

**Summary Conclusions of the
APEC Budget and Management Committee Meeting
APEC Secretariat, Singapore
20-21 October 2008**

Introduction

1. The APEC Budget and Management Committee (BMC) held its third 2008 meeting at the APEC Secretariat, Singapore, on 20-21 October 2008.
2. The Meeting was attended by representatives from Australia; Brunei Darussalam; Canada; Chile; China; Hong Kong, China; Indonesia; Japan; Korea; Malaysia; New Zealand; Peru; the Philippines; the Russian Federation; Singapore; Chinese Taipei; Thailand; the United States of America (the United States); Viet Nam and the APEC Secretariat. Mexico and Papua New Guinea were not represented. The list of participants is in **Annex 1**.
3. The Meeting was chaired by Mr. Andrew Todd, Assistant Secretary, Department of Foreign Affairs and Trade (DFAT), Australia.

Agenda Item 1 : Chair's Opening Remarks

4. The Chair welcomed Members to the third BMC meeting of 2008, noting that he had recently assumed the chairmanship of the BMC. The Chair noted that there was a significant agenda, including important financial and project management reforms. The Chair thanked the Russian Federation for its US\$500,000 pledge to the APEC Support Fund (ASF) and noted that BMC had intersessionally approved the establishment of a sub-fund for capacity building initiatives to harness new technologies.

Agenda Item 2 : Adoption of Agenda

5. The Chair proposed the inclusion of his closing remarks as agenda item 14. The Meeting adopted the Revised Agenda, which appears in **Annex 2**. The Meeting agreed to the Chair's suggestion that agenda item 5.1 on the Role of the Chief Operating Officer be discussed among heads of delegations, in consultation with the Executive Director (ED) and Deputy ED (DED).

Agenda Item 3 : Business Arrangements and Program

6. The Meeting agreed to the business arrangements and program as set out in 2008/BMC3/002.

Agenda Item 4 : Overview of Secretariat by Executive Director

7. The ED provided an overview of developments at the Secretariat as detailed in 2008/BMC3/003. His key points were:
 - The Secretariat had managed to largely absorb the exchange rate losses and higher prices of goods and services by implementing various austerity measures. The Secretariat would continue its efforts to achieve budget efficiencies. The ED called upon the BMC to guide the Secretariat in looking for ways to improve its long-term financial sustainability.
 - Fifteen economies met the 31 March deadline for the payment of Members' contributions.
 - The ED welcomed New Zealand's paper on options to deal with the exchange rate risk faced by the Secretariat and the recommendations of the USA-led Small Working Group (SWG) to reform project management processes. With the BMC's guidance and support, the Secretariat would do its best to implement the recommendations. He noted that a record 149 projects have been submitted for consideration by the BMC this year.

- The ED thanked Australia, Japan and Singapore for their contributions to Policy Support Unit (PSU). Mr. Philip Gaetjens assumed the position of PSU Manager in August 2008. The ED also noted the departure and arrival of a number of Program Directors (PDs) and Program Executives (PEs) in 2008.
8. The Chair thanked the ED for the overview and his continued support for the BMC.
 9. In response to Hong Kong, China's enquiry on the resource implications for the Secretariat during Singapore's hosting year in 2009, the DED assured the Meeting that despite the anticipated increase in demand for Secretariat support during the year, the Secretariat would continue to operate in a cost-effective manner. A modest budget for supporting the meetings that would be held in Singapore has been factored into the proposed 2009 Administrative Account (AA) budget, which would be considered by Members under agenda item 6.2.

Agenda Item 5 : Management Issues

5.2 Structure of the APEC Secretariat

10. The Meeting noted the Secretariat's staffing and management decisions outlined in 2008/BMC3/004, including to: not fill the post of Director Information Technology (IT); retain the DED's Executive Assistant and revise the job scope; and retain the DED's chauffeur for 2009. Director (Administration) clarified that the retention of the second chauffeur in 2009 was designed to meet the additional administrative and logistical requirements flowing from the increased number of meetings to be held in Singapore next year.

5.3 Proposed Information Technology (IT) initiatives

11. Chief Operating Officer (COO) briefed the Meeting on the major IT initiatives proposed for 2009, which included an audit of the Secretariat's IT resources and upgrading the Project Database (PDB) of the APEC Information Management Portal (AIMP). The Meeting endorsed Phase 1 of the proposed IT initiatives. To ensure the upgrading efforts are in line with the recommendations of SWG on Project Management Reform, the Secretariat agreed to provide the Terms of Reference (TOR) of the upgrade works to the SWG for comment. The Secretariat confirmed it would follow the established rules and procedures in the procurement process to ensure accountability and transparency.

Agenda Item 6 : Financial Reports and Budgets

12. The DED provided an overview of the Secretariat's budget situation in 2008 and 2009, explaining that the sharp depreciation of the US dollar against the Singaporean dollar and the surge in inflation in Singapore meant the Secretariat must request a small additional allocation in the 2008 AA budget and an increase in the projected 2009 AA budget. The DED reiterated that the Secretariat had absorbed most of the expenses through vigorous cost-saving measures. Noting the small size of the Secretariat's budget compared to other comparable multinational organizations (e.g. the Asia-Europe Foundation and ASEAN Secretariat), the DED considered that the Secretariat was lean and cost-effective.

6.1 Third Quarterly Report of the AA for the Period Ending on 30 September 2008 and Adjustments to the 2008 AA Budget

13. The Meeting welcomed the third quarterly report of the AA and approved the adjusted 2008 AA budget with an additional funding allocation of US\$44,900 at **Annex 3**. Director (Finance) advised the revised estimates were projected based on committed activities of the Secretariat before the end of 2008.

6.2 2009 AA Budget

14. The Meeting approved the 2009 AA budget (**Annex 4**) for Senior Officials' approval, noting that it had been prepared based on spending levels in recent years and anticipated activities

in 2009. In response to a query from New Zealand, the DED explained that he planned to develop the research capacity of the Secretariat to enhance its support to APEC fora. A minimal amount of budget of US\$2,000 was proposed for such purpose.

6.3 2009 Members' Contributions

15. The Meeting noted the level of Members' contributions in 2009 ([Annex 5](#)), recalling that Ministers had directly linked the 30 per cent increase in Members' contributions from 2009 to the continuation of processes to streamline and professionalize APEC's operations.

6.4 Cost-Saving Measures for AA

16. The Meeting welcomed the cost-saving measures introduced by the Secretariat. New Zealand noted that the variations in the AA budgets were dependent on the travel costs associated with the choice of the host. Singapore added that the streamlining of the APEC Calendar had created savings for the Secretariat and invited future hosts to take this into consideration.
17. The Meeting noted the budget efficiencies achieved by the Secretariat and urged the Secretariat to continue with its efforts to save costs.

6.5 Communication and Outreach Budget

18. The Meeting noted the Secretariat's review of its communications and outreach budget, which was prepared based on the recommendations of the Ogilvy Report of 2001. While supporting the strengthening of communications and outreach capability of the Secretariat, Japan urged the Secretariat to remain vigilant in reducing costs. The budget should also be set at an appropriate and reasonable level. The United States judged that while it was important to have a vibrant team of professionals in the communications and outreach, bonuses, which are available to all staff, should be based on methodical performance appraisals. Responding to a query by Korea, Director (Communications) said that a paper comparing the resources devoted to communications and outreach in Secretariat with those in other multinational organizations was provided to BMC 2 in 2007 and that it could be updated and provided to BMC. Thailand reiterated that the responsibility for APEC outreach also lies with each member economy.
19. Noting the establishment of the Friends of the Chair (FOTC) on Communications, the Meeting agreed that the Secretariat should share its review with the FOTC.

6.6 Administrative Account Budget Forecasts - 2010-2013

20. The Secretariat provided updated AA budget forecasts for 2010-13 in [2008/BMC3/011](#). Based on the revised S\$/US\$ exchange rate of 1.4 (previously 1.5) and projected expenditures of the Secretariat during the forecasted period, the forecasts indicated that the AA would be in deficit from 2010.
21. The Meeting noted with concern the forecasted deficits and agreed with Singapore's proposal that a Small Working Group (SWG) be established to review the long-term financial sustainability of the APEC Secretariat and recommend measures to achieve this. It was agreed that the SWG would also make recommendations regarding the exchange rate risk mitigation mechanism agreed under agenda item 6.7.
22. The SWG will comprise the outgoing Chair (Australia), incoming Chair (Peru) and Vice Chair (Singapore), the United States, China and Japan. Other interested Economies were also invited to join the SWG.

6.7 Exchange Rate Risk Mitigation

23. The Meeting commended the New Zealand-led SWG for the excellent analysis and recommendations to address the exchange risks faced by the Secretariat ([2008/BMC3/012](#)).

24. The Meeting agreed in principle to assess and pay Members' contributions in a mix of US dollars (US\$) and Singaporean dollars (S\$), noting that this would provide the greatest level of stability and certainty for the AA budget. The Meeting also agreed to seek Senior Officials' endorsement in 2008. It also instructed the SWG established under agenda item 6.6 to recommend the level at which the US\$ and S\$ contributions should be set for possible implementation in 2010.
25. While agreeing in-principle, Chinese Taipei and Viet Nam sought additional time to consider the matter further. The United States agreed in principle, and referred to paragraph 9 (setting the Singaporean dollar contributions) of the paper on defining an exchange rate as an important option to consider.

Agenda Item 7 : Strengthening Project Management Processes

7.1 Guide on APEC Projects Proposal Gender Criteria

26. The Meeting approved the Practical Guide on Gender Criteria for APEC Project Proposals (2008/BMC3/013) prepared by the Gender Focal Point Network (GFPN) and China. The Guide will be annexed to the Guidebook on APEC Projects.

7.2 Project Management Reform

27. The Meeting expressed its appreciation to Economies that participated in the SWG on Project Management Reform (led by the United States) and its various sub-groups (led by New Zealand, the United States, Australia and Hong Kong, China) for their comprehensive review of the APEC project management process.
28. The Meeting endorsed in full the recommendations and next steps in the decision matrix of 2008/BMC3/014-04. It approved 2008/BMC3/014-02 (SWG Recommendations for BMC Approval) and 2008/BMC3/014-03 (BMC Recommendation for CSOM Endorsement) and agreed to recommend that CSOM endorse the recommendations.
29. The Meeting inter alia supported:
 - a capacity-building annex to Leaders' statements
 - longer-term strategic fora workplans
 - an annual planning session between Committee chairs
 - a strengthened Project Management Unit (PMU) in the APEC Secretariat
 - re-writing the project guidebook
 - transitional period for 2009 to set quarterly approval sessions from 2010
 - delegating BMC authority to approve projects under \$200,000 to speed up fund disbursement
 - consultancy to review current project assessment, prioritization, ranking and evaluation systems
 - consultancy to consider part or full devolution of project management to APEC members
 - upgrade of the Project Database.
30. It was agreed that four issues deserved further consideration:
 - the working mechanism for the annual planning sessions among Chairs of the EC, CTI, SCE, FMP, ABAC and other stakeholders. It was suggested that the SOM Chair or Secretariat could organize a discussion in the margins of a Senior Official Meeting.
 - the practicalities of long-term projects for fora with a limited mandate

- ways to strengthen the PMU. Australia advised that it had agreed to reassign one of its seconded Program Directors to head the PMU as a temporary measure. Economies were urged to contribute staff or financial resources to strengthen the PMU. The Meeting was also advised that US-APEC Technical Assistance and Training Facility would help to strengthen the PMU and its processes.
 - the transition to quarterly project approval sessions from 2010. The SWG sub-group that recommended quarterly sessions (led by Australia) offered to prepare a paper on the 2009 transitional arrangements. Australia indicated that, based on discussions in the margins of the BMC meeting, it appeared that there could be three modest project approval sessions in 2009. Japan signaled that the BMC should provide sufficient notice to fora on the implementation details, including funds available for each session and submission deadlines, and be cognizant of the resource implications for the Secretariat and BMC members. Australia urged Economies to provide one-off injections into the project funds to facilitate the transition
31. During the discussions on project management reform, Singapore noted that the SCE would be developing a comprehensive, forward-looking goal-orientated ECOTECH workplan following a stock-take of capacity building activities. Singapore undertook to provide the findings to the incoming SCE Chair and the joint planning session.

7.3 Amendments to the Guidebook on APEC Projects

32. The Meeting approved the Secretariat's proposed minor amendments to the Sixth Edition Guidebook on APEC projects as set out in 2008/BMC3/015.

