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Mrs. Kerli Saarelaid
Project Manager
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Dear Mrs. Saarlaid

PARTNERSHIP ACKNOWLEDGMENT AND PROJECT REFERENCE LETTER

I am writing to express our sincere appreciation for the partnership between the Namibia Investment Promotion and Development Board (NIPDB) and BCS Digital Skills Academy (Registration Number: 10723047) in the realm of enhancing digital capacities for Namibia's Micro, Small, and Medium Enterprises (MSMEs).

At NIPDB, our core mandate revolves around fostering investment both domestically and internationally, while also coordinating MSME activities across various sectors to bolster economic development and job creation within Namibia. It is within this context that we find great value in collaborating with organizations like BCS Digital Skills Academy to leverage expertise and resources for the collective advancement of our nation's business landscape.

The project we embarked upon, focused on Digital Capacity Building for Namibia's MSMEs, stands as a testament to the effectiveness of our partnership. The outlined activities, which include a Digital Masterclass, Strategy Development sessions, and Onsite Training, were meticulously crafted to address the specific needs and challenges faced by our MSMEs in adapting to the digital era.

Below is the activity scope of the project in more detail:

1. Digital Masterclass on the 17th of October

- Focus: Best practices of MSME digital development from Estonia and globally
- Target Group: Participants from all stakeholder organizations – government, academia, businesses, etc.
- Activities: Presentation and discussion on relevant topics with Estonian and international examples. Discussion and co-creation on the priorities for Namibia.
- Format: Online workshop

2. Strategy Development

- Activities: The formulation of a comprehensive strategy document. This activity involved synthesizing inputs from Namibia's existing strategies, outcomes of a Masterclass, workshops with NIPDB, interviews with local experts, and a survey of 91 MSMEs. This comprehensive approach resulted in a strategy document featuring

concrete project plans aimed at digital capability enhancement over the next 3-5 years.

- Format: A detailed strategy document, providing actionable project plans for MSME digital growth

3. **Onsite Training on the 22nd-23rd of November**

- Focus: Chosen preferred focus area related to MSME Digitalization
- Format: Onsite training session in Swakopmund, Namibia

The main outcomes of this project are as follows:

- **Strategy Development:** The "NIPDB Strategy to Support Digital Capabilities and Skills Development for MSMEs" was established, providing a comprehensive blueprint for the digital empowerment of Namibia's MSME sector. This strategy document outlines concrete project plans for the next 3-5 years, equipping NIPDB with actionable strategies for sustained digital growth.
- **Pilot Training and Training Materials:** The pilot training in Swakopmund, accompanied by specifically developed training materials and agenda, has reinforced the MSME sector's digital skills enhancement. These resources were directly handed over to NIPDB, ensuring ongoing utility and support for future training initiatives.

It is with great satisfaction that we acknowledge the collaborative effort between NIPDB and BCS Digital Skills Academy in advancing the digital agenda for Namibia's MSMEs. By leveraging our collective expertise and resources, we can drive meaningful impact and foster a conducive environment for digital innovation and growth within our business community.

Once again, we are grateful for the partnership and look forward to further collaboration in our shared pursuit of empowering Namibia's MSMEs through digitalization.

Yours sincerely,



Dino Ballotti

EXECUTIVE DIRECTOR: MSME DEVELOPMENT INNOVATION AND ACCELERATION