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# APEC Secretariat Update

Joint EGNRET/EGEEC Presentation, 28 March  
Jeju Island, Korea

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Penelope Howarth, Program Director

# Key APEC developments of relevance to EWG



## **APEC Strategy for Green and Sustainable MSMEs**

- SMEWG to lead development for adoption in November 2017, in close coordination with all relevant APEC fora

## **Framework for Multiyear APEC Program on Food Security and Climate Change**

- enhancing cooperation on implementing climate friendly and resilient food systems
- multi-disciplinary, multi-stakeholder approach in cooperation with the [APEC Climate Center \(APCC\)](#) based in Busan

# Collaboration for Impact



**WHY: Collaborating with other groups / projects / organisations - where's the value-add?**

**HOW: What is already being done to collaborate?**

- Project based collaboration - Workshops, Experts, Reports (eg EGEEC projects with SCSC)
- Participation in High-level discussions - 3 year and ad hoc guests at EWG, Expert Group and TFs, EMM engagement
- SCE-COW meeting (with other APEC fora)
- Plenary meetings (eg PPFS)

**WHAT more needs to be done? Who needs to do it?**

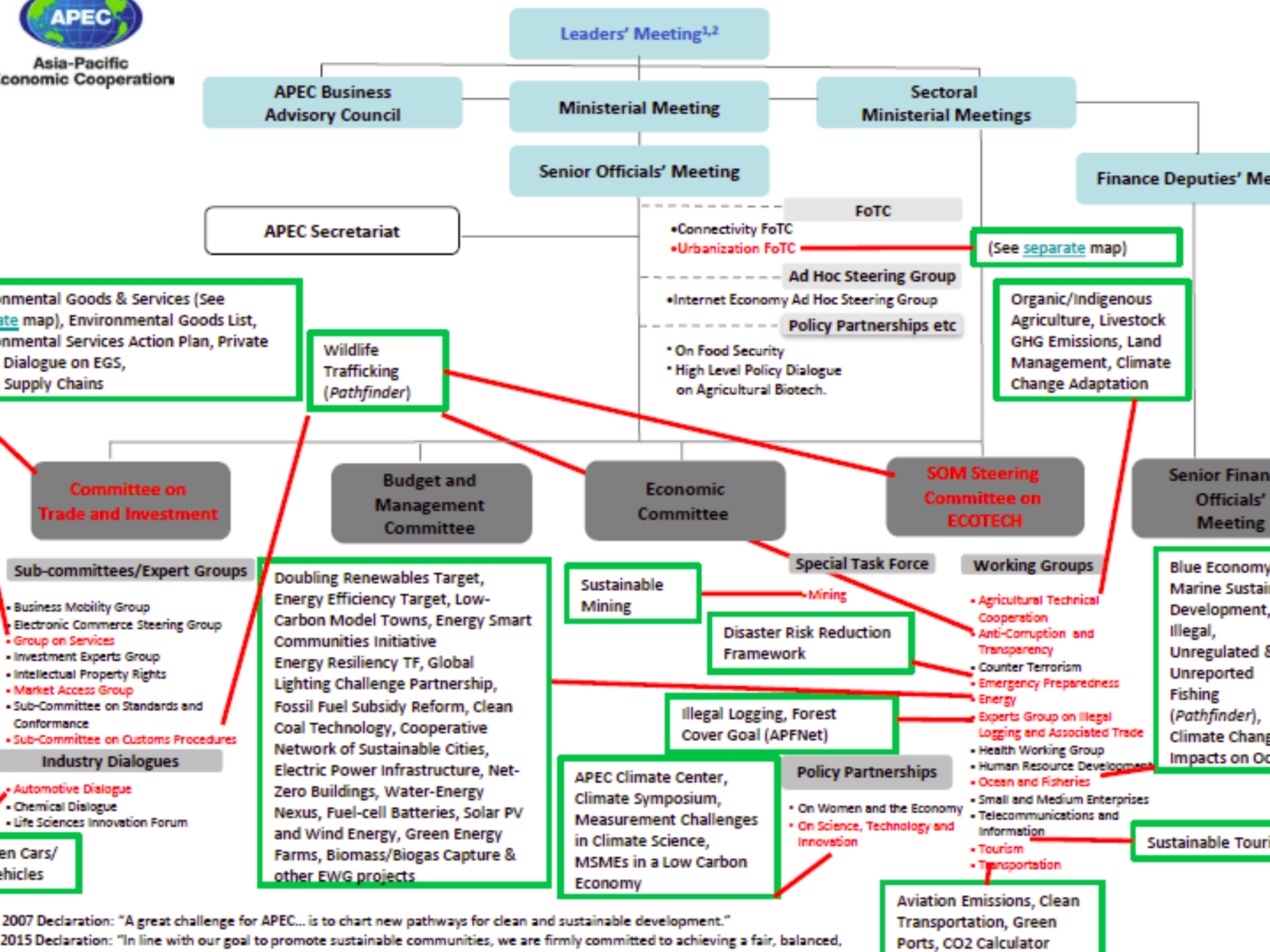
# Collaboration for Impact



## Purpose of the APEC Cross-cutting maps

- Promote awareness of multitude of work in separate APEC fora on cross-cutting issues
- To stimulate engagement between APEC fora to exploit synergies through stronger communication and collaboration where appropriate (eg EGNRET and PPFS)