Agenda Item 8 : Approval of 2009 Projects

33. The Chair noted that the value of project funding bids significantly exceeded the project funds available. A number of Economies expressed disappointment that certain projects were not recommended by the Secretariat for funding. The Chair agreed to write to Chairs/Lead Shepherds of APEC fora to explain the decision-making process.
34. Several Economies noted that the Secretariat's recommendations were based on the agreed assessment criteria. As part of project management reform, the SWG would look into strengthening the process of ranking and categorizing projects, including the formula and weighting of quality scores.
35. Proponents of unsuccessful projects are invited to strengthen their proposals and re-submit in 2009.

8.1 2009 Operational Account Budget

36. Noting anticipated Members' contributions, 2009 AA expenditure and the Operational Account (OA) reserves, the Meeting agreed to fund the OA at US\$1,900,000 in 2009. The Meeting also agreed that around 25% (\$500,000) of this should be set aside for projects in early 2009, leaving approximately **US\$1,400,000** for allocation at the Meeting.
37. The United States, the proposing Economy for EWG 16/2009 and EWG 17/2009, agreed to merge the two projects with a view to achieving a higher degree of synergy and to save costs.
- [Post-meeting note: Noting the funding available for this combined project, the Project Overseer (PO) confirmed to proceed with EWG 16/2009 only.]
38. The merger of EWG 16/2009 and EWG 17/2009 allowed the Meeting to approve projects ranked to be of medium quality and rank one or two under the SCE's ranking criteria. The projects are:

EWG 11/2009; EWG 05/2009; EWG 01/2009; EWG 02/2009; IST 01/2009; TPT 02/2009; FWG 01/2009; EWG 04/2009; MTF 01/2009; CTTF 01/2009; MRC 01/2009; ATC 01/2009; ACT 01/2009; SCE 01/2009; EWG 03/2009; HRD 01/2009; HRD 02/2009 and EWG 16/2009.

39. The funding approved in the 2009 OA is US\$1,468,016. Details appear in **Annex 6**.
40. It was agreed that projects ranked as being of medium quality and of rank three or four priority could be revised and submitted to the Secretariat for consideration as APEC Support Fund (ASF) projects by 28 October 2008.
41. As the proposing Economy for EC 01/2009 and IST 02/2009, Thailand informed the Meeting that EC 01/2009 would now be self-funded and that she would resubmit IST 02/2009 for funding under the ASF. The Meeting took note and supported with great appreciation Thailand's proposal to self-fund EC 01/2009.

8.2 2009 TILF Special Account Budget

42. The Meeting noted the agreement at BMC2 (subsequently endorsed by SOM2) that the affordable level of expenditure for the 2009 TILF Special Account projects was US\$3,500,000. The Meeting agreed to set aside 20% (US\$700,000) for projects in early 2009. Hence, it was agreed that the funding available for consideration at the Meeting would be around **US\$2,800,000**.
43. Though there was suggestion that there should be an opportunity of intersessional approval for TILF proposals which were not approved this time, the Meeting did not reach the agreement for an intersessional session.
44. The Meeting noted that the funds would almost cover all the medium quality TILF Special Account projects, inclusive of the proposed B-category proposals that require further clarification by 28 October 2008, and approved the funding for the following proposals:

(a) High Priority/Medium Quality

EWG 02/2009T, EWG 01/2009T, CTI 01/2009T, CTI 03/2009T, CTI 05/2009T, CTI 02/2009T, CTI 04/2009, CTI 07/2009T, CTI 08/2009T, CTI 13/2009T, CTI 15/2009T, CTI 19/2009T, CTI 11/2009T, CTI 12/2009T, CTI 16/2009T, CTI 17/2009T, CTI 18/2009T, CTI 22/2009T, CTI 26/2009T, CTI 28/2009T (former CTI 03/2009A), CTI 29/2009T (former CTI 04/2009A), TEL 01/2009T, CTI 21/2009T

(b) Medium Priority/Medium Quality

HRDWG 01/2009T, SMEWG 02/2009T

(c) High Priority/Medium Quality (Category B)

CTI 09/2009T, CTI 20/2009T, CTI 21/2009T, CTI 23/2009T, EC 01/2009T

Details appear in **Annex 7**.

45. The Meeting expressed appreciation to Japan for its ongoing contributions to the TILF Special Account and to the United States for its 2007 contribution to the account. The Chair urged the other Economies to contribute to the Account.

8.3 2009 APEC Support Fund (ASF) Budget

46. The Meeting noted the funds available for allocation in 2009 by each ASF sub-account:

a. ASF General Fund: **US\$3,974,387**

- b. Human Security Sub-Fund: **US\$31,245**
 - c. Human Security Sub-Fund (Avian Influenza and Emerging and Infectious Diseases): **US\$2,032,435**
 - d. TFAP II Implementation Sub-Fund: **US\$502,948**.
- 47. The Meeting approved all projects of medium quality with revised project proposals as recommended in paragraph 19 of 2008/BMC3/018.
 - (a) High priority (Category 1) medium quality:

CTI 01/2009A, SME 06/2009A, ATCWG 01/2009A, TPT 03/2009A, ATCWG 02/2009A, IST 01/2009A, ACT 02/2009A, EWG 12/2009A, ATCWG 08/2009A, HTF 01/2009A, ATCWG 11/2009A, IST 03/2009A, EC 01/2009A, ACT 04/2009A, ATCWG 05/2009A, CTI 06/2009T, EWG 11/2009A, TPT 01/2009A
 - (b) Medium priority (category 2, 3 or 4), medium quality:

SME 04/2009A, SME 02/2009A, SME 01/2009A, HRD 01/2009A, SME 03/2009A, HRD 02/2009A, TPT 02/2009A, ATCWG 09/2009A, GFPN 01/2009A, HRD 04/2009A, HRD 03/2009A, EWG 07/2009A, MTF 02/2009A, TWG 01/2009A
 - (c) Category B projects: ATCWG 11/2009A, MTF 02/2009A
- 48. Some Members suggested that the following proposals could be merged to maximize the impact of their delivery: EWG 11/2009A and EWG 10/2009A; and HRD 03/2009A and MTF 02/2009A. Relevant POs were asked to consider the possibility in the spirit of better coordination. It was noted that the potential combination would not be focused on release of funds.

[Post-meeting note: The relevant POs have subsequently informed the Secretariat that merging of the above proposals would not be feasible; however, POs would coordinate.]
- 49. The Meeting agreed to spend up to 75% of the total ASF General Fund available. Noting that funding is still available in the ASF budget, the Meeting agreed to re-consider as part of the 2008 BMC3 approval session proposals that were categorized as high priority but low quality ASF project proposals, as well as OA proposals that were assessed to be of medium quality but were unable to secure funding due to the insufficiency of OA funds. A maximum amount of US\$674,543 is available for these projects. All re-submitted proposals will undergo a quality assessment by the Secretariat and must meet the ASF criteria (i.e., they must address capacity building for developing economies in high priority sectors for economic and technical cooperation). The Secretariat will maintain the same strict criteria applied in the previous round. The deadline for submission to the Secretariat was 28 October 2008. The revisions will be re-assessed and recommendations will be submitted to BMC for final decision.

[Post-meeting note: BMC subsequently reassessed and approved additional ASF projects totalling US\$625,832 including CTI 05/2009A, TWG 02/2009A, ATCWG 03/2009A, ACT 03/2009A, ATCWG 04/2009A and original OA projects TPTWG 03/2009, SOM 01/2009 and HRD 05/2009.]

The full list of approved 2009 ASF projects appears in **Annex 8**.
- 50. The Meeting expressed appreciation to the ASF contributors in 2008, including Australia, China, Korea and Hong Kong, China.
- 51. Noting the availability of funds in the Human Security Sub-Fund (Avian Influenza and Emerging and Infectious Diseases), the Chair invited Economies to submit quality project proposals in this area.

Agenda item 9 : Progress of Approved Projects

52. The Meeting noted the Secretariat paper on the Progress of Approved Projects (2008/BMC3/019).

Agenda item 10 : Chair and Vice-Chair for 2009

53. Peru and Singapore confirmed that they would assume the posts of Chair and Vice-Chair of the BMC respectively in 2009.

Agenda item 11 : Meeting Schedule in 2009

54. The Meeting agreed to hold the next BMC meeting in the margins of SOM1 to discuss the work plan of the BMC for the year.

[Post-meeting note: BMC1 2009 has been tentatively scheduled for 16 February 2009, 8pm. Further information will be provided together in the Administrative Circular for SOM1 and related meetings.]

Agenda item 12 : Other Business

Briefing by the Manager of PSU

55. The Meeting welcomed the new PSU Manager, Mr Philip Gaetjens, who briefed Members on the PSU's work plan (2008/BMC3/021). The Chair thanked Australia, Japan and Singapore for their contributions to the PSU.

Agenda item 13 : Classification of Documents

56. The Meeting noted the classification list which appeared as 2008/BMC3/000. Documents containing budgetary information will be made publicly accessible only after the endorsement of the relevant budgets by Ministers.

Agenda item 14 : Chair's Closing Remarks

57. In closing, the Chair summarized the outcomes of BMC3 meeting. He also thanked all BMC Members for their staunch support and highly constructive approach towards the BMC's ambitious and substantial work program in 2008. He observed that the BMC was one of the four key committees of APEC. It was charged with ensuring the sustainability and credibility of APEC and it therefore deserved high-level attention and participation.

**APEC Secretariat
October 2008**

APEC Budget and Management Committee Meeting
APEC Secretariat, Singapore
20-21 October 2008

Participants List

BMC Chair

S/N	Title	Name	Position	Organization	Tel / Fax / Email			Gender
1	Mr	Andrew Todd	Assistant Secretary, APEC Branch	Department of Foreign Affairs & Trade	Tel Fax Email	(61-2) 6261 3639 (61-2) 6261 3009 andrew.todd@dfat.gov.au		M

BMC Vice-Chair

S/N	Title	Name	Position	Organization	Tel / Fax / Email			Gender
1	Mr	Alberto Gonzales	Counselor, APEC Division	Ministry of Foreign Affairs	Tel Fax Email	(51-1) 623 3029 (51-1) 623 3009 agonzales@rree.gob.pe		M

Economy: Australia

S/N	Title	Name	Position	Organization	Tel / Fax / Email			Gender
1	Mr	Quinton Devlin	Director, APEC Branch	Department of Foreign Affairs & Trade	Tel Fax Email	(61-2) 6261 3639 (61-2) 6261 3009 jan.rivers@dfat.gov.au		M
2	Ms	Leah Yeak	Delegate, APEC Branch	Department of Foreign Affairs & Trade	Tel Fax Email	(61-2) 6261 3639 (61-2) 6261 3009 jan.rivers@dfat.gov.au		F
3	Ms	Lydia Bezeruk	Manager, APEC & Trade Policy, Asia Regional Branch	Australian Agency for International Development	Tel Fax Email	(61-2) 6206 4236 (61-2) 6206 4036 lydia.bezeruk@dfat.gov.au		F
4	Mr	Graham Rady	Asia Program Quality Advisor, Asia Division	Australian Agency for International Development	Tel Fax Email	(61-2) 6206 4826 (61-2) 6206 4936 graham.rady@ausaid.gov.au		M

Economy: Brunei Darussalam

S/N	Title	Name	Position	Organization	Tel / Fax / Email			Gender
1	Mr	Rozaimie Bin Dato Paduka HJ Abdulla	Assistant Director, Department of Economic Cooperation	Ministry of Foreign Affairs & Trade	Tel Fax Email	(673) 238 3240 (673) 238 3227 rozaimie.abdullah@mfa.gov.bn		M
2	Mr	Maswadi Haji Mohsin	Acting Assistant Director, Expenditure Division	Ministry of Finance	Tel Fax Email	(673) 238 3886 (673) 238 3871 Maswadi.mohsin@mof.gov.bn		M

Economy: Canada

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Aaron Coe	Economic Policy Officer, International Economic Relations & Summits	Foreign Affairs & International Trade	Tel Fax Email	(1-613) 996 1922 (1-613) 943 2158 aaron.coe@international.gc.ca	M

Economy: Chile

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Felipe Sandoval	Head, APEC Department	Ministry of Foreign Affairs General Directorate for international Economic Affairs	Tel Fax Email	(56-2) 827 5550 (56-2) 827 5459 fsandoval@direcon.cl	M

