



Asia-Pacific  
Economic Cooperation

# APEC Secretariat Report

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22-26 October 2019  
EGNRET 53 Meeting

**Advancing** Free Trade  
for Asia-Pacific **Prosperity**

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# PROJECT SESSION 1, 2019

## Overall Outcomes

Number of Concept Notes submitted	103*
Number of Concept Notes approved in-principle	52
Approval rate	50%
Average approval rate (5 years)	42%
*includes 3 ineligible.	



# PROJECT SESSION 1, 2019

## EWG Outcomes

Project Number	Title	Proposing Economy	Outcome/Status
EWG 01 2019A	APEC Low-Carbon Model Town (LCMT) Project Dissemination Phase 3	Japan	BMC approved and SOM in process
EWG 02 2019A	Filling the Gap to Reach the Goal of Doubling Renewable Energy in the APEC Region-Phase 2	Chinese Taipei	BMC approved
EWG 03 2019A	APEC Multi-stakeholder Dialogue on Promoting Renewable and Clean Energy Policies	Viet Nam	BMC approved
EWG 04 2019A	Exploring Co-Benefit Opportunities for Renewable and Energy Efficiency Projects in the APEC Region	Thailand	BMC approved
EWG 05 2019A	Sustainable Mobility: Routes for integrating the Energy and Transport Sectors for Urban Cities	United States	BMC approved
EWG 06 2019A	APEC Workshop on University Collaboration to Support Data Gathering and Analysis in Energy Efficiency and Renewable Energy	United States	BMC approved



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# PROJECT SESSION 2, 2019

## Overall Outcomes

Number of Concept Notes submitted	119
Number of Projects approved	64
Approval Rate	54%
Average Approval Rate (5 years)	50%
Project Proposals for Project Session 2 will be due on Wednesday 20 September.	



# PROJECT SESSION 2, 2019

EWG Outcome: All CNs got funding!

Project Number	Title	Proposing Economy	Outcome
EWG 07 2019A	APEC Peer Review on Energy Efficiency (PREE) Phase 10	Japan	In principle approval
EWG 08 2019A	Energy Intensity Reduction in the APEC Regions' Urbanised Cities	Hong Kong, China	In principle approval
EWG 09 2019A	APEC Workshop on the Use of Pumped Storage Hydropower to Enable Greater Renewable Energy Use and Reliable Electricity Supply	Australia	In principle approval
EWG 10 2019A	APEC Workshop on Strategies and Successful Case Studies on Solar Energy	Viet Nam	In principle approval
EWG 11 2019A	Accommodating Disruptive Technology into RE&EE Policy for Energy Security	Thailand	In principle approval
EWG 12 2019A	Evaluation of Energy Technologies, Programs and Policies	USA	In principle approval
EWG 13 2019A	Demonstration and Promotion of Energy Resilience Tool based on Solar-Powered Emergency Shelter Solutions (SPESS) for Natural Disaster in APEC	China	In principle approval

# Project Session 1, 2020

- **Project Session 1 (2020)** dates and funding availability will be advised after December this year. Monitor the APEC website or contact your Program Director.

## <Optional Review Process>

- Deadline for CN submission by Economy Representative or Project Overseer (PO) : 02 October 2019
- CNs submitted to APEC Secretariat by EG/TF Secretariat: 09 October 2019
- At the EWG58 meeting (16-17 October), proposing member economies will be able to make a brief presentation on your draft CN and seek feedback and co-sponsorship from members if they wish.



# PROJECT UPDATES

## Key Information

- **Monitoring Reports (MRs)** are due on 1 February and 1 August for projects selected in 2017 and earlier. 2018 and 2019 projects are due once-yearly on the date advised to POs in the Letter of Acceptance (either 1 April or 1 October).
- According to data collected by PMU and submitted to BMC3, EWG's PO on time submission rate was 44% during the period from August 2018 to March 2019. The rate was lower than average of all fora (64%).
- **Completion Reports (CRs)** are due within 2 months of the end of a project.
- According to data collected by PMU and submitted to BMC3, EWG's PO on time submission rate was 20% during the period from August 2018 to March 2019. The rate was lower than average of all fora (32%).
- Penalties apply for late submission of MRs and CRs.



