



KOICA

KOREA INTERNATIONAL COOPERATION AGENCY

KOICA-VO-26-2250

Bộ Nông nghiệp & Môi trường (Bộ NN&MT);
Bộ Y tế

Ngày 10/07/2026

V/v: **Chương trình Nâng cao năng lực về Chính sách Quản lý An toàn Sản phẩm Nông nghiệp, Chăn nuôi và Thủy sản dành cho các nước đang phát triển khu vực Châu Á của KOICA năm 2026**

Văn phòng KOICA tại Việt Nam trân trọng kính chào Bộ Nông nghiệp & Môi trường (Bộ NN&MT) và Bộ Y tế.

KOICA trân trọng thông báo tới Quý Bộ về việc trong khuôn khổ Chương trình đa niên 2026 - 2030 về “Nâng cao năng lực quản lý chính sách an toàn sản phẩm nông nghiệp, chăn nuôi và thủy sản dành cho các nước đang phát triển khu vực Châu Á”, khóa học thứ nhất sẽ được tổ chức tại Hàn Quốc vào năm 2026. Thông tin chi tiết về khóa học như sau.

- **Tên khóa học:** *Nâng cao năng lực về Chính sách Quản lý An toàn Sản phẩm Nông nghiệp, Chăn nuôi và Thủy sản dành cho các nước đang phát triển khu vực Châu Á năm 2026;*
- **Thời gian:** từ ngày 09 đến ngày 15 tháng 08 năm 2026;
- **Hình thức:** tại Hàn Quốc;
- **Số lượng học viên Việt Nam:** 02 người;
- **Ngôn ngữ:** Tiếng Anh;
- **Hạn nộp hồ sơ về Văn phòng KOICA tại Việt Nam:** ngày 20 tháng 7 năm 2026.

Chương trình nhằm xây dựng nền tảng để cải thiện hệ thống quản lý an toàn thực phẩm tại các quốc gia đối tác thông qua việc nâng cao hiểu biết về các chính sách và quy định liên quan đến quản lý an toàn sản phẩm nông nghiệp, chăn nuôi và thủy sản, đồng thời tăng cường năng lực triển khai HACCP, kiểm nghiệm và thanh tra/kiểm tra trong ngắn hạn. Về trung và dài hạn, chương trình hướng tới việc hỗ trợ xây dựng hệ thống quản lý an toàn thực phẩm bền vững tại các quốc gia đối tác thông qua việc hoàn thiện hệ thống quản lý an toàn đối với sản phẩm nông nghiệp, chăn nuôi và thủy sản, đồng thời nâng cao năng lực đáp ứng các tiêu chuẩn quốc tế như Codex.

Trong khuôn khổ khóa học, một Phiên đối thoại về An toàn thực phẩm (Food Safety Dialogue Session) sẽ được tổ chức vào ngày 14/08/2026 với sự tham gia của đại diện Bộ An toàn Thực phẩm và Dược phẩm Hàn Quốc (MFDS), Cơ quan Chứng nhận và Dịch vụ HACCP Hàn Quốc (KAHAS) cùng các doanh nghiệp thực phẩm của Hàn Quốc nhằm tăng cường hiểu biết về hệ thống quản lý an toàn thực phẩm của từng quốc gia và tạo nền tảng cho việc thúc đẩy hợp tác với các doanh nghiệp Hàn Quốc. Các học viên Việt Nam được yêu cầu chuẩn bị và trình bày về hiện trạng quản lý an toàn thực phẩm trong thương mại thực phẩm quốc tế tại Việt Nam trong khuôn khổ phiên đối thoại này.

KOICA trân trọng đề nghị Bộ NN&MT và Bộ Y tế, mỗi Bộ đề cử 02 ứng viên đủ điều kiện tham gia khóa học, trong đó 01 ứng viên chính thức và 01 ứng viên dự bị. Ứng viên dự bị sẽ được xem xét trong trường hợp ứng viên chính thức không thể tham gia vào thời điểm ngay

trước khi khóa học bắt đầu, nhằm bảo đảm duy trì đủ số lượng học viên tham dự khóa học. Ứng viên được đề cử cần đáp ứng các điều kiện sau:

- Là nhân viên, cán bộ, công chức, viên chức thuộc Bộ, giữ vị trí lãnh đạo cấp Cục/ Vụ/ Phòng (hoặc tương đương) hoặc chuyên viên, hiện đang phụ trách công tác quản lý an toàn sản phẩm chăn nuôi;
- Có ít nhất 05 năm kinh nghiệm công tác trong lĩnh vực quản lý an toàn sản phẩm chăn nuôi, hoặc trong các lĩnh vực liên quan như xây dựng chính sách, giám sát thực thi quy định, thanh tra, kiểm tra hoặc các lĩnh vực chuyên môn có liên quan;
- **Do thời hạn nộp hồ sơ đang đến gần, đề nghị ưu tiên cử những cán bộ đã có sẵn hồ chiếu công vụ còn hiệu lực để bảo đảm tiến độ thực hiện thủ tục;**
- Ưu tiên các cán bộ có kinh nghiệm trong quản lý an toàn thực phẩm, triển khai hệ thống HACCP, thanh tra/kiểm tra an toàn thực phẩm, hoặc làm việc liên quan đến các tiêu chuẩn và khuôn khổ quản lý quốc tế như Codex, HACCP và các quy định về an toàn thực phẩm.
- Ưu tiên các cán bộ đang tham gia các dự án ODA của Chính phủ Hàn Quốc nhằm tăng cường tính liên kết giữa viện trợ không hoàn lại và các chương trình ODA vay ưu đãi/không ưu đãi;
- Có đủ sức khỏe thể chất và tinh thần để tham gia đầy đủ chương trình đào tạo;
- Chưa tham gia các khóa đào tạo của KOICA trong vòng ba năm gần đây, trừ khi có quy định khác;
- Có cam kết mạnh mẽ trong việc đóng góp vào công tác nâng cao năng lực của cơ quan, đơn vị sau khi hoàn thành chương trình và tích cực chia sẻ kiến thức thông qua các hoạt động lan tỏa tri thức sau khóa học;
- Có khả năng nói và viết tiếng Anh thành thạo để tham gia các bài giảng, phiên đối thoại, và chuẩn bị Báo cáo quốc gia (Country Report) và Đề xuất dự án/Kế hoạch hành động (Project Concept Paper/Action Plan) bằng tiếng Anh.

