



No. 31512/23
Dt.04- 07-2023

Sub: 23-CL-20-GE-WSP-A: Workshop on Policies for Engaging Persons with Disabilities in Agriculture from 3 – 5 October 2023, Online (Visit www.npcindia.gov.in/NPC/User/InternationalServices for detailed Project Notification).

Dear Sir,

We invite your kind attention to NPC <https://www.npcindia.gov.in/NPC/User/InternationalServices> with regard to above Asian Productivity Organization (APO) project. The project notification and the APO bio data form are available on the above mentioned page and the same are also attached herewith. The duly filled in **single copy** of Performa enclosed (in excel form only) of the suitable officers for participation as per the para (**Qualifications for Participants**) of the project notification may kindly be forwarded to reach us latest by **1st, September 2023**. In this regard, the following points may be noted.

- **Fees and Charges**

The Participation fees (NON-REFUNDABLE) of **Rs. 500/-** for MSME Sector, Trade Unions and NGO's and **Rs. 1000/-** for others is payable along with the nomination form for each participant.

The requisite amount can be paid through a demand draft/cheque/ECS drawn in favour of National Productivity Council, New Delhi. In the regard, the bank account of NPC details is attached herewith. Kindly e-mail the details of the ECS/RTGS/NEFT payment made, **mentioning the name of applicant in remarks**, to mayank.verma@npcindia.gov.in, isg@npcindia.gov.in, rk.rawat@npcindia.gov.in Please note, in the absence of application fee, the nomination will not be considered.

- **Nomination Procedure**

All nominations should be routed through proper channel and as per the attached APO bio data form. The nominations received after the last date will not be considered. It is the responsibility of the candidates to complete all the official formalities required by their organizations/department for participating in the program.

It is requested to send nominations by e-mail to mayank.verma@npcindia.gov.in, isg@npcindia.gov.in, rk.rawat@npcindia.gov.in (application in prescribed excel format) and one hard copy by post along with the covering letter of the competent authority on company's letter head. All information pertaining to nominations will be treated as confidential and classified. The nominated officers may be invited as a faculty in programs on the relevant subject/s, organized by NPC.

We look forward to receiving of nominations from your esteemed organization.

Thanking you,

Yours faithfully,

-sd

(K.D Bhardwaj)
Director & Head (Int'l Serv.)
for Director General
e-mail: isg@npcindia.gov.in



PROJECT NOTIFICATION

Reference No.: 164

Date of Issue	30 June 2023
Project Code	23-CL-20-GE-WSP-A
Title	Workshop on Policies for Engaging Persons with Disabilities in Agriculture
Timing	3 October 2023–5 October 2023
Hosting Country(ies)	APO Secretariat
Venue City(ies)	Not Applicable
Modality	Online
Implementing Organization(s)	APO Secretariat
Participating Country(ies)	All Member Countries
Overseas Participants	40
Local Participants	Not Applicable
Closing Date	8 September 2023
Remarks	Not Applicable

Objectives	Discuss rights-based disability inclusion and its relevance in the agriculture sector; introduce a universal programming framework approach to make agriculture disability inclusive; and examine disability-inclusive policies in agriculture to increase productivity in APO member economies.
Rationale	Most persons with disabilities (PWDs) live in rural areas, and many are small farmers depending on agriculture for their livelihoods (UN FAO, 2019). They face barriers in becoming economically self-reliant and are often ignored in mainstream policies. This workshop will emphasize policies for the inclusion of PWDs in agriculture and productivity enhancement under the APO Vision 2025.
Background	<p>In 2019, the UN reported that 80% of 1 billion PWDs worldwide lived in developing countries. Roughly 650 million were in the Asia-Pacific region, with the majority in rural areas and primarily dependent on agriculture for food and livelihood security.</p> <p>A major cause of disability in rural areas is malnutrition caused by extreme poverty and food insecurity (IFAD, 2020). In addition, more farmers are being disabled by accidents due to mechanization and commercialization in the agriculture sector. Violence and armed conflict are other major causes of disability among rural dwellers. Rural residents with disabilities must confront major barriers to achieve food security and sustainable livelihoods.</p> <p>It is essential to empower farmers with disabilities, including women, and make them economically self-reliant by developing the skills to become independent, small-scale entrepreneurs. This workshop will examine policies for engaging PWDs in agriculture and increase inclusive productivity levels in APO member economies.</p>
Topics	Introduction to the Rights of Persons with Disabilities; Barrier analysis: Introduction to approaches in disability-inclusive programming; Best practices of successful, inclusive agricultural programs with PWD inclusion; and Applying barrier analysis principles to agricultural programming scenarios using case studies.
Outcome	Participants acquire an understanding of rights-based disability inclusion and a universal programming framework approach to include PWDs in agricultural policy initiatives, including the role and contribution of PWDs in productivity enhancement in agriculture.
Qualifications	Policymakers, officials of government agencies and public institutes, academics, and senior representatives of farming associations and NGOs involved in engaging and empowering PWDs in agriculture and allied activities.

