



**Asia-Pacific  
Economic Cooperation**

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**2020/SOM1/003**  
Agenda Item: 7.2

## **PSU Work Program As at 1 February 2020**

Purpose: Information  
Submitted by: Policy Support Unit, APEC Secretariat



**First Senior Officials' Meeting  
Putrajaya, Malaysia  
20-22 February 2020**

**PSU Work Program as at 1 February 2020**

<b>ID</b>	<b>Name</b>	<b>Stakeholders</b>	<b>Action</b>	<b>Future Milestones</b>	<b>Due</b>
<b>Current Projects: Discrete</b>					
CTI52	Trends and Developments in Provisions and Outcomes of RTA/FTAs Implemented in 2018 by APEC Economies	CTI	Project update at CTI1✓ Presentation of Draft Report to CTI3✓ Submission of Draft Final Report✓ Submission of Final Report	3-4 March 2019 26-27 August 2019 End-November 2019 February 2020	Q1 2020
CTI54	Assessment of Capacity Building Needs on Trade Related Aspects of E-commerce to Support WTO Negotiation on Trade Related Aspects of E-commerce	CTI	Submission of Inception Report Submission of Interim Report Submission of Draft Final Report Submission of Final Report	March 2020 June 2020 September 2020 November 2020	Q4 2020
EC25	Renewed APEC Agenda for Structural Reform (RAASR): 2016-2020 Final Review	EC	Submission of final review template & new proposed indicators✓ Economies to submit completed review template Project update at EC1 Submission of First Draft Report Submission of Revised Draft Report Submission of Final Report to EC2 Submission of Final Report to SRMM	October 2019  2 October 2019-29 February 2020 February 2020 Mid-June 2020 End-June-Mid-July 2020 August 2020 August 2020	Q3 2020
EC26	Technical support to RAASR Action Team in preparation of input papers for 2020 Structural Reform Ministers' Meeting	EC	Review TOR for consultants✓ Review proposal submission by consultants Review first draft input papers Review second draft input papers Review final draft input papers	December 2019 February 2020 February-March 2020 April 2020 July 2020	Q3 2020
EGILA T1	Compendium of Resources for the Facilitation of the Trade and Distribution of Legally Harvested Forest Products in the APEC Region	EGILAT	Submission of Preliminary Report Submission of Progress Report Submission of Draft Final Report Submission of Final Report	March 2020 August 2020 February 2021 March 2021	Q1 2021
SCE2	APEC Case Studies on Inclusive Policies	SCE	Key Contributing Economies to submit case studies Project Update at SCE1 Submission of Draft Case Studies Submission of Final Case Studies to SCE3	8 October 2019-15 February 2020 February 2020 June 2020 August 2020	Q3 2020
SMEWG2	Overview of the SME Sector in the APEC Region: Key Issues on Market Access and Internationalization	SMEWG	Presentation of Progress Report to SMEWG✓ Submission of First Draft Report✓ Submission of Draft Final Report Submission of Final Report	3-4 September 2019 November 2019 March 2020 May 2020	Q2 2020