Để biết thêm thông tin chi tiết, kính đề nghị Quý Bộ tham khảo đầy đủ các điều kiện tham gia và hướng dẫn khác trong tài liệu Thông tin khóa học (Course Information) gửi kèm.

KOICA sẽ chi trả các chi phí bao gồm vé máy bay khứ hồi quốc tế, ăn ở, bảo hiểm y tế (trong phạm vi bảo hiểm chi trả) và sinh hoạt phí trong thời gian học viên lưu trú tại Hàn Quốc.

Hồ sơ đăng ký tham gia Chương trình và văn bản xác nhận đồng ý cung cấp thông tin cá nhân cho bên thứ ba cần được gửi tới Văn phòng KOICA tại Việt Nam chậm nhất vào ngày **20 tháng 7 năm 2026** để phục vụ công tác xin thị thực và chuẩn bị hậu cần của Chương trình.

KOICA cũng trân trọng đề nghị các văn bản trao đổi chính thức của **Quý Bộ** liên quan đến khóa học này được đồng kính gửi với Bộ Tài chính (Cục Quản lý Nợ và Kinh tế đối ngoại).

Nếu cần thêm thông tin, xin vui lòng liên hệ Ms. Thảo, theo số điện thoại 0979 886 798 hoặc email ciat@koica.vn.

Văn phòng KOICA tại Việt Nam trân trọng cảm ơn Bộ Nông nghiệp & Môi trường và Bộ Y tế.

Trân trọng,

Lee Byung Hwa

Giám đốc Khu vực Châu Á / Giám đốc Quốc gia

Văn phòng KOICA tại Việt Nam

Đồng kính gửi: Bộ Tài chính (Cục Quản lý Nợ và Kinh tế đối ngoại)

Tài liệu gửi kèm:

1. Thông tin khóa học KOICA “Chương trình nâng cao năng lực quản lý chính sách an toàn sản phẩm nông nghiệp, chăn nuôi và thủy sản dành cho các nước đang phát triển khu vực Châu Á năm 2026”;
2. Mẫu đơn đăng ký;
3. Chính sách về quyền riêng tư và bản quyền trong việc sử dụng dữ liệu cá nhân.

Lưu ý: Bản Tiếng Việt chỉ có giá trị tham khảo.



KOREA INTERNATIONAL COOPERATION AGENCY

To:

KOICA-VO-26-2250

- Ministry of Agriculture & Environment (MAE);
- Ministry of Health (MOH).

10 July 2026

Subject: *2026 KOICA Capacity Building for Safety Management Policy of Agro-Livestock and Fishery Products for Asian Developing Countries (2026-2030)*

The Korea International Cooperation Agency (KOICA) Viet Nam Office presents its compliments to Ministry of Agriculture and Environment (MAE) and Ministry of Health (MOH).

KOICA is pleased to inform MAE and MOH that, under the multi-year 2026-2030 Capacity Building Program for Safety Management Policy of Agro-Livestock and Fishery Products for Asian Developing Countries”, the first course is conducted in the Republic of Korea in 2026 with details as follows.

- **Course title:** Capacity Building for Safety Management Policy of Agro-Livestock and Fishery Products for Asian Developing Countries;
- **Duration:** 09 - 15 August 2026;
- **Course type:** invitational training (in the Republic of Korea);
- **Number of participants from Vietnam:** 02 persons;
- **Language:** English;
- **Deadline to submit applications to KOICA Viet Nam Office:** 20 July 2026.

This program aims to establish a foundation for improving the food safety management system in partner countries by enhancing the understanding of policies and regulations related to agricultural, livestock, and fishery product safety management, as well as strengthening the HACCP operation and testing/inspection capacities in the short term. In the medium to long term, it seeks to promote the establishment of a sustainable food safety management system in partner countries by advancing the safety management system for agricultural, livestock, and fishery products and strengthening the capacities to respond to international standards such as Codex.

It is noted that a Food Safety Dialogue Session will be held on 14 August 2026 with the participation of representatives from the Korea Ministry of Food and Drug Safety (MFDS), Korea Agency of HACCP Accreditation and Services (KAHAS), and Korean food-related companies to enhance understanding of country-specific food safety management systems and strengthened foundations for cooperation with Korean companies. Vietnamese participants will be required to deliver a presentation on the current status of food safety management in international food trade in Viet Nam.

