出國報告（出國類別：國際會議）

2016APEC SOM1 商務移動人士小組(BMG)系列相關會議

2016 APEC SOM1 Business Mobility Group (BMG) Series Meetings

服務機關：外交部領事事務局
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出國期間：105 年 2 月 19 日至 2 月 25 日
報告日期：105 年 3 月 7 日

目次

一.摘要……3

二.目的……4

三.過程……5

四.心得與建議……9

附錄-會議議程資料

一.摘要

本(2016)年亞太經濟合作會議(APEC) 第一次資深官員會議(SOM1)，係於輪值主辦國秘魯利馬舉行。本項會議屬 APEC「貿易暨投資委員會」項下之「商務人士移動工作小組」(BMG)，由各經濟體與會代表就如何促進經濟體間商務人士移動便利相關議題，進行討論及合作，其最重要成果爲推廣亞太商務人士旅行卡(ABTC)以便利持卡人於經濟體間免申請額外簽證通行。本年本項會議除續就亞太商旅卡之推動、強化及運行實務等議題討論，亦進行其他便利商務人士移動多元提案討論；另商務人士跨國境移動涉及各經濟體邊境安全管理層面，亦爲 BMG 工作小組討論重點。

二.目的

爲促進亞太地區經濟成長及合作，亞太經濟合作(APEC)論壇於民國 78 年(1989)創立，我國於民國 80 年(1991)加入，至今 APEC 有 21 經濟體，經濟體貿易量約占全球 47%，APEC 爲論壇平台模式，提供各經濟體平等對話平台，運作模式爲尊重各經濟體自主空間，對會議決議採取共識決並尊重經濟體自主約束。

APEC 每年依層級召開一次非正式領袖會議、一次部長級會議及三次資深官員會議(SOM)，以決定 APEC 進程及經濟合作方向；另 APEC 項下設立三個主要委員會：貿易暨投資委員會、預算暨行政委員會及經濟委員會，各委員會下各設立數個工作小組於資深官員會議時就相關議題進行討論。本次參與之會議即爲貿易暨投資委員會(CTI)項下之商務移動人士小組(BMG)。

我國係 APEC 正式會員，透過 APEC 創立意旨及平等平台，可增進與其他經濟體之間交流，並可於國際經濟合作平台上表達我國意見。鑒於我國貿易量居全球前二十大經濟體之列，商務人士入出國境頻繁，商務人士移動議題對我國至爲重要，且全球商務競爭激烈，促進商務人士移動便捷對我國保持國際競爭力之重要性不可小覷。

從成果論，我國積極參與 APEC 貿易暨投資委員會中之商務移動人士小組，繼於民國 90 年(2001)加入合作發行亞太商務旅行卡(ABTC)，以提高商務人士移動便捷性，並於民國 104 年(2015)配合 APEC 經濟體決議將 ABTC 效期由 3 年延長至 5 年，我國 105 年(2016)亦推動電子簽證，呼應商務人士便捷移動之意旨。我國當持續積極參與該工作小組，並藉小組會議討論發卡及持卡人實務問題，與其他經濟體續爲營造友善商務貿易空間交流合作。另諸如商務人士跨境移動涉及國境安全管理等相關議題，亦可藉由參與會議維持各經濟體溝通及意見交換。

三.過程

2016 年 2 月 21 日

強化亞太商務旅行卡(ABTC)工作小組會議	
會議議程	議程主題
1	主席致詞
2	經濟體介紹
3	前次會議紀錄討論
4	交流工作報告
5	ABTC 效期延長案報告
6	常見問題案討論
7	各經濟體簽證法規及生物特徵採集研究報告
8	線上申請系統工作小組報告
9	ABTC 計畫管理協助小組報告
10	臨時動議

商務人士移動小組(BMG)針對亞太商務旅行卡(ABTC)定期於資深官員會議中舉辦「強化亞太商務旅行卡」會議，本會議每年例行檢視各經濟體發卡現況及研究多元強化旅行便捷之各項倡議。本次會議增列各經濟體執行 ABTC 卡效期由 3 年延長爲 5 年一案，檢視各經濟體執行成果及追蹤未盡完善之處。另泰國報告其負責之各經濟體簽證法規及生物特徵採擷措施之調查研究，以作爲 BMG 工作小組研究未來 ABTC 措施強化方向，各經濟體亦共同探究研發 ABTC 卡通用線上申請系統，以期提供申請人便捷管道。

2016 年 2 月 21 日

區域移動警示系統(RMAS)會議	
會議議程	議程主題
1	主席致詞
2	與會經濟體介紹
3	前次會議紀錄討論
4	RMAS 參與經濟體報告
5	RMAS 交流資訊報告
6	RMAS 研究報告
7	臨時動議

區域移動警示系統(RMAS)由澳洲發起，本系統目的在於讓使用本系統之經濟體獲有效預警警示特定旅客出入各經濟體國境，以維跨國境安全管理。本次會議澳洲亦提出如何有效強化RMAS與現行各經濟體採用之旅客航前系統(APIS)之間整合，及強調 RMAS 系統於邊境安全之效果，鼓勵各經濟體踴躍加入 RMAS 系統。

2016 年 2 月 21 日

線上申請系統會議	
會議議程	議程主題
1	主席致詞
2	與會經濟體介紹
3	線上申請系統可行性研究報告
4	優先推動項目次序討論
5	議定下階段項目
6	臨時動議

爲增加 ABTC 卡申請人便捷及多元申請管道，BMG 工作小組現正研議如何建立各經濟體通用之線上申請系統，並能與現行 ABTC 卡審查系統結合，另亦討論設立資料格式標準化，以便以自設線上申請系統之經濟體能與審查系統連結使用。本次會議討論內容主要由泰國報告現正架設中的線上申請系統與澳洲研商資料標準化，其將俟系統開發完成後，將成果分享予各經濟體。

2016 年 2 月 22 日

雙邊會談
與澳洲雙邊會談

APEC 會議 BMG 工作小組主要由澳洲倡議，澳洲並長期擔任 BMG 主席，對協商各經濟體具相當影響力，我國例行與澳洲於 SOM 會議期間舉辦 BMG 議題雙邊會談，提供澳方我國於 ABTC 卡及 BMG 相關議題建議，均獲澳方正面回應。

2016 年 2 月 23 日

商務人士移動工作小組大會	
會議議程	議程主題
1	主席致詞
2	2016 APEC 優先目標
3	2016 貿易暨投資委員會優先目標
4	2016 移動商務人士工作小組優先目標
5	前次大會會議紀錄討論
6	APEC 秘書處報告
7	APEC 商務諮詢委員會報告
8	APEC 旅行便捷倡議執行委員會報告
9	強化 ABTC 工作小組報告
10	RMAS 工作小組報告
11	ABTC 過渡經濟體報告
12	各經濟體報告
13	客戶服務架構報告
14	簽證法規調查報告
15	ABTC 計畫管理協助小組報告
16	臨時動議
17	下次議程時間
18	主席閉會總結

前述各工作小組會議討論結果皆提交 BMG 大會作最後總結及確認經濟體意見，APEC 秘書處及貿易暨投資委員會(CTI)亦利用大會向所有 BMG 經濟體宣達年度優先目標，各經濟體亦透過大會時間宣達各自 BMG 相關措施及現況。

四.心得與建議

(一) 我國爲 APEC 正式會員，APEC 會議向以共識決促成各會員經濟體意見一致，始能達成決議，該決議並無強制性，端靠各經濟體自主約束並執行，對我國於國際場域中發表意見及維持自主性有高度效益，我國應該持續積極參與 APEC 相關會議，並適時表達我國意見，多方面參加國際合作，增加我國與其他經濟體交流機會。

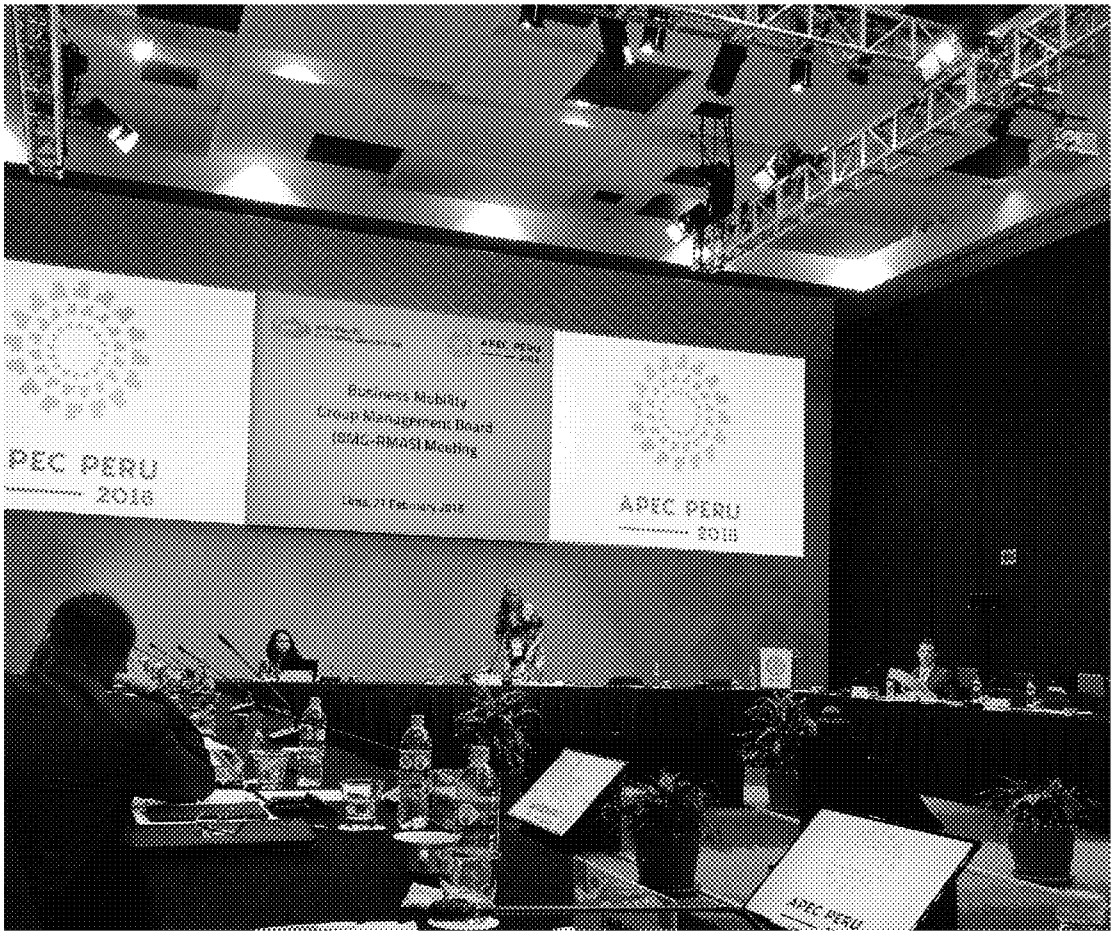
(二) BMG 工作小組會議討論商務人士跨界移動相關議題，其中各經濟體除積極推動商務人士移動便捷外，亦同時強化邊境安全管理，以期於其中取得最佳平衡。參與 BMG 工作小組會議除可獲取各經濟體旅行證件發行、邊境管理現況等資訊，並可瞭解各經濟體未來政策及最新研究報告，對我國政策研擬及國際合作具有助益。

(三) 除上述國際合作成效外，我國亦藉由與會機會與其他經濟體交流，例如本次與會期間，我方代表與主導線上申請系統開發之泰國曾有經驗分享之對話，泰國並歡迎我國可赴泰國觀摩開發經過及分享實際運作經驗；對我國而言，除可獲實質技術知識外，無形中亦增進兩國合作友誼。

(四) 另建議除定期參與 APEC 資深官員會議(SOM)外，可增加參與本會議外各計畫小組舉辦之工作研討會，如泰國即將與澳洲共同研發線上申請系統計畫及召開會議、美國規劃之機場合作夥伴計畫會議等，我除了藉該等場合表達我國對經濟合作及商務旅遊便捷化之支持，並可深化我國在 BMG 工作小組角色。

附錄-會議議程資料

相關議程公開資訊可至 APEC 網站(www.apec.org)中會議資料庫(http://mddb.apec.org/pages/browseGroup.aspx)中檢索。



Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/ABTC/WG/001

Agenda

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Enhancing the APEC Business Travel Card
Working Group Meeting
Lima, Peru
21 February 2016

"Enhancing the ABTC" Working Group

BMG1

9.00am, 21 February 2016

Venue: Westin Lima Hotel and Convention Centre, Lima

ANNOTATED AGENDA

1. Welcome (Chair)

2. Introductions (All)

3. Minutes of Previous Meeting (Chair)

The Convenor will invite members to provide additional comments on the draft minutes before seeking formal endorsement of the minutes from BMG SOM 3 2015 (Cebu).

