



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

14 April 2016

1. **Project Code** 16-IN-46-GE-OSM-B
2. **Title** Multicountry Observational Study Mission: Promoting GP with Focus on Smart Grids and Green Energy
3. **Timing and Duration** 5–9 September 2016 (five days)
4. **Venue** Taipei, Republic of China (ROC)
5. **Implementing Organization**

China Productivity Center
Address: 2F, No. 79, Sec. 1, Xintai 5th Rd., Xizhi Dist.
New Taipei City 221, ROC
Phone: 886-2-2698-5881
Fax: 886-2-2698-2976
e-Mail: 2844@cpc.org.tw

Taiwan Environmental Management Association (TEMA)
Address: 5F.-1, No.94, Bauchung Rd., Shindian Dist.
New Taipei City 231, ROC
Phone: 886-2-2912-2910
Fax: 886-2-2914-6494
6. **Number of Overseas Participants** Up to 18 qualified participants from Bangladesh, Cambodia, Fiji, India, Indonesia, IR Iran, Lao PDR, Malaysia, Mongolia, Nepal, Pakistan, Philippines, 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 six qualified participants
8. **Closing Date for Nominations** 19 July 2016
9. **Objectives**
 - a. To learn about the latest trends and applications of green energy and smart grids and their contributions to productivity enhancement;

- b. To observe good practices and applications of technologies of smart grids and green energy in the ROC; and
- c. To identify the potential and opportunities for applying smart grids and utilizing green energy in other APO member countries.

10. Background

A smart grid is an electricity network that integrates a variety of operational and energy measures. It coordinates the actions of power generators and users, optimizes the production and distribution of electricity, and thus helps to improve the efficiency of electricity generation and consumption and deliver economical, stable power supplies. By applying smart grids and adopting green energy and technologies, synergy leading to higher productivity will be achieved where power generation is more sustainable, the power supply is more secure, and electricity consumption is more efficient.

In 2014, the APO conducted a study mission to the USA to observe the applications of renewable energy, configurations of smart grid systems, and their contributions to more stable power supply to communities in Hawaii. In 2015, the APO Top Management Forum was held in Jeju Island, ROK, to allow stakeholders from member countries to discuss the development, opportunities, and challenges of utilizing smart grids and how they result in better energy management. This observational study mission will follow up the outcomes of the above activities and familiarize participants with the latest developments and applications of green energy and smart grids and their contributions to productivity enhancement.

The ROC has been proactively developing smart grid infrastructure and utilizing green energy in the last two decades. In 2013, the CPC was designated by the APO as its Center of Excellence on Green Productivity and it has been sharing technologies, know-how, and best practices among APO member countries. This study mission will provide an ideal opportunity for participants to observe firsthand the development and good practices of smart grids and utilization of green energy.

11. Scope and Methodology

Scope

- a. Smart grid systems: trends, development, and technologies;
- b. Application of smart grids and green energy; and
- c. Opportunities for and challenges in utilizing smart grid systems and green energy.

Methodology

Interactive lectures, presentations, company visits, and discussions.

The tentative program of the mission is given below:

Date/Time	Activity
Sun., 4 September 2016	Arrival of participants in Taipei
Mon., 5 September 2016	Opening session Presentation of resource papers

Tues., 6 September 2016	Presentation of resource papers Presentation of country papers
Wed., 7 September 2016	Field visits to relevant organizations Group exercise
Thurs., 8 September 2016	Field visits to relevant organizations Group exercise
Fri., 9 September 2016	Presentation of group discussion and analysis Program evaluation and closing session
Sat., 10 September 2016	Departure of participants

12. Qualifications of Candidates

The participants are expected to possess the following qualifications:

Present Position	Senior government officials in energy/power authorities and technical executives of electricity utility companies involved in energy management, renewable energy, and smart grids (please note: nominations other than the above will not be considered).
Experience	At least five to 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 35 and 50 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

For participants from profit-making organizations, except SMEs from APO member countries other than Bangladesh, Cambodia, Fiji, Lao PDR, Mongolia, and Nepal:

- a. Round-trip international airfare between the member country and Taipei.

- b. Participating Country Expenses of US\$50.00 per participant, payable to the APO in convertible currency.

For all participants:

- 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 18 overseas participants for up to six 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 participant's place of work and Taipei for participants from Bangladesh, Cambodia, Fiji, Lao PDR, Mongolia, and Nepal and for participants from SMEs and nonprofit-making organizations from other APO member countries. 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 Industry Department, APO Secretariat (e-mail: ind@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 study mission.
- l. NPOs should inform participants that they must attend the entire duration 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. Project Preparation

The participants are required to prepare a short country paper on the current status and development of smart grids and renewable energy in their home countries. The paper should be submitted to the APO Secretariat prior to departure for the project venue. The guidelines for the preparation of country papers will be provided later.

17. Postproject Action

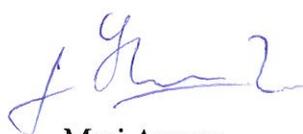
All participants are required to prepare action plans and share the plans with their NPOs. The APO will also request participants to submit progress reports on action plan implementation six months after completion of the study mission.

18. Evaluation of Participants

If the conduct/attendance/performance of a participant is not satisfactory, these will be reported to the APO director concerned.

19. 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