| **ID** | **Name** | **Stakeholders** | **Action** | **Future Milestones** | **Due** |
| --- | --- | --- | --- | --- | --- |
| **Current Projects: Ongoing** | | | | | |
| EC1 | Research on key elements on Structural Reform | EC  SRMM | Liaise with EC to identify particular research topics |  | As required |
| EC4 | Voluntary reviews | EC  Participating Economies | Complete PSU role in assisting economies in undertaking reviews  Exploratory meeting with Indonesia’s MoF (14 May 2010✓ | 2011 as required | As required |
| 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:   * Key Indicators Database * Bilateral Linkages Database | PSU Board  Member Economies | Release of StatsAPEC website✓  Optimization of StatsAPEC for mobile devices✓  Beginning 2011, biannual data updates:   * [First update](http://statistics.apec.org/)✓ * Second update | 1 July 2010  August 2013  June 2017  December 2017 | Ongoing |
| PSU11 | PSU Policy Briefs | SOM  Member Economies | Release Policy Briefs that analyze pertinent policy relevant issues in the APEC region. | On needs basis | Ongoing |
| PSU27 | APEC in Charts 2017 | SOM  AMM | Beginning 2013, annual publication for AMM✓ | November 2017 | Ongoing |
| PSU28 | APEC Regional Trends Analysis | CTI EC  SOM  AMM | Beginning 2016, biannual reports:   * [First report](http://publications.apec.org/publication-detail.php?pub_id=1851)✓ * [Second report](https://www.apec.org/Publications/2017/11/APEC-Regional-Trends-Analysis-2017)✓ | May 2017  November 2017 | Ongoing |
| SOM16 | Support to APEC Services Competitiveness Roadmap | SOM  CTI GOS | Support development of services data & statistics to measure & support implementation of Roadmap; and work with fora responsible for carrying out APEC-wide actions to identify possible statistics to measure progress |  | Ongoing |
| **Current Projects: Discrete** | | | | | |
| CTI37 | Study on Single Window Systems’ (SWS) International Interoperability: Key Issues for its Implementation | CTI | Contractual negotiations & consultant appointment✓  Submission of Inception Report✓ Submission of Progress Report✓  Submission of Draft Final Report  Submission of Final Report | Mid-November 2016 December 2016  May 2017  December 2017  Q1 2018 | Q1 2018 |
| CTI41 | Peer Review and Capacity Building on APEC Infrastructure Development and Investment (Reviewed Economy: Viet Nam) | 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 | 16 May 2017  May 2017  Sep-December 2017  Sep-December 2017  December 2017  Q1 2018  Q1 2018 | Q1 2018 |
| EC19 | Mid-Term Review on Renewed APEC Agenda for Structural Reform (RAASR) | EC | Update on work done intersessionally at EC1  Deadline for economies to submit completed review template  Circulation of Draft Report  Circulation of Draft Final Report  Submission of Final Report at EC2  Submission of Final Report at HLSROM | February-March 2018  28 February 2018  Mid-June 2018  Mid-July 2018  August 2018  August 2018 | Q3 2018 |
| SCSC2 | Developing Indicators to Assess the Strength of Standards and Conformance (S&C) Infrastructure in APEC | SCSC | Contractual negotiations & consultant appointment✓  Submission of Inception Report✓  Submission of Progress Report 1 to SCSC1✓ Submission of Progress Report 2✓  Submission of Progress Report 2 to SCSC2✓  Submission of Draft Final Report to SCSC✓  Submission of Final Report | 9 November 2016  December 2016  20-21 February 2017  August 2017  August 2017  November 2017  Q1 2018 | Q1 2018 |
| SOM17 | Case Studies on Addressing Connectivity Challenges in APEC Economies | SOM | Submission of Inception Report Submission of Progress Report  Submission of Draft Final Report  Submission of Final Report | December 2017  TBC  TBC  TBC | Q4 2018 |
| **Completed Projects** | | | | | |
| CTI28 | Study on the Application of Global Data Standards (GDS) for Supply Chain Connectivity – Phase One | CTI | [Report distributed – February 2017](http://publications.apec.org/publication-detail.php?pub_id=1811) Accessed: 1,410 times | - | Done |
