



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

FOOD SAFETY POLICY MAKING AND MANAGEMENT

集團研修「食品安全政策立案・管理」

JFY 2011

< Type: International Dialogue / 類型: 国際対話型 >

NO. J11-00818 / ID. 1180925

From November 27, 2011 to December 10, 2011

This information pertains to one of the Training and Dialogue Programs of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

I. Concept

Background

This program originates from the training course entitled “Risk management for food safety” as part of Ministry of Health, Labour and Welfare project, which was first implemented in 1988 by Japan International Cooperation of Welfare Services (JICWELS) and Japan Food Hygiene Association (JFHA) .

It was designed for food safety administrators, where they have strong ties with Japan through import/export of food, to actively popularize and enhance food safety for the betterment of national health. In 2007, the course was revised as an International Dialogue Program for senior executives in charge of policy making and management of food safety in central governments, Its implementation has been entrusted to Japan Food Hygiene Association (JFHA) under the guidance of Ministry of Health, Labour and Welfare.

For what?

The participants will learn systems and present situation of risk management for food safety in Japan, and are expected to improve risk management for food safety in their respective countries and to develop safer food trade between Japan and their respective countries, as well as to contribute to the development of international cooperation.

For whom?

Senior executives, who are in charge of policy making and management of food safety in competent ministries /agencies in their countries having a close trade relation with Japan.

How?

Throughout the program, the participants will obtain the knowledge and skills by lectures, site visits, workshops and discussions on a wide range of issues related to risk management for food safety and international cooperation on food safety. At the end of the program in Japan, the participants shall formulate a Summary Report concerning the role of risk management for food safety in their country based on the knowledge acquired in the seminar. After returning to their home countries, the participants are expected to make policy recommendation.

II. Description

1. **Title** : Seminar for Food Safety Policy Making and Management (J11-00818)
2. **Period of program** : November 27, 2011 to December 10 ,2011
3. **Target Regions or Countries**:
Antigua and Barbuda, Brazil, Cambodia,China, Indonesia,Jordan, Kyrgyz Republic, Mexico and Myanmar
4. **Eligible / Target Organization**: Ministries or Agencies in charge of policy making and management of food safety
5. **Total Number of Participants** : 8 participants
6. **Language to be used in this program**: English
7. **Program Objective**:
The participants will learn systems and present situation of risk management for food safety in Japan, and are expected to improve risk management for food safety in their respective countries and to develop safer food trade between Japan and their respective countries, as well as to contribute to the development of international cooperation.
Participants will make policy recommendation after returning home based on the Summary Report and report the introduction state of related policies to JICA.
8. **Overall Goal**: Food Safety of respective countries and International Cooperation on Food Safety among participating countries and Japan will be improved.
9. **Expected Module Output and Contents**: This program consists of the following components. Details on each component are given below:

(1) Preliminary Phase in a participant's home country	
<i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Inception report is Formulated	Formulation and submission of Inception Report

(2) Program in Japan (November 27, 2011 to December 10, 2011) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
(1) To clarify issues and challenges in their countries by learning Japanese experiences and the present situation and comparing risk management for food safety in participating countries, organizations	To learn system of Japanese risk management for food safety	Lecture Observation and Discussion
(2) To understand the concept of international cooperation in food safety related area and sort out food issues in order to prepare concrete measures	To learn principal situation in food safety (Inspection of imported food at airports and sea ports, Inspection and guidance by local governments, Honor system by food business operator.)	Lecture Observation and Discussion
(3) To formulate a Summary Report concerning the role of risk management for food safety in their country at the end of the training course based on the knowledge acquired in the seminar	To consider how to introduce /apply the updated knowledge and information to the food safety policy making and management in participant countries and organizations.	Lecture Observation and Discussion

(3) Finalization Phase in a participant's home country <i>Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.</i>	
Expected Module Output	Activities
To make policy recommendation	Policy recommendations and report on progress to JICA

<Structure of the program>

1. Preliminary phase (activities in your home country): Preparation of the inception report.
2. Core Phase (activities in Japan):

Topic outline (subject to minor changes)

1st week (11/28-12/2)

