

## ANNEX 12

### SOM STEERING COMMITTEE ON ECONOMIC AND TECHNICAL COOPERATION

#### TERMS OF REFERENCE

(MAY 2012)

#### Introduction

In 1996, Ministers adopted the Framework for Strengthening Economic Cooperation and Development to further strengthen economic and technical cooperation (ECOTECH) in APEC. To effectively implement the ECOTECH agenda, the SOM Sub-Committee for Economic and Technical Cooperation (ESC) was established in 1998. This was later elevated to the SOM Committee on Economic and Technical Cooperation in 2002. As part of the reform process, with effect from 2006, the ESC was transformed into the SOM Steering Committee on ECOTECH (SCE) with an enhanced mandate to strengthen the prioritisation and effective implementation of ECOTECH activities by various APEC fora. In 2009, SOM agreed to further strengthen the SCE's policy guidance role as recommended by the SCE internal review. In 2010, a new [Framework to Guide ECOTECH activities](#) was endorsed to guide the APEC-funded capacity building and all ECOTECH activities.

#### Objectives

- To strengthen implementation of the APEC's ECOTECH activities by prioritising in accordance with Leaders' and Ministers' commitments, coordinating and providing oversight of the work of APEC fora.
- To provide policy guidance on ways to contribute to APEC's ECOTECH goals.
- To coordinate ECOTECH objectives and priorities set by APEC's Economic Leaders and Ministers.

#### Membership

- All Senior Officials of APEC economies.
- Chairs/Lead Shepherds of relevant APEC fora will be invited to participate in the first SCE meeting of the year at SOM I as the Meeting of the ECOTECH Committee of the Whole (SCE-COW).

#### Internal organisation arrangements

- The operation and effectiveness of the SCE will be reviewed periodically, no less than every two years.
- SCE will report directly to the SOM.
- Chair to be the Senior Official of the incoming host economy and Vice-chair to be the Senior Official of the host economy.
- SCE will be assisted by the APEC Secretariat.

## Meeting arrangements

- SCE will meet in the margins of each SOM. At SOM I, SCE-COW will be convened and include Chairs/Lead Shepherds of relevant APEC fora.
- Policy elements of the SCE agenda will be discussed in the SCE-COW Meeting; routine and technical matters will be discussed at regular SCE meetings which will be scheduled back to back with SOMs.

## Work mandate

The SCE will coordinate action-oriented and integrated strategies in accordance with Leaders' and Ministers' commitments, the 1996 APEC Framework for Strengthening Economic Cooperation and Development, and the APEC Framework to guide ECOTECH activities. It will:

- Provide policy recommendations on APEC ECOTECH-related issues to SOM.
- Periodically review the 1996 Framework for Strengthening Economic Cooperation and Development and the APEC-wide ECOTECH priorities identified in the APEC Framework to guide ECOTECH activities and make recommendations to SOM.
- Develop APEC-wide medium-term ECOTECH priorities, annual work plan and funding criteria to best implement APEC's ECOTECH activities.
- Coordinate and supervise ECOTECH-related Working Groups and SOM Special Task Groups and provide policy guidance to these groups on the ECOTECH agenda.
- Assess and direct realignment of individual work plans of Working Groups and SOM Special Task Groups with the APEC-wide medium-term ECOTECH priorities and annual objectives as outlined in the ECOTECH framework; to this purpose, all Working Groups and SOM Special Task Groups should submit their strategic and annual work plans to the SCE no later than three weeks prior to SOM I for consideration at the SCE-COW.
- Approve and rank (in terms of relevance to policy priorities), all ECOTECH-related project proposals ahead of presentation to the Budget Management Committee (BMC).
- Evaluate the progress of Working Groups and SOM Special Task Groups in implementing and achieving APEC's ECOTECH priorities.
- Compile progress and evaluation reports under the program of Independent Assessments of Working Groups and SOM Special Task Groups for review and report to SOM.
- Review the role and operation of Working Groups and Task Forces with a view to making recommendations to the SOM on establishing, merging, disbanding or reorienting these bodies.
- Review the 1996 Framework for Strengthening Economic Cooperation and Development and the APEC-wide ECOTECH priorities identified in 2009 and make recommendations to SOM.
- Encourage active participation of relevant stakeholders in the capacity-building activities of economic and technical cooperation in accordance with the APEC rules, guidelines and practices.