

## ***FINAL 6 September 2005***

### **Summary Conclusions of the APEC Budget and Management Committee Meeting APEC Secretariat, Singapore 23-25 August 2005**

#### **Introduction**

1. The APEC Budget and Management Committee (BMC) held its second 2005 meeting at the APEC Secretariat, Singapore, on 23-25 August 2005.
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 Mario Ignacio Artaza of the Embassy of Chile, Beijing.

#### **Agenda Item 1: Adoption of Agenda**

4. The meeting adopted the Agenda as at **Annex 2**. The order was rearranged to discuss the 2006 Administrative Account and related papers after discussion of the projects under the three accounts.

#### **Agenda Item 2: Business Arrangements and Program**

5. The meeting agreed the business arrangements and program as set out in **2005/BMC2/002**.

#### **Agenda Item 3: Overview from the Secretariat by the Executive Director**

#### **Agenda Item 4: BMC and the APEC Reform Process**

6. The Executive Director reported on recent developments as set out in **2005/BMC2/003** and on the APEC Reform Process as described in **2005/BMC2/004**.
  - He outlined to Members the proposals of the Reform FOTC relevant to the work of the BMC. He noted that the draft recommendations of the Reform FOTC had been sent to all Senior Officials on 22 August 2005.
  - The Reform FOTC had recognized that reductions in expenditure and diminution of services were not sufficient to achieve financial sustainability and that additional contributions would be required from members from 2007. The Reform FOTC proposed to divide the budget into four components: the **Administrative Account** a tightly set budget based on actual estimated requirements; the **Operational Account** for projects and increased by US\$200,000 from 2007; a **Contingency Fund** of US\$150,000 to be available for unexpected contingencies and with all expenditure approved by SOM; and **Reserves** to smooth out expenditure and to which all unspent funds would be returned each year.

## ***FINAL 6 September 2005***

- He made reference to the proposals by the Reform FOTC for a clear division of labour between the Secretariat and the BMC in the project approval process; empowering the APEC Secretariat to provide advice on projects, including value for money and relevance to APEC priorities. It had also proposed that the ESC be transformed into a Steering Committee on ECOTECH with, inter alia, responsibility for ranking Operational Account projects.
  - With the value of funding requests 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.
  - He was pleased to see that the APEC Support Fund which had been approved at SOM II was now in operation; the first contribution had been received and there were ten projects requesting funding. He noted with thanks the receipt of the annual contribution to the TILF Special Account from Japan. He appealed to members to consider making contributions to the TILF Special Account and or the APEC Support Fund.
  - He explained that the 2006 Administrative Account budget had been drawn up in a very tight manner, consistent with the recommendations of the Reform FOTC. Despite additional costs, net expenditure had been reined in considerably. He described briefly the improvements which had been made to reduce costs and improve efficiency. The Secretariat was pursuing proposals to establish, through sponsorship, an integrated knowledge management system that would include a secure on-line collaboration module, a Less Paper Meeting System, a Meeting Documents' database and an enhanced project database.
  - With no contingency and the budget drawn up on a net basis it was vital that economies paid their assessed annual contributions within the first quarter of the year. At present there were two economies which had not paid their 2005 contributions – they were expected to do so shortly.
7. The BMC Chair thanked the Executive Director for his overview report and noted that APEC reform was a continuous process. He encouraged all member economies to participate fully in the important discussions ahead. The meeting noted and welcomed the overview report. The meeting took note of the draft recommendation paper of the Reform FOTC which provided a continuous reference point for their work.

### **Agenda Item 5: ISO Update**

8. The meeting noted with approval the progress made by the Secretariat in meeting its performance targets, as reported in 2005/BMC2/005. The meeting noted with appreciation the amount of work required to maintain the ISO 9001:2000 accreditation and the achievement of the targets.

**Agenda Item 6: Project Management and Evaluation Matters**

***A) Progress of Committee/Working Group Projects (including Self-Funded Projects)***

***i) Progress Reports for Ongoing Projects***

9. The meeting noted the report in paper 2005/BMC2/006.

***ii) Evaluation Reports and Outcomes of BMC Small Groups***

10. The meeting noted the report in paper 2005/BMC2/007.

***iii) Completed Projects without Evaluation Reports***

11. The meeting was alarmed at the low compliance rate of less than 40%, reported in paper 2005/BMC2/008, in the completion of evaluation reports. They noted that compliance had increased after the posting of the first version of the paper. This suggested that BMC members could play a role in assuring compliance and Members asked the Secretariat to give further thought to formalize this. Members noted the observations of Project Overseers on the complexity of the evaluation process and considered that the work of the ESC Small Group on Evaluation could assist in this respect.

***B) Report on the Small Group on Evaluation Meeting of the ESC, held in Jeju, Korea in 26 May 2005***

12. The BMC was informed through paper 2005/BMC2/009 of the progress of the Small Group on Evaluation. The Project Overseers of five projects had volunteered to trial the framework for the evaluation of completed projects. Mr. Lincoln Young, a consultant commissioned by the Australian Agency for International Development (AusAID), was invited to share his views on the evaluation process. He made a presentation on AME (Assessment, Monitoring and Evaluation). Members agreed that, subject to the results of the trial, the new evaluation framework should be used from 2006 for project under the Operational Account and the APEC Support Fund. Appropriate amendments would be made to the *Guidebook on APEC Projects*. The framework had been developed for ECOTECH projects – extension, with modifications, where appropriate, to TILF Special Account projects could be considered in the future. Members noted that a ‘health check’ for projects would only be required for about 10 – 20% of projects. This was a sensible cost-effective method to achieve risk management. Members agreed that the BMC would decide when approving projects whether the long or short evaluation form should be used. The completion of the evaluation framework was an important contribution to APEC reform.

13. Members agreed that evaluation had to be followed up; the practical lessons learned disseminated and communication in this respect enhanced between fora. An important outcome of evaluation would be the development of more strategic projects in the future, addressing APEC’s priorities. Members considered that more should then be done to publicize APEC’s good work to the local, international and specialist media, as appropriate.

## ***FINAL 6 September 2005***

14. To address the current problem of less than 50% of completed projects being evaluated, as noted with concern under item 9(A)(iii), Members agreed that the Project Overseers of these projects should be required to complete the new short-form evaluation. If the Project Overseer is not available then an appropriate person from the sponsoring economy (for example, the head of delegation to the relevant APEC forum) should undertake this task. Members expressed concern that this exercise should be completed quickly.

### ***C) Amendment to the “Guidebook on APEC Projects”***

15. The meeting agreed, in discussion on paper 2005/BMC2/010, that the 6<sup>th</sup> edition of the *Guidebook on APEC Projects* should be forwarded to SOM III with the aim of obtaining approval at the AMM. Members agreed to recommend to Ministers that approval of subsequent editions of the *Guidebook* be delegated to the BMC. The Guidebook could thus reflect changes, such as the inclusion of the new evaluation framework, more rapidly.

## **Agenda Item 7: 2005 Budget**

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

16. The meeting noted the report in paper 2005/BMC2/011.

### ***B) Adjustments to the 2005 Administrative Account***

17. The meeting discussed paper 2005/BMC2/012 and noted the minor revisions made by the Executive Director at **Annex 3** to this summary record. The staffing changes were noted. Members looked forward to receiving the report regarding the APEC Secretariat Support Staff. Members noted the heads under which it was expected that savings would be made to meet the expectations of the Reform FOTC. They expressed appreciation of the work of the Executive Director and the staff of the Secretariat in identifying such savings and working with the consequences. The Chair requested members to draw this paper to the attention of their Senior Officials.

### ***C) 2005 Operational Account – Status of Disbursements, Reprogramming and Requests for Urgent Funding***

18. The meeting noted in paper 2005/BMC2/013rev2 the disbursement status of projects, the position regarding the uncommitted reserves in the combined Operational and Administrative Accounts, and that there were no reserves remaining for funding urgent 2005 Operational Account projects.
19. The meeting also agreed to the requests, as described in the paper, regarding the following projects:

#### ***(a) Reprogramming:***

FWG 02/2004 and IST 06/2005

#### ***(b) Extension of Disbursement Deadlines:***

## ***FINAL 6 September 2005***

TPT 01/2004 to 30 April 2006  
TPT 06/2003 to 31 March 2006  
SME 01/2003 to 31 December 2006  
IST 01/2004 to 31 December 2006  
IST 04/2004 to 30 June 2006

### **(c) Ex-Gratia Payment:**

TPT 04/2003: up to US\$31,630.33, in accordance with normal APEC rules.

