



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

3 March 2015

1. **Project Code** 15-RP-13-GE-WSP-B
2. **Title** Workshop on Development of Ecocities
3. **Timing and Duration** 23–26 June 2015 (four days)
4. **Venue** Taipei, Republic of China
5. **Implementing Organization** China Productivity Center (CPC)
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New Taipei City 221
Republic of China
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Attn: Dr. Eugene Yu-Ying Lin
6. **Number of Overseas Participants** Up to 18 qualified participants from India, Indonesia, Japan, Republic of Korea, Malaysia, Singapore, Sri Lanka, Thailand, and Vietnam. However, other member countries with special interest in this project may nominate candidates upon consultation with the APO Secretariat.
7. **Number of Local Participants** Up to six qualified participants
8. **Closing Date for Nominations** 30 April 2015
9. **Objectives**
 - a. To learn from the best case studies of ecocity development offering efficient, effective ecosolutions comprising smart technologies and management systems;
 - b. To share knowledge of ongoing cases of ecocity development initiatives and policies that tackle impending environmental, socioeconomic, and urban challenges and assess gaps between actual challenges and current city development practices;
 - c. To learn a holistic approach toward ecocity development to achieve a sustainable society by diverse actors, ranging from enterprises to consumers, including creating shared values and ethical consumption; and

- d. To guide participants in making futuristic yet viable recommendations and proposals for ecocity development and solutions.

10. Background

Asia must focus on building green, resilient cities. Ecocities are ecologically healthy cities with self-sustaining structures and functions providing an inclusive, sustainable living environment. Today, we face the challenges of climate change and associated environmental degradation and of finding ways for economic transition away from carbon-intensive living patterns. One of the major causes of global warming is the concentration of the population in cities. A high population density with a large labor force can create economic growth but also increases energy consumption leading to heavy burdens on the environment. To resolve issues stemming from rapid urbanization and increased pressure on the local and global environments, there is a need for the development of low-carbon ecocities and an inclusive society with shared values of sustainability.

The smart use of technology and intelligent systems for sustainable city development should also include urban services like sanitation and affordable transportation. To make cities smarter and greener, they must also become energy and resource efficient through promotion of low-carbon development and efficient use of land and water. Governments as well as private actors need to incorporate the concepts of sustainability and inclusiveness in city development, while it is also important to advocate for sustainable life patterns.

As each city faces differing unique challenges, there is no one-size-fits-all smart ecocity model and much can be learned from diverse smart ecocities. This workshop will provide a venue for various representatives from government and the private sector to learn from experiences of ecocity development and planning in seeking solutions to contemporary issues such environmental sustainability and socioeconomic inclusiveness, which are closely associated with urbanization and potential natural disasters.

11. Scope and Methodology

Scope

- a. Concepts and essential elements of ecocities;
- b. Socioeconomic and environmental issues addressed by ecocity development and planning;
- c. Energy efficiency and waste management;
- d. Case studies of ecocities; and
- e. Sustainable lifestyles (e.g., ethical and ecoconsumption).

Methodology

Resource paper and country paper presentation, case studies, discussions, and site visits.

The tentative program of the workshop is given below:

Date/Time	Activity
Mon., 22 June	Arrival of participants in Taipei

Tues., 23 June	Opening session Presentations by resource persons Country paper presentations
Wed., 24 June	Country paper presentations (cont.) Presentations by resource persons (case studies)
Thurs., 25 June	Site visit(s) Group discussion
Fri., 26 June	Drafting action plans Action plan presentations Comments from resource persons Program evaluation by participants, resource persons, and implementing organization Closing session
Sat., 27 June	Departure of participants

12. Qualifications of Candidates

Present Position	Senior officials and managers involved in urban development planning from relevant national and local government agencies and the private sector.
Experience	At least seven years of experience in the position described above.
Education	University degree or equivalent qualification from a recognized institution.
Language	All presentations and discussions during the workshop are conducted in English, and participants will be frequently required to make oral and written presentations. They should be proficient in both oral and written English.
Health	Physically and mentally fit to attend an intensive workshop requiring participants to complete a number of individual and group activities. It is therefore recommended that member countries refrain from nominating candidates likely to suffer from physical and mental stress.
Age	Candidates who fit the above profile are typically between 35 and 50 years of age.
APO Certificate	Participants are required to attend the entire program to receive the APO certificate of attendance.