Living documents



# Cross-fora Issues



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## Many projects in other APEC Working Groups are working on energy

Project No and Title	Economy	APEC Fora	Relevant EWG Expert Group	Year Approved
Best Practices Sharing and Technical Capacity Building for Measurement and Verification Standards of Energy Savings (SCSC 17 2016A)	China	SCSC	EGEEC	2016
APEC Workshop on Enhancing Policy Environment to Promote SMEs' Participation in Energy Efficiency Products Market (SME 04 2016A)	Vietnam	SMEWG	EGEEC	2016
APEC Workshop on Renewable Energy Potentials for Small and Medium Enterprises (SME 05 2016A)	Vietnam	SMEWG	EGNRET	2016
Capacity Building and Awareness Project on Enhancement of Total Environmental Efficiency (Energy/Carbon and Material Efficiency) through MFCA, ISO 14051 (CTI 18 2015A)	Japan	SCSC	EGEEC	2015
APEC – Enhancing Aviation Connectivity and Emissions Reduction via Implementation of Performance-Based Navigation (PBN) Assistance Program (TPT 05 2015A)	USA	TPTWG	EGEEC	2015
Improving MSMEs Competitiveness through Low Carbon Economy Project (PPSTI 03 2015A)	Philippines	PPSTI	EGEEC	2015
Textbook Development for Energy Efficiency, Energy Security and Energy Resiliency - A Cross-Border Education Cooperation through Lesson Study (03 2015A)	Japan and Philippines	HRDWG	EGEEC / ERTF	2015

# Cross-fora Issues

EWG's work is increasingly relevant to other groups  
How to harness the synergies for impact?



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## Urbanisation SOM FoTC

LCMT, CNSC, NZEB...

## Food Security (PPFS and ATCWG)

New Climate Change and Food Security Initiative

Examples Green farms, Solar and Agriculture, Energy-Water Nexus

## Emergency Preparedness (EPWG)

DRR Action Plan

Examples ERTF agenda, OGSi, Solar Powered Emergency Shelters

## SMEs (SMEWG)

Biopellets Heating project

## Telecommunications (TELWG)

Cyber-Energy Nexus

AND OTHERS...

# Results of EWG Projects: Project Completion Reports



## Some key observations from Completion Reports:

- **Achieving project objectives:** POs reported that their projects generally delivered the outputs that were approved by members. Multi-phase projects (eg PREE) in particular were also able to demonstrate progress in achieving desired project outcomes.
- **Collaboration:** Strong engagement with relevant external partners (eg private sector, international organisations)
- **Low participation:** Many projects were affected by low participation by APEC Economies (4-10 economies out of the 21 members attended the project workshops) resulting in major (40-70%) underspends on travel and per diem budgets
  - Are there any lessons from POs that could be shared from projects which had relatively high levels of participation??
- **Gender imbalance:** Around 20% of speakers were women, around 30% of participants were women



# Results of EWG Projects: Longer-term Project Evaluation



2013	2016
17 participant respondents for 8 EWG projects	77 total respondents from 24 EWG projects
88% felt the project focussed on an important or top priority (top two possible choices in the survey scale).	81% indicated that the project focussed on an important or top priority. <u>This is higher than the APEC-wide 2016 average of 76%.</u>
94% indicated that they applied what they had learned in the project almost every week or infrequently but as a regular part of their jobs.	98% of EWG participants applied what they had learned in the project almost every week or infrequently but as a regular part of their jobs. <u>This is slightly higher than the 96% for overall APEC.</u>
Approximately 53% of participants felt that sustainable changes in policy or practice had occurred due to this workshop (PREE was higher than JODI).	53% of the participants indicated that the project contributed to changes in policy or practice within their division or department. <u>This is the same as the APEC average of 53%.</u>

# EWG/APEC Project Approval Process: 2017– Dates and Deadlines



**Session 2, 2017:** Concept notes being endorsed and scored at EWG53 in April 2017  
EWG Scoring results announced at EWG53  
'In principle' funding decision to be advised in September 2017

