



PROJECT IMPLEMENTATION PLAN

Ref. No.: 20-IN-60-GE-CON-A-PK01-PP2200007-001

Date of Issue	16 August 2022
Project Code	20-IN-60-GE-CON-A-PK01
Title	International Conference on Productivity Accreditation and Certification
Timing and Duration	5–6 October 2022 (two days)
Venue and Hosting Country(ies)	Islamabad, Pakistan
Modality	Face-to-face
Implementing Organization(s)	National Productivity Organization, Pakistan, and APO Secretariat
Participating Country(ies)	All Member Countries
Overseas Participants	19
Local Participants	200
Qualifications of Participants	Heads of National Productivity Organizations and APO certification bodies, senior NPO officials, policymakers and government officials, and representatives of private organizations, industrial associations, and accreditation and certification bodies
Nomination of Participants	All nominations must be submitted through National Productivity Organizations of member countries
Closing Date for Nominations	5 September 2022

1. Objectives

- a. Promote the APO's productivity accreditation and certification programs as a new pillar in enabling productivity enhancement in the region.
- b. Examine the roles of accreditation in enhancing the capability and standing of National Productivity Organizations (NPOs) in spearheading national productivity movements.
- c. Commemorate the 60th anniversary of the APO, take stock of its achievements, and identify new drivers and strengths to ensure its continued contributions to the region.

2. Background

The International Conference on Productivity Accreditation and Certification to be held in Pakistan is a commemoration of the APO's Diamond Jubilee which will showcase the productivity improvement journeys in the Asia and Pacific region, specifically efforts to enhance capabilities of NPOs through accreditation programs. The APO's 60th anniversary celebrations started in 2021 but the associated commemorative events were rescheduled due to the COVID-19 pandemic.

The conference's host country Pakistan was one of the eight founding members of the APO. The NPO Pakistan is mandated to promote productivity in the country and it recently launched a nationwide developmental initiative, "Improving Competitiveness through Sustainable National Productivity." The NPO received special recognition by the Planning Commission (PC) of Pakistan and was assigned to undertake "Improving National Competitiveness," which is among the seven pillars of the PC's strategic initiative of "Turn Around Pakistan" aimed at "Improving Competitiveness through Enhanced Productivity, Innovation, and Quality for Export-led Growth."

The conference aims to enhance collaboration among NPOs and other stakeholders on the specialized subject of accreditation. It will also deepen knowledge of current and future productivity certification standards among APO members. As an anniversary event, the conference will take stock of the APO's achievements over the past six decades and identify new drivers and strengths to ensure its continued contributions to the region.

3. Scope, Methodology, and Certificate of Attendance

The program will comprise presentations by resource persons, panel discussions, field visit(s), and other relevant learning methods. The indicative program schedule is below:

Day 1:

- The APO Accreditation Body: Standards for productivity certification
- Improving competitiveness through sustainable national productivity
- Embracing change: The future of accreditation
- Regional cooperation on accreditation
- Panel discussion: Toward mutual recognition of productivity certification standards

Day 2:

- Setting the standard for productivity specialists' certification
- Challenges of the certification of persons
- Critical role of national accreditation bodies in productivity enhancement
- Panel discussion: The future of productivity certification

The detailed program and list of speakers will be provided one month prior to the program with announcement of the names of the selected participants.

The participants are required to attend all sessions. This full participation is a prerequisite for receiving the APO certificate of attendance.

4. Financial Arrangements

4.1 To be met by the APO

- a. All assignment costs of overseas resource persons and honorarium for up to two local resource persons
- b. Airfare:
 - Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participants' place of work and Islamabad.
 - Arrangements for air tickets for participants will be made by designated travel agents endorsed by NPOs.
- c. Accommodation and Per Diem Allowances:
 - Hotel accommodations and per diem allowances for overseas participants for up to three days.
- d. Local Implementation Costs:
 - Conference package including meeting room, facilities, and requisite stationery, material, and meals.
 - Expenses of welcome reception hosted by the APO.

4.2 To be met by participants

- Travel insurance with a minimum coverage value of USD10,000.00 to cover accident, illness, hospitalization, death, and specific expenses related to COVID-19 such as medical treatment, extension of stay due to quarantine, and flight rescheduling/cancellation, if applicable. Participants are required to submit copies of insurance certificates to the APO Secretariat prior to departure.
- All expenses related to PCR testing, visa fees, and airport taxes.
- Any expenses incurred 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.
- Any cancellation charges for airfare and hotel accommodations arising from withdrawals after letters of acceptance have been issued by the APO.

4.3 To be met by the implementing organization

- a. Transportation expenses of participants between the airport and hotel designated for the project.
- b. All other local implementation costs.

5. Implementation Procedures

Please refer to the implementation procedures for APO multicountry projects circulated with this document.

A handwritten signature in black ink, appearing to read 'Mochtan', with a long, sweeping flourish extending upwards and to the right.

Dr. AKP Mochtan
Secretary-General