



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION ADDENDUM

11 September 2015

1. **Project Code** 14-IN-60-GE-CON-B
2. **Title** Asia EnviroEconomics Conference: Concerted Efforts for a Sustainable Future through 24-hour Eco-life
3. **Addendum No.** 1
4. **Reference** 14-IN-60-GE-CON-B: Project Notification dated 4 September 2015
5. **Details** There are two implementing organizations. The Federation of Thai Industries (FTI) has been added as an implementing organization.

Implementing Organizations

Foundation for Thailand Productivity Institute (FTPI)

Address: 1025 Pahonyothin Road, Samsennai
Phayathai, Bagnkok 10400, Thailand

Phone: (66) 2-619-5500

Fax: (66) 2-619-8099

Website: www.ftpi.or.th

The Federation of Thai Industries

**Address: Queen Sirikit National Convention Center
Zone C, 4th Floor, 60 New Rachadapisek Rd.
Klong Toey, Bangkok 10110, Thailand**

Phone: (66)2-345 1000

Fax: (66)2-345 1296-9

Website: <http://www.fti.or.th/2011/eng/index.aspx>

Other terms and conditions as specified in the Project Notification dated 4 September 2015 remain unchanged.

Mari Amano
Secretary-General



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

4 September 2015

- 1. Project Code** 14-IN-60-GE-CON-B
- 2. Title** Asia EnviroEconomics Conference: Concerted Efforts for a Sustainable Future through 24-hour Eco-life
- 3. Timing and Duration** 8–10 June 2016 (three days)
- 4. Venue** Bangkok, Thailand
- 5. Implementing Organization**

Foundation for Thailand Productivity Institute (FTPI)
Address: 12-15th Floor Yakult Building
1025 Pahonyothin Road, Samsennai
Phayathai, Bagnkok 10400, Thailand
Phone: (66) 2-619-5500
Fax: (66) 2-619-8099
Website: www.ftpi.or.th
- 6. Number of Overseas Participants** Up to 36 qualified participants from Bangladesh, Cambodia, Republic of China, India, Indonesia, IR Iran, Japan, Republic of Korea, Malaysia, Mongolia, Pakistan, Philippines, Singapore, Sri Lanka, Thailand, and Vietnam. However, other member countries with special interest in this project may nominate candidates upon consultation with the APO Secretariat.
- 7. Number of Local Participants** Up to 12 qualified participants
- 8. Closing Date for Nominations** 1 March 2016
- 9. Objectives**
 - a. To share knowledge of the roles and advanced practices of Green Productivity (GP) in pursuit of sustainable development;
 - b. To stimulate discussions on challenges and potential solutions for global sustainable development issues, including sustainable industrialization, sustainable consumption and production patterns, and climate change and its impact on economies; and
 - c. To promote partnerships among diverse players in GP including private firms, governments, and NGOs.

10. Background

Following the outcomes of the Rio+20 conference in June 2012 which identified areas for further work to move toward sustainable development and a greener economy, the Post-2015 Development Agenda is being formulated, in which tackling environmental challenges remains one of the top priorities. The importance of public-private partnerships (PPPs) to achieve inclusive green growth continues to be an important strategy for the international community to work together for sustainable development. This conference is to be held in parallel with the 10th Eco-Products International Fair (EPIF) and will also address the role of industries and their effective partnerships with governments, as well as promoting efforts in the daily lives of the general public to drive green growth and sustainable development in the APO region. It will discuss a variety of pertinent topics related to productivity improvement in tandem with environmental and economic achievements. It will feature world-renowned resource speakers to share the most up-to-date information on global sustainability issues and potential solutions.

11. Scope and Methodology

Scope:

Eco-solutions, Post-2015 Development Agenda, and sustainable development.

Methodology:

Keynote presentations, panel discussions, and expert presentations.

The tentative program of the workshop is given below:

Date/Time	Activity
Tues., 7 June 2016	Arrival of participants in Thailand
Wed., 8 June 2016	Registration, EPIF Opening Ceremony and Conference Opening session, workshop overview, resource speakers' presentations, panel discussion
Thur., 9 June 2016	Presentations on productivity improvement initiatives in local governments by participants, panel discussion
Fri., 10 June 2016	EPIF, site visits
Sat., 11 June 2016	Departure of participants

12. Qualifications of Candidates

The participants are expected to possess the following qualifications:

Present Position	Local government heads and senior officials, officials from ministries dealing with GP-related issues, and consultants/experts working on GP-related agendas.
Experience	At least 10 years of experience in the position described above.
Education	University degree or equivalent qualification from a recognized university/institution.
Language	All proceedings of the project are conducted in English, and participants are frequently required to make oral and written presentations. They must therefore be proficient in spoken and written English. Those who are not proficient in English will not be accepted.

Health	Physically and mentally fit to attend an intensive project requiring participants to complete a number of individual and group activities and strenuous fieldwork. It is therefore recommended that member countries not nominate candidates likely to suffer from physical and mental stress.
Age	Candidates who fit the above profile are typically between 40 and 55 years of age.
APO Certificate	Participants are required to attend the entire program to receive the APO certificate of attendance.

