



PROJECT NOTIFICATION

Ref. No.: 22-IP-13-GE-WSP-B-PN2200099-002

Date of Issue	30 September 2022
Project Code	22-IP-13-GE-WSP-B
Title	Workshop on National Digital Transformation
Timing and Duration	6–9 December 2022 (four days)
Venue and Hosting Country(ies)	Ho Chi Minh, Vietnam
Modality	Face-to-face
Implementing Organization(s)	Directorate for Standards, Metrology and Quality
Participating Country(ies)	ROC, India, Indonesia, Japan, ROK, Malaysia, Singapore, Thailand, Turkiye, and Vietnam
Overseas Participants	18
Local Participants	6
Qualifications of Participants	Government officials and policy research officers involved in digital transformation policy, development strategies for the SME and manufacturing sectors, and productivity improvement initiatives; and senior representatives of industrial associations
Nomination of Participants	All nominations must be submitted through National Productivity Organizations of member countries
Closing Date for Nominations	1 November 2022

1. Objectives

- a. Examine trends and strategies for digital transformation, especially in the context of APO members.
- b. Discuss strategies for initiating and sustaining digital transformation.
- c. Share good practices of implementing national strategies for digital transformation.

2. Background

Digital transformation usually starts with the conversion of information and processes but also involves integration and innovation of processes to trigger significant, comprehensive changes through combinations of information, computing, communication, and connectivity technologies. Successful digital transformation optimizes business processes through innovative business models, changes in interactions and behaviors, and new ways to connect communities. The COVID-19 pandemic also sped up the adoption of digital technologies, reflecting the need for more flexible, resilient, connected ways of working.

APO members have been proactively responding to this trend and devising national strategies to address the opportunities and challenges it brings, such as the ROC's Digital Nation, Smart Island, India's Digital India, Indonesia's Digital Roadmap, Japan's Society 5.0, the ROK's Digital New Deal, Malaysia's Digital Economy Blueprint, Singapore's Smart Nation Initiative, Thailand's Thailand 4.0, Türkiye's National Technology Initiative and Digital Türkiye, and Vietnam's National Digital Transformation Program. They may have different priorities, but all aim to achieve comprehensive socioeconomic growth by enhancing digital literacy, inclusiveness, social welfare, and capability building, in addition to conventional focuses on infrastructure, sectoral economic growth, and digitization of businesses.

This workshop will provide a platform to exchange ideas on digital transformation strategies, discuss the effectiveness of national initiatives, and observe good practices of implementing national digital transformation strategies.

3. Scope, Methodology, and Certificate of Attendance

The program comprises presentations by resource persons, group discussions, field visit(s), and other relevant learning methods. The indicative program schedule is below.

Day 1:

- Digital transformation: Trends, technologies, and strategies
- An ecosystem approach to digital transformation
- Digital upgrading in manufacturing

Day 2:

- Identifying a roadmap for digital transformation
- Observational visits to organizations conducting or facilitating digital upgrading
- Benchmarking: Digital transformation strategies in APO members

Day 3:

- Digital literacy, inclusiveness, and capability building for digital transformation
- Observational visits to authorities facilitating digital transformation
- Benchmarking: Digital transformation strategies in APO members

Day 4:

- Group discussion, findings, and recommendations
- Action plan presentations

The detailed program and list of resource persons will be provided a 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:
 - Workshop and Conference: Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participants' place of work and project venue.
 - Training Course and Observational Study Mission: Round-trip economy-class international airfare by the most direct route between the international airport nearest to the participants' place of work and project venue for those from NPOs, SMEs, and public-sector and nonprofit organizations.
 - Arrangements for air tickets for participants will be made by a designated travel agent endorsed by NPOs.
- c. Accommodation and Per Diem Allowances:
 - Hotel accommodations and per diem allowances for overseas participants for up to five days at the pre-determined rates in host country.

4.2. To be met by participants

- a. Participants from large, profit-making organizations attending training courses or observational study missions, except those from Bangladesh, Cambodia, Fiji, Lao PDR, Mongolia, and Nepal:
 - Round-trip international airfare between the international airport nearest to the participants' place of work and project venue.
 - Participating Country Expenses at USD200.00/person.
- b. For All 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 and visa fees.
 - 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 be 'I. Pradana Singawinata', written in a cursive style.

Dr. Indra Pradana Singawinata
Secretary-General