization (MPO)  
Bayangol District, Peace Avenue  
20th Khoroo, Ulaanbaatar 210526, Mongolia  
Phone: 976-86003504  
Fax: 976-70000298  
e-Mail: Batbileg@mpo-org.mn  
  
Ministry of Food, Agriculture and Light Industry (MoFALI), Mongolia  
Government Building #9, Peace Avenue 16A,  
Ulaanbaatar 13381, Mongolia  
Tel: 976-51-261962, 976-99193886  
Fax: 976-51-263237
- 7. No. of Participants** 100 participants
- 8. Objectives**  
  
The main goal is to enhance the implementation of Good Agricultural Practices (GAP) in the Mongolian agriculture sector to accelerate the development of organic agriculture.  
  
On program completion, participants are expected to:
  - a. Adopt/promote adoption of GAP in Mongolia;
  - b. Be familiar with the key concepts, trends, and development and implementation of GAP worldwide;
  - c. Understand the general principles and rules of implementing GAP in Mongolia and identify good practices that will be cost-effective for small and medium-sized vegetable producers and pasture-based livestock farmers;
  - d. Recognize the process of evolving GAP into organic production practices;
  - e. Discuss the draft Mongolian horticulture GAP guidelines focusing on harmonization of the national GAP scheme with GLOBALGAP and regional GAP standards such as ASEAN GAP; and

### 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)

- f. Formulate a set of recommendations and action plans for the implementation of GAP in Mongolia.

## 9. Background

Under the provisions of section 7.1 of the Mongolian Food Safety Law 2012, every producer involved in the primary production of agricultural raw materials such as animal husbandry and crop and horticulture production is obliged to implement GAP and good hygiene practices. MoFALI and the Ministry of Health jointly approve plans to implement GAP.

However, government officials have not formulated and adopted a national GAP scheme and there is no common understanding among producers, consumers, the government, and NGOs. Herders, crop producers, and vegetable growers are therefore unsure of how to implement GAP. Under these circumstances, it is difficult to develop sustainable agriculture and produce safe, organic products for domestic and export markets.

This conference-cum-workshop will train producers and build the capacity of key stakeholders in GAP for fruit and vegetables. It will also help reach a consensus among stakeholders on the adoption of GAP-scheme standards.

As follow-up activities, MoFALI will establish a task force to formulate GAP-scheme standards by the first quarter of 2019. In addition, the MPO and MoFALI with the help of the FAO Office in Mongolia and the NGO ADRA Mongolia will disseminate national GAP-scheme standards on fruit and vegetables.

## 10. Scope and Methodology

The program will consist of a workshop for about 35 participants and a conference for about 100.

The tentative program of activities is as follows:

<b>Chairperson:</b> Director General T. Gantogtokh (MoFALI)	
<b>Resource Person:</b> Overseas resource person	
<b>Moderator:</b> Senior Officer D. Tungalag (MoFALI)	
<b>Day 1: 15 January 2019</b>	
<b>Goal: General principles and rules in implementing GAP</b>	
Time	Topics/Activities
09:30–10:00	Registration of participants
10:00–10:20	Welcome and introduction of resource persons and participants <ul style="list-style-type: none"> <li>• MPO</li> <li>• MoFALI</li> <li>• UN FAO</li> </ul>
10:20–10:50	Development and implementation of GAP worldwide
10:50–11:20	Discussion (Q&A)
11:20–11:40	Tea break
11:40–12:10	Structure of the GAP-scheme standard
12:10–12:40	Discussion (Q&A)
12:40–14:10	Food safety module: Site history and management, planting material, GMOs, fertilizers and soil additives, and water chemicals
13:10–14:10	Lunch break

14:10–14:40	Food safety module: Harvesting and handling produce, traceability and recall, training, documents and records, and review of practices
14:40–15:10	Discussion (Q&A)
<b>Day 2: 16 January 2019</b>	
<b>Goal: Internal certification procedures: Suitable structures and forms for different stakeholders</b>	
<b>Time</b>	<b>Topics/Activities</b>
09:00–09:30	Participant check-in
09:30–10:00	Environmental management module
10:00–13:00	Worker health, safety, and welfare module
13:00–14:00	Lunch break
14:00–15:30	Produce quality module
15:30–16:30	General requirements module
16:30–17:00	Workshop recommendations
<b>Day 3: 17 January 2019</b>	
11:00–11:15	Welcome remarks <ul style="list-style-type: none"> <li>• MoFALI</li> <li>• UN FAO</li> <li>• MPO</li> </ul>
11:15–12:00	Awarding of certificates
12:00–13:00	Group photo and interviews by journalists
13:00–14:00	Lunch break
14:00–14:30	Cost-effective, country-tailored good practices for small and medium-sized vegetable producers and pasture-based livestock farmers (APO resource person)
14:30–15:00	Discussion (Q&A)
15:00–15:30	Tools to bridge GAP and organic production practices
15:30–16:00	Discussion on the draft Mongolian horticulture GAP-scheme standards (presenter TBC)
16:00–16:30	Recommendations for establishing government structures for implementation of GAP
16:30–17:00	Program evaluation by participants, resource persons, and implementing organizations
17:00–17:20	Adoption of workshop recommendations
17:20–17:40	Closing session

The conference-cum-workshop will consist of: 1) a workshop for small and medium-sized producers on the basic concepts of implementing GAP and on-farm food safety practices for environment-friendly food; and 2) a conference of organic practitioners to link GAP and organic practices to facilitate the conversion process.