Economy: China

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Wu Gang	Deputy Director General, Department of International Cooperation	Ministry of Finance	Tel Fax Email	(86-10) 6855 1421 (86-10) 6855 1125 chenyue63@mof.gov.cn	M
2	Mr	Shen Wei Zhong	Deputy Director, Department of Finance	Ministry of Foreign Affairs	Tel Fax Email	(86-10) 6596 5439 (86-10) 6596 5934 shen_weizhong@mfa.gov.cn	M
3	Mr	Zhang Ya Qiang	Second Secretary, Department of International Organization	Ministry of Foreign Affairs	Tel Fax Email	(86-10) 6596 3165 (86-10) 6596 3160 apec-china@mfa.gov.cn	M

Economy: Hong Kong, China

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Thomas Or	Principal Trade Officer, Trade & Industry Department	The Government of the Hong Kong Special Administrative Region	Tel Fax Email	(852) 2398 5690 (852) 2787 7799 hkcapec@tid.gov.hk	M

Economy: Indonesia

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Ibnu Hadi	Director, Intra Regional Cooperation of Asia Pacific & African Affairs	Department of Foreign Affairs	Tel Fax Email	(62-21) 3811 083 (62-21) 3844 867 ibnuhadi@deplu.go.id	M
2	Ms	Adelia Ogantini	Staff, Intra Regional Cooperation of Asia Pacific & African Affairs, APEC Desk	Department of Foreign Affairs	Tel Fax Email	(62-21) 3811 083 (62-21) 3844 867 apecindonesia@gmail.com	F
3	Mr	I Wayan Dipta	Deputy Minister for SMEs Cooperative	Ministry of Cooperatives & SMEs	Tel Fax Email	(62-21) 794 2721 (62-21) 794 2861 wayan_dipta@yahoo.com	M

4	Mr	Joseph Sondang Tobing	Head of SMEs Development	Ministry of Cooperatives & SMEs	Tel Fax Email	(62-21) (62-21) 794 2861 joe.tobing@gmail.com	M
5	Mr	Diwangkoro Alpinanto Ratam	Assistant to Head of SMEs Development	Ministry of Cooperatives & SMEs	Tel Fax Email	(62-21) 794 2729 (62-21) 794 2861 dikoart@yahoo.com	M
6	Dr	Subandono Diposaptono	Deputy Director of Integrated Marine & Coastal Management, Directorate General of Marine, Coastal & Small Islands	Ministry of Marine Affairs & Fisheries	Tel Fax Email	(62-21) 351 9070 ext 1047 (62-21) 352 2059 sbdn@cbn.net.id	
7	Mr	Muhandis Sidqi	Head of Programme Cooperation, Secretariat General of Marine, Coastal & Small Islands Affairs, Directorate General of Marine, Coastal & Small Islands	Ministry of Marine Affairs & Fisheries	Tel Fax Email	(62-21) 3512 457 (62-21) 3512 457 Msidqi_Fastra@Yahoo.Com	
8		Mei Rochjat Darmawiredja	Director of Indonesian Center for Agricultural Library & Technology Dissemination, Agency for Agricultural Research & Development	Ministry of Agriculture of the Republic of Indonesia	Tel Fax Email	(62-251) 832 4394 (62-251) 832 6561 meidarmawiredja@yahoo.com	

Economy: Japan

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Hiroyuki Nagasawa	Principal Deputy Director, APEC Division	Ministry of Foreign Affairs	Tel Fax Email	(81-3) 5501 8342 (81-3) 5501 8340 apec.japan@oregano.ocn.ne.jp hiroyuki.nagasawa@mofa.go.jp	M
2	Ms	Yoshika Miyake	Official, APEC Division	Ministry of Foreign Affairs	Tel Fax Email	(81-3) 5501 8342 (81-3) 5501 8340 apec.japan@oregano.ocn.ne.jp yoshika.miyake@mofa.go.jp	F
3	Mr	Yuya Hasegawa	Deputy Director, APEC Office, Trade Policy Bureau	Ministry of Economy, Trade & Industry	Tel Fax Email	(82-3) 3501 1407 (82-3) 3580 8746 hasegawa-yuya@meti.go.jp	M
4	Mr	Kenichi Tagami	Section Chief, Office of Regional Customs Cooperation, Customs & Tariff Bureau	Ministry of Finance	Tel Fax Email	(81-3) 3581 3825 (81-3) 5251 2123 apec@mof.go.jp	M

Economy: Korea

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Lee Tong-Q	First Secretary, Division of Regional Cooperation	Ministry of Foreign Affairs & Trade	Tel Fax Email	(82-2) 2100 7652 (82-2) 2100 7980 tglee96@mofat.go.kr	M

2	Mr	Lee Dong-seob	Deputy Director, Division of Regional Cooperation	Ministry of Foreign Affairs & Trade	Tel Fax Email	apeco@mofat.go.kr (82-11) 2100 7656 (82-11) 2100 7980 dslee07@mofat.go.kr apeco@mofat.go.kr	M
3	Mr	Kang Seunghyun	Senior Deputy Director, International Cooperation Department	Public Procurement Service	Tel Fax Email	(1-42) 481 7200 (1-42) 472 2278 bullseye@pps.go.kr	M
4	Mr	Jeon Hyoung-Goo	Deputy Director, International Cooperation Division	Public Procurement Service	Tel Fax Email	(82-42) 481 7531 (82-42) 472 2278 hkjon@pps.go.kr	M
5	Mr	Baek Jaehong	Deputy Director, Technical Cooperation Division	Korean Intellectual Property Office	Tel Fax Email	(82-42) 481 5077 (82-42) 472 9313 tultuly100@kipo.go.kr	M
6	Dr	Lee Woo-jin	Executive Director	APEC Climate Center	Tel Fax Email	(82-51) 668 7470-2 (82-51) 668 7473 wjlee@apcc21.net	M
7	Dr	Saji N Hameed	Senior Scientist, Science Division	APEC Climate Center	Tel Fax Email	(82-51) 668 7470-2 (82-51) 668 7473 saji@apcc21.net	M
8	Mr	Jeong Yun-sik	Patent Attorney, Intellectual Property Education Team	Korea Invention Promotion Association	Tel Fax Email	(82-2) 3459 2783 (82-2) 3459 2789 ysjeon@kipa.org	M
9	Ms	Mi Hong	Project Manager, Office of Global Partnership	Korea Research Institute of Standards and Science	Tel Fax Email	(82-42) 868 5443 (82-42) 868 5444 mihong@kriss.re.kr	F

Economy: Malaysia

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mrs	Zarina Zakaria	Principal Assistant Director, Asia-Pacific Economic Cooperation	Ministry of International Trade & Industry	Tel Fax Email	(603) 6203 3022 ext 3151 or 6203 3151 (603) 6203 1305 zarinaz@miti.gov.my	F

Economy: Mexico

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1		NA			Tel Fax Email		

Economy: New Zealand

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Anthony Simpson	Senior Policy Officer, APEC Division	Ministry of Foreign Affairs &	Tel	(64-4) 439 8482	M

				Trade	Fax Email	(64-4) 439 8873 anthony.simpson@mfat.govt.nz	
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Economy: Papua New Guinea

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1		NA			Tel Fax Email		

Economy: Peru

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1		(In capacity of Vice Chair)			Tel Fax Email		

Economy: Philippines

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Ryan Francis D Gener	Foreign Service Officer/Special Assistant, APEC National Secretariat Philippines, Office of the Undersecretary for International Economic Relations	Department of Foreign Affairs	Tel Fax Email	(63-2) 834 3045/832 3312 (63-2) 834 1451 ryan.gener@dfa.gov.ph ryan.gener@yahoo.com	M
2	Mrs	Eva G Betita	Acting Assistant Secretary, Office of Fiscal Management	Department of Foreign Affairs	Tel Fax Email	(632) 834 4700 (632) 833 5595	F

Economy: Russian Federation

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Kirill Muradov	Second Secretary, Department of Asia-Pacific Regional Affairs	Ministry of Foreign Affairs	Tel Fax Email	(7-495) 244 4128 (7-495) 244 3917 apec.russia@mid.ru	M

Economy: Singapore

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Chua Teng Hoe	Deputy Director, International Economics Directorate	Ministry of Foreign Affairs	Tel Fax Email	(65) 6379 8570 (65) 6479 2529 chua_teng_hoe@mfa.gov.sg	M
2	Ms	Koong Pai Ching	Assistant Director, International Economics Directorate	Ministry of Foreign Affairs	Tel Fax	(65) 6379 8563 (65) 6479 2529	F

3	Mr	Ho Wei Jiang	Assistant Director, International Economics Directorate	Ministry of Foreign Affairs	Email	koong_pai_ching@mfa.gov.sg	
					Tel	(65) 6379 8566	M
					Fax	(65) 6479 2529	
					Email	ho_wei_jiang@mfa.gov.sg	
4	Ms	Geraldine Lim	International Division	Infocomm Development Authority of Singapore	Tel	(65) 6211 0888	F
					Fax	(65) 6211 2222	
					Email	geraldine_lim@ida.gov.sg	
5	Mr	Goh Yang Chuang	International Division	Infocomm Development Authority of Singapore	Tel	(65) 6211 1851	M
					Fax	(65) 6211 2220	
					Email	goh_yang_chuang@ida.gov.sg	

Economy: Chinese Taipei

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Ms	Sabina Chang	Officer, APEC Task Force, Department of International Organizations	Ministry of Foreign Affairs	Tel	(886-2) 2348 2540	F
					Fax	(886-2) 2382 1174	
					Email	csschang@mofa.gov.tw ; apecct@mofa.gov.tw	

Economy: Thailand

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Ms	Morakot Sriswasdi	Counselor, International Economic Policy Division, Department of International Economic Affairs	Ministry of Foreign Affairs	Tel	(66-2) 643 5000 ext 4064	F
					Fax	(66-2) 643 5247	
					Email	msriswasdi@hotmail.com apecdesk@mfa.go.th	
2	Ms	Patcharamon Siriwatana	Second Secretary, International Economic Policy Division, Department of International Economic Affairs	Ministry of Foreign Affairs	Tel	(66-2) 643 5000 ext 4069	M
					Fax	(66-2) 643 5247	
					Email	patcharamons@mfa.go.th apecdesk@mfa.go.th	

Economy: USA

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Ms	Michele Dastin-van Rijn	Deputy Director, Bureau of East Asia & Pacific Affairs Office of Economic Policy	US Department of State	Tel	(1-202) 647 4835	F
					Fax	(1-202) 647 0136	
					Email	dastinmj@state.gov	
2	Ms	Amy McCann	Foreign Affairs Officer, Bureau of East Asia & Pacific Affairs Office of Economic Policy	US Department of State	Tel	(1-202) 647 4836	F
					Fax	(1-202) 647 0136	
					Email	mccannam@state.gov	
3	Mr	Chanyut Nitikitpaiboon	Regional Program Development Specialist, Regional Development Mission for Asia	United States Agency for International Development	Tel	(66-2) 263 7462	M
					Fax	(66-2) 263 7499	
					Email	cnitikitpaiboon@usaid.gov	
4	Mr	Skip Kissinger	Regional Organizations Coordinator, Regional Development Mission for Asia	United States Agency for International Development	Tel	(66-2) 263 7466	M
					Fax	(66-2) 263 7499	
					Email	skissinger@usaid.gov	

5	Mr	David A Katz	Chief of Party, APEC TATF	Nathan Associates	Tel Fax Email	(1-703) 516 7700 (1-703) 351 6162 dkatz@nathaninc.com	M
6	Ms	Victoria Waite	Deputy Chief of Party, APEC TATF	Nathan Associates	Tel Fax Email	(1-703) 516 7700 (1-703) 351 6162 ywaite@nathaninc.com	F
7	Ms	Teri Simpson Lojewski	Principal Associate	Nathan Associates	Tel Fax Email	(1-703) 516 7864 (1-703) 351 6162 tlojewski@nathaninc.com	F

Economy: Vlet Nam

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1	Mr	Bui Hong Duong	Deputy Director APEC, ASEM Division, Multilateral Trade Policy Department	Ministry of Industry & Trade	Tel Fax Email	(84-4) 826 25221 ext 1140 (84-4) 220 2525 bduong@mot.gov.vn	M
2	Ms	Tran Ha Trang	Official, APEC Division, Department of Multilateral Economic Cooperation	Ministry of Foreign Affairs	Tel Fax Email	(84-4) 3799 3211 (84-4) 3799 3618 tranhatrang@mofa.gov.vn	F