13. Financial Arrangements

To be borne by participants or participating countries

- a. Participants' insurance premiums: All participants should be fully insured against accident and illness (including hospitalization and death) for a principal sum equivalent to US\$10,000.00 for the entire duration of the project and travel and must submit to the APO Secretariat a copy of the comprehensive travel insurance certificate before participation. Such insurance should be valid in the host country. This insurance requirement is in addition to existing government insurance coverage in some member countries. If any participant is unable to insure himself/herself as stipulated above, he/she should secure this insurance in the host country at the commencement of the project and pay the premium himself/herself, if necessary, from the per diem allowance provided. Neither the APO nor the implementing organizations will be responsible for any eventuality arising from accident or illness.
- b. All expenses related to visa fees and airport taxes.
- c. Any expenses incurred by participants for stopovers on the way to and from the project venue as well as for extra stay at the project venue before and/or after the official project period because of early arrival or late departure, for example, due to either limited available flights or any other reason.

To be borne by the host country

- a. Per diem allowances and hotel accommodation for up to 36 overseas participants for up to four days at the rate to be specified later.
- b. All local implementation costs.

To be borne by the APO

- a. All assignment costs of overseas resource persons.
- b. Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participants' place of work and Bangkok, Thailand. As far as practicable, all participants should purchase discount tickets. Please note that the arrangements for the purchase of air tickets should follow the "Guide on Purchases of Air Tickets for APO Participants," which will be sent to the selected participants. It is also available on the APO website and from APO Liaison Officers in member countries.

14. Actions by Member Countries

- a. Each participating country is requested to nominate three or more candidates in the order of preference. Please ensure that candidates nominated meet the qualifications specified under section 12 above.
- b. No form of self-nomination will be accepted. All nominations must be endorsed and submitted by an APO Director, Alternative Director, Liaison Officer, or their designated officer.
- c. Please note that nomination of a candidate does not necessarily guarantee that he/she will be selected. Selection is at the discretion of the APO Secretariat. A basic criterion for selection is the homogeneity of the participants in terms of qualifications and work experience. Nonselection therefore does not mean that the candidates concerned are not competent enough. Sometimes candidates are not selected because they are overqualified for a project.
- d. Each nomination should be accompanied by the necessary documents. A nomination lacking any of these documents may not be considered: two copies of the candidate's biodata on the APO biodata form together with a passport-sized photograph. The biodata form can be downloaded from the APO website (www.apo-tokyo.org). We encourage submitting the biodata form to the APO Secretariat in electronic form as an attachment to a cover e-mail message from the APO Director, Alternate Director, or Liaison Officer. The nomination documents should be sent to the Research and Planning Department, APO Secretariat (e-mail: rp@apo-tokyo.org, fax: 81-3-5840-5324).
- e. The APO Medical and Insurance Declaration/Certification Form. Every candidate must complete and submit a copy of the APO Medical and Insurance Declaration/Certification Form with his/her biodata at the time of nomination. Please note that self-declaration is sufficient for candidates without any of health conditions or illnesses listed on the reverse side of the medical form. However, for all others, medical certification by a licensed physician on the reverse side of the medical form is required.
- f. Necessary documents are to be submitted electronically. In that case, there is no need to send a hard copy by postal mail. However, if the documents are submitted by fax, member countries are requested to mail the originals of the documents to the APO Secretariat as well. If a digital photograph of a nominee is not attached to the electronic biodata form, a hard-copy photograph should be sent to the APO Secretariat by postal mail. Please give the candidate's name and the project code on the reverse side of the photograph.
- g. Member countries are requested to adhere to the nomination deadline given on page 1. The APO Secretariat may not consider late nominations as they have in the past resulted in considerable difficulties to the implementing organization in its preparatory work for the project.
- h. For member countries where nominations are required to be approved by higher government authorities and require a longer time, the APO Liaison Officers/NPOs are urged to send the names of nominees on or before the deadline, indicating that government approval will follow.
- i. If a selected participant becomes unable to attend, he/she should inform the APO Liaison Officer/NPO in his/her country immediately and give the reason for withdrawal. The NPO concerned is requested to transmit that information to the APO Secretariat and the host country promptly.
- j. NPOs are requested to inform the selected participants that they are not to bring family

members or to engage in any private business activities during the entire duration of the project.

- k. Each selected participant should be instructed to arrive at the venue one day before the start of the official project. Also, he/she is expected to return home upon completion of the official project because he/she is visiting the host country for the specific purpose of attending this APO workshop.
- l. NPOs should inform participants that they must attend all five days of the project to qualify for the certificate of attendance.

15. Actions by the APO Secretariat

- a. Under normal circumstances, candidates who are selected will be informed of their acceptance at least four weeks prior to the start of the project.
- b. If some candidates fail to qualify or be unable to participate after selection, or if some member countries fail to nominate any candidate, their slots may be filled by alternates from the same or another member country on a merit basis.

16. Guide for Participants

Other conditions for participation are given in the *APO Guide for Participants*, which is available from APO Liaison Officers/NPOs in member countries and on the APO website (www.apo-tokyo.org).



Mari Amano
Secretary-General