

**FINAL, 14 September 2004**

**Summary Conclusions of the  
APEC Budget and Management Committee Meeting  
APEC Secretariat, Singapore  
24-26 August 2004**

**Introduction**

1. The APEC Budget and Management Committee (BMC) held its second 2004 meeting at the APEC Secretariat, Singapore, on 24-26 August 2004.
2. The meeting was attended by representatives from Australia; Brunei Darussalam; Canada; Chile; China; Hong Kong, China; Indonesia; Japan; Korea; Malaysia; Mexico; New Zealand; Peru; Philippines; the Russian Federation; Singapore; Chinese Taipei; Thailand; the United States of America; Viet Nam and the APEC Secretariat. The list of participants is at **Annex 1**. Apologies were received from Papua New Guinea.
3. The meeting was chaired by Mr Chutintorn Sam Gongsakdi of the Ministry of Foreign Affairs, Thailand.

**Agenda item 1: Adoption of Agenda**

4. The meeting adopted the Agenda as at **Annex 2**.

**Agenda item 2: Business Arrangements and Program**

5. The meeting agreed the business arrangements and program as set out in 2004/BMCII/002.

**Agenda item 3: Overview from the Secretariat by the Executive Director**

6. The Executive Director reported on recent developments as set out in 2004/BMCII/003.
  - Sixteen economies had paid their 2004 contributions and the remaining five were expected to do so shortly, as was the case with the one economy which had not yet paid its 2003 contribution. He appealed for member economies to pay their assessed contributions on time. The 2004 contribution from Japan to the TILF Special Account had been received on 18 August 2004.
  - The Secretariat had issued a Request For Proposals for the APEC SOM Tasking Database and would be considering proposals soon; funding for this had been achieved by finding savings from the existing 2004 budget, subject to approval from BMC.
  - The Secretariat was continuing its effort to cut costs and improve efficiency; the less paper meeting system for meetings to be held at the Secretariat was being improved; an Ideas Incentive Scheme had been launched and consultants would shortly be looking at reimbursement and purchasing procedures.
  - The outlook for the Administrative and Operational Accounts was reasonably healthy for 2005 but, increasing demands giving rise to lower savings, there would be a need very soon to consider changes to contribution rates, level of service or amount allocated to Operational Account projects; there remained a worrying dependence on a single donor economy for the TILF Special Account.
  - With the value of funding for operational Account projects exceeding significantly the amount available he reminded members that SOM was expecting the projects to be financed would be the ones responding most closely to the priorities of leaders and SOM.
7. The meeting noted and welcomed the overview report.

**Agenda Item 4: ISO Issues and Report on Complaints Received by the Secretariat**

8. The meeting noted with approval the progress made by the Secretariat in meeting its performance targets, as reported in 2004/BMCII/004.
9. Members noted the feedback survey of Project Overseers (POs) and the POs' overall satisfaction with the level of service provided by the Secretariat. There were some areas though where improvements were suggested. The Chairman encouraged the Secretariat to keep under continuous critical review the *Guidebook on APEC Projects*. New procedures should not overburden APEC stakeholders yet be consistent with appropriate control over the use of APEC funds.

**Agenda Item 5: Matters arising from the March 2004 BMC Meeting**

**(A) Report on Business Transacted Intersessionally**

10. The meeting noted the report in paper 2004/BMCII/005.

**(B) Project Checklist and Amendment to the "Guidebook on APEC Projects"**

11. The meeting agreed, in discussion on paper 2004/BMCII/006, that a 6<sup>th</sup> edition of the *Guidebook on APEC Projects* was required. The redraft would include a revised project application form. The Secretariat would provide a draft for consideration by Members by **17 September 2004**. A redraft would be circulated by **15 October 2004**, with a view to finalizing the Guidebook by **31 October 2004**, ahead of endorsement by Ministers at AMM.

**(C) Project Evaluation Trial**

12. The BMC was informed through paper 2004/BMCII/007 of the progress of the trial on evaluation frameworks for 2005 Operational Account projects. Mr. Lincoln Young, a consultant commissioned by the Australian Agency for International Development (AusAID), was invited to share his views and first hand experience in assisting the POs to complete the evaluation frameworks. He noted that some of the project proponents did not properly follow the guidelines and the Quality Assessment Framework (QAF) was filled out by themselves. He noted that it should be clearly stated that the QAF should be completed by a neutral party or a small group within the relevant Working Group or Fora as its purpose was to detect any weakness in a project proposal with a view to strengthening it. As there would be a workshop on the project evaluation framework trial to be held immediately after the meeting on 27 August, the Chair suggested that BMC members deliberate and provide comments at the workshop to Mr. Lincoln Young for further improvement of the QAF.
13. Members agreed to a suggestion by the Chair that the feedback arising from this meeting and the workshop would be taken into account to further improve the QAF. The new QAF would then be proposed to the ESC and SOM III for endorsement with a view to replacing the existing ECOTECH Weightings Matrix from next year. As the BMC was in the process of revising the "Guidebook on APEC Projects", a proposal for simplifying the APEC Project Proposal format would also be taken into account.

**Agenda Item 6: BMC and the APEC Reform Process**

**(A) Report on Progress at SOM II**

14. Members noted paper 2004/BMCII/008.

**(B) Proposed Revision to APEC Processes for the Approval of Projects**

15. Members agreed to the proposals put forward in the paper drafted by the Friends of the Chair Group and appearing as the Annex to paper 2004/BMCII/009. In particular, they agreed to harmonize the allowable expenses under the Operational and TILF Special Accounts to coincide with the latter. The change would be effective for projects approved after the

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endorsement of the 6<sup>th</sup> edition of the *Guidebook on APEC Projects*. Members reiterated the basic APEC principle that governments would fund their own participation in APEC activities where possible, but clarified that the guidelines on self-funding which applied to TILF projects would not be applied to Operational Account projects. Members also clarified that the proposed split between projects funded as part of the budget process in July/August and those funded in January, March/April would be examined each year, considering both available funding and the merits of the projects.