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SOM21	Assessment of APEC Strategy for Strengthening Quality Growth	SOM AMM AELM	Submission & presentation of draft assessment plan to SOM2✓ Submission of final assessment plan & questionnaires to SOM✓ Economies to submit completed questionnaires  Project Update at SOM2 Submission of Draft Report Submission of Final Report	15-16 May 2019  15 July 2019  26 September 2019-15 March 2020 April 2020 June-August 2020 August 2020	Q3 2020
SOM22	APEC Connectivity Blueprint: Mid-term Review	SOM AMM	Submission & presentation of draft framework to SOM3✓ Submission of final framework to SOM✓ Request for economies to submit case studies & surveys Submission of Preliminary Report Submission of Draft Final Report Submission of Final Report	August 2019  25 October 2019 February 2020  April 2020 August 2020 November 2020	Q4 2020
SOM23	APEC's Bogor Goals: Final Assessment	CTI SOM AMM	Economies to submit IAPs and fact sheet template Preparation of First Draft Report Submission of First Draft Report for review Submission of Revised Draft Report to SOM3 Submission of Final Report to CSOM	7 February 2020 February-May 2020 May 2020 August 2020 November 2020	Q4 2020
<b>Current Projects: Ongoing</b>					
EC17	RAASR sub-fund assessment group	EC	Beginning March 2017, participate as member to provide advice on concept notes	As required	As required
PSU1 PSU2	StatsAPEC ( <a href="http://statistics.apec.org">statistics.apec.org</a> ): • Key Indicators Database • Bilateral Linkages Database	Member Economies	Released July 2010; optimized for mobile devices since 2013. Beginning 2011, biannual data updates: • First update • Second update	June 2020 December 2020	Ongoing
PSU11	PSU Policy Briefs	Member Economies	Policy Briefs on pertinent policy relevant issues	On needs basis	Ongoing
PSU31	APEC in Charts	SOM AMM	Beginning 2013, annual publication for AMM✓	November 2020	Ongoing
PSU32	APEC Regional Trends Analysis	SOM MRT AMM	Beginning 2016, biannual reports: • First report • Second report	April 2020 November 2020	Ongoing

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SOM17	Support to APEC Services Competitiveness Roadmap	GOS CTI SOM	Support development of services data & statistics to measure & support implementation of Roadmap; and work with fora responsible for APEC-wide actions to identify possible statistics to measure progress	As required	2025
<b>Completed Projects</b>					
PSU11	PSU Policy Briefs	Member Economies	<a href="#">Do Public Capital Investments have an Impact on Economic Growth? (No. 29, January 2020)</a> Accessed: 50 times  <a href="#">Circular Economy: Don't let Waste go to Waste (No. 30, January 2020)</a> Accessed: 40 times	Ongoing	Done
<b>Collaboration Matters</b>					
	Establish relationships with other international & research fora, and more formalized collaboration, possible joint research and information sharing arrangements where suitable	-	Establish & maintain contacts with ADB, ADBI, ASEAN, ERIA, IMF, PECC, UNCTAD, UNESCAP, WB, WEF, WTO, etc Establish information sharing arrangements & undertake joint work as appropriate Implement PSU-OECD MOU 2018-2021	Ongoing	Ongoing
<b>Communication Matters</b>					
	Publications	-	Beginning 2012, annual publication of Research Outcomes: Summary of Research Projects Publication of PSU projects above	Ongoing	Ongoing
	Outreach	-	Participate in internal/external events & briefings to visiting delegations Beginning 2012, prepare electronic mailer	Ongoing	Ongoing
	Online and social media	-	Maintain & update contents in <a href="#">PSU webpages</a> Tap on APEC social media channels	Ongoing	Ongoing
	Media activities	-	Prepare news releases Participate in media interviews & news briefings	Ongoing	Ongoing
	Infographics and articles	-	Prepare infographics and articles	Ongoing	Ongoing
<b>Management Matters</b>					
	Staff	PSU	Recruit staff and monitor performance Manage workload of staff & consultants consistent with work program	Ongoing	Ongoing

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ID	Name	Stakeholders	Action	Future Milestones	Due
	Reports required by Governance Arrangements	PSU Board SOM	<p>Prepare a concise half-year evaluation report for the Board on work undertaken and expenditure and commitments</p> <p>As soon as practicable after each calendar year, the PSU must submit to SOM an annual report on the PSU's operations during the previous calendar year</p> <p>The Board will regularly report the outcomes of its meetings to SOM</p> <p>The PSU Director will regularly report on its activities to the Executive Director of the Secretariat</p>	<p>January and July to report on previous 6 month period</p> <p>As soon as practicable after audit</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Bi-annually</p> <p>Annually</p> <p>After each meeting</p> <p>Ongoing</p>