- (1) Japanese efforts toward betterment of food safety level
- (2) Inception report from participating countries (on a subject basis)
- (3) Laws and regulations concerning food safety in Japan
- (4) Administrative system for food safety
- (5) Compliance status with WTO and Codex in Japan
- (6) Risk analysis methodology for food
- (7) Honor system of food business operators- History and present condition
- (8) Policy-based finance in food safety field (Public finance corporation) /
Regulations on agriculture, livestock and fishery products (1)

2nd week (12/5-12/9)

- (1) Regulations on agriculture, livestock and fishery products (2)
- (2) Challenges for food safety and future responses
- (3) Inspection and guidance system of markets (Tokyo Metropolitan Central Whole Market, Sanitary Inspection Station)
- (3) Courtesy call on Director General of Food Safety Dept. at Ministry of Health, Labor and Welfare/Discussion with officials in charge
- (4) Inspection system of imported food (Yokohama Quarantine Station, Imported food quarantine and inspection center)
- (5) Efforts on hygiene control by food business operators-HACCP (Food manufacturing plants or food manufacture's research institute)
- (6) Presentation of report and discussion, Evaluation meeting

Final Phase (activities in home country)

Policy recommendation after returning home based on the Summary Report and report the introduction state of related policies to JICA

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operations. Applying organizations are expected to use the program for those specific purposes.
- (2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the issues or problems mentioned above, carefully referring to the qualifications described in section III-2 below.
- (3) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

2. Nominee Qualifications:

Applying Organizations are expected to select nominees who meet the following qualifications.

Applicants should:

- 1) be nominated by their Government in accordance with the procedures mentioned below,
- 2) be senior executives who are in charge of risk management for food safety, or officials with similar position in public organizations and preferably have medical, pharmaceutical or veterinary science degree ,
- 3) be in charge of policy making and management of food safety,
- 4) have a sufficient command of both discussion and presentation in English,
- 5) be sufficiently in good health to attend all of the sessions of the program,
- 6) not have attended this study programmed in the past,
- 7) possess a valid passport to Japan or be able to obtain it, and
- 8) not be serving in the military.

* Pregnant participants are strictly requested to complete the required procedures before departure in order to minimize the risk for their health. The procedures include ①letter of the participant's consent to bear economic and physical risks ②letter of consent from the participant's supervisor ③letter of consent from your Embassy in Japan, ④medical certificate. Please ask National Staffs in JICA office for the details.

3. Required Documents for Application

Application Form: The Application Form is available at the JICA office or the Embassy of Japan in respective country.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Tokyo in JAPAN: **October 13,2011**

Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.

(2) Selection:

After receiving the document(s) through due administrative procedures in the respective government, the JICA office (or Japanese Embassy) in respective country shall conduct screenings, and send the documents to the JICA Tokyo in charge in Japan, which organizes this project. Selection shall be made by the JICA Tokyo in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. *The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

(3) Notice of Acceptance

Notification of results shall be made by the JICA office (or Embassy of Japan) in respective country to the respective Government by **not later than October 27, 2011.**

5. Document(s) to be submitted by accepted participants:

Inception Report -- to be submitted by **November 16, 2011**

Before coming to Japan, only accepted participants are required to prepare an Inception Report (detailed information is provided in the ANNEX "Inception Report". The Inception Report should be sent to JICA by **November 16, 2011**, preferably by e-mail to ticthd@jica.go.jp

6. Conditions for Attendance:

- (1) to observe the schedule of the program,
- (2) not to change the program subjects or extend the period of stay in Japan,
- (3) not to bring any members of their family,
- (4) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5) to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6) to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances participants may be required to return part or all of the training expenditure depending on the severity of said violation,
- (7) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (8) to participate the whole program including a preparatory phase prior to the program in Japan. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II -9 and section III-5.

IV. Administrative Arrangements

1. Organizer: JICA Tokyo International Center(JICA Tokyo)

Contact: Ms. Yurie Urayama (ticthd@jica.go.jp)

Implementing Partner: Japan Food Hygiene Association

Contact: Ms. Sahoko Suzuki (s-suzuki@jfha.or.jp)

Remark:

In response to the enactment of the Food Safety Law in 1947, Japan Food Hygiene Association was established on November 1, 1948 for the purpose of supporting administrations in compliance with the substance of the Law. The mission of the Japan Food Hygiene Association was and is to improve food safety in order to prevent the occurrence of outbreaks of communicable diseases, food poisonings and other events that can contribute to hazards associated with dietary practices.