### **D) *2005 TILF Special Account – Status of Disbursements, Reprogramming and Requests for Urgent Funding***

20. The meeting noted in paper 2005/BMC2/014rev1 the disbursement status of projects and the position regarding the uncommitted reserves in the TILF Special Account.
21. The meeting approved the extension of disbursement deadline for TPT 02/2005T to 30 June 2007. In view of the number of requests from the Transportation Working Group covering the OA and TILF accounts, the Chair requested that the attention of the lead Shepherd be drawn to this with a request to improve project implementation within the normal 2-year time-frame. The meeting further approved the request for the reprogramming of CTI 15/2005T.

### **Agenda Item 8: 2006 Budget**

#### **A) *2006 Administrative Account Budget***

22. The meeting discussed paper 2005/BMC2/015rev1 and approved the 2006 Administrative Account budget as at **Annex 4** to this summary record. Members noted that the budget had been prepared as requested in a functional manner. They noted the pragmatic way in which this was done as the preparation of a fully functional budget could be a costly exercise. Members noted with appreciation the tight manner in which the net budget had been drawn up.

#### **B) *2006 Operational Account Budget***

23. The meeting endorsed the proposal from the Chair to set aside at least US\$500,000 for 2006 urgent projects. Members noted that the value of the projects proposed for funding in paper 2005/BMC2/016 from the Operational Account was slightly 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 APEC-wide priorities. As a reference members noted the categorization of the projects as:

## ***FINAL 6 September 2005***

- A. reflecting recent Leaders priorities
- B. reflecting recent AMM, MRT and Finance Ministers' priorities
- C. reflecting recent sectoral Ministers' priorities
- D. reflecting APEC 2005 priorities (2006 priorities not yet being available)
- E. reflecting ECOTECH/ Osaka Action Agenda priorities
- F. others

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 2006 responding to Leaders' and Ministers' priorities and those of the 2006 Viet Nam year.

- 24. The decisions of the meeting on the 2006 Operational Account projects are at **Annex 5**.
- 25. 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 and advising them of BMC decisions.

### ***C) 2006 TILF Special Account Budget***

- 26. Members expressed their appreciation to Japan for its 2005 contribution to the TILF Special Account. The Affordable Level of Expenditure for 2006 TILF Special Account projects had been agreed by SOM at US\$5,000,000. Members reaffirmed that items which were not fundable by APEC (such as refreshment breaks and technical tours) should not count towards meeting the self-funding requirements but some flexibility could be shown in respect of other costs.
- 27. The meeting discussed paper 2005/BMC2/017 and recommended approval of the 2006 TILF Special Account projects as at **Annex 6**. Revised information on the project graded 'B' should be with the Secretariat through the BMC website by **Tuesday 30 August 2005**. Members should then provide their views through the website by **Wednesday, 31 August 2005**. The tight timetable was necessary in order to have the BMC report to SOM III ready 10 days before SOM III, i.e. by Friday 2 September 2005.
- 28. Members expressed some concern at the number of requests for funding for regular activities – the n<sup>th</sup> seminar etc – and asked fora to consider whether such activities should not be considered part of the regular meetings and thus not seek APEC funding. This would free up funding for emerging areas.

### ***D) 2006 APEC Support Fund***

- 29. Members agreed to discuss this item before the Operational Account so that should there be projects which failed to find funding under this fund they could still have the opportunity for consideration under the Operational Account.

## ***FINAL 6 September 2005***

30. Members noted that the APEC Support Fund had been approved at SOM II. The first Memorandum of Understanding under the Fund was signed with Australia in June 2005. As a result the Australian contribution of A\$1,000,000 was received in July 2005. Projects under the APEC Support Fund at present should focus on providing capacity building for developing economies, be of high quality and will be subject to a rigorous evaluation process.
31. The meeting discussed paper 2005/BMC2/018 rev3 and recommended approval of the 2006 APEC Support Fund projects as at **Annex 7**. There would be further opportunities to apply under the APEC Support Fund.
32. Members considered that the recommendations of the APEC Secretariat had been useful to them in reaching their decisions. Members suggested that the Secretariat comments could be amplified.
33. The Chair suggested and Members agreed that it would be useful to bring together for the benefit of project proponents and APEC fora the processes used by the BMC to consider funding for projects under all Accounts. In this way there would be more transparency in the decision making process. The Secretariat and the Chair would draft a brief document for Members' consideration and inclusion in his report to SOM III.

### ***E) Members' Contributions for 2006***

34. The meeting considered paper 2005/BMC2/019 and agreed to recommend that the APEC Members' contributions to the APEC Central Fund for 2006 should be the same as for 1999-2005. These are set out at **Annex 8**.

### **Agenda Item 9: Forecast of the Operational and Administrative Accounts 2007-2010**

35. The meeting noted paper 2005/BMC2/020. Members noted that total contribution levels had been assumed from 2007 to revert back to the 1998 level, as proposed by the Reform FOTC. On that basis Members noted that with a tight Administrative Account budget the forecast balanced. Members were concerned whether deferral of expenditure would be storing up problems for the future. In response the Secretariat indicated that likely amounts for general maintenance for which the Secretariat was responsible were included; desktop computers were still within their usable life but would be replaced in 2007; other computers and office equipment were leased; the vehicles would be retained for longer so long as repair bills were not excessive – the ED's car would now be replaced in 2009 unless a donation was received. The Executive Director pointed out that it would be important for the functioning of the Secretariat under such a tight budget to receive Members' assessed annual contributions early in the first quarter of each year.
36. Members noted that the forecast up to 2008 on a net basis was equivalent to that discussed by the Reform FOTC.

### **Agenda item 10: APEC Secretariat Memorandum of Administrative Arrangements**

## ***FINAL 6 September 2005***

37. The meeting discussed paper 2005/BMC2/021 and noted that under Article 9.1 of the current Headquarters Agreement with the Government of the Republic of Singapore the APEC Secretariat should become responsible for the 'charges for the maintenance of the building'. The purpose of the proposed Supplemental Agreement was to amend the Headquarters Agreement to clarify the areas of responsibility for Singapore and those for the Secretariat. The Supplemental Agreement was proposed to come into effect on 1 January 2006. The respective items are set out in an Annex attached to the Supplemental Agreement: broadly Singapore would be responsible for external items and items integral to the fabric of the building, while the Secretariat would be responsible for the internal maintenance of the building. Members noted that the financial consequences of this had been already taken into account in drawing up the 2006 Administrative Account budget. The Executive Director considered the Agreement to be a fair one and paid tribute to the generosity of Singapore in providing the fine APEC Secretariat building. Members noted that the responsibility for external security was already stated in Article 4 of the Headquarters Agreement. Members recommended approval to SOM of the Supplemental Agreement.

### **Agenda item 11: Guidelines for Hosting Meetings at the APEC Secretariat**

38. The meeting noted that Reform FOTC had decided not to proceed with actively encouraging SOM level meetings being held at the APEC Secretariat as there would be no cost benefit. Members agreed to the recommendation in paper 2005/BMC2/022 to use the current Administrative Guidelines as the basis of administrative arrangements for APEC fora wishing to hold meetings in the APEC Secretariat. The APEC Secretariat would circulate these guidelines to all APEC fora.

### **Agenda Item 12: APEC Intellectual Property Policy**

39. The meeting noted that the draft policy had been presented at BMC I in paper 2005/BMCI/020 and that no comments had been received by the APEC Secretariat by the extended deadline of 12 August 2005. The meeting agreed to forward this set of documents (attached to paper 2005/BMC2/023) to SOM III for approval. The proposal for a revised contract for direct labour (Annex B to paper 2005/BMC1/020) was still being trialed and would not be included in this approval process. The new contract would be included in a revised *Guidebook on APEC Projects*. The Chair pointed out that the policy had implications for all economies, particularly the host economy, and advised Members to draw it to the attention of their respective Senior Officials.

