



**Asia-Pacific
Economic Cooperation**

2014/SOM1/SCE-COW/009

Agenda Item: 4

Health Working Group Strategic Plan

Purpose: Consideration
Submitted by: HWG Chair



**SOM Steering Committee on Economic and
Technical Cooperation - Committee of the
Whole Meeting
Ningbo, China
25 February 2014**

Health Working Group - Strategic Plan 2013-2015

Version 1.0 July 2013

Introduction

1. In October 2003 APEC established the Health Task Force (HTF) to address health-related threats to economies' trade and security, focusing mainly on emerging infectious diseases, including naturally occurring and man-made diseases. In 2007, as a result of a review of the APEC fora, the HTF became the Health Working Group (HWG).
2. The HWG is a working group of the SOM Steering Committee on Economic and Technical Cooperation (SCE). The development of Strategic Plans amongst all SCE sub-fora commenced in 2010 and has been re-endorsed by the subsequent chairs of the SCE in 2011 and 2012. The SCE is encouraging sub-fora to better align with the broader vision and objectives of APEC as well as directions from APEC Leaders and Ministers. In April 2013, the APEC Technical Assistance and Training Facility (TAFT) requested the HWG to develop a new Strategic Plan.
3. Key elements of the Strategic Plan include: a Vision Statement, a high level statement about the issues HWG are addressing; a Mission Statement, a description of what the group is striving to achieve and how objectives will be pursued; Objectives, the steps to be taken to fulfil the Mission Statement; Critical Success Factors (Key Performance Indicators); and a Prioritised Implementation Schedule.
4. The Strategic Plan is intended to replace the HWG's Medium Term Plan, reference the 2010 SCE independent evaluation of the HWG and continue implementation of the relevant recommendations of that evaluation, including:
 - **Recommendation to HWG 13:** Include in annual work plans, a set of targets and objectives which can be used to measure the effectiveness of activities in contributing to the Medium Term Work Plan.
 - **Recommendation to HWG 16:** Ensure new priorities examine and address the links between health, trade and economic development and cooperation in line with APEC priorities, Bogor Goals, and the Medium Term Working Plan.
 - **Recommendation to HWG 24:** Increase cross-sector, APEC fora and stakeholder participation in future policy dialogue sessions to maximise collaboration.
 - **Recommendation to HWG 25:** Transform suggestions for improving collaboration into explicit actions.

5. Guidance from APEC Leaders and Ministers from 2007 – 2012 has been considered. Across these years, recurring themes appear in the guidance to HWG from APEC Leaders and Ministers which have been drawn upon to shape the Objectives. Common themes include:
 - Community resilience and preparedness, particularly pandemic preparedness (2007 – 2010 Statements)
 - Infectious disease, including HIV/AIDS, as well as non-communicable disease (2007 – 2012 Statements)
 - Multisectoral cooperation, information sharing and collaboration (2007, 2011Statements)
 - Working within and complementing global and regional structures (2007, 2008)
 - Strengthening health systems (2009, 2010, 2012)
6. Leaders and Ministers Statements are available in full from the APEC website.

HWG Vision

7. The HWG strives towards an APEC region with:
 - resilient health systems that protect against and effectively respond to health-related threats to trade, investment and economic growth, and
 - healthy populations, which are a necessary underpinning for strong, sustainable, inclusive and balanced economic growth.

HWG Mission Statement

8. The HWG's mission is to build health system and population health resilience by leveraging APEC's unique regional and multisectoral approach to human security, trade and investment, and economic growth. The HWG will build on, and not duplicate, the work of other global, regional and multilateral health bodies, including the World Health Organization (WHO), the ASEAN Health Committee and the Organisation for Economic Cooperation and Development (OECD) Health Committee.
9. We are a forum for information sharing and technical cooperation, working with, contributing to and benefiting from the diverse range of expertise in other APEC sub-fora. We will advise senior officials, ministers, and leaders as appropriate, in the range of areas of our work. Our initiatives will build capacity and showcase innovation in the region and, over time, form a unique and coherent body of work contributing to the achievement of our vision of resilient health systems and healthy populations.

