Office of Chief Secretary
No. 3920
29 MAY 2025
Punjab

DS (ADMIN)
P&D BOARD
Diary No. 1843
Date 29/5/25

National Productivity Organization
Ministry of Industries & Production
Government of Pakistan
*****

10(1)/NPO/APO/2025-06IS
Islamabad, 27 May 2025

SUBJECT: **International Workshop on Enhancing Access to Finance for MSMEs for Technological Upgrading and Resource Efficiency, 19–22 August 2025, Lao PDR, International Scholarship Programs (face-to-face)**

The National Productivity Organization (NPO), Ministry of Industries & Production, Government of Pakistan in collaboration with Asian Productivity Organization (APO), Japan announced opportunities for the citizens of Pakistan through competitive process for the following program:

i. 25-CP-24-GE-WSP-A: **Workshop on Enhancing Access to Finance for MSMEs for Technological Upgrading and Resource Efficiency** at Vientiane, Lao PDR from 19–22 August 2025, (face-to-face session), **NPO Pakistan closing date: 23 June 2025.**

Note: APO Japan has requested that all applicants to visit below link and fill their Biodata Form through Online Portal URL: **https://apo.my.site.com/s/programs**, (previous APO Bio-data form in MS Excel format is not acceptable as per new APO policy).

2. Nineteen (19) overseas participants from APO Member countries will take part in this program. Member countries comprise of Japan, Republic of Korea, Turkiye, Taiwan, Singapore, Thailand, Philippines, Fiji, Bangladesh, Cambodia, Indonesia, Islamic Republic of Iran, India, Lao PDR, Malaysia, Mongolia, Nepal, Sri Lanka, Vietnam and Pakistan. APO, Japan will issue E-CERTIFICATE against participation.

3. To download the **Nomination Letter sample** and **Instruction Circular** Please visit http://npo.gov.pk/apo/.

i. Please fill Bio-Data Form online through APO Japan Portal URL: https://apo.my.site.com/s/programs.

Following documents are also required for processing of nomination, and sent to email address sohaib@npo.gov.pk

ii. CV on plain paper including date of birth, domicile (district & province), education, experience, and details of trainings attended during the recent past.
iii. Copy of domicile certificate.
iv. Copy of National Identity Card.
v. Copy of the passport's first page, with a minimum validity of six months
vi. Nomination letter on NPO prescribed format, available on website (http://npo.gov.pk/apo/).
vii. Original scanned Fee payment receipt (Prerequisite).

Chairman P&D Board Punjab
30 MAY 2025
Secy P&D

4. Case of only shortlisted nominee's will forward to APO, Japan for further evaluation. The final selection of nominee's rests with the APO screening committee and is not challengeable.
5. Processing Fee (Prerequisite) Non-refundable: PKR 4,000/- per applicant for Public Sector and PKR 6,000/- per applicant for Private Sector. Fee payment receipt in both cases either cash deposit in bank or online payment should be attached with APO Biodata Form (bank details are available at NPO website). Moreover, selected participants from public and private sector will shoulder the cost of visa fee, insurance, PCR testing and airport taxes, etc.
6. APO will meet airfare, boarding lodging, per diem of participants from Government departments and SME Sector for participation in APO programs. While in case of large scale / profitable organization (Non-SME) the airfare shall be met by the participants/participating organization, (moreover, Participating Country Expenses at USD200.00/person is also applicable on large scale / profitable organization: Non-SME). APO will adopt the official definition of SMEs stipulated by each member country.
7. In-case of selection, after issuance of the air ticket/hotel booking confirmation, if the selected participant cancels his/her participation then participant himself/herself will reimburse cancellation charges relating to air ticket, hotel booking (to host-country/APO Japan) and visa etc. as per APO, Japan policy.
8. The incomplete and late nominations received after the above mentioned deadline will not be processed.
9. Applicants fulfilling the prescribed criteria in respective APO Project Notification may apply for the relevant program.
10. Kindly send nominations along with documents to National Productivity Organization (NPO), APO Liaison Department, 11th Floor, Shaheed-e-Millat Secretariat, Nazim-ud-Din Road, F-6/1, Islamabad, Pakistan.
11. For any inquiry and further information please contact undersigned on 051-9244254-5, +92 321-5335274.

(Rashid Hassan)
APO Liaison Department

Copy to:
1. Federal Secretary, Ministry of Industries & Production, Islamabad.
2. The Secretaries to the Federal Ministries of Government of Pakistan, with the request to circulate to all the divisions/attached departments/Government owned companies/Organizations & Companies under their respective control.
3. The Chief Secretary, Government of Punjab.
4. The Chief Secretary, Government of Sindh.
5. The Chief Secretary, Government of Khyber Pakhtunkhwa.
6. The Chief Secretary, Government of Balochistan.
7. The Chief Secretary, Government of Gilgit Baltistan.
8. The Chief Secretary, Government of AJK.
9. Chairman, Higher Education Commission, Islamabad.
10. Section Officer (NPO), Ministry of Industries and Production, Islamabad.
11. The Chief Executive Officers/Managing Directors/Director Generals/ Directors of Organizations under the Administrative control of Ministry of Industries and Production.
12. President, Federation of Pakistan Chambers of Commerce & Industry (FPCCI), Karachi.
13. Presidents/ Chairman(s) of recognized Chambers and Associations, with the request to circulate to relevant private sector organizations.

PND/mi/I/230530/10180

SECRETARY P&D

DS/AS (Admin) P&D Board