### **Agenda Item 13: Communications, Outreach and Public Affairs – 2005 and 2006**

40. The meeting noted the report in 2005/BMC2/024. The total amount spent on communications, outreach and public affairs while not large compared to other organizations was a significant proportion (almost 25%) of the Administrative Account budget, when salaries were taken into account. The meeting was impressed at the increases in activity but was concerned at whether the messages were getting across in a cost-effective way to stakeholders. Members noted the effort made by the Secretariat to establish an APEC Communications Expert Group and agreed that much communications and outreach work in APEC was the responsibility of member economies to tailor to their stakeholders. The role of the Secretariat was to assist economies in that regard. Members considered that a review of the APEC



## ***FINAL 6 September 2005***

communications and outreach strategy could be a suitable item for a reconstituted Reform FOTC to consider in 2006.

### **Agenda Item 14: Register of Contractors for APEC Projects**

41. The meeting noted that the Secretariat would circulate paper 2005/BMC2/025.

### **Agenda Item 15: APEC Integrated Knowledge Management System**

42. The Secretariat briefed the meeting on the progress of the APEC Integrated Knowledge Management System, including collaboration sites, a Less Paper Meeting System, a Meeting Document Database and a Project Database. The meeting noted the ongoing discussions with Microsoft regarding their support for this project and the return, in accordance with the sponsorship guidelines, which they would wish to have. They noted that a full presentation would be given to SOM III as the arrangements were still fluid. Members recognized the importance of the system and considered it important that there should be interoperability with the different systems used in economies. Members endorsed the establishment of tied APEC Support fund sub-Fund A for APEC IT development and support. They also recognized the need for flexibility for some private sector contributions to the APEC Support Fund that may enable the earmarking of funds for a specific activity, if required, while ensuring that appropriate evaluation procedures and quality assurance mechanisms are in place.

### **Agenda Item 16: Chair and Vice-Chair for 2006**

43. Korea and Viet Nam confirmed that they would assume the posts of Chair and Vice-Chair of the BMC respectively in 2006.

### **Agenda Item 17: Dates of 2006 Meetings**

44. The meeting noted that the dates of the 2006 SOM meetings had not yet been confirmed. Provisionally, the BMC meetings would be held on 29–30 March 2006 and 10–12 October 2006 (if the recommendations of the reform FOTC regarding the establishment and functions of the SCE were agreed or 22–24 August 2006, if the current arrangements remained in place.

### **Agenda Item 18: Any Other Business**

45. The Chair suggested that the Reform FOTC may wish to consider providing flexibility for economies to offer to increase their contributions to APEC Central Funds beyond the amounts suggested in the Reform FOTC recommendations. It would also be possible for members to contribute through the TILF Special Account of the APEC Support Fund.

### **Agenda Item 19: Document Classification List**

46. The classification list is at 2005/BMC2/000.  
(Note: documents containing budgetary information will be made publicly accessible only after the endorsement of the relevant budgets by Ministers.)

***FINAL 6 September 2005***

**Agenda Item 20: Approval of the Summary Conclusions of the Meeting**

47. 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 2005

**APEC Budget and Management Committee Meeting  
APEC Secretariat, Singapore  
23-24 August 2005**

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**Economy: Singapore**

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**Economy: Chinese Taipei**

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## **Agenda**

### **APEC Budget and Management Committee Singapore, 23-24 August 2005**

1. Adoption of Agenda  
(2005/BMC2/001)
2. Business Arrangements and Program  
(2005/BMC2/002)
3. Overview from the Secretariat by the Executive Director  
(2005/BMC2/003)
4. BMC and the APEC Reform Process  
(2005/BMC2/004)  
*(A report on the progress of the work of the FOTC group relevant to BMC. The output following the last meeting held in Hanoi on 20 July 2005 is under preparation.)*
5. ISO Update  
(2005/BMC2/005)
6. Project Management and Evaluation Matters
  - A) Progress of Committee/ Working Group Projects (including Self-Funded Projects)
    - i) Progress Reports for Ongoing Projects  
(2005/BMC2/006)
    - ii) Evaluation Reports and Outcomes of BMC Small Groups  
(2005/BMC2/007)
    - iii) Completed Projects without Evaluation Reports  
(2005/BMC2/008)
  - B) Report on the Small Group on Evaluation Meeting of the ESC, held in Jeju, Korea, on 26 May 2005  
(2005/BMC2/009)
  - C) Amendments to the *Guidebook on APEC Projects*  
(2005/BMC2/010)
7. 2005 Budget
  - A) Report on Business Transacted Intersessionally  
(2005/BMC2/011)
  - B) Adjustments to the 2005 Administrative Account  
(2005/BMC2/012)
  - C) Operational Account – Status of Disbursements and Requests for Reprogramming  
(2005/BMC2/013)
  - D) TILF Special Account – Status of Disbursements, Reprogramming and Requests for Urgent Funding  
(2005/BMC2/014)

8. 2006 Budget
  - A) Administrative Account Budget  
(2005/BMC2/015)
  - B) Operational Account Budget  
(2005/BMC2/016)
  - C) TILF Special Account Budget  
(2005/BMC2/017)
  - D) APEC Support Fund  
(2005/BMC2/018)
  - E) Members' Contributions  
(2005/BMC2/019)
9. Forecast of the Operational and Administrative Accounts 2007-2010  
(2005/BMC2/020)
10. APEC Secretariat Memorandum of Administrative Arrangements  
*(This is a report on progress on discussions with the Government of the Republic of Singapore on the administrative arrangements for the operation of the APEC Secretariat building in Singapore.)*  
(2005/BMC2/021)
11. Guidelines for Hosting APEC Meetings at the APEC Secretariat  
(2005/BMC2/022)
12. APEC Intellectual Property Policy  
(2005/BMC2/023)
13. Communications and Outreach in APEC  
(2005/BMC2/024)
14. Register of Contractors for APEC Projects  
(2005/BMC2/025)
15. APEC Integrated Knowledge Management System  
(2005/BMC2/026)
16. Chair and Vice-Chair for 2006
17. Dates of 2006 meetings
18. Any Other Business
19. Classification of Documents  
(2005/BMC2/000)
20. Approval of Summary Record of the Meeting

## Proposed Adjusted 2005 Administrative Account

	Approved Budget as at 30 Jun 2005 US\$	Actual Exp. as at 30 Jun 2005 US\$	Proposed Adjustment US\$	Proposed Adjusted Budget US\$	Likely savings US\$
<b>(1) <u>TRAINING/SEMINARS</u></b>					
1.1 Course fees,registration fees and related items	15,000	5,805.85	-	15,000	5,000
<b>(2) <u>PUBLISHING/COMMUNICATIONS</u></b>					
2.1 Publication of APEC Literature (e.g. APEC Brochure)	65,000	1,477.05	-	65,000	10,000
2.2 Publication of APEC Committee Reports	50,000	-	-	50,000	1,500
2.3 Website Redevelopment and Electronic Publishing	75,000	6,211.21	-	75,000	-
2.4 Support for media and outreach programs	65,000	3,774.90	-	65,000	10,000
	<b>255,000</b>	<b>11,463.16</b>	-	<b>255,000</b>	21,500
<b>(3) <u>LIBRARY</u></b>					
3.1 Subscriptions (e.g. newspapers,journals,etc)	3,000	780.17	-	3,000	1,000
3.2 General reference books/Encyclopedia	2,000	160.83	-	2,000	1,000
3.3 Databases (electronic information)	20,000	6,416.54	-	20,000	6,000
3.4 CD ROMS and others	1,000	-	-	1,000	500
	<b>26,000</b>	<b>7,357.54</b>	-	<b>26,000</b>	8,500
<b>(4) <u>PUBLIC RELATIONS</u></b>					
4.1 Official functions/receptions/meetings	18,000	3,435.97	-	18,000	-
4.2 Exhibitions/Souvenir items	5,000	2,355.28	-	5,000	-
	<b>23,000</b>	<b>5,791.25</b>	-	<b>23,000</b>	-
<b>(5) <u>EQUIPMENT</u></b>					
5.1 Office equipment,furniture and fittings,etc.	55,000	22,128.73	-	55,000	-
<b>(6) <u>TRAVEL</u></b>					
6.1 Exec-Director/Deputy Exec-Director	138,500	36,330.52	-	138,500	53,000
6.2 Professional Staff	745,300	138,198.83	-	745,300	420,000
6.3 Support Staff	108,600	24,326.93	-	108,600	40,000
6.4 Other related expenses	1,000	407.11	-	1,000	-
	<b>993,400</b>	<b>199,263.39</b>	-	<b>993,400</b>	513,000
<b>(7) <u>PERSONNEL -SUPPORT STAFF</u></b>					
7.1 Recruitment costs	3,000	5,115.68	4,000	7,000	-
7.2 Salaries and bonus	1,134,400	433,549.94	(4,000)	1,130,400	-
7.3 Insurance	30,000	18,701.61	-	30,000	5,000
	<b>1,167,400</b>	<b>457,367.23</b>	-	<b>1,167,400</b>	5,000
<b>(8) <u>RESEARCH AND ANALYSIS</u></b>					
8.1 Research	10,000	1,110.97	-	10,000	8,000

