Digital Project Management and Transformational Leadership Training

11 to 12 January 2024 (Vientiane)

BACKGROUND

Lao PDR is adopting Digital Economy Development and Transformation Strategy at a rapid rate. The Ministry of Technologies and Communications (MTC) is the dedicated digital government unit leading and coordinating the development efforts, including digital projects and implementation.

The Asian and Pacific Training Centre for ICT for Development (APCICT/ESCAP), in partnership with the Ministry of Technology and Communications (MTC), is organizing a Digital Project Management and Transformational Leadership Training, scheduled for 11-12 January 2024. The training is designed to provide the MTC and its stakeholders with the overall knowledge and capacity to develop, implement, monitor, and evaluate digital projects.

OBJECTIVES

At the end of the programme, participants are expected to:

- gain a better understanding of digital project development: including project design, project management, project risk management and mitigation, and project M&E;
- understand the components of project management: including deliverables, outputs, outcomes, finance and investments, financial management, procurement, and audit;
- be able to function and contribute in a digital project management team;
be able to articulate the essence of project management to other government agencies; and those with high capacity could be designated as “in-house” resource persons.

TARGET PARTICIPANTS

- This training targets executives, and senior-level professionals from MTC, as well as government officials responsible for the development and implementation of digital initiatives.

TRAINING DELIVERY METHODS

- Lecture and interactive discussion with PowerPoint and documents
- International cases and examples
- Encourage strong participants’ participation, breakout groups discussions and presentations
- Each module follows with Q&A and discussion
- Pre-Post Survey of Project Management

RESOURCE PERSONS

- Mr. Tanatat Puttasuwan, Ph.D., International Consultant: Economist and Digital Economy Development
- Mr. Tanes Kruesopon, Managing Director, Thai Business Management Co., Ltd

CONTACT

- Ms. Nuankae Wongthawatchai, Programme Officer, APCICT/ESCAP, wongthawatchai@un.org
## PROGRAMME

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<th>Time</th>
<th>Day 1</th>
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<td>08:00 – 08:30</td>
<td>Registration</td>
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| 08:30 – 09:00 | **Opening Session**  
  • Welcome Remarks  
  - MTC  
  - Mr. Kiyoun Ko, Director, APCICT/ESCAP  
  • Group Photo |
| 9:00-9:15 | **Coffee break**                                                     |
| 9:15-12:00 | **Digital Project Management**  
  *Resource Person: Mr. Tanatat Puttasuwan, International Consultant: Economist and Digital Economy Development*  
  **Session 1: Overall Project Management**  
  • Digital Government Development  
  • Digital Project Management  
    - Project Conceptualisation  
    - Project Design Approaches  
    - Project Development Objective(s)  
    - Project Components |
| 12:00-13:00 | **Lunch Break**                                                      |
| 13:00-14:30 | **Session 2: Project Management Activities**  
  • Project Phases and Requirements  
  • Project Start-Up – To prevent delays  
  • Financial Management and Procurement Standards  
  • Project Outputs and Outcomes  
  • Project M&E Framework, Measurement Indicators, and Impact Measurements |
| 14:30-14:45 | **Coffee Break**                                                      |
| 14:45-16:00 | **Session 3: Project Finance and Investment**  
  • Sources of financing (domestic and international)  
  • Project Finance Modalities  
  • Concerns on project finance (e.g. capacity to absorb, financial system, transparency) |
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| 8:30-10:00 | **Session 4: Project Failure and Why, Risk Management, and Mitigation Measures**  
|         | • Overcoming Digital Project Failures  
|         | • Structural and Implementation Risks  
|         | • HR Risks, Retention of digital talents  
|         | • Financial and Procurement Plans  
|         | • Audit  |
| 10:00-10:15 | *Coffee Break*                                                      |
| 10:15 - 12:00 | **Session 5: Project Governance**  
|         | • Role of Digital Government Unit, Project Management Team and Capacity Building  
|         | • Project SOP, Database, and System  
|         | • Recent Trends and Development in Digital Project Management  |
| 12:00 – 13:00 | *Lunch*                                                              |
| 13:00 - 15:00 | **Transformational Leadership Session**  
|         | **Resource Person: Mr. Tanes Kruesopon, Managing Director, Thai Business Management Co., Ltd**  |
|         | **Session 6: Transformation Leadership**  
|         | • What makes a Great Leader?  
|         | • Shift from Management to Leadership  
|         | • The 3 Essentials of a High-Performance Team  
|         | • The 4 Characteristics of Transformational Leadership  
|         | • Unlock your full Leadership Potential with 212 the Extra Degree  
|         | • The 3 Manager’s Skill Set  
|         | • Empathic Communication  
|         | • Relationship Strategies: Building Rapport  
|         | • No More Monkey Management  
|         | • Think Out of Box  
|         | • Quick Adaptation to Change  
|         | • Leading in a Disruptive World, Innovate or Die  
|         | • The 4 Pillars of Digital Transformation  
|         | • Case Studies: GE, Google, PwC  |
| 15:00-15:15 | *Coffee Break*                                                      |
| 15:15-15:30 | **Session 7: Wrap-up and Closing**                                        |