4. Update on Intersessional Work (Australia)

Australia will provide an update on the status of intersessional work of interest to the ABTC Working Group.

5. Extending the Validity of the ABTC (Australia / All)

The Chair will invite members to update the group on implementation of the extension of validity of the ABTC from three years to five years, including any transition issues.

6. Client Service Framework and FAQ Survey (Canada)

Canada will provide results of the intersessional work on the Frequently Asked Questions.

7. Visa Regulatory and Biometric Surveys (Thailand)

Thailand will present its findings for its Visa Regulatory and Biometrics surveys with a view to reporting these during the Plenary session.

8. Online lodgement working group (Thailand as part of the 'taskforce of 5 + 1'; Australia, China, the Philippines, Singapore + Canada)

Thailand will update members on the progression of identifying options of an online lodgement platform for ABTC applications to inform a meeting of the Online Lodgement Working Group.

9. ABTC Programme Management Assistance Project (Australia)

Australia will provide an update on outcomes to date, including the ABTC Technical Workshop held in Brisbane in November 2015.

10. Expanding the ABTC Scheme to Permanent Residents from APEC economies (Peru)

Peru will lead discussions on the possibility of expanding the scope of the ABTC to permanent residents from any APEC economy.

11. Other Business

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/ABTC/WG/002
Agenda Item: 3

Enhancing the APEC Business Travel Card Working Group Meeting, 22 August 2015, Cebu, Philippines – Meeting Minutes

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Enhancing the APEC Business Travel Card Working Group Meeting
Lima, Peru
21 February 2016

"Enhancing the ABTC" Working Group

BMG2

9.00am, 22 August 2015

Venue: Sampaguita Ballroom, Marriott Hotel, Cebu

MINUTES

1. Welcome (Chair)

1.1 The Chair, Ms. Annette M. Keenan (Regional Director of South East Asia within the Australian Department of Immigration and Border Protection), welcomed ABTC Working Group members and thanked the Philippines as host economy for organising the meeting and the hospitality given to the participants. Ms. Keenan further informed the meeting that the incoming Convenor of the BMG, Mr. David Ness, was not available to chair the meeting due to unforeseen circumstances and conveyed his apology.

1.2 Further, the Chair informed the meeting that there has been strong progress in the work of the BMG, in particular the extension of validity of the ABTC. This BMG meeting was also different from the previous meeting, as the Convenor decided to combine the ABTC Working Group and the BMG Workshop to better focus the group on concrete outcomes and priorities as identified by members at the BMG workshop in Subic.

2. Introductions (All)

2.1 Economies attending the Working Group meeting introduced themselves. The following were in attendance: Australia, Canada, China, Indonesia, Japan, Korea, Malaysia, New Zealand, Papua New Guinea, Peru, Russia, Singapore, Chinese Taipei, Thailand, United States, Vietnam, the APEC Business Advisory Council (ABAC), and the APEC Secretariat.

3. Minutes of Previous Meeting (Chair)

3.1 The Minutes from the APEC Senior Officials Meeting (SOM1) and Related Meetings, Committee on Trade and Investment, Business Mobility Group – Enhancing the ABTC Working Group held in Subic, 30 January 2015 were endorsed by the economies.

4. Update on Intersessional Work (Australia)

4.1 The Chair invited Australia to provide an update on intersessional work since SOM1, 2015 in Subic, the Philippines.

4.2 Australia provided update on several works that have been done intersessionally, namely:

- Canada's work on the findings of the Client Service Framework FAQ Survey that will be presented in agenda item 5.
- Thailand's progress on the visa regulatory and biometrics surveys received by the economies that will be presented in agenda item 6.

- Australia's work on the online lodgement working group that will be introduced at agenda item 7.
- Australia's proposal to create a batch upload function in the ABTC system. Australia further explained that this functionality is intended to assist economies with uploading ABTC applications in bulk into the ABTC system. This concept will be outlined by Australia at agenda item 10.
- Australia's proposal to hold a technical workshop in Brisbane, November 2015 as a follow up to the ABTC Programme Management Assistance Project, that will be discussed at agenda item 11.
- And lastly, Australia's summary of the findings presented in Washington Core's workshop report for further discussion at agenda item 12.

5. Client Service Framework and FAQ Survey (Canada)

5.1 The Chair invited Canada to present the preliminary findings of the intersessional work on the Frequently Asked Questions (FAQ) survey. At the BMG1 ABTC Working Group meeting in Subic, Canada, as part of its focus on client service standards, was asked to intersessionally develop and circulate a FAQ survey on the ABTC to investigate the potential opportunity for improvement on the information available to ABTC clients through FAQs, including standardising FAQs.

5.2 Canada explained that the FAQ survey explored three main themes namely accessibility of FAQs, content of FAQs, and future needs of FAQs. Survey feedback was received from Australia, Hong Kong, Malaysia, Mexico, New Zealand, Peru, United States, and Canada.

5.3 Results coming from the "Accessibility of FAQs" are that most FAQs are located on official government websites, available in the economies' official language and English (Mexico noted that their FAQs are in Spanish only), and generally reviewed as needed. On the "Content of the FAQs", most economies provide general information on fees, eligibility, and application processes. Some economies have comprehensive information provided directly in their FAQs, while other use internet links to refer clients to information located elsewhere in their website. Further on "Future Development of the FAQs", all economies agreed that it would be beneficial to have a direct link to economies' FAQs on a common APEC ABTC website and agreed that a standard centralised list of FAQs would be beneficial. Some questions are also suggested in the survey.

5.4 Canada suggested that there has been strong support for standardised FAQs to be maintained on the common ABTC site, and agreed that it would be beneficial to provide active links to the individual economies (where available) for economy-specific information. To do so, Canada requested the meeting to give guidance on whether the existing generalised FAQs should be revised, what additional questions should be added (if any), and if any questions should be removed. Canada welcomed additional submissions from economies that have not yet provided feedback. Canada also sought guidance from the group on the next steps to be proposed at a future SOM.

5.5 The Chair thanked Canada for their work on the client service framework, and reminded the meeting that the End to End Review made a recommendation regarding improving client service in the form of a centralised "client support centre". The Chair stated that Canada's work on standardising FAQs is a first step towards

this recommendation. Further the Chair suggested that noting there are following questions in the survey, the Chair recommended that next step is for Canada to work intersessionally to provide more input and answers to the questions and seek response from economies by the end of September. It is hoped that by then there will be a final proposal for agreement by the group.

6. Visa Regulatory and Biometric Surveys (Thailand)

6.1 The Chair reminded the meeting that Thailand had been compiling responses to its survey on the visa pre-clearance settings of each economy. The survey is intended to capture information about the different visa and pre-clearance settings linked to the ABTC. The outcome of this work is expected to result in improving information for ABTC holders about their different obligations when using the ABTC and it will also inform how the BMG progresses its work towards online lodgement. The Chair informed the meeting that Thailand has also been undertaking two additional biometrics surveys which summarise the border control processes used across economies. Thailand has developed and circulated the pre-clearance and biometrics surveys to economies during 2014 and has been seeking responses from economies intersessionally. After this explanation the Chair invited Thailand to provide an update on the findings of the surveys.

6.2 Thailand presented the power point for ABTC Regulatory and Biometrics Survey Report concerning the following:

a. There are 15 economies that have responded to the survey on ABTC regulations (including two transitional economies)

b. Categories of pre clearance as Visa and Non Visa

c. List of countries that utilised ABTC pre-clearance as Visa (Australia, China, New Zealand, Papua New Guinea and Peru)

d. Countries that considered ABTC pre clearance as Non Visa (Hong Kong, Japan, Korea, Philippines, Russia, Singapore, Chinese Taipei and Thailand).

e. Suggestions for the way forward: (i) remaining economies are encouraged to submit responses to the survey; (ii) holding a workshop to look into best practices for ABTC pre-clearance on various issues, such as the use of ABTC for leisure travel and transit and the expiry of pre-clearance; (iii) developing a communication template outlining the terms and conditions of ABTC usage in each respective economy and posted on the BMG website to help clients understand the differences among economies; (iv) providing information and supporting documents required for ABTC pre-clearance vetting (which could be agreed as best practice), which can be used to help standardise the data set for the e-lodgment of ABTC applications.

f. On biometrics issues, there were two surveys circulated (mandatory biometrics at the border and mandatory biometrics for other border control activities), of which 12 economies have responded. Thailand encouraged the remaining

economies to submit responses to the surveys and a detailed report will be presented by Thailand at SOM I, 2016.

6.3 The members thanked Thailand for the work and progress that has been made on this issue and looked forward to its further report at the next SOM in 2016.

7. Online lodgement working group (Thailand as part of the 'taskforce of 5 + 1'; Australia, China, the Philippines, Singapore + Canada)

7.1 Before inviting Thailand to provide an update on the establishment of the working group on online lodgement, the Chair stated that in Washington Core's workshop report, members identified a series of actions related to online lodgement which include the establishment of an online lodgement working group that would report to the BMG. The online lodgement working group (or the Taskforce of 5+1) comprises representation from Australia, China, the Philippines, Singapore, Thailand, and Canada. Further, Australia has developed a draft online lodgement scoping options paper, which also lays the recommendation of Washington Core's Workshop Report to first consider standardising ABTC applications by way of a survey of domestic processing systems. The chair asked for guidance from members on how to move forward, and invited Thailand to present its update.

7.2 Thailand proposed that in order to move forward and due to the technicality of the issue, it is best to discuss this issue at the upcoming November workshop that is going to be held in Brisbane, Australia. This would hope to draw up a concrete recommendation for online lodgement. Thailand also suggested an inclusive online lodgement process would take into account those economies that already have some form of online lodgement with a second common online lodgement option for those economies who are yet to automate their processes. This would ensure that economies that already have some form of online lodgement could be captured in this work. Such implementation would include an agreement on standard data to be shared, standardise data for security, common user interface and so forth.

7.3 The meeting thanked Thailand for the advice. ABAC mentioned that ABAC looked forward to any result of online lodgement. Australia also looked forward to progressing online lodgement. Peru stated that standardising applications would be very useful and looked forward to cooperation on this matter.