Objectives

10. The HWG will focus on building health system resilience and supporting healthy populations by:
 - a) enhancing preparedness for effective, equitable and efficient management of emerging and re-emerging infectious diseases with pandemic potential, including but not limited to avian influenza and other zoonoses, HIV/AIDS, vector-borne diseases, tuberculosis, and anti-microbial resistant (AMR) infections;
 - b) strengthening health systems including in the areas of health and development, universal health coverage, health financing, human resources including the appropriate use of local wisdom and health information technologies (Health IT);
 - c) building multisectoral capacity across economies for healthy life style promotion and for the prevention and control of non-communicable diseases, including injuries.
11. To ensure the HWG's discussions remain topical, host economies may wish to introduce a special theme of work for their host year complementing the ongoing objectives of the HWG.

Critical Success Factors

12. The following factors will be critical to success in achieving the HWG's vision and mission:

A) Policy Development

- strict application of the following criteria to project proposals and policy dialogues. Projects and policy dialogues supported by the HWG should:
 - clearly address one or more of the objectives of the HWG;
 - be evidence-based/evidence informed, and where appropriate reviewed by relevant expert groups;
 - be relevant and of sustained benefit to more than one economy in the region, preferably to a mix of developed and developing and/or large and small economies;
 - involve a multisectoral approach, wherever possible including joint work with another APEC working group or groups, industry dialogues or expert groups;
 - have clear links to APEC's broader work in enhancing human security, trade and investment and/or economic growth;
 - complement and not duplicate work completed, under way or planned by other multilateral health bodies including the World Health Organization (WHO), the ASEAN Health Committee and the OECD Health Committee.
- collaboration and well prepared policy dialogues with other APEC fora, including but not limited to the Life Sciences Innovation Forum, Senior Finance Officials, Agricultural Technical Cooperation Working Group, Emergency Preparedness Working Group, Transport Working Group and Women Leaders Network. Topics and programmes for these dialogues should be agreed well in advance of meetings and should preferably fall within the criteria for project proposals (addressing HWG objectives, regional relevance, multisectoral approaches, relevant to APEC's broader agenda, not duplicative);
- outcomes from policy dialogues and other work of the group are communicated to senior officials, Leaders and Ministers as appropriate;
- multilateral organisations with an interest in HWG topics, programs and projects (such as WHO, OECD and ASEAN) are provided the opportunity where appropriate to participate in HWG proceedings and projects ensuring open dialogue, information sharing and leveraging of activities;
- application of guidelines (to be developed) for engagement between the HWG and the private sector which maximise the value of the interaction and the input provided by the private sector, but also ensure transparency and competitive neutrality;

B) Systems Development

- timely submission of project proposals and other documents to assist informed discussion in session at HWG meetings. Unless urgent and unforeseeable circumstances arise, documents should be distributed at least two weeks ahead of meetings;
- disciplined discussion of project proposals and implementation updates, with HWG adopting templates and time limits for presentations;

C) Tracking and Monitoring

- publication on the HWG website (www.apechwg.org) of: the HWG Strategic Plan; summaries of current and completed projects; outcomes of policy dialogues; and other outcomes from HWG meetings as agreed from time to time. This will help ensure that the HWG's work builds into a coherent whole and will support knowledge transfer;
- professional secretariat support for HWG meetings from the APEC Secretariat and host economies, including clear documentation, procedural support and meeting records.

Key Performance Indicators

13. The following Key Performance Indicators (KPIs) have been identified to mark progress towards the Objectives and adherence to the Critical Success Factors. The KPIs have been made as specific as possible, including a timeframe. They are to be reviewed annually to ensure they remain relevant and reflective of the needs of HWG. KPIs are to be on the agenda for the first meeting of each year for review and endorsement.
- By the end of 2013 the HWG will have agreed guidelines for the consideration and ranking of new concept notes.
 - A new template for the presentation of concept notes, including the critical success factor criteria, will be developed for use by the first HWG meeting in 2014 .
 - By the first HWG meeting of 2014, concept notes will be ranked in-session, following open and transparent discussion by HWG member economies. Member economies will rank new concept notes with reference to the Strategic Plan.
 - For the period 2014-2016, projects taken forward will be distributed relatively evenly among the two objectives/three sub-objectives of the HWG.
 - By the end of 2013, the HWG will have considered and agreed upon the topics for the 2014 HWG policy dialogues and joint policy dialogues with other APEC fora and have commenced drafting agendas for these dialogues.
 - The HWG will make a contribution through senior officials to Ministers' annual Statements, and where appropriate, to the annual APEC Leaders' Statement in the most significant areas of its work.
 - Over the period 2014-2016, policy dialogues will be conducted on issues addressing each of the two objectives/three sub-objectives of the HWG and host economy themes.
 - By the first HWG meeting of 2014, HWG will have 95% of documents and concept notes circulated at least two weeks before the meeting. Secretariat to track and report at first HWG meeting of 2014.
 - By the first HWG meeting of 2014, 100% of implementation updates will use the reporting template agreed in 2013 and be delivered within agreed time limits.
 - By the close of the first meeting in 2014, HWG will have agreed on a process for the development of guidelines for engagement between the HWG and the private sector.
 - Member economies provide information requested inter-sessionally by the Secretariat in a timely manner and the Secretariat provides clear and timely requests to Members for contributions. Timeframes for responses to requests will be proportional to the request to allow appropriate consultation and consideration.

