



**Asia-Pacific  
Economic Cooperation**

**Advancing** Free Trade  
for Asia-Pacific **Prosperity**

# **SCE Fora Assessment: Group of Friends on Disability, 2018**

**APEC Group of Friends on Disability**

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Produced by

Dr. Ben Shepherd & Ms. Marwa Abdou  
Developing Trade Consultants 315 W 99th St, #7C, New York, NY 10025 USA

For  
Asia-Pacific Economic Cooperation Secretariat  
35 Heng Mui Keng Terrace  
Singapore 119616  
Tel: (65) 68919 600  
Fax: (65) 68919 690  
Email: [info@apec.org](mailto:info@apec.org)  
Website: [www.apec.org](http://www.apec.org)

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## Table of Contents

Executive Summary .....	5
The Standardized Program .....	5
Methodology .....	6
Key Findings .....	6
Table: Concept Notes, Projects and other Initiatives Commenced .....	7
Table: Summary Indicators of Project and Initiative Outputs .....	8
Table: Project/Initiative Outcomes – from Economies .....	9
Table: Summary indicators of Guest and Others’ Engagement.....	10
1. Overview of the Forum .....	11
1.1 Terms of Reference .....	11
1.2 Strategic Work Plan .....	13
1.3 Basic data .....	14
2. Attendance and Participation.....	16
Table 2: Participation by Economies .....	16
Table 3: Participation by Individuals .....	17
Table 4: Summary Indicators of Participation .....	18
3. Commencement of Projects and Initiatives.....	19
Table 5: Concept Notes, Projects and other Initiatives Commenced .....	20
Table 6: Details of Current Forum Projects and Initiatives.....	21
Table 7: Summary Indicators of Project Commencement and Other Initiatives .....	22
4. Outputs.....	22
Table 8: Project Initiative Outputs .....	23
Table 9: Summary Indicators of Project and Initiative Outputs .....	24
5. Progress Towards Outcomes .....	24
Table 10: Project/Initiative Outcomes – from Economies .....	25
Table 11: Summary of Project/Initiative Outcomes – from Economies .....	26
Table 12: Forum Impact – from Guests and Others.....	28
Table 13: Summary indicators of Guest and Others’ Engagement .....	29
6. Alignment of forum with APEC goals .....	30
Table 14: Mapping of Forum Projects Against APEC Leaders’ Growth Strategy.....	31

	Table 15: Mapping of Forum Strategic Plan against ECOTECH Goals.....	32
	Table 16: Mapping of Current Projects against ECOTECH Goals.....	33
	Table 17: Forum Initiatives Mapped Against the (most recent) APEC Tasking Statement .....	34
7.	Efficiency .....	34
	Table 18: Forum Operational Efficiency.....	34
	Table 19: Financial Efficiency (Workshops) .....	35
8.	Co-operation.....	36
	Table 20: Participation by Guests and Others .....	36
	Table 21: Collaboration on Projects and Initiatives .....	37
	Table 22: Indicators of Collaboration (percentages).....	38
9.	List of Data Sources used in the Assessment.....	39

## EXECUTIVE SUMMARY

### The Standardized Program

In 2017, Sustineo Pty Ltd., under contract with the APEC Secretariat, produced a Standardized Program for SCE Fora Assessment. The final report was accepted by economies, and sets out a highly standardized system for conducting assessments. The report's approach is fundamentally different from the way assessments have been carried out in the past. First, the process is led by the Assessment Team, which consists of the past and current Chairs of SCE, and the current Deputy Chair of SCE, together with volunteers from other economies. The Assessment Team is responsible for making recommendations and proposals in relation to the fora, as well as for consulting directly with economies.

Developing Trade Consultants (DTC) has been engaged by the APEC Secretariat to act as the Contractor for the 2018 fora assessments. Pursuant to the Standardized Program, DTC's role is not to act as an independent assessor or to usurp the recommendation and proposal making role of the Assessment Team, but instead "to extract and collate publicly available quantitative data and selected internal sources" (Standardized Program). As Contractor, DTC will supply data and indicators to the Assessment Team through the present report and its companion reports for other fora. Our understanding of the Standardized Program is that the Contractor's role is limited to data collection and presentation, so we have generally refrained from offering opinions and assessments, conscious that that is the role of the Assessment Team. We have highlighted data only to draw simple conclusions based on descriptive statistics, or to highlight cases where use of statistics (like averages) would be uninformative (for instance, due to very small sample size).

The Sustineo report has been made an Annex to the contract between the APEC Secretariat and DTC, and as such is directly legally binding upon us. Since the report includes a highly prescriptive template for preparation of the Contractor's report, we have endeavoured to follow that template as closely as possible. We would encourage the Assessment Team to work with economies to ensure that the template is as useful as possible, but our belief is that only economies are in a position to substantially alter the Standardized Program or the template. Under the Program, and our contract, that is not DTC's role. In a separate document submitted at the end of the 2018 assessment exercise, we will provide our comments on the Standardized Program from the contractor's point of view, and will note data issues that could be improved over time. However, we note at the outset of this report that despite the best efforts of all concerned, the Sustineo report appears to be highly optimistic in areas like data availability, record keeping, and the ability to garner responses to online surveys.

At the outset, we wish to thank the Secretariat, and in particular the Project Managers Mr. Bernard Li and Ms. Renee Watkins, as well the GoFD Program Director, Mr. Pham Hoang Tung, for their exemplary cooperation with the data gathering component of this assessment, as well as for their helpful comments on our draft report. This exercise is being conducted for the first time and requires considerable input from the Secretariat. They were consistently cooperative and helpful. We stress, however, that in the area of documentation, record-keeping practices are inconsistent across economies, which in turn makes it difficult to review projects rigorously. Second, response rates to our surveys have been low, despite our best efforts and those of the Secretariat in terms of sending follow up and reminder emails to delegates and guests. In light of our previous experience with APEC fora and surveys, this is not a surprising result. However, it creates problems for the data gathering aspect of this assessment, given the strong reliance the Standardized Program places on survey data. Samples are small and averages should be interpreted with appropriate caution.

## Methodology

In light of our brief as Contractor under the Standardized Program, we have focused on collecting data from sources like the APEC meeting database, as well as through direct exchanges with the Secretariat. We have analysed those data using standard statistical techniques, and have presented them in tables and graphically, as set out in the report template included in the Sustineo report. In addition, we have reviewed key forum documents, as identified by the Standardized Program.

Some parts of the Standardized Program require the collection of data, including survey information, on specific projects conducted under the auspices of a forum. APEC fora differ markedly in the number of projects economies propose and subsequently implement. In addition, the assessment period is in principle up to four years. We believe it is unreasonable to ask delegates or guests to provide detailed information on many projects in the case of fora that are particularly large or active. Moreover, it is unlikely that participants will have a detailed memory of an event up to four years previously, which means that survey data would be highly unreliable. In consultation with the Secretariat, we have therefore chosen to zoom in on four to six projects per forum, both to limit the response burden on delegates, and to have some degree of comparability across fora. Similarly, we have limited the period under consideration to 2016 to 2017, both to ensure accurate responses to survey questions, and to provide a common base of assessment for the four fora we have been retained to consider this year.

In collecting data on individual projects completed under the auspices of this forum, we have used directed sampling not random sampling, in line with the Standardized Program. After consultation with the Secretariat, however, we have not sampled the largest projects in dollar terms, as suggested by the Standardized Program, but instead those for which the Secretariat was able to provide the most complete documentation. We understand from the Secretariat that project documentation is frequently not complete. Rather than select a large number of projects and then frequently report that data are missing or incomplete, we chose to focus on a small number of projects with the aim of presenting the most complete and comprehensive data possible for those projects, as indicators of broader trends.

As part of the data collection process, we have administered two surveys: one to delegates, and the other to guests and other participants in forum activities. Each survey was administered online, with potential respondents contacted by email multiple times. Each survey consists of two parts: one that addresses general issues about the forum, and the other that deals with particular projects, selected as above. Respondents are asked to respond to declarative statements on a Likert scale, i.e. ranging from one (strongly disagree) to five (strongly agree). We have then averaged those responses to provide the data points included in the relevant parts of this report. For HRDWG, we received 9 responses from delegates, and for guests and others, we received 11 responses. The low number of respondents for the guests and others survey is attributable to the difficulty of identifying participants' email contact details from the documentation we had access to.