7.4 The Chair also thanked Thailand for the work made to progress the issue and encouraged economies to attend the next workshop that is going to be held in Brisbane as this workshop is also intended to discuss this matter thoroughly.

8. Extending the Validity of the ABTC (Australia/All)

8.1 The Chair invited Australia and other economies to update the group on the implementation of the extension of validity of the ABTC from 1 September 2015. The Chair stated that this was an important breakthrough for the BMG, and recalled the decision reached in BMG1 in Subic concerning the ABTC Operating Framework in which it stated that cards issued after 1 September 2015 are valid for a maximum period of five years or the life of the passport up to this period, subject to an economy's domestic requirements. This would provide a strong outcome to be announced during the APEC Leaders week in November and the Chair thanked economies for their work in getting to this landmark agreement.

8.2 Australia thanked all economies for the impressive commitment to this outcome. Australia also reminded economies that should they have encountered domestic roadblocks that may hinder the implementation of five year validity for their own applicants, that the previous Convenor has advised that he had obtained a commitment that five year pre-clearance would still be granted to foreign applicants. Further, Australia offered that should economies have technical difficulties with implementation, thorough assistance will be available at a technical workshop.

8.3 The meeting discussed the technical implementation of the extension including the difference timezones in each economy. In this connection, the chair explained that the system will automatically recognise if the application is made on 1 September 2015 in respective economies.

8.4 Economies committed to implement this agreement, and fully support the ABTC, including its validity extension. Japan further informed the meeting that currently Japan is in the process of preparing the implementation and hoped to be ready to implement in April 2016 for domestic applicants.

8.5 Further clear guidance on the implementation of the extension of validity of the ABTC will be provided by Australia, for further discussion.

9. ABTC System – Handling Passport Changes Project (Australia)

9.1 Australia updated the meeting on the progress of changes to the ABTC system to support the BMG's passport change project. Australia recalled that it has been identified that the implementation of ABTC systems functionality to better handle passport changes was an important precursor to the extension of validity. The project itself received funding approval from the APEC Budget Management Committee and the Australian ABTC system team immediately commenced work on this following SOM1 Subic. However, due to the result of the focus on the extension validity and the compressed timeframe, Australia decided to self-fund the system changes to ensure that they were implemented prior to the extension of validity.

9.2 Further, Australia briefed the meeting that phase 1 of the project involved implementing the functionality system so that economies could check whether foreign economies has made updates to their domestic processing system to reflect a passport change. The functionality was implemented on 10 June 2015 and Australia has provided training materials to assist economies with its use. Phase 2 of the handling passport changes project involves some additional work to assist economies with their reporting and programme management requirements and specifically on their use of the passport change functionality. This reporting will help economies to learn over time whether additional improvements can be made and to assist economies with their varied domestic processing requirements. The phase 2 reporting functionality of this project is expected to be deployed by the end of the year and Australia will keep economies informed on the progress.

9.3 Member economies thanked Australia on the work that has been made on this issue including to fund the project and looked forward to the phase 2 launching by the end of the year.

10. ABTC 'batch upload' functionality (Australia)

10.1 Australia briefed the meeting on the progress of the potential integration between respective systems used by economies to apply or process ABTC applications and the ABTC system hosted by Australia. Further Australia stated that integration would be unlikely to be feasible in the near future, however, the ABTC System will shortly be enhanced to include a batch application upload functionality. Each economy that wishes to take advantage of the new batch application upload function should set up their own domestic system so that it can generate files in the required format for upload to the ABTC system. Australia welcomed all interested economies to use the functionality and offered details of this format.

11. ABTC Programme Management Assistance Project (Australia)

11.1 Australia as the Project Overseer announced that a technical workshop will be held in Brisbane in November 2015 and invited member economies to attend the workshop. The workshop will cover some of the key objectives of the ABTC Programme Management Assistance project including building on the existing expertise of participating economies to continue to enable the ABTC scheme, developing and enhancing ABTC processing capabilities, and maintaining high client service standards. Further Australia announced that funding will be allocated for travel-eligible economies and reminded as the workshop will be technical and detailed in nature, economies should send relevant technical expert that handle daily issues. Australia also requested economies to contact Australia with their technical priority needs so that adequate advice can be provided at the workshop.

11.2 Draft Terms of Reference for members will be endorsed at the plenary.

12. BMG Workshop Report and ABTC priorities (Australia)

12.1 Australia presented the summary of the findings from Washington Core's BMG Workshop Report. There are four categories of priority recommendations laid out in the report:

- The extension of validity that will be entered into force one week from this meeting as a landmark goal.
- Technical assistance and improving pre-clearance times are ongoing goals. In order to support this goal, Australia is pleased to host the upcoming technical workshop.
- Online lodgement as a bigger goal as identified by Washington core.

13. Other Business

13. There was no other business raised, thus the convenor closed the meeting at 11:50 am.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/ABTC/WG/003
Agenda Item: 6

Proposed Standard Centralized Frequently Asked Questions for APEC Business Travel Card Clients

Purpose: Consideration
Submitted by: Canada

APEC PERU 2016

Enhancing the APEC Business Travel Card Working Group Meeting
Lima, Peru
21 February 2016

Business Mobility Group
2016/SOM I/ABTC WG

Client Service Framework

Proposed Standard Centralized Frequently Asked Questions (FAQs) for APEC Business Travel Card Clients

Submitted by Canada
February 2016

Business Mobility Group
2016/SOM 1/ABTC WG

Purpose

The purpose of this deck is to:

- Review progress to date on Frequently Asked Questions (FAQ) Surveys;
- Propose a set of revised standard centralized FAQs; and
- Seek approval from Business Mobility Group (BMG) members on revised FAQs.

Background

- As part of Canada's work on the Client Service Framework assessment, and following suggestions from member economies, Canada led a review of member economies' FAQ documents to assess content and determine future needs.
- The main goal of this review was to ensure that APEC Business Travel Card (ABTC) clients have the most helpful information possible on available FAQ Web sites.
- Canada presented a deck summarising economies' feedback at the last BMG in Cebu, Philippines. An updated deck, including feedback from additional economies, was distributed inter-sessionally in November 2015.
- Based on feedback received, economies agreed that a set of revised standard centralized FAQs, on the ABTC Web site, would be beneficial to clients. Canada committed to reviewing and proposing this revised set of FAQ questions.

Business Mobility Group
2016/SOM 1/ABTC WG

Benefits of Centralized Standard FAQs

As several economies have noted, there are benefits to having a set of standard FAQs applicable to all economies on the ABTC web page:

- It provides clients with a central location to access general information on the ABTC scheme;
- It is a transparent manner in which to provide useful information to all clients; and
- It provides program applicants with information on similarities and differences between economies' ABTC programs.

Business Mobility Group
2016/SOM 1/ABTC WG

Economies' Views on Centralized Standard FAQs

- Most economies felt that the following should be addressed in the standard centralized FAQs:
  - General overview;
  - List of participating economies;
  - Transitional members;
  - Benefits; and
  - Responsibilities.

- For the most part, economies felt that the following should be addressed in individual economies' FAQs:
  - Eligibility;
  - Fees;
  - Application process;
  - Lost or damaged cards; and
  - Contact information.

- See the chart in **Annex A** for economies' responses.

Business Mobility Group
2016/SOM 1/ABTC WG

Content of Standard Centralized FAQs

- Economies noted that while some questions and answers could be specific to individual economies, a high-level response to some questions could be beneficial for clients.

- For instances, questions pertaining to eligibility, contact information, processing times, etc., could be formulated in a general manner to provide high-level ABTC information. Examples include:
  - Basic eligibility criteria;
  - General contact information for ABTC issues;
  - Average processing times;
  - General process once an application is approved by a home economy.

- These questions could better guide clients and set realistic expectations when applying for ABTC cards.

Additional Content

Economies made additional suggestions of content that could be included as part of the standard FAQs:

- Information on action to be taken by clients should their passport expire or need to be replaced.
- Information on using the ABTC card for leisure/tourist purposes.
- The BMG also discussed the creation of a chart illustrating the common and disparate elements between member economies. The inclusion of this chart would assist clients in better navigating the system, and would be a useful addition to the APEC FAQ Web page.

Business Mobility Group
2016/SOM 1/ABTC WG

Proposed Standard Centralized FAQs

- The following slide is a proposed draft set of standard centralized FAQs that could be included on the ABTC Web site.
- Canada carefully considered economies' comments provided through the FAQ surveys as well as the APEC Business Travel Card Operational Framework in redrafting the standard centralized FAQs.
- FAQ questions have either been added, changed or eliminated to ensure clients' basic concerns are addressed and only general information applicable to all economies is provided.
- The standard set of FAQs does not replace the need for individual economies' FAQs. The latter provides the abilities for economies to provide specific information on their application and process system.

Proposed New Standard Centralized FAQs

	Current FAQs		Revised FAQs
		1	What is an ABTC Card?
1	Which APEC economies participate in the scheme?	2	Which APEC economies participate in the scheme?
2	How are the transitional members different from fully participating members?	3	What is a transitional member and how is this different from a fully participating member?
		4	Which APEC economies are transitional members?
3	What are the benefits of holding an ABTC?	5	What are the benefits of holding an ABTC Card?
4	Do I still need a visa for entry into APEC economies?	6	Do I still need a visa for entry into APEC economies?
		7	Can I only use my card to travel to economies that are listed on the back of my card?
5	How can my entry process be expedited?	8	What is the general process once my application is approved by my home economy?
		9	What is the average amount of time to get an ABTC Card?
6	Am I eligible for an ABTC?	10	What are the general eligibility criteria for ABTC membesr?
7	Am I considered a bona fide business person?	11	***Should be covered under the eligibility questions***
8	What is the length of stay entitlement for ABTC holders?	12	How long is the ABTC card valid for?
9	What will be the fee for the ABTC issuance?	13	***Should be covered under individual economies' FAQs***
10	What should be done in the case of ABTC loss?	14	What should be done if I lose my ABTC?
11	Can ABTC holders be denied entry?	15	What are my responsibilities as an ABTC card holder?
12	How can I renew the card?	16	How do I apply for an ABTC card?
13	What should be done if I have a problem with the issuance of the card?	17	Who should I contact if I have general or specific questions about the ABTC Card?
		18	What should I do if my passport expires or is replaced?
		19	Can I use the APEC card for tourist visits?

Current FAQs Proposed FAQs Proposed Elimination of Questions

Next Steps

- Approval from BMG members is being sought on the proposed changes to the standard FAQs.
- Once changes to the FAQs are finalized, a set of responses will need to be drafted.
  - Responses will need to be vetted through BMG members to ensure they align with economies' ABTC programs.
- Would there be any volunteers willing to assist in the revision of the FAQ responses based on the approved set of questions?

