

ANNEX 9

INDEPENDENT ASSESSMENT OF THE ECOTECH IMPLEMENTATION OF APEC WORKING GROUPS AND SOM TASKFORCES: EMERGENCY PREPAREDNESS WORKING GROUP (EPWG)

Recommendations by Independent Assessor	Comments from member economies and/or APEC Secretariat	Suggested Action to be taken by SCE or EPWG	Proposed timeline to implement the recommendation by SCE or EPWG	Agreement on the suggested action (Yes/No)
RECOMMENDATIONS TO SCE				
<p>Recommendation to SCE1. Encourage greater inclusion of emergency preparedness into APEC working groups’ TOR and long-term work plans/strategies; EPWG can support and advise as needed.</p>	<p>APEC Secretariat As a fundamental part of its role, the Secretariat has been tasked to encourage efforts at cross-fora collaboration to increase convergence and avoid any risks of duplication. We are examining ways of strengthening the exchange of information between PDs within the Secretariat to facilitate stronger dialogue on projects.</p> <p>SCE Members Collaboration between working groups on the margins of major meetings or electronically could help achieve cross-fertilisation. Program Directors could also play a role here.</p> <p>This recommendation is valid in light of the fact that natural disasters have intensified in recent years. The cooperation between EPWG and SMEWG has been strengthened and other working groups should also collaborate with EPWG.</p>	<p>SCE encourages the EPWG to seek continued and increased cooperation, including projects, in with other fora</p>	<p>Ongoing</p>	<p>YES</p>
<p>Recommendation to SCE2. Explore alternative funding sources and advice for APEC projects to decrease economies’ reliance on APEC funding.</p>	<p>APEC Secretariat The Secretariat encourages the possibility of exploring alternative funding sources (UN, WB or bilateral agencies) particularly when trade links cannot be articulated/demonstrated to strongly justify the use of APEC funds.</p>	<p>PMU/BMC to explore types of funding options are available</p>	<p>SCE2 2012</p>	<p>YES</p>

	<p>SCE Members Develop a mechanism for identifying, tracking and alerting economies to alternative funding resources; create incentives for alternative funding sources to invest in disaster prevention.</p> <p>In order to solidify this recommendation, it is also suggested that the potential funding sources are also stated. Furthermore, each working group should examine the possible funding sources.</p>			
<p>Recommendation to SCE3. Develop performance guidelines for EPWG projects to ensure that funding is well-utilised, goals are met, and results showcased.</p>	<p>APEC Secretariat Revised project procedures approved by BMC in 2010 include as an aim to encourage the use of performance measurement in APEC projects and include targeted and measurable objectives that can be independently assessed. At BMC3, a paper on conducting longer term evaluations of APEC projects was endorsed by members and approved by SOM. The evaluation exercise is scheduled to commence in mid 2012.</p> <p>SCE Members</p>	In process by the BMC/PMU.	N/A	YES
<p>Recommendation to SCE4. Install a more prescriptive monitoring and reporting system for APEC work.</p>	<p>APEC Secretariat Under the guidance of the BMC, the Secretariat is examining options for improving the collection of project related information in monitoring and completion reports to improve the overall quality of APEC funded projects. This information will also be useful in undertaking longer term evaluations of APEC funded projects.</p> <p>SCE Members Monitoring and evaluating the effectiveness of projects is critical. However the system that is adopted to achieve this should draw on the existing processes established by the Secretariat and should not distract the EPWG from its core business.</p>	BMC/PMU to update EPWG on progress on project to examine options.	EPWG1 2012	YES