**(C) APEC Funding and the APEC Reform Process**

16. Members brainstormed around some scenarios painted in paper [2004/BMCII/010](#). Members recognized that there had been an increase in total GNI in the region but this had not been uniform across all economies. Applying the **contribution formula** to the current GNI figures would result in some changes to the contribution rates.
17. The first issue was whether Members' contribution rates, frozen since 1999, should be revised to meet increasing budgetary requirements. In previous years shortfalls had been met by using the substantial reserves which had built up before 1999 (when contributions were reduced to the current level). The reserves were now drying up. Members recognized that the budget had to be set only after consideration of the demand for expenditure averaged over several years. The demands on the Secretariat and the value of Operational Account projects were the determinants for this. Members noted that at the existing level of Secretariat service and providing US\$2 million for Operational Account projects, members' contributions could only remain unchanged in 2005. The estimation, provided for reference, was that without an increase in contributions there would be only around US\$1 million for Operational Account projects in 2006 and virtually nil in 2007. Members considered it would be useful to consider some scenarios based on the current level of service provided by the Secretariat and maintaining the existing value of Operational Account projects or changing their value. Also related to this was the suggestion of maintaining the existing value of Operational Account projects but funding fewer, more targeted projects.
18. Members also considered whether the existing contribution formula should be retained or reviewed. Members recalled that the contribution formula was the result of political compromises in 1992 and 1998, with pre-set minima ((1.5%) (prior to 1999, 2.0%)), maxima (18%), a special pre-set level of 2.75% for the three small developed economies, with the balance to be shared proportionately among the remaining economies. Members had to consider whether the formula remained relevant in the current situation or whether changes in the economic situations of economies should lead to a thorough review of the formula. Several members cautioned against unraveling a delicate compromise. Other members were willing to contemplate major changes to the formula. Members requested further time to consider the matter, informed by calculations using the current (2003) GNI data.
19. Members agreed to the Chair's suggestion to form a Friends of the Chair group to consider the problems in the first instance. Australia; Chile; China; Hong Kong, China; Japan; Korea; Singapore and USA volunteered to be members. The Secretariat would prepare a scenario paper for consideration by the Chair by **Friday, 3 September 2004**. The Secretariat would include in this paper a timeline for agreement on the contribution levels from 2006-2008 and beyond. He would send the paper out with a covering note to all members of the group, copied to all BMC Points of Contact, early in the following week. Chile indicated that for the topic to be included within the matrix on APEC Reform Issues for consideration at SOM III there would need to be a contribution at least stating the issues by 16 September 2004 (Chile time).

**Agenda Item 7: Progress of Committee/Working Group Projects (including Self-Funded projects)**

**(A) Progress Report for On-going Projects**

20. The meeting noted the report in paper [2004/BMCII/011](#).

**(B) Evaluation Reports and Outcomes of BMC Small Groups**

21. The meeting noted the report in paper 2004/BMCII/012. The settled accounts for the few completed 2003 projects would be placed on the BMC website.

**Agenda Item 8: 2004 Budget**

**(A) Adjustments to the 2004 Administrative Account**

22. The meeting discussed paper 2004/BMCII/013 and agreed to the revised 2004 Administrative Account budget at **Annex 3**. Members agreed to a new Head 11, APEC SOM Tasking Database, with a provision of US\$260,000 and that the unspent amount in this head would rollover to 2005. Members noted with appreciation that this amount was funded from savings. The proposal for one new permanent post of IT Administrator was approved.

**(B) 2004 Operational Account – Status of Disbursements, Reprogramming and Requests for Urgent Funding**

23. The meeting noted in paper 2004/BMCII/014 the disbursement status of projects, the position regarding the uncommitted reserves in the combined Operational and Administrative Accounts, and the reserves for funding urgent 2004 Operational Account projects (US\$1,470).
24. The meeting also agreed the reprogramming and extension to 31 December 2005 of the project SME 01/2003.

**(C) 2004 TILF Special Account – Status of Disbursements, Reprogramming and Requests for Urgent Funding**

25. The meeting noted in paper 2004/BMCII/015 the disbursement status of projects and the position regarding the uncommitted reserves in the TILF Special Account.
26. The meeting approved the extension of disbursement deadlines for TPT 09/2002T to 31 October 2004, and for TPT 01/2002T to 31 December 2004. The meeting further approved the request for reprogramming, including extension of disbursement deadline to 30 September 2005 of HRD 02/2003T.
27. The meeting approved a waiver for advance payment for APEC-funded travelers from APEC travel-eligible economies requested for SOM 04/2004T and agreed that this waiver should be provided for all projects (TILF and Operational Account) with immediate effect. The “*Guidebook on APEC Projects*” would be amended to reflect this.

**Agenda item 9: 2005 Budget**

**(A) 2005 Administrative Account Budget**

28. The meeting discussed paper 2004/BMCII/016 and approved the 2005 Administrative Account budget as at **Annex 4**. The Chair asked member economies to give advance consideration to the donation of a suitable official car for the Executive Director when the car was due for replacement in 2006.

**(B) 2005 Operational Account Budget**

29. The meeting endorsed the proposal from the Chair to set aside at least US\$500,000 for 2005 urgent projects. Members noted that the value of the projects proposed for funding in paper 2004/BMCII/017 from the Operational Account was in excess of the budget of US\$2,000,000 (including funding for urgent projects) and far in excess of the agreed value (around US\$1,500,000) of the projects to be approved at the meeting. Members recalled their previous advice to Committee and Working Group Chairs to develop projects which reflected SOM and ECOTECH priorities. The meeting agreed that each project proponent would have the opportunity to show how the project responded to these priorities. Members agreed to approve projects which best reflected these priorities. The remaining funding would be used to fund

projects in 2005 responding to Leaders' and Ministers' priorities and those of the 2005 Korea year.

30. Members, in the course of their deliberations on projects, made the following observations, which are also applicable to TILF projects:
- **Co-Sponsoring Economies**  
At least three sponsoring and/or co-sponsoring economies were required before a project could be considered. A co-sponsoring economy was one which supported the aims of the project but this did not imply a necessary requirement for providing resources to the project
  - **Collaboration with Other International Organizations**  
Members wished to encourage collaboration with other international organizations but cautioned that collaboration should normally include resource inputs from the other organization. Members also cautioned against fora entering into financial commitments on behalf of APEC unless such funding was already assured, at least in principle.
  - **Travel Budget**  
Members agreed that POs should be advised to prepare realistic travel budgets with airfares itemized by broad region and per diems estimated by reference to the UN per diem rates. The Secretariat is requested to assist them by disseminating information based on recent actual air fares and the relevant UN per diem rates. POs and Working Groups were strongly encouraged to seek the assistance of the Secretariat in drawing up their proposals.
  - **Relevance to APEC Priorities**  
Members suggested that each project proponent should be required to indicate how the project would assist in meeting APEC objectives. A checklist approach might assist to be integrated into the project design process.
  - **Project Proposals**  
After some discussion members agreed that the Secretariat should in future present projects in two groups – those which complied with the *Guidebook on APEC Projects* and the required deadlines and those which did not. The BMC would reject projects in the latter group or at best assign them a lower priority.
31. The decisions of the meeting on the 2005 Operational Account projects are at **Annex 5**. Revised information on the projects graded 'B' should be with the Secretariat by **Monday, 6 September 2004**, for circulation to members. Members should then provide their views to the Secretariat by **Monday, 13 September 2004**.
32. Members expressed their appreciation to all POs who had prepared projects. Some projects, while worthy, did not correspond to current priorities. As the priorities may change over time there may be other opportunities to present them for APEC funding; some though may better look for funding from more specialist sectoral sources. Members also expressed their appreciation to the Secretariat for their work in assisting POs to prepare the project proposals and advising them on BMC decisions.
- (C) 2005 TILF Special Account Budget**
33. Members expressed their appreciation to Japan for its generous 2004 contribution to the TILF Special Account. The meeting discussed paper [2004/BMCII/018](#) and the 2005 TILF Special Account projects as at **Annex 6**. Revised information on the projects graded 'B' should be with the Secretariat by **Monday, 6 September 2004**, for circulation to members. Members should then provide their views to the Secretariat by **Monday, 13 September 2004**. In reviewing the projects members reiterated the requirement that the TILF linkage should be made very clear in all projects requesting TILF funding,

**Agenda Item 10: Members' Contributions for 2005**

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34. The meeting confirmed, after consideration of 2004/BMCII/019, that the APEC Members' contributions to the APEC Central Fund for 2005 should be the same as for 2004. These are set out at Annex 7.