13. Financial Arrangements

To be borne by participants or participating countries

- a. Participants' insurance premiums: All participants should be fully insured against accident and illness (including hospitalization and death) for a principal sum equivalent

to US\$10,000.00 for the entire duration of the project and travel and must submit to the APO Secretariat a copy of the comprehensive travel insurance certificate before participation. Such insurance should be valid in the host country. This insurance requirement is in addition to existing government insurance coverage in some member countries. If any participant is unable to insure himself/herself as stipulated above, he/she should secure this insurance in the host country at the commencement of the project and pay the premium himself/herself, if necessary, from the per diem allowance provided. Neither the APO nor the implementing organization will be responsible for any eventuality arising from accident or illness.

- b. All expenses related to visa fees and airport taxes.
- c. 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 because of early arrival or late departure, for example, due to either limited available flights or any other reason.

To be borne by the host country

- a. Per diem allowances and hotel accommodation for up to 18 overseas participants for up to five days at the rate to be specified later.
- b. All local implementation costs.

To be borne by the APO

- a. All assignment costs of overseas resource persons.
- b. Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participants' place of work and Taipei. As far as practicable, all participants should purchase discount tickets. Please note that the arrangements for the purchase of air tickets should follow the "Guide on Purchases of Air Tickets for APO Participants," which will be sent to the selected participants. It is also available on the APO website and from APO Liaison Officers in member countries.

14. Actions by Member Countries

- a. Each participating country is requested to nominate three or more candidates in the order of preference. Please ensure that candidates nominated meet the qualifications specified under section 12 above.
- b. No form of self-nomination will be accepted. All nominations must be endorsed and submitted by an APO Director, Alternative Director, Liaison Officer, or their designated officer.
- c. Please note that nomination of a candidate does not necessarily guarantee that he/she 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. Nonselection therefore does not mean that the candidates concerned are not competent. Sometimes candidates are not selected because they are overqualified for a

project.

- d. Each nomination should be accompanied by the necessary documents. A nomination lacking any of these documents may not be considered: two copies of the candidate's biodata on the APO biodata form together with a passport-sized photograph. The biodata form can be downloaded from the APO website (www.apo-tokyo.org). We encourage submitting the biodata 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. The nomination documents should be sent to the Research and Planning Department, APO Secretariat (e-mail: rp@apo-tokyo.org, fax: 81-3-5840-5324).
- e. The 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 biodata at the time of nomination. Please note that self-declaration is sufficient for candidates without any of health conditions or illnesses listed on the reverse side of the medical form. However, for all others, medical certification by a licensed physician on the reverse side of the medical form is required.
- f. Necessary documents are to be submitted electronically. 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 Secretariat 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 give the candidate's name and the project code on the reverse side of the photograph.
- g. Member countries are requested to adhere to the nomination deadline given on page 1. The APO Secretariat 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.
- h. For member countries where nominations are required to be approved by higher government authorities and require a longer time, APO Liaison Officers/NPOs are urged to send the names of nominees on or before the deadline, indicating that government approval will follow.
- i. If a selected participant becomes unable to attend, he/she should inform the APO Liaison Officer/NPO in his/her country immediately and give the reason for withdrawal. The NPO concerned is requested to transmit that information to the APO Secretariat and the host country promptly.
- j. NPOs are requested to inform the selected participants that they are not to bring family members or to engage in any private business activities during the entire duration of the project.
- k. Each selected participant should be instructed to arrive at the venue one day before the start of the official project. Also, he/she is expected to return home upon completion of the official project because he/she is visiting the host country for the specific purpose of attending this APO workshop.

1. NPOs should inform participants that they must attend all four days of the project to qualify for the certificate of attendance.

15. Actions by the APO Secretariat

- a. Under normal circumstances, candidates who are selected will be informed of their acceptance at least four weeks prior to the start of the project.
- b. If some candidates fail to qualify or be unable to participate after selection, or if some member countries fail to nominate any candidate, their slots may be filled by alternates from the same or another member country on a merit basis.

16. Project Preparation

The participants are required to prepare a paper prior to departure for the project venue. In preparing the paper, they are expected to follow the Guidelines for the Preparation of Country Papers” to be informed for selected participants in due course.

17. Postproject Actions

All participants are required to prepare action plans and share the plans with their NPOs. The APO will also request participants to submit progress reports six months after completion of the workshop.

18. Evaluation of Participants

If the conduct/attendance/performance of a participant is not satisfactory, these will be reported to the APO director concerned.

19. 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 website (www.apo-tokyo.org).



Mari Amano
Secretary-General