## Key Findings

GoFD does not have all of its basic documents in place, as it has Terms of Reference but no Strategic Work Plan. All economies belong to the forum. Meeting attendance is variable: in one recent case, it appears a quorum was not present, but the average is just over 76% of the total number of member economies. Participation by female delegates is very strong: they account for, on average, around 60% of the total number of delegates at recent GoFD meetings for which data are available (two).

GoFD has had four APEC-funded projects and the same number of self-funded projects since 2016.<sup>1</sup> The below table summarizes this information. Based on our own analysis, we find that both the forum’s strategy documents and the projects selected for more detailed review align well with some areas of the Leaders’ Growth Strategy and ECOTECH’s goals.

**Table: Concept Notes, Projects and other Initiatives Commenced**

<b>Key information</b>	<b>Data Code</b>	<b>Data</b>	<b>Source</b>
Time in years since the last assessment	T1	NA	-
Number of Concept Notes submitted by this forum since the last assessment	C1	0	Secretariat
Number of APEC-funded projects started since the last assessment	C2*	N/A	4
Sum of Total Project Value of the new projects <i>co</i> -funded by APEC since the last assessment **Since 2016	C3	\$300,000	4
Number of new projects since the last assessment that have been self-funded **Since 2016	C4*	N/A	4
Sum of Total Project Value of the new projects <i>self</i> -funded by economies since the last assessment	C5	N/A	4
Total number of new projects since the last assessment that have been funded by either APEC or economies	C6	N/A	4
Total number of projects in implementation that the forum currently is managing	C7	N/A	4

We also examined key indicators of project outputs over time, as summarized in the following table. Data availability is a particular issue for GoFD, so our analysis is only partial. Involvement of women both as event participants is very strong. However, the level of activity under GoFD’s auspices is less than has been observed for other fora.

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<sup>1</sup> To ensure comparability across fora, we have adopted 2016-2017 as the relevant baseline period, rather than “since the last assessment”, which is different for every fora.

**Table: Summary Indicators of Project and Initiative Outputs**

<b>Indicator No.</b>	<b>Indicator Description</b>	<b>Steps to generate</b>	<b>Answer</b>
13	Number of project reports completed per project	Divide P2 by P1 (Table 8: Project Initiative Outputs)	N/A
14	Average downloads per published report	Divide P3 by P2 (Table 8: Project Initiative Outputs)	N/A
15	Average number of events per project	Divide P4 by P1 (Table 8: Project Initiative Outputs)	1
16	Average number of economies per event	P8 (Table 8: Project Initiative Outputs)	10
17	Average number of recommendations agreed per project	Divide P12 by P2	N/A
18	Average percent female events participants	Divide P7 by P6 (Table 8: Project Initiative Outputs)	57.7%
19	Average percent of female speakers at these events	Divide P11 by P10 (Table 8: Project Initiative Outputs)	N/A

An important part of our data collection efforts is the administration of online surveys to delegates, as well as guests and others. Surveys ask directed questions with answers provided on a Likert scale ranging from one (“strongly disagree”) to five (“strongly agree”). Interestingly, surveyed delegates agree or strongly agree (four to five) on average with all core propositions on the delegate survey in relation to the projects selected for further analysis. This level of endorsement is higher than observed for other fora.



**Table: Project/Initiative Outcomes – from Economies**

<b>Key Information</b>	<b>Data Code</b>	<b>Data</b>
Number of delegate/economy surveys issued	O1	21
Number of delegate/economy surveys returned	O2	9
Name of project/initiative selected for this question		Promoting Participation of Persons with Disabilities in Economic Activities; Assistive Devices + Internet E-Commerce Platform.
Project/initiative has increased member economies' knowledge of the topic (Delegates survey, averaged over responses)	O3	4.64
Project/initiative is relevant to member economies	O4	4.18
Economies plan to implement the majority of recommendations from the project/initiative (Delegates survey, averaged over responses)	O5	4.10
Experts were engaged in this project/initiative (Delegates survey, averaged over responses)	O6	4.18
Industry was engaged in this project/initiative (Delegates survey, averaged over responses)	O7	4.09
The forum is using the findings of this project/initiative to help develop its future work plan (Delegates survey, averaged over responses)	O8	4.20

By contrast, the small number of guests and others who responded to the survey—too few for the results to be statistically meaningful—generally indicated that they neither agreed nor disagreed with the listed statements in relation to the projects selected for further analysis.

**Table: Summary indicators of Guest and Others' Engagement**

<b>Indicator Number</b>	<b>Key Information</b>	<b>Data</b>
25	Increased Guests and Others' knowledge of key issues	3.38
26	Relevance of work plan to Guests and Others	3.38
27	Relevance of terms of reference to Guests and Others	NA
28	Organization is briefed on Project Outcomes	3.50
29	Gender issues have been sufficiently addressed	3.13
30	Internal response to forum projects and other activities	3.50
31	Project reports used internally	3.38
32	Forum takes advantage of opportunities to engage with other APEC for a	3.50
33	Forum takes advantage of relevant opportunities to engage non-APEC for a	3.38
34	Forum takes advantage of opportunities to engage with my Organization more broadly	3.38

Consistent with our role under the Standardized Program, we do not offer conclusions or recommendations based on these key findings. Instead, we simply highlight them as, in our belief, particularly relevant to the work of the Assessment Team.

# 1. OVERVIEW OF THE FORUM

## 1.1 Terms of Reference

### Article 1: Background

A High-level Meeting on “Equal Access, Inclusive Development” was held in Beijing in November 2014, during the APEC Economic Leaders’ Week, with participation of representatives from various APEC members. A Joint Initiative on Equal Access and Inclusive Development for Persons with Disabilities was introduced and accordingly, an open-ended “*Group of Friends on Disability Issues*” (GOFD) was launched with 6 founding members, namely, Australia; China; Hong Kong, China; Mexico; the Philippines and the United States, and joined by Russia and Chile afterwards. GOFD is intended to seek common ground, share experiences and identify ways to bring about inclusive development that equitably benefits persons with disabilities.

The 2nd APEC Senior Officials’ Meeting (SOM2) and Related Meetings were held in Boracay Island, Aklan, the Republic of the Philippines in May 2015. *The Concept Paper on Promoting Disability-inclusive Development in the Asia-Pacific Region*, submitted by China and co-sponsored by Australia, Malaysia, Peru, and the United States, was discussed and adopted by consensus in the SOM Steering Committee on Economic and Technical Cooperation (SCE) and by Senior Officials (2015/SOM2/017). It is agreed to establish “APEC Group of Friends on Disability” (hereinafter referred to as “APEC GOFD”) under the SCE, thus the issue of disability and economy is officially incorporated into the APEC framework. The previous “Group of Friends on Disability” is hence elevated to be “APEC Group of Friends on Disability” and will play its role under APEC framework.

### Article 2: Purpose

The APEC GOFD aims to provide a streamlined and effective mechanism to advance the participation of persons with disabilities in the economy and to achieve disability-inclusive development through coordination with all member economies and across sectors. Through sharing of information and resources such as collection of data on disability, laws and promising practices for comprehensive inclusion of persons with disabilities from member economy governments, businesses, NGOs, DPOs, civil society organizations and other relevant stakeholders the APEC GOFD will serve as a resource and voice within APEC and other relevant bodies for pragmatic cooperation among APEC economies and across APEC working groups. Given the cross-cutting nature of disability issues, the GOFD shall take into account in its practice the principles of United Nations Convention on the Rights of Persons with Disabilities, where appropriate, and bearing in mind the advantages and objectives of APEC to promote economic cooperation.

### Article 3: Cooperation Areas

The APEC GOFD intends to carry out cooperation to promote sharing of information, resources and good practices on disability issues to inform legislations, policies and practices among APEC members particularly in the following areas

1. Adopt practical measures to ensure their right to equal access to regional economic and social development in providing equal opportunities to persons with disabilities.
2. Implement measures to create reasonable accommodation and enabling conditions to ensure access to an inclusive quality education, professional and technical training and employment opportunities, including through reducing barriers for persons with disabilities to do business

3. Encourage research institutions, service sector and other industries to meet the needs of persons with disabilities as a sizable, untapped consumer base, and acknowledge that such services should adequately meet their needs at affordable prices.
4. Exchange views on fostering cooperation among member economies in the field of assistive technology for persons with disabilities.
5. Facilitate trade in assistive devices throughout the region, including through streamlined procedures for customs clearance.
6. Promote access to all modes of transportation to enable persons with disabilities to travel safely and live independently.
7. Promote accessible information and communications technologies (ICTs) and enable persons with disabilities to participate in the rapidly developing digital and internet economy and upgrade significantly the level and quality of their participation in all aspects of regional economic and social activities.

