

Training Course
on
Good Agricultural Practices (GAP) to produce safe
Fruits and Vegetables

08-12 March 2020

Course Management

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Completion Report

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Introduction to National Agriculture Training Academy (NATA)

1.1 The Academy

National Agriculture Training Academy (NATA) is the apex training institute for human resource development of officers (grade-9 and above) under the Ministry of Agriculture (MoA) for providing training on diversified fields of professional interest in agriculture sector. The Academy organizes various training programs related to modern agricultural technologies and office management issues throughout the year. The academy is established in Gazipur as Central Extension Resources Development Institute (CERDI) on 14 March 1975 with the financial assistance of Japan International Cooperation Agency (JICA). Afterwards, on 27 June 1984, CERDI was undertaken to the Training Wing of Department of Agricultural Extension (DAE). On 03 April 2013, Government of the People's Republic of Bangladesh abolished CERDI and established NATA as an independent organization of MoA and on 07 June 2014, NATA has been started its journey as a training academy.

After emergence as NATA, the Academy began its training functions with only 10 faculty members. Though Government approved strength is 184, at present NATA has 84 staff members including 30 faculty members.

1.2 Vision

National Agriculture Training Academy becomes a center of excellence for developing competent human resources in agriculture sector.

1.3 Mission

We are pledged to achieve the shared vision through:

- i. Development of skilled human resources of all organizations under MoA by imparting quality training, research and development and publications;
- ii. Enhancement of linkage between education, research and extension to endow agriculture service delivery system;
- iii. Building a network with reputed institutions of home and abroad for organizational capacity development; and
- iv. Fostering a culture of continuous learning for development of knowledge-intensive agricultural service.

1.4 Functions

The NATA has been entrusted to perform the following functions:

- i. Develop skilled human resources of the government, semi-government and autonomous organizations under MoA through imparting training program on modern and sustainable agricultural technology and office management topics;
- ii. Transfer modern and sustainable agricultural technology developed by the research organizations for obtaining higher yield of crops of the farmers;
- iii. Conduct demonstration, adaptive research and research of proven technologies;

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- iv. Impart all sorts of in-service training with special emphasis on induction, foundation and senior staff course;
- v. Exchange publications, participants and resource persons in seminars, workshops, conferences and training among the stakeholders;
- vi. Advice government and other organizations on training, achieving food and nutrition security, ICT, transfer of agricultural technology, agro-based industries and conservation environments etc.;
- vii. Help government and policy makers in framing and analyzing agricultural policies;
- viii. Conduct different training activities of academy in consonance with provision of the public administration training policy, 2003; and
- ix. Perform all kinds of duties directed by the government.

1.5 Location of the Academy

The Academy is about 25 km away from the capital city Dhaka and 3 km away from Joydevpur Chandana Chowrasta towards Gazipur district head quarter. It is located adjacent to Bangladesh Rice Research Institute (BRRI) and occupied 49 acres of land. The academy provides the trainees an ample scope to get free access to the adjacent institutions like Bangladesh Agriculture Research Institute (BARI), Bangladesh Rice Research Institute (BRRI), Seed Certification Agency (SCA), Bangabondhu Sheikh Mujibur Rahman Agricultural University (BSMRAU), Telecommunication College, and other government offices in Gazipur.

1.6 Facilities

1.6.1 Physical Facilities

The Academy is well equipped with some physical facilities to run the training programs successful though it began its voyage recently. Existing facilities of the academy are as follows.

- Office building-3
- Class room- 3
- Laboratory (Subject wise technical)
- Plant protection museum- 1
- Conference room- 1
- Auditorium-1
- Dormitory- 4
- Cafeteria- 2
- Glasshouse- 4
- Nethouse-3
- Workshop-1
- Mosque-1
- Medical Centre-01

1.6.2. Digital Computer cum Language Lab. and IT facilities

There is one Digital Computer cum Language Lab in the Academy. It is located on the 1st floor of the Administrative building. IT facilities available include LAN and Wi-Fi and the whole campus under Wi-Fi coverage. To expedite foreign language learning, NATA set up a Digital Computer cum Language Lab. as part of the Academy's

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drive for capacity building of government officials. Participants can avail the opportunity of learning the foreign language while they stay in NATA.

1.6.3 Recreational Facilities

The Academy has a recreation room with color T.V in the dormitory. The daily newspapers are also available in recreation room for the participants.

1.6.4 Linkage with other Training Organizations

NATA maintains good relations with other training Academies in the country including BPATC, RPATC,BCS Administration Academy, BIAM, FIMA and so on. NATA has a plan to collaborate with international training institutes for improvement its human resources. NATA also collaborate with national research organizations for research in agriculture sector.

