



No. 31105/21

Dt. 24-03-2021

Sub: 20-CP-20-GE-TRC-B: Basic Training course on Foresight for Public-sector Organizations from 25-27 May 2021, Digital Multicountry (DMC).
(Visit www.npcindia.gov.in/NPC/User/InternationalServices for detailed Project Notification.

Dear Sir,

We invite your kind attention to NPC <https://www.npcindia.gov.in/NPC/User/InternationalServices> with regard to above Asian Productivity Organization (APO) project. The project notification and the APO bio data form are available on the above mentioned page and the same are also attached herewith. The duly filled in **single copy** of Performa enclosed (in excel form only) of the suitable officers for participation as per the para (**Qualifications for Participants**) of the project notification may kindly be forwarded to reach us latest by **6th, May 2021**. In this regard, the following points may be noted.

- **Fees and Charges**

The Participation fees (NON-REFUNDABLE) of **Rs. 500/-** for MSME Sector, Trade Unions and NGO's and **Rs. 1000/-** for others is payable along with the nomination form for each participant.

The requisite amount can be paid through a demand draft/cheque/ECS drawn in favour of National Productivity Council, New Delhi. In the regard, the bank account of NPC details is attached herewith. Kindly e-mail the details of the ECS/RTGS/NEFT payment made, **mentioning the name of applicant in remarks**, to mayank.verma@npcindia.gov.in, isg@npcindia.gov.in, rk.rawat@npcindia.gov.in Please note, in the absence of application fee, the nomination will not be considered.

- **Nomination Procedure**

All nominations should be routed through proper channel and as per the attached APO bio data form. The nominations received after the last date will not be considered. It is the responsibility of the candidates to complete all the official formalities required by their organizations/department for participating in the program.

It is requested to send nominations by e-mail to mayank.verma@npcindia.gov.in, isg@npcindia.gov.in; rk.rawat@npcindia.gov.in (application in prescribed excel format) and one hard copy by post along with the covering letter of the competent authority on company's letter head. All information pertaining to nominations will be treated as confidential and classified. The nominated officers may be invited as a faculty in programs on the relevant subject/s, organized by NPC.

We look forward to receiving of nominations from your esteemed organization.

Thanking you,

Yours faithfully,

(K.D. Bhardwaj)
Director & Head (Int'l Serv.)
for Director General
e-mail: isg@npcindia.gov.in



PROJECT NOTIFICATION

Ref. No.:21-CP-20-GE-TRC-B-PN2100018-002

Date of Issue	23 March 2021
Project Code	21-CP-20-GE-TRC-B
Title	Basic Training Course on Foresight for Public-sector Organizations
Timing and Duration	25–27 May 2021 (three days)
Hosting Country(ies)	Indonesia
Modality	Digital Multicountry
Implementing Organization(s)	Directorate of Productivity Development, Directorate General of Training and Productivity, Ministry of Manpower of the Republic of Indonesia, and APO Secretariat
Participating Country(ies)	All Member Countries
Overseas Participants	19
Local Participants	12
Qualifications of Participants	Policymakers and officials of government agencies involved in formulating national, sectoral, and local development plans, or consultants assigned by NPOs for the public sector in the areas of science and technology advancement, human resource development, industrial promotion, economic development, and regulatory formulation and review
Nomination of Participants	All nominations must be submitted through National Productivity Organizations of member countries
Closing Date for Nominations	6 May 2021

1. Objectives

- a. Equip participants with the fundamentals of strategic foresight and scenario planning specific to public-sector organizations.
- b. Develop the ability of public-sector organizations to undertake foresight-based strategic planning through scenarios-for-the-future exercises.

2. Background

Thinking about the future is essential but not easy. According to Peter Schwartz (2011), foresight is “the art of the long-term view” as it refers to the process of anticipation which identifies opportunities and threats that may arise in mid- to long-term versions of the future. The UNDP’s 2018 publication on foresight explains that strategic foresight encourages innovation, strategic evaluation, and the proactive shaping of the future. If applied in the public sector, it will guide in generating forward-looking, adaptive, resilient policies and programs while shaping events to the best advantage of the citizens. Hence, while it is impossible to predict the future, strategic foresight offers the tools for successful policymaking and program development in the face of uncertainties. In the context of COVID-19, foresight will enable public-sector organizations to identify new challenges and opportunities generated by the pandemic through better anticipation, policy innovation, and future-proofing by using scenarios.

The APO has undertaken strategic foresight and scenario planning projects to support member countries, especially the public sector and NPOs, in their capacity-building initiatives, specifically in addressing the challenges of strategic planning for the long term in the face of uncertainty and accelerating change. Recognizing that these changes are already underway, governments must understand them better as they will have significant impacts on policy, regulatory, and program shift options, as well as the strategies, structures, and skills needed in the future. As part of the institutional capacity building for the public sector, this basic course will equip participants with the fundamentals of strategic foresight and develop the ability of public-sector organizations to undertake foresight-based strategic planning through understanding the importance of scenarios for the future.

3. Scope, Methodology, and Certificate of Attendance

The duration of each day’s sessions will be around three hours comprising presentations by experts, group discussions, and other relevant learning methods. The indicative topics of the presentations are:

Day 1:

- What is foresight?
- Foresight in the public sector.
- Different foresight frameworks.

Day 2:

- Horizon scanning and trends.
- Developing a focal question.
- Defining critical uncertainties.

Day 3:

- What are scenarios for the future?
- Communicating scenarios for the future.
- Scenarios, public policy and programs, and innovation in the public sector.

The detailed program and list of speakers will be provided two weeks prior to the sessions with announcement of the names of the selected participants.

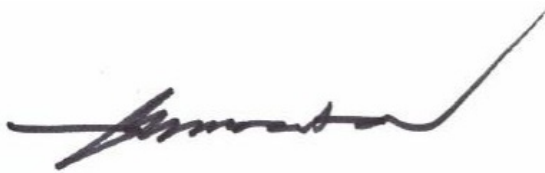
The participants are required to attend all sessions. This full participation is a prerequisite for receiving the APO certificate of attendance.

4. Financial Arrangement

- a. The APO will meet the assignment costs for overseas resource persons.
- b. The host country will meet the assignment costs of local resource persons and for a virtual site visit(s), either broadcast live or recorded as applicable.

5. Implementation Procedures

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

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

Dr. AKP Mochtan
Secretary-General