The aforementioned areas constitute the initial proposed cooperation directions. With a step-by-step approach, APEC members could expand and explore new areas of cooperation, bearing in mind APEC's nature and strengths, not replacing nor duplicating the work of other special agencies on disability issues.

#### **Article 4: Coordination**

The APEC GOFD is an open forum for coordination on disability issues. It will liaise with sub-fora, and in particular with the HRDWG, to encourage and inspire them to include disability-inclusive issues in their work pursuant to their mandate. The APEC GOFD will be responsible for developing a work plan to outline its short and long-term goals, note key challenges, identify stakeholders and track projects. This work plan will be created in consultation with HRDWG and other sub-fora, as appropriate, and submitted to the SCE chair; it will be updated as appropriate, but no less than once a year.

#### **Article 5: Membership**

Delegates from APEC economies are the key members of the APEC GOFD. The composition of each economy's APEC GOFD delegation may include member economy governments, businesses, NGOs, DPOs, civil society organizations and other relevant stakeholders and is ultimately determined by that economy government through each economy's APEC GOFD focal point. APEC GOFD members are encouraged to consult on an ongoing basis with stakeholders in their economies. Participation in the APEC GOFD is also open to representative(s) from the APEC Business Advisory Council (ABAC) and Chairs/Lead Shepherds, or their designated representative from relevant or interested APEC sub-fora.

#### **Article 6: Chair and Vice-Chairs**

To ensure sustained efforts by the APEC GOFD within APEC, a chair, the first vice-chair and the second vice-chair will serve to guide the APEC GOFD. The candidates for the chair and the first vice-chair will be nominated and agreed upon by GOFD members and serve two-year terms. The chair and vice-chair should not be from the same economy and should represent gender diversity when possible. Upon conclusion of the two-year term, in the event of no new nominees for chair and/or first vice-chair, the incumbent may serve an additional two-year term

with agreement of the GOFD members. The second vice-chair will be served by a delegate of the host economy.<sup>2</sup>

### **Article 7: Meetings**

The APEC GOFD will meet at least once annually, preferably alongside an HRDWG meeting and before SOM3. This is to prepare the report and recommendations to the SCE3 for consideration by the SOM.

In order to ensure full participation of persons with disabilities in the APEC GOFD and other APEC meetings, the needs of persons with disabilities shall be considered. Reasonable accommodations, such as sign language interpreters and documents in appropriate formats, as well as accessible facilities should be provided.

### **Article 8: Reporting**

The SCE will oversee the progress and activities of the APEC GOFD. A consolidated progress report on activities of the APEC GOFD, including APEC-wide disability-inclusive efforts is required annually at the third SCE meeting. The annual report of the APEC GOFD will be provided to SCE in consultation with HRDWG, and with agreement of SCE to the SOM.

### **Article 9: Project and Funding**

As a coordinating mechanism, the APEC GOFD should endeavour to coordinate with APEC sub-fora to encourage disability-inclusive projects and initiatives.

The APEC GOFD may initiate and implement projects in accordance with APEC project guidelines and in line with the needs and interests of its members. When a project overlaps with the mandate of another APEC sub-fora, the APEC GOFD should seek joint submission. Funds can be raised through channels as stated below.

1. Application through SCE with three different APEC accounts: Trade and Investment Liberalization and Facilitation Account (TILF), General Project Account (GPA) and APEC Support Fund (ASF);
2. Voluntary input by economies;
3. Donation and sponsorship by private sectors.

### **Article 10: Sunset Clause**

The initial mandate of the GOFD will be until the end of 2018. In view of the TOR and the tasks assigned by the APEC GOFD, GOFD may request renewal of its mandate, subject to approval by the SCE. If not renewed, the APEC GOFD will sunset at the end of 2018.

## **1.2 Strategic Work Plan**

No Strategic Work Plan is available for this fora.

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<sup>2</sup> The APEC GOF's Chair and Vice-Chair arrangements shall be consistent with APEC's Revised Guidelines for Lead Shepherd/Chair and Deputy Lead Shepherd/Chair of APEC Working Groups and SOM Task Forces (2012/SOM1/SCE-COW/004)

### 1.3 Basic data

**Table 1: Basic Forum Information**

<b>Key information</b>	<b>Data</b>	<b>Source (see List of Data Sources)</b>
Name of Chair/Lead Shepherd	Mr. Liang You	1
Economy of Chair/Lead Shepherd	People's Republic of China	1
Term of Chair/Lead Shepherd	2 Years	Comparison of lead shepherd listed in sources 2 & 3
Name of Vice Chair(s)/Vice Lead Shepherd(s)	Ms. Ann Cody	-
Pattern of Chairmanship	The chair and vice-chair should not be from the same economy and should represent gender diversity when possible. Upon conclusion of the two-year term, in the event of no new nominees for chair and/or first vice-chair, the incumbent may serve an additional two-year term with agreement of the GOFD members.	14, 15
Structure of forum	The GoFD conducts its work directly through the working group as well as liaises with sub-fora, and in particular with the HRDWG.	1
Number of Networks	N/A	
Names of Networks	N/A	
Number of Research Centres	N/A	1
Names of Research Centres	N/A	1, 5
Number of Task Forces	N/A	1
Name of Task Forces	N/A	1
Number of Expert Groups	N/A	1
Names of Expert Groups	N/A	1

<b>Key information</b>	<b>Data</b>	<b>Source (see List of Data Sources)</b>
Frequency of plenary meetings	N/A	1
Name of Program Director	Mr. Pham Hoang Tung	1
Year in which the most relevant terms of reference to this assessment was approved	GoFD meets at least once annually, preferably alongside an HRDWG meeting and before SOM3.	14
Strategic plan	NA	17
Year in which the last assessment of the fora was conducted	NA	16
List of Guests and Others who are listed as ongoing guest or who have been invited to attend a plenary meeting for each of the last three year	N/A	6

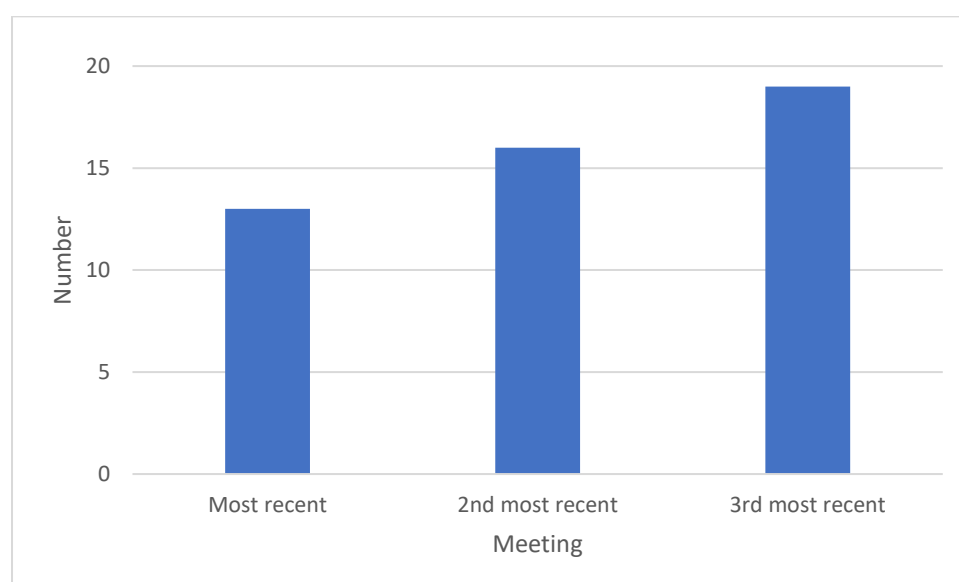
## 2. ATTENDANCE AND PARTICIPATION

Table 2: Participation by Economies

Key information	Data Code	Data	Date of this meeting	Source
Number of economies that belong to this forum	N (maximum is 21)	21	N/A	8
What is the quorum for this forum?	Q	14	N/A	8
Number of economies that attended this forum's most recent plenary meeting	A	13	N/A	12
Number of economies that attended this forum's 2 <sup>nd</sup> most recent plenary meeting	B	16	N/A	12
Number of economies that attended this forum's 3rd most recent plenary meeting	C	19	N/A	12
How many Committee of the Whole meetings of SCE has this forum attended in the last three calendar years?	E	N/A	N/A	-

Figure 1 summarizes the data in Table 2. Attendance is declining over time with an average of 16 economies, or 76.2% of the total, in attendance at each meeting. The most recent plenary meeting appears not to have had a quorum.