# KEY ADVICE FOR PROJECT IMPLEMENTATION

## How to have a successful workshop:

- Give at least sufficient notice to members of workshops, nomination requests.
- Do your research and use your networks to find the right participants and speakers (don't rely on members to find them for you).
- Involve relevant International Experts and organizations as speakers, ensuring you follow the Guidelines on Managing Cooperation With Non-members.
- Invite a representative(s) of other APEC working groups if relevant.
- Work closely with your Secretariat Program Executive on travelers approvals and acquittals.





# KEY ADVICE FOR PROJECT IMPLEMENTATION

## **Be familiar with and follow APEC procurement rules:**

- *Guidebook* Chapter 12 on Contracting
- Procurement takes time! Refer to your Letter of Acceptance for suggested timelines.
- Different requirements for contracts below USD 5,000; 20,000; 50,000; 50,001 and above.
- When evaluating bids, ensure that the specified Evaluation Criteria identified in the Request For Proposal (RFP) documentation are used to evaluate the bids.
- **For over USD 50,001 get your proposal assessment panel together early. Only members of your forum officials (or their nominated delegates) can be assessors.**
- Use the RFP timeline and correct templates  
<http://www.apec.org/Projects/Forms-and-Resources.aspx>



# 2019 APEC GENDER FOCAL POINT REPORT

- One of the ways the APEC Secretariat supports the mainstreaming of gender issues in APEC is through the Secretariat's annual Gender Focal Point Report (GFP Report)
- Aim of GFP Report is to update PPWE members on how well APEC projects are (or are not) addressing gender issues
- This year, PPWE requested that the GFP Report be shared with all APEC working groups, since it has findings relevant across APEC

## *2019: An Increased Focus on Gender Issues*

- With Chile setting “Women, SMEs and Inclusive Growth” as a priority for 2019, there has been an increased, and welcome, focus on gender issues throughout APEC
- A number of new gender focused projects initiated by a wide range of APEC fora – for example, ATCWG has launched new project focused on women and corruption. First time this group has focused on gender issues.



## *GFP Report: target setting*

- In quality assessment of APEC projects, Secretariat encourages all POs to set targets of at least 30% (but not more than 50%) for number of women speakers and participants involved in their APEC funded project events
- Secretariat tracked gender targets set in APEC projects initiated in 2018 and found:
  - More than half of APEC projects initiated in 2018 have targets of 30%+ for female speakers and participants
  - But, only 12% have balanced speaker and participant targets (i.e. 50%)
- **PPFS and HRDWG** stand out groups in this area: majority of PPFS and HRDWG project proposals from last project round include target of between 40% and 50% for female speakers and participants.
- Secretariat now collects data on whether targets are being met. Will provide performance data for all APEC groups in next GFP Report.



## *GFP Report: female representation at APEC project events*

- Female representation in APEC-funded project events in 2018:
  - **44% of participants were female**
  - **32% of experts and speakers were female**
- Looking at ways to increase these figures, particularly for experts and speakers

## *GFP Report: Notable work and outcomes*

- Excluding PPWE, following are the groups with highest average female participation rates: **CTI, EC, HWG and SCSC**
- Two projects that stand out:
  - **EWG 10 2017A** on “Electromobility: Infrastructure and Workforce Development” led by Chile
  - **TWG 01 2016A** on “Volun-Tourism Best Practices: Promoting Inclusive Community- Based Sustainable Tourism Initiatives” led by PNG
- Both of these projects, while not primarily focused on gender issues, took a proactive approach to addressing relevant gender issues in their project design



# RESOURCES

Full GFP Report is available here:

[http://mddb.apec.org/Documents/2019/PPWE/PPWE1/19\\_ppwe1\\_010.pdf](http://mddb.apec.org/Documents/2019/PPWE/PPWE1/19_ppwe1_010.pdf)

Visit the **PO Toolkit** page:

<https://www.apec.org/Projects/Forms-and-Resources>

Visit the **Project Quality: Training and Guidance** page:

<https://www.apec.org/Projects/Project-Quality-Training-and-Guidance>



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