| CTI33 | Peer Review and Capacity Building on APEC Infrastructure Development and Investment (Reviewed Economy: The Philippines) | CTI | [Report distributed – May 2017](http://publications.apec.org/publication-detail.php?pub_id=1853) Accessed: 720 times | - | Done |
| CTI34 | Facilitating Digital Trade for Inclusive Growth: Key Issues in Promoting Digital Trade in APEC (Issues Paper No. 12) | CTI | [Paper distributed – April 2017](http://publications.apec.org/publication-detail.php?pub_id=1839)  Accessed: 2,900 times | - | Done |
| CTI35 | Study on the Application of Global Data Standards (GDS) for Supply Chain Connectivity – Phase Two | CTI | [Report distributed – November 2017](https://www.apec.org/Publications/2017/11/Study-on-the-Application-of-GDS-for-Supply-Chain-Connectivity-Phase-2)  Accessed: 260 times |  | Done |
| CTI36 | Case Study on Supporting Industry Promotion Policies in APEC – APEC Supporting Industry Initiative | CTI | [Supporting Industry Promotion Policies in APEC: Synthesis Report – May 2017](http://publications.apec.org/publication-detail.php?pub_id=1865)  Accessed: 1,630 times  [Case Study on Australia – May 2017](http://publications.apec.org/publication-detail.php?pub_id=1864)  Accessed: 840 times  [Case Study on Mexico – May 2017](http://publications.apec.org/publication-detail.php?pub_id=1863)  Accessed: 800 times    [Case Study on Viet Nam – May 2017](http://publications.apec.org/publication-detail.php?pub_id=1862)  Accessed: 820 times | - | Done |
| CTI38 | Promoting E-commerce to Globalize MSMEs | CTI | [Report distributed – November 2017](http://publications.apec.org/publication-detail.php?pub_id=1900)  Accessed: 330 times | - | Done |
| CTI39 | Trends and Developments in Provisions and Outcomes of RTA/FTAs Implemented in 2016 by APEC Economies | CTI | [Report distributed – October 2017](http://publications.apec.org/publication-detail.php?pub_id=1891)  Accessed: 500 times | - | Done |
| CTI40 | Seminar/Workshop and Studies on Wider Range of Services in Environmental Industries/Businesses | CTI | Workshold on Environmental Services - May 2017  [Sector Study on Environmental Services](http://publications.apec.org/publication-detail.php?pub_id=1897)  [Energy Efficiency Buinesses - October 2017](http://publications.apec.org/publication-detail.php?pub_id=1897)  Accessed: 230 times  [Environmental Damage Remediation Services - October 2017](http://publications.apec.org/publication-detail.php?pub_id=1898)  Accessed: 200 times  [Renewable Energy - October 2017](http://publications.apec.org/publication-detail.php?pub_id=1899)  Accessed: 250 times | - | Done |
| CTI42 | Review of External Indicators to Monitor Progress for APEC SCFAP II | CTI | [Report distributed – November 2017](https://www.apec.org/Publications/2017/11/Review-of-External-Indicators-for-SCFAP-II)  Accessed: 250 times | - | Done |
| CTI43 | APEC’s Bogor Goals Dashboard 2017 | CTI  SOM | [Report distributed – November 2017](https://www.apec.org/Publications/2017/11/Bogor-Goals-Dashboard-2017)  Accessed: 560 times | - | Done |
| EC16 | APEC’s Ease of Doing Business: Interim Assessment 2015-2016 | EC | [Reported distributed – September 2017](http://publications.apec.org/publication-detail.php?pub_id=1886)  Accessed: 560 times | - | Done |
| EC18 | APEC Economic Policy Report (AEPR) 2017: Structural Reform and Human Capital Development | EC | [Report distributed – November 2017](https://www.apec.org/Publications/2017/11/2017-APEC-Economic-Policy-Report)  Accessed: 1,580 times | - | Done |
| GOS1 | Case Studies on the Role of Services Trade in Global Value Chains (GVCs) | GOS  MAG | [Health & Medical Services in Malaysia – February 2017](http://publications.apec.org/publication-detail.php?pub_id=1819)  Accessed: 1,110 times | - | Done |
| IEG2 | Investment Facilitation Action Plan (IFAP) Implementation to Facilitate FDI in APEC: Updates in 2016 | IEG | [Report distributed – May 2017](http://publications.apec.org/publication-detail.php?pub_id=1849) Accessed: 2,180 times | - | Done |
