



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT IMPLEMENTATION PLAN ADDENDUM

5 July 2013

1. **Project Code:** 12-RP-26-GE-RES-C-01
2. **Project Title:** Assessment of Green Productivity Implementation and Needs of Member Countries
3. **Timing and Duration:** 1 July–31 December 2013 (six month) for research
14–16 August 2013 (three days) for the coordination meeting
4. **Venue:** Member Countries
Taipei, Republic of China
5. **Addendum No.:** 1
6. **Reference:** APO Project Notification 12-RP-26-GE-RES-C (Program Development Fund) dated 18 April 2013 and APO Project Implementation Plan 12-RP-26-GE-RES-C-01 dated on 15 May 2013
7. **Subject:** **New Timing**
 - 7-1 **Change in Item No. 3 “Timing and Duration”**

The timing of the coordination meeting has been changed as follows:

21–23 August 2013

Unless otherwise modified by the APO in writing, the provisions of the Project Notification dated 18 April 2013 and Project Implementation Plan dated 15 May 2013 pertaining to this project remain valid.

Ryuichiro Yamazaki
Secretary-General



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT IMPLEMENTATION PLAN

15 May 2013

1. **Project Code** 12-RP-26-GE-RES-C-01
2. **Project Title** Assessment of Green Productivity Implementation and Needs of Member Countries
3. **Reference** APO Project Notification for 12-RP-26-GE-RES-C dated 18 April 2013
4. **Timing and Duration** 1 July–31 December 2013 (six months) for research
14–16 August 2013 (three days) for the coordination meeting
5. **Venue** Member Countries
Taipei, Republic of China
6. **Implementing Organization** China Productivity Center
2nd Floor, No. 79, Section 1
Xintai 5th Road, Xizhi District, New Taipei City 221
Republic of China
Phone: 886-2-2698-2989
Fax: 886-2-2698-2976
7. **Number of Overseas National Experts** Up to 15 national experts from Bangladesh, Cambodia, Fiji, India, Indonesia, IR Iran, Lao PDR, Malaysia, Mongolia, Nepal, Pakistan, Philippines, Sri Lanka, Thailand, and Vietnam.
8. **Number of Local National Experts** One national expert
9. **Closing Date for Nominations** 3 June 2013
10. **Objectives**
 - a) To assess the extent of adoption of the Green Productivity (GP) approach in different sectors in member countries; and
 - b) To identify the priority needs of different sectors in member countries and recommend specific action for furthering the promotion and adoption of the GP approach.

11. Background

The APO launched its GP Program in 1994 in response to the outcomes of the 1992 Earth Summit in Rio de Janeiro and Agenda 21, with support from the Government of Japan. The GP Program was formulated based on the concept of harmonizing productivity increases with environmental protection to achieve sustainable development. The program was further reinforced by the Manila Declaration on GP promulgated during the 1996 World Conference on Green Productivity in the Philippines. Among others, the declaration urged the agriculture, industry, and service sectors to adopt and implement GP policies and practices.

Since the inception of the GP Program, the APO has implemented numerous projects and supported initiatives in member countries to promote the adoption of GP as an approach and key strategy to achieve sustainable development. Case studies and manuals were developed to support various stakeholders' needs in member countries. A survey conducted by the APO among NPOs in 2012 revealed that GP remained an important area on the productivity and development agenda which needs to be promoted more in member countries. Thus, it was recommended that a Center of Excellence (COE) on GP be established to strengthen the APO's efforts in this area.

This research will be undertaken to assess and document the extent of implementation and adoption of GP in different sectors of member countries and identify emerging areas where GP needs to be the focus to support member countries' needs. The output of this research will help the COE on GP and the APO in designing and implementing GP activities that are relevant and attuned to the needs of members.

12. Scope and Methodology

Scope

- 1) Coordination meeting: A coordination meeting of experts will be held 14–16 August 2013 in Taipei, Republic of China. The details of the methodology and the overall research framework will be discussed during the expert coordination meeting.
- 2) Conducting in-country research: Each national expert will gather primary and secondary data based on the agreed methodology and parameters. This activity will be undertaken and completed within six months. The provisional coverage of the research report will include:
 - i) Review of GP promotion and implementation in member countries (to focus on the institutional framework, key institutions/organizations involved, and their programs);
 - ii) Assessment of implementation of the GP approach in different sectors: agriculture, industry, and services (to focus on the GP tools and techniques and their level of adoption by companies/enterprises and communities); and
 - iii) Priority needs of different sectors and institutions in member countries to develop and/or strengthen capacities for GP promotion and implementation.

Methodology

The research will adopt the rapid appraisal (RA) approach to collect the required information quickly and systematically. A one-day national stakeholder's consultation will be conducted to validate and enhance the research output. NPOs are expected to support the national experts in conducting the consultation.

A chief expert will be designated by the APO who can oversee the details of the methodology for conducting the RA and stakeholders' consultation. A national expert will be invited from each member country through the NPO to undertake the country-level study.

13. Qualifications of National Experts

The national experts must have substantial professional involvement, experience, and knowledge in the area of productivity, especially GP and sustainable development. They could be consultants from NPOs or researchers from academia, preferably with academic backgrounds in economics, public administration, the environment, and related fields. All experts must have excellent writing skills as confirmed by the publication of articles, books, or substantial reports on the subject of productivity, GP, and sustainable development. This should be reflected in their biodata.

14. Chief Expert

The APO will designate the chief expert for the project who is an internationally known expert on GP and sustainable development with at least 10 years of relevant experience in the subject. He/she should be experienced in undertaking evaluations of projects or programs and need assessment. He/she must be proficient in written and spoken English and have published articles and/or reports in English. The chief expert will provide overall direction and supervision in conducting the research in consultation with the APO focal officer and write an integrated report upon completion of the individual reports of the national experts to be submitted to APO.

15. Financial Arrangements

- a) To be borne by the APO
 - i) Honoraria for the chief and national experts to be paid upon completion of the research;
 - ii) All assignment costs for the chief expert and national experts including daily subsistence allowances, miscellaneous expenses, and round-trip economy-class international airfare by the most direct route between the international airport nearest to the experts' place of work and Taipei for attending the coordination meeting; and
 - iii) Travel insurance coverage against accident and illness for all experts for the entire duration of the coordination meeting and travel.
- b) To be borne by the host country of the coordination meeting (Republic of China)
Local implementation costs including costs for hiring meeting rooms, audio and video equipment, seminar kits, documentation, and other preparatory costs, if applicable.

16. Actions by Member Countries

- a) Member countries included in the research are requested to submit appropriate nominations by 3 June 2013, in line with the provisions in section 13.
- b) Each nomination should be accompanied by the candidate's biodata on the standard APO form in duplicate along with a passport-sized photograph. In addition to the standard APO form, nominees should also prepare a list of publications, research, and/or consulting projects they have undertaken in this field. A nomination lacking any of these documents will not be considered.
- c) The selection of national experts will be based strictly upon their professional qualifications and experience, academic background, and commitment to this research.

17. Preparatory Work by National Experts

The selected national experts are required to prepare a preliminary report on the status of GP implementation in their countries. The reports will be presented at the coordination meeting, 14–16 August 2013, and they will form the basis for further deliberations and development of the research. The preliminary report should cover Item 12, 2) of this document. The designated chief expert, in consultation with the APO Secretariat, will coordinate and communicate any modifications in these points. A draft of the preliminary reports should be submitted to the chief expert and the APO Secretariat by 16 July 2013.



Ryuichiro Yamazaki
Secretary-General