[2023-2025 Multi-year Program]

2025 KOICA Course Information

Capacity Building on Plant Variety Protection and DUS Testing (`23-`25)

KOICA **CiAT**
KOICA Fellowship Program

국립종자원
Korea Seed & Variety Service

CONTENTS

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.

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 on Plant Variety Protection and DUS Testing ('23-'25)

DURATION: 2023-2025

GOAL: To increase capacities for operating plant variety protection system and enhancing technical skills to examine the characteristics of varieties.

	FIRST-YEAR COURSE (2023)	**SECOND-YEAR COURSE (2024)**	**THIRD-YEAR COURSE (2025)**
TARGET GROUP	High-level officials from the ministry of agriculture	Mid-level officials from the ministry of agriculture	Working-level officials from the ministry of agriculture
OBJECTIVES	Overall understanding of UPOV conventions and plant variety protection systems	Evaluation of the operation of domestic plant variety protection system and establishment of development direction	Development of audit practice by understanding the DUS testing of major crops
ACTIVITIES	Invitational Training	Invitational Training	Invitational Training
OUTPUT	Action Plan	・Action Plan ・UPOV certificates (DL-205 or 305A or 305B)	・ Action Plan ・ UPOV certificates (DL-205 or 305A or 305B)

(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 share Korea᾽s experiences, contributing to successful introduction and management of plant variety protection system
2) To understand the international convention for the protection of new varieties of plants and its relationship with other international treaties
3) To learn recent technological developments in DUS examination
4) To exchange latest information on seed industry and plant variety protection among the participating countries

2. COURSE DURATION

- (Invitational training (including flight schedules)) **June 22 (Sun) - July 5 (Sat), 2025**
  * Training Duration(Work Days) : June 23 (Mon) - June 4 (Fri)

3. COURSE TYPE

- Invitational training(training in Korea)

4. LANGUAGE: *Spanish

* All lectures will be interpreted from Korean to Spanish.

** However, English education materials are provided and also Country Report and Action plan should be written in English.

5. LOCATION

1) Training : Korea Seed and Variety Service(KSVS)
2) Accommodation : International Seed Training Center(KSVS)

6. PARTICIPANTS: 15 people

* Ecuador(4), Guatemala(4), Paraguay(3), Peru(4)

7. ELIGIBILITY REQUIREMENTS

<table>
<tr>
<td>MANDATORY</td>
<td>
1. Be nominated by his/her 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 his/her organization after the completion of the program;
4. Have not participated in the same or similar KOICA Fellowship Program for the past three years, unless otherwise specified; (provided, however, that a key person for the course of the intensive performance management program, for example, may participate in the same or similar KOICA Fellowship Program, subject to pre-discussion with KOICA.)
5. (Original place of employment) Ministry of Agriculture or similar government organizations
6. (Position) Be a government employee in a managerial position
7. (Relevant work experience) at least 2 years working experience in the field of plant variety protection
8. (Language capability) Sufficient proficiency in written and spoken Spanish and English to actively participate in seminars and write an Action Plan.
9. (Full-time Partcitipation) Be able to attend the KOICA Fellowship Program full-time
10. (IT literacy) Have working knowledge of computers and related digital technology and perform basic tasks such as operating software systems, platforms and other communication programs (Windows, MS Office, email, etc.);
11. (Quarantine) Be eligible for exemption from quarantine in Korea or does not have any restrictions on re-entry to participant's country regarding quarantine and immigration
* Please check the 'APPENDIX - FROM DEPARTURE TO ARRIVAL' for details
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<tr>
<td>PREFERABLE</td>
<td>1. Holders of proof of employment or certificate of working experience by government entity would be preferred</td>
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<tr>
<td>RECOMMENDED</td>
<td>1. (Vaccination/Health) Have completed vaccination or do not have risk factors of developing severe COVID-19 or any diseases</td>
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※ This course is designed for participants meeting the above qualifications. lneligible participants may have difficulty understanding the course.

8. CURRICULUM

MAIN LECTURES & DISCUSSIONS	FIELD VISIT
Module 1. Seed Industry in Korea	
· Policy on the fostering of seed industry in Korea · Rice breeding and development of functional rice in Korea	KSVS
Module 2. Plant Variety Protection System	
· Plant variety protection Law · Application for plant variety protection and examination procedure	KSVS
Module 3. DUS Examination	
· DUS examination for plant breeders' rights · DUS examination using Image Analysis Technology · Variety identification using DNA markers	KSVS
Module 4. UPOV and Its Convention	
· PVP under the UPOV convention · DUS examination: distinctness, uniformity, stability · TGP documents related to DUS testing · Relationship with other international treaties · Test guidelines for DUS	KSVS
Module 5. Country Report and Action Learning / Plan	

· Presentation of Country Report
· Action Learning Workshop
  - Lecture on Action Learning
  - Action Plan Building
  - Presentation and Evaluation of the Action Plan
	KSVS

EXTRACURRICULAR ACTIVITIES	
· Seoul City Tour(www.visitseoul.net) · Gyeonggi-Agricultural Research & Extensin Service, etc.	

