



PROJECT IMPLEMENTATION PLAN

PIP Issue Date	5 March 2019
Project Code	19-IN-70-GE-RES-A-04
Title	APO Accreditation and Certification Development Program: Development of the Green Productivity Specialists Certification Scheme
Reference	Project Notification 19-IN-70-GE-RES-A dated 9 January 2019
Timing and Duration	March –November 2019 1st Technical Working Group Meeting, 25 – 27 June 2019, Yogyakarta, Indonesia
Number of Overseas Participants	Up to six APO resources persons
Venue	Member countries
Implementing Organization(s)	APO Secretariat

1. Objectives

This is a development project to review the APO Green Productivity (GP) Specialists Certification Scheme, which includes a technical working group (TWG) to develop the new standard, competency framework, and conformity assessment process.

2. Background

The GP Specialists Certification Scheme was launched by the APO as a response to the demand by member countries for competent trainers and consultants specialized in this field. The scheme launched in 2017 was based on the APO annual training course on GP hosted by the ROC. Similar to the Productivity Practitioners Certification Scheme, participants were also required to implement individual projects and submit reports on them within six months after training course completion. Certified GP Specialists are expected to act as GP trainers, consultants, and promoters. To date, only seven participants have completed all the requirements and been certified by the APO.

Recognizing the low enrollment rate of participants in this scheme, the Secretariat through the newly established APO Accreditation Body (APO-AB) decided to revise the certification process and methodology. Hence, the TWG comprises representatives of NPOs, and a GP technical and certification expert will be assigned to review the current scheme and develop a new standard and certification framework. Together, they will ensure that the certification scheme is aligned with international standards. The APO-AB will later act as the scheme owner, while accredited organizations in member countries will implement the scheme as certification bodies.

It is also timely for the APO to revisit the GP concept that has been promoted for more than two decades. In line with APO endeavors to promote sustainable productivity, the GP framework methodologies and approaches will be refined. The TWG is therefore expected to review and discuss the possibility of expanding the concept of GP.

3. Scope and Methodology

Scope

The TWG will discuss and develop the following:

- a. Scope of certification and job and task descriptions;
- b. Required competence, prerequisites, and code of conduct;
- c. Certification process requirements including the criteria for certification;
- d. Recertification, assessment methods, and criteria for suspending certification;
- e. Standards for the APO GP Specialists Certification Scheme; and
- f. Proposed new GP framework.

Methodology

The Secretariat will assign a council member of the APO-AB to lead the TWG of experts in developing and finalizing the certification scheme documentation and to chair the coordination/review meeting.

A resource person will be assigned to assist the Secretariat in preparing the draft documentation. The draft documents will be presented at a Technical Review Meeting and form the basis for further deliberations and development of the scheme.

The Technical Review Meeting will discuss and receive more input on the draft documents.

If necessary, the Secretariat will convene a follow-up meeting to finalize the documentation.

4. Selection of TWG Members

TWG members must possess the following:

- a. Extensive knowledge, research experience, and professional contributions related to environmental studies, productivity, and social development, and experience as a productivity enhancement or GP consultant with an industrial background would be an advantage;
- b. Wide experience in and knowledge of the certification of persons standards and criteria;

- c. Excellent English writing and presentation skills, as the discussion and final report will be in English; and
- d. Strong commitment to undertaking and completing the project within the given time frame.

Upon consultation with the TWG chair, the Secretariat will appoint the other members. Member countries with special interest in this project may nominate expert candidates who meet the selection criteria upon consultation with the APO Secretariat.

5. Implementation Procedures

The APO-AB Secretariat will be the focal point of activities for the development of the GP Specialists Certification Scheme. The Secretariat will inform member countries of specific activities through separate communications, highlighting the status of development of the scheme. The APO-AB Secretariat will also be responsible for organizing follow-up activities related to the certification scheme.

6. Financial Arrangements

To be met by the APO

- a. All assignment costs of 6 (six) resources persons serving as TWG Chair and members, including daily subsistence allowances, miscellaneous expenses, and round-trip international airfare by the most direct route between the international airport nearest to the experts' place of work and the site of the Technical Review Meeting; and
- b. Local implementation costs for the meeting package including meeting room rental and necessary equipment.

To be met by the host country or NPOs

Part of local implementation costs, if any.



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