In this regard, KOICA kindly requests MAE and MOH each to nominate 02 eligible candidates for the course, including 01 primary candidate and 01 reserve candidate. The reserve candidate will be considered in the event that the primary candidate is unable to participate prior to the commencement of the course, thereby ensuring that the full quota of participants can be maintained. All nominated candidates should meet the following eligibility criteria:

- Be government officials at director-level, division head-level (or equivalent), or working-level positions, currently responsible for livestock product safety management;

- Have at least 05 years of professional experience in livestock product safety management, or in policy development, regulatory oversight, inspection, or related fields;
- **As the application deadline is fast approaching, applicants who already possess valid official passports will be given priority.**
- Preference will be given to candidates with experience in food safety management, or in compliance with international standards (Codex, HACCP, regulatory frameworks, etc.).
- Preference should be given to officers who are involved in Korean government's ODA projects currently being implemented to enhance linkages between grant aid and concessional/non-concessional ODA programs;
- Be physically and mentally fit to participate fully in the training program;
- Have not participated in the same KOICA training program for the past three years, unless otherwise specified;
- Demonstrate a strong commitment to contribute to the capacity building of their affiliation after the program has been completed; and to actively disseminate knowledge after completing the course through knowledge-sharing events;
- Possess sufficient proficiency in written and spoken English to actively participate in lectures and prepare a Country Report, and Project Concept Paper/ Action Plan.

For other detailed information, please kindly refer thoroughly to the eligibility requirements and other instructions in the Course Information attached herewith.

KOICA will cover expenses including round-trip international air ticket, meals, accommodation, medical insurance (medical expenses covered within the insurance coverage) and daily allowance during participants' stay in the Republic of Korea.

Completed application documents for the KOICA Fellowship Program and confirmation of agreement on provision of personal information to a third party should be submitted to KOICA Viet Nam Office no later than **20 July 2026** to facilitate timely visa processing and logistical arrangements.

KOICA would also appreciate it if official correspondences from MAE and MOH related to this course could be shared concurrently with the Ministry of Finance (Department of Debt Management and Foreign Economics Relations).

Should you have any inquiries, please kindly contact our local staff, Ms. Thao, at 0979 886 798 or ciat@koica.vn.

KOICA Viet Nam Office avails itself of this opportunity to renew to the MAE and MOH the assurances of its highest consideration.

Sincerely Yours,



Lee Byung Hwa

**Asia Region Director/ Country Director
KOICA Viet Nam Office**

c.c.: Ministry of Finance (Department of Debt Management and Foreign Economics Relations)

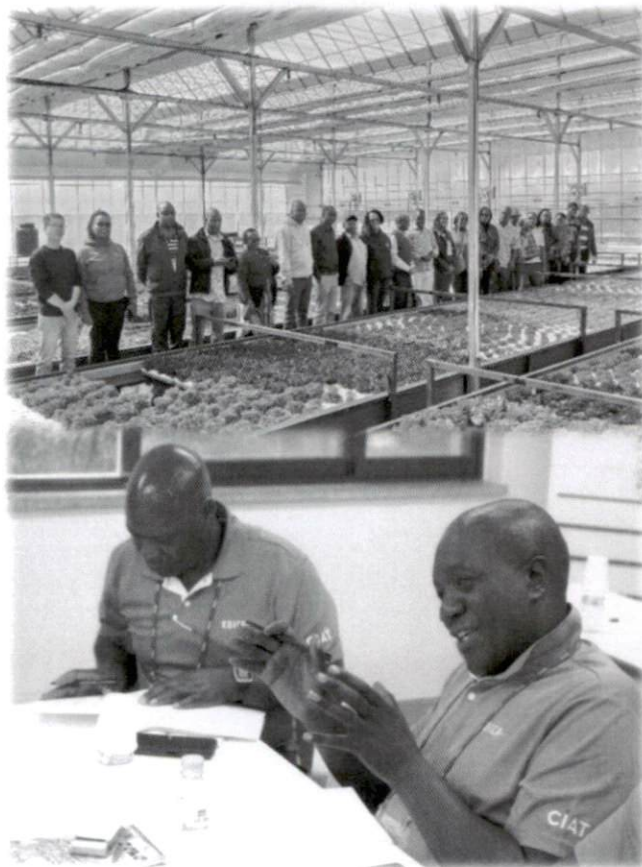
Enclosed:

- 1. KOICA Course Information of Capacity Building for Safety Management Policy of Agro-Livestock and Fishery Products for Asian Developing Countries;*
- 2. Application Form for the KOICA Fellowship Program;*
- 3. Privacy and Copyright Policy on the Use of Personal Data.*

[2026-2030 Multi-year Program]

2026 KOICA Course Information

Capacity Building for Safety Management Policy of Agro- Livestock and Fishery Products for Asian Developing Countries('26-'30)



KOICA CIAT

CIAT
KOICA Fellowship Program

HACCP 한국식품안전관리인증원

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People/ Peace/ Prosperity/ Planet/ Partnership/

KOICA

Korea International
Cooperation Agency



Korea International Cooperation Agency

Korea International Cooperation Agency (KOICA) was established as a government agency dedicated to grant aid programs in April 1991. To achieve the 2030 Agenda for Sustainable Development Goals (SDGs), KOICA has set 5Ps - People, Prosperity, Peace, Partnership and Planet - as its core values, promoting mutual development cooperation for peace and prosperity centered on people ensuring no one behind.

CIAT

Capacity Improvement and
Advancement for Tomorrow



KOICA Fellowship Program, CIAT

CIAT is pronounced [síat], which means seed in Korean. It aims to plant seeds of hope across partner countries. CIAT is a cooperation program where policymakers, public servants and experts from developing countries are invited for technical course and knowledge sharing.