※ For Online Course, please visit https://ciat-on.kr/

9. Implementing Organization: Korea Seed & Variety Service(KSVS) (www.seed.go.kr)

The Korea Seed & Variety Service(KSVS) supplies high-quality certified seeds for the stable production of food crops, and has become a leading seed management & service organization working for the future of agriculture by promoting support projects to develop the seed industry, operating a plant variety protection system to protect the rights of new plant breeders, training specialists in the seed industry, managing the distribution of seeds and seedlings, and providing research on seed testing and services.

KSVS was established in 1974 as a government organization to supply the nationally certified seeds of food crops. The government granted our organization the authority to manage the PVP system in Korea. The Seed Industry Law was enacted in 1995 and went into effect in December 1997. In 2002, Korea joined UPOV as the 50th member country based on the 1991 UPOV convention. KSVS has built a 20-year history of plant variety protection and the number of our applications is the 8th highest out of 79 UPOV member countries(Standards 2023).

10.   DETAILED PROGRAM SCHEDULE
*하기 양식 작성에 있어 어떠한 경우에도 주어진 양식을 준용할 것

Date/Time	Program Description	Remarks
June 22 (Sun)	**Entry to Korea**	
June 23 (Mon)	**KOICA Orientation & Welcoming Event**	
09:00~12:00 12:00~13:00 13:00~16:00 16:30~17:30 18:00~20:00	KOICA Orientation Lunch Move from KOICA to KSVS Opening Ceremony Welcoming Dinner	KOICA/KSVS
June 24 (Tue) ~ July 1 (Tue)	**Lecture**	
	(Lecture 1) Introduction to KSVS operations and Plant Variety Protection of Korea (Lecture 3) Drafting a Test Guidelines for each crop (Lecture 4) Policy on the Fostering of Seed Industry in Korea (Lecture 5) DUS testing of Fruit Plant (Lecture 6) mang Analysis in Plant Variety Testing (Lecture 7) DUS testing of Lily (Lecture 8) Making of DUS Report (Lecture 9) DUS testing of Tomato (Lecture 10) Variety identification using DNA markers (Lecture 11) Rice breeding and development of functional rice in Korea	KSVS
June 24 (Tue)	**Action Plan Learning**	
	(Lecture 2) Making of Action Plan	KSVS
July 1 (Tue)	**Action Plan Workshop**	
09:00~11:30	Making of Action Plan with counseling, Submission	KSVS
July 2 (Wed), July 4 (Fri)	**Closing Ceremony & KOICA Evaluation**	
09:00~11:30 16:30~17:00	Presentation on the Action Plan Closing Ceremony	KSVS/KOICA

* The above schedule is subject to change depending on the circumstances.

HOW TO APPLY

APPLICATION DEADLINE: *17th April, 2025*

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.
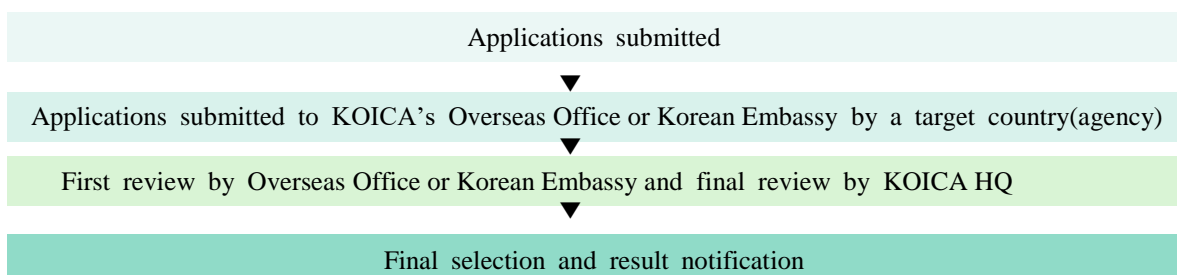
> **※ Instructions for filling out an application ※**
> 1) Fill in all entries of the application form, including email address **accurately and without omission** (The selection process of qualified applicants will start based on the information provided).
> 2) Applicants are required to fill out an 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	STEP 2	STEP 3
	Individual participants or as a group		
WHO	Before Program	During Program	After Program
WHEN	Country Report	**Action Plan**	Follow-up Activities
WHAT / HOW	Presentation and Submission	Establishment and presentation	Implementation
WHY	To analyze each country/organization's current status and problems focusing on the program theme	To provide solutions to the identified problems and issues in the Country Report	To apply participants' Action Plan to work & share knowledge 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	**June 6, 2025**
In what format	Microsoft PowerPoint * Country Report should be written in English.
To whom	Program Manager EunHee Jeon / ehjeon@korea.kr

