PROJECT NOTIFICATION

Reference No.: 432

Date of Issue	10 July 2024
Project Code	24-CP-26-GE-TRC-A
Title	Training Course on Work Design for Enhancing Public-sector Productivity
Timing	25 November 2024–29 November 2024
Hosting Country(ies)	Fiji
Venue City(ies)	Suva
Modality	Face-to-face
Implementing Organization(s)	National Training and Productivity Centre, Fiji National University and Ministry of Employment, Productivity and Industrial Relations, Fiji
Participating Country(ies)	All Member Countries
Overseas Participants	19
Local Participants	6
Closing Date	25 September 2024
Remarks	Not Applicable

Objectives	Learn skills to enhance productivity through effective work design strategies; equip participants with practical tools and strategies to enhance productivity through optimized work design; and provide insights into identifying and eliminating inefficiencies in public-sector workflows through effective work design.
Rationale	Improving work design in the public sector is crucial to optimize productivity, ensure efficient service delivery, and maximize resource utilization. Work design refers to how tasks, responsibilities, and processes are structured within an organization. Improving work design in the public sector is not just about efficiency but leads to better service delivery and better outcomes for citizens.
Background	In recent years, public-sector organizations have been under increasing pressure to use resources more efficiently to meet the growing expectations of citizens and stakeholders. Work design plays a key role in enhancing productivity by optimizing workflows and ensuring that tasks are carried out effectively. In addition, a well-designed work environment contributes to improved employee satisfaction, which is crucial for retaining talent in the public sector.

In 2023, the APO conducted an online course on Work Design for Inclusive Productivity. To continue that effort, this training course will address needs and challenges by providing practical strategies and tools tailored to the unique context of public-sector work environments. It aims to streamline processes, reduce inefficiencies, and foster a culture of productivity and innovation. |
Topics	Principles of effective work design; Workflow analysis and optimization; Identifying and eliminating bottlenecks; Effective work practices for productivity; Leveraging technology for efficiency; Sustainable work practices in the public sector; and Best practice case studies on public-sector work design.
Outcome	Participants will learn how to analyze current workflows, identify bottlenecks, implement effective practices, and leverage technology for efficiency gains. They will be better equipped to enhance service delivery, resource utilization, and overall organizational productivity.
Qualifications	Government officials, policymakers, and managers of public-sector organizations involved in productivity enhancement, human resources, and work design.

Please refer to the implementation procedures circulated with this document for further details.

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Secretary-General