



## PROJECT IMPLEMENTATION PLAN

30 October 2017

1. **Project Code** 17-AG-39-GE-NFP-C-05
2. **Title** National Conference-cum-Workshop on Certification of Organic Products
3. **Reference** Project Notification 16-AG-13-GE-TRC-B dated 17 February 2016; Project Notification 17-AG-39-GE-NFP-C dated 9 May 2017
4. **Timing & Duration** 28–30 November 2017 (three days)
5. **Venue** Ulaanbaatar, Mongolia
6. **Implementing Organizations**

Mongolia Productivity Organization (MPO)  
Bayangol District, Peace Avenue  
20th Khoroo, Ulaanbaatar 210526, Mongolia  
Phone: 976-91918009  
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  
Fax: 976-51-2632377
7. **No. of Participants** 200 participants

### 8. Objectives

The main goal of this program is to promote organic farming in Mongolia through the development of organic markets. The conference-cum-workshop will consist of: 1) a workshop for trainers on organic certification and inspection; and 2) a conference of practitioners of organic certification and inspection. After program completion, participants are expected to be able to:

- a. Understand the requirements of the latest international organic standards, certification rules and regulations, and inspection procedures;
- b. Provide training, consulting, and promotional services to build the capacity of numerous stakeholders;
- c. Define the national organic certification framework in Mongolia with the aim of promoting the development of organic agriculture in the country; and
- d. Issue a set of recommendations and action plan declaration at national level to promote the application of the organic certification and organic movement in Mongolia.

## **9. Background**

Agriculture in Mongolia is dominated by traditional technology. It has enormous potential to produce in accordance with international organic food standards. The introduction of organic production with certification acceptable in foreign and domestic markets could enhance the domestic consumption and export of organic products. The demand for organic food products is expected to continue growing robustly in major markets like the USA, EU, and neighboring countries. Such trends create greater opportunities for organic producers in developing countries like Mongolia.

Various standards and regulations related to organic agriculture, organic food production, and safe food production have been developed and reviewed regularly in Mongolia. However, there are insufficient number of qualified trainers and inspectors in organic certification and inspection. Agricultural producers and agribusiness entrepreneurs are not fully aware of the socioeconomic importance of the genuine organic production and organic agribusiness. There is also a lack of monitoring, willingness to apply the standards in practice, and accreditation of food by manufacturers.

It is necessary to organize capacity-building programs like workshops and conferences as well as regular promotional activities while training qualified trainers and inspectors of organic products to facilitate the credible certification of growers, postharvest handlers, and processors. These will enable the widespread application of genuinely sustainable farming systems and establishment of markets based on organic principles and procedures with transparent integrity, inclusive collaboration, and holistic systems.

This is the second organic conference-cum-workshop project in Mongolia after the first in 2016. After the completion of the first, participants undertook various follow-up activities such as online/offline discussions on requirements for several organic agriculture businesses and certification issues. A booklet and manual on *Organic Agriculture and Requirements of Organic Producers*, respectively, were published and distributed to the public.

## **10. Scope and Methodology**

The program will consist of a workshop for about 35 participants and a conference attended by about 200.

The tentative topics to be covered are:

- a. Organic standards and regulations;
- b. Requirements of regional and international organic standards;
- c. Organic guarantee systems;
- d. Third-party organic certification: key concepts and considerations;
- e. Organic certification processes and organic inspection; and
- f. Organic marketing and trade.

The workshop will consist of thematic presentations and group activities, and the conference will include the establishment of a working group to draft a national action plan for organic agriculture and food production in addition to thematic presentations.

The tentative program is given in Appendix 2.

## **11. Requirements of Participants**

Participants should be organic trainers; member farmers, officers, and managers of food-processing companies of the Mongolian National Chamber of Commerce and Industry; and officers of local government units or the National Agency for Standardization and Metrology; and other stakeholders involved in organic agriculture.

## **12. Resource Persons**

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

## **13. Financial Arrangements**

### **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).

### **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 in Mongolia.
- c. Any other local implementation costs not covered by the APO.

## **14. Roles and Responsibilities**

The roles and responsibilities of the implementing organizations (as listed in section 6 above) and APO are:

### **Implementing organizations**

- a. Inviting local participants and arranging mass media coverage;
- b. Assigning local resource persons;
- c. Making copies of the conference and workshop materials;
- d. Organizing a three-day national conference-cum-workshop program in Ulaanbaatar, Mongolia; and
- e. Bearing part of the project cost in excess of USD10,000.

### **APO**

- a. Providing financial support for organizing the national conference-cum-workshop as detailed in section 13;
- b. Assigning one overseas resource person for the national conference-cum-workshop; and
- c. Coordinating with the overseas resource person and implementing organizations.

