



PROJECT NOTIFICATION

Reference No.: 572

Date of Issue	6 March 2025
Project Code	25-CP-08-GE-TRC-A
Title	Training Course on Development of Productivity Specialists (Basic)
Timing	16 June 2025–27 June 2025
Hosting Country(ies)	Sri Lanka
Venue City(ies)	Colombo
Modality	Face-to-face
Implementing Organization(s)	National Productivity Secretariat, Sri Lanka
Participating Country(ies)	All Member Countries
Overseas Participants	19
Local Participants	6
Closing Date	21 April 2025
Remarks	Not Applicable

Objectives	Equip participants with knowledge of basic productivity improvement tools and techniques; demonstrate the competencies needed by productivity consultants, trainers, promoters, and researchers; and introduce the standards and requirements for APO-PS 101:2023 Requirements for Productivity Specialists.
Rationale	After two decades of offering the DPP: Basic and Advanced courses, the APO restructured them in 2018 to enhance cost-effectiveness and alignment with in-country and e-learning initiatives. It enabled NPOs to develop staff efficiently while maintaining high-quality training. Separating Basic and Advanced courses ensures level-appropriate training, learning effectiveness, and professional progression.
Background	<p>The Development of Productivity Specialists (Basic) course enhances productivity expertise among NPO professionals, developing specialists who lead national and organizational productivity initiatives. It provides the latest techniques, productivity tools, and networking opportunities.</p> <p>Recognizing the need for structured learning, the APO reinstated the Basic and Advanced courses to support systematic competency development. DPS: Basic provides fundamental productivity knowledge, while DPS: Advanced focuses on strategic applications, aligning with APO-PS 101 certification requirements.</p> <p>This course aims to develop the capacity of NPO professionals and equip them with knowledge of the latest techniques and productivity tools for improving productivity in organizations. It also enables participants to fulfill the criteria to qualify for certification by any APO accredited certification body in member economies.</p>
Topics	Basic productivity concepts and methodologies; Basic productivity tools and techniques; Diagnosis and practical learning in selected industries; Productivity and competitiveness for organizations; and Requirements for APO-PS 101:2023 Requirements for Productivity Specialists.
Outcome	Participants gain enhanced knowledge of basic productivity tools and techniques; are equipped with the skills required to act as trainers, consultants, practitioners, and productivity promoters; and understand the requirements of productivity specialists.
Qualifications	Professional staff of NPOs with less than five years of working experience in conducting productivity training, consultancy, research, or promotional activities.

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



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Secretary-General