2. Travel to Japan:

(1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.

(2) **Travel Insurance:** Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

3. Accommodation in Japan:

JICA will arrange the following accommodations for the participants in Japan:

JICA Tokyo International Center (JICA Tokyo)¹

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: 81-3-3485-7051

FAX: 81-3-3485-7904

("81" is the country code for Japan, and "3" is the local area code)

Expenses:

The following expenses will be provided for the participants by JICA:

- (1) Allowances for accommodation, living expenses, outfit, and shipping
- (2) Expenses for study tours (basically in the form of train tickets.
- (3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included)
- (4) Expenses for program implementation, including materials

For more details, please see p. 9-16 of the brochure for participants titled "KENSHU-IN GUIDE BOOK," which will be given to the selected participants before (or at the time of) the pre-departure orientation.

4. Pre-departure Orientation:

A pre-departure orientation will be held at the JICA office (or Japanese Embassy) in respective country, to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

V. Other Information

Certificate: Participants who have successfully completed the course will be awarded a certificate by JICA.

VI. ANNEX: *only for selected participants

**Seminar for Food Safety Policy Making and Management
(JFY 2011)**

Inception Report

Participants are requested to prepare an Inception Report on the following issues and submit it to JICA Tokyo by **November 16 2011**, preferably by e-mail to ticthd@jica.go.jp. The report should be typewritten in English on A4 size paper (21 cm x 29.5 cm) in single spacing at maximum of 20 pages.

NOTE: Participants in this workshop are requested to discuss on their Inception Report in group discussion sessions during the course program.

1. Background information

A. Basic Data of country:

Outline of geography and government

B. Public Health Data

Index	Year	Date
1. Area		
2. Population		
3. Percentage of Population -less than 15 years old -over 65 years old		
4. Urban Population		
5. Rate of Natural Increase of Population (%)		
6. Crude Birth Rate (per 1,000 population)		
7. Crude Death Rate (per 1,000 population)		
8. Life Expectancy at birth (years) -Total -Male -Female		
9. Infant Mortality per 1,000 live births		
10. Maternal Mortality Rate (per 1,000 live births)		
11. Child Mortality Rate under 5 years old		
12. Human resources (Total number and rate/1,000) -Physicians -Food safety Administrator -Food safety Inspector		
13. No. of Food Poisoning Occurrence		
14. Rate of Food Poisoning Occurrence (Year) Name of Food causing Food Poisoning from 1st to 10th in ranking		Rate of Food Poisoning Occurrence/100,000
15. Name of Facilities which had Food Poisoning Occurrence from 1st to 10th in ranking		Rate of Food Poisoning Facilities/100,000

C- 1. National Policies/National Administration

Describe the decision making process of food safety field.

Describe the main department in charge on the national, local, and regional levels of food safety field.

C- 2. Organization Chart

Please attach the organization chart.

C- 3. Major Programs/Laws/Regulations

Describe the outline of major program/laws/regulations for the food safety

C- 4. Problems in the Field of Food safety

Describe human manpower, facilities and finances related to the food safety in your country.

C- 5. Food Poisoning Countermeasures

Describe food poisoning countermeasures in your country and number of occurrences including possible food poisoning.

C- 6. Environmental safety

Describe the accessibility of present status of safe drinking water

-Percentage of population accessible to safe drinking water (urban area/rural area)

-Water supply system by the governments of all the levels from the national to the local ones.

C- 7. Reports on Survey/Projects of Food safety

Bring to Japan a report on any survey/project concerning food safety, which have been accomplished in your country in the past four years, if it exists.

D. Preparation of Country Report

Each participant will make 20-minute country report presentation and 10-minute question & answer based on the country report. Each participant is required to describe current topics of food safety of his/her country in the country report. The country report should focus on the following topics.

-Government system and administration structure in the field of food safety

-Main issues in the field of food safety and those under your responsibility

-Existing programs and action plans to tackle the issues, and those under your responsibility

-Food poisoning countermeasures

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc. Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong. About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions. From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries. However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

JICA Tokyo International Center (JICA Tokyo)
Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan
TEL: +81-3-3485-7051 FAX: +81-3-3485-7904