## **15. 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.

## **16. Final Project Output and Outcomes**

Upon completion of the project, the MoFALI, 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 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.

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 organic agriculture programs.

Participants:

- a. Submit action plans to the MPO for 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.

Expected outcomes:

- a. Developing productive, innovative mindsets on new ways of organic production, certification, and inspection gained through practical lessons and insights enabling authentic organic production and certification for the domestic and export markets; and
- b. Enhancing the sustainable productivity of farms with improved organic production and organic agribusiness, resulting in better farm profitability and employment opportunities.



Santhi Kanoktanaporn  
Secretary-General

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**Estimated cost for  
the APO National Conference-cum-Workshop on Certification of Organic Products  
Ulaanbaatar, Mongolia, 28–30 November 2017**

No.	Item	Cost (USD)
1	Meeting package for 3 days (including meals for participants and resource speakers, conference room, and audiovisual equipment)	Up to 6,500
2	Translation of materials, interpretation of speeches/presentations	Up to 2,400
3	Transportation	Up to 150
4	Conference kit (including supplies and materials, printing, 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 reimbursement based on the actual expenses for a maximum of USD10,000.		
2. The MPO is required to submit to the APO receipts issued by third parties for all expenses incurred in implementing this national project.		

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APO National Conference-cum-Workshop on Certification of Organic Products  
Ulaanbaatar, Mongolia, 28–30 November 2017

**Venue:**

Conference hall of the Mongolian National Chamber of Commerce and Industry  
Address: MNCCI Building, Mahatma Gandhi Street, 15th Khoroo, Khan-Uul District,  
Ulaanbaatar, 17011, UB Post - 101011001

<b>Chairperson:</b> Director General T. Gantogtokh (MoFALI)
<b>Resource Person:</b> APO
<b>Moderator:</b> Senior Officer D. Tungalag (MoFALI)

<b>2nd National Workshop on Organic Food and Agriculture, Ulaanbaatar, Mongolia</b>	
<b>Day 1: 28 November 2017</b>	
<b>Goal: Main Concept of Organic Certification Procedures</b>	
<b>Time</b>	<b>Topics/Activities</b>
09:30–10:00	Registration of participants
10:00–10:20	Welcome and introduction of experts and participants <ul style="list-style-type: none"> <li>• APO (TBC)</li> <li>• MPO</li> <li>• MoFALI</li> <li>• UN FAO</li> </ul>
10:20–10:50	Organic Strategy Action Plan and Policy Framework, IFOAM Toolkit
10:50–11:20	Discussion (Q&A)
11:20–11:40	Tea break
11:40–12:10	Organic Guarantee Systems: CODEX Alimentarius, Selected Organic Regulations (NOP, EU, JAS, China, India, Brazil, etc.)
12:10–12:40	Discussion (Q&A)
12:40–13:10	Third-party Organic Certification: Key Concepts and Considerations
13:10–14:10	Lunch break
14:10–14:40	Group Certification
14:40–15:10	Discussion (Q&A)
15:10–15:40	The Internal Control System: Role and Function
15:40–16:10	Participatory Guarantee Systems
16:10–16:40	Organic Certification Processes (Software Tools to Control the Certification Process)
16:40–17:00	Discussion (Q&A)
<b>Day 2: 29 November 2017</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	Participatory Guarantee System (PGS)-formatted Organic Certification Procedure (Application, Prereview, Inspection, Evaluation, Decision Making, Postcertification Supervision)
10:00–13:00	Group work: From Theory to Practice: Forming PGS Structures
13:00–14:00	Lunch break
14:00–15:30	Group work (continued)



15:30–16:30	Presentations by groups
16:30–17:00	Workshop recommendations
<b>Day 3: 30 November 2017</b>	
<b>Time</b>	<b>Topics/Activities</b>
11:00–11:15	Welcome remarks <ul style="list-style-type: none"> <li>• MoFALI</li> <li>• APO (TBC)</li> <li>• UN FAO</li> <li>• MPO</li> </ul>
11:15–12:00	Certificate conferment ceremony
12:00–13:00	Group photo and interviews by journalists
13:00–14:00	Lunch break
14:00–14:30	Organic Certification (APO expert)
14:30–15:00	Discussion (Q&A)
15:00–15:30	Current Status of Organic Standards, Regulations, Certification, Marketing, and Trade in Organic Products in Mongolia (presenter TBC)
15:30–16:00	Discussion on the Establishment of a Mongolian Organic Agriculture Board (presenter TBC)
16:00–16:30	Organizing a working group for drafting a National Action Plan for Organic Agriculture and Food Production
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