Figure 1: Attendance at recent GoFD meetings, number of economies



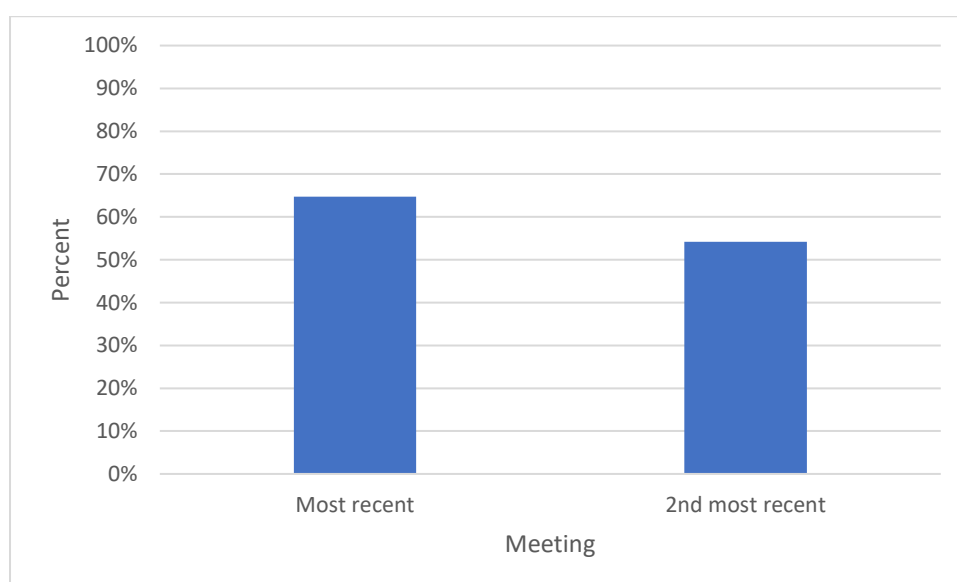


**Table 3: Participation by Individuals**

<b>Key Information</b>	<b>Data</b>	<b>Female Data</b>	<b>Source</b>
Number of delegates who attended this forum's most recent plenary meeting	34	22	12
Number of delegates who attended this forum's 2 <sup>nd</sup> most recent plenary meeting	48	26	12
Number of delegates who attended this forum's 3rd most recent plenary meeting	N/A	N/A	N/A
Percent of delegates at the most recent plenary meeting that were from Foreign Ministries**	N/A	N/A	N/A

Figure 2 summarizes the information in Table 3 by recording the percentage of delegates at each meeting who were female. The indicator is above 50% for the two meetings for which data are available. The average figure is 59.4%.

**Figure 2: Percentage of total delegates who were female at recent GoFD meetings.**



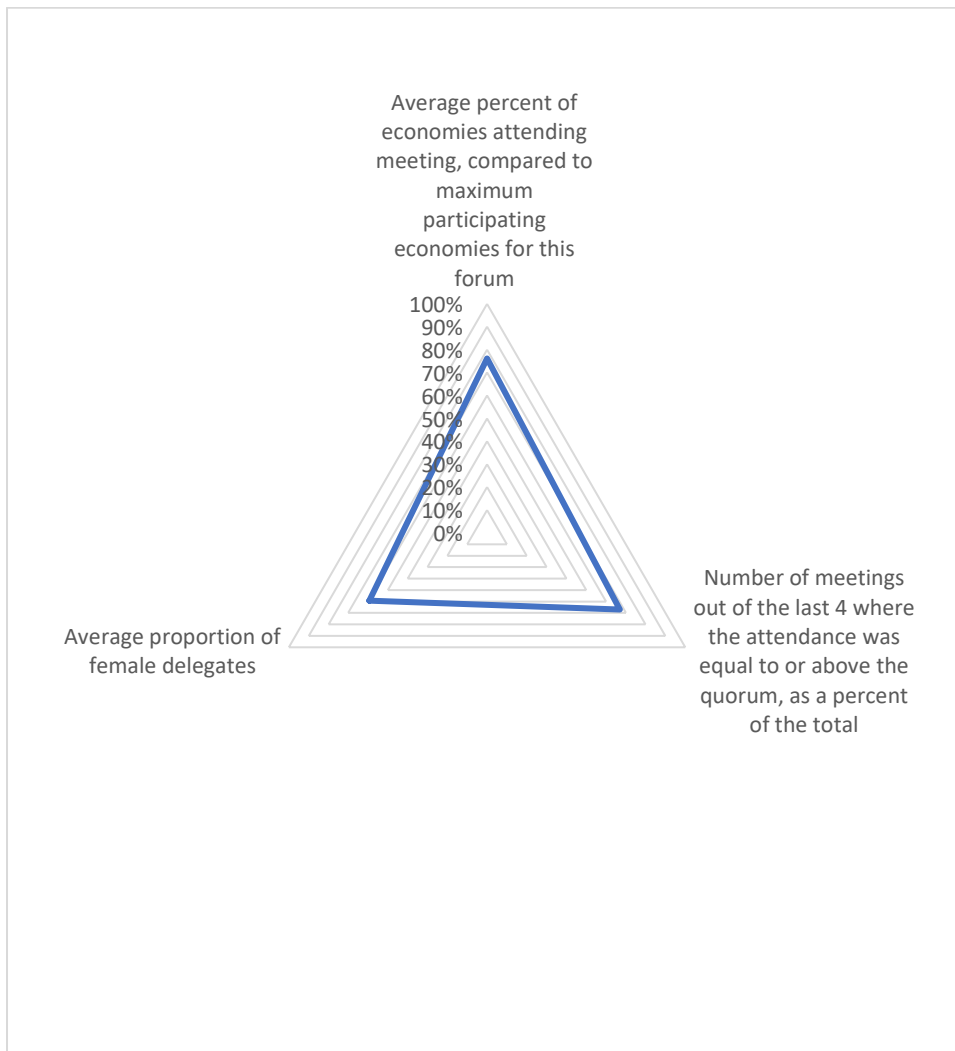
**Table 4: Summary Indicators of Participation**

<b>Indicator No.</b>	<b>Indicator Description</b>	<b>Steps to generate</b>	<b>Indicator Value</b>
1	Average number of economies attending the last 4 plenary meetings	Sum of A-D in Table 2: Participation by Economies divided by 4	16
2	Average percent of economies attending meeting, compared to maximum participating economies for this forum	Indicator 1 divided by number of economies that are registered to attend the forum, expressed as a percentage	76.19%
3	Number of meetings out of the last 4 where the attendance was equal to or above the quorum, as a percent of the total	Count of the number of meetings where the actual attendance (A-D) was equal to or above the quorum (Q) and divide by 4, express as a percentage (Table 2: Participation by Economies)	67%
4	Average proportion of female delegates	Average of Column 7 in Table 3: Participation by Individuals	59.4%
5	Percent of Guest and Other Organizations which attended the last plenary meeting of this forum	G2/G1 in Table 13: Summary indicators of Guest and Others' Engagement, expressed as a percentage	N/A <sup>3</sup>
6	Percent of females in the Guest and Others delegates at last plenary meeting of this forum	G4/G3 in Table 13: Summary indicators of Guest and Others' Engagement, expressed as a percentage	N/A

Figure 3 summarizes the above information in the form of a radar chart, focusing only on those data points where information can be collected according to the instructions in the Standardized Program. The figure shows that attendance is strong on average, although a quorum is not always present. Female delegate participation above 50%.

<sup>3</sup> The references provided for this and the following quantity in the Standardized Program are incorrect, and in fact refer to quite different information (the rate of return of surveys).

Figure 3: Summary indicators of participation.



### 3. COMMENCEMENT OF PROJECTS AND INITIATIVES

The Standardized Program uses the reference point “since the last assessment” for calculation of some indicators. Since we have been retained to assess four fora in 2018, not all of which have been previously assessed, we have instead adopted the period 2016-2017 for calculating these figures. This choice was made to ensure some level of comparability of data across fora. Strict use of the approach in the Standardized Program would result in some fora having activities taken into account over a much longer period than others, so comparison would be very difficult for the Assessment Team.