## Proposed Adjusted 2005 Administrative Account

	Approved Budget as at 30 Jun 2005 US\$	Actual Exp. as at 30 Jun 2005 US\$	Proposed Adjustment US\$	Proposed Adjusted Budget US\$	Likely savings US\$
<b>(9) <u>ADMINISTRATIVE SUPPORT</u></b>					
9.1 <u>Communications</u>					
9.1.1 Fax charges	6,000	1,299.85	-	<b>6,000</b>	3,000
9.1.2 Telephone and radio paging services	25,000	9,489.77	-	<b>25,000</b>	3,000
	<b>31,000</b>	<b>10,789.62</b>	-	<b>31,000</b>	6,000
9.2 <u>Professional Fees</u>					
9.2.1 Audit fee	4,000	3,824.71	-	<b>4,000</b>	175
9.2.2 Legal & Professional fees	15,000	812.37	-	<b>15,000</b>	-
	<b>19,000</b>	<b>4,637.08</b>	-	<b>19,000</b>	175
9.3 <u>Maintenance/Insurance of Vehicles</u>					
9.3.1 Insurance	6,500	715.28	-	<b>6,500</b>	500
9.3.2 Vehicle running expenses	12,000	4,832.62	-	<b>12,000</b>	1,000
	<b>18,500</b>	<b>5,547.90</b>	-	<b>18,500</b>	1500
9.4 <u>Stationery</u>					
9.4.1 Photocopying charges and paper	7,000	1,555.17	-	<b>7,000</b>	3,000
9.4.2 Printed stationery and others	10,000	3,257.69	-	<b>10,000</b>	3,000
	<b>17,000</b>	<b>4,812.86</b>	-	<b>17,000</b>	6,000
9.5 <u>Postage and courier charges</u>	<b>30,000</b>	<b>17,552.08</b>	-	<b>30,000</b>	-
9.6 <u>Office and Building maintenance</u>					
9.6.1 Office maintenance and supplies	33,000	23,939.67	12,000	<b>45,000</b>	-
9.6.2 Utilities	70,000	29,920.76	-	<b>70,000</b>	6,000
9.6.3 Insurance	5,000	-	-	<b>5,000</b>	1,000
9.6.4 Building maintenance & security charges	55,000	14,295.80	(12,000)	<b>43,000</b>	5,000
	<b>163,000</b>	<b>68,156.23</b>	-	<b>163,000</b>	12,000
9.7 <u>Others</u>					
9.7.1 Local transport, overtime meals, etc.	5,000	2,474.84	-	<b>5,000</b>	-
9.7.2 General expenses {e.g. bank charges}	18,000	3,503.46	-	<b>18,000</b>	8,000
9.7.3 Staff welfare	5,000	978.36	-	<b>5,000</b>	-
	<b>28,000</b>	<b>6,956.66</b>	-	<b>28,000</b>	8,000
<b>Total for Administrative Support expenditure</b>	<b>306,500</b>	<b>118,452.43</b>	-	<b>306,500</b>	33,675



## Proposed Adjusted 2005 Administrative Account

	Approved Budget as at 30 Jun 2005 US\$	Actual Exp. as at 30 Jun 2005 US\$	Proposed Adjustment US\$	Proposed Adjusted Budget US\$	Likely savings US\$
<b>(10) INFORMATION TECHNOLOGY</b>					
10.1 <u>Operational Costs</u>					
10.1.1 Telecommunications lines and service charges	74,000	14,522.46	-	<b>74,000</b>	25,000
10.1.2 Maintenance/Support equipment	112,200	21,689.15	-	<b>112,200</b>	50,000
	<b>186,200</b>	<b>36,211.61</b>	-	<b>186,200</b>	75,000
10.2 <u>Development Costs</u>					
10.2.1 New Projects	38,000	1,077.75	-	<b>38,000</b>	6,000
10.2.2 Upgrading	15,000	6,659.40	-	<b>15,000</b>	6,000
	<b>53,000</b>	<b>7,737.15</b>	-	<b>53,000</b>	12,000
10.3 <u>Miscellaneous Expenses</u>					
10.3.1 Computer accessories, CD Rom, etc.	<b>7,700</b>	<b>3,200.80</b>	-	<b>7,700</b>	1000
<b>Total for IT expenditure</b>	<b>246,900</b>	<b>47,149.56</b>	-	<b>246,900</b>	88,000
<b>(11) APEC SOM TASKING DATABASE *</b>	<b>237,375</b>	-	-	<b>237,375</b>	157,000
<b>Grand Total :</b>	<b>3,335,575</b>	<b>875,890.11</b>	-	<b>3,335,575</b>	839,675

\* one-off expenses

## Proposed 2006 Administrative Account : Expenditure

	Approved Budget as at 30 Jun 2005 US\$	Adjusted 2005 Budget if approved US\$	Proposed Adjustment US\$
<b>(1) <u>TRAINING/SEMINARS</u></b>			
1.1 Course fees,registration fees and related items	15,000	15,000	(5,000)
<b>(2) <u>PUBLISHING/COMMUNICATIONS</u></b>			
2.1 <u>Publishing</u>			
2.1.1 Publication of APEC Literature (e.g. APEC Brochure)	65,000	65,000	(10,000)
2.1.2 Publication of APEC Committee Reports	50,000	50,000	(5,000)
	115,000	115,000	(15,000)
2.2 <u>Communications</u>			
2.2.1 Website Redevelopment and Electronic Publishing	75,000	75,000	(18,000)
2.2.2 Support for media and outreach programs	65,000	65,000	(33,000)
	140,000	140,000	(51,000)
2.3 <u>Salaries and Bonus</u>	-	-	275,600
<b>Total for Publishing/Communications expenditure</b>	<b>255,000</b>	<b>255,000</b>	<b>209,600</b>
<b>(3) <u>LIBRARY</u></b>			
3.1 Subscriptions (e.g. newspapers,journals,etc)	3,000	3,000	(1,000)
3.2 General reference books/Encyclopedia	2,000	2,000	(500)
3.3 Databases (electronic information)	20,000	20,000	(7,000)
3.4 CD ROMS and others	1,000	1,000	(1,000)
	26,000	26,000	(9,500)
<b>(4) <u>PUBLIC RELATIONS</u></b>			
4.1 Official functions/receptions	18,000	18,000	(6,000)
4.2 Meetings at the Secretariat	-	-	6,000
4.3 Exhibitions/APEC Promotional items	5,000	5,000	-
	23,000	23,000	-
<b>(5) <u>EQUIPMENT</u></b>			
5.1 Office Furniture and Equipment	55,000	55,000	(40,000)
5.2 Computer	-	-	33,500
5.3 Motor Vehicle	-	-	-
	55,000	55,000	(6,500)
<b>(6) <u>TRAVEL</u></b>			
6.1 <u>Executive Director/Deputy Executive Director</u>			
6.1.1 SOM & Related Meetings, AMM, AELM	138,500	138,500	(117,900)
6.1.2 Ministerials, FMP and WGs	-	-	36,000
6.1.3 Outreach	-	-	24,000
	138,500	138,500	(57,900)
6.2 <u>Professional and Support Staff</u>			
6.2.1 SOM & Related Meetings, AMM, AELM	854,900	854,900	(715,500)
6.2.2 Ministerials, FMP and WGs	-	-	124,000
6.2.3 Outreach	-	-	42,000
	854,900	854,900	(549,500)

