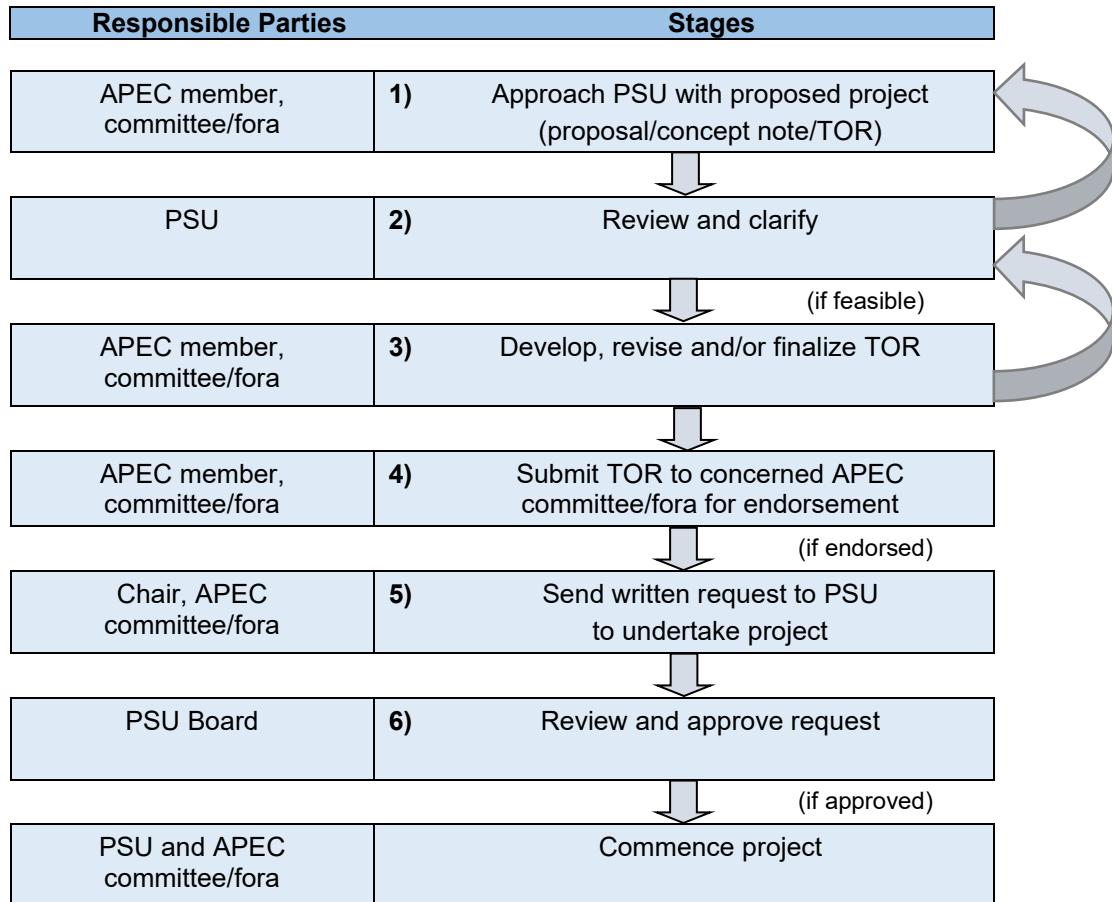


## PSU Project Development and Approval Process

The key stages for the development and approval of projects are as follows:



- 1) APEC member approaches and seeks the views of the PSU on a proposed project (proposal, concept note or terms of reference (TOR)).
- 2) The PSU holds discussions with APEC member, seeking further information or clarification on the proposed project and ensuring it contributes to APEC's goals or priorities and advances the APEC Putrajaya Vision 2040\*.
- 3) The PSU assesses its capacity, resources and expertise to undertake the proposed project, and works with APEC member to develop, revise and/or finalize the TOR if it is able to undertake the project.
- 4) APEC member seeks endorsement from committee/fora concerned on the TOR.
- 5) If endorsed, Chair of concerned committee/fora provides a written confirmation of the endorsement and a request to undertake the project to the PSU.
- 6) The PSU seeks the Board's approval to undertake the project, and informs concerned committee/fora of the decision accordingly.

(\*) The APEC Putrajaya Vision 2040 is available at: [https://www.apec.org/meeting-papers/leaders-declarations/2020/2020\\_aelm/annex-a](https://www.apec.org/meeting-papers/leaders-declarations/2020/2020_aelm/annex-a)