

# Asian Productivity Organization

Hirakawa-cho Dai-ichi Seimei Bldg. 2F  
1-2-10, Hirakawa-cho, Chiyoda-ku  
Tokyo, 102-0093 Japan



Tel:(81-3)5226-3920 Fax:(81-3)5226-3950  
E-mail: apo@apo-tokyo.org  
URL: www.apo-tokyo.org

## PROJECT NOTIFICATION

18 January 2010

1. **Project Code** : 11-IN-05-GE-WSP-B
2. **Title** : Workshop on Renewable Energy
3. **Duration & Timing** : 20 – 24 June, 2011 (5 Days)
4. **Venue** : Nadi, Fiji
5. **Implementing Organizations** : National Training & Productivity Centre (NTPC), Fiji  
National University  
Address: P.O. Box 6890 Nasinu Fiji  
Phone : 679-3392000  
Fax : 679-3340184, 3398973  
e-Mail:alumita\_t@tpaf.ac.fj; yogesh\_k@tpaf.ac.fj  
[info@tpaf.ac.fj](mailto:info@tpaf.ac.fj)  
  
The Colombo Plan Secretariat (CPS)  
31 Wijerama Road  
Colombo 07, Sri Lanka  
Phone: + 94 112 684188  
Web: [www.colombo-plan.org](http://www.colombo-plan.org)  
e-Mail:[muhamad.ghopran@colombo-plan.org](mailto:muhamad.ghopran@colombo-plan.org);  
[savinis@colombo-plan.org](mailto:savinis@colombo-plan.org)
6. **Number of Overseas Participants** : Up to 18 qualified participants from Republic of China, India, Indonesia, Japan, Republic of Korea, Malaysia, Philippines, Singapore, Sri Lanka, Thailand, and Vietnam. Other member countries with particular interest in the topics may nominate candidate upon consultation with the Secretariat.
7. **Number of Local Participants** : Up to six participants
8. **Closing Date for Nominations** : 06 May 2011

## **9. Objective:**

To build the capacity of energy professionals in the productive use of renewable energy as well as to discuss the latest issues and developments in renewable energy and advanced technologies to use abundant renewable resources to protect the environment and supplement its energy requirements.

## **10. Background:**

Most of the energy sources we use today come from fossil fuels such as oil, coal, and natural gas. But the rate at which we consume energy restricts the lifespan of these fossil fuels to an estimated 50-100 years at the most. It is well known that when we use these non-renewable sources of energy, we deteriorate and harm our ecology because when we use coal, oil and gas for energy, they release 'greenhouse gases,' such as carbon dioxide, methane and nitrous oxide.

Renewable energy is the way to go. Though, all forms of such renewable energy are expensive today, but as time progresses; renewable energy is expected to get cost effective. This is because once the renewable energy installations are placed and requisite infrastructure is built, the fuel becomes almost free. The renewable energy sources such as wind, the sun and the earth provide energy that is free and abundant.

Especially for the developing APO member countries, renewable energy is very important. In rural and far off areas, transmission and distribution of electricity generated from fossil fuel based power plants can be very costly whereas producing renewable energy locally can offer a feasible and acceptable alternative. Additionally, renewable energy also contributes to poverty alleviation by generating business and employment opportunities locally.

Renewable energy has received worldwide attention including the APO member countries along with national energy security and environmental concerns. This workshop will provide an excellent opportunity for renewable energy professionals to discuss the updated status and future of renewable energy development projects in the region and examine best practices in the host country. The APO will also share its publication on the best practices of renewable energy with all participants in this workshop.

## **11. Scope and Methodology**

### **Scope**

- 1) Overview of renewable energy issues in APO member countries;
- 2) Institutional support from government and local technical enterprises;
- 3) Development of renewable energy projects;
- 4) Best practices; and
- 5) Case studies of organizations with successful experience in the use of renewable energy.

### **Methodology**

The workshop will consist of lectures by local and international resource persons, country paper presentations, case studies, group discussions to share experiences and opinions among participants, and field visits.

## **12. Qualifications of Participants:**

- (a) Present Position: Energy professionals from public and private sectors, senior officials of ministries or department of energy, representatives of energy management-related institutions, industry manager specially from SMEs, and energy experts.
- (b) Age: Preferably between 30 and 50 years.
- (c) Education: University degree or equivalent qualification from a recognized institute.
- (d) Experience: At least five years of experience in the above-mentioned fields
- (e) Language: Proficient in written and spoken English.
- (f) Health: Physically and mentally fit to attend an intensive program requiring strenuous travel and several plant/field visits.