- By the close of the first meeting in 2014, the HWG will have agreed on a transparent process for the updating of HWG documents, including this strategic plan.
- By mid-2014, a single publicly accessible and user friendly HWG website will include all HWG publications, project reports and other documents since the HWG's inception. New documents will be uploaded within 30 days of finalisation to ensure there is a single reference point for the HWG's cumulative work over time.
- The Strategic Plan will be reviewed and updated in 2016, or earlier if agreed by the HWG.

Prioritized Implementation Schedule¹ 1 January 2013 – 31 December 2013

14. Strategic Plans are to include a one year activity tracker to prioritize working group actions to track progress to Objectives. Under this section, the HWG is to identify steps that are necessary to achieve the Objectives successfully. For a one year period, HWG is to document a schedule, including start dates, milestone dates and anticipated completion dates for each working group action. This table is to be updated and agreed at each HWG meeting.

¹ The following table has been adapted from the 2013 HWG Workplan

Objective	Project	Start Date	Completion Date	Lead Economy (Co-sponsor)	Deliverables of the Project (how it contributes to Objective)	Consistent with Critical Success Factor (✓/✗)	Consistent with KPI (✓/✗)
1.a	Pilot Study to Evaluate Dengue Early Warning through Virus Analysis and Data Sharing	Jan 2013	Dec 2013	Singapore (Indonesia, Malaysia)	Project focuses on vector-borne disease and uses cross-border surveillance, cross-border capacity building and information sharing to improve health system resilience through the improvement of early warning of disease outbreaks and suppression of the size of anticipated outbreaks.	✓	✓
	Enhancing Health Security in APEC - International Campaign Program to Control Antimicrobial Resistance in the Asia-Pacific	Aug 2012	Dec 2013	Korea (Indonesia, Chinese Taipei)	This project will be the first international campaign program to promote increased awareness of AMR and appropriate use of antibiotics for control and prevention of AMR in the AP region.	✓	✓
	APEC Conference on the Innovation, Achievement and Sustainable Development in Public Health Emergency Response System 10 Years after the SARS Epidemic	Dec. 2012	Dec. 2013	Chinese Taipei (Japan, Malaysia, Singapore, Vietnam, Thailand, Canada, China)	This project is designed to provide all APEC member economies with a platform to share and discuss experiences since the 2003 SARS outbreak, focusing primarily on discussing the latest technologies and innovation in emergency response systems, and evaluating evaluate APEC developing economies' capacity-building in public health emergency response.	✓	✓
1.b	Workshop: Promoting Human Security in APEC: Development of e-health systems as a tool for management in the health area of APEC's economies	Mar. 2013	Dec. 2013	Russia (Korea, Chinese Taipei, Indonesia, Malaysia, China)	This project will to: exchange experiences and best practices of e-health systems implementation in different APEC economies; discuss principles of building e-health systems accordingly to different levels of economic and technical development in various regions; discuss experiences of sharing data bases between different clinics and regions; exchange experiences and best practices of developing, using and managing e-health systems as a tool for monitoring of people health; and make recommendations for e-health system implementation in APEC economies.	✓	✓
2.a	Workshop on the Prevention on Non-Communicable Diseases	Jan 2013	Aug 2014	Indonesia (Japan; Korea;	This APEC project is aimed to develop and provide platform contents and materials of NCO risk factors control through	✓	✓

	(NCDs) Risk Factors Control Through Community-Based Intervention			Singapore; Chinese Taipei; Thailand; USA, Philippines)	community based intervention for APEC, to develop a guidebook model the community based intervention on NCO risk factors control in APEC and to share community based intervention models of NCDs risk factors control to APEC economies.		
Host theme							