| PPWE2 | The APEC Women and The Economy Dashboard 2017 | PPWE  SOM | [Report distributed – September 2017](http://publications.apec.org/publication-detail.php?pub_id=1887)  Accessed: 2,290 times | - | Done |
| PSU11 | PSU Policy Briefs | SOM  Member Economies | [Trade of Fishery Products and Fisheries Subsidies in APEC (No. 16, January 2017)](http://publications.apec.org/publication-detail.php?pub_id=1805)  Accessed: 1,260 times  [Import Licensing Regimes: An APEC Snapshot and Considerations for their Use (No. 17, January 2017)](http://publications.apec.org/publication-detail.php?pub_id=1806)  Accessed: 1,290 times  [NTMs in ICT Products (No. 18, April 2017)](http://publications.apec.org/publication-detail.php?pub_id=1840)  Accessed: 790 times | Ongoing | Done |
| PSU27 | APEC in Charts 2017 | SOM  AMM | [Publication distributed – November 2017](https://www.apec.org/Publications/2017/11/APEC-in-Charts-2017)  Accessed: 1,730 times | Ongoing | Done |
| PSU28 | APEC Regional Trends Analysis | CTI EC  SOM  AMM | [May 2017 Issue: Globalisation: The Good, the Bad, and the Role of Policy](http://publications.apec.org/publication-detail.php?pub_id=1851)  Accessed: 5,020 times  [November 2017 Issue: Declining Labour Share and the Challenge of Inclusion](https://www.apec.org/Publications/2017/11/APEC-Regional-Trends-Analysis-2017)  Accessed: 900 times | Ongoing | Done |
| SOM15 | Partnerships for the Sustainable Development of Cities in APEC Region | SOM | [Report distributed – June 2017](http://publications.apec.org/publication-detail.php?pub_id=1866) Accessed: 3,920 times | - | Done |
| SOM16 | APEC Services Competitiveness Roadmap (ASCR) Baseline Indicators | SOM GOS | [Report distributed – November 2017](https://www.apec.org/Publications/2017/11/APEC-Services-Competitiveness-Roadmap-Baseline-Indicators)  Accessed: 630 times | - | Done |
| **Collaboration Matters** | | | | | |
|  | Increasing relationships with other international & research fora, and seeking to establish more formalized collaboration, possible joint research & information sharing arrangements where suitable | ASEAN, ADB, ERIA, IMF, OECD, PECC, WB, etc. | Establish ongoing contacts with ADB, ADBI, ASEAN, ERIA, IMF, OECD, PECC, UNCTAD, WB, WEF, WTO, etc  Establish contacts & information sharing arrangements  Undertake joint work as appropriate & in APEC interest  Avoid duplication of effort | Ongoing | Ongoing |
| **Communication Matters** | | | | | |
|  | Research Outcomes: Summary of Research Projects 2016 | APEC Stakeholders | Beginning 2012, [annual publication](http://publications.apec.org/publication-detail.php?pub_id=1847)  Acccessed: 1,430 times | Ongoing | Done |
|  | Electronic mailer | APEC Stakeholders | Beginning 2012, electronic mailer for mailing list | Ongoing | Ongoing |
|  | Media activities | APEC Stakeholders | Prepare news releases  Participate in media interviews and briefings | Ongoing | Ongoing |
|  | PSU webpages | APEC Stakeholders | Maintain, update & improve contents in [PSU webpages](http://www.apec.org/About-Us/Policy-Support-Unit.aspx) | Ongoing | Ongoing |
|  | Infographics | APEC Stakeholders | [The Challenge of Inclusion, Snapshots from the APEC Regional Trends Analysis, November 2017](https://www.apec.org/Press/Infographics/The-Challenge-of-Inclusion-Snapshots-from-the-APEC-Regional-Trends-Analysis)  [The State of Women in APEC, Snapshots from the APEC Women & The Economy Dashboard, September 2017](https://www.apec.org/Press/Infographics/The-State-of-Women-in-APEC-Economies)  [Globalization: The Good, the Bad, and the Role of Policy, Snapshots from the APEC Regional Trends Analysis, May 2017](https://www.apec.org/Press/Infographics/Globalization) | Ongoing | Ongoing |
|  | Speaking engagements | APEC Stakeholders | Participate in and speak at internal and external events | 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 | Bi-annually  Annually  After each meeting  Ongoing |
|  | Mid-term review | PSU Board  SOM | Review the work and operations of the PSU and on the effectiveness of the PSU’s outputs from its establishment to 2016 and to provide recommendations for the strategic direction of the PSU | - | Done |