## **Proposed 2006 Administrative Account : Expenditure**

	<b>Approved Budget as at 30 Jun 2005 US\$</b>	<b>Adjusted 2005 Budget if approved US\$</b>	<b>Proposed Adjustment US\$</b>
<b>Total for Travel expenditure</b>	<b>993,400</b>	<b>993,400</b>	<b>(607,400)</b>

## Proposed 2006 Administrative Account : Expenditure

	Approved Budget as at 30 Jun 2005 US\$	Adjusted 2005 Budget if approved US\$	Proposed Adjustment US\$
<b>(7) <u>PERSONNEL -SUPPORT STAFF</u></b>			
7.1 Recruitment costs	3,000	7,000	(5,000)
Salaries and bonus	1,134,400	1,130,400	(1,130,400)
7.2 Insurance	30,000	30,000	(5,000)
	<b>1,167,400</b>	<b>1,167,400</b>	<b>(1,140,400)</b>
<b>(8) <u>RESEARCH AND ANALYSIS</u></b>			
8.1 Research	10,000	10,000	(8,000)
<b>(9) <u>ADMINISTRATIVE SUPPORT</u></b>			
9.1 <u>Communications</u>			
9.1.1 Fax charges	6,000	6,000	(3,000)
9.1.2 Telephone	25,000	25,000	(3,000)
	31,000	31,000	(6,000)
9.2 <u>Professional Fees</u>			
9.2.1 Audit fee	4,000	4,000	-
9.2.2 Legal & Professional fees	15,000	15,000	(10,000)
	19,000	19,000	(10,000)
9.3 <u>Maintenance/Insurance of Vehicles</u>			
9.3.1 Insurance	6,500	6,500	(1,500)
9.3.2 Vehicle running expenses	12,000	12,000	(1,000)
	18,500	18,500	(2,500)
9.4 <u>Stationery</u>			
9.4.1 Photocopying charges and paper	7,000	7,000	(3,000)
9.4.2 Printed stationery and others	10,000	10,000	(3,000)
	17,000	17,000	(6,000)
9.5 <u>Postage and courier charges</u>	30,000	30,000	-
9.6 <u>Office and Building maintenance</u>			
9.6.1 Office supplies	-	-	2,100
9.6.2 Office maintenance	33,000	45,000	7,000
9.6.3 Utilities	70,000	70,000	(6,000)
9.6.4 Insurance	5,000	5,000	(1,000)
9.6.5 Building maintenance & security charges	55,000	43,000	17,000
	163,000	163,000	19,100
9.7 <u>Others</u>			
9.7.1 Local transport, overtime meals, etc.	5,000	5,000	-
9.7.2 Bank Charges	18,000	18,000	(8,000)
9.7.3 Other Expenses	-	-	700
9.7.4 Staff Welfare	5,000	5,000	-
	28,000	28,000	(7,300)
9.8 <u>Salaries and Bonus</u>			
9.8.1 Administration	-	-	383,200
9.8.2 Project Management	-	-	289,300

## **2006 OPERATIONAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

### **(I) WORKING GROUPS** **AGRICULTURAL TECHNICAL COOPERATION**

1. Workshop on the Utilization of the ATT&T Networking System
2. Workshop on Effective Genebank Management for an Integrated System on Sustainable Conservation and Utilization of Plant Genetic Resources in APEC Member Economies

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>107,550</b>		<b>107,550</b>	
ATC 01/2006	68,550	<b>A</b>	<b>68,550</b>	1
ATC 02/2006	39,000	<b>A</b>	<b>39,000</b>	

### **ENERGY**

1. Operation of APEC Energy Database and Analysis
2. APEC 21st Century Renewable Energy Development Initiative (Collaborative VI) Renewable Energy Products Database : Paving the Way for Deployment of Renewable Energy
3. APEC 21st Century Renewable Energy Development Initiative (Collaborative V III) Information Sharing on Financing Public Sector Energy Efficiency and Renewable Energy Projects
4. How Can Environmental Regulations Promote Clean Coal Technology Adoption in APEC Economies?
5. APEC 21st Century Renewable Energy Development Initiative (Collaborative VI): Handbook for Developing City/State Hydrogen and Fuel Cell Programs in APEC Member Economies.

	<b>275,000</b>		<b>200,000</b>	
EWG 01/2006	20,000	<b>A</b>	<b>20,000</b>	
EWG 02/2006	50,000	<b>A</b>	<b>50,000</b>	
EWG 04/2006	50,000	<b>A</b>	<b>50,000</b>	2
EWG 05/2006	80,000	<b>A</b>	<b>80,000</b>	
EWG 06/2006	75,000	<b>C</b>	-	

### **FISHERIES**

1. Proposal for APEC Seminar on Sharing Experiences in Managing Fishing Capacity
2. Aquaculture Network for the Americas (ANA): preparing Phase I

	<b>75,800</b>		<b>75,800</b>	
FWG 01/2006	39,400	<b>A</b>	<b>39,400</b>	
FWG 02/2006	36,400	<b>A</b>	<b>36,400</b>	

### **HUMAN RESOURCES DEVELOPMENT**

1. APEC Learning Standards for English and Other Languages
2. A Collaborative Study on Innovations for Teaching and Learning Mathematics in Different Cultures among the APEC Member Economies
3. An APEC Business Schools Network (ABSN): Phase 1 - a kick-off meeting involving interested business schools in the APEC region, and other parties
4. Seminar on Bringing Research Ideas to Market
5. APEC Training of Trainers in Problem-Based Learning (PBL) Approach

	<b>298,950</b>		<b>232,020</b>	
HRD 01/2006	82,600	<b>A</b>	<b>82,600</b>	3
HRD 03/2006	67,400	<b>A</b>	<b>67,400</b>	4
HRD 04/2006	32,500	<b>A</b>	<b>32,500</b>	5
HRD 05/2006	54,520	<b>A</b>	<b>49,520</b>	6
HRD 08/2006	61,930	<b>C</b>	-	

### **INDUSTRIAL SCIENCE & TECHNOLOGY**

1. Implementation of APEC Climate Center for Climate Information Services
2. APEC Biotechnology Conference-Policy and Strategy

	<b>68,000</b>		<b>48,000</b>	
IST 01/2006	59,000	<b>A</b>	<b>39,000</b>	7
IST 02/2006	9,000	<b>A</b>	<b>9,000</b>	

## **2006 OPERATIONAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

### **MARINE RESOURCE CONSERVATION**

1. Capacity Building Workshops on Marine Environmental Conservation and Sustainability for developing economies of APEC
2. Workshop on the Modern Approaches to Linking Exposure to Toxic Compounds and Biological Effects. Workshop No 3
3. Satellite Application in Knowledge-based Economies (SAKE)

Project Code	Fund Requested US\$	Decision	Provision Recommended US\$	Note
	<b>131,800</b>		<b>87,640</b>	
MRC 01/2006	44,160	Transfer to ASF	-	
MRC 02/2006	42,250	A	42,250	
MRC 03/2006	45,390	A	45,390	8

### **SMALL & MEDIUM ENTERPRISES**

1. A Research on the Innovation Promoting Policy for SMEs in APEC : Survey and Case Studies
2. Internship Support Systems for Learning Best Practices in the Development of Micro and Small Enterprises within APEC Economies.
3. Studying existing financial and policy assistances for micro-enterprises development from regional and international institutions to find out a suitable approach for APEC to provide supports for micro-enterprises.