1.7 Evaluation

Course coordinator and asst. course coordinators are given the responsibility to evaluate the participants. The course is evaluated during pre and post training situation. Furthermore, the participants are given the chance to evaluate the resource speakers by using a prescribed format.

1.8 Sessions

Every day the session is started at 9.00 am in the morning and ends at 5:00 pm in the afternoon. There are two health breaks started at 10.30 am for snacks and 03.30 pm for tea as well as lunch with prayer break at 01.05p mrespectively. Participants are advised to attendinthe class in time without fail for avoiding any kinds of disciplinary action.

Daily Schedule

Activities	Duration
Recap	09.00-09.30
1 st Session	09:30-10:30
Tea Break	10:30-11:00
2 nd Session	11:00-12:00
3 rd Session	12:05-01:05
Prayer&Lunch	01:05-02:30
4 th Session	02:30-03:30
5 th Session	03:30-04:30
Tea Break	04:30-05:00

1.9 Norms to be followed during the training

- No casual leave is allowed during training period;
- Participants living in the dormitory are advised to follow the norms of the dormitory;
- The campus area is a “Non Smoking Zone”. Participants are advised to refrain from smoking inside the Academy; and

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- Participants are not allowed to enter the dormitory after 10:00pm at night.

Objective of the Course:

The objectives are to: i) support in building quality infrastructure and institutional capacity in countries with respect to the implementation of GAP for fruits and vegetables – both standards and certification systems; ii) train the scheme owner and the certification body in auditing and inspection skills; iii) raise awareness of stakeholders, including farmers and producers, about GAP for fruits and vegetables; iv) enable trainers to support producers wishing to implement GAP with a focus on certification aspects; and v) transfer knowledge gained on successful practices in the countries of the region.

Learning outcomes

Participants should be able to: i) support the government or scheme owner in establishing a quality infrastructure in the country with respect to GAP for fruits and vegetables – both standards and certification system – in line with international standards; ii) assist producers (individuals and producer groups) to implement GAP including management of an internal control systems (ICS) in relation to certification requirements; iii) lead teams attempting to consolidate strategies for quality and safety programmes and initiatives in relation to GAP and also with regard to certification, including aspects of auditing; and iv) organize training and awareness raising courses on GAP tailored to the needs of the country

After completion of the course, the participants will be able to understand the concepts of Good Agricultural Practices (GAP) to produce safe Fruits and Vegetables in Bangladesh so that the participants can take measures to combat challenges. The participants are also aware about standard practices of harvesting, sorting, grading and washing for horticultural crops so that they can conceptualize it and promote standard practices of harvesting,

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sorting, grading and washing for horticultural crops issue in their real job situation. Good Agricultural Practices (GAP) to produce safe Fruits and Vegetables practices will also help in Bangladesh for raising awareness and building technical capacity to apply improved postharvest practices efficiently

Target population:Officer of 9th& above grade under the Ministry of Agriculture.

Duration of each session:60 minutes.

Prerequisites of the course:

- To attend in the training class in time;
- To be present at least 99% of the classes otherwise certificate may not be awarded;
- Maintain the norms in dormitory and cafeteria;
- Absent from any session is not allowed without prior permission from the course coordinator even in case of emergency;
- Enthusiastic to learn and share ideas in training session; and
- Cell phone must be kept in silent mode.

Training etiquette

The participants are to be requested to: • go through the training material before the actual training; • attend the whole training – their absence for even a part of the day would make it difficult for them to follow the training since each module builds on the previous one; • switch their mobile phones to silent mode so as not to disturb fellow participants and tutors – they should try to avoid taking any calls while the training is being conducted; • take part in discussions and share experience so that others benefit and learn, which in turn enriches individuals as well; and • pay attention when administrative arrangements are explained to them. 6. Introduction of participant

Training Methods & Materials:

Lecture, Discussion, Exercise, Group Work ,Practical work and live coaching.

Sports & Recreation:

There is a playground, a tennis court and a volley ball court in NATA campus. So the participants can avail the opportunity to play sports in that areas.

There is also a recreation room with color T.V and indoor games in the dormitory. The daily newspapers were also available in the recreation room for the participants.

