

राष्ट्रीय उत्पादकता परिषद्

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार के अन्तर्गत)
उत्पादकता भवन, 5-6, इंस्टीट्यूशनल एरिया,
लोदी रोड, नई दिल्ली -110 003



National Productivity Council

NATIONAL PRODUCTIVITY COUNCIL

(Under Ministry of Commerce & Industry, Govt. of India)
Utpadakta Bhavan, 5-6, Institutional Area,
Lodi Road, New Delhi - 110 003

No. 31523/21
Dt. 29-09-2021

Sub: 21-CP-22-GE-WSP-B: Workshop on Waste Management in Manufacturing SMEs through MFCA and Lean from 24-26 November 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 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 **3rd November 2021**. In this regard, the following points may be noted.

- **Fees and Charges** An Application 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 subjects 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-22-GE-WSP-B-PN2100080-002

Date of Issue	29 September 2021
Project Code	21-CP-22-GE-WSP-B
Title	Workshop on Waste Management in Manufacturing SMEs through MFCA and Lean
Timing and Duration	24–26 November 2021 (three days)
Hosting Country(ies)	India
Modality	Digital Multicountry
Implementing Organization(s)	National Productivity Council, India and APO Secretariat
Participating Country(ies)	All Member Countries
Overseas Participants	38
Local Participants	12
Qualifications of Participants	Practitioners, trainers, consultants, National Productivity Organization (NPO) professionals, managers and executives of SMEs, and representatives of industry associations working on waste minimization, resource conservation, sustainable development, resource conservation, lean, and MFCA
Nomination of Participants	All nominations must be submitted through NPOs of member countries
Closing Date for Nominations	3 November 2021

1. Objectives

- a. Introduce the concepts of lean and Material Flow Cost Accounting (MFCA) to enhance productivity, reduce waste, and raise enterprise competitiveness.
- b. Explore and leverage Industry 4.0 technologies while implementing waste minimization approaches.
- c. Showcase the tangible benefits of lean and MFCA for enterprise resource conservation, monetary savings, and productivity gains.

2. Background

The manufacturing sector adds value to raw materials by transforming them into useful products through a series of processes involving skilled manpower, technology, and the consumption of natural resources and energy. The sector is labor intensive and, especially in the initial stages of national economic development, absorbs the workforce displaced from other sectors like agriculture. According to the *APO Productivity Databook 2020*, the manufacturing sector contributes significantly to the GDP of both developed and developing APO members. Manufacturing is also a major driving force behind productivity growth in most Asian countries.

One of the needs of SMEs throughout supply chains is to remain competitive and resilient in volatile market conditions without compromising on quality, value, and price. However, the widening demand-supply gap in natural resources and increasing environmental concerns such as pollution, climate change, waste generation, etc. directly challenge enterprise business growth and lower profit margins. Today, SMEs need to identify and implement solutions resulting in transparency of material flows, elimination of processes or activities that consume resources without creating value, and streamlining of business operations. MFCA as a diagnostic tool to detect process waste costs and adapt production activities following lean management systems provides systematic approaches to help enterprises improve their productivity and efficiency while minimizing costs, waste, and environmental impacts.

In line with the Green Productivity concept developed to improve the triple bottom line of quality, environment, and productivity in enterprises, various workshops, training courses, conferences, e-learning courses, and demonstration projects have been implemented. To showcase the combined positive impact of lean and MFCA, a demonstration project was initiated by the APO in 2016 in collaboration with the National Productivity Council, India. The methodology of integrating MFCA and lean during the project was termed "GLEAN" and was validated by the demonstration units. This workshop will allow participants to have firsthand exposure to the benefits of following GLEAN.

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:

- Productivity enhancement for organizational excellence and sustainable development
- Lean manufacturing and MFCA concepts, techniques, tools, methodologies, and approaches

Day 2:

- Enabling implementation of lean and MFCA through Industry 4.0
- Standardization framework related to lean and MFCA

Day 3:

- Virtual site visit to showcase tangible benefits of GLEAN
- Group work and presentations

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 Arrangements

- a. The APO will meet the assignment costs of overseas resource persons and honorarium for up to two local resource persons.
- b. The host country will meet the costs 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 'Mochtan', with a long, sweeping flourish extending upwards and to the right.

Dr. AKP Mochtan
Secretary-General