**Agenda Item 11: Forecast of the Operational and Administrative Accounts 2006-2008**

35. The meeting noted paper 2004/BMCII/020. Their concern had been expressed in the discussion on paper 2004/BMCII/010.

**Agenda Item 12: APEC Publications**

36. The meeting noted the report in 2004/BMCII/021. The Chair informed the meeting that there was no consensus in SOM on combining the reports made by CTI, EC and ESC as part of an APEC Annual Report. In response to a question on the sponsorship of publications the Secretariat drew attention to the APEC Sponsorship Guidelines. At the request of Members, the Secretariat would provide information on requests made under these Guidelines.

**Agenda Item 13: APEC Intellectual Property Policy**

37. The meeting noted paper 2004/BMCII/022.

**Agenda Item 14: Any Other Business**

38. Members requested the Secretariat to ensure that papers and project proposals were put on the BMC website as early as possible within the due dates to allow members to raise their concerns ahead of the meeting. Members requested the Secretariat to examine further whether each proposal deviated from the requirements, particularly budgetary requirements, in the "Guidebook on APEC Projects", and other guidelines set by the BMC and promulgated within APEC.
39. Members reflected on the experience of the meeting, taking a critical look at the process. There was a risk that the project approval process would continue to be too budget-driven. A start had been made with an explicit consideration of how projects met APEC-wide priorities. Members welcomed the development of tools to assist project proponents to improve the quality of their proposals and noted that these tools could assist the BMC in coming to a more informed assessment of projects. Members considered that to assist them in this process the QAF should have a greater emphasis on projects meeting APEC-wide priorities and having outcomes that helped progress the APEC agenda. Such governance issues would be important to attract further funding of APEC projects.
40. Members appreciated the tremendous effort that all project proponents had put in to developing their project proposals. Nevertheless, with limited resources, the priority had to be given to projects reflecting APEC-wide priorities. All Committees and Working Groups had been informed of this before by SOM and BMC. Members were concerned to ensure that sectoral WGs would be integrated into the APEC process and noted that this was an issue under APEC Reform for the SOM.
41. Members expressed concern at the dual role Members sometimes had - in acting as a project advocate and also as a referee. They considered it may be advisable to have co-sponsoring economies to assist as advocate, or preferably, to have the POs to attend. The cost of this latter proposal could be reduced if video-conferencing were available. The Secretariat will consider this suggestion.

**Agenda Item 15: Chair and Vice-Chair for 2005**

42. Chile and Korea confirmed that they would assume the posts of Chair and Vice-Chair of the BMC respectively in 2005.

**Agenda Item 16: Dates of 2005 Meetings**

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43. The meeting noted that the dates of the 2005 SOM meetings had not yet been confirmed. Provisionally, the BMC meetings would be held on 20-21 April 2005 (or 6-7 April 2005) and 22-24 August 2005.

**Agenda Item 17: Document Classification List**

44. The classification list is at **Annex 8**.  
(Note: documents containing budgetary information will be made publicly accessible only after the endorsement of the relevant budgets by Ministers.)

**Agenda Item 18: Approval of the Summary Conclusions of the Meeting**

45. The meeting approved these summary conclusions for the Chair's transmission to Senior Officials. The meeting thanked the Chair for the leadership he had provided to the meeting.

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APEC Secretariat  
August 2004

**APEC Budget and Management Committee Meeting  
24-26 August 2004, Singapore**

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**Economy: Peru**

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**Economy: Philippines**

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**Economy: Singapore**

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**Economy: Chinese Taipei**

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**APEC Budget and Management Committee  
24-26 August 2004  
Singapore**

**Agenda**

1. Adoption of Agenda  
(2004/BMCII/001)
2. Business Arrangements and Program  
(2004/BMCII/002)
3. Overview from the Secretariat by the Executive Director  
(2004/BMCII/003)
4. ISO Issues and Report on Complaints Received by the Secretariat  
(2004/BMCII/004)
5. Matters arising from the March 2004 BMC
  - A. Report on Business Transacted Inter-sessionally  
(2004/BMCII/005)
  - B. Project Checklist and Amendment to the "Guidebook on APEC Projects"  
(2004/BMCII/006)
  - C. Project Evaluation Trial  
(2004/BMCII/007)
6. BMC and the APEC Reform Process
  - A. Report on Progress at SOM II  
(2004/BMCII/008)
  - B. Proposed Revision to APEC Process for the Approval of Projects  
(2004/BMCII/009)
  - C. APEC Funding  
(2004/BMCII/010)
7. Progress of Committee/Working Group Projects (including Self-Financed Projects)
  - A. Progress Reports for On-Going Projects  
(2004/BMCII/011)
  - B. Evaluation Reports and Outcomes of BMC Small Groups  
(2004/BMCII/012)
8. 2004 Budget
  - A. Adjustments to the Administrative Account  
(2004/BMCII/013)
  - B. Operational Account – Status of Disbursements, Reprogramming and Requests for Urgent Funding  
(2004/BMCII/014)

- C. TILF Special Account – Status of Disbursements, Reprogramming and Requests for Urgent Funding (2004/BMCII/015)
- 9. 2005 Budget
  - A. Administrative Account Budget (2004/BMCII/016)
  - B. Operational Account Budget (2004/BMCII/017)
  - C. TILF Special Account Budget (2004/BMCII/018)
- 10. Members' Contributions (2004/BMCII/019)
- 11. Forecast of the Operational and Administrative Accounts 2006-2008 (2004/BMCII/020)
- 12. APEC Publication Policy and Statistics on APEC Publications (2004/BMCII/021)
- 13. APEC Intellectual Property Policy (2004/BMCII/022)
- 14. Any Other Business
- 15. Chair and Vice-Chair for 2005 (Confirmation of Chile and Korea assuming these posts)
- 16. Dates of 2005 Meetings
- 17. Document Classification List (2004/BMCII/000)
- 18. Approval of Summary Conclusions of the Meeting

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**Workshop on New Project Evaluation Framework**

Date : 27 August 2004 (Friday)  
Time : 9.00 am to 12.00 noon  
Venue : APEC Secretariat

APPROVED REVISED 2004 ADMINISTRATIVE ACCOUNT

	<u>Approved Budget US\$</u>	<u>Revised Budget US\$</u>
<b>(1) <u>TRAINING/SEMINARS</u></b>		
1.1 Course fees,registration fees and related items	15,000	15,000
<b>(2) <u>PUBLISHING/COMMUNICATIONS</u></b>		
2.1 Publication of APEC Literature (e.g. APEC Brochure)	65,000	50,000
2.2 Publication of APEC Committee Reports	50,000	50,000
2.3 Website Redevelopment and Electronic Publishing	75,000	60,000
2.4 Support for media and outreach programs	65,000	65,000
	<u>255,000</u>	<u>225,000</u>
<b>(3) <u>LIBRARY</u></b>		
3.1 Subscriptions (e.g. newspapers,journals,etc)	5,000	3,000
3.2 General reference books/Encyclopedia	2,000	2,000
3.3 Databases (electronic information)	20,000	20,000
3.4 CD ROMS and others	1,000	1,000
3.5 Scanning	2,500	0
	<u>30,500</u>	<u>26,000</u>
<b>(4) <u>PUBLIC RELATIONS</u></b>		
4.1 Official functions/receptions	15,000	15,000
4.2 Exhibitions/Souvenir items	5,000	5,000
	<u>20,000</u>	<u>20,000</u>
<b>(5) <u>EQUIPMENT</u></b>		
5.1 Office equipment,furniture and fittings,etc.	45,000	50,000
<b>(6) <u>TRAVEL</u></b>		
6.1 Exec-Director/Deputy Exec-Director	221,100	221,100
6.2 Professional Staff	1,120,300	952,700
6.3 Support Staff	174,800	174,800
6.4 Other related expenses	1,000	1,000
	<u>1,517,200</u>	<u>1,349,600</u>
<b>(7) <u>PERSONNEL -SUPPORT STAFF</u></b>		
7.1 Recruitment costs	3,000	3,000
7.2 Salaries and bonus	1,020,900	1,000,000
7.3 Insurance	30,000	30,000
	<u>1,053,900</u>	<u>1,033,000</u>
<b>(8) <u>RESEARCH AND ANALYSIS</u></b>		
8.1 Research	10,000	10,000

