PROJECT NOTIFICATION

PN Issue Date	20 March 2019
Project Code	**19-RP-07-GE-DON-C**
Title	**Strengthening the Programs of the Center of Excellence on IT for Industry 4.0 (India)**
Timing and Duration	March–December 2019
Venue	New Delhi, India
Implementing Organization(s)	National Productivity Council (NPC, India) 5-6 Institutional Area, Lodi Road, New Delhi 110003, India Phone: +91-11-24690331/3 Fax: +91-11-24615002 e-Mail: isg@npcindia.gov.in

1. Objectives

a. To support the APO Center of Excellence (COE) on IT for Industry 4.0 in developing a toolkit on IT for Industry 4.0 for SMEs; and
b. To promote and scale up the adoption of IT for Industry 4.0 technologies in SMEs in APO member countries.

2. Background

The 59th APO Governing Body Meeting in Tehran, IR Iran, in April 2017 approved the establishment of the APO COE on IT for Industry 4.0 under the auspices of the National Productivity Council of India. Launched in June 2017, the COE on IT for Industry 4.0 has functioned as a knowledge center on IT and its applications in Industry 4.0 for APO member countries. In 2017, a roadmap for the COE on IT for Industry 4.0 activities was developed and research on Industry 4.0 digitization strategies was conducted. Subsequently, the construction of a database of international experts on IT for Industry 4.0 has been initiated. In 2019, efforts will be made to enhance the capability of the COE in scaling up the adoption of IT for Industry 4.0 technologies in SMEs.

Industry 4.0 has grown to encompass diverse business operations. However, there is no ready-made, one-size-fits-all strategy for implementing Industry 4.0 in every company. SMEs struggle to create their own methods to maximize the potential of Industry 4.0. A toolkit guiding SMEs to identify their own definitions of and approaches to Industry 4.0 and supporting them in adopting new, often disruptive business models will therefore be developed. The toolkit is expected to be a useful package covering the fundamentals of Industry 4.0 and its implications for SMEs. Different tools and techniques, methods, and sets of technologies for the Industry 4.0 transformation of SMEs will be introduced. Utilizing the toolkit, SMEs will be able to position themselves in terms of readiness and maturity level, thereby determining focus areas and prioritizing digital initiatives to accelerate their transformation.

3. Scope and Methodology

a. Fundamentals of IT for Industry 4.0 for SMEs;
b. Tools, technologies, and techniques for the Industry 4.0 transformation;
c. Various readiness assessment frameworks for SMEs in adopting technology and undertaking the Industry 4.0 transformation; and
d. Identification of focus areas, interventions required, and digital initiatives to transform successfully.

The tentative timeline of the project is given below.

Date/Time	Activity
March–April 2019	Suitable experts are identified and engaged
April–May 2019	Resource person(s) holds discussions with representatives of the COE on IT for Industry 4.0, and the APO Secretariat to define the components of the toolkit on IT for Industry 4.0 for SMEs through Skype meeting sessions
June–August 2019	Resource person(s) develops the toolkit to cover the scope above
September–November 2019	Resource person(s) visits the COE on IT for Industry 4.0 (if necessary) Pilot testing the use of the toolkit in SMEs in India Refining the toolkit and incorporating it in the web portal of the COE on IT for Industry 4.0
December 2019	Finalizing the toolkit on the COE on IT for Industry 4.0 web portal Resource person(s) submits a report to the APO Secretariat and COE on IT for Industry 4.0

4. Task Assignments of Resource Person(s)

a. Discussing with representatives of the COE on IT for Industry 4.0 and APO Secretariat to define the components of the toolkit on IT for Industry 4.0 for SMEs;

b. Developing, pilot testing, refining, and finalizing the toolkit to cover: 1) the fundamentals of IT for Industry 4.0 for SMEs; 2) tools, technologies, and techniques for Industry 4.0 transformation; 3) readiness assessment frameworks for SMEs in adopting technology and undertaking the Industry 4.0 transformation; and 4) Identification of focus areas, interventions required, and digital initiatives for successful transformation.

c. Working closely with the Secretariat and COE on IT for Industry 4.0 to agree upon the components of the toolkit;

d. Conducting a Skype coordination meeting(s) with the APO Secretariat and COE on IT for Industry 4.0 stakeholders;

e. Visiting the COE on IT for Industry 4.0 and conducting pilot testing of the toolkit if necessary; and

f. Supporting the incorporation of the toolkit in the COE on IT for Industry 4.0 web portal.

5. Roles and Responsibilities

The roles and responsibilities of the NPC and APO are:

NPC

a. Organizing the expert meeting in New Delhi.

b. Assigning local resource persons if applicable.

c. Assigning staff to act as focal points in communicating with the international resource person(s) and the Secretariat as well as scheduling and arranging interviews with the beneficiaries of COE activities when necessary; and

d. Assisting the resource person(s) and Secretariat in any other activity involved in the process of toolkit development as needed.

APO

a. Assigning an overseas resource person(s) for the development of the toolkit.

b. Coordinating with the overseas resource person(s) and NPC.

6. Financial Arrangements

To be borne by the APO

a. All assignment costs of the overseas resource person(s).

To be borne by the host country (India)

a. Project management fees and personnel costs of the implementing organization, personnel service fees for the development of the toolkit, honorarium for the local resource person(s) if applicable, and consultation meetings with key stakeholders.

b. Local implementation costs.

Dr. Santhi Kanoktanaporn
Secretary-General