CIAT has established partnerships with numerous public organizations, research institutes, universities, and others in Korea to offer quality course programs. These efforts have resulted in high levels of satisfaction among participants. After completing the program, CIAT participants play a significant role in spreading Korea's commitment and goodwill towards their societies.



FOR APPLICANTS

PROGRAM OVERVIEW

TITLE: Capacity Building for Safety Management Policy of Agro-Livestock and Fishery Products for Asian Developing Countries, 1st year

DURATION: 2026-2030(5 years)

GOAL: (Short-term) To establish a foundation for improving the food safety management system in partner countries by enhancing the understanding of policies and regulations related to agricultural, livestock, and fishery product safety management, as well as strengthening the HACCP operation and testing/inspection capacities.

(Medium- to Long-term) To establish a sustainable food safety management system in partner countries by advancing the safety management system for agricultural, livestock, and fishery products and strengthening the capacities to respond to international standards such as Codex.

	FIRST-YEAR COURSE (2026)	SECOND-YEAR COURSE (2027)	THIRD-YEAR COURSE (2028)	FOURTH-YEAR COURSE (2029)	FIFTH-YEAR COURSE (2030)
TARGET GROUP	Government Officials (Director-/Division Head-level and Working-level Officials)	Government Officials (Team Leader-level and Working-level Officials)	Government Officials (Testing and Analysis Personnel)	Local Government Food Safety Field Managers	Government Officials (Director-/Division Head-level and Working-level Officials)
OBJECTIVES	To strengthen the capacities for establishing food safety laws, regulations, and policies	To strengthen the practical capacities for establishing food safety management systems	To strengthen the testing and analytical capacities	To strengthen the capacities for field application and hygiene management	To strengthen the capacities to respond to the international standards
ACTIVITY	Invitational Course	Invitational Course	Invitational Course	Invitational Course	Invitational Course
OUTPUT	Action Plan	Revised Action Plan	Revised Action Plan	Revised Action Plan	Revised Action Plan & Final Outcome

(Selecting a good Action Plan/PCP and implementing on-site program)

Accomplishing the program's goals through capacity building and contributing to the sustainable socio-economic development of partner countries

COURSE OVERVIEW

1. OBJECTIVES

- 1) To establish a foundation for improving food safety management systems in partner countries through enhanced understanding of policies and regulatory frameworks for agricultural, livestock, and fishery product safety management, as well as strengthened capacities in HACCP implementation, testing, and inspection.
- 2) To strengthen the capacity of government officials responsible for agricultural, livestock, and fishery product safety management.
- 3) To promote future partnerships and cooperation between Korea and participating countries in the field of food safety.

2. COURSE DURATION

- Invitational Course (based on the date of entry to/departure from Korea) :
August 09 (Sun) - August 15 (Sat), 2026
 - * Course duration(Work Days) : August 10 (Mon) - August 14 (Fri), 2026
 - ** All of the above-mentioned times are based on KST(Korea Standard Time)

3. COURSE TYPE

- Invitational Course(course in Korea)

4. LANGUAGE: English

5. LOCATION

- 1) Course : KOICA International Cooperation Center(ICC)
- 2) Accommodation: KOICA International Cooperation Center(ICC)

6. PARTICIPANTS: 20 people

- * Thailand (2), Indonesia (2), Vietnam (2), Bangladesh (2), Philippines (2), Laos (2), Malaysia (2), Mongolia (2), Uzbekistan (2), Sri Lanka (2)