Which contents? *(Sample)*	Chapter 1. Seed industry overview(focus on vegtables and ornamentals)
	    (1) Harvested area, production and yield of major crops
	    (2) Seed market growth status(import and export)
	    (3) Major vegetables and their characteristics, breeding trends
	    (4) Global seed companies in participating countries and their crops
	Chapter 2. Strategic policies
	    (1) Describe government policies of guidelines on the above subjects
	        (Short-term and long-term plans: goals, priorities, strategies, etc.)
	    (2) Regulations such as procedures and methods for plant quarantine
	Chapter 3. Status of plant variety protection
	    (1) Key provisions of PVP legislation
	    (2) Statistics of protected varieties, application, applicants, etc.
	    (3) Examination procedure and DUS testing, fee schemes
	    (4) Application procedure for the national listing system
	(5) Variety breeding status

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-A] 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.

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2. ACTION PLAN BUILDING PROCESS

1 WORKSHOP		**2** LECTURE		**3** WORKSHOP		**4** WORKSHOP
Country Report Presentation	▶	Action Plan Methodology	▶	Grouping Participants Brainstorming Discussing the Main Topic Getting ideas from Lectures Consulting with Experts (Discussion & Feedback) Finalizing Action Plan	▶	**Action Plan Presentation**

- 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 2-B] PROJECT CONCEPT PAPER

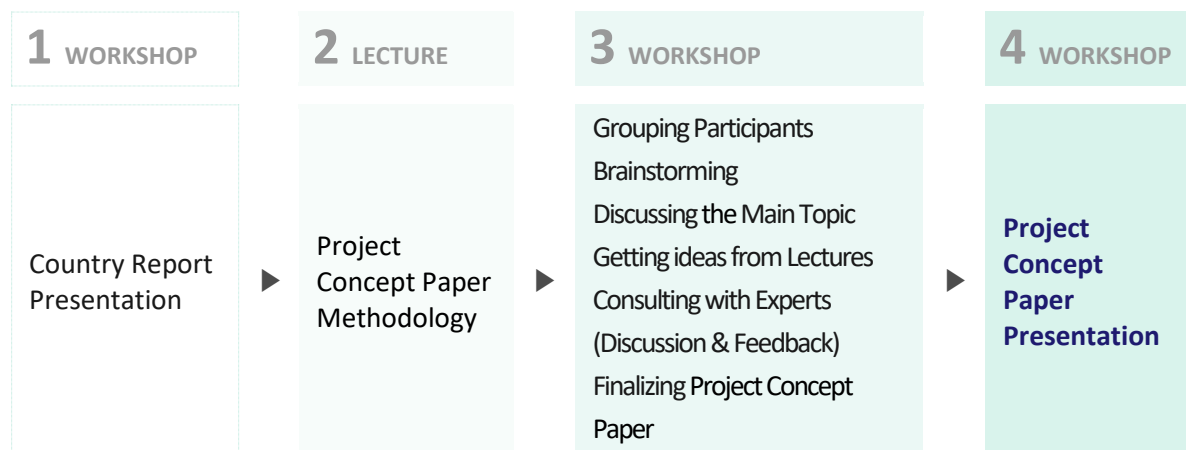## 1. WHAT IS A PROJECT CONCEPT PAPER (PCP)?

A Project Concept Paper is intended to help program participants provide alternatives and solutions to the issues and problems that are identified in the Country Report. A good Project Concept Paper entails who will do what, when, and how in detail. Since the Project Concept Paper'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 a Project Concept Paper in accordance with the Project Concept Paper Guidelines to be provided. A session for developing and building the Project Concept Paper will be held and the Project Concept Paper guidelines will be provided to participants with instructions on how to formulate concepts and ideas for composing a practical and feasible Project Concept Paper.

