PROJECT IMPLEMENTATION PLAN ADDENDUM

28 November 2017

1.	**Project Code**	17-IN-06-GE-DLN-A-04
2.	**Project Title**	Self-learning e-Course on Applying Green Productivity Based on ISO 14001 Standards
3.	**Reference**	Project Notification 17-IN-06-GE-DLN-A dated 22 December 2016; Project Implementation Plan 17-IN-06-GE-DLN-A-04 dated 6 June 2017
4.	**Timing and Duration**	1 July–31 December 2017 (six months)
5.	**Implementing Organizations**	APO Secretariat and National Productivity Organizations (NPOs)
6.	**Addendum No.**	1
7.	**Details**	Changes in Project Implementation Plan Item No. 4 "Timing and Duration"

7-1   Change in Item No. 4 "Timing and Duration"

The timing and duration of the Self-learning e-Course on Applying Green Productivity Based on ISO 14001 Standards have been changed to **1 July 2017–31 December 2018** (18 months).

Unless otherwise modified by the APO in writing, the provisions of the Project Notification dated 22 December 2016 and Project Implementation Plan dated 6 June 2017 pertaining to this course remain valid.

Santhi Kanoktanaporn
Secretary-General

PROJECT IMPLEMENTATION PLAN

6 June 2017

1.	**Project Code**	17-IN-06-GE-DLN-A-04
2.	**Title**	Self-learning e-Course on Applying Green Productivity Based on ISO14001 Standards
3.	**Reference**	Project Notification 17-IN-06-GE-DLN-A dated 22 December 2016
4.	**Timing and Duration**	1 July–31 December 2017 (six months)
5.	**Implementing Organizations**	APO Secretariat and National Productivity Organizations (NPOs)
6.	**Number of Participants**	Minimum 400 participants
7.	**Self-registration**	Self-registration opens from 10:00 AM Japan Standard Time on 1 July 2017 on the eAPO web portal: http://eAPO-tokyo.org

Note: Participants can register directly from this portal on the APO website. Those who are already registered can access the course by using the assigned username and password. If you have forgotten your username and password, please refer to the help page on the home page of the portal.

8. Objective

To enable participants to learn about ISO 14001: Environmental Management System (EMS) and understand how an EMS should be implemented in an organization utilizing the Green Productivity (GP) approach.

9. Background

The EMS is the part of the overall management system that addresses the impact of an organization's activities, products, and services on the environment. An EMS allows an organization to identify and take control of the environmental impacts that it generates and is a tool to improve the efficiency of organizational activities, products, and services so that they will benefit the entire organization. The end goal is to make the organization's day-to-day operations more sustainable. Sustainability can mean practically everything from saving costs, improved product reputation, engaged employees and business partners, and building resilience against the ever-increasing rate of uncertainty and complexity in today's world. More importantly, it can also improve relationships with suppliers and customers as a result of more consistent management and reduced environmental impacts of organizations. The

APO has organized a number of projects related to the EMS and ISO 14001 due to the relevance of the topics to its member countries.

10. Scope and Methodology

Scope
The course will cover the following modules:

Module 1: General Concept and Overview of EMS: ISO 14001

Module 2: Understanding the EMS Standard ISO 14001 I (Scope, Terms, Definition, and Objectives)

Module 3: Understanding the EMS Standard ISO 14001 II (Principles and Fundamental Elements of EMS) and Quiz

Module 4: Understanding the EMS Standard ISO 1400 III (Implementation of EMS: Policy and Planning Steps)

Module 5: Understanding the EMS Standard ISO 14001 IV (Implementation of EMS: Operation, Checking and Correcting, and Management Review Steps)

Module 6: General Concept of GP and Interrelation between ISO 1400 and Quiz

Module 7: Application of GP Tools to Adopt EMS: ISO 14001

Module 8: Final Exam

Methodology
Self-learning e-modules, additional study material for participants, intermittent quizzes for self-assessment, and a final examination to qualify for the APO e-certificate.

11. Qualifications of Candidates

The target groups are environmental/GP/energy management personnel, trainers or consultants in the field, and senior/mid-level managerial and technical personnel from industry in the environmental field.

12. Eligibility for e-Certificate

A minimum score of 70% on the final examination is required to qualify for the APO e-certificate.

Note: Participants from nonmember countries are welcome to take the course for self-development, although APO e-certificates will not be provided.

Santhi Kanoktanaporn
Secretary-General