Economy: APEC Secretariat

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
1.	Amb	Juan C Capunay	Executive Director		Tel Fax Email	(65) 6891 9600 (65) 6891 9690 jcc@apec.org	M
2.	Amb	Michael Tay	Deputy Executive Director		Tel Fax Email	(65) 6891 9600 (65) 6891 9690 mtca@apec.org	M
3.	Mr	Tan Ee Khoon	Chief Operating Officer		Tel Fax Email	(65) 6891 9630 (65) 6891 9690 tek@apec.org	M
4.	Mr	Adrian Chan	Director (Program)		Tel Fax Email	(65) 6891 9651 (65) 6891 9690 ac@apec.org	M
5.	Mr	Alexander L Sukhov	Director (Program)		Tel Fax Email	(65) 6891 9615 (65) 6891 9690 als@apec.org	M
6.	Ms	Anita Douglas	Director (Program)		Tel Fax Email	(65) 6891 9659 (65) 6891 9690 ad@apec.org	F
7.	Ms	Catherine Wong	Director (Program)		Tel Fax Email	(65) 6891 9612 (65) 6891 9690 cw@apec.org	F
8.	Ms	Evelyn Loh	Director (Program)		Tel	(65) 6891 9618	F

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
					Fax Email	(65) 6891 9690 el@apec.org	
9.	Ms	Hiroko Taniguchi	Director (Program)		Tel Fax Email	(65) 6891 9660 (65) 6891 9690 ht@apec.org	F
10.	Ms	Jolene Tan	Director (Program)		Tel Fax Email	(65) 6891 9617 (65) 6891 9690 jttt@apec.org	F
11.	Mr	Jorge A Iglesias	Director (Program)		Tel Fax Email	(65) 6891 9608 (65) 6891 9690 jal@apec.org	M
12.	Mr	Luis Romero	Director (Program)		Tel Fax Email	(65) 6891 9649 (65) 6891 9690 lr@apec.org	M
13.	Ms	Monica Ochoa Palomera	Director (Program)		Tel Fax Email	(65) 6891 9661 (65) 6891 9690 mop@apec.org	F
14.	Ms	Natalie Nii	Director (Program)		Tel Fax Email	(65) 6891 9613 (65) 6891 9690 njn@apec.org	F
15.	Mr	Park Yung Suh	Director (Program)		Tel Fax Email	(65) 6891 9653 (65) 6891 9690 pys@apec.org	M
16.	Mr	Phanpob Plangprayoon – Art	Director (Program)		Tel Fax Email	(65) 6891 9650 (65) 6891 9690 pp@apec.org	M
17.	Mr	Philip G Gaetjens	PSU Manager		Tel Fax Email	(65) 6891 9662 (65) 6891 9690 pgg@apec.org	M
18.	Mr	Stephen Wong	Director (Program)		Tel Fax Email	(65) 6891 9657 (65) 6891 9690 sw@apec.org	M
19.	Mr	Sun Tao	Director (Program)		Tel Fax Email	(65) 6891 9652 (65) 6891 9690 st@apec.org	M
20.	Ms	Susan J Coles	Director (Program)		Tel Fax Email	(65) 6891 9607 (65) 6891 9690 sjc@apec.org	F
21.	Ms	Susan B Natividad	Director (Program)		Tel Fax Email	(65) 6891 9648 (65) 6891 9690 sbn@apec.org	F
22.	Mr	Takashi Hattori	Director (Program)		Tel	(65) 6891 9611	M

S/N	Title	Name	Position	Organization	Tel / Fax / Email		Gender
					Fax Email	(65) 6891 9690 th@apec.org	
23.	Mr	Toni Widhiastono	Director (Program)		Tel Fax Email	(65) 6891 9609 (65) 6891 9690 tw@apec.org	M
24.	Ms	Tran Bao Ngoc	Director (Program)		Tel Fax Email	(65) 6891 9616 (65) 6891 9690 tbn@apec.org	F
25.	Mr	Vincent Liu	Director (Program)		Tel Fax Email	(65) 6891 9620 (65) 6891 9690 jyl@apec.org	M
26.	Ms	Winsome Au	Director (Finance)		Tel Fax Email	(65) 6891 9641 (65) 6891 9690 wa@apec.org	F
27.	Ms	Jasmine Lee	Accountant		Tel Fax Email	(65) 6891 9639 (65) 6891 9690 jl@apec.org	F

**Budget and Management Committee Meeting
APEC Secretariat, Singapore
20 - 21 October 2008
Revised Agenda**

1. Chair's Opening Remarks

2. Adoption of Agenda
(2008/BMC3/001)

3. Arrangements and Program
(2008/BMC3/002)

4. Overview from the Secretariat by the Executive Director
(2008/BMC3/003)

5. Management issues

BMC members to review reports by the Secretariat on:

5.1 Role of the Chief Operating Officer
(2008/BMC3/020)

5.2 Structure of the APEC Secretariat
(2008/BMC3/004)

5.3 Proposed IT initiatives
(2008/BMC3/005)

Desired outcome: Management issues noted by BMC

6. Financial Reports and Budgets

Secretariat to provide overview and BMC members to review:

6.1. Third quarterly report of the Administrative Account for period ending 30 September 2008 and adjustments to the 2008 Administrative Account Budget
(2008/BMC3/006)

6.2. 2009 Administrative Account Budget
(2008/BMC3/007)

6.3. 2009 Members' Contributions
(2008/BMC3/008)

6.4. Budget efficiencies achieved by the Secretariat
(2008/BMC3/009)

6.5. Communications and Outreach budget
(2008/BMC3/010)

6.6. Administrative Accounts budget forecasts from 2010 to 2013
(2008/BMC3/011)

BMC members to discuss strategies to reduce forecasted budget deficits

6.7. Exchange rate risk mitigation (New Zealand)
(2008/BMC3/012)

Desired outcomes: Acknowledgement of budget efficiencies achieved by Secretariat

*BMC endorsement of an exchange rate risk mitigation approach
Identification of other strategies to reduce forecasted deficits*

7. Strengthening Project Management Processes

- 7.1 Guidelines on APEC Projects Proposal gender criteria (*China*)
(2008/BMC3/013)
- 7.2 Report on and consideration of the decision matrix produced by the Small Working Group on project management reform (*United States, supported by sub-group leaders New Zealand, United States, Australia and Hong Kong, China*)
(2008/BMC3/014)
 - 7.2.1 Consideration of items for BMC endorsement
 - 7.2.2 Consideration of recommendations to SOM
 - 7.2.3 Consideration of forward work program
- 7.3 Amendments to the Guidebook on APEC Projects
(2008/BMC3/015)

Desired outcome: *Endorsement of China and the GFPN's gender criteria guidelines
Endorsement of BMC-specific project management reforms
Recommendations to SOM regarding project management reforms
Agreed forward work program and identification of lead economies*

8. Approval of 2009 Projects

- 8.1 Operational Account
(2008/BMC3/016)
- 8.2 Trade and Investment Liberalization Fund Special Account
(2008/BMC3/017)
- 8.3 APEC Support Fund
(2008/BMC3/018)

9. Progress of Approved Projects
(2008/BMC3/019)

BMC to review Secretariat reports on disbursement from the Operational Account, APEC Support Fund Account and TILF Special Account, progress reports on ongoing projects, evaluation reports, and financial statements from completed projects.

Desired outcome: *Reports noted by BMC*

10. Chair and Vice-Chair for 2009

Desired outcome: *Peru agree to fill the Chair and Singapore fill the Vice-Chair in 2009*

11. Meeting Schedule in 2009

Peru to provide indicative dates for 2009 BMC meetings.

12. Other Business

13. Classification of Documents

14. Chair's Closing Remarks

Adjusted 2008 Administrative Account

	Approved Budget as at 31 Aug 2008 US\$	Actual Exp as at 31 Aug 2008 US\$	Adjustment US\$	Adjusted 2008 Budget US\$
(1) TRAINING/SEMINARS				
1.1 Course Fees, Registration Fees and Related Items	10,000	10,991.75	1,000	11,000
(2) PUBLISHING/COMMUNICATIONS				
2.1 Publishing				
2.1.1 Publication of APEC Literature (e.g. APEC Brochure)	45,000	440.85	-	45,000
2.1.2 Publication of APEC Committee Reports	30,000	-	(15,000)	15,000
	75,000	440.85	(15,000)	60,000
2.2 Communications				
2.2.1 Website Redevelopment and Electronic Publishing	55,000	14,168.82	-	55,000
2.2.2 Support for Media and Outreach Programs	30,000	11,328.59	-	30,000
	85,000	25,497.41	-	85,000
2.3 Salaries and Bonus	312,200	202,068.31	44,200	356,400
Total for Publishing/Communications Expenditure	472,200	228,006.57	29,200	501,400
(3) LIBRARY				
3.1 Subscriptions (e.g. newspapers,journals,etc)	2,000	1,879.68	-	2,000
3.2 General Reference Books/Encyclopedia	1,500	274.45	-	1,500
3.3 Databases (electronic information)	15,000	11,389.66	-	15,000
	18,500	13,543.79	-	18,500
(4) PUBLIC RELATIONS				
4.1 Official Functions/ Receptions	14,000	525.94	(2,000)	12,000
4.2 Meetings at the Secretariat	4,000	1,655.66	(100)	3,900
4.3 Exhibitions/ APEC Promotional Items	5,000	1,591.60	-	5,000
	23,000	3,773.20	(2,100)	20,900
(5) EQUIPMENT				
5.1 Office Furniture and Equipment	15,000	10,448.76	6,700	21,700
5.2 Computer	33,500	38,390.21	16,200	49,700
5.3 Motor Vehicle	60,000	53,315.21	(6,600)	53,400
	108,500	102,154.18	16,300	124,800
(6) TRAVEL				
6.1 Executive Director/Deputy Executive Director				
6.1.1 SOM & Related Meetings, AMM, AELM	87,200	58,446.87	(4,800)	82,400
6.1.2 Ministerials, FMP and WGs	56,900	28,818.52	(17,300)	39,600
6.1.3 Outreach	32,000	13,196.32	(2,400)	29,600
	176,100	100,461.71	(24,500)	151,600
6.2 Professional and Support Staff				
6.2.1 SOM & Related Meetings, AMM, AELM	699,800	579,240.70	31,300	731,100
6.2.2 Ministerials, FMP and WGs	163,100	123,765.58	6,000	169,100
6.2.3 Outreach	24,000	8,909.80	(10,000)	14,000
	886,900	711,916.08	27,300	914,200
Total for Travel Expenditure	1,063,000	812,377.79	2,800	1,065,800
(7) PERSONNEL -SUPPORT STAFF				
7.1 Recruitment Costs	2,000	1,496.53	-	2,000
7.2 Insurance	25,000	26,481.09	5,300	30,300
7.3 Recruitment Cost for FTED	-	-	10,800	10,800
	27,000	27,977.62	16,100	43,100

Adjusted 2008 Administrative Account

	Approved Budget as at 31 Aug 2008 US\$	Actual Exp as at 31 Aug 2008 US\$	Adjustment US\$	Adjusted 2008 Budget US\$
(8) RESEARCH AND ANALYSIS				
8.1 Research	2,000	-	(2,000)	-
(9) ADMINISTRATIVE SUPPORT				
9.1 <u>Communications</u>				
9.1.1 Fax Charges	4,500	1,938.66	(1,500)	3,000
9.1.2 Telephone	30,000	18,939.24	-	30,000
	34,500	20,877.90	(1,500)	33,000
9.2 <u>Professional Fees</u>				
9.2.1 Audit Fee	13,800	15,201.96	1,410	15,210
9.2.2 Legal & Professional Fees	10,000	3,240.60	-	10,000
	23,800	18,442.56	1,410	25,210
9.3 <u>Maintenance/Insurance of Vehicles</u>				
9.3.1 Insurance	4,000	1,552.48	(1,000)	3,000
9.3.2 Vehicle Running Expenses	13,000	11,815.06	4,800	17,800
	17,000	13,367.54	3,800	20,800
9.4 <u>Stationery</u>				
9.4.1 Photocopying Charges and Paper	4,000	3,226.12	1,300	5,300
9.4.2 Printed Stationery and Others	7,000	6,642.75	3,000	10,000
	11,000	9,868.87	4,300	15,300
9.5 <u>Postage and Courier Charges</u>	40,000	20,494.91	-	40,000
9.6 <u>Office and Building Maintenance</u>				
9.6.1 Office Supplies	1,100	443.51	-	1,100
9.6.2 Office Maintenance	25,000	9,061.33	(5,000)	20,000
9.6.3 Utilities	88,000	58,388.82	500	88,500
9.6.4 Insurance	4,000	-	400	4,400
9.6.5 Building Maintenance	65,000	45,780.99	3,700	68,700
9.6.6 Security Charges	30,000	22,042.45	3,100	33,100
	213,100	135,717.10	2,700	215,800
9.7 <u>Others</u>				
9.7.1 Local Transport, Overtime Meals, etc.	5,000	4,046.76	1,200	6,200
9.7.2 Bank Charges	3,000	968.64	(1,500)	1,500
9.7.3 Other Expenses	700	444.19	-	700
9.7.4 Staff Welfare	5,000	1,862.23	-	5,000
	13,700	7,321.82	(300)	13,400
9.8 <u>Salaries and Bonus</u>				
9.8.1 Administration	588,500	378,746.76	54,900	643,400
9.8.2 Project Management	309,300	210,161.59	49,800	359,100
	897,800	588,908.35	104,700	1,002,500
Total for Administrative Support Expenditure	1,250,900	814,999.05	115,110	1,366,010