**Project Proposals** for Concept Notes approved in Session 2 will be due after the funding decision announcement

**\*\*\*\*\*Please schedule project workshops bearing in mind the approvals timing IE no workshops should be scheduled under S2 projects before December 2017\*\*\*\*\***

**Dates with detailed explanations are available on the APEC website: see <http://www.apec.org/Projects/Applying-for-Funds.aspx>)**

# APPROVAL PROCESS:

## How are projects approved currently?



EWG Expert Group/Task Force reviews and endorses Concept Notes



EWG endorses and scores Concept Notes (/20) using Scoring Template



APEC Secretariat assesses eligibility of Concept Notes for ASF sub-funds (if applicable)



Committees score Concept Notes (/40) using Scoring Template



Concept Notes matched to available funding, starting with the highest scores;  
BMC approved Concept Notes developed into Project Proposals



Project Proposals assessed for quality by Forum and APEC Secretariat



Proposals recommended to BMC (projects >US\$200,000 require SOM approval)

# APPROVAL PROCESS: What does the future hold?



## Project reform

Budget and Management Committee members decided to reform the APEC project approval process at SOM1 2017. Changes will come into force from Session 1 2018. This will mean that:

- There will only be one forum responsible for scoring all the projects applying for Energy Efficiency and Low Carbon Measures sub-fund
- EWG will score all projects applying for EELCM Sub-fund, from all APEC fora
- The *Guidebook on APEC Projects* and project templates will be reviewed in light of changes to the APEC project process
- EWG members will consider how it will address the project reforms in terms of its own project process at EWG53 in April.

# PROJECT IMPLEMENTATION: Monitoring and Completion Reports



## **Monitoring Reports (MRs):**

- Monitoring reports are due every 6 months on 1 February and 1 August

## **Completion Reports (CRs):**

- Completion reports are due within 2 months of the project's completion

## **Requirements:**

- Report templates can be found at <http://www.apec.org/Projects/Forms-and-Resources.aspx>

## **Failure to submit MRs or CRs:**

- POs with outstanding MRs are ineligible to submit new Concept Notes or have any proposal approved until all overdue reports are submitted
- Any APEC forum whose project has not submitted a CR is ineligible to submit new Concept Notes or have any full proposal approved until all overdue reports are submitted

# PROJECT IMPLEMENTATION

## How to avoid delays, headaches and disappointment



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

- *Guidebook* Chapter 12 on Contracting
- Different requirements for contracts below USD 5,000; 20,000; 50,000; 50,001 and above
- For over USD50,001 get your proposal assessment panel together early and remember **only EWG officials (or their nominated delegates) can be assessors!** (Co-sponsors pls help)
- Use the RFP timeline and correct templates <http://www.apec.org/Projects/Forms-and-Resources.aspx>

### **How to have a successful workshop:**

- Give at least 2 months notice to EWG members of workshops, nomination requests
- Do your research and use your networks to find the right participants and speakers – don't just rely on EWG members to find them for you
- Involve relevant International Experts and organisations as speakers
- Invite a representative(s) of other APEC working groups if relevant
- Work closely with Norila (EWG Program Executive) on travelers approvals and acquittals

# PROJECT IMPLEMENTATION

## Gender and EWG



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### Results so far – attendance for EWG project events

#### For projects completed 2013-16

Projects Completed in	Speakers					Participants				
	Total	Male	M %	Female	F %	Total	Male	M %	Female	F %
2013-2015 (20)	118	94	80%	24	20%	1494	1019	68%	475	32%
2016 (13)	177	135	76%	42	24%	995	713	72%	282	28%

Potential to include gender more substantively in technical discussions for more EWG projects, as indicated in approved project proposals.

PO comment: 'It would be useful for the APEC Secretariat to help maintain a list of experts in various fields, such as fossil fuel subsidy reform, particularly female participants, in order to help project overseers hold more gender balanced workshops.' - For members' discussion and resourcing (eg project/partnership?)

# PROJECT RESOURCES:

## Further assistance



### Further assistance on projects can be found:

In the *Guidebook on APEC Projects and Proposal Development Materials*:

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

On the *APEC Project Database* public site:

- [http://member.aimp.apec.org/pdb\\_sites/default.aspx](http://member.aimp.apec.org/pdb_sites/default.aspx)

Through the APEC Secretariat, via the EWG Program Director and Program Executive:

- Program Director: Penelope Howarth [ph15@apec.org](mailto:ph15@apec.org)
- Program Executive: Norila Mohd Ali [nma@apec.org](mailto:nma@apec.org)
- All EWG POs will be given access to the new **EWG Project Overseer Toolkit** of key forms and resources for use during project implementation





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**Thank you!**  
**Feedback and discussion  
welcome...**