



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT IMPLEMENTATION PLAN

31 May 2017

1. **Project Code** 17-RP-33-GE-DON-C-01
2. **Project Activity** National Workshop on Industry 4.0 and Development of the Roadmap for the Center of Excellence (COE) on IT for Industry 4.0
3. **Reference** APO Project Notification 17-RP-33-GE-DON-C dated 10 May 2017
4. **Timing and Duration** 6–8 June 2017 (three days)
5. **Venue** New Delhi, India
6. **Implementing Organization**
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
7. **Number of Participants** 75–100 participants
8. **Objectives**
 - a. To launch the COE on IT for Industry 4.0 officially;
 - b. To enhance the visibility of the COE on IT for Industry 4.0 among key Indian stakeholders;
 - c. To discuss the trends and practical applications of IT for Industry 4.0; and
 - d. To develop a detailed roadmap for the activities of the COE on IT for Industry 4.0.

9. **Background**

The 59th session of the 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 NPC of the Government of India. On 20 April 2017, the NPC India signed a Memorandum of Understanding with the National Small Industries Corporation (NSIC), under the Ministry of Micro, Small and Medium Enterprises, Government of India, which will serve as a partner to host demonstration activities of the COE on various technologies such as artificial intelligence, robotics, 3D printing, sensors, etc. As part of this continued effort for the development of the new COE, the APO and NPC are organizing a three-day workshop to launch the approved COE on IT for Industry 4.0. The workshop will be a strategic platform to discuss the necessity for, trends in, and practical applications of IT in Industry 4.0. The focus will also be on

reaching out to a wider public to enhance the visibility of the newly appointed APO COE, thus gaining more support from other principal stakeholders of the Government of India and enhancing the formation of strategic partnerships with industry, associations, and experts in the area of IT for Industry 4.0. A detailed roadmap will be prepared for the future activities of the COE.

10. Scope and Methodology

The topics to be covered during the workshop are:

- a) The APO COE;
- b) Industry 4.0 concepts, key trends, and initiatives in Germany;
- c) Success stories on Industry 4.0 in Germany; and
- d) Roadmap development for the COE on IT for Industry 4.0.

The workshop will be conducted with presentations by international and national resource speakers as well as group discussions. The tentative program of the workshop is given below:

Date/Time	Activity
Tues., 6 June 2017	Opening session Presentation of resource papers by the APO and NPC Official launching of the COE on IT for Industry 4.0
Wed., 7 June 2017	Presentations by APO international experts and the NSIC Presentations by national experts Discussions on COE scope and activities
Thurs. 8 June 2017	Discussions on COE scope and activities (cont.) Overall COE roadmap and milestones Closing session

11. Participants

Approximately 75–100 participants consisting of IT professionals, industry stakeholders, academics, IT service providers, consultants, professionals, and representatives of SMEs and government departments promoting Industry 4.0.

12. Resource Persons

The APO will assign one overseas resource person. Local resource persons will be engaged from government organizations, academia, and the private sector.

13. Financial Arrangements

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 program; honoraria for local resource person(s) if applicable; and consultation meetings with key stakeholders.

- b. Any other local implementation costs not covered by the APO.

To be borne by the APO

- a. All assignment costs of overseas resource person.
- b. All local implementation costs for the workshop. An itemized breakdown of the implementation costs is attached (Appendix 1).

14. Roles and Responsibilities

The roles and responsibilities of the NPO and APO are:

NPO

- a. Inviting local participants and arranging mass media coverage.
- b. Organizing the workshop in New Delhi.
- c. Assigning local resource persons.

APO

- a. Providing financial support for organizing the national workshop as detailed in section 13.
- b. Assigning overseas expert for the national workshop.
- c. Coordinating with the overseas experts and implementing organization.

15. Procedures for Project Implementation

- a. The NPC will make the expenditures and settle the entire account by providing all necessary proofs of payment to the APO after completion of the program. The proofs of payment, e.g., bills, payment records, and receipts issued by third parties, must be submitted together at one time, written in clear English, and with English translations of all documents not originally written in English. The final payment will be made based on the actual expenditure after the NPC submits the comprehensive report. If the expenditures were paid in the local currency, the APO will reimburse the USD equivalent amount based on the APO exchange rate in the month of payment. In general, internal evidence, such as receipts issued by NPOs for goods or services provided by a third party, is not acceptable as proof of payment and will not be reimbursed.
- b. The NPC will submit a project completion report and a statement of expenses supported by proofs of payment as provided above in item a. to the APO within one month of project completion. The report will provide details on how the workshop was carried out in the country; benefits and advantages to the NPC; and a detailed roadmap for the activities of the COE on IT for Industry 4.0 for 2017–2018.



Santhi Kanoktanaporn
Secretary-General

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Estimated APO Share of Costs for the
National Workshop on Industry 4.0 and Development of the Roadmap for the Center of
Excellence (COE) on IT for Industry 4.0

No.	Item	Breakdown	APO Share	NPC India Share
1	Conference package	INR800 x 75 persons x 3 days=INR180,000	INR180,000	
2	Conference facilities cost (LCE rental fee, microphones, speaker)	INR20,000 x 3 days=INR60,000	INR60,000	
3	Video Conferencing (For presentation of the second international expert from Fraunhofer organization, Germany)	INR5,000 x 5 hours=INR25,000	INR25,000	
4	Banner, backdrop, bouquet of flowers, photographs, video	INR50,000	INR50,000	
5	Honorarium for local resource persons	INR10,000 x 5 persons = INR50,000		INR50,000
6	Flight cost for local resource persons (Outside Delhi)	INR20,000 x 3 persons = INR60,000		INR60,000
7	Accommodation cost for local resource persons (Outside Delhi)	INR5,000 x 2 persons x 3 days = INR30,000		INR30,000
8	Local Transportation Cost (including for Site Visit)	INR25,000	INR25,000	
9	Convention materials		INR130,000	
9a	<i>Files, pens, stationary etc. with kit</i>	<i>INR800 x 75 persons = INR60,000</i>	<i>INR60,000</i>	
9b	<i>Brochure, photocopying and reproduction for materials</i>	<i>INR600 x 75 persons = INR45,000</i>	<i>INR45,000</i>	
9c	<i>Miscellaneous expenses (local costs other than above)</i>	<i>INR25,000</i>	<i>INR25,000</i>	
		Grand Total (INR)	INR470,000	INR140,000
		Grand Total (USD)	USD 7,121	USD 2,121

(For the cost estimation purpose, exchange rate applied 1USD=INR66)