Adjusted 2008 Administrative Account

	Approved Budget as at 31 Aug 2008 US\$	Actual Exp as at 31 Aug 2008 US\$	Adjustment US\$	Adjusted 2008 Budget US\$
(10) <u>INFORMATION TECHNOLOGY</u>				
10.1 <u>Operational Costs</u>				
10.1.1 Telecommunications Lines and Service Charges	45,000	31,168.50	1,200	46,200
10.1.2 Maintenance of Hardware	44,700	6,239.37	(30,000)	14,700
10.1.3 Maintenance of Software	6,300	892.87	71,700	78,000
10.1.4 Others	20,000	3,073.59	(15,460)	4,540
	<u>116,000</u>	<u>41,374.33</u>	<u>27,440</u>	<u>143,440</u>
10.2 <u>Development Costs</u>				
10.2.1 New Projects	36,600	-	(27,600)	9,000
10.2.2 Upgrading	33,000	2,197.64	(30,800)	2,200
	<u>69,600</u>	<u>2,197.64</u>	<u>(58,400)</u>	<u>11,200</u>
10.3 <u>Miscellaneous Expenses</u>				
10.3.1 Computer Accessories, CD Rom, etc.	5,500	343.60	(4,150)	1,350
10.4 <u>Salaries and Bonus</u>	285,200	109,551.27	(96,400)	188,800
Total for IT Expenditure	<u>476,300</u>	<u>153,466.84</u>	<u>(131,510)</u>	<u>344,790</u>
Total :	<u>3,451,400</u>	<u>2,167,290.79</u>	<u>44,900</u>	<u>3,496,300</u>

2009 Administrative Account : Expenditure

	Approved 2008 Budget US\$	Adjusted 2008 Budget US\$	Adjustment US\$	2009 Budget (US\$)
(1) <u>TRAINING/SEMINARS</u>				
1.1 Course fees,registration fees and related items	10,000	11,000	6,000	17,000
(2) <u>PUBLISHING/COMMUNICATIONS</u>				
2.1 <u>Publishing</u>				
2.1.1 Publication of APEC Literature (e.g. APEC Brochure)	45,000	45,000	-	45,000
2.1.2 Publication of APEC Committee Reports	30,000	15,000	-	15,000
	75,000	60,000	-	60,000
2.2 <u>Communications</u>				
2.2.1 Website Redevelopment and Electronic Publishing	55,000	55,000	-	55,000
2.2.2 Support for media and outreach programs	30,000	30,000	5,000	35,000
2.2.3 APEC 20 th Anniversary	-	-	15,000	15,000
	85,000	85,000	20,000	105,000
2.3 <u>Salaries and Bonus</u>	312,200	356,400	10,500	366,900
Total for Publishing/Communications expenditure	472,200	501,400	30,500	531,900
(3) <u>LIBRARY</u>				
3.1 Subscriptions (e.g. newspapers,journals,etc)	2,000	2,000	-	2,000
3.2 General reference books/Encyclopedia	1,500	1,500	-	1,500
3.3 Databases (electronic information)	15,000	15,000	-	15,000
	18,500	18,500	-	18,500
(4) <u>PUBLIC RELATIONS</u>				
4.1 Official functions/receptions	14,000	12,000	2,000	14,000
4.2 Exhibitions/APEC Promotional items	5,000	5,000	-	5,000
	19,000	17,000	2,000	19,000
(5) <u>Meetings Support</u>				
5.1 Meetings at the Secretariat	4,000	3,900	2,100	6,000
5.2 SOM & Related Meetings	-	-	35,000	35,000
	4,000	3,900	37,100	41,000
(6) <u>EQUIPMENT</u>				
6.1 Office Furniture and Equipment	15,000	21,700	34,300	56,000
6.2 Computer	33,500	49,700	(10,000)	39,700
6.3 Motor Vehicle	60,000	53,400	(53,400)	-
	108,500	124,800	(29,100)	95,700
(7) <u>TRAVEL</u>				
7.1 <u>Executive Director</u>				
7.1.1 SOM & Related Meetings, AMM, AELM	87,200	82,400	(82,400)	-
7.1.2 Ministerials, FMP and WGs	56,900	39,600	5,700	45,300
7.1.3 Outreach	32,000	29,600	3,500	33,100
	176,100	151,600	(73,200)	78,400
7.2 <u>Professional and Support Staff</u>				
7.2.1 SOM & Related Meetings, AMM, AELM	699,800	731,100	(731,100)	-
7.2.2 Ministerials, FMP and WGs	163,100	169,100	(34,400)	134,700
7.2.3 Outreach	24,000	14,000	10,600	24,600
	886,900	914,200	(754,900)	159,300
Total for Travel expenditure	1,063,000	1,065,800	(828,100)	237,700

(8) PERSONNEL -SUPPORT STAFF

8.1	Recruitment costs	2,000	2,000	(500)	1,500
8.2	Insurance	25,000	30,300	(3,300)	27,000
8.3	Recruitment cost for FTED	-	10,800	158,600	169,400
		27,000	43,100	154,800	197,900

(9) RESEARCH AND ANALYSIS

9.1	Research	2,000	-	2,000	2,000
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(10) ADMINISTRATIVE SUPPORT

10.1 Communications

10.1.1	Fax charges	4,500	3,000	500	3,500
10.1.2	Telephone	30,000	30,000	(2,000)	28,000
		34,500	33,000	(1,500)	31,500

10.2 Professional Fees

10.2.1	Audit fee	13,800	15,210	90	15,300
10.2.2	Legal & Professional fees	10,000	10,000	(2,000)	8,000
		23,800	25,210	(1,910)	23,300

10.3 Maintenance/Insurance of Vehicles

10.3.1	Insurance	4,000	3,000	1,000	4,000
10.3.2	Vehicle running expenses	13,000	17,800	(5,800)	12,000
		17,000	20,800	(4,800)	16,000

10.4 Stationery

10.4.1	Photocopying charges and paper	4,000	5,300	1,200	6,500
10.4.2	Printed stationery and others	7,000	10,000	(3,000)	7,000
		11,000	15,300	(1,800)	13,500

10.5 Postage and courier charges

		40,000	40,000	(20,000)	20,000
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10.6 Office and Building maintenance

10.6.1	Office supplies	1,100	1,100	400	1,500
10.6.2	Office maintenance	25,000	20,000	-	20,000
10.6.3	Utilities	88,000	88,500	3,500	92,000
10.6.4	Insurance	4,000	4,400	600	5,000
10.6.5	Building maintenance	65,000	68,700	9,300	78,000
10.6.6	Security charges	30,000	33,100	(3,100)	30,000
		213,100	215,800	10,700	226,500

10.7 Others

10.7.1	Local transport, overtime meals, etc.	5,000	6,200	800	7,000
10.7.2	Bank Charges	3,000	1,500	-	1,500
10.7.3	Other Expenses	700	700	-	700
10.7.4	Staff Welfare	5,000	5,000	-	5,000
		13,700	13,400	800	14,200

10.8 Salaries and Bonus

10.8.1	Administration	588,500	643,400	(65,700)	577,700
10.8.2	Project Management	309,300	359,100	102,900	462,000
		897,800	1,002,500	37,200	1,039,700

Total for Administrative Support expenditure

1,250,900	1,366,010	18,690	1,384,700
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(11) INFORMATION TECHNOLOGY

11.1	<u>Operational Costs</u>				
11.1.1	Telecommunications lines and service charges	45,000	46,200	300	46,500
11.1.2	Maintenance of Hardware	44,700	14,700	45,800	60,500
11.1.3	Maintenance of Software	6,300	78,000	3,500	81,500
11.1.4	Others	20,000	4,540	15,460	20,000
		<u>116,000</u>	<u>143,440</u>	<u>65,060</u>	<u>208,500</u>
11.2	<u>Development Costs</u>				
11.2.1	New Projects	36,600	9,000	136,000	145,000
11.2.2	Upgrading	33,000	2,200	23,300	25,500
		<u>69,600</u>	<u>11,200</u>	<u>159,300</u>	<u>170,500</u>
11.3	<u>Miscellaneous Expenses</u>				
11.3.1	Computer accessories, CD Rom, etc.	5,500	1,350	4,150	5,500
11.4	<u>Salaries and Bonus</u>	285,200	188,800	12,500	201,300
Total for IT expenditure		<u>476,300</u>	<u>344,790</u>	<u>241,010</u>	<u>585,800</u>
Grand Total :		<u>3,451,400</u>	<u>3,496,300</u>	<u>(365,100)</u>	<u>3,131,200</u>

2009 Member Contributions			
	Economy	2009 (US\$)	Percent Share (%)
1	Japan	901,000	18
2	United States of America	901,000	18
3	Canada	453,000	9.07
4	China	387,000	7.74
5	Australia	335,000	6.7
6	Republic of Korea	298,000	5.95
7	Chinese Taipei	236,000	4.73
8	Russia	202,000	4.04
9	Mexico	201,000	4.02
10	Hong Kong, China	137,000	2.75
11	New Zealand	137,000	2.75
12	Singapore	137,000	2.75
13	Brunei	75,000	1.5
14	Chile	75,000	1.5
15	Indonesia	75,000	1.5
16	Malaysia	75,000	1.5
17	Papua New Guinea	75,000	1.5
18	Peru	75,000	1.5
19	Philippines	75,000	1.5
20	Thailand	75,000	1.5
21	Viet Nam	75,000	1.5
	Total	5,000,000	100

2009 OPERATIONAL ACCOUNT

(I) WORKING GROUPS

AGRICULTURAL TECHNICAL COOPERATION

- 1 Workshop on Agricultural Land Use and its Effects in APEC Member Economies
- 2 Training for Quarantine Officials in Best Practice Auditing for Regulatory Purposes
- 3 Impacts of Climate Change on APEC Agriculture Production
- 4 "Sharing Experiences of Mitigating Environmental Impacts and Sustaining Horticultural Cropping Systems in Highland Areas"
- 5 2009 Workshop on Information and Communication Technology (ICT) for Agricultural Technology Dissemination
- 6 Sharing Experiences on Application of Hygienic Processing of Perishable Horticulture Produces to Small-Medium Scale Enterprises for Poverty Alleviation

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	622,570		89,550.00	
ATC 01/2009	89,550	A	89,550	1
ATC 02/2009	241,141	C	0	
ATC 03/2009	76,349	C	0	
ATC 04/2009	57,680	C	0	
ATC 05/2009	68,000	C	0	
ATC 06/2009	89,850	C	0	

ENERGY

- 1 Operation of APEC Energy Database and Analysis
- 2 Addressing Grid Interconnection Issues in Order to Maximize the Utilization of New and Renewable Energy Sources
- 3 Implementation of CO2 Emission Reduction Technologies and Methods for Fossil Fuel Installations
- 4 Overview of APEC Energy Working Group Projects--Stage 3
- 5 Facilitation of International Harmonization of Standards for Energy Management in the APEC Region
- 6 Fossil Power Plant Efficiency and Emissions Monitoring and Reporting in Developing Asian APEC Economies
- 7 Potential for Biomass-to-Liquids (BTL) Production and Trading Throughout the APEC Region
- 8 Carbon Footprint Methodology for New and Renewable Energy in APEC Economies
- 9 Status and Potential of Electric Vehicles in the APEC Region
- 10 Workshop on Opportunities for Marine Energy Development in APEC Economies
- 11 APEC Peer Review on Energy Efficiency
- 12 Resource Potential of Algae for Biodiesel Production in APEC Economies
- 13 Sustainable Biofuels Development Practices in APEC Economies
- 14 Survey on Best Practices of Building integrated Energy Efficiency and Renewable Energy in APEC Economies

