

# Asian Productivity Organization

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Thailand Productivity Institute (FTPI)  
Thailand

**Project Implementation Plan**  
**11-IN-92-GE-DON-C: Institutional Strengthening of NPOs through the**  
**Development of Productivity Practitioners for Agrifood Industry:**  
**DON Implementation for Thailand**

## 1. BACKGROUND:

NPOs are the key stakeholders in the productivity movement in APO member countries and are expected to nurture, strengthen, and spearhead this movement for the foreseeable future. Therefore, the ongoing need for the capacity building of NPOs cannot be overemphasized. Based on the DON need assessment survey, in-country programs specifically for the capacity building of NPOs were initiated. Through 14 such programs, 76 professionals from three countries in 2008, 166 from six countries in 2009, and 164 from five countries in 2010 were trained in basic and/or advanced productivity tools and techniques, energy management, and total quality management. These practitioners are now expected to apply their acquired skills and knowledge in advisory and training services for multiplier effects.

Based on the positive feedback received from NPOs, this program was continued in 2011. Since 2010, the program has been expanded to cover specific subject areas of relevance to NPOs such as total quality management, total productive maintenance, the balanced scorecard, knowledge management, Six Sigma, lean production, energy/environmental management, Green Productivity, etc. based on member country needs.

NPOs are urged to exercise care in choosing subject areas for in-country training programs, because they should essentially upgrade the skills of NPO professional staff in current areas of work or help them acquire new skills to apply in the near future. To ensure this, NPOs are required to prepare medium- to long-term plans for staff utilization in productivity promotion-related activities and for their training needs.

The Thailand Productivity Institute (FTPI), the NPO of Thailand, in association with three strategic organizations, the Food Science & Technology Association of Thailand, Technology Promotion Association (Thailand-Japan), and Thai Frozen Foods Association, expressed interest in organizing an in-country training program to develop a pool of productivity practitioners who can apply the tools and techniques of productivity improvement and capacity building to develop the agrifood industry.

## **2. TYPE OF PROJECT:**

An intensive two-week tailor-made training course will be held for the FTPI, staff of associated organizations, and other practitioners engaged in the promotion of productivity and working as trainers, consultants, technical staff, managers, and local experts on productivity.

## **3. OBJECTIVE:**

The objective of the training course is to provide productivity and quality practitioners with firsthand exposure to the tools and techniques of productivity improvement with the focus on agrifood industry applications, thereby enabling them to build a critical mass of practitioners in the country who could become agents for change among stakeholders.

## **4. NUMBER OF PARTICIPANTS:**

The course will train 20 to 30 local participants (60% from the NPO and associated organizations).

## **5. COURSE CONTENT:**

The course will be tailor-made for the professionals who work for/in the agrifood industry and cover core productivity concepts, strategies, and implementation. Productivity tools and techniques will include 5S, suggestion systems, industrial engineering techniques, total productive maintenance, total quality management, Green Productivity, and energy management. Participants will also be exposed to productivity improvement activity with actual practice on selected companies.

This course will also train and strengthen the team of professionals involved in future planning of an APO demonstration company project on productivity development for the agrifood industry in Thailand.

## **6. TIMING OF PROJECT & VENUE:**

Phase 1: 22–28 March 2012 (5 days) and

Phase 2: 20–26 April 2012 and 11 May 2012\* (6 days) in Bangkok, Thailand

*\*The program contains the dissemination activities on 11 May 2012 which will be opened to local audience. These dissemination activities, including the costs of resource persons, are fully financed by the FTPI and local organization.*

## **7. IMPLEMENTATION:**

This project is to be implemented in close collaboration with the APO Secretariat, hereafter referred to as the APO.

## 8. ROLES & RESPONSIBILITIES:

The roles and responsibilities of the FTPI and APO are:

### FTPI

- Organize a two-week training course to create a critical mass of productivity and quality practitioners.
- Depute a program manager and local coordinator(s) to organize the course (e.g., meeting room, participant administration, training materials, site visit[s], and logistics).
- Depute local resource speakers, if any.
- Provide administrative and logistic support not covered by the APO.
- Prominently display the APO name and logo on the banner and place the APO flag on the dais during the program

### APO

- Assign international resource speakers.
- Assist the FTPI in finalizing the course content in consultation with the experts.
- Provide administrative and financial support under DON Implementation.

## 9. FINANCIAL ARRANGEMENTS:

The APO will bear cost of the assignment of an international resource speaker(s) and provide financial support to meet the following costs:

- 1) Meeting package including meeting room with training facilities and necessary stationery, materials, and documentation;
- 2) Preparing and compiling training material sets for all participants; and
- 3) Transportation costs for site visits, if any.

### Tentative budget

No.	Item	Amount (USD)
1	Meeting package (included public seminar on training day 10)	13,000.00
2	Training material sets	900.00
3	Transportation cost for site visits	1,000.00
<b>Total</b>		<b>14,900.00</b>

To meet the above costs, the APO will pay up to USD10,000.00 toward the two-week training course, and the FTPI will cover any other local implementation costs not covered by the APO.

The APO will make an advance bank transfer of 50% of the estimated cost as its financial obligation to the FTPI.

The FTPI will make the agreed expenditures and settle the entire account by providing all necessary bills and receipts to the APO after completion of the course. The final payment will be made based on the actual expenditure.

#### **10. FINAL PROJECT OUTPUT:**

The project is expected to create a pool of productivity practitioners in Thailand who can act as trainers/consultants to implement productivity improvement project in the agrifood industry. Upon completion of the project, the FTPI and associated organizations will undertake the following:

- Submit a comprehensive report on the training course following the format to be provided by the APO;
- Hold subsequent training courses with the cooperation of the FTPI, associated organizations, and participating food professionals or practitioners; and
- Disseminate the knowledge and experience gained to the public and private sectors through publications, consulting, and training services using the model developed.



Ryuichiro Yamazaki  
Secretary-General