**Table 5: Concept Notes, Projects and other Initiatives Commenced**

<b>Key information</b>	<b>Data Code</b>	<b>Data</b>	<b>Source</b>
Time in years since the last assessment	T1	NA	-
Number of Concept Notes submitted by this forum since the last assessment	C1	0	Secretariat
Number of APEC-funded projects started since the last assessment	C2*	N/A	4
Sum of Total Project Value of the new projects <i>co</i> -funded by APEC since the last assessment **Since 2016	C3	\$300,000	4
Number of new projects since the last assessment that have been self-funded **Since 2016	C4*	N/A	4
Sum of Total Project Value of the new projects <i>self</i> -funded by economies since the last assessment	C5	N/A	4
Total number of new projects since the last assessment that have been funded by either APEC or economies	C6	N/A	4
Total number of projects in implementation that the forum currently is managing	C7	N/A	4

Table 6 presents details of this fora’s projects selected for deeper analysis. It is stressed that this is not a full list of the forum’s current projects in totality, but lists only those projects selected for deeper analysis as part of this assessment. Sampling was conducted as set out above, namely using a directed methodology based on completeness of documentation as assessed by the Secretariat.

**Table 6: Details of Current Forum Projects and Initiatives**

<b>Project Title</b>	<b>APEC Project Number</b>	<b>Project Start Year and Finish Year</b>	<b>No. of Co-Sponsoring Economies</b>	<b>Participating Economies</b>	<b>APEC or Self-funded</b>	<b>Source</b>
Promoting Participation of Persons with Disabilities in Economic Activities	GoFD 01 2016S	2016	1	People's Republic of China	Self-Funded	4
“Assistive Devices + Internet” Cross-Border E-Commerce Platform.	GoFD 02 2016S	2016	1	People's Republic of China, Australia	Self-Funded	4

Source – APEC Project Database, accessed April 22, 2018 - Total projects should equal C7 in Table 5: Concept Notes, Projects and other Initiatives Commenced.

**Table 7: Summary Indicators of Project Commencement and Other Initiatives**

<b>Indicator No.</b>	<b>Indicator Description</b>	<b>Steps to generate</b>	<b>Answer</b>
7	Average number of Concept Notes p.a. submitted since last assessment	Divide C1 by T1 in Table 5: Concept Notes, Projects and other Initiatives Commenced to get an annual rate	N/A
8	Average number of Concept Notes p.a. that have received APEC funding since last assessment**Since 2016	Divide C2 by T1 (Table 5: Concept Notes, Projects and other Initiatives Commenced) to get an annual rate	N/A
9	Average size of APEC-funded forum projects since last assessment	Divide C3 by C2 (Table 5: Concept Notes, Projects and other Initiatives Commenced) and express in whole dollars	\$300,000
10	Average size of self-funded projects commenced since the last assessment	Divide C5 by C4 Table 5: Concept Notes, Projects and other Initiatives Commenced) and express in whole dollars	N/A
11	Overall commencement rate for new projects p.a.	Add C2 and C4 (Table 5: Concept Notes, Projects and other Initiatives Commenced <b>Error! Reference source not found.</b> ) and divide by T1	N/A
12	Total current projects underway	C7 (Table 5: Concept Notes, Projects and other Initiatives Commenced <b>Error! Reference source not found.</b> )	6

## 4. OUTPUTS

This section refers specifically to outputs under the projects selected for deeper analysis as part of this exercise, not the universe of all projects completed during the relevant time period.

**Table 8: Project Initiative Outputs**

<b>Key information</b>	<b>Data code</b>	<b>Data</b>	<b>Source</b>
Number of projects completed since the last assessment*	P1	N/A	4
Number of Project Reports published since the last assessment	P2	N/A	13
Number of downloads of all project reports published since the last assessment	P3	N/A	13
Number of events (e.g. workshops) planned by the forum under these projects/initiatives	P4	N/A	-
Number of events actually conducted by the forum under these projects/initiatives	P5	2	13
Number of participants at these events	P6	52	13
Number of participants at these events who were female	P7	30	13
Number of economies who attended each event, on average	P8	10	13
Number of APEC Guests and Others*** who attended these events	P9	N/A	-
Number of speakers who attended these events	P10	N/A	-
Number of speakers who attended these events and who were female	P11	N/A	-
Number of recommendations agreed on from the projects/initiatives	P12	N/A	-

**Table 9: Summary Indicators of Project and Initiative Outputs**

<b>Indicator No.</b>	<b>Indicator Description</b>	<b>Steps to generate</b>	<b>Answer</b>
13	Number of project reports completed per project	Divide P2 by P1 (Table 8: Project Initiative Outputs)	N/A
14	Average downloads per published report	Divide P3 by P2 (Table 8: Project Initiative Outputs)	N/A
15	Average number of events per project	Divide P4 by P1 (Table 8: Project Initiative Outputs)	N/A
16	Average number of economies per event	P8 (Table 8: Project Initiative Outputs)	10
17	Average number of recommendations agreed per project	Divide P12 by P2	N/A
18	Average percent female events participants	Divide P7 by P6 (Table 8: Project Initiative Outputs)	57.7%
19	Average percent of female speakers at these events	Divide P11 by P10 (Table 8: Project Initiative Outputs)	N/A

## **5. PROGRESS TOWARDS OUTCOMES**

The Standardized Program indicates that the following analysis should be undertaken for each project individually. However, the low rate of response to the two surveys means that we have aggregated data across all projects and reported summary numbers, weighted by number of respondents. We believe that aggregate data provide a more accurate general picture of progress towards outcomes than would presentation of individual project figures based on smaller numbers of responses.

Each survey asks respondents to rate projects and activities using a Likert Scale. Responses range from one to five, as follows: 1 means strongly disagree, 2 means disagree, 3 means neither agree nor disagree, 4 means agree, and 5 means strongly agree. In each case, the proposition put forward for assessment is a positive statement, such as “this project has increased my economy’s knowledge of the topic”, so the Likert scale comprises a natural range of responses.



**Table 10: Project/Initiative Outcomes – from Economies**

<b>Key Information</b>	<b>Data Code</b>	<b>Data</b>
Number of delegate/economy surveys issued	O1	21
Number of delegate/economy surveys returned	O2	9
Name of project/initiative selected for this question		Promoting Participation of Persons with Disabilities in Economic Activities; Assistive Devices + Internet E-Commerce Platform.
Project/initiative has increased member economies' knowledge of the topic (Delegates survey, averaged over responses)	O3	4.64
Project/initiative is relevant to member economies	O4	4.18
Economies plan to implement the majority of recommendations from the project/initiative (Delegates survey, averaged over responses)	O5	4.10
Experts were engaged in this project/initiative (Delegates survey, averaged over responses)	O6	4.18
Industry was engaged in this project/initiative (Delegates survey, averaged over responses)	O7	4.09
The forum is using the findings of this project/initiative to help develop its future work plan (Delegates survey, averaged over responses)	O8	4.20