	1,154,200		456,500	
EWG 01/2009	29,800	A	29,800	
EWG 02/2009	49,900	A	49,900	
EWG 03/2009	79,000	A	71,800	2
EWG 04/2009	50,000	A	50,000	3
EWG 05/2009	55,000	A	55,000	4
EWG 06/2009	79,500	C	0	
EWG 07/2009	73,000	C	0	
EWG 08/2009	75,000	C	0	
EWG 09/2009	73,000	C	0	
EWG 10/2009	50,000	C	0	
EWG 11/2009	150,000	A	150,000	
EWG 12/2009	50,000	C	0	
EWG 13/2009	80,000	C	0	
EWG 14/2009	100,000	C	0	

2009 OPERATIONAL ACCOUNT

- 15 Overview of Energy Diversification Policies in APEC to Mitigate Long-Term Energy Security Risks
- 16 Biofuel Feedstock Costs, Technology & Economies in APEC Economies
- 17 Carbon Capturing Biofuels Resources Potential in APEC Economies

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
EWG 15/2009	50,000	C	0	
EWG 16/2009	50,000	A	50,000	
EWG 17/2009	60,000	Withdrawn	0	

FISHERIES

- 1 Implementing an ecosystem approach to fisheries in the context of broader marine ecosystem-based management
- 2 Strengthening Capacities on Biosecurity in Ornamental Fish Trade
- 3 Potential of Small Pelagic in the Asia Pacific Region
- 4 APEC FWG: Re-building Capacities after Natural Disasters Seminar

	414,103		106,865	
FWG 01/2009	106,865	A	106,865	5
FWG 02/2009	113,000	C	0	
FWG 03/2009	88,500	C	0	
FWG 04/2009	105,738	C	0	

HUMAN RESOURCES DEVELOPMENT

- 1 Study of Best Practices in Teaching and Learning Languages in APEC Economies: Lesson Study Applications
- 2 Comparability and Benchmarking of Competencies and Qualification Frameworks in APEC Region (Pilot Area: Construction/Welding)
- 3 APEC Seminar-Workshop on the Good Practices in Social Safety Nets in APEC Member Economies
- 4 Quest for the Link Between Schools and Employment: Research on Technical Vocational Education at the Secondary Education Level in the APEC Region
- 5 APEC 21st Century Mathematics and Science Standards and Assessments: A Focus on Middle and Secondary Schools
- 6 Expanding and Generalizing Lesson Study for Improvement of the Quality of Teaching among APEC Members Economies: Collaborative Studies on Innovations for Teaching and Learning Mathematics in Different Cultures (IV)
- 7 APEC Conference on Best Practices in School-based Action Research

	800,099		195,664	
HRD 01/2009	89,814	A	89,814	6
HRD 02/2009	107,550	A	105,850	7
HRD 03/2009	98,025	C	0	
HRD 04/2009	166,040	C	0	
HRD 05/2009	81,470	Transfer to ASF	0	
HRD 06/2009	173,800	C	0	
HRD 07/2009	83,400	C	0	

2009 OPERATIONAL ACCOUNT

INDUSTRIAL SCIENCE & TECHNOLOGY

- 1 APEC Climate Center for Climate Information Services to Society
- 2 Research on the Futures of Low Carbon Society: Climate Change and Adaptation Strategy for Economies in APEC Beyond 2050
- 3 APEC S&T Mentoring Center for the Gifted in Science: Part 1. APEC Future Scientist Conference

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	198,747		89,000	
IST 01/2009	89,000	A	89,000	8
IST 02/2009	89,747	C	0	
IST 03/2009	20,000	C	0	

MARINE RESOURCE CONSERVATION

- 1 Marine Ecosystem Assessment and Management in the Asia-Pacific Region Part 2--the APEC LME Project
- 2 "Development of Indices to Measure Climate Change Impacts on Marine Resources in the Pacific Basin"
- 3 Satellite Application on Coral Health and Oil Spills (SACHOSS)
- 4 Workshop on Sharing Policy, Experiences and Practices in Climate Change and Sea Level Rise Adaptation for Small Island

	175,290		33,490	
MRC 01/2009	33,490	A	33,490	9
MRC 02/2009	66,000	C	0	
MRC 03/2009	42,900	C	0	
MRC 04/2009	32,900	C	0	

SMALL AND MEDIUM ENTERPRISES

- 1 APEC SME Global Competitiveness Forum

	98,850		0	
SME 01/2009	98,850	C	0	

TRANSPORTATION

- 1 Survey of Current Deployment of Applications for Surface Transportation Utilizing Global Navigation Satellite Systems (GNSS) in the Asia Pacific Economic Cooperation (APEC) Region
- 2 Study of international visitor flows and greenhouse gas emissions for a template to examine the impact on APEC economies of future market based measures applying to international transport
- 3 Compendium of Best Practices on Motorcycle and Scooter Safety

	203,000		50,000	
TPT 01/2009	75,000	C	0	
TPT 02/2009	50,000	A	50,000	
TPT 03/2009	78,000	Transfer to ASF	0	

TOURISM

- 1 Best Practices in Corporate Social Responsibility (CSR) for Tourism in APEC Economies

	60,500		0	
TWG 01/2009	60,500	C	0	

2009 OPERATIONAL ACCOUNT

(II) COMMITTEES

ECONOMIC COMMITTEE

- 1 Sharing Experiences Seminar on CG and CSR practices among SMEs in APEC region

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	91,480		0	
EC 01/2009	91,480	Withdrawn	0	

(III) AD-HOC GROUPS/PROJECTS

ANTI-CORRUPTION AND TRANSPARENCY EXPERT TASK FORCE

- 1 Implementation of APEC Code of Conduct for Business - Pathfinder Project

	100,000		80,900	
ACT 01/2009	100,000	A	80,900	10

COUNTER-TERRORISM TASK FORCE

- 1 Optimize the Use of Audits and Investigation to Strengthen Aviation Security in APEC Economies

	116,525		116,525	
CTTF 01/2009	116,525	A	116,525	11

GENDER FOCAL POINT NETWORK

- 1 Seminar-Workshop on the Impact of Women Overseas Employment on the Economy

	106,857		0	
GFPN 01/2009	106,857	C	0	

MINING TASK FORCE

- 1 Sustainable Development of Mining Sector in APEC

	108,265		108,265	
MTF 01/2009	108,265	A	108,265	12

SOM Steering Committee on ECOTECH

- 1 2009 Independent Assessment of the ECOTECH Implementation of APEC Working Groups: HRDWG, ISTWG, TPTWG

	141,257		141,257	
SCE 01/2009	141,257	A	141,257	13

Senior Officials' Meeting

- 1 Symposium on Enhancing Public-Private Partnership on Fostering Corporate Social Responsibility in the APEC Region

	97,863		0	
SOM 01/2009	97,863	Transfer to ASF	0	

Approved Projects at BMC 3 2008

1,468,016

Add : Funding available for urgent 2009 projects

431,984

Total 2009 OA Budget

1,900,000

Legend

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

Notes for OA :

	Project No.	Remarks /Waivers	<u>Addition/(Dedu</u>
1	ATC 01/2009	Waiver for funding of government officials is approved.	
2	EWG 03/2009	Approved after deducting amount stated. Number of speakers is restricted to 6 persons per day. Waiver for funding of government officials is approved.	Per diem - Speakers
3	EWG 04/2009	Waiver from tendering process and award contract to David Crossley, Energy Futures Australia who has successfully completed stage 1 and 2 of the overview of EWG projects is approved.	
4	EWG 05/2009	Waiver for funding of government officials is approved. Advance payment for Direct Labour is restricted to 25% of contract fee.	
5	FWG 01/2009	Advance payment for direct labour is restricted to 25% of contract fee. Waivers for advance payment for travel, funding of government officials are approved.	
6	HRD 01/2009	Waivers for funding of government officials, advance payment for travel and translation of subtitles and accompanying documentation for DVD Lesson Study Workshop are approved.	
7	HRD 02/2009	Approved after deducting amount stated. Waivers for advance payment of airfare and per diem and funding of government officials are approved.	Downcasting error
8	IST 01/2009	Waiver for funding of government officials is approved.	
9	MRC 01/2009	Waivers for funding of government officials and advance payment for travel are approved. Participation of international organization is allowed under self-funding.	
10	ACT 01/2009	Approved after deducting amount stated.	Honorarium Consultant fee Consultant's Secretary Photocopying Communication Hosting
11	CTTF 01/2009	Waivers for advance payment for travel, equipment rental and hosting, funding of government officials and simultaneous interpretation are approved. Participation of international organization is allowed under self-funding Number of speakers is restricted to 6 persons per day. Communication, Photocopying and Publication costs are on reimbursement basis. Honorarium is not applicable to government officials and international organization.	
12	MTF 01/2009	Waivers for advance payment for speakers and participants' travel and funding of government officials are approved.	
13	SCE 01/2009	Advance payment for direct labour is restricted to 25% of contract fee.	

ctions)
US\$
(7,200)
(1,700)
(2,000)
(7,600)
(1,000)
(1,000)
(2,500)
(5,000)

2009 TILF SPECIAL ACCOUNT

(I) WORKING GROUPS

ENERGY

1. Reducing Barriers to Trade Through Development of a Common Protocol for Measuring the Seasonal Energy Efficiency (SEER) of Air Conditioners
2. Alignment of National Standby Power Structures
3. CFL Round Robin Testing to Benchmark Regional Testing Laboratory Capacity
4. Supporting APEC Energy Standards Information System (ESIS)
5. Survey on Best Practices in Promoting Efficient Lighting Products and Phasing Out of Incandescent Bulbs in APEC Economies
6. Actions by Government and Industry to Promote LNG Trade and Investment in the APEC Region

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	344,900		101,000	
EWG 01/2009T	60,000	A	60,000	1
EWG 02/2009T	41,000	A	41,000	2
EWG 03/2009T	66,000	C	0	
EWG 04/2009T	30,000	C	0	
EWG 05/2009T	55,000	C	0	
EWG 06/2009T	92,900	C	0	

FISHERIES

1. Market-based improvements in the trade in live reef food fish

	60,070		0	
FWG 01/2009T	60,070	C	0	

HUMAN RESOURCE DEVELOPMENT

1. Strategic Approach to Sustainable Capacity Building - Meeting the Challenges of Regional Economic Integration in APEC -

	100,200		100,200	
HRD 01/2009T	100,200	A	100,200	3

INDUSTRIAL SCIENCE & TECHNOLOGY

1. Technological Cooperative Framework on Validation and Verification Methods on Nanoproducts

	54,903		0	
IST 01/2009T	54,903	C	0	

MARINE RESOURCE CONSERVATION

1. Securing the marine environment in the Asia-Pacific Region: A framework for transboundary marine conservation

	94,400		0	
MRC 01/2009T	94,400	C	0	

2009 TILF SPECIAL ACCOUNT

SMALL & MEDIUM ENTERPRISE

1. Ease of Doing Business: Trading Across Borders
2. Capacity-Building Seminar on Access to Finance for SMEs
3. Capacity-Building Seminar on Ease of Doing Business: Employing Workers

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$ 171,916		US\$ 119,458	
SME 01/2009T	44,958	A	44,958	4
SME 02/2009T	74,520	A	74,500	5
SME 03/2009T	52,438	C	0	

TELECOMMUNICATION

1. Workshop(s) for Capacity Building on Telecommunications Trade Rules and Regulatory Disciplines

	111,649		55,825	
TEL 01/2009T	111,649	A	55,825	6

TRANSPORTATION

1. Study on Seaborne Trade Database –Development of freight flow data and Utilization and application of the data

	147,450		0	
TPT 01/2009T	147,450	C	0	

(II) COMMITTEES

COMMITTEE ON TRADE & INVESTMENT

1. ECSG: Assessment and Best Practices on Paperless Trading to Facilitate Cross Border Trade in APEC Region
2. IEG: Capacity Building for Sharing Success Factors of Improvement of Investment Environment - Phase 2
3. SCSC: APEC Food Safety Cooperation Forum
4. IPEG: Trading Ideas 2009
5. SCCP: Implementing the APEC Framework for Secure Trade: Seminars on Targeting and Risk Management, and Border Enforcement Training
6. IEG: Seminar for Sharing Experience on Improving Investment Policy
7. IEG: APEC-FIAS Workshop on Improving IPA Performance in Accessibility to Investors and Information Provision
8. SCSC: Seminar and Training Courses in Legal Metrology
9. SCSC: APEC School of Metrology – Workshop on securing foundations for trade facilitation
10. SCCP: Organising the APEC Customs-Business Dialogue (ACBD) in 2009
11. BMG: e-ABTC Governance Framework Workshop
12. GPEG: Seminar on the APEC-wide Government Procurement Market Accessibility
13. GOS: APEC Seminar on Trade in Health Services