<p>Recommendation to SCE5. Discuss ways to measure how APEC fora incorporate gender considerations, the Hyogo Framework of Action (HFA), and contribute to the Bogor Goals.</p>	<p>APEC Secretariat The establishment of the PPWE and its recently approved Terms of Reference are relevant in this context. The PPWE PASC is intended to work in collaboration with the PMU to ensure that each project adequately addresses gender issues.</p> <p>SCE Members APEC Fora could be required to submit a yearly report on how its projects have incorporated gender considerations, the HFA and progress towards the Bogor Goals. The Secretariat could amalgamate these reports into a single overarching document for tabling and discussion at CSOM.</p>	<p>Have this as an agenda item for the next EPWG meeting for further discussion. PPWE representation at this meeting to contribute to a discussion on creative ways to include a gender component in EPWG's work could be of value.</p>	<p>EPWG1 2012</p>	<p>YES</p>
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RECOMMENDATIONS TO EPWG				
<p>Recommendation to EPWG 1. Define EPWG Chair(s)' role and selection process.</p> <ul style="list-style-type: none"> Define and make known the role and working arrangements of the EPWG Chair(s) Develop a selection process that is fair, transparent, consistent, and based on consensus Ensure a reasonable period of transition between the incumbent and new Chair(s) Stagger EPWG Co-Chair terms to enable an experienced economy to serve with an inexperienced one Promote EPWG Chair(s) diversity in geography, developmental levels and gender considerations 	<p>APEC Secretariat Australia and Indonesia have been EPWG Co-Chairs for seven years; other economies have not expressed an interest in assuming this role.</p> <p>SCE Members The Chair of the EPWG Steering Committee Secretariat should take the lead here (in consultation with the current EPWG co-chairs and Secretariat) and institute a workable process after consultation with all APEC economies.</p> <p>Is there some sort of open election annually in which these two are perpetually re-elected? If not, there should be some kind of re-election or nomination process. Even the incumbents would need to be re-nominated/ re-elected.</p>	As per the recommendation	SCE2 2012	YES
<p>Recommendation to EPWG 2. Define EPWG Steering Committee role, and encourage greater activity.</p> <ul style="list-style-type: none"> Determine if the EPWG's Steering Committee Chair is needed, and if so, determine its role and responsibilities Develop a selection process for the EPWG Steering Committee Chair that is fair, transparent, consistent, and based on consensus Encourage greater engagement of Steering Committee, including by assessing projects, by providing feedback to the relevant economies, and by providing training on the use of the 	<p>APEC Secretariat The Secretariat encourages efforts of improving the QAF and the composition of the SC to achieve better quality outcomes.</p> <p>SCE Members In our view, the Steering Committee should retain the position of Chair as the key coordinator of the Committee's activities. The Committee's de facto role as assessor of projects and provider of feedback and training on use of the QAF should be formalised. The Committee's other EPWG activities should be kept to a minimum to ensure that the assessment role takes precedence. This would relieve the Program Management Unit and Program Director of some of</p>	As per the recommendation	SCE2 2012	YES

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RECOMMENDATIONS TO EPWG				
<p>Quality Assessment Framework (QAF)</p> <ul style="list-style-type: none"> Standardise the Steering Committee members- term- it should run on a staggered, rotational basis Cap the number of Steering Committee members, based on such factors as geographical, development, and gender diversity Consider creating a separate email list for the Co-Chairs and the Steering Committee 	<p>its burden, freeing up resources for other aspects of the EPWG's work. The Steering Committee's terms of reference should also be clarified and the number of its members reduced to a workable number to prevent the committee becoming too unwieldy. The Steering Committee could also develop performance guidelines for EPWG projects.</p>			
<p>Recommendation to EPWG 3. Improve EPWG's administrative resources and processes.</p> <ul style="list-style-type: none"> Explore how EPWG Program Directors can be provided with more administrative resources Notify EPWG member economies in advance of administrative changes or plans Discuss ways which allow the EPWG Steering Committee to take a greater lead in EPWG work and activity. 	<p>SCE Members Here, funding is of the essence. Relieving the PMU and PDs of some of their responsibilities, e.g. by devolving them to the Steering Committee and/or EPWG chair/co-chairs, could help here.</p> <p>It is not clear what the EPWG PD is lacking that they need to do a better job, if there is a problem this may be an issue for BMC to discuss</p>	As per the recommendation	SCE2 2012	YES
<p>Recommendation to EPWG 4. Encourage greater and wider EPWG member participation.</p> <ul style="list-style-type: none"> Explore ways to attract EPWG economies to attend and actively participate in meetings Distribute electronically meeting minutes and other documents as quickly as possible See how the APEC Information 	<p>APEC Secretariat Average meeting attendance is 13 economies and around 40 participants. No attendance of other APEC fora or organizations outside APEC was registered in the last meetings.</p> <p>SCE Members The Secretariat could promote some of the side-benefits of attendance – e.g. opportunities to lobby face-to-face for co-sponsoring of projects; lobbying</p>	As per the recommendation	SCE2 2012	YES