**Table 11: Summary of Project/Initiative Outcomes – from Economies**

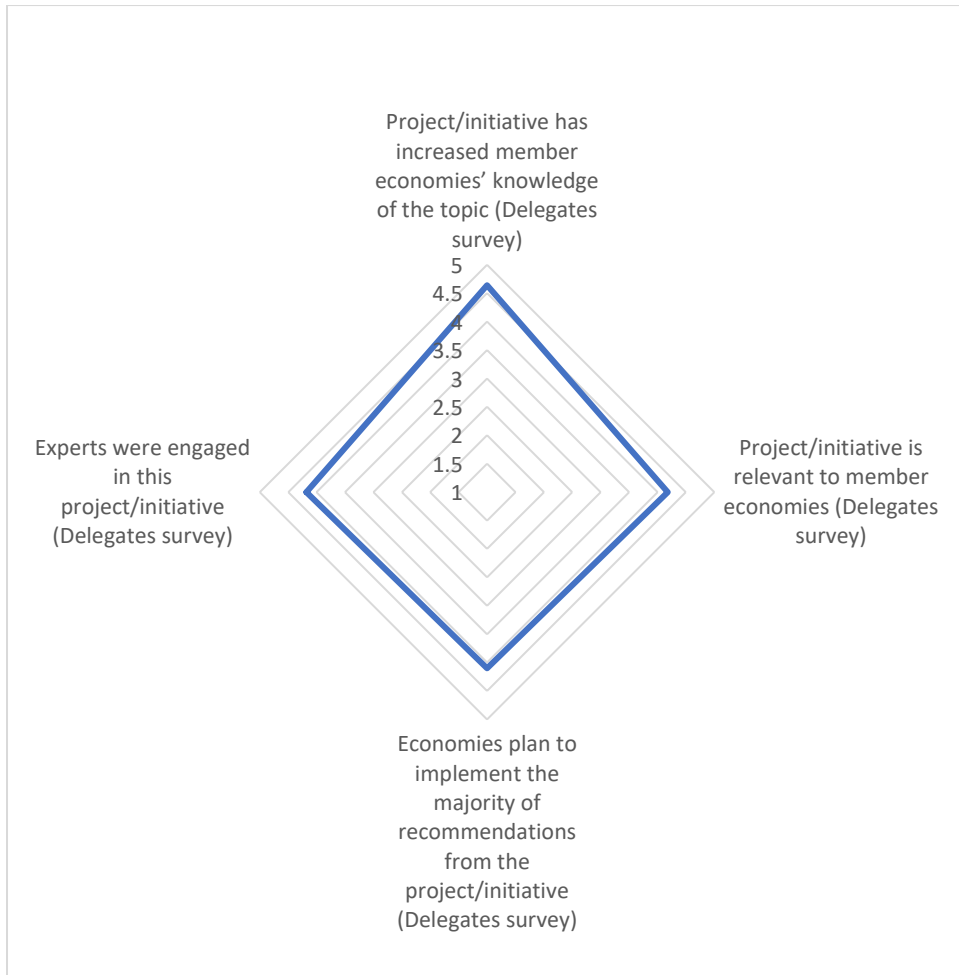
<b>Indicator No.</b>	<b>Project/initiative outcomes</b>	<b>Project A<sup>4</sup></b>	<b>Project B<sup>5</sup></b>	<b>Average of all projects Data (number)</b>
21	Project/initiative has increased member economies' knowledge of the topic (Delegates survey)	NA	NA	4.64
22	Project/initiative is relevant to member economies (Delegates survey)	NA	NA	4.18
23	Economies plan to implement the majority of recommendations from the project/initiative (Delegates survey)	NA	NA	4.10
24	Experts were engaged in this project/initiative (Delegates survey)	NA	NA	4.18

<sup>4</sup> Promoting Participation of Persons with Disabilities in Economic Activities

<sup>5</sup> “Assistive Devices + Internet” Cross-Border E-Commerce Platform.

Figure 4 presents results graphically. It shows strong performance in key areas, with increases in knowledge standing out as highly rated by delegates.

**Figure 4: Summary of Project/Initiative Outcomes – from Economies**



**Table 12: Forum Impact – from Guests and Others**

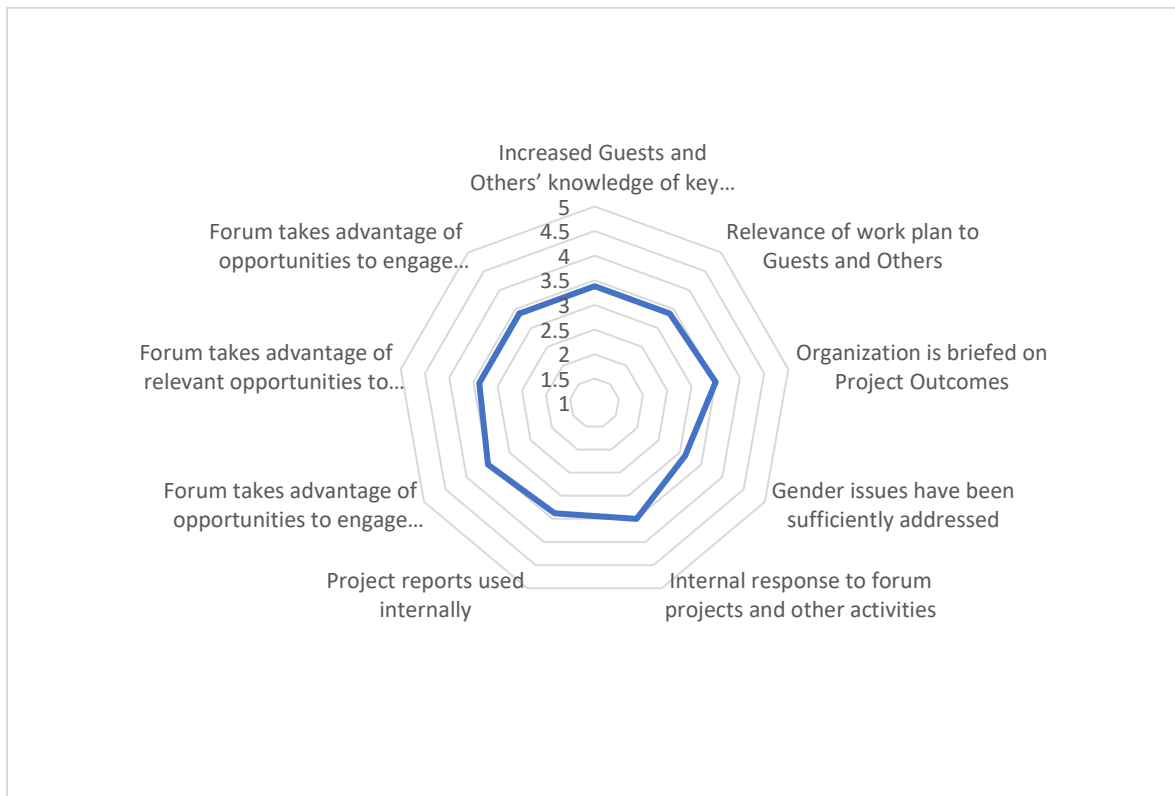
<b>Key Information</b>	<b>Data Code</b>	<b>Data</b>
Number of Guest and Others surveys issued	G01	27
Number of Guests and Others surveys returned	G02	11
This forum has increased my Organization's knowledge of the issues addressed by the forum (Guests and Others Survey)	G04	3.38
This forum's work plan is relevant to my Organization (Guests and Others Survey)	G05	3.38
This forum's terms of reference are relevant to my Organization (Guests and Others Survey)	G06	NA
I brief my Organization on the outcomes of projects undertaken by this forum (Guests and Others Survey)	G07	3.50
Gender issues have been sufficiently addressed in this forum (Guests and Others Survey)	G08	3.13
My Organization responds to projects and other activities of this forum by considering changes to its own strategy or work plan (Guests and Others Survey)	G09	3.50
Project reports from this forum are used within my Organization (Guests and Others Survey)	G10	3.38
This forum is taking advantage of relevant opportunities to engage with other APEC fora (Guests and Others Survey)	G11	3.50
This forum is taking advantage of relevant opportunities to engage other non-APEC fora (Guests and Others Survey)	G12	3.38
This forum is taking advantage of relevant opportunities to engage with my Organization at times other than plenary meetings (Guests and Others Survey)	G13	3.38

**Table 13: Summary indicators of Guest and Others' Engagement**

<b>Indicator Number</b>	<b>Key Information</b>	<b>Data</b>
25	Increased Guests and Others' knowledge of key issues	3.38
26	Relevance of work plan to Guests and Others	3.38
27	Relevance of terms of reference to Guests and Others	NA
28	Organization is briefed on Project Outcomes	3.50
29	Gender issues have been sufficiently addressed	3.13
30	Internal response to forum projects and other activities	3.50
31	Project reports used internally	3.38
32	Forum takes advantage of opportunities to engage with other APEC for a	3.50
33	Forum takes advantage of relevant opportunities to engage non-APEC for a	3.38
34	Forum takes advantage of opportunities to engage with my Organization more broadly	3.38

Figure 5 summarizes the above information in a radar chart. Scores are lower than in the Delegates' Survey, but are quite consistent across areas.

Figure 5: Summary indicators of Guest and Others' Engagement.