Annex A - Results of Survey on Content for Standardised Centralized FAQs

	Sgp.	China	Can	Aus	New Zealand	Chile	Hong Kong	Mal	Mex.	PNG	US	Peru	Korea
General Overview	●	●	●	●			●	●	●		●	●	
Eligibility	●	●		▲	▲	●	▲	●	▲	●	▲	●	▲
List of Participants	●	●		●								●	
Transitional Members	●		●	●							●		
Fees	▲					▲				▲		●	
Benefits	●	●		●		●				●		●	
Processing Time	●					●			▲			●	
Application Process	▲			●		▲		▲	▲	▲			▲
Renewal												●	
Lost or damage Cards	▲			●	▲							●	
Contact info	▲				▲				▲			●	
Length of stay		●								●		●	
Responsibilities		●				●	●		●	●			

Legend
● Economy felt question should be addressed in a centralized FAQ
▲ Economy felt question pertains to their economy only

Annex B – General Results of Economies' Surveys

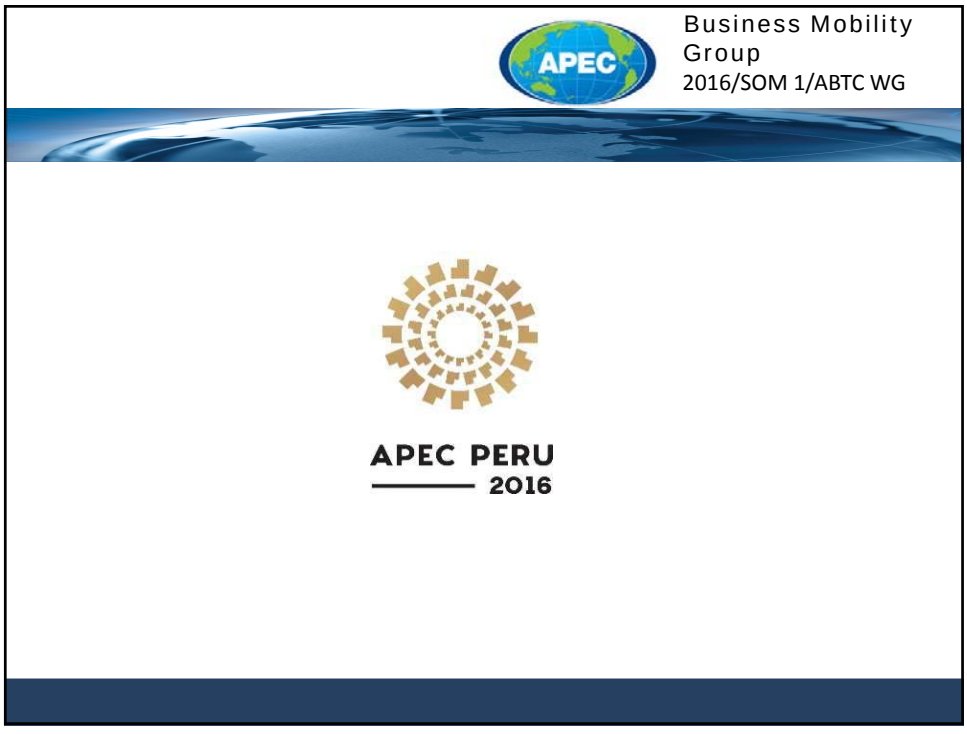
	US	Hong Kong*	Australia	Mexico	New Zealand	Malaysia	Peru*	Canada
Accessibility								
FAQs	√	x	√	√	√	√	x	√
Website	cbp.gov	http://www.immd.gov.hk/eng/services/visas/apec_business_travel_card.html	http://www.immi.gov.au/Business/Pages/apec-travel-card.aspx	http://www.inm.gob.mx/index.php/page/ABTC_FAQ	http://www.dol.govt.nz/immigration/knowledgebase/item/1324	www.imi.gov.my	http://www.rree.gob.pe/servicioalciudadano/Paginas/Tarjeta_ABTC.aspx	http://www.cbsa-asfc.gc.ca/prog/abtc-cvaa/menu-eng.html
Paper Format	x	√	x	x	x	x	x	x
Language	English	Chinese and English	English	Spanish	English	Malay and English	Spanish	English and French
Frequency of Review and Update	As needed	As needed	As needed	Periodic review	Period review	Periodic review	Annual review	As needed
Input from Clients on FAQs	Online	Hotline, fax or email	Online	Email	Email	In-Person	N/A	Email
Link to FAQs from the ABTC site	√	√	√	√	√	x	√	Gov. of Canada website only
Content								
Eligibility	√	√	√	√	x	√	√	√
List of Participating Economies	Not mentioned	√	√	√	√	Not mentioned	√	√
Application Process	√	√	√	√	√	√	√	√
Fees	√	√	√	x	√		√	√
Benefits	√	√	√	√	√	√	x	√
Rights and Responsibilities	√	√	√	√	√	√	x	x
Possible Issues Encountered	x	x	√	√	√	√	x	x
Renewal Process	√	x	x	x	√	√	√	√
Lost or Stolen Card	x	x	√	√	√	√	x	x
Recourse Mechanism	√	√	x	√	x	√	x	√
Future ABTC								
FAQs that could be applicable to all economies	ABTC Scheme and general overview, list of participating economies and transitional members, benefits such as access to APEC fast lanes, preclearance conditions, rights and responsibilities,							
What FAQ relates to your economy only	Majority of FAQs relates to the U.s. only	Eligibility	Business assessment criteria	Application process and eligibility	eligibility and old criminal records	Application process and pre-clearance	N/A	Transitional members info
Benefits to having one set of standard FAQs on APEC ABTC website	√	√	√	√	√	√	√	√

*Countries have no FAQs; feedback based on general information provided on their website
Note: Where economies mentioned the information was available on their website only, it was marked with X as its not part of the FAQs

Annex B – General Results of Economies' Surveys Con't

	Singapore	China	Chile	Papua New Guinea**	Korea	Indonisia
Accessibility						
FAQs	√	√	√	√	√	√
Website	https://eabtc.ica.gov.sg/eabtc/xhtml/info/Faq.xhtml	http://cs.mfa.gov.cn/zggmcg/apecshlxk/cjwd_660489/	www.extranjeria.gov.cl	www.immigration.gov.pg	http://abtc.kita.net	www.imigrasi.go.id)
Paper Format	X	√	N/A	√	X	X
Language	English	Chinese	Spanish	English	Korean	Indonisian
Frequency of Review and Update	As needed	As needed	Quarterly	August 2015	As needed	As needed
Input from Clients on FAQs	Website/email/ hotline	Phone/letter/ email	Email/Phone	Email/phone/in-person	Website	Yes
Link to FAQs from the ABTC site	√	X	Yes - but outdated	√	√	√
Content						
Eligibility	√	√	√	√	√	√
List of Participating Economies	√	√	√	x	√	√
Application Process	√	√	√	√	√	√
Fees	√	√	√	√	√	√
Benefits	√	√	√	X	X	√
Rights and Responsibilities	√	√	√	√	√	√
Possible Issues Encountered	√	X	√	N/A - In-person application only	X	√
Renewal Process	√	√	√	√	√	X
Lost or Stolen Card	√	√	√	X	X	X
Recourse Mechanism	X	X	X	X	√	X
Future ABTC						
FAQs that could be applicable to all economies	General overview, benefits, pre-clearance, passport changes, rights and responsibilities, list of participating economies, transitional members information, average processing time, length of stay				N/A	N/A
What FAQ relates to your economy only	fees, contact info and hours of operation	N/A	Application process, fees, obtaining bona fide business person certificate	Application process, APEC members' accompanying Dependents, fees	Application process, eligibility criteria	N/A
Benefits to having one set of standard FAQs on APEC ABTC website	√	√	√	√	Need both standard centralized FAQs and economies' individual FAQs	√

**Papua New Guinea is in the process of reviewing their FAQs
Note: Where economies mentioned the information was available on their website only, it was marked with X as its not part of the FAQs



Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/ABTC/WG/004
Agenda Item: 9

ABTC Technical Workshop Outcomes

Purpose: Consideration
Submitted by: Australia

APEC PERU 2016

Enhancing the APEC Business Travel Card
Working Group Meeting
Lima, Peru
21 February 2016

ABTC Technical Workshop Outcomes

1. ABTC system best practice guide to be developed by members of the Technical Workshop – with a view to improving pre-clearance processing times

a. Screenshot guide for common functions
b. Passport updates
c. Priority applications awaiting pre-clearance, in advanced find; suggest prioritisation of these as they are likely to result in clients travelling sooner.
d. Batch upload domestic applications
e. Bulk pre-clearance permissions (as demonstrated by PNG)
f. Reporting and advanced find functionality

2. Communications protocol to be used for future contact amongst economies; innovative options to be considered, chat groups, message boards. Consideration of economies not present – we will disseminate.

3. Endorsement of online lodgement as a priority that will contribute to greater processing efficiency/automation for processing staff. Referral of online lodgement options discussion to Online Lodgement Working Group.

4. Recommendation from delegates that the technical workshop was valuable in furthering the BMG's priorities and should continue in some form, whether it be virtual or face to face, perhaps six monthly between BMG meetings; to feed into the overall direction of the BMG.

Actions

- Basic system functionality queries of workshop members:
    - Use of 'passport update' function (disable/grey out? PNG and Thailand)
    - Pre-clearance permission expiry field –
        - request responses from economies that do not use this function when granting pre-clearance.
        - request responses from economies that do use this function that aligns with passport expiry or other; in order to confirm that 5 year permission to enter is revisited & remains valid.

- Send batch upload template
- Provision of ABTC ‘test’ login details
- Contact list to be provided
- Circulate economy presentations

Systems request – Singapore asked that we consider an ability to batch upload foreign pre-clearances into the system (ie an inverse of home economy batch upload).

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/001

Agenda

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

RMAS Management Board Meeting

BMG 1

1.30pm, 21 February 2016

Venue: Westin Lima Hotel and Convention Centre, Lima

ANNOTATED AGENDA

1. Welcome (Chair)

2. Introductions (All)

3. Minutes from RMAS Management Board Meeting (Cebu)

The Chair will invite members to provide additional comments before seeking formal endorsement of the minutes from BMG2 2016 (Cebu).

4. Economy reports on developments with RMAS

5. Report from Australia – RMAS Communications Package upload to APEC website

6. Report from Australia on survey of Scoping Paper – Broadening the use of RMAS

The Chair will invite Australia to update the group on the survey conducted on the RMAS Scoping Paper – Broadening the use of RMAS.

7. Other Business

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/002
Agenda Item: 3

Minutes of RMAS Management Board Meeting

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

RMAS Management Board Meeting
BMG 2
1.30pm, 22 August 2015
Venue: Sampaguita Ballroom, Marriott Hotel, Cebu

MINUTES

1. Welcome (Chair)

1.1 Mr. Peter Devoy, introduced himself as Chair of the RMAS Management Board and referred to his role as Assistant General Manager responsible for Compliance, Investigations and Border Operations, Ministry of Business, Innovation & Employment, Immigration New Zealand.

1.2 The Chair thanked the Philippines for hosting the meeting and member economies to attend the meeting. The chair also informed the meeting that this meeting will continue the same focus as the last RMAS meeting in Subic and the chair looked forward to the discussion. The chair looked forward to the discussion of broadening the scope of RMAS and what RMAS could provide to the economies in the future.

1.3 In his opening remark, the chair emphasised that it would be up to the member economies on how we are going to position RMAS to be a desirable, attractive, and functional system to the whole economies.