APPROVED REVISED 2004 ADMINISTRATIVE ACCOUNT

	Approved Budget US\$	Revised Budget US\$
<b>(9) <u>ADMINISTRATIVE SUPPORT</u></b>		
9.1 <u>Communications</u>		
9.1.1 Fax charges	6,000	6,000
9.1.2 Telephone and radio paging services	30,000	30,000
	<b>36,000</b>	<b>36,000</b>
9.2 <u>Professional Fees</u>		
9.2.1 Audit fee	4,000	4,000
9.2.2 Legal & Professional fees	27,000	27,000
	<b>31,000</b>	<b>31,000</b>
9.3 <u>Maintenance/Insurance of Vehicles</u>		
9.3.1 Insurance	6,500	6,500
9.3.2 Vehicle running expenses	12,000	12,000
	<b>18,500</b>	<b>18,500</b>
9.4 <u>Stationery</u>		
9.4.1 Photocopying charges and paper	7,000	7,000
9.4.2 Printed stationery and others	10,000	10,000
	<b>17,000</b>	<b>17,000</b>
9.5 <u>Postage and courier charges</u>	<b>50,000</b>	<b>45,000</b>
9.6 <u>Office and Building maintenance</u>		
9.6.1 Office maintenance and supplies	33,000	33,000
9.6.2 Utilities	70,000	70,000
9.6.3 Insurance	5,000	5,000
9.6.4 Building maintenance & security charges	55,000	35,000
	<b>163,000</b>	<b>143,000</b>
9.7 <u>Others</u>		
9.7.1 Local transport, overtime meals, etc.	5,000	5,000
9.7.2 General expenses (e.g. bank charges)	10,000	18,000
9.7.3 Staff welfare	5,000	5,000
	<b>20,000</b>	<b>28,000</b>
<b>Total for Administrative Support expenditure</b>	<b>335,500</b>	<b>318,500</b>

APPROVED REVISED 2004 ADMINISTRATIVE ACCOUNT

	<b>Approved Budget US\$</b>	<b>Revised Budget US\$</b>
	<u>US\$</u>	<u>US\$</u>
<b>(10) <u>INFORMATION TECHNOLOGY</u></b>		
10.1 <u>Operational Costs</u>		
10.1.1 Telecommunications lines and service charges	79,300	54,300
10.1.2 Maintenance/Support equipment	<u>55,190</u>	<u>55,190</u>
	<b>134,490</b>	<b>109,490</b>
10.2 <u>Development Costs</u>		
10.2.1 New Projects	46,000	46,000
10.2.2 Upgrading	<u>30,000</u>	<u>30,000</u>
	<b>76,000</b>	<b>76,000</b>
10.3 <u>Miscellaneous Expenses</u>		
10.3.1 Computer accessories, CD Rom, etc.	<b>7,000</b>	<b>7,000</b>
<b>Total for IT expenditure</b>	<u><b>217,490</b></u>	<u><b>192,490</b></u>
<b>(11) APEC SOM TASKING DATABASE *</b>	<b>-</b>	<b>260,000</b>
<b>Grand Total :</b>	<u><u><b>3,499,590</b></u></u>	<u><u><b>3,499,590</b></u></u>

\* one-off expenses

**2005 ADMINISTRATIVE ACCOUNT**

APPROVED BY BMC ON 24-26 August 2004

	<u>US\$</u>	<u>US\$</u>
<b>(1) <u>TRAINING/SEMINARS</u></b>		
1.1 Course fees, registration fees and related items		<b>15,000</b>
<b>(2) <u>PUBLISHING/COMMUNICATIONS</u></b>		
2.1 Publication of APEC Literature (e.g. APEC Brochure)	65,000	
2.2 Publication of APEC Committee Reports	50,000	
2.3 Website Development and Electronic Publishing	75,000	
2.4 Support for media and other outreach programs	<u>65,000</u>	<b>255,000</b>
<b>(3) <u>LIBRARY</u></b>		
3.1 Subscriptions (e.g. newspapers, journals, etc)	3,000	
3.2 General reference books/Encyclopedia	2,000	
3.3 Databases (electronic information)	20,000	
3.4 CD ROMS and others	<u>1,000</u>	<b>26,000</b>
<b>(4) <u>PUBLIC RELATIONS</u></b>		
4.1 Official functions/receptions/meetings	18,000	
4.2 Exhibition/souvenir items	<u>5,000</u>	<b>23,000</b>
<b>(5) <u>EQUIPMENT</u></b>		
5.1 Office equipment, furniture and fittings, etc.		<b>55,000</b>
<b>(6) <u>TRAVEL</u></b>		
6.1 Exec-Director/Deputy Exec-Director	138,500	
6.2 Professional Staff	745,300	
6.3 Support Staff	108,600	
6.4 Other related expenses	<u>1,000</u>	<b>993,400</b>
<b>(7) <u>PERSONNEL -SUPPORT STAFF</u></b>		
7.1 Recruitment costs	3,000	
7.2 Salaries and bonus	1,134,400	
7.3 Insurance	<u>30,000</u>	<b>1,167,400</b>
<b>(8) <u>RESEARCH AND ANALYSIS</u></b>		
8.1 Research		<b>10,000</b>