	<b>221,940</b>		<b>214,740</b>	
SME 01/2006	59,280	A	59,280	9
SME 02/2006	93,500	A	93,500	10
SME 03/2006	69,160	A	61,960	11

### **TELECOMMUNICATIONS**

1. Strengthening Effective Response Capabilities among APEC Economies
2. Development of Model Government CIO Councils
3. APEC e-Inclusion: Bridging The Digital Divide For People With Disabilities

	<b>125,306</b>		<b>124,906</b>	
TEL 01/2006	20,000	A	20,000	
TEL 02/2006	80,000	A	80,000	
TEL 03/2006	25,306	A	24,906	12

### **TRANSPORTATION**

1. Land International Security and Commuters' Advocacy Protocol (Land IS-CAP)
2. Short Sea Shipping Study: A Report on Successful SSS Models that can Improve Ports' Efficiency and Security while Reducing Congestion, Fuel Costs, and Pollution
3. Women Leadership Training Program in the Seaport Sector of Asia-Pacific Economies
4. Linking Technology and Training with Accessibility for People with Disabilities
5. Examination of the role of Sediment in Ship Source Introduction of Invasive Alien Species in the APEC Region

	<b>362,594</b>		<b>150,560</b>	
TPT 01/2006	104,509	C	-	
TPT 02/2006	69,500	A	59,500	13
TPT 03/2006	48,125	C	-	
TPT 04/2006	49,400	C	-	
TPT 05/2006	91,060	A	91,060	

**2006 OPERATIONAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

**(II) COMMITTEES**

**COMMITTEE ON TRADE & INVESTMENT**

1. SCCP: Publication and Internet Dissemination of the 2006 Blueprint For APEC Customs
2. IEG: Publication of the 6th Edition of the APEC Investment Guidebook

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>52,700</b>		<b>37,000</b>	
CTI 01/2006	7,700	Transfer to TILF	-	
CTI 02/2006	45,000	A	37,000	14

**ECONOMIC COMMITTEE**

1. Preparation of Economic Performance and Prospects in the Region of the 2006 APEC Economic Outlook Report

	<b>34,250</b>		<b>34,250</b>	
EC 01/2006	34,250	A	34,250	

**SOM COMMITTEE ON ECOTECH**

1. An Assessment of the ECOTECH Implementation of the APEC Tourism Working Group (TWG)

	<b>30,480</b>		<b>30,480</b>	
ESC 01/2006	30,480	A	30,480	15

**(III) AD-HOC GROUPS/PROJECTS**  
**COUNTER-TERRORISM TASK FORCE**

1. Fourth STAR Conference (STAR IV)

	<b>138,770</b>		<b>0</b>	
CTTF 01/2006	138,770	Transfer to TILF	-	

**HEALTH TASK FORCE**

1. Enhanced APEC Health Communications: Collaborative Preparedness in Asia Pacific

	<b>82,989</b>		<b>82,989</b>	
HTF 01/2006	82,989	A	82,989	

**TOTAL**

**2,006,129**                      **1,425,935**

**Legend**

- A -Approved  
B -Tentatively Approved  
C -Returned

Notes:

			<u>Addition/(Deductions)</u> US\$	
1	ATC 01 /2006	Approved. Waivers for per diem and airfare for government officials are approved.		
2	EWG 04/2006	Approved. Waivers for funding government officials and per diem for active participants from eligible economies are approved.		
3	HRD 01/2006	Approved. Waivers for advance payment for airfares and per diem, to fund government officials, airfare and per diem for active participants are approved. No advance should be provided for researcher fees.		
4	HRD 03/2006	Approved. Waivers for funding government officials and advance payment for airfares, accommodation, per diem, report and dissemination including photocopying and communications expenses are approved.		
5	HRD 04/2006	Approved. Waiver to fund airfare and per diem for participants from travel-eligible economies are approved.		
6	HRD 05/2006	Approved after deducting amounts stated. Waivers to fund government officials as well as secretarial tasks conducted by them, airfare and per diem for active participants from travel-eligible economies are approved.	Speakers' Honorarium  Phase 2 Airfare	<b>(3,000)</b>  <b>(2,000)</b>
7	IST 01/2006	Approved after deducting amounts stated. Waiver for funding government officials is approved.	Per diem	<b>(20,000)</b>
8	MRC 03/2006	Approved. Waiver to fund airfare and per diem for government officials and SAKE participants are approved.		
9	SME 01/2006	Approved. Waiver for advance payment for researchers' airfare is approved.		
10	SME 02/2006	Approved. Waivers for 25% of budget for advance payment for design and web development, consultant fee and to fund airfare and per diem for participants from travel-eligible economies for workshop in second phase are approved.		
11	SME 03/2006	Approved after deducting amounts stated. Waivers for advance payment to Project overseer for communication and data collection, funding of government officials and non-APEC institutions (IFI ) are approved.	Consultant Fees  Consultant's Secretary's Cost	<b>(6,000)</b>  <b>(1,200)</b>
12	TEL 03/2006	Approved after deducting amounts stated.	Ground Transporation	<b>(400)</b>
13	TPT 02/2006	Approved after deducting amount stated. Waivers from tendering process to University of Inha and partial advance payment are approved. PO to submit revised itemized budget.		<b>(10,000)</b>
14	CTI 02/2006	Approved after deducting amounts stated.	Consultant Fees Publication	<b>(4,000)</b> <b>(4,000)</b>
15	ESC 01/2006	Approved. Waiver for advance payment is approved.		



## **2006 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

### **(I) WORKING GROUPS**

#### **AGRICULTURAL TECHNICAL COOPERATION**

1. Market Liberalization and its relationship with Market Structure, Conduct and Performance of Selected Food Processing Industry of APEC Member Economies
2. APEC Trade capacity building for the Application of Sanitary and Phytosanitary Measures
3. Building Capacity In APEC Economies In Agricultural Biotechnology On Emerging Research, Extension And Development Issues

Project Code	Fund Requested US\$	Decision	Provision Recommended US\$	Note
	<b>317,720.00</b>		<b>317,720.00</b>	
ATC 01/2006T	145,240.00	<b>A</b>	<b>145,240.00</b>	1
ATC 02/2006T	99,980.00	<b>A</b>	<b>99,980.00</b>	2
ATC 03/2006T	72,500.00	<b>A</b>	<b>72,500.00</b>	3

#### **ENERGY**

1. APEC 21st Century Renewable Energy Development Initiative (Collaborative V III) Local Banks Training Program for Financing Energy Efficiency and Renewable Energy Projects
2. Harmonization of Standards and Labeling for Compact Fluorescent Lamps in Order to Reduce Trade Barriers in APEC Economies
3. Government Sector Energy Management: Best-Practices Inventory and Comparative Analysis to Reduce Government Market Trade Barriers in APEC Economies
4. Mineral Exploration in APEC Economies
5. Increasing LNG Trade and Investment in the APEC Region: Knowledge Transfer and Capacity-Building Through Visits to LNG Liquefaction and Receiving Terminals
6. Increasing LNG Trade and Investment in the APEC Region: Information Exchange on LNG Public Education Campaigns

	<b>495,000.00</b>		<b>375,000.00</b>	
EWG 01/2006T	50,000.00	<b>A</b>	<b>50,000.00</b>	4
EWG 02/2006T	50,000.00	<b>A</b>	<b>50,000.00</b>	
EWG 03/2006T	75,000.00	<b>A</b>	<b>75,000.00</b>	
EWG 04/2006T	100,000.00	<b>A</b>	<b>100,000.00</b>	
EWG 05/2006T	120,000.00	<b>C</b>	-	5
EWG 06/2006T	100,000.00	<b>A</b>	<b>100,000.00</b>	6

#### **FISHERIES**

1. Improving the Conservation and Management of Sharks in the APEC Region

	<b>55,000.00</b>		<b>55,000.00</b>	
FWG 01/2006T	55,000.00	<b>A</b>	<b>55,000.00</b>	

## **2006 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

### **HUMAN RESOURCE DEVELOPMENT**

1. New Corporate Procurement Strategy on Trade in Goods and Services in APEC Region - Supply-chain options with CSR perspective -

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>128,500.00</b>		<b>128,500.00</b>	
HRD 01/2006T	128,500.00	<b>A</b>	<b>128,500.00</b>	7

### **INDUSTRIAL SCIENCE & TECHNOLOGY**

1. Technological Cooperative Framework on Nanoscale Analytical and Measurement Methods
2. Seminars for the establishment of traceability of standards in materials metrology

	<b>121,450.00</b>		<b>121,450.00</b>	
IST 01/2006T	56,900.00	<b>A</b>	<b>56,900.00</b>	8
IST 02/2006T	64,550.00	<b>A</b>	<b>64,550.00</b>	9

### **SMALL & MEDIUM ENTERPRISE**

1. Enhancing the Market Development of Local Cultural Industries in APEC

	<b>101,770.00</b>		<b>101,770.00</b>	
SME 01/2006T	101,770.00	<b>A</b>	<b>101,770.00</b>	

