



ASIAN PRODUCTIVITY ORGANIZATION

## PROJECT IMPLEMENTATION PLAN

22 March 2013

1. **Project Code:** 12-IN-106-GE-RES-B-01
2. **Project Title:** Development of the APO Certification System
3. **Project Activity:** Panel of Experts for Discussion of the Certification System
4. **Duration:** 18 and 19 April 2013 (two days)
5. **Venue:** APO Secretariat, Tokyo, Japan
6. **Implementing Organization:** APO Secretariat
7. **Objectives:**
  - 1.) To study certification industry characteristics from related organizations and to explore opportunities and challenges for the APO certification system.
  - 2.) To obtain recommendations on the most appropriate way to develop a practical APO certification system
8. **Background:**

During the past half-century, the APO has organized numerous training courses to catalyze the productivity movements in member countries and accumulated extensive knowledge and abundant content related to productivity. Some member economies expressed the desire for the APO to develop a certification/accreditation system that would be globally recognized to raise the visibility of APO and its programs. It is thus important for the Secretariat to study the certification industry and business carefully and develop competencies in this area before future certifiable projects are developed.

To ensure that the Secretariat thoroughly understands the overall framework and organization of the certification industry, a panel comprising qualified experts will be formed to provide their experience in support of this initiative. Subsequently, the feasibility, possible approaches, and preparation of the necessary resources for the Secretariat will be discussed. The knowledge gained from the meeting will enable the Secretariat to develop a roadmap for the development of a certification system under the name of the APO.

**9. Experts:**

A panel comprising up to six qualified experts will be formed.

**10. Scope and Methodology:**

**Scope**

- Structure of international and other standards for certification and accreditation;
- Business models and market competition in the certification industry;
- Best practices of certified training course management;
- Opportunities and challenges in the certification industry in the region; and
- Practical approach for the APO to initiate the development of its own certification system.

**Methodology**

- Presentations and experience sharing by experts;
- Discussion of the benefits and challenges for the APO to develop a certification system; and
- Summary of the recommendations generated by the meeting and submission of a final report to the Secretariat by the chief expert.

**11. Financial Arrangements**

To be borne by the APO:

- 1.) Assignment costs for experts; and
- 2.) All local implementation cost and other preparatory costs if applicable.



Ryuichiro Yamazaki  
Secretary-General