## 2005 ADMINISTRATIVE ACCOUNT

APPROVED BY BMC ON 24-26 August 2004

	<u>US\$</u>	<u>US\$</u>
<b>(9) <u>ADMINISTRATIVE SUPPORT</u></b>		
9.1 <u>Communications</u>		
9.1.1 Fax charges	6,000	
9.1.2 Telephone and radio paging services	<u>25,000</u>	
	31,000	
9.2 <u>Professional Fees</u>		
9.2.1 Audit fee	4,000	
9.2.2 Legal & Professional fees	<u>15,000</u>	
	19,000	
9.3 <u>Maintenance/Insurance of Vehicles</u>		
9.3.1 Insurance	6,500	
9.3.2 Vehicle running expenses	<u>12,000</u>	
	18,500	
9.4 <u>Stationery</u>		
9.4.1 Photocopying charges and paper	7,000	
9.4.2 Printed stationery and others	<u>10,000</u>	
	17,000	
9.5 <u>Postage and courier charges</u>	30,000	
9.6 <u>Office and Building maintenance</u>		
9.6.1 Office maintenance and supplies	33,000	
9.6.2 Utilities	70,000	
9.6.3 Insurance	5,000	
9.6.4 Building maintenance & security charges	<u>55,000</u>	
	163,000	
9.7 <u>Others</u>		
9.7.1 Local transport, overtime meals, etc.	5,000	
9.7.2 General expenses {e.g. bank charges}	18,000	
9.7.3 Staff welfare	<u>5,000</u>	
	28,000	<b>306,500</b>
<b>(10) <u>INFORMATION TECHNOLOGY</u></b>		
10.1 <u>Operational Costs</u>		
10.1.1 Telecommunications lines and service charges	74,000	
10.1.2 Maintenance/Support equipment & software	<u>112,200</u>	
	186,200	
10.2 <u>Development Costs</u>		
10.2.1 New Projects	38,000	
10.2.2 Upgrading	<u>15,000</u>	
	53,000	
10.3 <u>Miscellaneous Expenses</u>		
10.3.1 Computer accessories, CD Rom, etc.	7,700	<b>246,900</b>
<b>Grand Total :</b>		<b><u>3,098,200</u></b>

**2005 OPERATIONAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

**(I) WORKING GROUPS**

**AGRICULTURAL TECHNICAL COOPERATION**

1. Workshop on Supply Chain Management of Agri-Foods for Better Market Access by SMEs
2. Seminar on Networking of the Agricultural Technology Transfer and Training

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>75,900</b>		<b>67,500</b>	
ATC 01/2005	22,500	<b>A</b>	<b>22,500</b>	
ATC 02/2005	53,400	<b>A</b>	<b>45,000</b>	1

**ENERGY**

1. Operation of APEC Energy Database and Analysis
2. Energy Efficiency Indicators Workshop - Capacity building and technical co-operation in monitoring energy efficiency progress within APEC economies through disaggregated indicators
3. Best Practice Principles and Processes for Integrated Building Design
4. APEC 21st Century Renewable Energy Development Initiative (Collaborative VI): Handbook for Developing City/State Hydrogen and Fuel Cell Programs in APEC Member Economies.
7. Climate Change Technology Roadmapping for Power Generation in APEC Developing Economies

	<b>295,700</b>		<b>20,000</b>	
EWG 01/2005	20,000	<b>A</b>	<b>20,000</b>	
EWG 02/2005	50,000	<b>C</b>	-	
EWG 03/2005	40,000	<b>C</b>	-	
EWG 04/2005	75,000	<b>C</b>	-	
EWG 05/2005	110,700	<b>C</b>	-	

**FISHERIES**

1. Improving the Conservation and Management of Sharks in the APEC Region
2. Ecosystem Based Approach: A Comparative Assessment of the Institutional Response in Fisheries Management within APEC Economies
3. Establishment of Network for Deep Sea Resources and Fisheries

	<b>107,700</b>		<b>52,700</b>	
FWG 01/2005	55,000	<b>C</b>	-	
FWG 02/2005	18,500	<b>A</b>	<b>18,500</b>	
FWG 03/2005	34,200	<b>A</b>	<b>34,200</b>	2

**HUMAN RESOURCES DEVELOPMENT**

1. APEC Consortium for Future Education : Focusing on APEC network for ICT Model Schools for Future Education
2. Workforce Retraining through Digital English Instruction Media
3. Seminar on Maximising the Potential of Older Workforce
4. Colloquium on the Future of Educational Assessment: East meets West

	<b>207,563</b>		<b>180,269</b>	
HRD 01/2005	40,300	<b>A</b>	<b>40,300</b>	
HRD 02/2005	55,255	<b>A</b>	<b>55,255</b>	
HRD 03/2005	44,166	<b>A</b>	<b>34,966</b>	3
HRD 04/2005	67,842	<b>A</b>	<b>49,748</b>	4

**2005 OPERATIONAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

**INDUSTRIAL SCIENCE & TECHNOLOGY**

1. Foresighting Future Fuel Technology
2. APEC Biotechnology Conference-Policy and Strategy
3. Implementation of APEC Climate Network for Climate Information Services
4. Improving Cyber Education and Training System on Science and Technology for Prospective Young Scientists: Discovery, Explorer and Fusion (2nd year)
5. Applying the Principles of Cleaner Production Participative Watershed Management

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>278,875</b>		<b>150,695</b>	
IST 01/2005	122,695	A	102,695	5
IST 02/2005	9,000	A	9,000	
IST 03/2005	59,000	A	39,000	6
IST 04/2005	49,000	C	-	
IST 05/2005	39,180	C	-	

**MARINE RESOURCE CONSERVATION**

1. Assessment of Environmental Capacity and Development of Risk Assessment Methodologies and Guidelines for Use in Sustainable Marine Aquaculture in APEC Region
2. APEC Marine Environmental Training and Education Program (Year 4)
3. Workshop on the Institutional Response towards the Incorporation of the El Nino-Southern Oscillation (ENSO) signal into Fisheries Management within APEC Economies (Phase II)
4. Ocean Models and Information System for APEC Region (OMISAR) 2005

	<b>199,120</b>		<b>72,000</b>	
MRC 01/2005	34,400	A	32,400	7
MRC 02/2005	39,600	A	39,600	8
MRC 03/2005	74,700	C	-	
MRC 04/2005	50,420	C	-	

**SMALL & MEDIUM ENTERPRISES**

1. Micro and Small Enterprise financing: a tool for mainstreaming the informal sector
2. Enhancing the Business Environment for Micro-Enterprises in the Asia-Pacific Region

	<b>153,270</b>		<b>95,000</b>	
SME 01/2005	76,870	A	45,000	9
SME 02/2005	76,400	A	50,000	10

**TELECOMMUNICATIONS**

1. APEC TEL-Asia-Pacific Grid Workshops
2. Wi-Fi Connectivity in Rural and Remote Communities: Bridging the Digital Divide
3. Regulatory Training Project
4. Killer Applications on APEC IPv6 Infrastructure

	<b>217,800</b>		<b>175,550</b>	
TEL 01/2005	20,000	A	20,000	
TEL 02/2005	35,550	A	35,550	
TEL 03/2005	142,250	A	100,000	11
TEL 04/2005	20,000	A	20,000	

**TOURISM**

1. APEC Tourism Occupational Skill Standard in the APEC Region- Stage IV
2. Best Practices In Sustainable Tourism Management Initiatives For APEC Economies

	<b>141,770</b>		<b>103,570</b>	
TWG 01/2005	99,550	A	63,750	12
TWG 02/2005	42,220	A	39,820	13

**2005 OPERATIONAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

**TRANSPORTATION**

1. Traffic Safety Data System
2. Short Sea Shipping in the APEC Region: Best Practices for Users, Operators, Regulators, and Infrastructure Providers
3. Seafarers' Training Project (Phase III)
4. World Report for Intelligent Transportation Systems Standards

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>289,000</b>		<b>135,000</b>	
TPT 01/2005	117,000	<b>A</b>	<b>60,000</b>	14
TPT 02/2005	69,500	<b>C</b>	-	
TPT 03/2005	72,500	<b>A</b>	<b>50,000</b>	15
TPT 04/2005	30,000	<b>A</b>	<b>25,000</b>	16

