

## 2015/TPTWG41/PLEN2/002

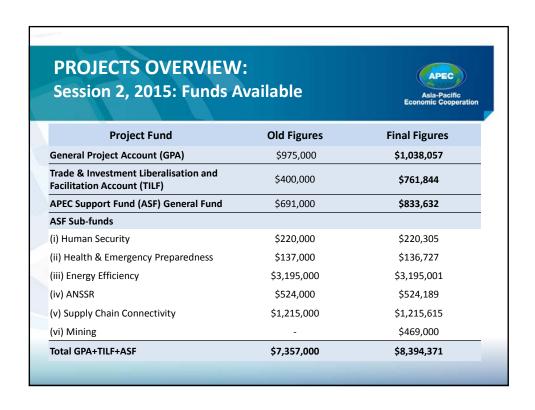
## **Project Management Update**

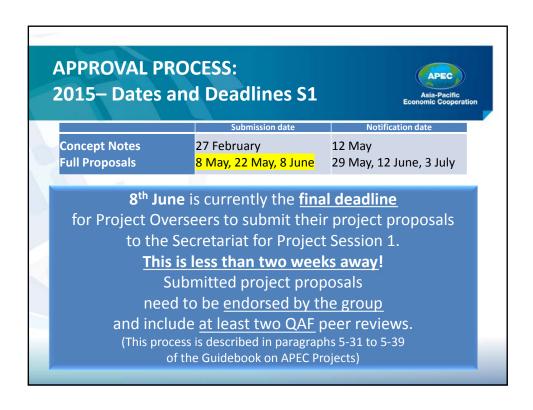
Purpose: Information Submitted by: APEC Secretariat



41<sup>st</sup> Transportation Working Group Meeting Closing Plenary Jeju, Korea 29 May 2015







## **APPROVAL PROCESS:** 2015 – Dates and Deadlines S2 Concept Note Stage | Submission Notification What does this mean? By the Internal Submission Deadline the concept note should be: Internal Submission assessed and endorsed by your group; and Deadline 1 July checked for compliance with the Guidebook on APEC Projects (Inside the Group) (eg sufficient co-sponsors; maximum number of pages not exceeded). By the **Final Submission Deadline**, your concept note must be Final Submission submitted to the APEC Secretariat's Project Management Unit Deadline 17 July 23 September through your Program Director. Concept notes can't be accepted (APEC Secretariat) after the Final Submission Deadline Project Proposal First Submission 14 You can submit your project proposal by any one of the advertised 6 October submission deadlines. The deadline when you submit will affect the Deadline September date when you can expect to be notified about BMC's decision on your project. Second Submission By the submission deadline, your project proposal must comply with 5 October 30 October the requirements in the Guidebook on APEC Projects. This includes: Deadline -endorsement of your proposal by your group; -a quality assessment (QAF) by at least two economies in your Final Submission 26 October group. 19 November Deadline Proposals can't be accepted after the Final Submission Deadline.