| **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 Report  Submission of Final Report | 10 February 2020  June 2020 September 2020  November 2020 | Q4 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 template  Project 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 2019  2 October 2019-31 March 2020  16-17 February 2020  Mid-June 2020  End-June-Mid-July 2020  August 2020  August 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 2019  10 February 2020  4-15 April 2020  28 April-4 May 2020  July 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 EC  Submission to CSOM, AMM | 23 March 2020  10 April 2020  27 April 2020  29 May 2020  Mid-July 2020  Mid-August 2020  End-August 2020  November 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 Report  Submission of Draft Final Report  Submission of Final Report | March 2020  August 2020  February 2021  March 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 2020  18 February 2020  June 2020  August 2020 | Q3 2020 |
| SOM21 | Assessment of APEC Strategy for Strengthening Quality Growth | SOM AMM  AELM | Submission & presentation of draft assessment plan to SOM2✓  Submision of final assessment plan & questionnaires to SOM✓  Economies to submit completed questionnaires  Project Update✓  Submission of Draft Report  Submission of Final Report | 15-16 May 2019  15 July 2019  26 September 2019-15 March 2020  April 2020  July 2020  August 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 Report  Submission of Final Report | August 2019  25 October 2019  14 February-18 April 2020  21 April-31 May 2020  June 2020  August 2020  November 2020 | Q4 2020 |
| SOM23 | APEC’s Bogor Goals: Final Assessment | CTI  SOM AMM | Economies to submit IAPs and fact sheet template  Preparation of First Draft Report✓  Submission of First Draft Report for review✓  Submission of Revised Draft Report to SOM3  Submission of Final Report to CSOM | 27 March 2020  January-April 2020  25 April-22 May 2020  August 2020  November 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 since 2013. Beginning 2011, biannual data updates:   * First update * Second update | June 2020  December 2020 | 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 2020 | Ongoing |
| PSU32 | APEC Regional Trends Analysis | SOM  MRT  AMM | Beginning 2016, biannual reports:   * First report✓ * Second report | May 2020  November 2020 | 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 |
| **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: 750 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: 920 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: 1,310 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: 4,710 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)  [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: 1,220 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: 830 times  News release: [Safeguarding Food Security with Open Trade Policies](https://www.apec.org/Press/News-Releases/2020/0521_Food) | Ongoing | Done |
| PSU32 | APEC Regional Trends Analysis | SOM  MRT  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: 950 times  Infographics: [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)  Blog: [COVID-19 and the Circular Economy](https://www.apec.org/Press/Blogs/2020/0528_COVID) | 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: 620 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, etc  Establish 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  Beginning 2012, 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 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 |