**(II) COMMITTEES**

**COMMITTEE ON TRADE & INVESTMENT**

1. Publication and Internet Dissemination of the 2005 Blueprint for APEC Customs
2. Publication and internet Dissemination of the Blueprint for APEC SCSC

	<b>15,500</b>		<b>12,000</b>	
CTI 01/2005	7,600	<b>A</b>	<b>6,000</b>	17
CTI 02/2005	7,900	<b>A</b>	<b>6,000</b>	18

**ECONOMIC COMMITTEE**

1. Preparation of Economic Performance & Prospects in the APEC Region of the 2005 APEC Economic Outlook Report

	<b>53,500</b>		<b>28,500</b>	
EC 01/2005	53,500	<b>A</b>	<b>28,500</b>	19

**(III) AD-HOC GROUPS/PROJECTS**

**COUNTER-TERRORISM TASK FORCE**

1. Third STAR Conference

	<b>116,931</b>		<b>0</b>	
CTTF 01/2005	116,931	<b>Approved under TILF Account as CTTF 01/2005T</b>	-	

**HEALTH TASK FORCE**

1. Enhancing Influenza Surveillance, and Pandemic Planning and Preparedness
2. Enhanced APEC Health Communications: Collaborative Preparedness in Asia Pacific
3. APEC e-Health Initiative
4. Virological Surveillance and Molecular Epidemiology of Dengue

	<b>287,699</b>		<b>171,050</b>	
HTF 01/2005	153,050	<b>A</b>	<b>141,050</b>	20
HTF 02/2005	82,989	<b>C</b>	-	
HTF 03/2005	30,000	<b>A</b>	<b>30,000</b>	
HTF 04/2005	21,660	<b>C</b>	-	

**TOTAL**

**2,440,328**

**1,263,834**

**Legend**

- A** -Approved
- B** -Tentatively Approved
- C** -Returned

**2005 OPERATIONAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		<b>US\$</b>	

Notes:

			<u>Addition/(Deductions)</u>	
			US\$	
1	ATC 02/2005	Approved after deducting amounts stated. Waivers for per diem and airfare for government officials are approved. Project Overseer to submit revised itemized budget.		(8,400)
2	FWG 03/2005	Approved. Waivers for 50% of the Coordinator payment to allow work to begin and advance payment for airfare and per diem are approved.		
3	HRD 03/2005	Approved after deducting amounts stated. Waiver for advance payment of 50% of total payment to local consultant is approved. Disbursement should not be made before year 2005. Waiver for airfare to be paid to participants from eligible economies is approved. Purchased of airfares will be in accordance to the APEC Guidebook. Payment to local experts from the private sector only.	Honorarium  Short term Clerical	(6,000)  (3,200)
4	HRD 04/2005	Approved after deducting amounts stated. Waivers for airfare and per diem for participants from eligible economies, advance payment and secretarial work performed by government officials are approved.	Honorarium  Professional fees Airfare Secretarial work	(4,494)  (4,000) (6,000) (3,600)
5	IST 01/2005	Approved after deducting amounts stated. Waivers for government officials and advance payment are approved.	Airfare & Per diem	(20,000)
6	IST 03/2005	Approved after deducting amounts stated. Waiver for funding travel expenses for experts from government or international organizations is approved.	Per diem  Airfare	(7,400)  (12,600)
7	MRC 01/2005	Approved after deducting amounts stated. Waiver for funding Dr. Chiu L. CHOU's airfare and per diem for attending the important meetings between Canada and Chinese Taipei is approved.	Photocopying	(2,000)
8	MRC 02/2005	Approved. This will be the last year for such program to be funded.		
9	SME 01/2005	Approved after deducting amounts stated. Waivers for airfare and per diem for participants, speakers that are government officials and advance payment for airfare, per diem and publications are approved.	Honorarium  Per Diem Airfare Publication Photocopying Communications	(1,500)  (6,300) (19,500) (3,000) (1,070) (500)

Notes:

			<u>Addition/(Deductions)</u>	
			US\$	
10	SME 02/2005	Approved after deducting amounts stated. Waivers for advance payment for airfares and per diem, government officials and airfare and per diem for active participants are approved. Project Overseer to submit revised itemized budget.		(26,400)
11	TEL 03/2005	Approved after deducting amounts stated. Project Overseer to submit revised itemized budget.		(42,250)
12	TWG 01/2005	Approved after deducting amounts stated.	Consultant fee Consultant's Secretary Per diem-WG Airfare -WG Dissemination	(20,000) (10,000) (700) (1,800) (3,300)
13	TWG 02/2005	Approved after deducting amounts stated.	Consultant's Secretary	(2,400)
14	TPT 01/2005	Approved after deducting amounts stated. Waiver for funding government officials is approved.	Per diem  Airfare Miscellaneous	(15,000)  (32,000) (10,000)
15	TPT 03/2005	Approved after deducting amount stated. Project Overseer to submit revised itemized budget.		(22,500)
16	TPT 04/2005	Approved after deducting/adding amounts stated	Writing fees Consultant's Secretary Consultant Fee	(8,000) (4,000) 7,000
17	CTI 01/2005	Approved after deducting amounts stated.	Photocopy Communication	(600) (1,000)
18	CTI 02/2005	Approved after deducting amounts stated.	Publication Photocopy Communication	(1,000) (500) (400)
19	EC 01/2005	Approved after deducting amounts stated.	Consultant Fee Consultant's Secretary	(18,000) (7,000)
20	HTF 01/2005	Approved after deducting amounts stated. Waivers for advance payment for travel, funding government officials and lump sum funding to facilitate in organizing meetings are approved. Project Overseer to submit revised itemized budget.		(12,000)

**2005 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

**(I) WORKING GROUPS**

**AGRICULTURAL TECHNICAL COOPERATION**

1. Building Biosecurity Planning and Surveillance Capacity for APEC Member Economies
2. Building Agricultural Biotechnology Capacity in APEC Economies in Emerging Issues, including Animal Biotechnology, Risk Management and Communication, to be discussed at the
3. APEC Training on Improvement of Quality of Fresh Produce for Export Markets

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>230,798.00</b>		<b>233,808.00</b>	
ATC 01/2005T	106,498.00	<b>A</b>	<b>101,658.00</b>	1
ATC 02/2005T	74,400.00	<b>A</b>	<b>66,200.00</b>	2
ATC 03/2005T	49,900.00	<b>A</b>	<b>65,950.00</b>	3

**ENERGY**

1. APEC 21st Century Renewable Energy Development Initiative (Collaborative IV): Adoption of Renewable Energy Standards Phase II– Final Groundwork
2. Carbon Dioxide Capture and Geological Sequestration Potential of the APEC Region (Phase 3)
3. Standby Power - Promoting Improved Cooperation Among APEC Economies in Programs to Reduce Standby Power

	<b>287,400.00</b>		<b>169,500.00</b>	
EWG 01/2005T	150,000.00	<b>A</b>	<b>134,500.00</b>	4
EWG 02/2005T	87,400.00	<b>C</b>	-	
EWG 03/2005T	50,000.00	<b>A</b>	<b>35,000.00</b>	5

**HUMAN RESOURCE DEVELOPMENT**

1. Capacity Building for the New International Architecture in Trade and Investment

	<b>128,000.00</b>		<b>128,000.00</b>	
HRD 01/2005T	128,000.00	<b>A</b>	<b>128,000.00</b>	6

