| **ID** | **Name** | **Stakeholders** | **Action** | **Future Milestones** | **Due** |
| --- | --- | --- | --- | --- | --- |
| **Current Projects: Discrete** |
| CTI54  | Assessment of Capacity Building Needs on Trade Related Aspects of E-commerce to Support WTO Negotiation on Trade Related Aspects of E-commerce  | CTI | Submission of Inception/Progress Report✓Submission of Interim Report✓Submission of Draft Final ReportSubmission of Final Report | 10 February 202030 June-14 July 2020September 2020November 2020 | Q4 2020 |
| CTI55 | Peer Review and Capacity Building on APEC Infrastructure Development and Investment (Reviewed Economy: Papua New Guinea) | CTI | Establishment of review teamSubmission of Inception ReportConduct document based review, interviews & review visits Submission of Progress ReportSubmission of Draft Final ReportSubmission of Final Report | July-August 2020September 2020October 2020 – May 2021February 2021June 2021August 2021 | Q3 2021 |
| CTI56 | Technical Support for CTI’s Work on FTAAP Report to Leaders | CTI | Start of analysis✓Submission of analysis to CTI | Mid-June 2020Mid-August 2020 | Q3 2020 |
| EC25 | Renewed APEC Agenda for Structural Reform (RAASR): 2016-2020 Final Review | EC | Submission of final review template & new proposed indicators✓Economies to submit completed review templateProject update at EC1✓Submission of First Draft Report✓ Submission of Revised Draft Report Submission of Final Report to EC2 Submission of Final Report to SRMM  | October 20192 October 2019-31 March 202016-17 February 202012-27 June 2020 Mid-July 2020August 2020August 2020  | Q3 2020 |
| EC26 | Technical support to RAASR Action Team in preparation of input papers for 2020 Structural Reform Ministers’ Meeting | EC | Review TOR for consultants✓Review proposal submission by consultants✓Review first draft input papers✓Review second draft input papers✓Review final draft input papers | December 201910 February 20204-15 April 20205-30 June 2020July 2020 | Q3 2020 |
| EC27 | 2020 APEC Economic Policy Report (AEPR): Structural Reform and Women’s Empowerment | EC | Consultant appointment✓Submission of inception report✓Economies to submit IERs & case studies✓ Submission of progress report✓Submission of full draft of main report Submission of final main report Endorsement by ECSubmission to CSOM, AMM | 23 March 202010 April 202027 April 202029 May 2020Mid-July 2020Mid-August 2020End-August 2020November 2020 | Q4 2020 |
| 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 ReportSubmission of Draft Final ReportSubmission of Final Report | March 2020 August 2020February 2021March 2021 | Q1 2021 |
| SCE2 | APEC Case Studies on Inclusive Policies | SCE | Key Contributing Economies to submit case studies✓ Project Update at SCE1✓Submission of Draft Case Studies✓Submission of Final Case Studies to SCE3  | 8 October 2019-15 February 202018 February 2020 30 June 2020August 2020 | Q3 2020 |
| SOM21 | Assessment of APEC Strategy for Strengthening Quality Growth | SOMAMMAELM  | Submission & presentation of draft assessment plan to SOM2✓ Submision of final assessment plan & questionnaires to SOM✓Economies to submit completed questionnairesProject Update✓Submission of Draft Report Submission of Final Report  | 15-16 May 2019 15 July 201926 Sep 2019-15 March 2020April 2020 July 2020August 2020 | Q3 2020 |
| SOM22  | APEC Connectivity Blueprint: Mid-term Review  | SOM AMM | Submission & presentation of draft framework to SOM3✓ Submission of final framework to SOM✓ Request for comments on case studies & surveys✓ Economies to submit case studies & surveys Submission of Preliminary Report Submission of Draft Final ReportSubmission of Final Report | August 2019 25 October 2019 14 February-18 April 202021 April-Mid-July 2020End-July 2020August 2020November 2020  | Q4 2020 |
| SOM23 | APEC’s Bogor Goals: Final Assessment  | CTISOMAMM  | Economies to submit IAPs and fact sheet templatePreparation of First Draft Report✓Submission of First Draft Report for review✓Submission of Revised Draft Report to SOM3Submission of Final Report to CSOM | 27 March 2020 January-April 202025 April-22 May 2020 August 2020November 2020 | Q4 2020 |
| **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 in 2013; reskinned in 2020. Biannual data updates:* First update✓
* Second update
 | June 2020December 2020 | Ongoing |
| PSU11 | PSU Policy Briefs | Member Economies | Policy Briefs on pertinent policy relevant issues  | On needs basis | Ongoing |
| PSU31 | APEC in Charts  | SOMAMM | Beginning 2013, annual publication for AMM | November 2020 | Ongoing |
| PSU32 | APEC Regional Trends Analysis  | SOMMRT AMM | Beginning 2016, biannual reports:* First report✓
* Second report
 | May 2020November 2020 | Ongoing |
| SOM17 | Support to APEC Services Competitiveness Roadmap | GOSCTISOM | 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 |
| **Completed Projects** |
| CTI52 | Trends & Developments in Provisions & Outcomes of RTA/FTAs Implemented in 2018 by APEC Economies | CTI  | [Report distributed – March 2020](https://www.apec.org/Publications/2020/03/Trends-and-Developments-in-Provisions-and-Outcomes-of-RTA-FTAs-Implemented-in-2018-by-APEC-Economies) Accessed: 960 times | - | Done |
