



Food and Agriculture
Organization of the
United Nations



International Federation
of Organic Agriculture
Movements



United Nations Conference
on Trade and Development

INTERNATIONAL TASK FORCE ON HARMONIZATION AND EQUIVALENCE IN ORGANIC AGRICULTURE

080207 DB

Request for Proposals for ITF Regional Workshops

Secretariat:

Diane Bowen Secretary
d.bowen@ifoam.org
phone +1 414 352 5789
fax +1 253 669 7921

Katharina Pfundt Coordinator
k.pfundt@ifoam.org
phone +49 228 926 5018
fax +49 228 926 5099

Background

ITF members are invited to submit proposals for regional ITF workshops whose main purpose is to explore how the tools and recommendations of the ITF can be implemented in the region. The ITF Steering Committee anticipates to subsidize two workshops and has budgeted 30,000 Euro for this purpose. The Steering Committee encourages proposals that are tied to another event in order to make the workshop financially feasible, to boost attendance, and to engage other organizations. The workshop organizers should attempt to include both private and government sector workshop participants. Workshops should be planned in a timeframe from June through September, if possible, but avoiding June 15-25 (The IFOAM Organic World Congress and General Assembly). The next main meeting of the ITF is likely to take place in October.

Workshop Content

The workshops should include the following content:

- background on the ITF – its purpose, structure and function, and results.
- presentation of the two tools of the ITF, IROCB and the EquiTool. The IROCB is final and discussion should focus on how to implement it. The EquiTool (a guide for judging equivalence of standards) may or may not be final depending on the timing of the workshop. In case the EquiTool is not finalized, discussion should include both feedback on the contents and how to implement the tool
- presentation and discussion on the recommendations of the ITF, including those for new forms of cooperation among certification and accreditation bodies and government institutions. Emphasis should be given to implementation in the region.

The workshop organizers should take primary responsibility for planning the detailed content and giving the presentations. However, members of the ITF Steering Committee or the ITF Secretary may be invited to assist with presentations. There is separate funding for the Steering Committee and Secretary and this need not be part of the budgeting.

Proposal Requirements

Proposals should include the following information:

- Conference organizers – persons and organizations. Please name a primary contact for the proposal and provide contact information.
- Evidence of capacity of the proposal submitters to organize this event
- Potential cooperating organizations, if any
- Co-event (other meetings, fairs) associated with the workshop
- Date or at least a timeframe (month) of the workshop
- Location
- Regional scope of the workshop (e.g. which countries)
- Description of targeted participants
- Language(s) in which the workshop will be conducted
- Brief description of the plans for publicizing the workshop
- Preliminary outline of the workshop contents
- General budget and funding request
- Request, if any, for Steering Committee participation

Proposals must be submitted to the Secretary by 30 March, 2008.