2. Introductions (All)

2.1 Peter Devoy, Assistant General Manager responsible for Compliance, Investigations and Border Operations, Ministry of Business, Innovation & Employment, Immigration New Zealand
2.2 Ben Combe, Australian Department of Immigration and Border Protection
2.3 Annette Marie Keenan, Australian Department of Immigration and Border Protection (BMG Convenor)
2.4 Kenneth John McArthur, Australian Department of Immigration and Border Protection
2.5 Tina Matos, Canadian Citizenship and Immigration
2.6 Gabriela Cabellos, Chilean Ministry of Interior and Public Security,
2.7 Erik Caceres of Chilean Policia de Investigaciones
2.8 Asep Kurnia, Indonesian Directorate General of Immigration
2.9 Sarno Widoyo, Indonesian Directorate General of Immigration
2.10 Kei Tamura, Japanese Ministry of Foreign Ministry
2.11 Alan Barry, New Zealand Ministry of Foreign Affairs and Trade
2.12 Karina Nicole Tejada, Peruvian Ministry of Foreign Trade and Tourism
2.13 Krizia Herrera, Peruvian Ministry of Foreign Trade and Tourism
2.14 Gilbert Upao Repizo, Philippines Bureau of Immigration,
2.15 Bryan Dexter Lao, Philippine Department of Foreign Affairs
2.16 Hsiao-Tzung Ko, Chinese Taipei, MoFA
2.17 Cheng-Hsin Liu, Chinese Taipei, MoFA, Visa Division
2.18 Claire Kelly, American Department of State, Consular Affairs
2.19 Mika Takahashi, ABAC
2.20 Kartika Handaruningrum, APEC Secretariat.

3. Minutes from RMAS Management Board Meeting (Subic)

3.1 The Chair invited economies to provide additional comments before seeking formal endorsement of the minutes from BMG1 2015 (Subic). No other comments/amendments were presented and the minutes were endorsed.

4. Report from Philippines on RMAS Deployment

4.1 The Philippines updated the meeting and stated that 75% - 80% of passengers' arrival were done in Nino Aquino International airport and as of now the system is implemented in the three entry points. The Philippines further informed that physical infrastructure and improvement often delays implementation. As the computer information system is not integrated into all borders, the Bureau of Immigration is in the process of improving its systems and covering the entire archipelago. The Philippines assured that once it is done they will be able to connect RMAS.

4.2 The Philippines further stated that real time response is also received from Australia, however, the interaction often is affected not by the system but by the computer connection internally. Currently the Philippines is in the process of procuring the appropriate system to support the technological infrastructure to implement this system. The Philippines also highlighted that with regard to maintenance and upgrade of the system, Australian support is needed and the Philippines added that it was benefited by the shared data processes although it is very important to have the data that will be tied to this system ready from the Philippines side or economies that will implement this system.

4.3 Australia thanked the Philippines for their updates and welcomed the signing of the second MoU in April 2015 and the Interconnection Security Agreement between the Philippines Department of Foreign Affairs and Australia Department of Immigration and Border Protection. The second MoU will allow Australia to check the validity of the Philippines passports presented to travel to Australia. Further Australia stated that stage 1 has been implemented and looked forward to the implementation of phase 2. Australia also recognised that there has been a data issue however a small body of live data could be developed as an initial response to that issue. Since the signing of the MoU, Australia has been working with the Department of Justice and DFA in the Philippines to work toward the implementation of Phase 2.

5. Economy reports on developments with RMAS

5.1 Australia updated the meeting that in addition to the work done with the Philippines, worked was also been conducted with Malaysia and Peru on the implementation of RMAS. In relation to Malaysia, work is continuing on technical integration as well as on finalising the Malaysian - Australian RMAS Terms of Arrangement. In relation to Peru, Australia requested Peru to advise the meeting on the outcomes of the initial RMAS workshop to brief relevant Peruvian Government agencies held in Peru, June 2015. An implementation planning workshop is also scheduled to be held in September 2015. Peru and Australia commenced review of the draft RMAS MoU and Security Term of Reference. Similarly with Malaysia, Australia was also looking forward to testing the operationalisation of RMAS with Peru.

5.2 Peru confirmed that the RMAS workshop was conducted in Peru on June 2015 and it has received positive feedback. Peru informed the meeting that as has been stated in SOM1, Peru expressed interest in the implementation of RMAS which would allow Peru to cooperate with the international community. In order to do so, officials from Australia visited Peru and held a workshop in June 2015 about RMAS. The first workshop was positive and planned to have second workshop to assess the infrastructure and technology necessary to implement RMAS in September 2015. After the workshop there will be an evaluation on the readiness of Peru to implement the system and Peru stated it looked forward to being part of the system.

5.3 Australia further informed the meeting that since the Subic meeting, Australia had delivered an RMAS briefing to a visiting delegation from Hong Kong and China. In this regard, Australia will continue to work on highlighting the benefit of RMAS to other economies. Australia further presented the meeting on RMAS data statistics on Australian travel document/passports in New Zealand, the Philippines and USA. Most of the hit rate mentioned by Australia were due to incorrect data entry by airlines, data mismatch, and travel invalid data format.

5.4 New Zealand also continued to support RMAS and encouraged to hear the significant progress in other economies. This will push the implementation of RMAS in New Zealand.

6. Report from Australia on RMAS Communications Package

6.1 Australia reported that the communication package includes a revised guide to the RMAS, FAQs, RMAS implementation communications plan, and multilateral framework RMAS has been distributed intersessionaly. Australia requested that the APEC Secretariat upload the Communications package to the APEC.org website.

7. Report from Australia on Scoping Paper – Broadening the use of RMAS

7.1 The Chair invited Australia to present the RMAS Scoping Paper – Broadening the use of RMAS.

7.2 Australia explained that the BMG has commissioned a discussion paper to canvas options to expand the scope of RMAS usage and mentioned that the Scoping Paper will serve as guidance for further development and deployment of RMAS for the next ten years. The paper was circulated by the APEC Secretariat on 31 July 2015 to economies for consideration.

7.3 Australia presented the report and explained that it outlined different potential options that RMAS could have been used in the past. In moving forward, Australia has presented ten recommendations of potential usage of RMAS in the future as outlined in the paper. Australia agreed with the suggestion by the chair to look at the recommendations one by one and discuss in detail recommendation should there be further questions from economies. It was hoping that from there, the meeting could decide the future of RMAS. Australian further presented detail of the ten recommendation to be considered as follows:

1. Verification of identity using biometric data
2. Validation of travel documents during visa processing
3. Verification of visa entitlements
4. Checking INTERPOL – Stolen Lost Travel Documents
5. Criminal history checks
6. Verification of alert and no fly lists
7. Validation of data relating to cargo movements
8. Validation of local travel document arrangements
9. Integration of RMAS with other established broker arrangements
10. Validation with the United Nations High Commissioner for Refugees of applicants for asylum or refugee status

7.4 During the discussion Canada, New Zealand and the United States raised some questions and mentioned that the paper was a good basis to further work of the future of RMAS.

7.5 The chair thanked Australia for its hard work and presentation and stated that the paper kick started the discussion on the future of the RMAS. Since the paper provides a broad spectrum of broadening RMAS, the chair proposed that economies review the document and submit three priorities to narrow the scope of RMAS. The chair further suggested that Australia conduct a survey regarding the ten recommendations on their Scoping Paper, and find out the top three opportunities in RMAS that interests most economies as a priority in making the first steps to move forward.

7.6 Australia agreed with the suggestion to move forward and will provide a survey for the ten recommendations to be narrowed into three since member economies indeed have their own priorities. The convenor further suggested that it would be more practical to conduct the survey first rather than the research since the survey could provide further guidance on which recommendations require further research.

8. Other Business

8.1 The chair further thanked the member economies for attending the meeting and for the good work that has been done in the group. The chair also thanked the Philippines for hosting this meeting.

8.2 No further business was raised and the Chair brought the meeting to a close. The meeting ended at 4 pm.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/003
Agenda Item: 5

Multilateral Framework for the Regional Movement Alert System

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

MULTILATERAL FRAMEWORK

FOR THE

REGIONAL MOVEMENT ALERT SYSTEM (RMAS)

TABLE OF CONTENTS

PREAMBLE 3
RMAS GUIDING PRINCIPLES 3
PURPOSE 3
SCOPE OF THE RMAS 4
GOVERNANCE AND ACCOUNTABILITIES 5
PARTICIPATION AND OPERATIONAL ARRANGEMENTS 5
PRINCIPLES FOR MANAGEMENT OF INFORMATION 5
INFORMATION MANAGEMENT ACCOUNTABILITIES 6
FINANCIAL ARRANGEMENTS 6
DISPUTES RESOLUTION 6
STATUS OF MULTILATERAL FRAMEWORK 7
DEFINITIONS 7
APPENDIX 1 8
APPENDIX 2 9
APPENDIX 3 11

PREAMBLE

1. Terrorism and other trans-national criminal activity pose a major threat to national security and to economic prosperity throughout the world, including in the Asia-Pacific region. At the same time, the safe and efficient movement of legitimate travellers across borders is vital to the continued growth of trade in goods and services across the APEC region. As a result, APEC members acknowledge the need to manage effectively the movement of people across borders.

2. APEC Leaders recognise that one way of facilitating the movement of legitimate travellers while preventing the movement of illegitimate travellers across borders is to co-operate and collaborate in the disclosure and use of information they collectively hold concerning the documents used by and other information about intending travellers.

RMAS GUIDING PRINCIPLES

3. APEC Leaders have, therefore, directed that arrangements be developed between their economies for the provision and use of such information in the form of the RMAS in accordance with the following agreed principles:

   (a) The scope of the RMAS and its data should focus on enhancing counter-terrorism capacities of Participants;

   (b) The RMAS design and operation will not affect the essential right of a Participant to determine who is permitted to enter the economy and on what basis they are permitted to enter;

   (c) Ownership and visibility of shared alert data would be vested in the Participant that has provided that data;

   (d) Participants should not be able to use the RMAS to monitor nationals of other Participants without the express permission of that Participant.

   (e) Privacy laws of each Participant will be satisfied;

   (f) The operating system could be built and deployed so that it operates seamlessly with the departure control systems of airlines flying to Participants;

   (g) The operating system would be built and deployed so that it complements and, if possible, is interoperable with, the existing border management systems of Participants or other regional or multilateral systems developed for purposes of enhancing border security;

   (h) Ultimately travel should be able to be monitored on a real-time rather than ex-post basis.

PURPOSE

4. The purpose of this Framework document is to establish the common principles and standards that will guide the arrangements, governance and operation of the RMAS in accordance with the principles the APEC Leaders have agreed. It does this initially by providing a framework for Participants to provide each other with information, in the context of international travel, in order to:

(a) detect and prevent the misuse of recorded lost, stolen or otherwise invalid passports; and/or

(b) confirm the validity of passports and identify invalid passports; and

in so doing, to generally,

(c) assist in assessing the *bona fides* of prospective incoming passengers and facilitate travel of genuine passengers;

(d) assist Participants in efforts to counter terrorism, and other serious criminal activity; and

(e) in accordance with the relevant ICAO Code of Conduct for Immigration Liaison Officers, and IATA Guidelines for the Removal of Inadmissible Passengers, assist in removing lost, stolen and otherwise invalid passports from circulation.

SCOPE OF THE RMAS

5. Depending on the nature of participation in the RMAS, the RMAS will either:

(a) detect and prevent the misuse of recorded lost, stolen or otherwise invalid passports by matching passports presented for international travel against the Participant's passport data in real-time and alerting Participants if a passport is recorded lost, stolen or otherwise invalid; or

(b) confirm the validity of passports and detect the use of invalid passports by directly accessing the Participant's passport data in real-time and alerting Participants if a passport is recorded invalid.