## 6. ALIGNMENT OF FORUM WITH APEC GOALS

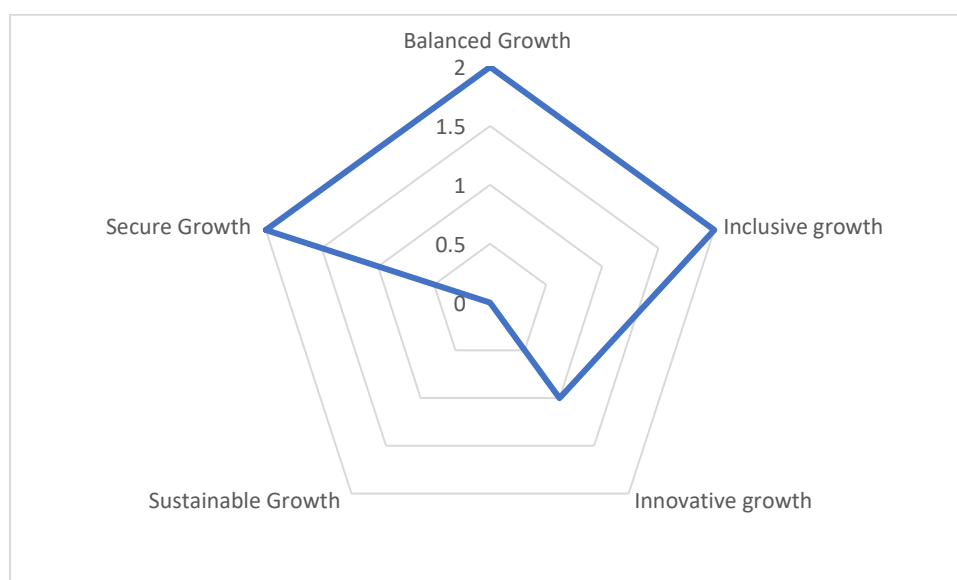
Table 14 shows the way in which the selected projects interact with APEC Leaders' Growth Strategy. Each cell in the table contains a one or a zero to indicate whether or not a particular project encompasses a particular aspect of the Growth Strategy. An entry of one means it does, while an entry of zero means it does not. This assessment is made by the Contractor based on a review of project documents in combination with the Growth Strategy.

**Table 14: Mapping of Forum Projects Against APEC Leaders' Growth Strategy**

<b>Project, Initiative of Activity Name</b>	<b>Balanced Growth</b>	<b>Inclusive growth</b>	<b>Innovative growth</b>	<b>Sustainable Growth</b>	<b>Secure Growth</b>
<b>Insert C</b> after name if completed project <b>Insert A</b> after name if APEC funded	Growth within & between economies & infrastructure development	Involvement of all citizens, promote SMEs, entrepreneurship and women's growth	Promoting innovation & emerging sectors	Protection of environment and transition to green economies	Protection of wellbeing; secure environment for economic activity
Promoting Participation of Persons with Disabilities in Economic Activities	1	1	0	0	1
"Assistive Devices + Internet" Cross-Border E-Commerce Platform.	1	1	1	0	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>2</b>

Figure 6 presents the above information graphically. It shows that although points of emphasis vary, all projects are well aligned with Leaders' growth strategy, based on the documentation available to us. The only exception is sustainable growth, which is not given a strong role in the project documentation we have reviewed.

**Figure 6: Mapping of Forum Projects Against APEC Leaders' Growth Strategy**



In a similar way to Table 14, Table 15 uses the same coding scheme to map the forum's Strategic Plan to ECOTECH goals.

**Table 15: Mapping of Forum Strategic Plan against ECOTECH Goals**

	<b>Regional Economic Integration</b>	<b>Social Dimensions of Globalisation (Inclusive growth)</b>	<b>Safeguarding the Quality of Life</b>	<b>Structural Reform</b>	<b>Human Security</b>
<b>Strategic Plan – Mission and Vision</b>	NA	NA	NA	NA	NA
<b>Strategic Plan Priorities</b>	N/A	N/A	N/A	N/A	N/A
<b>Work Plan Activities</b>	1	1	1	0	1

Table 16 uses the same one/zero mapping scheme to show how the projects selected for deeper analysis are aligned with ECOTECH goals.

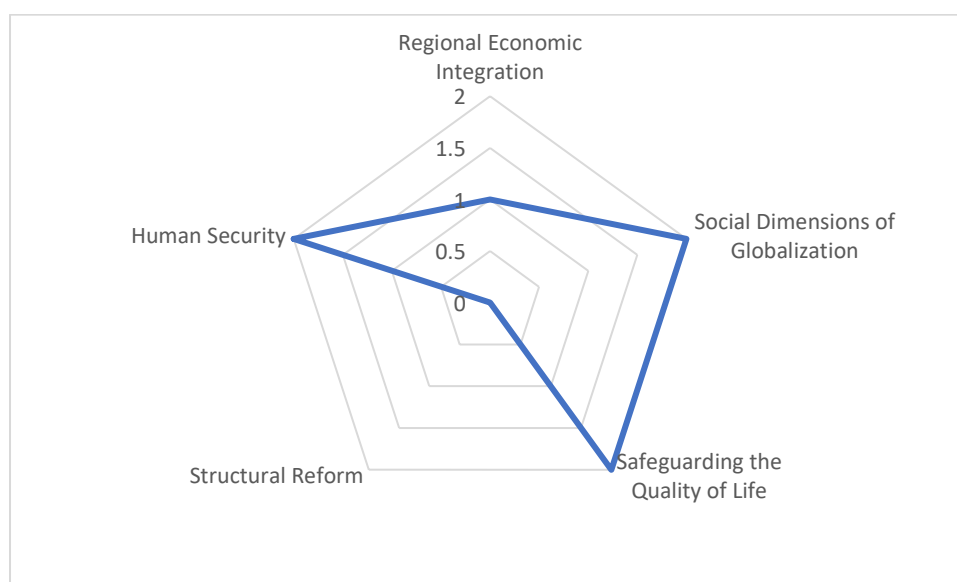


**Table 16: Mapping of Current Projects against ECOTECH Goals**

<b>Current Project or Initiative</b>	<b>Regional Economic Integration</b>	<b>Social Dimensions of Globalization</b>	<b>Safeguarding the Quality of Life</b>	<b>Structural Reform</b>	<b>Human Security</b>
Promoting Participation of Persons with Disabilities in Economic Activities	0	1	1	0	1
“Assistive Devices + Internet” Cross-Border E-Commerce Platform.	1	1	1	0	1
<b>Total</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>

Figure 7 summarizes the above information. The figure clearly suggests that the projects analysed are strongly aligned with three ECOTECH goals, but less strongly aligned with the remaining two.

**Figure 7: Mapping of Current Projects against ECOTECH Goals**



The Standardized Program requires completion of Table 17 using the most recent Tasking Statement. We have not been able to obtain such a document, so the table is left incomplete.

**Table 17: Forum Initiatives Mapped Against the (most recent) APEC Tasking Statement**

<b>Tasking Statement Requirement (2014 for 2015)</b>	<b>Relevant Forum initiatives (from 2014-2018 strategic plan)</b>
------------------------------------------------------	-------------------------------------------------------------------

## 7. EFFICIENCY

Table 18 presents additional data from the two surveys, conducted as described above. Responses are again on a Likert scale, ranging from one (strongly disagree) to five (strongly agree). The table presents averages across responses.

**Table 18: Forum Operational Efficiency**

<b>Key Information</b>	<b>Data Code</b>	<b>Data from delegates</b>	<b>Data from Guests and Others</b>	<b>Average Score</b>
The agenda for the most recent meeting was developed in a timely manner	E1	4.50	4.11	4.31
Sufficient information was available prior to the most recent meeting to ensure that your economy can prepare its position	E2	4.33	4.13	4.23
Your economy had adequate opportunity to contribute its views during the most recent forum meeting	E3	4.33	3.56	3.94
After the most recent meeting, summaries and other meeting outcomes were available promptly on the APEC meeting documents site	E4	4.17	3.88	4.02
The most recent meeting ran to time	E5	4.33	4.00	4.17
The most recent meeting was well-suited to your forum's terms of reference	E6	4.33	NA	4.33
Generally speaking the forum's web page is updated in a timely manner	E7	3.67	4.00	3.83
The forum's web page provides a useful resource for your economy and its interests in the forum	E8	4.00	4.00	4.00

Figure 8 summarizes the above information graphically. Averaging across delegates and guests/others, performance is rated strongly in all areas, although there is some evidence of lesser satisfaction with the fora's web page.

