



REGIONAL TRAINING WORKSHOP ON QUARRY MANAGEMENT OF DIMENSION STONES AND CONSTRUCTION MATERIALS

Carrara, Italy, 15-20 June, 2016

REQUEST FOR APPLICATIONS – SELECTION OF TRAINING PARTICIPANTS

Programme Background

The **ACP-EU Development Minerals Programme** is a three-year, €13.1 million capacity building program that aims to build the profile, and improve the management, of *Neglected Development Minerals* (industrial minerals; construction materials; dimension stones; and semi-precious stones). The program is an initiative of the African, Caribbean and Pacific (ACP) Group of States, financed by the European Union and UNDP, and implemented by UNDP. The mining of *Neglected Development Minerals* has important implications for sustainable development, however, they have not to date received adequate attention for their potential to impact livelihoods; and few development programmes have provided support for this mining sub-sector. Often referred to as Low Value Minerals and Materials (LVMM) due to their low price as a function of their weight, and their relatively low value to international commodity markets, *Neglected Development Minerals* provide crucial inputs for domestic economic development (infrastructure, manufacturing, construction and agriculture to name a few) and have the potential to be high value in terms of domestic development.

The programme is implemented at both the regional and country level. At the regional level, the programme conducts capacity building activities for forty ACP countries through regional training workshops, guidance products and knowledge exchange. At the country level, in depth capacity building is undertaken with six focus countries,¹ with activities including training, small grants, the production of maps and databases, development of regulations on environment and safety, organization of community dialogues, technology fairs and networking events etc. Training and support will be provided in the following thematic areas of importance to the sector: 1) mine and quarry management; 2) environment, health and safety; 3) entrepreneurship skills; 4) market analysis and investment promotion; 5) geo-data and maps design; 6) community relations and addressing grievances.

About the Regional Training Workshop on Quarry Management of Dimension Stones and Construction Materials

The Regional Training Workshop on Quarry Management of Dimension Stones and Construction Materials will be delivered in Carrara Italy, the heart of Europe's dimension stone industry. The workshop will be held over six days, including field visits to Carrara's famous marble quarries. The training workshop will incorporate attendance at the '[Stone Sector and Changing Trends](#)' international conference at Internazionale Marmi e Macchine Carrara (16-17 June); attendance to the pre-conference training workshop 'Best Practice for Assessment and Reporting of Exploration Results, Mineral Resources and Mineral Reserves' (15 June); and attendance to a post-conference workshop/mentoring event on Quarry Management of Dimension Stones and Construction Materials (18-20 June). Twenty (20) mid-level professionals will be sponsored to attend. A select number of sponsored participants will also have the opportunity to make a presentation at the conference. Simultaneous translation will be available at each of the events (French & English).

¹ Programme focus countries include: Cameroon (Central Africa); Guinea (West Africa); Uganda (East Africa); Zambia (Southern Africa); Jamaica (Caribbean); and Fiji (Pacific).

WORKSHOP OUTLINE

Workshop title	REGIONAL TRAINING WORKSHOP ON QUARRY MANAGEMENT OF DIMENSION STONES AND CONSTRUCTION MATERIALS
Summary	<p>The ACP-EU Development Minerals Programme is holding a 6-day regional training workshop in Carrara, Italy to enhance technical knowledge within public sector agencies, the private sector and quarry associations of the African Caribbean and Pacific Group of States in the management of quarried dimension stones and construction materials. Twenty participants will be sponsored to attend the workshop. Once selected, participants will benefit from a robust training curricula based on participatory, adult learning methodologies, including a mixture of technical presentations, participant knowledge sharing, case studies, field visits, mentoring, workplace observation, and guest speakers.</p> <p>All selected participants will receive sponsorship to cover travel, accommodation, conference registration fees and daily subsistence.</p>
Target Audience	<p>The programme will select a total of twenty participants representing the following stakeholder groups:</p> <ul style="list-style-type: none"> • public institutions or agencies regulating the management of quarries for construction materials and dimension stones. • quarry managers and technical professionals, working for small and medium enterprises mining dimension stones and construction materials. • small scale miners active in the mining of dimension stones and construction materials. • representatives of quarry associations or technical consultants who provide support to small and medium scale enterprises mining dimension stones and construction materials. <p>Nationals of the following countries are eligible to apply: <u>East Africa</u>: Ethiopia; Kenya; Tanzania; Uganda. <u>West Africa</u>: Benin; Burkina Faso; Cote d'Ivoire; Ghana; Nigeria; Senegal; Sierra Leone; Niger; Guinea Conakry; Togo; Mali. <u>Southern Africa</u>: Angola; Lesotho; Madagascar; Malawi; Mozambique; Namibia; Zambia; Zimbabwe. <u>Central Africa</u>: Democratic Republic of the Congo; Cameroon; Rwanda; Gabon; Republique of Congo. <u>Caribbean</u>: Barbados; Dominican Republic; Guyana; Haiti; Jamaica; Suriname; Trinidad and Tobago. <u>Pacific</u>: Fiji; Papua New Guinea; Samoa; Solomon Islands; Tonga; Vanuatu.</p> <p>Women and women-led organizations are highly encouraged to apply.</p>
Objectives	<p>The objectives of the workshop are to:</p> <ul style="list-style-type: none"> • Increase technical knowledge of operating standards, technologies, techniques and practices for improved quarry management. • Facilitate south-south knowledge exchange on quarry management practices to improve the performance of the sector and contribute toward inclusive and sustainable development. • Build the capacity of sector individual stakeholders to further replicate workshop outcomes through the preparation and implementation of return-to-work plans at the country level.
Deliverables	<p>Each participant is expected to:</p> <ul style="list-style-type: none"> • Attend each of the training days in full • Prepare a draft return-to-work plan (RWP) • Periodically prepare a progress report on the implementation of the RWP (the reporting schedule will be determined based on the content of the plan) <p><i>Please note:</i> <i>satisfactory completion of these tasks is a condition of acceptance of the sponsorship to attend the training and for future involvement in Programme activities. Also note that specific funding is not available for implementation of the RWPs, it is a personal investment by the participant to implement the knowledge that has been acquired during the workshop.</i></p>