	2,718,905		2,243,568	
CTI 01/2009T	230,083	A	213,124	7
CTI 02/2009T	138,065	A	132,245	8
CTI 03/2009T	81,965	A	82,065	9
CTI 04/2009T	144,906	A	138,183	10
CTI 05/2009T	136,525	A	136,525	11
CTI 07/2009T	86,671	A	86,671	12
CTI 08/2009T	91,149	A	91,149	13
CTI 09/2009T	94,580	A	94,580	14
CTI 10/2009T	77,467	C	0	
CTI 11/2009T	33,002	A	33,002	15
CTI 12/2009T	34,873	A	34,873	16
CTI 13/2009T	86,183	A	86,183	17
CTI 14/2009T	93,601	C	0	

2009 TILF SPECIAL ACCOUNT

	Project Code	Fund Requested US\$	Decision	Provision Recommended US\$	Note
14. SCCP: Workshop on Implementation of Valuation Advance Rulings in APEC Member Economies	CTI 15/2009T	66,792	A	66,792	18
15. SCSC: Strategy to Promote Business Interaction in SCSC Activities	CTI 16/2009T	88,000	A	87,950	19
16. SCCP: Seminar on Implementation of Border Measures for IPR Protection	CTI 17/2009T	106,932	A	106,932	20
17. SCSC: APEC Best Practices: Toy Safety Systems	CTI 18/2009T	155,125	A	155,125	21
18. ECSG: Capacity Building Workshops on the International Implementation of the APEC Privacy Framework: developing and testing the Cross-Border Privacy Rules System	CTI 19/2009T	49,860	A	49,860	22
19. SCSC: Strengthening Chemical Metrology Infrastructure - Part II	CTI 20/2009T	55,120	A	55,970	23
20. IPEG: APEC Project for Training Intellectual Property Right Information Facilitators using E-learning Contents – IP Xpedite	CTI 21/2009T	129,550	A	129,550	24
21. ECSG: Study on APEC Paperless Business Environment with the Focus on the Use and Archiving of e-Documents	CTI 22/2009T	61,875	A	57,994	25
22. LSIF: Asian and Latin American Medical Device Regulatory Harmonization Delegation Visits	CTI 23/2009T	144,151	A	143,277	26
23. SCSC: Private voluntary standards: Impact on trade in APEC Economies	CTI 24/2009T	68,624	C	0	
24. IPEG: Pilot Project on APEC Intellectual Property Awards	CTI 25/2009T	141,304	C	0	
25. SCCP: Experience Exchange in the Adoption of Tools and IT for Goods Identification	CTI 26/2009T	73,488	A	73,488	27
26. SCSC: Social responsibility in the APEC region in the framework of ISO 26000	CTI 27/2009T	58,984	C	0	
27. IEG: Capacity-Building Seminar on Ease of Doing Business: Enforcing Contracts	CTI 28/2009T	74,167	A	74,167	28
28. CTI: APEC Seminar on Facilitating Trade & Environmental Protection	CTI 29/2009T	115,863	A	113,863	29

ECONOMIC COMMITTEE

		163,630		69,000	
1. Seminar on Regulatory Reform in Enhancing the Domestic Business Environment	EC 01/2009T	54,600	A	69,000	30
2. APEC Training Course on Competition Policy	EC 02/2009T	109,030	C	0	

Approved Projects at BMC 3 2008

2,689,051

Add : Funding available for urgent 2009 projects

810,949

Total 2009 TILF Budget

3,500,000

Legend

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

Notes for TILF:

	Project No.	Remarks /Waivers	Additions/(Deductions)	
				US\$
1	EWG 01/2009T	Advance payment for direct labour is restricted to 25% of contract fee. Photocopying and Communications are paid on a reimbursement basis.		
2	EWG 02/2009T	Waiver for advance payment for travel and hosting is approved. Honorarium to speakers is on a reimbursement basis		
3	HRD 01/2009T	Waiver for funding of government officials is approved.		
4	SME 01/2009T	Waivers for advance payment for travel and funding of government officials are approved.		
5	SME 02/2009T	Approved after deducting amount stated. Waivers for funding of government officials , advance payment for travel and 25% of Consultant's contracted fees are approved.	Per diem - participants (Calculation error)	-20
6	TEL 01/2009T	Approved after deducting the funding sought for year 2010. Waivers for non-member participation from WTO and funding of government officials are approved.	Funding for Year 2010	-55,824
7	CTI 01/2009T	Approved after deducting amount stated. Number of speakers is restricted to 6 persons per day. Waiver for funding of government officials is approved. Advance for direct labour is restricted to 25% of contracted fee.	Per diem - speakers Per Diem - Expert (other cities) Airfare - Expert (other cities) Simultaneous Interpretation Fee	-4,959 -2,400 -6,000 -3,600
8	CTI 02/2009T	Approved after deducting amount stated. Number of speakers is restricted to 6 persons per day. Waivers for advance payment for travel and funding of government officials are approved.	Per diem - speakers	-5,820
9	CTI 03/2009T	Approved after deducting amount stated. Waivers for advance payment for travel and funding of government officials and international organisations are approved.	Airfare - speakers (Calculation error)	100
10	CTI 04/2009T	Approved after deducting amount stated. PO is to discuss with APEC Secretariat further to save costs during the implementation before the venue and package deal would be finalised. APEC will not fund items "miscellaneous" included in the Equipment budget Waivers for advance payment for travel for speakers, IT support/equipment rental and hosting, funding of government officials and non-member participation are approved. Advance payment for direct labour is restricted to 25% of contract fee.	Hosting Equipment (miscellaneous)	-5,000 -1,723

Notes for TILF:

	Project No.	Remarks /Waivers	Additions/(Deductions)	
				US\$
11	CTI 05/2009T	Waiver for funding of government officials is approved.		
12	CTI 07/2009T	Waivers for advance payment for travel, funding of government officials and expert from international organisation are approved.		
13	CTI 08/2009T	Waivers for advance payment for travel, funding of government officials and non-member participants are approved. Advance payment for direct labour is restricted to 25% of contract fee.		
14	CTI 09/2009T	Waivers for advance payment for travel and funding of government officials are approved.		
15	CTI 11/2009T	Waiver for funding of government officials is approved.		
16	CTI 12/2009T	Waiver for funding of government officials is approved.		
17	CTI 13/2009T	Waivers for funding of government officials and expert from international organisation and advance payment for travel are approved.		
18	CTI 15/2009T	Wavier for advance payment for travel is approved.		
19	CIT. 16/2009T	Approved after deducting amount stated. Waivers for funding of government officials and non-member participants are approved.	Per diem - Active participants	-50
20	CIT. 17/2009T	Waiver for advance payment for travel is approved.		
21	CTI 18/2009T	Waivers for advance payment for travel and equipment and funding of government officials are approved. Advance payment for direct labour is restricted to 25% of contract fee.		
22	CTI 19/2009T	Waivers for advance payment for travel and funding of government officials are approved.		
23	CTI 20/2009T	Approved after adding the amount stated. Waivers for advance payment for travel and funding of government officials are approved. Advance payment for direct labour is restricted to 25% of contract fee.	Airfare - active participants	850
24	CTI 21/2009T	Waivers for funding of government officials and bidding requirements are approved.		
25	CTI 22/2009T	Approved after deducting amount stated. Number of speakers is restricted to 6 persons per day. Waivers for advance payment for travel and funding of government officials are approved.	Per diem - speakers	-3,881

Notes for TILF:

	Project No.	Remarks /Waivers	Additions/(Deductions)	
				US\$
26	CTI 23/2009T	<p>Approved after deducting amount stated.</p> <p>PO and the Secretariat to work closely for improved cost sharing during the implementation</p> <p>Waivers for funding of government officials, rental of buses for transport between hotel and training venues and trainees to receive per diem are approved.</p> <p>Waiver for regulators and industry representatives from certain non-APEC economies with developing regulatory systems to participate, as long as they pay their own travel costs</p> <p>Waiver for regulators and industry representatives from certain non-APEC economies to participate fully in event, to include features covered by APEC funds, such as translation services costs</p>	<p>Photocopying cost for both visits</p> <p>Communication</p>	<p align="right">-374</p> <p align="right">-500</p>
27	CTI 26/2009T	Waiver for funding of government officials is approved.		
28	CTI 28/2009T	Waivers for advance payment for travel and funding of government officials are approved.		
29	CTI 29/2009T	Waivers for advance payment for travel, seminar's room, training materials and equipment rental, funding of government officials and non-member participation are approved.	Hosting	-2,000
30	EC 01/2009T	<p>Approved after deducting/adding the amount stated.</p> <p>Waiver for funding of government officials is approved.</p>	<p>Per Diem-Active Participants</p> <p>Airfare -Active Participants</p>	<p align="right">17,600</p> <p align="right">-3,200</p>

2009 APEC SUPPORT FUND ACCOUNT

ASF General Fund

(I) WORKING GROUPS

AGRICULTURAL TECHNICAL COOPERATION

- 1 2009 Quarantine Regulators Seminar – Toward Implementing Harmonised Arrangements For Ensuring Effective Quarantine Treatments
- 2 The Approach of Organic Agriculture: New Markets, Food Security and a Clean Environment
- 3 APEC-ATCWG Symposium on the Implementation of Important OIE Aquatic Animal Health Standards
- 4 Workshop on Information Exchange about the Epidemics of Migratory Insect Pests and Diseases and its Effect on Food Security in APEC Member Economies
- 5 APEC Workshop on Developing Bio-energy and Conserving the Natural Ecosystem in APEC Member Economies
- 6 International Workshop on Greenhouse Gases from Livestock Industries in APEC Member Economies
- 7 Role of SME's on Poor Power Empowerment : Lesson Learned and Sharing Experiences
- 8 Harmonization of Technical Criterion and Common Elements for Evaluation and Risk Assessment in GMO's Importation and Exportation in APEC Economies
- 9 Evaluation readiness of developing and applying traceability system in agricultural trade and production

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	661,127		583,076	
ATC 01/2009A	127,420	A	127,420	1
ATC 02/2009A	76,000	A	76,000	2
ATC 03/2009A	33,450	A	33,450	3
ATC 04/2009A	40,000	A	34,600	4
ATC 05/2009A	63,187	A	63,187	5
ATC 08/2009A	63,984	A	63,984	6
ATC 09/2009A	77,314	A	77,314	7
ATC 10/2009A	72,651	C	0	
ATC 11/2009A	107,121	A	107,121	8

ENERGY

- 1 Case Studies of Public Education and Information Campaigns in APEC Economies, and Development of Best Practice Guidelines
- 2 Workshop on the Use of Renewable Energy Technologies in Disaster Response
- 3 Energy-Saving Windows: Survey of Policies and Programs to Promote Advanced Window and Glazing Technologies in APEC Economies
- 4 Cool Roofs in APEC Economies: Review of Experience, Best Practices, and Potential Benefits
- 5 Energy and Water Efficiency in Water Supply: Practical Training on Proven Approaches

	279,500		179,500	
EWG 07/2009A	79,500	A	79,500	9
EWG 09/2009A	50,000	C	0	
EWG 10/2009A	50,000	C	0	
EWG 11/2009A	50,000	A	50,000	
EWG 12/2009A	50,000	A	50,000	

2009 APEC SUPPORT FUND ACCOUNT

HUMAN RESOURCES DEVELOPMENT

- 1 APEC 21st Century Mathematics and Science Education for All in the APEC Region: Strengthening Developing Economies and the Gender Equity Through Standards, Assessments and Teachers (*Shift from OA-HRD 05/2009 and combined with HRD 01/2009A*)
- 2 Seminar-Workshop to Develop A Framework on Mentoring/Coaching Out-of-School Youth on Entrepreneurship
- 3 Capacity Building of Mining Stakeholders in APEC Economies on Corporate Social Responsibility
- 4 APEC Information and Communication Technology for Education Exposition

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	426,396		397,480	
HRD 01/2009A	130,926	A	128,760	10
HRD 02/2009A	120,160	A	97,610	11
HRD 03/2009A	77,300	A	76,300	12
HRD 04/2009A	98,010	A	94,810	13