**Figure 8: Forum Operational Efficiency**

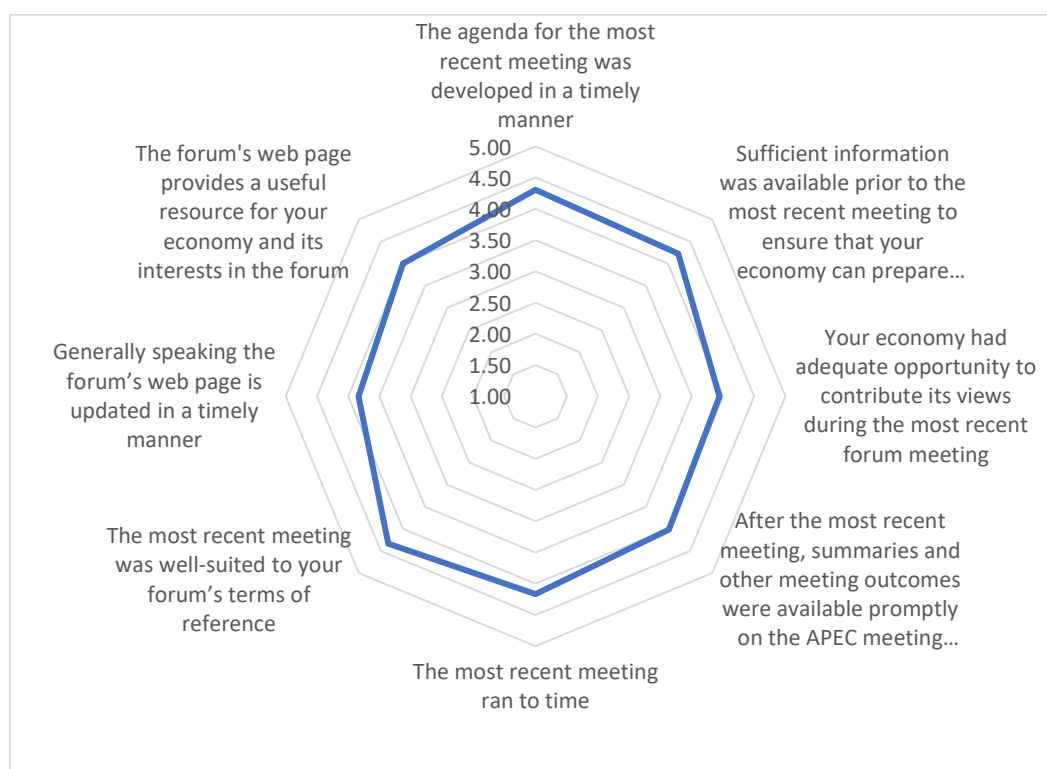


Table 19 under the Standardized Program is designed to capture the financial efficiency of projects conducted under the auspices of EWG. However, the information available does not include any data with which to complete the table, so we have marked all cells as NA. The same is true for Table 20.

**Table 19: Financial Efficiency (Workshops)**

<b>Project Name</b>	<b>Total expenditure on project workshops by this project</b>	<b>No. project workshops during period</b>	<b>Total no. delegates attending these workshops</b>	<b>Average no. delegates per workshop*</b>	<b>Average expenditure per delegate per workshop**</b>
Promoting Participation of Persons with Disabilities in Economic Activities	NA	NA	NA	NA	NA
“Assistive Devices + Internet” Cross-Border E-Commerce Platform.	NA	NA	NA	NA	NA

## 8. CO-OPERATION

Table 20: Participation by Guests and Others

Key Information	No. organizations on standing invitations	No. organizations which attended most recent plenary meeting	No. delegates from this type of organization	No. delegates from this type of organisation who were female
An APEC-supported Research Centre	NA	NA	NA	NA
An APEC-supported Task Force	NA	NA	NA	NA
An APEC-supported Expert Group	NA	NA	NA	NA
Another APEC-funded forum that reports to SCE	NA	NA	NA	NA
Another APEC forum that reports outside SCE	NA	NA	NA	NA
Another non-APEC multilateral organization	NA	NA	NA	NA
An industry association	NA	NA	NA	NA
A professional association	NA	NA	NA	NA
A public or private company	NA	NA	NA	NA
<b>Totals</b>				

**Table 21: Collaboration on Projects and Initiatives**

<b>APEC SCE Forum</b>	<b>No. current joint projects with this forum</b>	<b>No. future joint projects identified in current work plan</b>	<b>Was this forum consulted during preparation of any project reports published in last three years</b>	<b>Source (see table note)</b>
Agricultural Technology Cooperation Working Group				9
Anti-Corruption and Transparency Working Group				9
Counter Terrorism Working Group				9
Emergency Preparedness Working Group				9
Energy Working Group				9
Health Working Group				9
High Level Policy Dialogue on Biotechnology				9
Human Resource Development Working Group	1	1		9
Illegal Logging and Associated Trade (Experts Group)				9
Ocean and Fisheries Working Group				9
Policy Partnership on Food Security				9
Policy Partnership on Science Technology and Innovation				9
Policy Partnership on Women and the Economy	1			9
Small and Medium Enterprises Working Group				9
Telecommunications and Information Working Group				9
Tourism Working Group				9

APEC SCE Forum	No. current joint projects with this forum	No. future joint projects identified in current work plan	Was this forum consulted during preparation of any project reports published in last three years	Source (see table note)
Transportation Working Group				9
Total	$S = 2$	$F = 1$		

Sources – Project database for indicator S and Forum Workplan for indicator F

**Table 22: Indicators of Collaboration (percentages)**

Indicator	Indicator Description	Steps to generate	Answer
37	Percent of standing invited Guests and Others who attended the last plenary meeting	V divided by X (Table 20: Participation by Guests and Others), expressed as percentage	NA
38	Percent of Guests and Others at the last meeting who were female	W divided by Z (Table 20: Participation by Guests and Others) and expressed as percentage	NA
39	Percent of current APEC fora that are engaged with this working group	S divided by total number of current working groups (minus 1) expressed as a percentage ( <b>Error! Not a valid result for table.</b> )	10.0%
40	Percent of current APEC fora that can be engaged over the next 12 months	F divided by total number of current working groups (minus 1) expressed as a percentage ( <b>Error! Not a valid result for table.</b> )	5.0%
41	Percent of forum plenary meetings over the last 4 years which have included items of cross-fora collaboration	Derive from Meeting Document Database	NA

## 9. LIST OF DATA SOURCES USED IN THE ASSESSMENT

Document	Source
1. GoFD Website	<a href="https://www.apec.org/Groups/SOM-Steering-Committee-on-Economic-and-Technical-Cooperation/Working-Groups/Group-of-Friends-on-Disability">https://www.apec.org/Groups/SOM-Steering-Committee-on-Economic-and-Technical-Cooperation/Working-Groups/Group-of-Friends-on-Disability</a>
2. APEC Project Database	<a href="https://aimp2.apec.org/sites/PDB/default.aspx">https://aimp2.apec.org/sites/PDB/default.aspx</a>
3. APERC Website	<a href="http://aperc.ieej.or.jp/about/organisation.html">http://aperc.ieej.or.jp/about/organisation.html</a>
4. APEC Meeting Database	<a href="http://mddb.apec.org/Pages/default.aspx">http://mddb.apec.org/Pages/default.aspx</a>
5. APEC Meeting Database (SOM Steering Committee Meeting Minutes)	<a href="http://mddb.apec.org/pages/SimpleSearch.aspx">http://mddb.apec.org/pages/SimpleSearch.aspx</a>
6. APEC Project Summary	<a href="https://aimp2.apec.org/sites/PDB/default.aspx">https://aimp2.apec.org/sites/PDB/default.aspx</a>
7. GoFD Fora Report (2017)	Supplied by APEC
8. GoFD Terms of Reference (2015)	Supplied by APEC
9. GoFD Work Plan (2018)	Supplied by APEC
10. APEC Project Summary (GoFD 01 2016S)	<a href="https://aimp2.apec.org/sites/PDB/Lists/Proposals/DispForm.aspx?ID=1808">https://aimp2.apec.org/sites/PDB/Lists/Proposals/DispForm.aspx?ID=1808</a>
11. APEC Project Summary (GoFD 02 2016S)	<a href="https://aimp2.apec.org/sites/PDB/Lists/Proposals/DispForm.aspx?ID=1809">https://aimp2.apec.org/sites/PDB/Lists/Proposals/DispForm.aspx?ID=1809</a>
12. Summary attendance and participation data for plenary meetings	Supplied by APEC
13. GoFD Event Summary	Supplied by APEC