7. ELIGIBILITY REQUIREMENTS

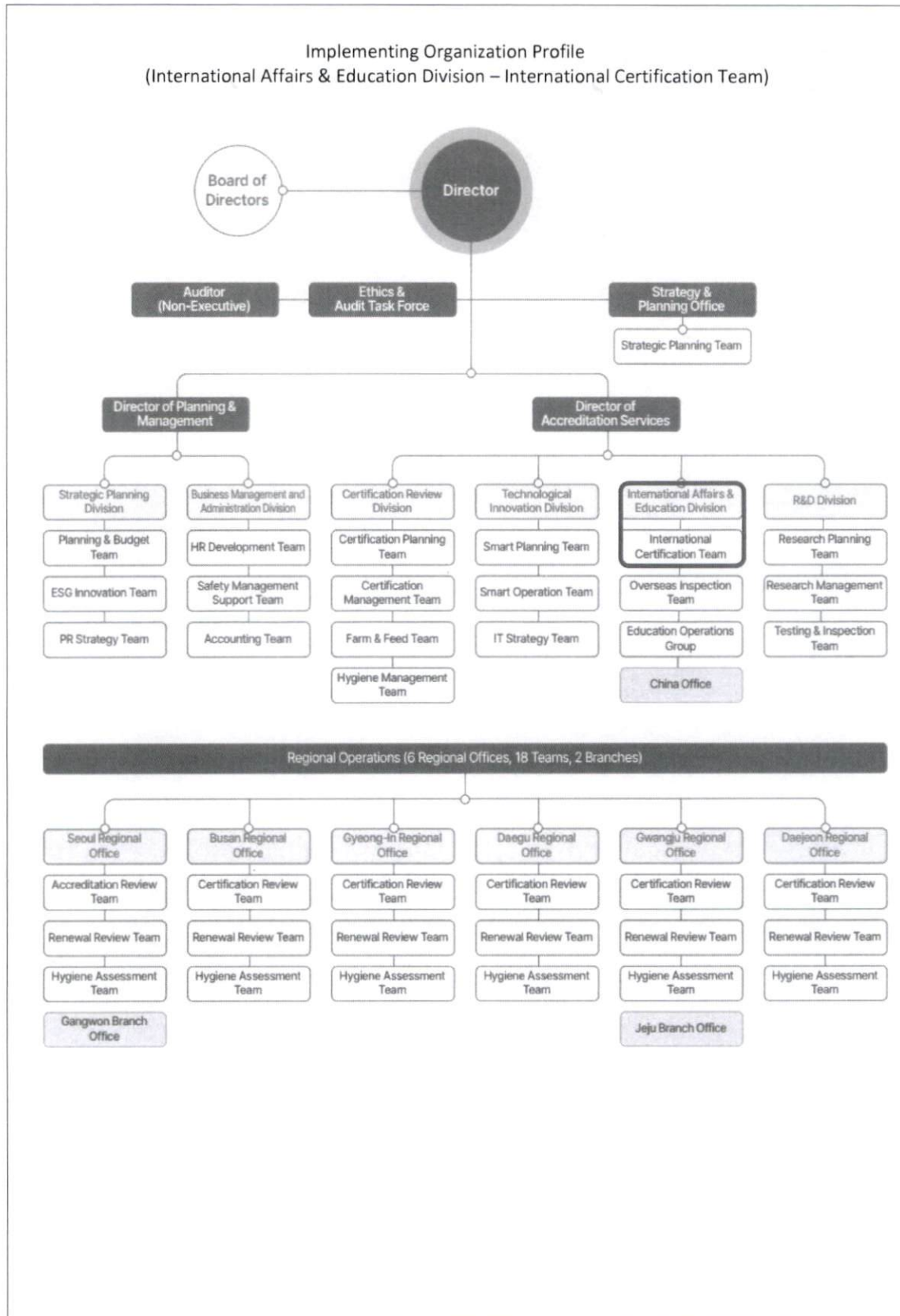
MANDATORY	1. Be nominated by their government; 2. Be in good health, both physically and mentally, enough to take the course; 3. Have a willingness to show a high level of participation and commitment throughout the course and contribute to the capacity building of their organization after the completion of the program; 4. Have not participated in the same KOICA Fellowship Program for the past three years, unless otherwise specified; (Key individuals may participate in the same programs again if there is an official request from the recipient country's government or recipient organization and the request is approved by KOICA. The process of request and consultation with KOICA must be evidenced by (an) official document(s)) 5. (Original place of employment) Be affiliated with a ministry, department, or government agency responsible for livestock product safety management in an Asian developing country. 6. (Position) Be a director-level, division head-level (or equivalent), or working-level government official responsible for livestock product safety management. 7. (Relevant work experience) Have at least five years of professional experience in livestock product safety management, or in policy development, regulatory oversight, inspection, or other related fields. 8. (Language capability) Sufficient proficiency in written and spoken English to actively participate in seminars and write an Action Plan 9. (Full-time participation) Be able to attend the KOICA Fellowship Program full-time 10. (IT literacy) Have working knowledge of computers and related digital technology to perform basic tasks such as operating software systems, platforms and other communication programs (Windows, MS Office, email, etc.);
PREFERABLE	1. (Experience in Food Safety Management) Officials who have experience in livestock product safety management, HACCP implementation, inspection and supervision, or the operation of certification systems. 2. (Experience in Compliance with International Standards) Officials who have experience working with Codex, HACCP, or other international food safety standards and related regulatory frameworks.
RECOMMENDED	1. (ICT Environment) Have easy access to internet and be able to navigate online for the course 2. (Commitment to Outcome Dissemination) Officials who are willing to actively participate in the implementation of the Action Plan and the dissemination of training outcomes upon completion of the program

※ This course is designed for participants meeting the above qualifications. Ineligible participants may have difficulty understanding the course.

8. CURRICULUM

MAIN LECTURES & DISCUSSIONS	FIELD VISIT
Module 1. Food Safety Management System in Korea	
· Food Safety Management System and Policy Directions in Korea · Imported Food Safety Management and Inspection System in Korea · Food Standards, Specifications, and Labeling Standards in Korea	
Module 2. Food Safety Management Policies in Korea	
· Livestock Product Safety Management and Residue Control Systems in Korea	· HACCP-Certified Livestock Product Processing Facility
Module 3. Application and Promotion Strategies of HACCP in Korea	
· HACCP Implementation and Development in Korea	· KAHAS(HACCP Experience Center) · Smart HACCP-Certified Food Manufacturing Facility
Module 4. Country Report	
· Country Report Presentation on Food Safety Management Systems and Current Status - Country Report Presentations and Policy Briefing Session	
Module 5. Action Plan	
· Action Plan Methodology · Action Plan Development · Action Plan Presentation: Sharing and Presentation of Results	
EXTRACURRICULAR ACTIVITIES	
· K-Food Cooking and Tasting Experience · Visit to a Traditional Market	· Traditional Market