Selection criteria of candidates

- Must be working in a small scale mine or quarry, a public agency regulating the sector, or an association or consultancy providing support to the sector (unemployed participants will not be considered).
- Should have an interest in the effective management of extraction including environmental and safety aspects.
- Minimum of 4 years practical experience in the operation, management, regulation of a quarry or a small-scale mine producing dimension stones or construction material.
- Familiarity with international standards as well as industry best practice of quarry management, health & safety, environment, gender and community considered an asset.



APPLICATION FORM

Read these instructions carefully and ensure you submit a full and complete application. Please use BLOCK LETTERS.

Please complete this form in **ENGLISH**, and return to development.minerals@undp.org by **March 18, 2016**.

You must complete all applicable sections of this form and provide all supporting documents and a copy of the information page of your passport. Incomplete applications will not be accepted.

Personal information	
Title	Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr. <input type="checkbox"/> Other <input type="checkbox"/>
First Name/ Given Name	
Middle Name(if applicable)	
Surname /Family Name	
Date of Birth	Current Age:
Gender	Female <input type="checkbox"/> Male <input type="checkbox"/>
Country of Citizenship	
Country of Residence	
Second Citizenship(if more than one)	
Marital Status	Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/>
Any dietary requirements: For example vegetarian, allergy to seafood, diabetic, etc.	

Personal Contact Details	
This is for your personal contact details. You will have an opportunity to provide your work address and contact details later on in this form.	
Physical Address	
Town/City	
Province	
Country	
Landline Phone Number: Main +Country code-Area code-Number	
Mobile Phone Number: Main + Country code-Area code-Number	
Other : +Country code-Area code-Number	
Email: Main	
Other	



Study History	
Please provide details of your highest educational qualifications, from most recent qualification	
Full Name of Qualification	
Type of Qualification	<input type="checkbox"/> Secondary School <input type="checkbox"/> Undergraduate <input type="checkbox"/> Diploma/Technical/Vocational <input type="checkbox"/> Postgraduate
Name of Institution	
Institution Location (country)	
Year of Completion	
Did you complete this qualification and graduate?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Full Name of Qualification	
Type of Qualification	<input type="checkbox"/> Secondary School <input type="checkbox"/> Undergraduate <input type="checkbox"/> Diploma/Technical/Vocational <input type="checkbox"/> Postgraduate
Name of Institution	
Institution Location (country)	
Year of Completion	
Did you complete this qualification and graduate?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Previous attendance in capacity development related to the mining sector (name of program/activity, year; please provide a short description)

1.
2.
3.
4.

Have you previously participated in other donor aid funded programs, courses or study tours relating to the themes of the current training programme? Please list any such activity below.

1.
2.
3.
4.



English Language Competency				
Please indicate your English language competency				
Native speaker	<input type="checkbox"/>	Very good	<input type="checkbox"/>	Good <input type="checkbox"/>
			Fair <input type="checkbox"/>	Weak <input type="checkbox"/>
French Language Competency				
Please indicate your French language competency				
Native speaker	<input type="checkbox"/>	Very good	<input type="checkbox"/>	Good <input type="checkbox"/>
			Fair <input type="checkbox"/>	Weak <input type="checkbox"/>

Current Employment	
Please provide details about your current job	
Position Title:	
Employer:	
Start date in current position	
What type of organization do you work for? (Give full details here)	<input type="checkbox"/> Public Sector <input type="checkbox"/> Private Sector <input type="checkbox"/> Quarry or Mining Association
Please describe your current position (tick one but if no match found, provide position details below)	<input type="checkbox"/> Senior (Management/Professional/Academic/Operations) <input type="checkbox"/> Middle (Management/Professional/Academic/Operations) <input type="checkbox"/> Early career (Professional/Academic/ Operations) <input type="checkbox"/> Other, Please indicate below
Other	
Please give the number of years of professional experience you have gained since graduating with your first tertiary level qualification (e.g. your bachelor degree). Should you not have a bachelor degree please indicate the number of years on-the-job experience you have in the quarrying sector.	