### **TELECOMMUNICATION**

1. Evaluation of Access to Domestic and International Leased Lines in the APEC Region

	<b>25,500.00</b>		<b>25,500.00</b>	
TEL 01/2006T	25,500.00	<b>A</b>	<b>25,500.00</b>	

### **TOURISM**

1. Tourism Impediments Stage III

	<b>21,500.00</b>		<b>21,500.00</b>	
TWG 01/2006T	21,500.00	<b>A</b>	<b>21,500.00</b>	

### **TRADE PROMOTION**

1. Integrated Trade Services Models: Best Practises in eTrade Finance
2. Forum on International Trade in the Professional Services in APEC economies
3. The Electronic and Information Technology Industries Survey in APEC

	<b>152,111.00</b>		<b>152,111.00</b>	
TP 01/2006T	41,750.00	<b>A</b>	<b>41,750.00</b>	10
TP 02/2006T	51,900.00	<b>A</b>	<b>51,900.00</b>	
TP 03/2006T	58,461.00	<b>A</b>	<b>58,461.00</b>	

## **2006 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

### **TRANSPORTATION**

1. Intermodal Skills Seminar: Developing Core Competencies and Leadership Skills in Planning and Managing Intermodal Systems and Technology

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>36,713.00</b>		<b>36,713.00</b>	
TPT 01/2006T	36,713.00	<b>A</b>	<b>36,713.00</b>	

## **(II) COMMITTEES**

### **COMMITTEE ON TRADE & INVESTMENT**

1. CTI: Public-Private Dialogue on Trade Facilitation
2. CTI: APEC Workshop on Best Practices in Trade Policy for RTAs/FTAs: Practical Lessons and Experiences for Developing Economies.
3. CTI: Impact of Regional Economic Integration in East Asia on APEC Trade Liberalization
4. SCCP: APEC Seminar on WTO Trade Facilitation
5. SCCP: Arrangement of APEC Customs-Business Dialogue (ACBD) in 2006
6. SCCP: Trade Facilitation: Time Release Survey
7. SELI: International Alternative Dispute Resolution (ADR) Mechanisms
8. CD: Seminar on Globally Harmonised System (GHS) Implementation and Technical Assistance
9. CPDG/SELI: APEC Training Course on Competition Policy
10. IEG: APEC Seminar on Experiences of some APEC Economies in Attracting Investment from Trans National Corporations (TNCs)
11. SCSC: Seminar and Training Courses in Legal Metrology
12. CTI: The Role of Several Vehicles to Promote TILF in APEC
13. SCSC: 6th Conference on Standards and Conformance
14. IPEG: APEC Project for Disseminating E-learning Contents on IPR Information (Phase 1/2)
15. SCSC: Peer Review Assessment of Quality Systems in National Metrology Institutes
16. SCSC: Methods and Criteria for Effectiveness Assessment of APEC/SCSC's TFAP Implementation

	<b>1,740,431.00</b>		<b>1,706,531.00</b>	
CTI 01/2006T	80,240.00	<b>A</b>	<b>80,240.00</b>	11
CTI 02/0006T	111,080.00	<b>A</b>	<b>107,280.00</b>	12
CTI 03/2006T	95,360.00	<b>A</b>	<b>95,360.00</b>	13
CTI 04/2006T	149,340.00	<b>A</b>	<b>149,340.00</b>	14
CTI 05/2006T	21,000.00	<b>A</b>	<b>21,000.00</b>	
CTI 06/2006T	136,240.00	<b>A</b>	<b>136,240.00</b>	15
CTI 07/2006T	61,760.00	<b>A</b>	<b>61,760.00</b>	16
CTI 08/2006T	61,250.00	<b>A</b>	<b>61,250.00</b>	17
CTI 09/2006T	81,530.00	<b>A</b>	<b>81,530.00</b>	18
CTI 10/2006T	91,100.00	<b>A</b>	<b>91,100.00</b>	19
CTI 11/2006T	81,960.00	<b>A</b>	<b>81,960.00</b>	20
CTI 12/2006T	98,900.00	<b>A</b>	<b>98,900.00</b>	21
CTI 13/2006T	70,464.00	<b>A</b>	<b>59,064.00</b>	22
CTI 14/2006T	150,000.00	<b>A</b>	<b>150,000.00</b>	23
CTI 15/2006T	16,320.00	<b>A</b>	<b>16,320.00</b>	
CTI 16/2006T	54,000.00	<b>A</b>	<b>54,000.00</b>	24

## **2006 TILF SPECIAL ACCOUNT : DECISIONS ON PROJECT PROPOSALS**

	Project Code	Fund Requested US\$	Decision	Provision Recommended US\$	Note
17. SCSC: E-learning on the practical use of the environmental product standards: ISO 14000 on EL, LCA, Ecodesign, and product related environmental regulations	CTI 17/2006T	90,000.00	A	83,400.00	25
18. SCSC: 4th Conference on Good Regulatory Practice	CTI 18/2006T	45,362.00	A	45,362.00	26
19. WTOCBG: Training Course on Multi-Stakeholder Trade Policy Consultations	CTI 19/2006T	32,500.00	A	32,500.00	27
20. SCSC: HACCP Cooperation among APEC Members	CTI 20/2006T	33,000.00	A	28,200.00	28
21. AD: Phase II - Adoption of Quality Management Systems (QMS) i.e., ISO/TS16949 in Auto Parts and Components Industry	CTI 21/2006T	107,000.00	A	105,700.00	29
22. SCSC: Promotion of mutual understanding on organic certification	CTI 22/2006T	64,325.00	A	58,325.00	30
23. SCCP: Publication and Internet Dissemination of the 2006 Blueprint for APEC Customs	CTI 23/2006T	7,700.00	A	7,700.00	31

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

#### **COUNTER-TERRORISM TASK FORCE**

1. Fourth STAR Conference (STAR IV)

	138,770.00		125,370.00	
CTTF 01/2006T	138,770.00	A	125,370.00	32

#### **ELECTRONIC COMMERCE STEERING GROUP**

1. APEC Symposium on Information Privacy Protection in E-Government and E-Commerce
2. APEC Training Program on E-Trade and Supply Chain Management
3. Development of "APEC Guidance for Electronic Commerce," using the Best Practices of E-government Procurement Systems

	293,728.00		293,728.00	
ECSG 01/2006T	93,320.00	A	93,320.00	33
ECSG 02/2006T	107,140.00	A	107,140.00	34
ECSG 03/2006T	93,268.00	A	93,268.00	35

#### **Total**

**3,628,193.00**

**3,460,893.00**

#### **Legend**

- A. Approved
- B. Tentatively Approved
- C. Returned

Notes:

	Project No.	Remarks /Waivers	Additions/(Deductions)	
				US\$
1	ATC 01/2006T	Approved. Waiver for funding of government officials is approved.		
2	ATC 02/2006T	Approved. Waivers for funding government officials, accommodation and per diem for participants, non-APEC members as speakers and advance payments for airfares, accommodation, per diem, room and equipment rental are approved. Per diem for en-route is not allowable.		
3	ATC 03/2006T	Approved. Waiver for funding government officials for travel up to two participants from each of the 10 travel-eligible economies is approved.		
4	EWG 01/2006T	Approved. Project Overseer addressed concerns by 31 August 2005.		
5	EWG 05/2006T	Returned. Project to be re-submitted and considered in BMC I 2006		
6	EWG 06/2006T	Approved. Waivers for funding of airfare and per diem for government officials, per diem for active participants are approved		
7	HRD 01/2006T	Approved. Waiver for funding government officials is approved.		
8	IST 01/2006T	Approved. Waivers for funding government officials and advance payment for airfare and per diem are approved.		
9	IST 02/2006T	Approved. Waiver for funding government officials is approved.		
10	TP 01/2006T	Approved. Waiver for funding of airfare and per diem for government officials is approved.		
11	CTI 01/2006T	Approved. Waivers for advance payment of airfare, per diem for speakers, international organizations, active participants and funding of airfare and per diem for government officials are approved. No advance should be allowed for Speakers' Honorarium. Per diem for en-route is not allowable.		
12	CTI 02/2006T	Approved after deducting amount stated. Waivers for advance payment for communication expenses, training room rental, equipment rental, teaching material, photocopying to organiser, per diem for participants, funding of non-APEC members and funding of government officials are approved. Per diem for en-route is not allowable.	Speaker's Honorarium	(1,000)
			Consultant Fees	(2,500)
			Secretariat Room Rental	(300)
13	CTI 03/2006T	Approved. Waivers for funding of government officials, advance payment on airfare and per diem for speakers and participants, funding of non-APEC members and per diem for active participants are approved..		