INDUSTRIAL SCIENCE & TECHNOLOGY

- 1 Utilization and Protection of Water Resources
- 2 APEC's Vision for Advancing Biotechnology and Ensuring Sustainable Financing to Secure Energy and Protect Environment
- 3 Promoting Sustainable Development Through Environmentally Sound Recycling
- 4 Training Course of Advanced Technology for Industrial Wastes and Water Resources
- 5 APEC Technology Innovative Capacity Building and Enterprise Learning
- 6 APEC Capacity Building Seminar on Nutrigenomics

	394,254		179,300	
IST 01/2009A	82,720	A	79,300	14
IST 02/2009A	50,000	C	0	
IST 03/2009A	100,000	A	100,000	
IST 04/2009A	23,600	C	0	
IST 05/2009A	59,000	C	0	
IST 06/2009A	78,934	C	0	

SMALL AND MEDIUM ENTERPRISES

- 1 Effective Implementation and Assessment of SME Innovation Policy
- 2 APEC SMEWG Technology Entrepreneur Seminar
- 3 APEC Business Fellowship
- 4 Supply Movement Framework and Tools (Phase IV of Models for Supporting Women's Micro-Enterprise Development: Best Practices and Guidelines Assessment and Recommendations from Phase III of a Four-Phase Study for APEC)
- 5 Workshop and Training on Developing Trading House for Strengthening SME's Global Market Network

	422,083		354,965	
SME 01/2009A	44,250	A	44,250	15
SME 02/2009A	94,336	A	92,978	16
SME 03/2009A	66,132	A	66,132	17
SME 04/2009A	151,605	A	151,605	18
SME 05/2009A	65,760	C	0	

2009 APEC SUPPORT FUND ACCOUNT

TRANSPORTATION

- 1 Using More Inland Rivers in Intermodal Transport
- 2 Survey of Supply Chain Workforce Development Needs & Conducting Seminars on Managing Operations and Risk in Intermodal Global Supply Chain Operations
- 3 Enhancing the Quality of Officers and Ratings Onboard Liquefied Natural Gas (LNG) Carriers
- 4 Compendium of Best Practices on Motorcycle and Scooter Safety (*Formerly TPT 03/2009*)

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	343,250		253,750	
TPT 01/2009A	60,000	A	60,000	19
TPT 02/2009A	119,250	A	119,250	
TPT 04/2009A	86,000	C	0	
TPT 06/2009A	78,000	A	74,500	20

TOURISM

- 1 Best Practices in Key Rural Tourism Resources Managed by Local Communities. (e.g. Thermal Resources)
- 2 Identification of best practice in the Use of clean technologies as a main source of energy in hostelry (e.g. Rural Hostelry)

	130,830		130,830	
TWG 01/2009A	68,500	A	68,500	
TWG 02/2009A	62,330	A	62,330	21

(II) COMMITTEES

COMMITTEE ON TRADE & INVESTMENT

- 1 APEC Training course on FTA Negotiations: Practical Skills and Techniques
- 2 The APEC Legal Services Initiative
- 3 APEC Infrastructure Development
- 4 The Development of Good Laboratory Practice (GLP)
- 5 Community Health Care for Aging Society in urban area: holistic care for all ages

	734,173		109,820	
CTI 02/2009A	102,413	C	0	
CTI 05/2009A	113,222	A	109,820	22
CTI 06/2009A	180,038	C	0	
CTI 07/2009A	245,620	C	0	
CTI 08/2009A	92,880	C	0	

ECONOMIC COMMITTEE

- 1 APEC Training course on Corporate Governance

	97,863		97,863	
EC 01/2009A	97,863	A	97,863	23

(III) AD-HOC GROUPS/PROJECTS

ANTI-CORRUPTION AND TRANSPARENCY TASK FORCE

- 1 Capacity building workshop on effectively addressing corruption in the developing economies
- 2 Capacity-Building Workshop on Formulating Strategies for Strengthening Inter-Agency Mechanisms on Combating Corruption Related to Money Laundering
- 3 Governance in Private and Public Sector & Impact On Anti-Corruption & Impact on Anti Corruption

	267,440		255,265	
ACT 02/2009A	105,401	A	100,226	24
ACT 03/2009A	76,053	A	76,053	25
ACT 04/2009A	85,986	A	78,986	26

2009 APEC SUPPORT FUND ACCOUNT

GENDER FOCAL POINT NETWORK

- 1 Public Policies to Promote Women Entrepreneurs

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	110,219		110,219	
GFPN 01/2009A	110,219	A	110,219	

MINING TASK FORCE

- 1 Creating a Framework for Corporate Social Responsibility Stakeholder Dialogue: Mining Industry Operations
- 2 APEC Workshop for Capacity Building on Best Practices in Mining and in Further Processing of Iron Ore

	360,766		163,825	
MTF 02/2009A	282,416	A	163,825	27
MTF 03/2009A	78,350	C	0	

Senior Officials' Meeting

- 1 Symposium on Enhancing Public-Private Partnership on Fostering Corporate Social Responsibility in the APEC Region *(Formerly SOM 01/2009)*

	106,319		106,319	
SOM 01/2009A	106,319	A	106,319	28

ASF General Fund Projects approved at BMC 3 2008

Add: Remaining budget of TPT 03/2009A to be funded under ASF General Fund

TOTAL ASF GENERAL FUND ALLOCATED BMC 3 2008 (A)

2,922,212

48,755

2,970,967

Add : Funding available for urgent 2009 projects

1,003,420

2009 ASF General Fund Budget

3,974,387

ASF HUMAN SECURITY SUBFUND

(I) AD-HOC GROUPS/PROJECTS

TRANSPORTATION

- 1 Secure and Smart Container Development for Intermodal Transport (revised)

	80,000		80,000	
TPT 03/2009A	80,000	A	80,000	29

Less: Remaining Budget to be funded from ASF General Fund

Sub-Total (B)

80,000

-48,755

31,245

Add : Funding available for urgent 2009 projects

0

2009 ASF Human Security Sub Fund A Budget

31,245

2009 APEC SUPPORT FUND ACCOUNT

ASF AI SPECIFIC **(I) WORKING GROUPS** **HEALTH TASK FORCE**

- 1 APEC Conference for the Surveillance, Treatment, Laboratory Diagnosis and Vaccine Development of Enteroviruses

Project Code	Fund Requested	Decision	Provision Recommended	Note
	US\$		US\$	
	52,690		52,690	
HTF 01/2009A	52,690	A	52,690	30

SMALL AND MEDIUM ENTERPRISES

- 1 APEC SMEWG Pandemic Influenza Train the Trainer Workshops

	140,138		137,338	
SME 06/2009A	140,138	A	137,338	31

Sub-Total (C) **190,028**

Add : Funding available for urgent 2009 projects **1,842,407**

2009 ASF Human Security AI Sub Fund A Budget **2,032,435**

TOTAL HUMAN SECURITY (B) +(C)=(D) **221,273**

ASF SUBFUND B - (TFAP II)

(I) COMMITTEES **COMMITTEE ON TRADE & INVESTMENT**

- 1 Capacity Building Workshop Series and APEC Single Window Working Group Phase 2 Workshop
- 2 Seminar on understanding and implementing APEC EE MRA *(Formerly CTI 06/2009T)*

	330,319		330,319	
CTI 01/2009A	297,555	A	297,555	32
CTI 09/2009A	32,764	A	32,764	33

TOTAL TFAP II approved at BMC 3 2008 (E) **330,319**

Add : Funding available for urgent 2009 projects **172,629**

2009 ASF TFAP II Implementation Sub Fund B Budget **502,948**

TOTAL ASF (A) + (D) + (E) **3,522,559**

Legend

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

Notes for ASF :

	Project No.	Remarks /Waivers	Addition/(Deductions)	
				US\$
1	ATC 01/2009A	Waiver for funding of government officials is approved.		
2	ATC 02/2009A	Waiver for funding of government officials is approved.		
3	ATC 03/2009A	Waivers for funding of government officials and advance payment for travel are approved.		
4	ATC 04/2009A	Approved after deducting amount stated. Waiver for funding of government officials is approved.	Airfare - Participant Hosting	-1,650 -3,750
5	ATC 05/2009A	Waiver for funding of government officials is approved.		
6	ATC 08/2009A	Waiver for funding of government officials is approved.		
7	ATC 09/2009A	Wavier for advance payment for travel to speakers and participants is approved.		
8	ATC 11/2009A	Waivers for funding of government officials and simultaneous interpretation are approved. Advance payment for direct labour is restricted to 25% of contract fee. Honorarium to speakers is paid on a reimbursement basis.		
9	EWG 07/2009A	Waiver for funding of government officials is approved.		
10	HRD 01/2009A	Approved after deducting amount stated. Number of speaker/ presenter is restricted to 6 persons per day Waivers for funding of government officials is approved.	Per Diem -Presenters Additional Payment- Presenters	-1,824 -342
11	HRD 02/2009A	Approved after deducting amount stated. Number of speakers is restricted to 6 persons per day Waivers for funding of government officials is approved.	Per Diem -Speakers Per Diem - Active Participants	-6,550 -16,000
12	HRD 03/2009A	Approved after deducting amount stated. Waivers for advance payment for travel, funding of government officials and non-member participants are approved. Communication and Photocopying costs are paid on a reimbursement basis.	Mining Expert/Consultant (Calculation error)	-1,000
13	HRD 04/2009A	Approved after deducting amount stated. Waivers for funding of government officials is approved.	Publication Consultation to produce Souvenir Programme	-3,200
14	IST 01/2009A	Approved after deducting amount stated. Number of speakers is restricted to 6 persons per day	Per Diem- Speakers	-3,420
15	SME 01/2009A	Waiver for funding of government officials is approved.		

Notes for ASF :

	Project No.	Remarks /Waivers	Addition/(Deductions)	
				US\$
16	SME 02/2009A	Approved after deducting amount stated. Waivers for funding of government officials and advance payment for travel are approved. Communication and Photocopying costs are paid on a reimbursement basis.	Per Diem- Active Participants	-1,358
17	SME 03/2009A	Waiver for funding of government officials is approved.		
18	SME 04/2009A	Waiver from tendering process and award the contract to Whiteduck Group is approved. Advance payment for direct labour is restricted to 25% of contract fee.		
19	TPT 01/2009A	Waiver from tendering process and award the contract to Waterborne Institute of MOC is approved.		
20	TPT 06/2009A	Approved after deducting amount stated.	Consultant's Secretary Hosting	-1,500 -2,000
21	TWG 02/2009A	Waiver funding of government officials is approved. Honorarium to speakers is paid on a reimbursement basis.		
22	CTI 05/2009A	Approved after deducting amount stated. Number of speakers is restricted to 6 persons per day Waiver to allow business class travel for senior business persons on travel less than 12hrs is approved. Advance payment for direct labour is restricted to 25% of contract fee.	Per Diem - Speaker Airfare - Speaker	-3,072 -330
23	EC 01/2009	Waivers for advance payment for travel expenses, hosting, training materials, and equipment rental expenses , funding of government officials and non-member and international organisation participations are approved.		
24	ACT 02/2009A	Approved after deducting amount stated. Number of speaker is restricted to 6 persons per day Waiver for advance payment for travel, funding of government officials, non-member and international organisation participations are approved.	Per Diem -Speakers	-5,175
25	ACT 03/2009A	Waivers for funding of government officials and key experts from international organizations (self-funding) are approved.		
26	ACT 04/2009A	Approved after deducting amount stated. Waivers for advance payment for travel, funding of government officials , non-member and international organizations participation are approved.	Airfare-Participants	-7,000
27	MTF 02/0009A	Approved after deducting amount stated. Communication and Photocopying costs are paid on a reimbursement basis.	Funding for Year 2010	-118,591

Notes for ASF :

	Project No.	Remarks /Waivers	Addition/(Deductions)	
				US\$
28	SOM 01/2009A	Waivers for advance payment for travel, hosting, training material and equipment, funding of government officials, non-member and international organizations participants are approved.		
29	TPT 03/2009A	Waiver from tendering process and award the contract to Waterborne Transportation Institute, MOT is approved.		
30	HTF 01/2009A	Waivers for advance payment for travel and funding of government officials are approved.		
31	SME 06/2009A	Approved after deducting amount stated. Waiver for funding of government officials is approved. APEC SMEWG members are welcome to participate but should will be on a self-funding basis.	Airfare-Active Participants	-2,800
32	CTI 01/2009A	Waiver for funding of government officials is approved.		
33	CTI 09/2009A	Waivers for advance payment for travel, funding of government officials , non-member and international organizations participation are approved.		