6. The RMAS consists of the following component parts:

(a) electronic records maintained by each Participant of passport data, which are accessible in real-time;

(b) the automatic electronic checking of the specified data elements of passports presented by persons as a part of intended international travel against the electronic records of the specified data elements maintained by the Participants;

(c) the processes for registering and giving notice for RMAS alerts;

(d) the maintenance and operation by each Participant of an office which is staffed continuously (24/7 office) and available to assist in determining an appropriate response to RMAS alerts in real-time; and

(e) processes by which Participants manage the consequences, as determined by each Participant, of RMAS alerts.

7. The following key documents support the RMAS:

(a) the Multilateral Framework including the Summary of Basic Requirements attached as Appendix 1;

(b) the Management Board Governance Charter for RMAS (attached as Appendix 2);

(c) Model Economy Memoranda of Understanding (MOUs) (attached as Appendix 3a and 3b); and

the following documents established by each Participant:

(d) Standard Operating Procedures; and

(e) Technical Specifications.

8. In the interests of consistency it is expected that Participant's MOUs will follow the appropriate model form (which will set out the essential requirements for participation in the RMAS) and be available to all Participants.

9. The Multilateral Framework, including the Management Board Governance Charter for RMAS and Model Economy MOUs are to be publicly available.

GOVERNANCE AND ACCOUNTABILITIES

10. A Management Board comprising RMAS Participants will be responsible for strategic and operational governance of the RMAS, as detailed at Appendix 2.

PARTICIPATION AND OPERATIONAL ARRANGEMENTS

11. Participation in the RMAS is open to all APEC economies, and other participants, provided that they meet the necessary standards and functional and operational requirements as set out in the key documents, and provided that they enter into a MOU for disclosure and use of information with another Participant.

12. Participants are encouraged to disclose information to the other Participants. Provided they enter into a MOU with at least one other Participant, each Participant retains the discretion to determine whether or not it will provide information to any other Participant.

13. The Summary of Basic Requirements for the operation of the RMAS is at Appendix 1.

PRINCIPLES FOR MANAGEMENT OF INFORMATION

General principles for management of personal Information should be guided by the APEC Privacy Framework of 2004.

Quality of Information

14. Participants should take all reasonable steps to ensure the high quality and integrity of information provided and used in the RMAS.

Use and Further Provision of Information by Requesting Participant

15. Provision and use of information in the RMAS should only occur for the purposes of the RMAS in accordance with MOUs between the Participants.

16. If domestic laws require further use or disclosure of information for a purpose other than the RMAS, the further use or disclosure should occur in a manner transparent to the relevant Participants.

Security of Information

17. All information provided and used in the operation of the RMAS should be handled in a secure manner and by persons suitably trained in the constraints of its use and disclosure.

Retention of Information

18. Retention of data and information should be based on the need to fulfil the purposes of the RMAS and on continued participation in RMAS, subject to domestic legal requirements.

19. The RMAS Broker will retain no information other than transaction identification numbers and transaction timing information.

Individual access to information

20. An individual's access to their personal information is to be determined in accordance with the Participants' domestic laws.

Notice

21. Participants should take such steps as they consider appropriate to inform their public about the operation of the RMAS and its implications for them.

22. Participants should take reasonable and lawful steps to prevent persons from knowingly travelling on invalid passports.

INFORMATION MANAGEMENT ACCOUNTABILITIES

Records Review

23. Records should be kept by each Participant to enable review of the performance and integrity of the RMAS information.

Response to Breach of Information Management Obligations

24. Each Participant should provide mechanisms to address activity that undermines the integrity or security of information.

25. Participants may provide for appropriate responses in the event they determine an unacceptable risk exists to the integrity or security of RMAS data and information.

FINANCIAL ARRANGEMENTS

26. Financial arrangements will be agreed between Participants through the Management Board.

DISPUTES RESOLUTION

27. Participants should identify issues that arise between them and use best endeavours to resolve them.

STATUS OF MULTILATERAL FRAMEWORK

28. This Framework is not governed by international law and does not create any legal obligations.

29. The provisions of this Framework should not prevent any Participant from granting assistance in accordance with the provisions of other applicable international treaties, agreements or arrangements, such as the Convention on International Civil Aviation.

30. Nothing in this Framework supersedes the obligations of Participants to report lost and stolen passports to the Interpol Stolen and Lost Travel Document database as detailed in the Joint Ministerial Statement of 16 November 2005 and endorsed by the leaders in the Busan Declaration of 19 November 2005.

DEFINITIONS

information – means the specified data elements and such other information as may be necessary to appropriately respond to a RMAS alert.

invalid passport – means any travel document (including blank travel documents) that is recorded as lost, stolen, revoked, cancelled, or is counterfeit, fraudulently altered or otherwise invalid in accordance with the domestic law of the issuing Participant.

Participant – means an economy that has met the necessary standards and functional and operational requirements as set out in the key documents, has entered into a MOU, and is implementing that MOU.

RMAS alert – means a notification to a Participant from the Broker that specified data elements provided to the receiving Participant indicate the use of an invalid passport.

RMAS Broker – means the centralised messaging mechanism to securely pass messages between Participants.

specified data elements – those data elements contained in an agreed MOU, e.g.:

(a) passport identification number;

(b) issuing authority;

(c) type of document;

(d) date of issuance;

(e) surname;

(f) date of birth;

(g) and any additional elements on the passport visual inspection zone which may be required to establish validity of the passport.

24/7 office – means a facility maintained by a Participant that is staffed continuously and available to respond to inquiries from other Participants in relation to RMAS alerts.

APPENDIX 1

SUMMARY OF BASIC REQUIREMENTS FOR THE OPERATION OF THE RMAS

1. The RMAS is a mechanism to establish the validity of passports and detect the use of invalid passports. This is done by directly accessing a Participant's passport data in real-time and alerting authorities if a passport is recorded as lost, stolen or otherwise invalid, or if a passport is not recognised as valid.

2. A key objective of the RMAS is to ensure that this checking occurs without disruption to travellers. It is therefore critical that the technological processes support the business objectives.

3. The RMAS and its operation is based on a network of arrangements among the Participants. It is expected that these arrangements will take the form of written agreements or Memoranda of Understanding (MOU) regarding lost and stolen passports and the availability, provision and use of information to confirm the validity of passports (Appendix 3 refers), together with supporting operational and technical arrangements.

4. The technical infrastructure consists of communication links between Participants and a centralised messaging system (RMAS Broker). The RMAS Broker is like a switchboard for routing queries and answers to and from border systems and the passport databases of Participants. No data is stored in the Broker.

5. Underpinning the technical infrastructure are a range of business processes and legal requirements, that at a minimum should include:

   (a) Participants having a database of passport information that can be accessed in real-time.

   (b) Domestic legal authorisation enabling the accessing of data to reflect APEC and any domestic requirements.

   (c) Operational support to enable investigation and resolution of RMAS alerts provided by a 24/7 office, allowing consequence management to be facilitated in real-time by each economy.

   (d) Mutually agreed upon standard operating procedures regarding the consequence management of the RMAS alerts.

6. The RMAS Management Board will coordinate the operational arrangements to ensure the integrity of the RMAS.

APPENDIX 2

MANAGEMENT BOARD GOVERNANCE CHARTER FOR THE RMAS

Introduction

1. The feasibility study report to the Senior Officials on 27 September 2004 in Santiago, Chile, suggested a Management Board composed of representatives of Participants be created under the auspices of the Business Mobility Group (BMG) to manage the RMAS programme.

2. This Charter contains the principles, responsibilities and processes of the Management Board.

Principles for Governance

3. A Management Board, comprising RMAS participants will be responsible for strategic and operational governance of the RMAS.

4. In exercising their responsibilities as described in this Management Board Governance Charter, the Management Board will:
   (i) be guided by the Multilateral Framework;
   (ii) ensure that the RMAS provides the authorities of Participants with information that is both timely and accurate and serves the RMAS purposes;
   (iii) set clear standards through which the operation of the RMAS can be measured;
   (iv) establish appropriate accountabilities and reporting mechanisms to ensure Participants meet the standards necessary for the operation of RMAS; and
   (v) report to the APEC Business Mobility Group (BMG) annually or as otherwise requested by BMG.

Management Board Responsibilities

5. The Management Board will provide strategic governance of the RMAS programme consistent with the RMAS Guiding Principles and Multilateral Framework, and having regard to domestic legal obligations of each RMAS participant, including, but not limited to:
   (a) the setting of operational protocols and standards in relation to:
      - programme oversight, including establishing accountabilities and supporting arrangements;
      - administration and the necessary resources to support the Management Board;
      - operations;
      - technical guidance;
      - systems security/safeguards;
      - conditions of use;

b. the establishment of a framework for participation;

c. the funding arrangements;

d. the future direction and development; and

e. dispute resolution.

Processes and Activities

6. The RMAS participants will maintain a Management Board comprised of one representative from each participating RMAS economy. The APEC host economy may provide a non-voting ex-officio representative.

7. The Management Board will appoint a Chair.

8. The Management Board will convene general meetings twice a year. Other meetings may be convened as needs of the program dictate and the Management Board may invite Participants or other parties to participate.

9. The general Management Board meetings will be held in open forum and any economy is welcome to participate as an observer.

10. Any economy may submit topics for Management Board discussion at any time to the Chair of the Management Board.

11. Decisions taken by the Management Board will be made by consensus.

12. The Management Board Chair will submit a report to the Chair of the Business Mobility Group annually or as requested by the Chair of the Business Mobility Group.

13. The role of the Secretary of the Management Board will rotate annually amongst the Participants.

APPENDIX 3

MEMORANDUM OF UNDERSTANDING
BETWEEN

[ECONOMY X]

AND

[ECONOMY Y]

REGARDING THE AVAILABILITY, PROVISION AND USE OF INFORMATION TO CONFIRM THE VALIDITY OF PASSPORTS USING THE REGIONAL MOVEMENT ALERT SYSTEM (RMAS)

[ECONOMY X] AND [ECONOMY Y] (hereinafter referred to as "the Participants"),

Recognizing that the urgent problems of border and transportation security arising from illegal immigration, international terrorism and other serious forms of international crime demonstrate the need for progress in co-operation among border protection, immigration, passport, and diplomatic agencies;

Desiring to make travel and admission into Participants' territories easier for legitimate tourists, students, and business travellers, while making it more difficult to travel to and be admitted to the territories illegally;

Noting that one way to improve international border protection is the development of arrangements for the availability, provision and use of relevant information among the agencies concerned;

Recognizing that, in order to act swiftly and appropriately, border protection, immigration, passport and diplomatic agencies must have available to them and be able to obtain reliable information from their counterparts abroad to confirm the validity of passports and to identify passports that are invalid;

Further recognizing that, to the extent such information can be provided between and among Participants, it can assist in preventing the travel and entry of inadmissible persons;

Further recognizing that this Memorandum of Understanding (MOU) aims to support and facilitate the availability, provision and use of information on passports within the RMAS (which operates under the auspices of APEC) and consistently with the RMAS Multilateral Framework as well as the APEC Privacy Framework for the purpose of confirming the validity of passports and identifying passports that are invalid;

Further recognizing that nothing in the way this MOU is designed or implemented should affect the essential sovereign authority of each Participant to determine who is to be admitted to its respective territory.

UNDERSTAND as follows:

SECTION I: PURPOSE OF MEMORANDUM

The purpose of this MOU is to establish the conditions under which the Participants intend to make available to each other, within the RMAS, passport information to confirm the validity of passports and detect and prevent the misuse of invalid passports.