Concluding Session

Feedback from the participants

The training was demand driven. It will certainly help them to perform cleaning, packaging and transportation of fresh fruits and vegetables, marketing concept of agro-commodities, evaluate the main sources of competitive advantages in value chain and differentiate the stakeholders in value chain. The topics were very contemporary. The resource persons were topic relevant experts, knowledgeable and veteran. So resource speakers' selection was undoubtedly accurate to cope up with the time demand topics. There was an ample scope to get introduced and exchanged ideas between the officers of different organizations under the Ministry of Agriculture. The time management of the training was definitely excellent. Moreover, residential facilities were better. Two member's mess committee was formed among the participants upon their choice. The training was carried out maintaining a strong discipline. They got the Wi-Fi facilities in the dormitory. The internet connection in PC was interrupted sometimes due to the problems in submarine cables. They expected to extend the duration of that training and include field exercise/visit. Besides, they requested to arrange a refresher's course for them. In fact, the cooperation of Course Coordinator, Assistant Course Coordinator and the NATA authority was praiseworthy. In a nutshell, the training was incredibly fruitful for them.

Speech by the Course Coordinator

The training on **Good Agricultural Practices (GAP) for safe Production of Fruits and Vegetables** was selected on the basis of training need assessment from the officers of the different organizations under the Ministry of Agriculture. We tried our level best to make the training program successful. For that, we had selected the time demanded course content and expert speakers. Furthermore, we also looked upon the different discipline related issues for smooth running of the training program. We expected that this program would certainly develop their knowledge and skill and made them more confident as well which would accelerate their performance to analyze the different sources of added value efficiently in their own fields.

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Speech by the Chief Guest:

. To meet up the demand of digital Bangladesh as well as to become a middle income country and to achieve the goal of vision 2021, the knowledge on on **Good Agricultural Practices (GAP) for safe Production of Fruits and Vegetables** inevitable for proper functioning of the govt. and non govt. activities. The Course Coordinator was proficient enough to select the topics related to value chain management. The participants could apply the acquired knowledge and skill in their respective areas competently.

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Distribution of Certificate

The certificates were distributed among the participants after successfully completion of the training.

List of Resource Persons

SL No.	Name	Designation and Organization	e-mail / mobile No.
1	Dr. Mian Sayeed Hassan	CSO (Crops), BARC, Dhaka	01911740390
2	Dr. Md. Arif Mahmud	MD Biotech Mushroom Savar, Dhaka.	01727333222
3	Kazi Md. Shaiful Islam	AD (Inputs) DAE, Dhaka	01720444344
4	Md. Rezaul Islam	DD (IPM) DAE, Dhaka.	01711488176
5	Md. Mahmud Hassan	DD (Horticulture) NATA	mahamudhassandae@gmail.com , 0181706613
6	Md. Eskandar Hossain	Sr.AD NATA	eskandarhossain@yahoo.com , 01938615225
7	Dr. Saraf Uddin	SSO. BARI	01712157989

প্রশিক্ষার্থীগণের তালিকা

Date: 08/03/2020 - 12/03/2020

	Name	Designation & Posting Place
1.	TUHINA HASAN	Scientific Officer, Olericulture Division, HRC, BARI, Gazipur
2.	SHARMILA RANI MALLICK	Scientific Officer, Olericulture Division, HRC, BARI, Gazipur
3.	NIKHIL CHANDRA DEY	Assistant director, Dept. of Agricultural Marketing, Khamarbari, Dhaka
4.	DR. MOHAMMAD SAIDUL ISLAM	Senior Assistant Director, Seed Marketing Division, BADC, Gazipur
5.	DR. SURAYA PARVIN	Senior Scientific Officer, Bangladesh Agricultural Research Council
6.	MOMENA AKTER SWEETY	Assistant Director (Hort), Horticulture Development Center, BADC, Kashimpur, Gazipur
7.	MOST. AFROZA PARVIN REFA	Seed certification officer, Seed certification Agency, Kurigram
8.	MONIRUL ISLAM	Scientific officer, Pomology Division, HRC, BARI, Gazipur
9.	MD. ABDUR ROUF	Scientific officer, Horticulture Division, BINA, Mymensingh
10.	MD. TORIKUL ISLAM	Scientific officer, Pomology Division, HRC, BARI, Gazipur
11.	YEASMIN SULTANA	Seed certification officer, Seed certification Agency, Satkhira
12.	MD. SARIFUL ISLAM	Seed Analyst, RSCO Office, Rajshahi Region, Rajshahi
13.	MD. SHAZZADUL ISLAM	Agriculture Extension Officer, Upzila Agricultural Office, Barura, Cumilla
14.	M. SHADMAN AKOND	Assistant Director (C.G.), Deputy Director (C.G.) Office, BADC, Jashore
15.	MD. ZAFAR AHAMED	Agriculture Extension Officer, DAE, Dashmina, Patuakhali
16.	MD. HASAN IMAM	Upazila Agriculture Officer, DAE, Lakhipur, Sadar
17.	MD. JAHID HASAN	Agriculture Extension Officer, Damudya, Shariatpur
18.	NAYAN KUMER SAHA	Horticulturist, Horticulture Centre, Dinajpur
19.	MD. KHURSHED ALAM	Assistant Director, BADC, Netrokona

