



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT IMPLEMENTATION PLAN

7 April 2015

1. **Project Code** 15-IN-06-GE-TRC-A-01
2. **Title** Self-learning e-Course on ISO 26000:2010 - Guidance on Social Responsibility
3. **Reference** Project Notification 15-IN-06-GE-TRC-A dated 23 January 2015
4. **Timing and Duration** 1 July – 30 September 2015 (three months)
5. **Implementing Organizations** APO Secretariat and National Productivity Organizations (NPOs)
6. **Number of Participants** Minimum 20 from each participating country (Minimum 380 participants per course)
7. **Self-registration** Self-registration opens from 10:00 AM Japan Standard Time on 1 July 2015 on the APO's e-learning web portal: <http://www.apo-elearning.org/moodle19/>

Note: Participants can register directly from this portal on the APO website. Those who are already registered can access the course by using the assigned username and password. If you have forgotten your username and password, please refer to the FAQs on the home page of the portal.

8. Objective

To train participants in the concept and fundamental elements of ISO 26000 and social responsibility (SR). This course will enable participants from all sectors to develop basic plans for improving business sustainability in SR perspective.

9. Background

Sustainability of business means not only providing products and services that meet customers' requirements without affecting the ecology adversely but also functioning in a socially responsible manner by all means. Customers, governments, industries, and the general public at large have been continuously stressing this point. Despite of so called declarations on SR, the key challenge remains how to put these principles into practice and how to implement SR activities in effective manner.

The ISO developed an international standard providing guidelines on socially responsible behavior and necessary actions. It does not specify requirements and therefore is not certifiable. In view of this, ISO 26000 cannot be used as basis for certificates, or compliance statements as such. The guidance in ISO 26000 is clear, objective, understandable even to nonprofessionals, and applicable to private and public organizations in all sectors. ISO 26000 harmonizes relevant declarations and conventions endorsed by the United Nations and its constituents such as the International Labor Organization and Organization for Economic Co-operation and Development. This self-learning e-course course will enable participants to develop better understanding of ISO 26000 and they will be able to develop basic plans for improving business sustainability in SR perspective.

10. Scope and Methodology

Scope

The course will cover the following modules:

- Module 1: General concept and scope of ISO 26000 and terms and definitions
- Module 2: Understanding social responsibility and quiz
- Module 3: Principles of social responsibility
- Module 4: Recognizing social responsibility and engaging stakeholders
- Module 5: Guidance on social responsibility core subjects and quiz
- Module 6: Guidance on integrating social responsibility throughout an organizational
- Module 7: Final exam

Methodology

Self-learning e-modules, additional study material for participants, intermittent quizzes for self-assessment, and a final examination to qualify for the APO e-certificate.

11. Qualifications of Candidates

The target groups are management professionals, industry managers especially from SMEs, quality consultants, or auditors, public-sector/government officials, corporate managers, and NPO staff.

12. Eligibility for e-Certificate

A minimum score of 70% on the final examination is required to qualify for the APO e-certificate.

Note: Participants from nonmember countries are welcome to take the course for self-development, although APO e-certificates will not be provided.

A handwritten signature in black ink, appearing to read 'MA', enclosed within a large, loopy oval shape.

Mari Amano
Secretary-General