**INDUSTRIAL SCIENCE & TECHNOLOGY**

1. Seminar for the development of standardized methods of materials testing and Round Robin Tests (RRTs)
2. Technological Cooperative Framework on Nanoscale Analytical and Measurement Methods (Pilot Study)

	<b>123,052.50</b>		<b>123,050.00</b>	
IST 01/2005T	68,050.00	<b>A</b>	<b>68,050.00</b>	7
IST 02/2005T	55,002.50	<b>A</b>	<b>55,000.00</b>	8



**2005 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

**SMALL & MEDIUM ENTERPRISE**

1. APEC Workshop for SME Program Managers on Reducing SME's
2. APEC Symposium on Industrial Clustering for SMEs

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$ <b>154,421.00</b>		US\$ <b>138,000.00</b>	
SME 01/2005T	80,521.00	<b>A</b>	<b>69,100.00</b>	9
SME 02/2005T	73,900.00	<b>A</b>	<b>68,900.00</b>	10

**TRADE PROMOTION**

1. Benchmarking Knowledge Management Technologies and Behaviours
2. APEC Seminar on Textile Trade under the WTO Legal Framework
3. Survey on Electronic and Information Technology Industries in APEC
4. Franchising Opportunities in China, Japan and Singapore
5. "Anthology of Trade Promotion Practices of Selected APEC Economies" (A Publication)

	<b>299,499.40</b>		<b>234,890.00</b>	
TP 01/2005T	19,950.00	<b>A</b>	<b>19,950.00</b>	
TP 02/2005T	82,600.00	<b>A</b>	<b>80,450.00</b>	11
TP 03/2005T	58,461.00	<b>C</b>	-	
TP 04/2005T	107,770.00	<b>A</b>	<b>107,770.00</b>	
TP 05/2005T	30,718.40	<b>A</b>	<b>26,720.00</b>	12

**TRANSPORTATION**

1. International Ship and Port Facility Security Code Implementation
2. Enhancing Secure Trade and Efficiency in the APEC Region with Intelligent Transportation Systems and eCommerce Technologies. Phase 3-5: An Evaluation of the Economics of Trade Security Enhancement via the Smart

	<b>388,600.00</b>		<b>388,100.00</b>	
TPT 01/2005T	138,600.00	<b>A</b>	<b>138,600.00</b>	13
TPT 02/2005T	250,000.00	<b>A</b>	<b>249,500.00</b>	14

**(II) COMMITTEES**

**COMMITTEE ON TRADE & INVESTMENT**

1. International Workshop on identifying and Addressing Possible Impacts of FTAs/RTAs Development on APEC Developing Member Economies
2. Capacity Building for Anti-dumping and Safeguard Measures
3. APEC training Course on Competition Policy
4. APEC Capacity building – First Stage Regional Movement Alert System-

	#####		<b>1,374,092.00</b>	
CTI 01/2005T	106,150.00	<b>A</b>	<b>93,990.00</b>	15
CTI 02/2005T	77,220.00	<b>A</b>	<b>72,220.00</b>	16
CTI 03/2005T	82,650.00	<b>A</b>	<b>77,000.00</b>	17
CTI 04/2005T	27,700.00	<b>A</b>	<b>27,700.00</b>	18

**2005 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

	Project Code	Fund Requested	Decision	Provision Recommended	Note
		US\$		US\$	
5. Trade Facilitation: Time-release Survey	CTI 05/2005T	54,284.00	A	<b>54,284.00</b>	19
6. Arrangement of APEC Customs-Business Dialogue (ACBD)	CTI 06/2005T	21,600.00	A	<b>19,200.00</b>	20
7. Phase III – Harmonized Data Elements: Workshop on Implementation of World Customs Organization Data Model	CTI 07/2005T	52,200.00	A	<b>52,200.00</b>	21
8. APEC Investment Facilitation Initiative: A Cooperative Effort with UNCTAD and other Multilateral Institutions	CTI 08/2005T	147,000.00	A	<b>132,000.00</b>	22
9. APEC Workshop on Intellectual Property for SMEs and Micro Enterprises in APEC Member Economies	CTI 09/2005T	76,820.00	A	<b>73,000.00</b>	23
10. Seminar and Training Courses in Legal Metrology	CTI 10/2005T	75,840.00	A	<b>75,840.00</b>	24
11. IPEG Public Education and Awareness Program	CTI 11/2005T	148,900.00	A	<b>131,900.00</b>	25
12. Developing a Successful Intellectual Property Enforcement Regime	CTI 12/2005T	100,000.00	A	<b>95,790.00</b>	26
13. SCCP Program to Implement the HS Convention	CTI 13/2005T	112,565.00	A	<b>112,565.00</b>	27
14. SCCP Peer Review	CTI 14/2005T	62,650.00	A	<b>62,650.00</b>	28
15. E-learning on the Practical Use of the Environmental Product Standards: ISO 14000 on EL, LCA Ecodesign, and the Product Related Environmental	CTI 15/2005T	90,000.00	A	<b>90,000.00</b>	29
16. International Comparisons of Metrology Standards between NMIs in Developing Economies	CTI 16/2005T	10,800.00	A	<b>10,800.00</b>	30
17. Regional Seminars for Government Regulations: Harmonization of Medical	CTI 17/2005T	64,253.00	A	<b>64,253.00</b>	31
18. Seminar on Fire Safe Use of Timber in Construction	CTI 18/2005T	60,500.00	A	<b>60,500.00</b>	32
19. Skill Standardization for the Nursing profession	CTI 19/2005T	95,000.00	A	<b>68,200.00</b>	33

**(III) AD-HOC GROUPS/PROJECTS**

**COUNTER-TERRORISM TASK FORCE**

1. Third STAR Conference

	116,931		116,931.00	
CTTF 01/2005T	116,931	A	<b>116,931</b>	34

**ELECTRONIC COMMERCE STEERING GROUP**

1. Technical Assistance Seminars on Domestic & Int'l Implement APEC  
2. APEC Symppsoi on Assesment and Benchmarking of Paperless Trading

	256,929.00		251,929.00	
ECSG 01/2005T	109,309.00	A	<b>109,309.00</b>	35
ECSG 02/2005T	147,620.00	A	<b>142,620.00</b>	36

**Total**

**#####**

**3,158,300.00**

**Legend**

- A. Approved

**2005 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	

B Tentatively Approved

**2005 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	

C. Returned

Notes:

	Project No.	Remarks /Waivers	Additions/(Dec
1	ATC 01/2005T	Approved after deducting amount stated. Waivers for bidding, per diem for participants, funding of government officials and advance payment for airfare and per diem for participants from developing economies are approved	Per Diem
2	ATC 02/2005T	Approved after deducting amount stated. Waiver for funding of airfare for government officials from travel eligible economies is approved	Publication Equipment- Computer Rentals Local Transportation
3	ATC 03/2005T	Approved after adding/deducting amounts stated. Waivers for per diem for participant and advance payment of airfares and per diems are approved.	Hosting  Per Diem - Speakers - Per Diem - Participants - Airfare - Participants
4	EWG 01/2005T	Approved after receiving revised budget from Project Overseer.	
5	EWG 03/2005T	Approved after adding/deducting amount stated.	Workshop Venue Workshop Consultant  Airfare & Accommodation Communications, printings and CD- ROMs Honorarium Airfare Per Diem
6	HRD 01/2005T	Approved. Waiver for funding of airfare and per diem for government officials is approved	
7	IST 01/2005T	Approved. Waiver for funding of airfare and per diem for government officials is approved	
8	IST 02/2005T	Approved after deducting the amount stated. Waivers for funding of airfare and per diem for government officials, advance payment for airfare and per diem are approved	Per Diem