	Name	Designation & Posting Place
20.	MD. ALI HOSSAIN	Assistant Director, Contract Growers Zone, BADC, Faridur
21.	MD. JAHIDUL ISLAM	Assistant Director, DAM, Head Office, Khamarbari, Dhaka
22.	UZZAL SHAHA	Upazila Agriculture Officer, DAE, Itna, Kishoreganj
23.	A.K.M. ARIFUL HOQUE	Scientific Officer, Olericulture Division Horticulture Research Centre, BARI, Gazipur
24.	MOHAMMAD JOYEL SARKER	Scientific Officer, BINA Substation, Khagrachhari
25.	SOLEH AKRAM	Agriculture Extension Officer, Sadar, Chapainawbganj
26.	MD. MASUM KABIR	Agriculture Extension Officer, Shajahanpur, Bogura.
27.	SHAHANAJ FERDOUSI	Agriculture Extension Officer, Bheramara, Kushtia
28.	MOHAMMAD ZILLUR RAHMAN	Senior Scientific Officer, HRC, BARI, Gazipur
29.	MD. LOKMAN ALAM	Agriculture Extension Officer, Pirgacha, Rangpur.
30.	SHARIF MUHAMMAD TITUMEER	Upazila Agricultural Officer, DAE, Debhata, Satkhira.

NATA Faculties

Photo	Name & Designation	Phone/Cell/ E-mail
	Dr. Md. Abu Sayeed Miah Director General (In-charge)	02-49272104 01712-024623 dgnata14@gmail.com
	Md. Mahmud Hasan Deputy Director (Horticulture)	01817-066613 mahamudhassandae@gmail.com
	Md. Jamal Uddin Deputy Director (Entomology)	01718-214607 jamaldae62@gmail.com
	Mahmudul Hasan Project Director	01715-101818 hasandae@yahoo.com
	Dr. Md. Akhlas Uddin Deputy Director (Planning and Publication)	01716-257354 akhlas.uddin@yahoo.com
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	Mst. Sharmin Akhter Senior Assistant Director (Horticulture Crop Pest)	01711-736571 slaboni1980@gmail.com
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	Tahazul Islam Senior Assistant Director (Cereal & Cash Crop)	01717-287940 tahazul@yahoo.com
	Mahmuda Haque Senior Assistant Director (Genetics & Plant Breeding)	01718-425311 mahmudahuq15@gmail.com

	Shamsun Nahar Senior Assistant Director (Filed Crop Disease)	01717- 376172 shamsun27@gmail.com
	Md. Hafiz Hasan Senior Assistant Director (Biotechnology)	01731-277716 hhs268@gmail.com
	Md. Anowarul Islam Juwel Senior Assistant Director (Agriculture extension)	01710-586075 juwelbau@gmail.com
	Lialatul Rokshana Lima Senior Assistant Director (Soil Chemistry & Microbiology)	01714-612029 lima1.geb@gmail.com
	Naima Sultana Senior Assistant Director (Agriculture Economic)	01716-245663 naimasultana2888@gmail.com
	Shamima Akter Senior Assistant Director (Environment & Agro forestry)	01717-417316 shamaraihan1549@gmail.com
	Md. Shahinul Islam Senior Assistant Director (Field Crop Pest)	01745-997741 shahinul_bsmrau02@yahoo.com
	Sumaya Sharmin Publication Officer	01738-135204 sumayabau@gmail.com

Day-01

Date: 08-03-2020

Time	Topics	Resource Speaker
09.00-09.30	Registration	
09.30-10.00	Inauguration	DG, NATA
10.00-11.00	Introduction to GAP-Discussion on GLOBAL GAP & other GAPs	Dr. Md. Arif Mahmud Global GAP Licensed Farm Assurer Consultant
11.00-11.30	Tea	
11.30-12.30	Overview of Bangladesh GAP: Standard, Options, Structure and Guidelines for implementing GAP in Bangladesh	Dr. Md. Arif Mahmud Global GAP Licensed Farm Assurer Consultant
12.30-01.30	Guidelines of the Global GAP: General requirements and Crop rules for Global GAP	Dr. Md. Arif Mahmud Global GAP Licensed Farm Assurer Consultant
01.30-02.30	Lunch	
02.30-03.30	Specific requirements of Good Agricultural Practices for Agricultural crops	Dr. Md. Arif Mahmud Global GAP Licensed Farm Assurer Consultant
03.30-04.00	Evening Tea	

