



PROJECT NOTIFICATION

Ref. No. 20-IN-90-GE-WSP-A-PN2000013-006

PN Issue Date	28 April 2020
PN Revision 1 Issue Date	4 August 2020
Project Code	20-IN-90-GE-WSP-A
Title	Workshop on Deriving Positive Impacts of Industry 4.0 for Productivity
Timing and Duration	9-11 September 2020 (three days)
Venue	Virtual Session
Implementing Organization(s)	China Productivity Center (CPC) and Secretariat
Maximum Number of Overseas Participants	19
Maximum Number of Local Participants	12
Closing Date for Nominations	19 August 2020

Change History of Project Notification: 20-IN-90-GE-WSP-A

Revision	Date of Issue	Clause	Modifications
Revision 1	4 August 2020	Timing and Duration	Timing is changed from 7–11 September 2020 to 9–11 September 2020. Duration is changed from five days to three days.
		Venue	The meeting venue is modified from Taipei, Republic of China, to Virtual Session.
		Implementing Organization	Implementing Organization is changed from China Productivity Center (CPC) to China Productivity Center (CPC) and Secretariat.
		Maximum Number of Overseas Participants	Maximum Number of Overseas Participants is changed from 18 to 19.
		Maximum Number of Local Participants	Maximum Number of Local Participants is changed from six to 12.
		Closing Date for Nominations	Closing date for nominations is changed from 3 July 2020 to 19 August 2020.
		Modality of Implementation	Modality of Implementation is added.
		Scope and Methodology	Program Schedule and Activities are revised in accordance with the revised project timing.
		Qualifications of Candidates	Health requirement is deleted.
		Requirements	5. Requirements are updated.

		Financial Arrangements	6-1. and 6-2. are deleted. 6-3. is updated.
		Actions by Member Countries	Items d.ii, i., j., and l. are deleted.
		Actions by the APO Secretariat	Item a. is updated: Under normal circumstances, the selected candidates will be informed of their acceptance two weeks, instead of four weeks, prior to the start of the project.
			9. Project Preparation, 10. Postproject Actions, and 12. Guide for Participants are deleted.

1. Objectives

- a. To strengthen participants' understanding of the foundations of Industry 4.0 and digital industrialization as well as the prospects for a digital economy;
- b. To explore the implications of Industry 4.0 for practices and concepts contributing to resilient, sustainable productivity enhancement, such as upskilling, risk management, and the circular economy; and
- c. To identify necessary skills and strategies that facilitate digital transformation and sustainable productivity growth.

2. Background

Industry 4.0 is commonly characterized as the new paradigm of industrialization supported by digitization, the Internet, and a mix of technologies such as robotics, machine learning, data analytics, cloud computing, additive manufacturing, etc. Since the term was coined, its meaning has been extended and interpreted in various ways; today, it is usually considered to represent the trends, strategies, movements, practices, or technologies related to digitization, smart manufacturing, and the fusion of advanced technologies.

The Industry 4.0 movement offers extensive benefits in enhancing manufacturing efficiency, creating business models, and deriving knowledge from digitized information; however, concerns over its impact on labor substitution, environmental sustainability, and income inequality also cloud the prospects for a fully connected digital economy. It is thus necessary to explore how countries, businesses, and individuals can leverage the technologies and applications of Industry 4.0 to achieve goals that ensure sustainable, inclusive development, such as sustainable production and consumption and human capital development.

This workshop aims to explore how digitization and other technological breakthroughs can be used as enabling tools to contribute to resilient, sustainable productivity enhancement. That exploration can provide references for societies and industries to prepare responses to the challenges and create more positive impacts from the paradigm shift. It aims to support member countries' endeavors to meet the UN Sustainable Development Goals (SDGs), specifically SDGs 8.2 and 8.3 (decent work and economic growth), 9.5 and 9.b (industry, innovation, and infrastructure), and 12.a (responsible consumption and production).

3. Modality of Implementation

This project will be conducted online using videoconference applications. The participants and resource speakers will virtually attend the workshop using their own devices, applications, and Internet connections. The duration of each day's session is up to three hours. The APO Secretariat will inform the participants of the program, applicable videoconference application, and link to the virtual sessions. **The videoconference link will be provided exclusively to participants selected for this workshop and should not be shared.**

4. Scope and Methodology

The tentative topics to be covered are:

- a. The foundations of Industry 4.0 and the digital economy;
- b. Implications of Industry 4.0 for business operations and risk management;
- c. Industry 4.0 and the circular economy;
- d. Upskilling for a digital economy; and
- e. Good practices and business models for a sustainable, digital economy.

The workshop will consist of interactive lectures, case studies, and discussions.