> ※ **Note** ※
> 1) Participants joining the second or third year of the Program without attending the previous course(s) are required to review and understand the Project Concept Paper by other participants in the previous course(s) in advance.
> 2) Participants may improve or develop the previous year's Project Concept Paper, or build another Project Concept Paper with a new topic.
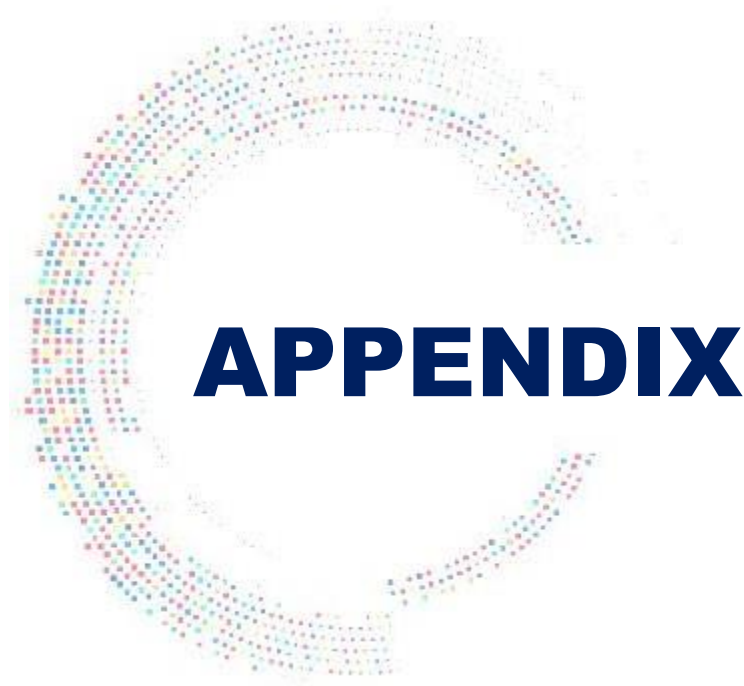
2. PROJECT CONCEPT PAPER BUILDING PROCESS

1 WORKSHOP		**2** LECTURE		**3** WORKSHOP		**4** WORKSHOP
Country Report Presentation	▶	Project Concept Paper Methodology	▶	Grouping Participants Brainstorming Discussing the Main Topic Getting ideas from Lectures Consulting with Experts (Discussion & Feedback) Finalizing Project Concept Paper	▶	**Project Concept Paper Presentation**

- 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 Project Concept Paper 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**

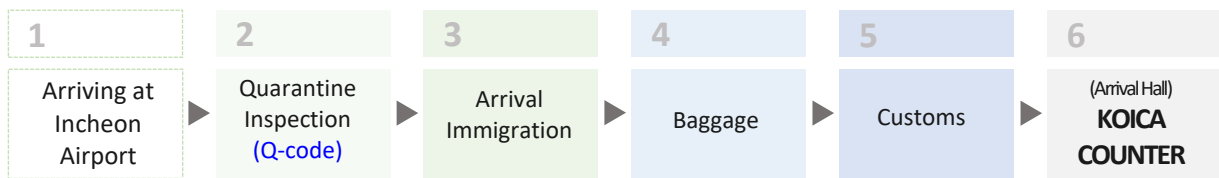| **1** Apply VISA or K-ETA	**2** Access Q-CODE *recommend*
Apply for VISA (C-3) or **K-ETA***	▶ Advance input system **(Q-CODE)** of Quarantine Information

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]

1	2	3	4	5	6
Arriving at Incheon Airport	Quarantine Inspection (Q-code)	Arrival Immigration	Baggage	Customs	(Arrival Hall) **KOICA COUNTER**

※ 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.

KOICA COUNTER

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 6
(near **B** gate)

Contact Info
Ms. Felicia Geunyoung KIM
Tel.: 82-32-743-5905

CONTACTS

KOICA Course Institute	http://www.koica.go.kr http://www.facebook.com/koica.icc	
	Program Manager **Ms. 0000 KIM** +82-31-740-0500 ooooo@koica.go.kr	CIAT Fellowship Program Pilot Project Follow-up Activities
	Program Coordinator **Ms. 0000 KIM** +82-2-6916-oooo ooooo@koworks.org	General Support for Course Management
	Program Coordinator **Mr. Do Hyun BYUN** +82-54-912-0111 dohbyun@korea.kr http://www.seed.go.kr	Course Contents & Management - Curriculum, Lecture, Lecturer, Country Report & Action Plan Workshop (Real time)
	Program Manager **Ms. Eun Hee JEON** +82-54-912-0204 ehjeon@korea.kr http://www.seed.go.kr	Course Contents & Management - Curriculum, Lecture, Lecturer, Country Report & Action Plan Workshop (Real time)