



Ref. No.: 23-RC-02-GE-TRC-B-LC2301251-001

28 July 2023

Mr. Syed Mohd Al-Khafiez Shah  
Assistant Manager  
People Productivity  
Malaysia Productivity Corporation  
Lorong Produktiviti, Off Jalan Sultan  
Petaling Jaya, Selangor, 46200  
Malaysia

## Letter of Acceptance

23-RC-02-GE-TRC-B

Training Course for Assessors of the Productivity  
Specialists Certification Program

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):	Islamabad, Pakistan
Implementing Organization(s):	National Productivity Organization, Pakistan
Round Trip Economy Class International Travel Fare:	To be met by the APO
Hotel Accommodation:	To be met by the APO for up to 6 days
Per Diem Allowances:	To be met by the APO 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