## **13. Financial Arrangements**

### **(a) To be borne by the APO**

- i)* Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participant's place of work and Nadi, Fiji, for all participants except for those supported by the CPS. As far as practicable, all participants are strongly encouraged to purchase and use discounted tickets (following IATA PEX or other applicable discount fares). Please note that arrangements for the purchase of air tickets should be in accordance with the "Guide on Purchases of Air Tickets for APO Project Participants" dated 7 July 2006, which will be sent to the selected participants and is available from APO Liaison Officers in member countries.
- ii)* All deputation costs of overseas resource persons.

### **(b) To be borne by the CPS**

The CPS will bear round-trip economy class international airfare by the most direct route between the international airport nearest to the participant's place of work and Nadi, Fiji for participants from CPS developing member countries with total airfare amount not exceeding USD20,000.

### **(c) To be borne by the host country-Fiji**

- i)* Hotel accommodations and appropriate per diem allowances for 18 overseas participants for up to six days.
- ii)* Other local implementing costs in the Fiji.

### **(c) To be borne by participants or participating countries**

- i)* Participants must be fully insured against accident and illness (including hospitalization) for a principal sum of US\$10,000.00 for the entire duration of the project and travel and must submit to the APO a copy of the comprehensive travel insurance certificate before participation. Such insurance must be valid in the countries to be visited. If a participant is unable to arrange for insurance coverage in the host country at the start of the project, he/she must pay the premium

himself/herself out of the per diem allowances provided. Neither the APO nor the implementing organization will be responsible for any eventuality arising from accident or illness.

- ii) 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 on account of early arrival or late departure, for example, due to either limited available flights or any other reason whatsoever.
- iii) Any expenses related to visa fees and airport taxes.

#### **14. Actions by Member Countries:**

- (a) Each member country is requested to nominate three or more candidates for selection. Please ensure that candidates nominated meet the qualifications specified.
- (b) We will not accept any form of self-nomination. All nominations must be endorsed and submitted by an APO Director, Alternate Director, Liaison Officer, or their designated officer.
- (c) Kindly note that nomination does not necessarily guarantee that a candidate 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. Non-selection therefore does not mean that the candidates concerned are not competent. Sometimes candidates are not selected because they are overqualified.
- (d) Each nomination should be accompanied by the documents listed below. A nomination lacking any of these documents may not be considered:
  - i) Two copies of the candidate's bio-data on the APO bio-data form together with passport sized photograph. The bio-data form can be downloaded from the APO Web site. Information can also be downloaded from [www.apo-tokyo.org](http://www.apo-tokyo.org). We encourage submitting the bio-data 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.
  - ii) 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 bio-data at the time of nomination. Please note that for this particular project self-declaration is sufficient for candidates without any of the health conditions or illnesses enumerated on the reverse side of the medical form. However, for all others, medical certification by a recognized physician on the reverse side of the medical form is required.
- (e) Member countries are encouraged to submit the necessary documents electronically as mentioned in (d)-i). 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 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 specify the candidate's name and the project code on the reverse side of the photograph.
- (f) Member countries are requested to abide by the nomination deadline specified in Section 8 on the first page. The APO 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.

- (g) Under normal circumstances, candidates who are selected after the initial screening will be informed of their acceptance at least four weeks prior to commencement of the project.
- (h) Member countries are requested to inform candidates that, once selected, they are not to bring family members or to engage in any private business activities during the entire duration of the project. Further, if they should become unable to take part, the NPOs concerned are requested to inform the APO and the host country promptly of their reason for withdrawal.
- (i) Each selected candidate is required to arrive at the venue one day before the start of the official program. Also, he/she is expected to return home upon completion of the official program because he/she is visiting the host country for the specific purpose of attending this APO program.

## **15. Preparatory Work by Participants**

The selected participants will be required to present a technical paper explaining the status of renewable energy in their countries. The paper should also include institutional capacity-building measures required for the promotion of renewable energy and initiatives undertaken by industry and government so far.

The paper should not exceed 8-10 pages. In addition, the participants should prepare PowerPoint slides for up to 10 minutes of individual country presentations. The paper and PowerPoint slides should reach the APO Secretariat and NTPC, Fiji by the deadline to be set later.

## **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 homepage ([http://www.apo-tokyo.org/05part\\_guide.htm](http://www.apo-tokyo.org/05part_guide.htm)).



Ryuichiro Yamazaki  
Secretary-General