Please refer to the implementation procedures circulated with this document for further details.



Dr. Indra Pradana Singawinata
Secretary-General

IMPLEMENTATION PROCEDURES FOR APO ONLINE MULTICOUNTRY PROJECTS (CONFERENCES/OBSERVATIONAL STUDY MISSIONS/TRAINING COURSES/WORKSHOPS)

1. Modality of Implementation

- a. The sessions will be conducted online.
- b. The duration of each day's sessions will be around three hours for observational study missions, training courses, and workshops.
- c. The duration of sessions will be around four hours for conferences.
- d. The APO Secretariat will inform resource persons and participants of the link to the virtual sessions.
- e. The link will be exclusive to resource persons and participants and should not be shared.

2. Financial Arrangements

2-1 For projects where the local costs will be covered by the host NPO/implementing organization

- a. The APO will meet the assignment costs for international resource persons.
- b. The host NPO/implementing organization will meet the assignment costs of local resource persons and for a virtual site visit(s), either broadcast live or recorded as applicable.

2-2 For projects where the local costs will be covered by the APO

- a. The APO will meet the assignment costs of international resource persons and honorarium for up to two local resource persons.
- b. The host NPO/implementing organization will meet the costs for a virtual site visit(s), either broadcast live or recorded as applicable.

2-3 For observational study missions where the local costs will be covered by the APO

- a. The APO will meet the assignment costs for international resource persons, honoraria for up to two local resource persons, and video production costs for a virtual site visit(s) of up to USD2,000.00, either broadcast live or recorded as applicable.

2-4 For projects hosted by the APO Secretariat

- a. The APO will meet the assignment costs for international and local resource persons and for a virtual site visit(s), either broadcast live or recorded as applicable.

3. Requirements of Participants

- a. Participants are required to attend all sessions. This full participation is a prerequisite for receiving the APO certificate of attendance.
- b. Competent in connecting to online meetings, including independently undertaking troubleshooting in the event of poor or lost connections.
- c. Proficient in English, both written and spoken.
- d. Have necessary devices comprising a computer, web camera, microphone, and speaker or headphones.
- e. Access to internet connections suitable for videoconferencing. Stable, wired LAN connections are preferred.
- f. Follow the instructions of moderators/presenters in asking questions, joining discussions, and answering questions.

- g. Wear appropriate business attire during the sessions.

4. Actions by APO members

- a. Each NPO should nominate three or more candidates in order of preference for observational study missions, training courses, and workshops, and five or more candidates for conferences.
- b. All nominations must be endorsed by an APO Director or Alternate Director and submitted by a Liaison Officer (LO) or designated officer. Self-nominations will not be accepted.
- c. Nominations should reach the Secretariat before the deadline.
- d. Each nomination must be accompanied by the APO biodata form and uploaded to the APO Document Management System/Fleekdrive by NPOs. LOs are requested to notify the Secretariat once biodata forms have been uploaded. The biodata form is available on the APO website.
- e. If a selected participant becomes unable to participate, the NPO concerned should inform the APO Secretariat and host country promptly.

5. Actions by the APO Secretariat

- a. Selection of candidates will be at the discretion of the Participant Selection Committee of the APO Secretariat.
- b. Selection of candidates will be completed and announced at least one week prior to the start of the sessions.
- c. Slots that become available due to withdrawal of a selected candidate(s) or lack of nominations by a member country may be filled by alternates to be selected on a merit basis.
- d. The APO Secretariat will inform NPOs of the final program and link to the online sessions at least one week prior to commencement.

6. Participating Country Expenses (PCEs)

- a. PCEs apply to selected participants from large, profit-making organizations in training courses and observational study missions.
- b. The PCE rate is fixed at USD150.00 per participant.
- c. The APO Secretariat will notify NPOs concerned before issuing Letters of Acceptance to participants.
- d. Invoices will be sent to NPOs concerned at the end of the year.