

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE**

No. 5 (3)2022-Admn-I/HR-I

Islamabad, the 27th July, 2023

CIRCULAR

SUBJECT: INTERNATIONAL TRAINING COURSE FOR ASSESSORS OF THE PRODUCTIVITY SPECIALISTS CERTIFICATION PROGRAM. 04-08 SEPTEMBER 2023 ISLAMABAD (FACE -TO-FACE SESSION)

Please find enclosed herewith a copy of self explanatory letter No. 10(1)/NPO/APO/2023-14SS, dated 24th July, 2023 received from Ministry of Industries & Production, on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested officers of the Ministry who fulfill the eligibility criteria may forward their nominations, duly approved by their respective Head (s) of Wing (s) to HR-I Section latest **by 31-07-2023 before 1200 hours positively.**

Encl: **As above**



(Aamir Waheed)
Section Officer (HR-I)

✓ **Database Administrator,**
Ministry of Commerce,
Islamabad.

**NATIONAL PRODUCTIVITY ORGANIZATION
MINISTRY OF INDUSTRIES & PRODUCTION
GOVERNMENT OF PAKISTAN**

10(1)/NPO/APO/2023-14SS
Islamabad, 24 July 2023

SUBJECT: INTERNATIONAL TRAINING COURSE FOR ASSESSORS OF THE PRODUCTIVITY SPECIALISTS CERTIFICATION PROGRAM, 04-08 SEPTEMBER 2023, ISLAMABAD (FACE-TO-FACE SESSION)

Dear Sir /Madam,

It gives me immense pleasure to introduce the National Productivity Organization (NPO), Pakistan. NPO is a Liaison Office of the Asian Productivity Organization (APO), Tokyo, Japan, and is working under the umbrella of Ministry of Industries & Production (MoI&P), Government of Pakistan for productivity enhancement in Pakistan. APO was established in 1961 under a regional intergovernmental convention and committed to improve productivity in the Asia-Pacific region. Pakistan is one of eight founder member countries of APO and today APO has 21 member countries from Asia-Pacific region.

The APO Accreditation Program is a strategic initiative to accredit and reaccredit Certification Bodies (CBs) on productivity specialist-related schemes. Accredited CBs are eligible to operate APO certification of persons schemes to develop competent productivity specialists across APO members who can contribute to productivity improvement in their countries and other members. Recently, NPO Pakistan has attained the status of Certification Body (CB) under the APO Accreditation Body (AB).

2. NPO, Pakistan in collaboration with APO, Japan is organizing an *International Training Course for Assessors of the Productivity Specialists Certification Program* from 04-08 September 2023 (face-to-face). The said training is expected to be attended by 18 overseas participants from APO member countries, 06 local participants and sessions will be delivered by International Persons/Experts.

3. The objectives of this workshop is to Develop qualified, competent assessors in National Productivity Organizations (NPOs) that serve as APO-accredited certification bodies (CBs); familiarize participants with APO-PS 101:2019: Requirements for Productivity Specialists; and explain the methods, criteria, and competencies required to conduct assessment for the certification of productivity specialists.

Date & Venue:	04-08 September 2023, Islamabad, Pakistan
Participation Fee:	PKR. 15,000/- per applicant for Public Sector and PKR. 25,000 per applicant for Private Sector Fee includes: Certificate from APO Japan, honorarium of International Experts, course material, lunch and teas.
Certificate:	APO, Japan will issue certificate to the participant against full participation in the program.
Methodology:	In house session, themed presentations, sharing of country experiences, individual exercises, group exercises, action plans by individual participants.
Mode of Payment:	Online/cash directly deposit in NPO bank only in favour of "National Productivity Organization"
FA/DA/Accommodation	Not applicable
Application deadline	04 August 2023

4. Applicants fulfilling the prescribed criteria may apply for the program and send nominations along with APO Biodata Form (version 2.2 – available at <https://www.npo.gov.pk>) and Fee payment receipt at RASHID@NPO.GOV.PK, SOHAIB@NPO.GOV.PK and NUSRAT.ALI@NPO.GOV.PK. For any inquiry and further information please feel free to contact.

Regards,


Muhammad Sohaib
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National Productivity Organization (NPO),
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Tel: 051-9244254-5, 0332-5490277