

INCEPTION REPORT

STDF 173 - Strengthening capability to assess the capacity building needs of food control systems and develop capacity building action plans in developing APEC Member Economies

This Inception Report for the capacity building project *Strengthening capability to assess the capacity building needs of food control systems and develop capacity building action plans in developing APEC Member Economies* summarises the initial steps taken in implementing the project. These steps include: the initial administrative arrangements; details of the project team, engagement of participants from APEC Economies to participate in the project; development and distribution of a pre-workshop survey; preparation of program and materials for the capacity building workshop; and logistical arrangements for conducting the workshop.

1. Initial Administrative Arrangements

A contract was signed by Food Standards Australia New Zealand (FSANZ) and the WTO on 2 August 2007 and 20 August 2007 respectively. While contractual arrangements have been made between the WTO and FSANZ, the FAO (together with FSANZ) will be a joint implementing agency for this project. Key responsibilities of each agency will be as follows:

- FSANZ will administer the project funds of US\$97,500;
- In addition to administering project funds, FSANZ will be responsible for engaging the participants for the workshop using the APEC Food Safety Cooperation Forum network;
- FAO will be responsible for providing the resource materials that will form the basis of the capacity building workshop; and
- FSANZ and FAO will jointly undertake the activities associated with the project including the development/delivery of a pre-workshop survey to participants, development and delivery of a capacity building workshop and follow-up evaluation with regard to development national action plans.

2. Project Team

The project team for this project consists of 3 FSANZ staff and 2 FAO staff as follows:

Dr Paul Brent (FSANZ)
Ms Sonia Bradley (FSANZ)
Ms Debbie Dewey (FSANZ)
Dr Peter Hoejskov (FAO)
Ms Marlynne Hopper (FAO)

A team meeting was held in Rome in the week of 10 September 2007. FSANZ staff, Dr Paul Brent and Ms Sonia Bradley met with FAO staff including Dr Ezzeddine Boutrif, Dr Peter Hoejskov and Ms Marlynne Hopper and discussed a range of issues associated with international food safety capacity building. The project team had a very successful week working together to develop the program and materials for the capacity building workshop and associated activities.

In addition to the FSANZ/FAO project team, FSANZ staff have been liaising with colleagues from the General Administration of Quality Supervision, Inspection and Quarantine of the People's Republic of China (AQSIQ), Beijing about the preparations of the capacity building workshop. An AQSIQ contact person has been designated to assist with arrangements at the local level.

3. Project Activities

With regard to specific project activities that were outlined in the project proposal, the following provides an outline of progress associated with Activity 1 and Activity 2:

- ***Activity 1: Survey of experiences in capacity building needs assessment of participating economies.***

A short survey was developed and distributed to participating APEC Member Economies (China, Chile, Indonesia, Malaysia, Mexico, Peru, Papua New Guinea, The Republic of the Philippines, Thailand and Viet Nam) in August 2007 to obtain information on their experiences in capacity building needs assessment and related programmes. Survey responses have been received from all participating economies apart from China. The responses from the surveys will be used to improve the design and delivery of the training activities, ensuring that they are tailored to the situation and requirements of the participating economies.

- ***Activity 2: Provision of training on capacity building needs assessment and the development of related capacity building action plans.***

A capacity building workshop will be held over five days from 19-23 November 2007 in Beijing, China. The workshop will be held as a 'train the trainer' workshop with participants encouraged to coordinate follow-up activities in their own country after attending the workshop. Follow-up activities will include the organisation of national workshops and the development of action plans for strengthening food safety capacity in their own economies.

For the purpose of the workshop, a draft program and resource materials have been distributed to participants. Participants have also been requested to prepare information regarding their country's food control system to present at the workshop.

At this stage, arrangements are being made for the capacity building workshop. The Hotel HuaDu, Beijing, China has been booked as the venue for the workshop. Arrangements with regards to booking flights, reserving accommodation and payment of DSA to participants are well underway.

4. Participants

A letter was sent to participating APEC Economies on 13 August 2007 inviting them to nominate relevant experts to attend the capacity building workshop to be held in Beijing in November 2007. At this stage we have accepted nominations for 13 participants from eight APEC Economies. Of those APEC Economies that have been invited to participate in the capacity building workshop, Mexico have declined due to other commitments and we are awaiting nominations from China.

The details of those participants, whose attendance at the capacity building workshop has been confirmed, are outlined in Attachment 1.

In addition to participants from Government agencies, the project team are in the process of inviting 2 private sector participants.

**FAO/FSANZ Strengthening Capacity
in Assessing Food Control Systems in Developing APEC Member Economies**

Participants list

Country	Participants Name	Organisation
Chile	Dr Claudio Badilla	MVIO - Food Inspector Ministry of Health Santiago Chile
	Ms Elena Orellana	National Fisheries Service Fisheries Health Department Chile
China		
Indonesia	Miss Sumaria Sudian	Head of Microbiology Division National Agency for Drug and Food Control Republic of Indonesia
	Ms Setia Murni	Directorate of Food Inspection and Certification National Agency for Drug and Food Control Republic of Indonesia
Malaysia	Ms. Shamsinar Binti Abdul Talib	Deputy Director (SPS & Regional) Food Safety and Quality Division, Department of Public Health Ministry of Health Malaysia
Papua New Guinea	Ms Rose Kavanamur	Technical Advisor Food Safety & Quarantine Department of Health Papua New Guinea
Peru	Mr Oscar Jose Pineda Coronel	SENASA - Director Agriculture Health National Service Agri-Food Safety Section Peru
Philippines	Director Gilberto F. Layese	Director Bureau of Agriculture and Fisheries Product Standards, Department of Agriculture Philippines
	Karen Kristine Roscom	Chief Science Research Specialist Bureau of Agriculture and Fisheries Product Standards Department of Agriculture Philippines
Thailand	Ms Jongkolnee Vithayarungruangsri	Director Food Safety Operation Centre Department of Medical Sciences Ministry of Public Health Thailand
Thailand	Mr Prayoon Leelangamwongsa	National Bureau of Agricultural Commodity and Food Standards Thailand
Viet Nam	Dr Nguyen_hung_long@yahoo.com	Deputy Director-General Viet Nam Food Administration Viet Nam
Viet Nam	Dr Phuong Van Nhu	Chief Network Development and Directions Section Vietnam Food Administration Viet Nam