



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

17 January 2017

1. **Project Code** 17-RP-01-GE-RES-C
2. **Project Title** Program Development Fund
3. **Duration** Between one week and several months, depending on the type of project or activity
4. **Venue** APO Secretariat
5. **Implementing Organizations** This project will be implemented by the APO Secretariat in consultation with member countries.

6. Objectives

- a. To identify emerging trends, opportunities, and challenges in the productivity movement including innovative productivity concepts, methodologies, tools, and techniques and to assess their relevance to member countries' strategic priorities; and
- b. To enhance the process of APO strategy development, program planning, and project formulation including gaining key inputs for the APO two-year plan and strategy to help develop the institutional capacity of NPOs.

7. Background

The Program Development Fund was created to support activities not covered by any project in the annual program plan aimed at strengthening the APO's think tank and regional advisory roles as well as the strategic planning function of the Secretariat.

The fund will support the strengthening of those roles of the Secretariat by enabling it to identify emerging concepts, innovations, and trends in productivity relevant to member countries' productivity agendas in a proactive manner, allowing the APO to stay abreast of the latest global productivity knowledge and applications. The fund will be used to tap the expertise available within as well as outside the region, primarily through direct interaction with experts and practitioners in such frontiers of productivity. The knowledge gained will enable the Secretariat to facilitate the transfer of the latest trends and developments in productivity know-how and technology to enhance the competitiveness of member countries.

8. Scope

- a. Convene expert meetings and stakeholder discussions to identify key areas of future engagement and initiate the development of strategies and/or roadmaps in those areas to support the development and capacity building of member countries and NPOs;

- b. Assign resource persons and/or Secretariat staff to participate in conferences, seminars, workshops, and forums to be updated on the latest trends and developments in innovative productivity concepts and practices; and
- c. Collaborate with reputable research institutions on productivity-related research with defined outputs that would be useful to and supportive of the APO's and NPOs' needs.

9. Implementation Procedures

The Research and Planning Department will administer the Program Development Fund. It will prepare specific Project Implementation Plans (PIPs) for initiatives to be undertaken in coordination and close consultation with member countries and their NPOs. The PIPs will have detailed descriptions of and budgets for the activities to be undertaken.

10. Financial Arrangements

The details of the financial arrangements for the activities will be provided in each PIP.



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Secretary-General