



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION ADDENDUM

24 October 2013

1. **Project Code** 13-IN-82-GE-TRC-B
2. **Project Title** Sustainable Energy Training: Electricity Generation and Supply– Challenges and Opportunities for Asia
3. **Addendum No.** 1
4. **Reference** 13-IN-82-GE-TRC-B: Project Notification dated 17 July 2013
5. **Details**

a) Change in Item No. 13 Financial Arrangements. c) To be borne by the ADB. 3)

The detail has been changed as follows:

US\$150.00 for incidental costs such as visas and in and out transport costs upon submission of the original receipt of visa fee. However, for those who do not require visa or do not incur any visa fee only US\$100.00 will be provided for incidental costs.

Other terms and conditions as specified in the Project Notification dated 17 July 2013 remain the same.

Mari Amano
Secretary-General



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION

17 July 2013

1. **Project Code** 13-IN-82-GE-TRC-B
2. **Title** Sustainable Energy Training: Electricity Generation and Supply– Challenges and Opportunities for Asia
3. **Timing and Duration** 25-29 November 2013 (five days)
4. **Venue** Bangkok, Thailand
5. **Implementing Organizations**
Ministry of Energy (MoE), Government of Thailand
23rd Floor, Energy Complex, Building B,
Vibhavadi Rangsit Rd., Chatuchak
Bangkok 10900, Thailand
Phone: 66-2-140 6281
Fax: 66-2-140 6329
e-Mail: chatchai@energy.mail.go.th

International Energy Agency (IEA)
9, rue de la Fédération
75739 Paris Cedex 15
France
Phone: 33-1 40 57 67 04
Fax: 33- 1 40 57 65 09
e-Mail: Assen.GASHAROV@iea.org

Asian Development Bank (ADB)
6 ADB Avenue, Mandaluyong City
1550 Metro Manila, Philippines
Phone: 63-2-632 6201
Fax: 63-2-632 5114
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Supported by

Thailand Productivity Institute (FTPI)
12th Floor, Yakult Building
1025 Pahonyothin Rd., Phayathai,
Bangkok 10400, Thailand
Phone: 66-2-619-5500
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e-Mail: liaison@ftpi.or.th

6. Number of Overseas Participants

Up to 25 qualified participants from Bangladesh, Cambodia, India, Indonesia, Lao PDR, Malaysia, Mongolia, Nepal, Pakistan, Philippines, Singapore, Sri Lanka, and Vietnam only.

Note: About 8 participants from non-APO member countries (Afghanistan, People's Republic of China, Myanmar, Tajikistan, Turkmenistan and Uzbekistan) are also expected to join the training with support from the ADB.

7. Number of Local Participants

Up to six qualified participants

8. Closing Date for Nominations

30 September 2013

All nominations along with the completed biodata form and medical certificate of the nominees should reach the APO Secretariat by the above date. Selection of participants will be completed immediately after this date. Member countries are requested to inform the APO Secretariat as soon as possible if they decide not to nominate anyone for the project.

Note: Nominations should include officials from both the Ministry of Energy/Power and electricity utility company. Depending upon suitability of candidates, efforts will be made by the APO to select two participants from each country representing the Ministry and utility company.

9. Objective

Capacity building of senior officials from Ministry of Energy/Power and electricity utility companies by providing inputs on latest reforms in electricity sector and electricity generation, transmission, & distribution technologies, including renewable energy and smart grids.

10. Background

Asia has emerged as one of the largest manufacturing hubs and infrastructure markets in the world and therefore it consumes high amount of energy resources. Energy demand across the region is further set to significantly increase over the coming decade as countries rapidly urbanize and seek to increase economic growth. In line with this Asia's electricity demand is bound to increase by another 150% by 2035, which makes it essential for the countries to ensure sustainable management of electricity right from its generation to its use and also capitalize on potential of renewable energy resources in order to minimize use of fossil fuels which cause adverse climate change. There is also a need to liberalize the electricity sector to make it competitive and incorporate technological changes for achieving greater efficiency by way of developing conducive policy environment and garnering private sector support.

Governments in Asia need to develop national and regional roadmaps and policy frameworks which promote investment in advanced technologies for electricity generation, transmission, and distribution; and commercializing renewable energy sources such as wind, solar, hydro, biomass, and geo-thermal. Therefore, there is a need for the Ministry of Energy/Power to work more

synergistically with electrical utility companies/agencies in exploring opportunities and tackling challenges for sustainable electricity generation and supply.

The APO has been actively organizing capacity building projects on energy efficiency and energy management for more than a decade in the Asia Pacific and also developed several publications in this area. To supplement these efforts and in view of the significance and urgency of sustainable electricity management, the APO has planned to organize this five-day special training course for energy/power ministries and electricity utility companies in association with the Asian Development Bank (ADB) and International Energy Agency (IEA).