Day-02

Date: 09-03-2020

Time	Topics	Resource Speaker
09.00-10.00	Global GAP Certification and Accreditation (Importance, Criteria, Process, Requirements and Auditing)	Dr. Md. Arif Mahmud Global GAP Licensed Farm Assurer Consultant
10.00-11.00	On-Farm Food Safety Assurance System	Dr. Md. Arif Mahmud Global GAP Licensed Farm Assurer Consultant
11.00-11.30	Tea	
11.30-12.30	Auditing System Global GAP Summing up the days lecture; Q/A	Dr. Md. Arif Mahmud Global GAP Licensed Farm Assurer Consultant
12.30-01.30	Production guidelines for Major vegetables(brinjal, cauliflower, cabbage,,tomatoetc) grown inBangladesh	Dr. ShorofUddin PSO, HRC, BARI, Gazipur
01.30-02.30	Lunch	
02.30-03.30	Recap	CC/ACC
03.30-04.00	Evening Tea	

Day-03

Date: 10-03-2020

Time	Topics	Resource Speaker
09.00-10.00	Food Safety Module, Environmental Management, Worker Health, Safety and Welfare Module	KaziMd. Shaiful Islam Director, Planning, Project implementation and ICT Wing DAE, Khamerbari, Dhaka
10.00-11.00	Produce Quality. Module, General Requirements Module	KaziMd. Shaiful Islam Director, Planning, Project implementation and ICT Wing

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		DAE, Khamerbari, Dhaka
11.00-11.30	Tea	
11.30-12.30	GAP Compliance/Verification Criteria, Control Points and Checklist	KaziMd. Shaiful Islam Director, Planning, Project implementation and ICT Wing DAE, Khamerbari, Dhaka
12.30-01.30	. Auditing & Auditing Techniques	KaziMd. Shaiful Islam Director, Planning, Project implementation and ICT Wing DAE, Khamerbari, Dhaka
01.30-02.30	Lunch	
02.30-03.30	Production guidelines for Major Fruits (mango, guava, banana, papaya) grown in Bangladesh	Dr. ShorofUddin PSO, HRC, BARI, Gazipur
03.30-04.00	Evening Tea	

Day-04

Date: 11-03-2020

Time	Topics	Resource Speaker
09.00-10.00	Field Exercise on Auditing under Bangladesh GAP	Md. RezaulIslam DD (IPM). DAE, Dhaka
10.00-11.00	Field Exercise on Auditing under Bangladesh GAP	Md. RezaulIslam DD (IPM). DAE, Dhaka
11.00-11.30	Tea	
11.30-12.30	Field Exercise on Auditing under Bangladesh GAP	KaziMd. Shaiful Islam Director, Planning, Project implementation and ICT Wing DAE, Khamerbari
12.30-01.30	Field Exercise on Auditing under Bangladesh GAP	KaziMd. Shaiful Islam Director, Planning, Project implementation and ICT Wing DAE, Khamerbari
01.30-02.30	Lunch	
02.30-03.30	Field Exercise on Auditing under Bangladesh GAP	Md. JashimUddin DTO, DAE, Gazipur
03.30-04.30	Brief on Key Points for Food Control, HACCP. Traceability and Record Keeping	Dr. ShorofUddin PSO, HRC, BARI, Gazipur
03.30-04.00	Evening Tea	

Day-05

Date: 12-03-2020

Time	Topics	Resource Speaker
09.00-10.00	Concept and principles of Good Agricultural practices (GAP) for Fruits and Vegetables Production	Dr. MianSayed Hassan Director, NATP, BARC, Dhaka
10.00-11.00	Overview of Bangladesh GAP and Governing Structure with Responsibilities	Dr. MianSayed Hassan Director, NATP, BARC, Dhaka
11.00-11.30	Tea	
11.30-12.30	GAP Standards-Structure, Requirements and Confirmatory criteria	Dr. MianSayed Hassan Director, NATP, BARC, Dhaka
12.30-01.30	Importance of GAP Certification and Accreditation Emphasis on ISO 17065	Dr. MianSayed Hassan Director, NATP, BARC, Dhaka
01.30-02.30	Lunch	
02.30-03.30	Certification process of Bangladesh GAP	Dr. MianSayed Hassan Director, NATP, BARC, Dhaka
03.30	Closing	DG, NATA

Md. Mahmud Hassan
Deputy Director and
Course Coordinator
NATA