The tentative program of this workshop is given below:

Date/Time	Activity
Wednesday, 9 September	Presentations: - The concept of Industry 4.0 and the foundation of a digital economy - Building business resilience with Industry 4.0 applications Discussion: How to minimize the impact of COVID-19 on SMEs

Thursday, 10 September	Presentations: - A smart and sustainable future: How does Industry 4.0 contribute to greener productivity growth? - Cases studies of Industry 4.0 applications in the circular economy Discussion: How to initiate a sustainable, digital transformation
Friday, 11 September	Presentations: - Upskilling for a digital economy - Necessary skills and technical know-how for SMEs Discussion: How to support upskilling for a digital economy

5. Qualifications of Candidates

The participants are expected to possess the following qualifications:

Present Position	Government officials and policy research officers involved in industrial policies, development strategies for the SME and manufacturing sectors, and productivity improvement initiatives; and senior representatives of industrial associations in strategically important sectors.
Experience	At least three years of experience in the position described above.
Education	University degree or equivalent qualification from a recognized university/institution.
Language	All proceedings of the project are conducted in English, and participants are frequently required to make oral and written presentations. They must therefore be proficient in spoken and written English. Those who are not proficient in English will not be accepted.
Age	Candidates who fit the above profile are typically between 30 and 50 years of age.
Attendance	Participants are required to attend the entire program to receive the certificate of attendance.

6. Requirements

The participants are required to be equipped with devices (including computers, web cameras, microphones, and speakers/headphones) and have access to Internet connections suitable for videoconferencing. Stable wired LAN connections are preferred.

The participants will follow the instructions of the moderators/presenters for asking questions, joining discussions, and answering questions.

7. Financial Arrangements

The following table shows the cost-sharing arrangements between the APO, host country, and participants or participating countries.

Cost item	Cost to be met by		
	Participants or participating countries	Host country	APO
Assignment costs of international resource persons	No	No	Yes
Assignment costs of local resource persons	No	Yes	No
Notes (special conditions): The host country may arrange a virtual site visit(s) through live or recorded video. However, all costs for the visit(s) will be covered by the host country.			

8. Actions by Member Countries

- a. Each participating country is requested to nominate three or more candidates in the order of preference. Please ensure that candidates nominated meet the qualifications specified under section Qualifications of Candidates above.
- b. No form of self-nomination will be accepted. All nominations must be endorsed and submitted by an APO Director, Alternative Director, Liaison Officer, or their designated officer.
- c. Please note that nomination of a candidate does not necessarily guarantee that he/she will be selected. Selection is at the discretion of the selection committee of the APO Secretariat. A basic criterion for selection is the homogeneity of the participants in terms of qualifications and work experience. Nonselection therefore does not mean that the candidates concerned are not competent enough. Sometimes candidates are not selected because they are overqualified for a project.
- d. Each nomination should be accompanied by the necessary documents. A nomination lacking any of these documents may not be considered. The Biodata Form should be entered in the Document Management System (DMS)/Fleekdrive. The form can be downloaded from the APO website (www.apo-tokyo.org). The Biodata Form (Ver. 1.1) in the Excel (xlsx) format should be uploaded to the specific project folder in nominees' member country folders in DMS/Fleekdrive.
- e. Necessary documents are to be submitted electronically. In that case, there is no need to send a hard copy by postal mail. However, if the documents are submitted by fax, member countries are requested to mail the originals of the documents to the APO Secretariat as well. If a digital photograph of a nominee is not attached to the electronic biodata form, a hard-copy photograph should be sent to the APO Secretariat by postal mail. Please give the candidate's name and the project code on the reverse side of the photograph.
- f. Member countries are requested to adhere to the nomination deadline given on page 1. The APO Secretariat may not consider late nominations as they have in the past resulted in considerable difficulties to the implementing organization in its preparatory work for the project.
- g. For member countries where nominations are required to be approved by higher government authorities and require a longer time, APO Liaison Officers/NPOs are urged to send the names of nominees on or before the deadline, indicating that government approval will follow.
- h. If a selected participant becomes unable to attend, he/she should inform the APO Liaison Officer/NPO in his/her country immediately and give the reason for withdrawal. The NPO concerned is requested to transmit that information to the APO Secretariat and the host country promptly.
- i. NPOs should inform participants that they must attend the entire program of the project.

9. Actions by the APO Secretariat

- a. Under normal circumstances, candidates who are selected will be informed of their acceptance at least two weeks prior to the start of the project.
- b. If some candidates fail to qualify or be unable to participate after selection, or if some member countries fail to nominate any candidate, their slots may be filled by alternates from the same or another member

country on a merit basis.

10. Evaluation of Participants

If the conduct/attendance/performance of a participant is not satisfactory, these will be reported to the APO director concerned.

11. Dress Code

Participants are required to wear business attire during the project. Other instructions will be provided in the circular for participants.

A handwritten signature in black ink, appearing to read 'Dr. AKP Mochtan', with a long, sweeping flourish extending upwards and to the right.

Dr. AKP Mochtan
Secretary-General