Notes:

	Project No.	Remarks /Waivers	Additions/(Dec
9	SME 01/2005T	Approved after deducting amount stated. Waivers for funding of government officials, per diem for participant, advance payment of airfare and per diem for participants and resource persons. Project Overseer to submit a revised itemized budget.	
10	SME 02/2005T	Approved after deducting amount stated.	Hosting
11	TP 02/2005T	Approved after deducting amount stated. Waiver for per diem for active participants is approved	Equipment/ Material
12	TP 05/2005T	Approved after adding/deducting amount stated.	Equipment/ Material Airfare
13	TPT 01/2005T	Approved. Waiver for funding of airfare and per diem for government officials is approved.	
14	TPT 02/2005T	Approved after deducting amount stated. Project Overseer notified on the self-funding element	Communication
15	CTI 01/2005T	Approved after adding/deducting amount stated. Waivers for advance payment for communication expenses, teaching material, per diem for participants, funding of non-APEC members and funding of airfare and per diem for participants & speakers who are government officials are approved.No advance should be provided for Direct Labour. Per diem for en-route is not allowable.	Speaker's Honorarium  Short-Term Clerical & Secretarial Staff Remuneration  Consultant Fees  Consultant's Secretary Cost  Per Diem-Speakers  Per Diem - Participants  Airfare  Publication  Teaching Materials  Office Supplies

Notes:

	Project No.	Remarks /Waivers	Additions/(Dec
16	CTI 02/2005T	Approved after deducting amount stated. Waivers for per diem for active participants, funding of airfare and per diem for government officials and advance payment are approved.	Airfare -Speakers & Active Participants
17	CTI 03/2005T	Approved after deducting amount stated. Waivers for funding of airfare and per diem for government officials, per diem for participants, advance payment on communications, teaching materials, room rental & equipment rental to organiser and non-member participation from international organization are approved	Equipment
18	CTI 04/2005T	Approved. Waivers for funding of airfare and per diem for government officials, advance payment of travel expenses are approved.	
19	CTI 05/2005T	Approved. Waiver for funding of airfare and per diem for government officials from the WCO and Japan is approved.	
20	CTI 06/2005T	Approved after deducting amount stated. Waiver for funding of airfare and per diem for government officials is approved.	Speaker's Honorarium Per Diem
21	CTI 07/2005T	Approved. Waiver for funding of airfare and per diem for government officials is approved.	
22	CTI 08/2005T	Approved after deducting amount stated. Waivers for advance payment of airfare and per diem, invitation for non-APEC speaker and translators' fee are approved.	Airfare-Speakers & delegates
23	CTI 09/2005T	Approved after deducting amount stated. Waivers for funding of airfare and per diem for participants, advance payment on communications, teaching materials, room rental & equipment rental to organiser, airfare, accommodation and per diem for lecturers are approved. Per diem for en-route is not allowable.	Speaker's Honorarium  Equipment
24	CTI 10/2005T	Approved. Waivers for funding of airfare and per diem for government officials, per diem for active participants and advance payment for airfare are approved.	
25	CTI 11/2005T	Approved after deducting amount stated. Waiver for funding of airfare and per diem for government officials is approved.	Photocopying/ printing  Venue hire  Communications

Notes:

	Project No.	Remarks /Waivers	Additions/(Dec
26	CTI 12/2005T	Approved after receiving revised budget from Project Overseer. Waivers for funding government officials, per diem for active participants and advance payment for airfares, accommodations and administrative needs are approved. Per diem for en-route is not allowable. There will be 50% self-funding from the United States.	
27	CTI 13/2005T	Approved. Waivers for funding of airfare and per diem for government officials, advance payment of airfare and per diem are approved.	
28	CTI 14/2005T	Approved. Waivers for funding of airfare and per diem for government officials, advance payment of airfare and per diem are approved.	
29	CTI 15/2005T	Approved. Waivers for funding of airfare and per diem for government officials of developing economies, per diem for trainees are approved.	
30	CTI 16/2005T	Approved. Waiver for advance payment for airfare and per diem is approved.	
31	CTI 17/2005T	Approved. Waivers for funding government officials and representative from non-APEC economies are approved.	
32	CTI 18/2005T	Approved. Waiver for advance payments for airfare and per diem for speakers/participants, cost of venue and equipment is approved. No advance should be provided for consultancy fees and secretarial assistance.	
33	CTI 19/2005T	Approved after adding/deducting amount stated.	Speaker's Honorarium Consultant Fees Consultant's Secretary Secretariat Supplies Per Diem Airfare-Speakers Airfare-Panelist Publication Equipment-Data Acquisition Photocopying Hosting



Notes:

	Project No.	Remarks /Waivers	<u>Additions/(Dec</u>
34	CTTF 01/2005T	Approved. Waiver for advance payment for airfare and per diem is approved.	
35	ECSG 01/2005T	Approved. Waivers for funding of airfare and per diem for government officials and active participants and advance payment are approved.	
36	ECSG 02/2005T	Approved after deducting amount stated. Waivers for funding of airfare and per diem for government official and per diem for participant are approved.	Airfare-Active Participants

Adjustments
US\$
-4,840
-3,200
-4,000
-1,000
-5,000
500
16,550
4,000
-10,000
-10,000
-25,000
-5,000
10,000
20,000
5,000
-2.50

Adjustments
US\$
-11,421
-5,000
-2,150
-4,000
1.60
-500
-1,400
-600
1,600
-200
-560
-1,600
-5,400
-1,000
-2,000
-1,000

Deductions	
US\$	
-5,000.00	
-5,650	
-1,200	
-1,200	
-15,000	
-3,000	
-820	
-8,000	
-6,000	
-3,000	



<u>Adjustments</u>
US\$
-5,000

**Members' Contributions to APEC for 2005**

<u>Economy</u>	<u>2004 Contributions (US\$)</u>	
Japan	601,000	(18.00%)
USA	601,000	(18.00%)
Canada	303,000	(9.07%)
China	258,000	(7.74%)
Australia	224,000	(6.70%)
Korea	198,000	(5.95%)
Chinese Taipei	158,000	(4.73%)
The Russian Federation	135,000	(4.04%)
Mexico	134,000	(4.02%)
Hong Kong, China	92,000	(2.75%)
New Zealand	92,000	(2.75%)
Singapore	92,000	(2.75%)
Brunei	50,000	(1.50%)
Chile	50,000	(1.50%)
Indonesia	50,000	(1.50%)
Malaysia	50,000	(1.50%)
Papua New Guinea	50,000	(1.50%)
Peru	50,000	(1.50%)
Philippines	50,000	(1.50%)
Thailand	50,000	(1.50%)
Viet Nam	50,000	(1.50%)
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	3,338,000	(100.00%)