| PSU11 | PSU Policy Briefs | Member Economies | [Do Public Capital Investments have an Impact on Economic Growth? (No. 29, January 2020)](https://www.apec.org/Publications/2020/01/Do-Public-Capital-Investments-Have-an-Impact-on-Economic-Growth) Accessed: 1,100 times[Circular Economy: Don’t let Waste go to Waste (No. 30, January 2020)](https://www.apec.org/Publications/2020/01/Circular-Economy---Dont-Let-Waste-Go-to-Waste)Accessed: 1,770 times[APEC in the Epicentre of COVID-19 (No. 31, April 2020)](https://www.apec.org/Publications/2020/04/APEC-in-the-Epicentre-of-COVID-19)Accessed: 6,740 times News release: [APEC Faces USD 2.1 Trillion in Output Loss to COVID-19](https://www.apec.org/Press/News-Releases/2020/0420_PSU)Blog: [Preparing for the Next Pandemic](https://www.apec.org/Press/Blogs/2020/0427_COVID)Video: [APEC Faces USD 2.1 Trillion in Output Loss to COVID-19](https://www.apec.org/Press/Videos/2020/0514_COVID-19) | Ongoing | Done |
|  |  |  | [Promoting Trade in Medical Products to Tackle COVID-19 Challenges (No. 32, April 2020)](https://www.apec.org/Publications/2020/04/Promoting-Trade-in-Medical-Goods-to-Tackle-COVID-19-Challenges)Accessed: 1,730 times News release: [Promoting Trade in Medical Goods Will Save Lives](https://www.apec.org/Press/News-Releases/2020/0428_Healthcare)Blogs: [COVID-19: Time to Lift Export Bans and Lower Barriers on Medical Goods](https://www.apec.org/Press/Blogs/2020/0421_COVID); [Through the Healthcare Barricade](https://www.apec.org/Press/Blogs/2020/0430_Healthcare)Video: [Promoting Trade in Medical Goods Will Save Lives](https://www.apec.org/Press/Videos/2020/0512_Carlos)[Export Restrictions and Food Security in the Context of the COVID-19 Pandemic](https://www.apec.org/Publications/2020/05/Export-Restrictions-and-Food-Security-in-the-Context-of-the-COVID-19-Pandemic) (No. 33, May 2020)Accessed: 1,500 timesNews release: [Safeguarding Food Security with Open Trade Policies](https://www.apec.org/Press/News-Releases/2020/0521_Food)[COVID-19, 4IR and the Future of Work](https://www.apec.org/Publications/2020/06/COVID-19-4IR-and-the-Future-of-Work) (No. 34, June 2020)Accessed: 780 timesBlog: [Rebuild Better](https://www.apec.org/Press/Blogs/2020/0629_COVID) |  |  |
| PSU32 | APEC Regional Trends Analysis  | SOMMRT AMM | [May 2020: What Goes Around Comes Around: Pivoting to a Circular Economy; Uncertainty Tests APEC’s Resilience amid COVID-19](https://www.apec.org/Publications/2020/05/APEC-Regional-Trends-Analysis---What-Goes-Around-Comes-Around) Accessed: 3,000 timesInfographics: [Don’t Let Waste Go to Waste: Pivoting to a Circular Economy](https://www.apec.org/Press/Infographics/2020_0527_Dont-let-your-waste-go-to-waste); [Uncertainty Tests APEC’s Resilience Amid COVID-19](https://www.apec.org/Press/Infographics/2020_0527_APEC-Resilience-Amid-COVID)News release: [Trade and Economic Downturn Deepen Amid Tensions, Pandemic](https://www.apec.org/Press/News-Releases/2020/0527_ARTA)Blogs: [COVID-19 and the Circular Economy](https://www.apec.org/Press/Blogs/2020/0528_COVID); [Towards a Greener “New Normal”](https://www.apec.org/Press/Blogs/2020/0616_Circular) Video: [Pivoting to a Circular Economy](https://www.apec.org/Press/Videos/2020/0611_Circular-economy) Virtual media briefing: [Latest updates on Economic and Trade Growth](https://www.apec.org/Press/Videos/2020/0604_ARTA)  | Ongoing | Done |
| SMEWG2 | Overview of the SME Sector in the APEC Region: Key Issues on Market Access and Internationalization | SMEWG | [Report distributed – April 2020](https://www.apec.org/Publications/2020/04/Overview-of-the-SME-Sector-in-the-APEC-Region)Accessed: 920 times  | - | Done |
| **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, ASEAN, ERIA, IMF, PECC, UNCTAD, UNESCAP, WB, WEF, WTO, etcEstablish information sharing arrangements & undertake joint work as appropriate Implement PSU-OECD MOU 2018-2021  | 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 news releases Participate in media interviews & news briefings | Ongoing | Ongoing |
|  | Infographics and articles | - | Prepare infographics and articles Other blogs: [The Economic Effects of the Coronavirus on the Asia-Pacific](https://www.apec.org/Press/Blogs/2020/0217_PSU); [Ease of Doing Business: Three Lessons for Round Three](https://www.apec.org/Press/Blogs/2020/0218_EODB) Contribution to blogs: [Aid for Small Business in the APEC Region During COVID-19](https://www.apec.org/Press/Blogs/2020/0407_SME); [Multilateral Cooperation is a Safeguard against Pandemics](https://www.apec.org/Press/Blogs/2020/0414_COVID); [Strengthening Trust in Global Supply Chains](https://www.apec.org/Press/Blogs/2020/0520_Supply) | 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 BoardSOM | Prepare a concise half-year evaluation report for the Board on work undertaken and expenditure and commitmentsAs 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 yearThe Board will regularly report the outcomes of its meetings to SOMThe PSU Director will regularly report on its activities to the Executive Director of the Secretariat | January and July to report on previous 6 month periodAs soon as practicable after auditOngoingOngoing  | Bi-annuallyAnnuallyAfter each meetingOngoing |