SECTION II: DEFINITIONS

An invalid passport means any [ECONOMY X] or [ECONOMY Y] travel document (including any blank travel document) that is recorded as lost, stolen, revoked, cancelled, or is counterfeit, fraudulently altered, or otherwise invalid in accordance with the domestic law of the issuing Participant.

SECTION III: RESPONSIBLE AGENCIES

The following entities are authorized to implement the provisions of this MOU: for [ECONOMY X] [insert], and for [ECONOMY Y] [insert].

SECTION IV: RMAS PROGRAM PROVISIONS

The following are mutually understood:

A. The Participants intend to make available electronically the following data elements: passport number, issuing authority, surname, and date of birth [and insert any additional elements from the passport visual inspection zone which may be required to establish validity of the passport] as contained in their relevant passport database.

B. The electronic availability should be on a real-time basis, to the extent practicable.

C. Each Participant intends to maintain, on a 24/7 basis, the capacity to assist in establishing the validity of a passport, to assist in determining subsequent action, and respond to technical questions regarding the RMAS.

D. When a person presents a passport that produces an alert against the data elements of the providing Participant, it should be evaluated for purposes of determining whether the passport holder will be permitted to receive a visa, to travel or to be admitted as described in Annex 1 of this MOU. In such cases, a Participant should not take action based on concerns on the status of the passport until it has contacted the passport issuing authority and followed the procedures as described in Annex 1 of this MOU.

E. The Participants may at their discretion, and subject to domestic law, provide additional information to each other, including personal information as appropriate**,** to assist in establishing the validity of a passport and for the purpose of taking enforcement action related to the use of an invalid passport.

SECTION V: TECHNICAL SPECIFICATIONS

A. Each Participant intends to make the data elements as set out in section IV A available to the other in a mutually acceptable electronic format and in a format that meets the RMAS specifications. A technical working group (TWG) comprised of analysts from each Participant as appropriate should be established to develop the technical means to make such data available.

B. Each Participant intends to ensure that the data elements made available and any other information provided to the other Participant are as accurate, relevant, timely, and complete as is reasonably necessary to meet the specifications set out in Section IV.

SECTION VI: CONDITIONS OF USE

A. The information provided to the receiving Participant may only be used by officials for the following purposes:

1. To assist in determining whether an individual satisfies the legal requirements for a visa, admission, continued presence within the nation's territorial limits, or other citizenship, immigration or border management functions in relation to the use of a passport;

2. To prevent, detect, suppress, investigate, prosecute or punish criminal activity (including, but not limited to, passport offences, terrorism or trafficking in controlled substances, persons or illicit weapons), in relation to the use of an invalid passport by an individual; or

3. To assist in the seizure of an invalid passport.

B. The receiving Participant may disseminate the information provided under this MOU to agencies of that Participant only for the purposes specified in paragraph A of this Section, unless authorized in writing by the providing Participant. Within each receiving agency, each Participant is to permit access only on a need-to-know basis.

C. Each Participant should notify the other in writing of a dissemination made for a purpose specified in sub-paragraph A.2 of this Section.

D. In addition to a disclosure for a purpose specified in paragraph A of this Section, information received under this MOU may be disclosed where such disclosure is required by the law of the receiving Participant.

E. The receiving Participant should notify the providing Participant in writing of any disclosure to be made in accordance with paragraph D of this Section. To the extent practicable, the receiving Participant should notify the providing Participant in advance of any such proposed disclosure to provide the opportunity, where appropriate, to the providing Participant to seek non-disclosure or other protection of the information to the extent permitted by the law of the receiving Participant.

SECTION VII: SECURITY/SAFEGUARDS

A. The receiving Participant intends to use its best efforts to maintain any personal or other related information received in accordance with Section IV in the same manner as it maintains like information concerning its own citizens. In the event that such information cannot be so maintained, the receiving Participant should inform the providing Participant in writing of this fact and the reasons therefor.

B. Integrity of Information. Information provided and received under this MOU should be accurate, complete and kept up-to date to the extent necessary for the purposes of this MOU.

1. The receiving Participants should not modify any information received under this MOU without the authorization of the providing Participant.

2. When either Participant becomes aware that information it provided or received under this MOU is inaccurate, the Participant, subject to its domestic laws, is to advise the other Participant thereof and provide in writing correct information. Upon receipt of such information, the receiving Participant should take steps to ensure that the inaccurate information is destroyed and/or to otherwise correct the information.

C. Security Administration. Each Participant should appoint a Systems Security Official. These individuals should have the authority to enforce the provisions of this MOU, subject to the Participant's domestic laws, pertaining to security and should act as agency contacts for that purpose.

D. Access Controls. Both Participants should have security safeguards in place (including electronic safeguards) controlling on a need-to-know basis access to information obtained under this MOU. Such safeguards should allow an audit trail that permits full identification of persons who have accessed the information.

E. Dissemination Controls. Both Participants should ensure that information that is obtained under this MOU is protected from unauthorized dissemination.

F. Prevention of Misuse. Each Participant is expected to take appropriate action under its administrative, civil, and criminal laws in the event of misuse,

unauthorized alteration, deletion of, or access to or dissemination of information obtained under this MOU by its own employees, agents or any third party. In the event that such actions are taken, the Participant taking such action should notify the other Participant in writing.

G. When a receiving Participant becomes aware of any attempts to inappropriately gain access to, use, alter, delete, or disseminate information obtained under this MOU, whether by bribery, coercion, or other means, the receiving Participant should report in writing in a timely manner, to the providing Participant's Systems Security Officer.

H. Records Storage. The Participants should at all times store information obtained under this MOU in a secure electronic storage system.

I. Retention of Information. Information obtained under this MOU should be retained only as long as necessary to carry out the purposes stated in Section VI.A in accordance with the domestic law of the Participant.

J. Each Participant should keep an audit record as to how long the information obtained under Section IV.E was held and when it was disposed of and should make such information available to the other Participant if requested.

K. In the event that the Participants cease to participate with each other in the RMAS for whatever reason and terminate this MOU, the Participants should dispose of all information obtained from each other as a result of the operation of the RMAS in accordance with their domestic laws, unless otherwise agreed in writing.

L. Personnel Training for Permitted Uses. Each Participant should ensure that all of its personnel with access to data and other information obtained under this MOU are trained in the safeguards required to protect such information.

M. If in the view of a Participant sufficient safeguards are not being maintained by the other with regard to the information provided under this MOU, it may withhold provision of further information pending a resolution of the issue under Section XI.

N. As necessary, each Participant may request assurance from the other that sufficient safeguards are being maintained by the other with regard to the information obtained under this MOU.

SECTION VIII: PRIVACY ISSUES AND COMPLAINTS

A. Each Participant should have a procedure whereby members of the public may raise privacy questions and concerns regarding the information that is provided pursuant to this MOU, through a designated point of contact for public enquiries as specified in Annex 1 of this MOU. Each Participant is to refer persons raising privacy questions or concerns about information provided under this MOU to the designated point of contact of the Participant that provided the information, to the extent that such referral is appropriate and permitted by law.

B. Privacy questions and concerns should be considered and responded to in a timely manner by the Participant to which they are addressed, and in accordance with applicable laws of that Participant.

SECTION IX: RMAS MANAGEMENT BOARD

The Participants each intend to maintain a representative on the RMAS Management Board, which is to provide strategic and operational governance of the RMAS consistent with the RMAS Multilateral Framework document and having regard to domestic legal obligations of each RMAS Participant. Each Participant intends to act in accordance with the guidance of the RMAS Management Board and the protocols and standards it sets, to the extent practicable and permitted by applicable law.

SECTION X: CONTACT PERSONS

Each Participant should appoint one or more RMAS Administrators (of appropriate seniority within the authorized implementing entities), in addition to a Systems Security Officer, and provide the other Participant with the details of their

Administrator(s) and Security Officer (including their contact information) by way of exchange of letters.

SECTION XI: CONSULTATIONS

The Participants, through their RMAS Administrators, should consult as necessary to promptly address and endeavour to resolve any issues arising under this MOU or the operation of the RMAS.

SECTION XII: AMENDMENT

A. Either Participant may request amendment of this MOU at any time by writing to an RMAS Administrator of the other Participant.

B. This MOU may only be amended by the written consent of both Participants, except that Annex 1 of this MOU may be amended by the written consent of RMAS Administrators from both Participants.

C. In any case where an amendment to Annex 1 is proposed, the RMAS Administrators should ensure that:

1. The proposed amendment is consistent with the principles of the RMAS Multilateral Framework and the RMAS as well as the APEC Privacy Framework;

2. Appropriate processes have been followed and authorities obtained within their own economies for the amendment; and

3. The RMAS Management Board has the opportunity to comment on the proposed amendment before it is finalised and is provided with a copy of the final amendment.

SECTION XIII: STATUS OF MOU

A. This MOU embodies the understanding of the Participants.
It is not governed by international law and does not create legal obligations.

B. The provisions of this MOU should not prevent either Participant from cooperating or granting assistance in accordance with the provisions of other applicable international treaties and agreements, arrangements, national laws and related practices.

C. Nothing in this MOU is intended to supersede the obligations of the Participants to report lost and stolen passports to the Interpol database of lost and stolen travel documents as detailed in the Joint Ministerial Statement of 16 November 2005 and endorsed by the APEC leaders in the Busan Declaration of 19 November 2005.

D. This MOU is not intended to create or confer any right or benefit on any person or party, private or public.

SECTION XIV: COMMENCEMENT AND TERMINATION

This MOU should come into effect upon signature and may be terminated by either Participant upon receipt of written notice to the other Participant.

Signed at _____, in the English language, this ___ day

of_____, 20__.

FOR [ECONOMY *X]* *FOR [*ECONOMY *Y]*

MEMORANDUM OF UNDERSTANDING
BETWEEN

[ECONOMY X]

AND

[ECONOMY Y]

REGARDING THE AVAILABILITY, PROVISION AND USE OF INFORMATION TO CONFIRM THE VALIDITY OF PASSPORTS USING THE REGIONAL MOVEMENT ALERT SYSTEM (RMAS)

Annex 1

Permissible Actions

I. Introduction

1. These Permissible Actions cover the following passenger movements:

    a. [Economy X] travel document holders seeking a visa to, travelling to, or seeking admission to [Economy Y] [from the last point of embarkation (optional)]; and
    b. [Economy Y] passport holders seeking a visa to, travelling to, or seeking admission to [Economy X] [from the last point of embarkation (optional)].

II. Notification and Verification Arrangements

1. When a person presents a passport that produces an alert against the data elements of the providing Participant, the receiving Participant [agency name] intends to notify the 24/7 Office of the providing Participant for that passport [agency name].

2. This notification should be accompanied by the following information:

a. travel document number,
b. name of bearer,
c. port of embarkation, and
d. airline, flight number and departure time.

3. For making decisions about visa issuance, authorization of inward travel or admissibility, where an alert occurs, the receiving Participant should not take action based on concerns on the status of the passport until it has contacted the providing Participant. This is to ensure that prior to a decision being made, Participants can verify that a "hit" did not occur as a result of data errors or data inaccuracies, and that legitimate travellers are not unnecessarily hampered.

4. 24/7 passport authority office managers retain discretion whether to provide further information, including personal information as appropriate, to assist in verifying the validity of the passport.

5. The Participants retain discretion whether to issue a visa, permit admission, or advise airlines to permit boarding.

6. The receiving Participant should report to the providing Participant in writing any adverse action taken against the bearer of a passport.

