



PROJECT NOTIFICATION

PN Issue Date	11 December 2019
Project Code	20-RP-01-GE-RES-C
Title	Program Development Fund (PDF)
Timing and Duration	Between one week and several months, depending on the type of project or activity
Venue	APO Secretariat
Implementing Organization(s)	The PDF is administered by the APO Secretariat

1. 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.

2. Background

The Program Development Fund (PDF) was created to support preliminary research and other activities aimed at strengthening the APO's think tank and regional advisory roles as well as the strategic planning function of the Secretariat.

The PDF expands 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 keep abreast of the latest global productivity knowledge and applications. The fund is used to tap the expertise available within as well as outside the region, primarily through direct interaction with experts and practitioners in 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.

3. Scope

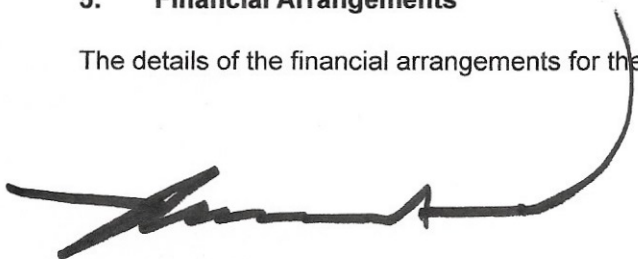
- a. Convene expert meetings and stakeholder discussions to identify key areas of future engagement and initiate the development of strategies and/or roadmaps in those areas to support the development and capacity building of member countries and NPOs;
- b. Assign resource persons and/or Secretariat staff to attend 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 and supportive to the APO's and NPOs' needs.

4. Implementation Procedures

For each activity sponsored under the PDF, a specific Project Implementation Plan (PIP) will be issued. The PIPs contain a detailed description of the activities to be undertaken including objectives, specific financial arrangements, and other implementation details.

5. Financial Arrangements

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



Dr. AKP Mochtan
Secretary-General