Notes:

	Project No.	Remarks /Waivers	Additions/(Deductions)	
				US\$
14	CTI 04/2006T	Approved. Waivers for funding of government officials and international organizations, per diem for active participants, funding of non-APEC members, advance payment for rental and hosting expenses, airfare and per diem for experts and participants and business class airfare for high-ranking guest speakers from international organization whose flight time less than 12 hours are approved.		
15	CTI 06/2006T	Approved. Waviers for funding of government officials, WCO & WB, advance payment for rental and hosting expenses, airfare and per diem and funding of simultaneous interpreters are approved.		
16	CTI 07/2006T	Approved. Waivers for funding of airfare and per diem for government officials, per diem for participants from travel-eligible economies, funding of non-APEC members and advance payment are approved.		
17	CTI 08/2006T	Approved. Waviers for funding of government officials and international organization officials and per diem for participants are approved.		
18	CTI 09/2006T	Approved. Waivers for advance payment for communciation expenses, teaching materials, training room rental, equipment rental to organiser, airfare,accommodation and per diem of participants from travel eligible economies,and non-member participants and per diem for participants are approved.		
19	CTI 10/2006T	Approved. Waivers for advance payment for airfare, accommodation and per diem for speakers, international organization, active participants, per diem for active participants, funding of government officials and funding of non-APEC member such as OECD, WTO, UNCTAD and World Bank are approved. Per diem for en-route is not allowable.		
20	CTI 11/2006T	Approved. Waivers for funding government officials, per diem for active participants and advance of airfare and per diem for active participants are approved.		
21	CTI 12/2006T	Approved. Waviers for funding of government officials, advance payments for airfare and per diem for speakers/participants and participation from non-APEC members are approved.		

Notes:

	Project No.	Remarks /Waivers	Additions/(Deductions)	
				US\$
22	CTI 13/2006T	Approved after deducting amount stated. Wavier for simultaneous interpretation is approved	Per Diem	(11,400)
23	CTI 14/2006T	Approved. Waiver for advance payment for direct labour is approved.		
24	CTI 16/2006T	Approved. Wavier for bidding is approved.		
25	CTI 17/2006T	Approved after deducting amount stated. Waviers for per diem for trainees from travel eligible economies and funding of government officials are approved. PO to submit a revised itemised budget.	Per Diem	(6,600)
26	CTI 18/2006T	Approved. Wavier for simultaneous interpretation is approved.		
27	CTI 19/2006T	Approved. Waviers for funding of government officials and advance payment for airfare are approved.		
28	CTI 20/2006T	Approved after deducting amount stated. Wavier for advance payment for starting up the project is approved. Project Overseer to submit revised itemised budget.		(4,800)
29	CTI 21/2006T	Approved after deducting amount stated. Waiver for advance payment for direct labour is approved.	Communication  Photocopying	(1,000)  (300)
30	CTI 22/2006T	Approved after deducting the amount stated. Project Overseer to submit revised itemised budget.		(6,000)
31	CTI 23/2006T	Approved. PO to submit itemized budget to show self-funding.		
32	CTTF 01/2006T	Approved after adding/deducting the amount stated. Waviers for funding of government officials, per diem for participants and funding of non-APEC member are approved.	Consultant Fees  Hosting Costs Airfares Publication Photocopying Communication	(1,000)  (15,000) (400) 1,500 1,000 500
33	ECSG 01/2006T	Approved. Waivers for advance payment for communciation expenses, teaching materials, training room rental, equipment rental to organiser, airfare,accommodation and per diem of participants from travel eligible economies,and funding of government officials are approved.		
34	ECSG 02/2006T	Approved. Waviers for funding of government officials and simultaneous interpretation are approved		
35	ECSG 03/2006T	Approved. Waviers for advance payment for organizer, airfare, accommodation and per diem for participants from travel eligible economies, funding of government officials and per diem for participants are approved.		

## **2006 APEC SUPPORT FUND : DECISIONS ON PROJECT PROPOSALS**

### **(I) WORKING GROUPS**

#### **AGRICULTURAL TECHNICAL COOPERATION**

1. Capacity Building in Surveillance and Diagnosis for Leafminer, Whitefly, Thrips and Mealybug Pests in Developing APEC Economies for Improved Market Access

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	<b>156,748</b>		<b>156,748</b>	
ATC 01/2006A	156,748	<b>A</b>	<b>156,748</b>	1

### **ENERGY**

1. The Future of Liquid Biofuels for APEC Economies
2. APEC 21st Century Renewable Energy Development Initiative (Collaborative V I) Evaluation of the Role of Village Power Applications in Response to the Tsunami Recovery Effort

	<b>100,000</b>		<b>100,000</b>	
EWG 01/2006A	50,000	<b>A</b>	<b>50,000</b>	
EWG 03/2006A	50,000	<b>A</b>	<b>50,000</b>	

### **HUMAN RESOURCES DEVELOPMENT**

1. APEC Symposium on Open Source and Open Course for E-Learning
2. Symposium on "Brain Circulation and Diaspora Option: Policy Responses for Migration of Skilled Workers Among APEC Member Economies"
3. A Workshop on the Comparability of Qualifications in the Health Sector within the APEC Region
4. Training the Trainers Program on Social Safety Net Capacity Building

	<b>218,438</b>		<b>218,438</b>	
HRD 02/2006A	81,064	<b>A</b>	<b>81,064</b>	2
HRD 06/2006A	34,320	<b>A</b>	<b>34,320</b>	3
HRD 07/2006A	19,054	<b>A</b>	<b>19,054</b>	
HRD 09/2006A	84,000	<b>A</b>	<b>84,000</b>	4

### **MARINE RESOURCE CONSERVATION**

1. Capacity Building Workshops on Marine Environmental Conservation and Sustainability for developing economies of APEC

	<b>44,160</b>		<b>44,160</b>	
MRC 01/2006A	44,160	<b>A</b>	<b>44,160</b>	5

### **SMALL & MEDIUM ENTERPRISES**

1. Program Enhancement of APEC-IBIZ

	<b>36,865</b>		<b>36,865</b>	
SME 01/2006A	36,865	<b>A</b>	<b>36,865</b>	



## **2006 APEC SUPPORT FUND : DECISIONS ON PROJECT PROPOSALS**

### **(III) AD-HOC GROUPS/PROJECTS** **HEALTH TASK FORCE**

1. Functioning Economies in Times of Pandemic

Project Code	Fund Requested	Decision	Provision Recommended	Note
HTF 01/2006A	US\$		US\$	
	57,500		57,500	
	57,500	A	57,500	

### **SENIOR OFFICIAL MEETING**

1. Anti-Corruption Measures for the development of SMEs

SOM 01/2006A	46,320		46,320	
	46,320	A	46,320	6

### **TOTAL**

**660,031**                      **660,031**

### **Legend**

- A -Approved  
B -Tentatively Approved  
C -Returned

Notes:

			<u>Addition/(Deductions)</u> US\$	
1	ATC 01/2006A	Approved. Waivers for bidding, funding of government officials and per diem for active participants from travel-eligible economies are approved.		
2	HRD 02/2006A	Approved. Waviers for advance payment for speakers from APEC member economies, international organization, room rental and rental of equipment, funding of government officials and per diem for active participants are approved.		
3	HRD 06/2006A	Approved. Waiver for per diem for active participants from travel-eligible economies is approved.		
4	HRD 09/2006A	Approved. Waiver for funding of government officials is approved.		
5	MRC 01/2006A	Approved		
6	SOM 01/2006A	Approved. Waivers for funding of government officials, per diem for participants, non-member participation, advance payment and business class travel for speakers' flights less than 12hrs are approved.		

**Members' Contributions to APEC for 2006**

<u>Economy</u>	<u>2005 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%)
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