



Ref. No.: 24-CP-24-GE-TRC-B-LC2402068-001

20 September 2024

Mohd Faizol Bin Abd Rahman
Assistant Manager
Northern Region Office
Malaysia Productivity Corporation
Beg Berkunci 206
Jalan Tun Hamdan Sheikh Tahir
Kepala Batas, Penang, 13200
Malaysia

Letter of Acceptance

24-CP-24-GE-TRC-B

Development of Public-sector Productivity Specialists

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:	4–15 November 2024
Venue(s):	Manila, Philippines
Implementing Organization(s):	Development Academy of the Philippines
Round Trip Economy Class International Travel Fare:	To be met by the APO
Hotel Accommodation:	To be met by the APO for up to 13 days
Per Diem Allowances:	To be met by the APO for up to 13 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