



**Asia-Pacific
Economic Cooperation**

2013/SOM3/HRDWG/047

Agenda Item: CBN

**HRD 01-2013 - Establishing Best Practices on
Human Capital Development to Enhance
Productivity, Quality, Competitiveness and
Innovation Among SMEs (Research and Workshop)**

Purpose: Information
Submitted by: Malaysia



**35th Human Resources Development
Working Group Meeting
Medan, Indonesia
24-26 June 2013**

MALAYSIA'S APPROVED PROJECT
(HRD 01 2013)

Establishing Best Practices on Human
Capital Development to Enhance
Productivity, Quality, Competitiveness &
Innovation among SMEs
(Research and Workshop)

PRESENTED BY:
AMRAN SAMEON
MINISTRY OF INTERNATIONAL TRADE AND INDUSTRY (MITI) MALAYSIA

MEDAN, INDONESIA
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APEC PRIORITIES

- August 2012 – Ministers endorsed SMEWG Strategic Plan for 2013-2016 (19th Meeting in St Petersburg, Russia).
- SMEWG Strategic Plan 2013-2016 - Roadmap to address critical issues / concerns pertaining to the growth of SMEs in the APEC region.

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APEC PRIORITIES (cont'd)

- Areas of focus:
 - management capabilities;
 - strengthening skills;
 - accelerate innovation; and
 - market access.
- SMEs will be able to forge ahead and develop new and innovative strategies to enhance competitiveness with the support of:
 - strong human capital base;
 - well equipped with the right knowledge; and
 - skills and attitude.

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OBJECTIVES OF THE PROJECT

- Developing a framework to improve SMEs human capital on:
 - productivity;
 - quality;
 - competitiveness; and
 - Innovation;
- Identifying best practices - productivity and innovation capabilities to enhance efficiency; and
- Developing and promoting appropriate systems and standards to boost productivity.

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PROJECT SUMMARY

The project aims to:-

- Enhance human resource management systems.
- Enable SMEs to sustain growth in a competitive environment.

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PROJECT SUMMARY (cont'd)

By identifying the best practices, it will enable:

- SMEs to adopt and adapt these systems to enhance their competitive edge, including the human capital development aspects.
- APEC economies to identify performance benchmarks as well as tools and measures that will enhance productivity growth.

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PROJECT SUMMARY (cont'd)

- The tools and frameworks developed can be used as policy inputs for APEC economies for human resources planning to enhance competencies.

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PHASES OF THE PROJECT

- The project is divided in two phases:
 - Phase 1: Research (APEC Funding); and
 - Phase II: Workshop (Self-funded)

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PHASE 1: RESEARCH (APEC FUNDING)

- The research report will be based on individual case studies by the Republic of Korea, Chinese Taipei, Philippines and Malaysia.
- This project is a clear indication of a more affirmative action programme in human capacity building that will give added value to APEC developing economies.

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PHASE 1: RESEARCH (APEC FUNDING) (cont'd)

- The research will enable economies to adopt and adapt the findings.
- Emphasis will be given on improving SMEs human capital in terms of:
 - productivity;
 - quality;
 - competitiveness; and
 - innovation.

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PHASE 1: RESEARCH (APEC FUNDING) (cont'd)

- The framework developed will provide these economies with a structure and measures that can be used to:
 - realise their goals; and
 - enhancing the abilities to achieve measureable and sustainable results.

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PHASE II: WORKSHOP (SELF-FUNDED)

- Findings of the research study will be presented at the workshop.
- Specific slots will be allocated for consultants to deliberate on the findings.
- Panel and breakout sessions will be conducted for further discussion with participants.
- Participants will be able to adopt and adapt the frameworks to suite their own business structure.

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**PHASE II: WORKSHOP (SELF-FUNDED)
(cont'd)**

- The frameworks will be shared with all economies on-line through MPC Malaysia's website (www.mpc.gov.my) under publication (competitiveness e-Bookshelf).
- APEC economies will be informed through:
 - respective focal persons; and
 - APEC website.

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Timeline (Phase I - Research)

Timeline	Activities
2013	RESEARCH
August - September	Develop Terms of Reference (TOR), Selection of Consultants and signing of contracts.
October	Start of project. Based on TOR and instructions from Malaysia, consultants will carry out research in respective countries
November	Submission of preliminary report and feedback from Malaysia's Project Team including editing of report
December	Continuation of research based on comments from Malaysia
2014	
January	Submission of interim report. Review and comments from Malaysia's project team for further improvements
March	Submission of final report by consultant. Review by Malaysia, feedback and final editing
April	Endorsement of report and submission to APEC Secretariat

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Timeline (Phase II – Workshop)

Timeline	Activities
2013	
November	Selection of venue, logistics and selection of speakers
December	Develop workshop programme
2014	
January-March	Invitation to APEC Member Economies and selection of participants
April	Travel arrangements for travel eligible economies and speakers with the assistance of APEC Secretariat
May	Obtain speakers presentations and other documentation, duplication of handouts etc.
June	Conduct workshop in Malaysia

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THANK YOU