9. Implementing Organization: KAHAS (<https://www.haccp.or.kr/userEng/main.do>)



10. DETAILED PROGRAM SCHEDULE

Date/Time	Program Description	Remarks
August 09 (Sun)	Arrival	
	Arrival Depart for KOICA ICC and check-in	Incheon Seongnam
August 10 (Mon)	Orientation / Opening Ceremony / Country Report / Discussion	
09:30 – 10:30 10:30 – 12:00 12:00 – 13:30 13:30 – 16:00 16:00 – 17:00 17:00 – 19:00	KOICA Orientation KAHAS Orientation & Opening Ceremony Lunch (Country Report) Country Report Presentations (Discussion) Q&A and Expert Panel Discussion on Food Safety Management Systems by Country Welcome Dinner	Seongnam
August 11 (Tue)	Lecture / Cultural Program	
09:30 – 10:30 10:30 – 11:30 11:30 – 12:30 12:30 – 14:00 14:00 – 15:00 15:00 – 16:00 16:00 – 17:00 17:00 – 17:30	(Lecture 1) Action Plan Methodology (Lecture 2) Food Safety Management System and Policy Directions in Korea (Lecture 3) Imported Food Safety Management and Inspection System in Korea Lunch (Lecture 4) Livestock Product Safety Management and Residue Control Systems in Korea (Lecture 5) Food Standards, Specifications, and Labeling Standards in Korea (Cultural Program 1) K-Food Cooking and Tasting Experience Q&A / Announcement of the Next Day's Schedule	Seongnam
August 12 (Wed)	Field Trip	
09:00 – 10:00 10:00 – 11:30 11:30 – 14:00 14:00 – 15:30 15:30 – 16:30 16:30 – 17:30 17:30 – 19:00	Transfer (Field Trip 1) HACCP-Certified Livestock Product Processing Facility Lunch and Transfer (Field Trip 2) Smart HACCP-Certified Food Manufacturing Facility Transfer (Field Trip 3) KAHAS(HACCP Experience Center) Transfer	Jincheon Cheongju

August 13 (Thu)	Lecture / Action Plan(AP) Workshop	
09:30 – 11:30 11:30 – 12:30 12:30 – 14:00 14:00 – 15:30 15:30 – 17:00 17:00 – 18:00	(Lecture 7) HACCP Implementation and Development in Korea (AP 1) Action Plan Development(1) Lunch (AP 1) Action Plan Development(2) (AP 2) Action Plan Presentation: Sharing and Presentation of Results Transfer	Seongnam
August 14 (Fri)	Cultural Program / Dialogue Session / Closing Ceremony	
09:00 – 10:00 10:00 – 11:30 11:30 – 13:00 13:00 – 17:00 17:00 – 18:00 18:00 – 20:00	Transfer (Cultural Program 2) Visit to a Traditional Market Lunch (Dialogue Session) Country Presentation on Food Safety Management Systems and Current Status of Participating Countries and Company Networking Session KOICA Departure Orientation / Closing Ceremony Farewell Dinner	Seoul
August 15 (Sat)	Departure	
-	Departure	

※ The above schedule is subject to change.

※ **The Dialogue Session** provides an opportunity for participants to share the current status of food safety management related to food trade in their respective countries to representatives of Korean food companies and relevant organizations, followed by discussions and a Q&A session.

< Partner Country Food Safety Dialogue Session >

- **Key Participants:** Participants, representatives from the Ministry of Food and Drug Safety (MFDS), Korea Agency of HACCP Accreditation and Services (KAHAS), and Korean food-related companies
- **Main Activities:** Sharing of current food safety management practices by participants from five major food trading partner countries of Korea (Vietnam, Thailand, Malaysia, the Philippines, and Indonesia), followed by discussions, Q&A, and networking
- **Presentation Topic :** Current Status of Food Safety Management in International Food Trade
 - Presenting countries' participants are required to prepare a presentation consisting of approximately 10 PowerPoint slides.
 - The presentation should include the following:
 - 1) Import food inspection and management systems of each country
 - 2) One or two cases of non-compliance involving Korean food products during import clearance procedures and the corresponding corrective actions taken
 - 3) Special certification requirements and key control measures for imported foods (e.g., Halal, Vegan, etc.)
 - 4) Current status of antimicrobial (veterinary drug) use and antimicrobial resistance management in livestock and fishery products in each country
- **Expected Outcome:** Enhanced understanding of country-specific food safety management systems and strengthened foundations for cooperation with Korean companies

HOW TO APPLY

APPLICATION DEADLINE: July 15, 2026

Step 1. CHECK COURSE INFORMATION CAREFULLY.

- Applicants must review Program Overview and Course Overview details to ensure the course is relevant to their work and that they meet the qualifications for application.

Step 2. FILL OUT AND SUBMIT AN APPLICATION.

- Applicants must submit it no later than the deadline.

※ Instructions for filling out an application ※

- 1) Fill in all entries of the application form, including email address **accurately and without omission** (The selection process of qualified applicants will start based on the information provided).
- 2) Applicants are required to fill out an application clearly and legibly. (The course application result or follow-up activities after completion of the course will be notified through the email address of an applicant written in the application.)
- 3) Make sure to submit all the documents required for application.
 - ※ Passport, Medical Reports are required for Invitational Course.

- ▶ For inquiries regarding application submission, please contact KOICA's Overseas Office or the Korean Embassy (if KOICA Office is unavailable).

Step 3. RECEIVE NOTIFICATION OF SELECTION RESULTS.

- KOICA (or the Course Institute) will notify successful candidates of their selection via email.