Current Employer Details	
Physical address (your actual work unit and location)	
Town /City	
Province	
Country	
Landline Phone Number (Main)	
+Country code-Area code-Number	
(Other)	
+Country code-Area code-Number	
Mobile Phone Number (GSM; Main)	
+Country code-Area code-Number	
(Other)	
+Country code-Area code-Number	
Email (Main)	
(Other)	



Draft Return to Work Project (RWP)

Please devise a draft Return to Work Project (RWP) using the template provided below. This plan is compulsory, and we strongly urge you to discuss it in detail with your employer as well as the relevant organization. RWP's that do not have employer's support will not be considered. RWP will be refined and discussed as part of the training. Training participants are encouraged to consider whether the RWP might be merged with those of other participants attending the training to increase the scale of the impact.

Applicants general expectations and plans based on country, employer and applicant's priorities (between 200 and 300 words-attach separate sheets if necessary)

Please explain what new skills and knowledge you expect to gain from this course. Please be as specific as possible. Please indicate which of your expectations reflect identified training needs.

Please explain how these new skills and knowledge will help you contribute to improving policies or practices in your current job. Please be as specific citing organizational plans, programs or policies.



Please explain how these new skills and knowledge will help you contribute to your country's development priorities. Please be as specific as possible, e.g. citing specific national plans, programs or policies.

Please outline a draft project that will utilize the skills and knowledge gained at the training workshop to improve the management of quarries in your country.

Employers general expectations and plans (between 200 and 300 words; attach separate sheets if necessary)

Please explain what skills /knowledge you expect the applicant to return with, and how your organization will use them



STONECHANGE 2016 – Conference Presentation

An opportunity exists for (3) of the sponsored participants to the Regional Training Workshop to make a technical presentation at the '[Stone Sector and Changing Trends](#)' conference at Internazionale Marmi e Macchine Carrara (16-17 June). Workshop applicants who wish to be considered for selection should prepare a 150-word abstract below (preparation of an abstract is not a pre-requisite for selection as a sponsored participant to the workshop). Abstracts will be selected based on technical quality, relevance to the themes of the conference, geographical and gender balance. Abstracts based on personal experience and data gathered from your own work context are encouraged.

Key themes to be discussed during the conference include:

- Innovation and modernisation of the industry (in exploration, mining and processing)
- Legislative frameworks and opportunities for harmonization
- Sustainability and ethical standards
- Role of technical consultants and competent persons
- Standard reporting
- Investment opportunities

Conference abstract (150 words):



Signature and Commitments

Please note: You will be required to print this page for it to be physically signed before submitting a scanned copy along with the rest of the application form.

Applicant-Do you agree to the following commitments and acknowledgements?		
1.	To attend the training workshop in full and actively participate in activities.	
2.	To review your RWP to ensure it is aligned with your organization's work plans and expectations and collaborate with UNDP on the implementation of the RWP, including by periodically reporting on progress.	
3.	I certify that the information I have provided is true and accurate and understand that if I have provided false or misleading information, I will not be considered. I agree to abide by the conditions of the application.	
4.	I understand that my name and professional details can be entered in a database of participants and be shared among other members of the database for professional development purposes.	
5.	I give my permission for UNDP to include photographs and/ or video images of myself. The images or footage may be used by UNDP or its programme partners or other organizations including the media. Primarily, they will be used to promote awareness of the work of programme in publications and other printed materials, on websites, and in broadcast media.	
Name		
Signature		Date:
Employer – Do you agree to the following commitments?		
1.	Support the candidate to implement the RWP as developed above	
2.	Support the candidate to transfer their knowledge to other colleagues and into work practices	
6.	To review candidate's RWP to ensure it is aligned with organizational priorities	
7.	To collaborate and involve UNDP country office in RWP validation and implementation as well as providing feedback to Programme team on implementation of the RWP after candidate returns from the programme	
8.	To accept that proposed RWP can be merged in a greater country multi stakeholder RWP to be implemented jointly with other nominated organizations	
9.	To collaborate and work with other trainees from same country as a team for the implementation of joint RWP	
10.	I certify that the information I have provided is true and accurate understand if I have provided false or misleading information, the employee's candidature will not be considered. I agree to abide by the conditions of the application.	
Name		
Position		
Signature		Date:

