| **ID** | **Name** | **Stakeholders** | **Action** | **Future Milestones** | **Due** |
| --- | --- | --- | --- | --- | --- |
| **Current Projects: Discrete** | | | | | |
| CTI48 | Taking Forward the Lima Declaration on the Free Trade Area of Asia-Pacific (FTAAP) - Study on Tariffs | CTI | Submission of Progress Report 1 to CTI3 2018✓  Submission of Progress Report 2 to CTI1✓  Submission of Progress Report 3 to CTI2✓  Submission of Final Synthesis Report to CTI3✓ | 15-16 August 2018  February 2019  May 2019  31 July 2019 | Q3 2019 |
| CTI50 | Peer Review and Capacity Building on APEC Infrastructure Development and Investment (Reviewed Economy: Indonesia) | CTI | Establishment of review team✓  Submission of Inception Report✓  Review visits✓  Conduct document based review & interviews✓  Submission of Progress Report✓  Submission of Draft Final Report  Submission of Final Report | October 2018  December 2018  January-July 2019  November 2018-July 2019  End-April 2019  August 2019  September 2019 | Q3 2019 |
| CTI51 | APEC’s Bogor Goals Dashboard 2019 | CTI  SOM | Submission of Draft Dashboard  Submission of Final Dashboard | October 2019  November 2019 | Q4 2019 |
| CTI52 | Trends and Developments in Provisions and Outcomes of RTA/FTAs Implemented in 2018 by APEC Economies | CTI | Project update at CTI1✓ Submission and Presentation of Draft Report to CTI3  Submission of Final Report | 3-4 March 2019  26-27 August 2019  September 2019 | Q3 2019 |
| CTI53 | Mid-term review of the APEC Supply-Chain Connectivity Framework Action Plan Phase II (SCFAP-II) | CTI | Submission of Draft Final Report to CTI3  Submission of Final Report to CSOM | August 2019  November 2019 | Q4 2019 |
| EC23 | 2019 APEC Economic Policy Report (AEPR): Structural Reform and Digital Economy | EC  FMP | Consultant appointment✓  Deadline for economies to submit IERs & case studies  Synthesize IERs and review case studies  Submission of first draft of main report  Revision of first draft of main report  Submission of final main report  Endorsement by EC, SFOM  Submission to CSOM, AMM | May 2019  31 May 2019  June 2019  5 August 2019  September 2019  September-October 2019  October 2019  November 2019 | Q4 2019 |
| EC24 | Structural Reform Measures to Improve Women’s Access to Labor Markets, Finance, and Capital | EC  PPWE | Consultant appointment✓  Submission of Inception Report✓  Submission of Draft Report✓ Submission of Draft Final Report  Submission of Final Report  Presentation of Final Report at PPWE 2 | June 2019  21 June 2019  26 July 2019  28 August 2019  16 September 2019  30 September-1 October 2019 | Q4 2019 |
| IEG3 | Investment Facilitation Action Plan (IFAP) Implementation Progress 2017-2018 | IEG | Project update at IEG1✓  Submission of Draft Report to IEG2  Submission of Final Report | 23-24 February 2019  23 August 2019  September 2019 | Q3 2019 |
| OFWG1 | Compendium of preventive measures and policies that APEC economies are taking to reduce land-based marine debris | OFWG | Submission of inputs by OFWG focal points  Submission of Draft Report to OFWG  Submission of Final Report | August 2019  20-21 August 2019  November 2019 | Q4 2019 |
| PPFS1 | Insights on the Regulatory Environment within APEC Economies and Its Impact on Trade in Services in Food Value Chains | PPFS  GOS | Completion of Progress Report✓  Presentation of Progress Report✓  Submission of Draft Final Report✓  Completion and presentation of Final Report | February 2019  23-24 February 2019  30 July 2019  19-20 August 2019 | Q3 2019 |
| PPWE3 | The APEC Women and the Economy Dashboard 2019 | PPWE  SOM | Submission of Draft Dashboard✓  Submission of Comments & Data by Economies✓  Submission of Final Dashboard | May 2019  June 2019  August 2019 | Q3 2019 |
| SFOM4 | Technical Support to Capacity Building Package on Advancing Financial Inclusion in APEC Economies | SFOM | Submission of Draft Summary Report✓  Submission of Final Summary Report✓  Submission of Draft Synthesis Report  Submission of Final Synthesis Report | January 2019  Mid-February 2019  Mid-September 2019  Early October 2019 | Q4 2019 |
| SMEWG2 | Overview of the SME Sector in the APEC Region: Key Issues on Market Access and Internationalization | SMEWG | Presentation of Progress Report to SMEWG  Submission of First Draft Report  Submission of Draft Final Report  Submission of Final Report | 3-4 September 2019  October 2019  March 2020  May 2020 | Q2 2020 |
| SOM21 | Assessment of APEC Strategy for Strengthening Quality Growth | SOM AMM  AELM | Submission & presentation of draft assessment plan✓  Submision of final assessment plan to SOM✓  Implementation of assessment plan | 15-16 May 2019  15 July 2019  September 2019-2020 | 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 | Beginning July 2010, release of StatsAPEC website (optimization for mobile devices since August 2013)  Beginning 2011, biannual data updates:   * First update✓ * Second update | June 2019  December 2019 | 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 2019 | Ongoing |
| PSU32 | APEC Regional Trends Analysis | SOM  MRT  AMM | Beginning 2016, biannual reports:   * [First report](https://www.apec.org/Publications/2019/05/APEC-Regional-Trends-Analysis---APEC-at-30)✓ * Second report | May 2019  November 2019 | 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** | | | | | |
| CTI46 | Fostering an Enabling Policy and Regulatory Environment in APEC for Data-Utilizing Businesses | CTI | [Report distributed – July 2019](https://www.apec.org/Publications/2019/07/Fostering-an-Enabling-Policy-and-Regulatory-Environment-in-APEC-for-Data-Utilizing-Businesses)  Accessed: 700 times | - | Done |
| EC22 | APEC’s Ease of Doing Business (EoDB) 2016-2018: Final Assessment | EC  SOM | - | - | Done |
| HRD  WG1 | Technical support to APEC project on Sharing and reporting labour market information in the APEC region | HRDWG | Labour Mobility and Labour Market Data: A Baseline Study of APEC Economies (prepared by ILO, Regional Office for Asia and the Pacific) | - | Done |
| PSU11 | PSU Policy Briefs | Member Economies | [Trade Facilitation in APEC: Progress and Impact (No. 25, January 2019)](https://www.apec.org/Publications/2019/01/Trade-Facilitation-in-APEC--Progress-and-Impact)  Accessed: 2,340 times  [Recognising Sustainability in Tourism (No. 26, February 2019)](https://www.apec.org/Publications/2019/02/Recognising-Sustainability-in-Tourism)  Accessed: 1,770 times  [Customs Cooperation in APEC: Strengthening Regional Cooperation](https://www.apec.org/Publications/2019/08/Customs-Cooperation-in-APEC--Strengthening-Regional-Cooperation)  Accessed: 10 | Ongoing | Done |
| PSU32 | APEC Regional Trends Analysis | SOM  MRT  AMM | [May 2019 Issue: APEC at 30 – A Region in Constant Change](https://www.apec.org/Publications/2019/05/APEC-Regional-Trends-Analysis---APEC-at-30)  Accessed: 5,460 times | Ongoing | Ongoing |
| SOM20 | Technical support in preparing input toward the APEC Vision Group Report | AVG | APEC Vision Group Report and Recommendations (Draft 0, 14 January 2019) | - | 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](https://www.apec.org/Publications/2019/05/Research-Outcomes---Summary-of-Research-Projects-2018)✓  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/video interviews & news briefings | Ongoing | Ongoing |
|  | Infographics | - | Prepare infographics ([The Potential of Remote Areas](https://www.apec.org/Press/Infographics/20190411_remote); [A Delicate Balancing Act](https://www.apec.org/Press/Infographics/20190515_Growth); [APEC at 30](https://www.apec.org/Press/Infographics/20190515_30); [Should We Enable or Regulate Data Use by Business?](https://www.apec.org/Press/Infographics/20190722_Data)) | 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 |