| **ID** | **Name** | **Stakeholders** | **Action** | **Future Milestones** | **Due** |
| --- | --- | --- | --- | --- | --- |
| **Current Projects: Discrete** | | | | | |
| CTI55 | Peer Review and Capacity Building on APEC Infrastructure Development and Investment (Reviewed Economy: Papua New Guinea) | CTI | Establishment of review team✓  Submission of Inception Report✓  Conduct document based review, interviews & review visits  Submission of Progress Report  Submission of Draft Final Report  Submission of Final Report | 8 October 2020  December 2020  October 2020-May 2021  Mid-February 2021  Mid-June 2021  Early August 2021 | Q3 2021 |
| CTI57 | APEC Supply-Chain Connectivity Framework Action Plan 2017-2020 (SCFAP-II): Final Review | CTI | Submission of Inception Report  Submission of Progress Report  Submission of Draft Final Report  Submission of Final Report | February 2021  May 2021  August 2021  November 2021 | Q4 2021 |
| EGILAT1 | 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  August 2021 | Q3 2021 |
| **Current Projects: Ongoing** | | | | | |
| 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 ([statistics.apec.org](http://statistics.apec.org/)):   * Key Indicators Database * Bilateral Linkages Database | Member Economies | Released July 2010; optimized for mobile devices 2013; reskinned 2020. Biannual data updates:   * First update * Second update | June 2021  December 2021 | 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 2021 | Ongoing |
| PSU32 | APEC Regional Trends Analysis | SOM  MRT  AMM | Beginning 2016, biannual reports:   * First report * Second report | May 2021  November 2021 | Ongoing |
| 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 |

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| **Collaboration Matters** | | | | | |
|  | 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, AMRO, 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, TAF Grant 2020-2021 | Ongoing | Ongoing |
| **Communication Matters** | | | | | |
|  | 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; prepare electronic mailer | Ongoing | Ongoing |
|  | Online and social media | - | Maintain & update contents in [PSU webpages](http://www.apec.org/About-Us/Policy-Support-Unit.aspx)  Tap on APEC social media channels | Ongoing | Ongoing |
|  | Media activities | - | Prepare & contribute to news releases  Participate in media interviews & news briefings | Ongoing | Ongoing |
|  | Infographics and articles | - | Prepare & contribute to infographics, blogs and articles | Ongoing | Ongoing |
| **Management Matters** | | | | | |
|  | Staff | PSU | Recruit staff and monitor performance  Manage workload of staff & consultants consistent with work program | Ongoing | Ongoing |
|  | Reports required by Governance Arrangements | PSU Board  SOM | Prepare a concise half-year evaluation report for the Board on work undertaken and expenditure and commitments  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  The Board will regularly report the outcomes of its meetings to SOM  The PSU Director will regularly report on its activities to the Executive Director of the Secretariat | January and July to report on previous 6 month period  As soon as practicable after audit  Ongoing  Ongoing | Bi-annually  Annually  After each meeting  Ongoing |