11. Scope and Methodology

The tentative modules to be covered are:

- a) Market reform in the electricity sector;
- b) Best available technologies for electricity generation;
- c) Sustainable electricity transmission and distribution;
- d) Electricity grids, including smart grid;
- e) Interregional energy market coordination; and
- f) Renewable energy: market issues and grid integration.

Lectures and presentations by experts in the electricity sector and resource persons from the IEA, ADB, and APO, discussions on relevant case studies from Asia, US and Europe, group discussion/ exercise and preparation of road maps, site visit, and self-assessment test.

The tentative program of the course is given below:

Date/Time	Activity
Sun., 24 November 2013	Arrival of participants in Bangkok
Mon., 25 November	Opening session Session 1: Regional perspectives on electricity systems and sustainability Session 2 & 3: Electricity sector – market liberalization
Tue., 26 November	Session 4 & 5: Electricity generation- new capacity, best available technologies (BAT), energy efficiency, role natural gas, and fuel switching Session 6 & 7: Electricity grids – transmission and distribution, smart grids
Wed., 27 November	Session 8 & 9: Electricity grids – interregional market coordination and site visit
Thurs., 28 November	Session 10: Renewable electricity Session 11: Grid integration of renewables Group exercise and development of roadmap
Fri., 29 November	Session 12: Sustainable cities Group presentations and self-assessment test
Sat., 30 November	Departure of participants

12. Qualifications of Candidates

- a) Age Preferably between 30 and 55 years.
- b) Education Preferably university degree or equivalent qualification from a recognized university/institution.
- c) Present Position Senior level officials in energy/power ministry and managers from electricity utility companies only.
- d) Experience At least five to ten years of experience in a related field.
- e) Language All proceedings of the project are conducted in English, and participants are frequently required to make oral and written presentations. They must therefore be proficient in spoken and written English. Those who are not proficient in English will not be accepted.
- f) Health Physically and mentally fit to attend an intensive project requiring participants to complete a number of individual and group activities and strenuous fieldwork. It is therefore recommended that member countries do not nominate candidates likely to suffer from physical and mental stress.
- g) Attendance Participants must attend all five days of the project to qualify for the certificate of attendance.

13. Financial Arrangements

a) To be borne by the APO

- 1) All assignment costs of two overseas resource persons.
- 2) Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participant's place of work and Bangkok, Thailand for all participants from Bangladesh, Cambodia, Lao PDR, Mongolia, and Nepal and for participants from nonprofit organizations and SMEs from other member countries. As far as practicable, all participants should purchase discount tickets. Please note that arrangements for the purchase of air tickets should follow the "Guide on Purchases of Air Tickets for APO Project 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.

b) To be borne by the Ministry of Energy, Thailand

- 1) The cost of project venue and other logistics arrangements.
- 2) Site visit cost

c) To be borne by the ADB

- 1) The cost of hotel accommodations and per diem allowances for overseas participants for up to six days for the countries listed in section 6 above.

- 2) Round-trip economy-class international airfare by the most direct route for participants from non -APO member countries.
- 3) US\$100.00 for incidental costs such as visas and in and out transport costs. However, if costs of visa are higher, actuals will be disbursed based on submission of receipts.

d) To be borne by participants or participating countries

- 1) For participants from profit-making organizations, except for SMEs, from APO member countries other than Bangladesh, Cambodia, Lao PDR, Mongolia, and Nepal:
 - i) Round-trip international airfare between the member country and Bangkok, Thailand; and
 - ii) Participating Country Expenses at US\$50.00 per participant, payable to the APO in convertible currency.
- 2) For all participants:
 - i) 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 organizations will be responsible for any eventuality arising from accident or illness.

- ii) All expenses related to visa fees and airport taxes.
- iii) 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.

14. Actions by Member Countries

- a) Each participating country is requested to nominate two 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 enough. Sometimes candidates are not selected because they are overqualified for a project.
- d) Each nomination should be accompanied by the documents listed below. A nomination lacking any of these documents may not be considered:
 - 1) 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 Agriculture Department, APO Secretariat (e-mail: ind@apo-tokyo.org, fax: 81-3-5840-5324).
 - 2) 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.
 - e) Member countries are encouraged to submit the necessary documents electronically as mentioned above. 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.
 - f) Member countries are requested to adhere to the nomination deadline given on page 2. 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.
 - g) For member countries where nominations are required to be approved by higher government authorities and require a longer time, the APO Liaison Officers/NPOs are urged to send the names of nominees on or before the deadline, indicating that government approval will follow.
 - h) Under normal circumstances, candidates who are selected will be informed of their acceptance at least four weeks prior to the start of the project.
 - i) 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.
 - j) 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.
 - k) 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.

- 1) Each selected candidate is required 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 training course.

15. Postproject Actions

All participants must take the self-assessment test at the end of the course to assess their level of understanding. The APO will also request participants to submit feedback reports on follow-up actions taken six months after completion of the training project.

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 website (www.apo-tokyo.org).



Ryuichiro Yamazaki
Secretary-General