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RECOMMENDATIONS TO EPWG				
<p>Management Portal (AIMP) can be utilized more effectively for communications and information sharing</p> <ul style="list-style-type: none"> Schedule periodic meetings with the APEC Communications and Public Affairs Unit on latest resources to promote greater and more engaged communications Ensure that economies absent from meetings be kept abreast of proceedings and developments, perhaps uploaded through the EPWG website, as well as the normal AIMP 	<p>for joint funding of projects etc.</p> <p>In our view, an average attendance by 13 out of 21 APEC economies at APEC meetings is NOT a poor average given the logistics involved.</p> <p>It is recommended that the APEC AIMP be used more effectively, so that EPWG members can communicate with each other. This suggestion is also useful for other working groups. The AIMP can allow economies to share information.</p> <p>Close cooperation with the APEC Communications and Public Affairs Unit is another valid suggestion for all working groups, as working groups need to strengthen outreach.</p> <p>Is EPWG work effectively publicized? EP has potential to be “sexy” to the public if highlighted well in press releases etc.</p>			
<p>Recommendation to EPWG 5. Optimize EPWG website.</p> <ul style="list-style-type: none"> Decide the purpose and application of both EPWG website and APEC EPWG webpage Harmonize information that is posted on both websites Install a plan for maintenance and periodic updates of the EPWG website, including meetings and contact lists of member economies and APEC Secretariat Program Director Consider mutual links from EPWG 	<p>APEC Secretariat The EPWG has an Intranet supported by Chinese Taipei, which is used for disseminating information and to upload presentations and reports that have emanated from EPWG meetings taking place away from plenary meeting.</p> <p>SCE Members This is a key recommendation but one that will require ongoing IT and other resources. In our view the EPWG website should be linked into the APEC website to avoid confusion and duplication.</p>	<p>As per the recommendation. The EPWG website should be linked into the APEC website.</p>	<p>SCE2 2012</p>	<p>YES</p>

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RECOMMENDATIONS TO EPWG				
<p>website to other APEC for a, and related non-APEC bodies</p> <ul style="list-style-type: none"> Review which and where downloadable internal and external documents and publications should be stored; determine the appropriate security measures Decide the purpose, application, and management of the EPWG newsletter 				
<p>Recommendation to EPWG 6. Promote greater and more regular communications within APEC fora and related non-APEC bodies, especially the private sector.</p> <ul style="list-style-type: none"> Seek greater input on emergency preparedness (e.g. presentations and discussions) by international organizations, private sector bodies and other APEC fora in EPWG meetings and activities. Consider EPWG attendance and presentations at the meetings of other APEC fora and non-APEC bodies, as well as formal feedback at EPWG meetings Establish ongoing and mutual communications with relevant APEC for a, distributing updated information to EPWG member economies Examine ways to promote the EPWG within member economies, APEC fora and wider non-APEC community Consider which working groups to collaborate on relevant projects 		As per the recommendation	SCE2 2012	YES

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RECOMMENDATIONS TO EPWG				
<p>Recommendation to EPWG 7. Discuss ways for more and faster project feedback and review.</p> <ul style="list-style-type: none"> • Explore ways to get faster EPWG member economy feed-back • Discuss how EPWG can give more time for project proposal discussion and review 	<p>SCE Members Optimising the EPWG website would facilitate this.</p>		SCE2 2012	YES
<p>Recommendation to EPWG 8. Assess EPWG work in incorporating gender considerations, the Hyogo Framework of Action (HFA), and contribute to the Bogor goals; discuss with SCE.</p> <ul style="list-style-type: none"> • Consider more in-depth discussion and review of project proposals, including on whether projects support the Bogor Goals and gender through the QAF criteria and Steering Committee project assessment phase • Explore ways to achieve a better gender balance in EPWG leadership – for example, the balance at EPWG meetings could be tracked and participation by more women encouraged if necessary • Consider further collaboration with the Gender Focal Network, or future Policy Partnership for Women in the Economy 	<p>APEC Secretariat Under the guidance of the BMC, including through revised project procedures in 2010, and in the context of the establishment of the PPWE, the secretariat continues to encourage the incorporation of gender considerations into APEC projects and stronger engagement with the secretariat Gender Focal point.</p> <p>SCE Members As above, APEC Fora could be required to submit a yearly report on how its projects have incorporated gender considerations, the HFA and progress towards the Bogor Goals.</p>	<p>As per the recommendation Have this as an agenda item for the next EPWG meeting for further discussion. PPWE representation at this meeting to contribute to a discussion on creative ways to include a gender component in EPWG's work could be of value.</p>	SCE2 2012	YES