※ Overview of the Selection Process ※

Applications submitted



Applications submitted to KOICA's Overseas Office or Korean Embassy by a target country(agency)



First review by Overseas Office or Korean Embassy and final review by KOICA HQ



Final selection and result notification

< Information for Successful Candidates >

- Successful candidates are required to submit a Country Report by the deadline (For details, see Country Report section).;



FOR PARTICIPANTS

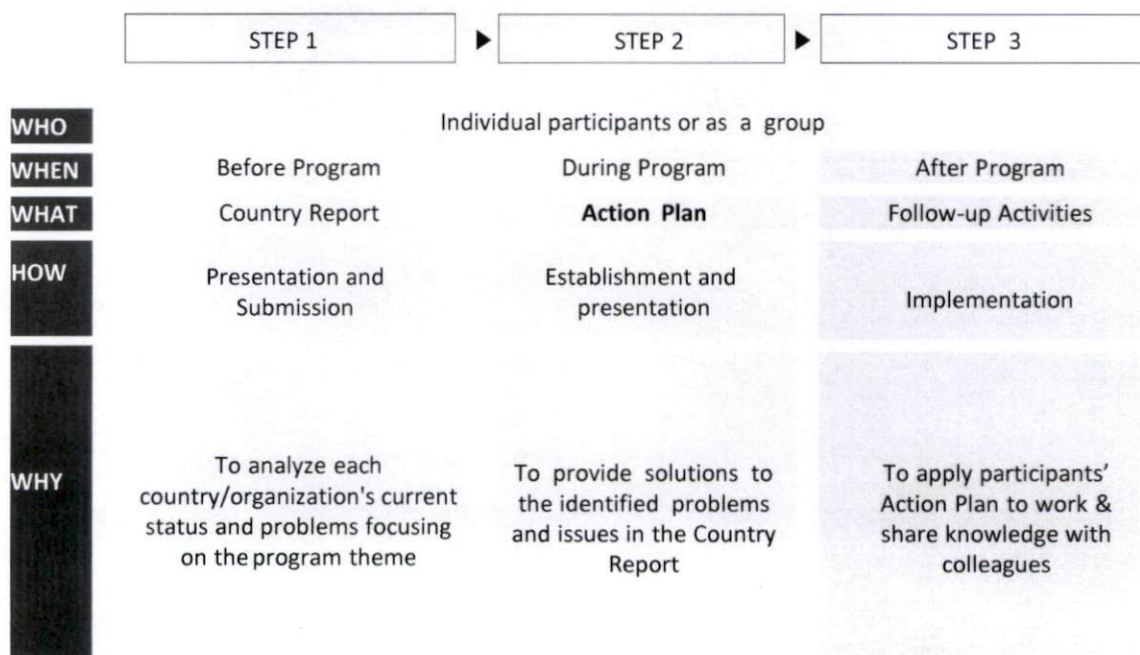
PARTICIPANT'S MAJOR ACTIVITIES

All participants are requested to establish and present an Action Plan towards the end of the program. The Action Plan is a crucial program activity to which KOICA gives top priority. It is intended, firstly, to help program participants to come up with alternatives and solutions to the current issues and major challenges which participants' country/government/organizations are facing and, secondly, to plan what action the participants should take in order to solve those challenges.

For a successful Action Plan, **the first step is to prepare a Country Report.** In preparing a Country Report before joining the KOICA course, participants will have an opportunity to analyze their own countries' current issues, challenges as well as circumstances surrounding them. Preparation and presentation of a Country Report is part of the Action Plan building process in which participants will be involved throughout the program.

The second step is to build an Action Plan. With the Country Report in mind, participants are encouraged to develop an Action Plan by incorporating the observations, experiences, and findings from the program, specifically from lectures and discussions. During the Program Orientation Session, the Action Plan guidelines, including a PPT template for presentation, will be provided to participants with instructions on how to formulate concepts and ideas for composing a practical and feasible Action Plan.

The third step is to implement the Action Plan. After the completion of the course, participants should implement the Action Plan according to its specifics and timeline. Participants are advised to do follow-up activities such as knowledge-sharing workshops or presentations with colleagues.



[STEP 1] COUNTRY REPORT

1. WHAT IS A COUNTRY REPORT?

A Country Report is a pre-assignment prepared and submitted by participants before the course starts. Participants analyze their own countries' current issues, challenges as well as circumstances surrounding them, and share the findings with other participants and Korean experts in an effort to provide solutions to the identified problems and issues for their own countries.

2. HOW AND WHAT TO PREPARE

Participants are requested to prepare the Country Report individually or as a group and must submit it by the deadline specified below, so that it can be shared with lecturers before the program starts and also with fellow participants, moderators, discussants and Korean experts during the program in an effort to provide solutions to the identified problems and issues.

By when **July 24, 2026**

In what format *Microsoft PowerPoint*

To whom *Program Manager Yeeun Park / yep@haccp.or.kr*

Which
contents?
(Sample)

Chapter 1. Legal Framework and Institutional Structure for Food Safety Management

- (1) Legal Framework for Food Safety Management in the Participant Country*
- (2) Key Roles and Responsibilities of Food Safety-Related Authorities*

Chapter 2. Food Safety Policies and Status of Livestock Product Safety Management

- (1) National Food Safety Policies and Strategic Directions*
- (2) Status of Livestock Product Safety Management Systems*

Chapter 3. Key Challenges and Issues in Livestock Product Safety Management

- (1) Limitations and Challenges in the Current Legal and Institutional Framework*
- (2) Operational Issues and Challenges in the Implementation of Livestock Product Safety Management Policies*

Chapter 4. Future Tasks and Strategic Directions

- (1) Future Priority Tasks for Enhancing Livestock Product Safety Management Systems*
- (2) Strategic Directions for Strengthening Capacity in Livestock Product Safety Management*

** The topics of Chapters 3 and 4 will be covered in the Action Plan.*

3. COUNTRY REPORT PRESENTATION

Each presentation should take no longer than 15 minutes or so. Use an adequate number of slides, or maximum 20 pages, with consideration of time constraints. Each Country Report presentation will be followed by a question and answer session which includes feedback from Korean experts.

