



Ref. No.: 23-CL-08-GE-TRC-A-LC2301115-001

14 July 2023

Lee Wan Wei  
Senior Manager  
Technology Division  
Malaysia Productivity Corporation  
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Petaling Jaya, Selangor, 46200  
Malaysia

## Letter of Acceptance

23-CL-08-GE-TRC-A

Training Course on Service Quality Management in the  
Retail Industry

Upon the recommendation of the concerned Director of the Governing Body of the Asian Productivity Organization (APO), I have the pleasure of accepting you to participate in the above project, in accordance with the following conditions:

Duration of the Project:	4–8 September 2023
Venue(s):	Taipei, Republic of China
Implementing Organization(s):	China Productivity Center
Round Trip Economy Class International Travel Fare:	To be met by the APO
Hotel Accommodation:	To be met by the Implementing Organization(s) for up to 6 days
Per Diem Allowances:	To be met by the Implementing Organization(s) for up to 6 days
Participating Country Expenses Payable to the APO:	Not applicable
Visa Application:	The letter of acceptance must be presented when applying for a visa
Participant's Arrival Date:	One day before commencement of the project
Insurance Coverage and Observance of Regulations:	As specified in the Implementation Procedures

Dr. Indra Pradana Singawinata  
Secretary-General