## 11. Resource Persons

The APO will assign one overseas resource person. Local resource persons from relevant agencies will be assigned by the implementing organizations.

## **12. Requirements of Participants**

Representatives of producers and family farmers, government officers including those in local government units or the National Agency for Standardization and Metrology, managers of food-processing companies, representatives of the Mongolian National Chamber of Commerce and Industry, and other stakeholders in charge of GAP and organic agriculture.

## **13. Financial Arrangements**

To be borne by the host country (Mongolia)

- a. Implementation costs exceeding the APO share of USD10,000.
- b. Project management fees and personnel costs of the implementing organizations, including transportation of the facilitator(s) and project team to and from the project venue, personnel service fees for the development of the program, and honorarium for the local resource person(s) if applicable.
- c. Any other local implementation costs not covered by the APO.

To be borne by the APO

- a. All assignment costs of one overseas resource person.
- b. Implementation costs up to a maximum of USD 10,000 for making local arrangements.
- c. An itemized breakdown of the implementation costs is attached (Appendix 1).

## **14. Procedures for Project Implementation**

This project is to be implemented by the local implementing organizations in Mongolia in close collaboration with the MPO and 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 local implementing organizations in Mongolia, if necessary.
- b. The proposed project will be carried out by the implementing organizations.
- c. The local implementing organizations in Mongolia will make the expenditures for the assigned items and settle the entire account by providing all necessary proof of payment, e.g., bills, payment records, and receipts issued by third parties, which must be submitted together at one time, written in clear English, and with an English translation of all documents not originally written in English. In general, internal evidence is not accepted as proof of payment and will not be reimbursed. The final payment will be made based on the actual expenditure after the implementing organizations submit the project completion report.
- d. The local implementing organizations in Mongolia will submit a comprehensive project completion report including a statement of expenses 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; a registration list of participants and resource persons; statement of the expenses related to the APO's contribution to the project; number and type of participants; benefits and advantages to the national organic sector, implementing organizations, and host country; recommendations and follow-up action plans; selected photos; and summary of the onsite evaluation of the program by the participants, resource persons, and implementing organizations along with the original evaluation forms completed by them. Other forms of documentation may also be submitted as part of the comprehensive project completion report.



## 15. Final Project Output and Outcomes

Upon completion of the project, the local implementing organizations in Mongolia in collaboration with the MPO will undertake the following:

- a. Submit a project completion report on the national conference-cum-workshop to the APO and disseminate the report on the proceedings of the conference including recommendations to relevant government bodies such as MoFALI and/or Ministry of Industry, Mongolia, within one month after project completion.
- b. Submit a statement of expenses supported by third-party receipts/bills within one month after project completion.
- c. Submit documents and e-links relating to promotional material on the national program, e.g., newsletters, news articles, brochures, bulletins, and 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, consultancy services, training courses, etc.
- e. Monitor the follow-up actions undertaken by the participants or participants' organizations and report them to the APO.

Expected outcomes:

- a. Developing productive, innovative mindsets on new methods of GAP practices gained through practical lessons and insights enabling authentic organic agricultural production for the domestic and export markets; and
- b. Enhancing the sustainable productivity of farms with improved agricultural production, resulting in higher farm profitability and more employment opportunities.

## 16. Follow-up Action Plans


After completion of the conference-cum-workshop, the participants or their organizations will undertake the following:

Government agencies such as the MoFALI, Agriculture Department, and universities:

- a. Include innovative techniques and technologies in extension programs; and
- b. Coordinate among various agencies in support of awareness, extension, and adoption of GAP programs.

Participants:

- a. Submit action plans to the MPO for the implementation of concepts, techniques, technologies, and best practices in their own farms, enterprises, or companies;
- b. Inform the MPO of the expected outcomes of successful implementation; and
- c. Submit requirements for government agency assistance for their own action plans.



Dr. Santhi Kanoktanaporn  
Secretary-General

**Appendix 1.**

Estimated APO Share of Costs  
(Ulaanbaatar, Mongolia, 15–17 January 2019)

<b>No.</b>	<b>Item</b>	<b>Cost (USD)</b>
1	Meeting package for 3 days (including conference room and audiovisual equipment)	Up to 6,500
2	Translation (of materials), interpretation	Up to 2,400
3	Transportation	Up to 150
4	Conference kit (including supplies and materials, photocopying, stationery, and video documentary)	Up to 950
<b>Total</b>		<b>Up to 10,000</b>
<b>Notes:</b> 1. The APO will make a reimbursement based on the actual expenses for a maximum of USD10,000. 2. The MPO is required to submit receipts to the APO for all expenses incurred in implementing this national project.		