[STEP 2] ACTION PLAN

1. WHAT IS AN ACTION PLAN?

An Action Plan is intended to help program participants provide alternatives and solutions to the issues and problems that are identified in the Country Report. A good Action Plan entails who will do what, when, and how in detail. Since the Action Plan's feasibility is crucial, participants should thoroughly discuss with their supervisor(s) in advance whether the main topic and direction are viable.

Based on the observations and findings from the lectures and discussions, participants will be asked to create an Action Plan in accordance with the Action Plan Guidelines to be provided. A session for developing and building the Action Plan will be held and the Action Plan guidelines will be provided to participants with instructions on how to formulate concepts and ideas for composing a practical and feasible Action Plan.

※ Note ※

- 1) Participants joining a second or third year course without attending the previous course(s) are required to review and understand the Action Plans by other participants in such course(s) in advance.
- 2) Participants may improve or develop the previous year's Action Plan, or build another Action Plan with a new topic.

2. ACTION PLAN BUILDING PROCESS



- Applying knowledge acquired through lectures and discussions and working on measures to solve the issues or problems identified in the Country Report from various angles
- Building specific solutions as well as an implementation plan together with a moderator during the Action Plan workshop

[STEP 3] FOLLOW-UP ACTIVITIES

**ACTION PLAN & PILOT
PROJECT**

Sharing the implementation status of the Action Plan with the Course Institute and KOICA (See Appendix: Contacts)
(An exemplary Action Plan will be selected and financed by the Course Institute as a pilot project for implementation of the Action Plan)

**KNOWLEDGE SHARING
ACTIVITIES**

Promoting knowledge spreading activities such as workshops and presentations to share knowledge acquired during the program and the Action Plan

KOICA CLUB ACTIVITIES

Taking part in an array of activities including joining KOICA Clubs in each country and community service after the completion of the program

ONLINE NETWORKING

<https://www.facebook.com/koica.icc>

Having an opportunity to participate in the KOICA Fellowship Community and to continue networking



APPENDIX

FROM DEPARTURE TO ARRIVAL

BEFORE DEPARTURE

1 Apply VISA or K-ETA

Apply for VISA (C-3) or K-ETA*

2 Access Q-CODE **recommend*

▶ Advance input system (**Q-CODE**) of Quarantine Information

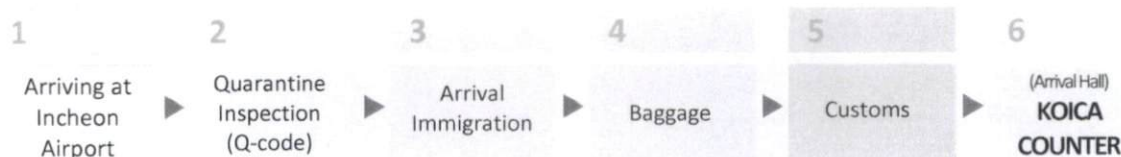
K-ETA (Korea Electronic Travel Authorization)

- Nationals of countries/regions eligible for visa-free entry are required to get K-ETA approval to board the flight or ship bound for the Republic of Korea.
- Apply via the official K-ETA website(<https://www.k-eta.go.kr>) or mobile Application(K-ETA), at least **72-hour** prior to board the flight
- ※ (COST) 10,000KRW (appx. 10USD) and 3% of card transaction fee
- ※ If you apply through a service website that is NOT the official K-eta website, you may be charged excessive fees.

Q-CODE (Quarantine Information Advance Input System)

- **Access:**<https://cov19ent.kdca.go.kr/cpassportal/biz/beffatstmnt/main.do?lang=en>
- All participants are recommended to register a Q-code prior to entering Korea.
- Passengers who have completed entering quarantine information through the Q-code system and issued a QR-code may take a short time for quarantine inspection after arriving in Korea.
- Otherwise, you may get '**Health Condition Questionnaire**' on board and fill out and submit it during the quarantine inspection.

✈ AT AIRPORT [Arrival Procedures]



※ KOICA will provide the Immigration Office at the Incheon International Airport with a list of participants' names, nationality, flight schedules, and other information regarding the Fellowship Program before arrival. Participants are advised to carry the invitation letter in which their status is written, and show the letter to the Immigration Officer in case the Officer asks for further identification.

To ensure that you receive appropriate help to safely get to the Course Institute, two KOICA Counters are in service at each Terminal. At the KOICA Counter, KOICA staff will arrange your ride to the Course Institute.

AT INCHEON INTERNATIONAL AIRPORT TERMINAL 1 (IIAT 1)



Location

In front of Exit
between 1 & 2
(near A gate)

Contact Info

Ms. Jin-Young YOON
Tel.: 82-32-743-5904

AT INCHEON INTERNATIONAL AIRPORT TERMINAL 2 (IIAT 2)



Location

In front of Exit 7
(near B gate)

Contact Info

Ms. Geun-Young KIM
Tel.: 82-32-743-5905

KOICA COUNTER

CONTACTS

KOICA

Capacity Enhancement Program Department

KOICA International Cooperation Center(ICC)

KOICA International Cooperation Center, 825 Daewangpangyo-ro,
Sujeong-gu, Seongnam-si, Gyeonggi-do, Republic of Korea (13449)

Tel : 82-31-777-2600 / Fax : 82-31-777-2603

<http://koica.go.kr>