III. Procedures

1. Each Participant should establish operational procedures for managing different situations and, as a matter of courtesy and goodwill, advise the other Participant of its procedures. These operational procedures should include mechanisms for:

    a. ensuring that legitimate travellers are not unnecessarily delayed;
    b. preventing the travel or admission of those engaged in terrorism, illegal immigration and other serious crimes; and
    c. seizing passports which are being used illegally with the ultimate aim of returning them to the providing Participant, or in the case of a counterfeit passport, to the economy listed on the counterfeit passport, as appropriate.

IV. Administration/Reviews

1. To ensure consistency of treatment of each Participant's citizens and to improve operational procedures, the RMAS administrators of the agencies involved in the implementation of the MOU should periodically consult with each other regarding the implementation and terms of this Annex and any systems, policy and operational matters associated with it.

2. These consultations should take place at 3 month intervals for the first year of its implementation. After the first year, consultations should take place on an as needed basis, by mutual consent.

V. Points of Contact

1. 24/7 points of contact are to be the following:

   a. for [Economy X]

   b. for [Economy Y]

2. Points of contact for public inquiries (including privacy questions or concerns) are to be the following:

   a. for [Economy X]

   b. for [Economy Y]

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/004
Agenda Item: 5

RMAS Implementation Communication Plan

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Asia-Pacific Economic Cooperation

Advancing
Free Trade for Asia-Pacific
Prosperity

RMAS Implementation Communication Plan

Author: International Division, DIBP

Version: May 2015

Owner: RMAS Management Board

Background

The following communication plan seeks endorsement by the RMAS Management Board to support the expansion of the RMAS border management capability to other economies.

It outlines the key messages, stakeholder segments, communication channel mix and schedule that will help to provide more consistent engagement around the border systems capability.

The plan includes a regular review and self-improvement component as outlined in the following section: Communication Activity Reporting.

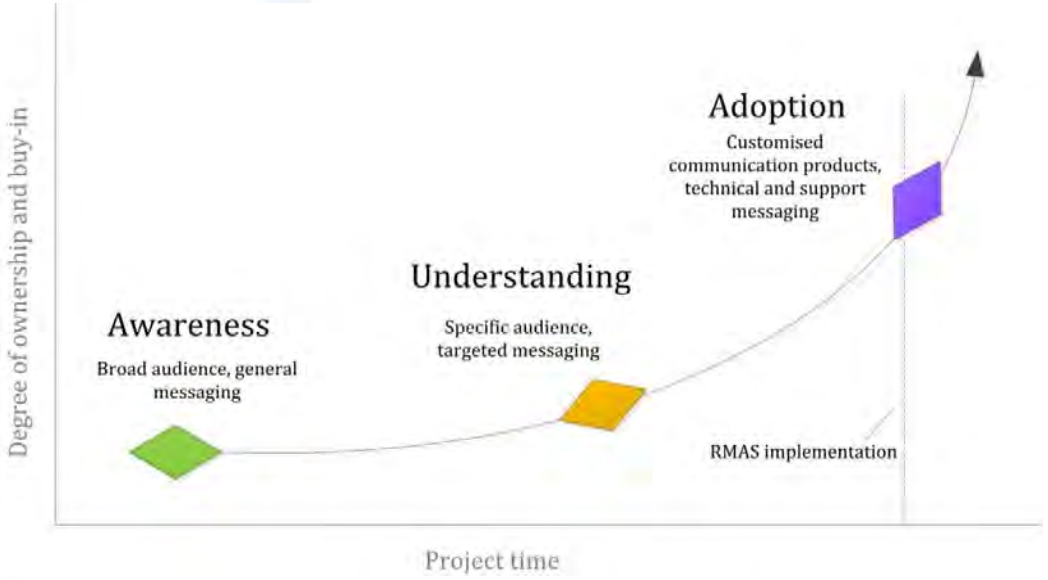
Key Messages

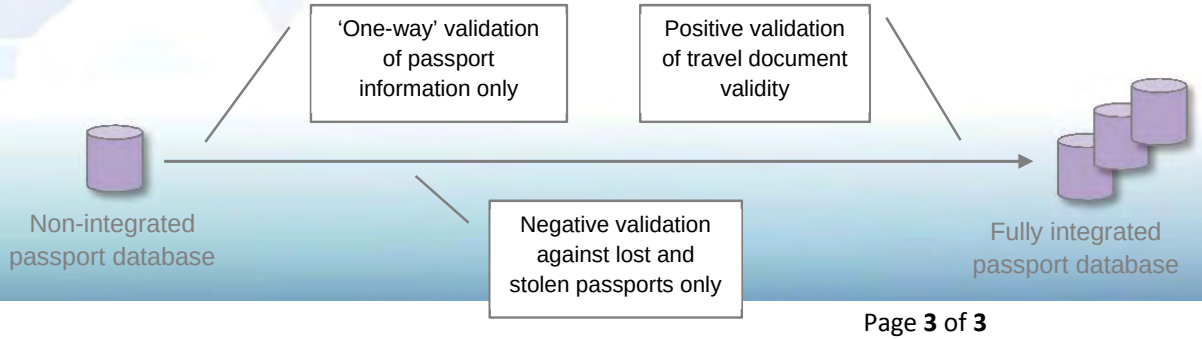
Theme	Key messages
The RMAS value proposition	• RMAS is primarily focussed on detecting lost, stolen and otherwise invalid passports. • There are eight (8) key guiding principles which govern the RMAS implementation. These principles are published online in the RMAS Guide. • The more economies that participate in the use of RMAS, the greater the 'web of integrity' that is formed.
Mandate for capability roll-out	• APEC Leaders' and Ministers' Declarations in 2005 and 2006, endorsing the expansion of RMAS. • Based on the success of the 2006 pilot, the APEC Business Mobility Group endorses the development of RMAS to become a fully operational 'production' system.
Who pays for RMAS?	• RMAS is license free, although there are minor technical integration steps that must be made by the recipient economy • Moreover, key business support structures must also be invested in.

Overarching Stakeholder Communication Strategy

The RMAS communication plan recognises three information needs that govern the messaging and product choice for stakeholders.

Stakeholders are segmented according to their information requirement which may change as they move towards RMAS implementation.





There are different levels of implementation maturity that may also necessitate different engagement activities.

For example, some economies will choose to 'stage' the RMAS implementation and as a result will need additional communication effort as they increase their system integration and utility.

Stakeholder analysis

Stakeholder Category	Name	Expectations concerning the project	Importance/ Interest rating		Communication channels						ADMIN
					Awareness		Understanding		Adoption		
			Import.	Interest	Product webpages	RMAS welcome pack	Technical delegation & workshop	Email address	RMAS tech pack	User Ref Group telecon	Risk & priority
Existing RMAS user	Immigration NZ	Improved integrity and alerts	Mod	High				★		★	
	US Customs Border Protection	Improved integrity and alerts	Mod	High				★		★	
	Philippines Bureau of Immigration	Improved integrity and alerts	Mod	High				★		★	
	Australian Dept. of Immigration		Mod	High				★		★	
Qualified RMAS recipients (2014/15)	Thai Immigration Bureau (TIB)	RMAS can be implemented as expected	High	High	★	★	★	★	★	★	
Target economies	Prioritised APEC and Non-APEC economies	Clear roll-out strategy and communication products	High	Mod	★	★		★			
Admin. Governance	Dept. Foreign Affairs and Trade (Australia)	That key governance steps such as a positive passport determination occur as expected	High	Low							★
Exec Governance	APEC Business Mobility Group	That RMAS programme outcomes are met and appropriately reported on	High	High							★
	RMAS Management Group	That all APEC countries have low barriers to RMAS implementation Implementation progresses as expected	High	High	★	★	★	★		★	★
Business Support	RMAS.Support email	Job-sizing support role and effort	High	High		★	★	★		★	
	24/7 Operational Support Centres	Implementation timelines for new RMAS participants	High	Mod		★	★	★			

Communication Channels

Asia-Pacific Economic Cooperation

Product Webpages

RMAS has an existing web presence that will need to be reviewed and potentially refreshed to support the plan for enhanced implementation. There are two major product webpages that will need to be reviewed;

1. http://www.businessmobility.org/RMAL/RMAL.html
2. http://www.immi.gov.au/managing-australias-borders/border-security/systems/rmas.htm

As well as 'news' pages that will need to be updated via an informal press-release process. http://www.apec.org/Press/Features/2007/0101_APECs_Regional_Movement_Alert_System_-_Enhancing_Regional_Air_Travel_Security.aspx

"Welcome Pack" mail-out to target economies

To help provide initial awareness and interest in RMAS, a welcome pack will be provided to all DIBP overseas Posts, and any other overseas audiences identified by the RMAS Management Board. There is a limited opportunity to customise some of information included, but largely the *welcome pack mail out* is designed to help standardise the approach to RMAS engagement.

The welcome pack includes:

- *Letter of Invitation* from the chair of the RMAS Management Board
- a revised RMAS guide
- a MS PowerPoint presentation (largely derived from the guide)
- a copy of the Multilateral Framework (including sample MOU), and
- a factsheet containing Frequently Asked Questions

RMAS Guide

A Guide to RMAS (2007) has been available online for several years from the APEC Business Mobility website. Most of the information included in the PDF is current although as it is six (6) years old, some elements have dated. Similarly, the tense of certain areas need to be changed as key activities written about in future tense have since occurred. The vast majority of the content is still valid, although consideration should be given to refreshing this product to support a wider roll-out of RMAS. This would require submitting the revised guide to the BMG for approval.

Introductory presentation

The introductory presentation provides overseas posts and the recipient economy with a 'head-start' when developing high-value presentations on the RMAS capability. The content for the presentation is largely derived from the guide and includes detailed speaker notes to help provide context for those asked to present the material.

Multi-lateral Framework (MLF)

The MLF provides greater detail on the structure of the agreement that must be occur before RMAS implementation and operation can be a success. Attached as appendices to the MLF is a sample memorandum of understanding that a target economy would be expected to be negotiated before the capability can be implemented.

Frequently Asked Questions (FAQs)

The FAQ factsheet helps to provide answers to common questions that are likely to present themselves in the initial stages of RMAS consideration.

Technical Delegation and Design Workshop

As a new economy expresses interest in RMAS implementation, and on receiving required approvals, Australia sends a technical delegation to meet with country officials to discuss the technical implications for the introduction of the border management capability. As Australia manages the RMAS broker on behalf of APEC, the technical delegation is selected from members of International Division inside the Australian Department of Immigration and Border protection. In some cases it may be possible to host the technical design workshop in Australia.

The *RMAS implementation pack* is used to help guide and standardise the engagement approach. Included in the pack is a description of the various skillsets required at the technical workshops, the broad agenda for the visit and expected outcomes from the delegation. More detail on the RMAS Implementation Pack follows.

RMAS.support@immi.gov.au email address

The existing RMAS support email address should be promoted as a central two-way communication channel. Regardless of the nature of the communication requirement, the mailbox provides a single point of contact for stakeholders looking for general or specific information about the product. Along with the expectation of the mailbox being a 'one-stop-shop' for all stakeholder requests, the service levels around response times, for example, are important considerations for maintaining this channel.

RMAS Implementation Pack

Once an economy has expressed interest in implementing RMAS, Australia provides a more detailed information pack. The RMAS Implementation Pack is provided only after key governance activities have been completed and RMAS Management Board endorsement. It is also expected that the RMAS Implementation Pack is the key facilitation tool for the Australian Technical Delegation and that the pack wouldn't be provided in isolation. Australia, on behalf of APEC, coordinates the provision of RMAS information services.

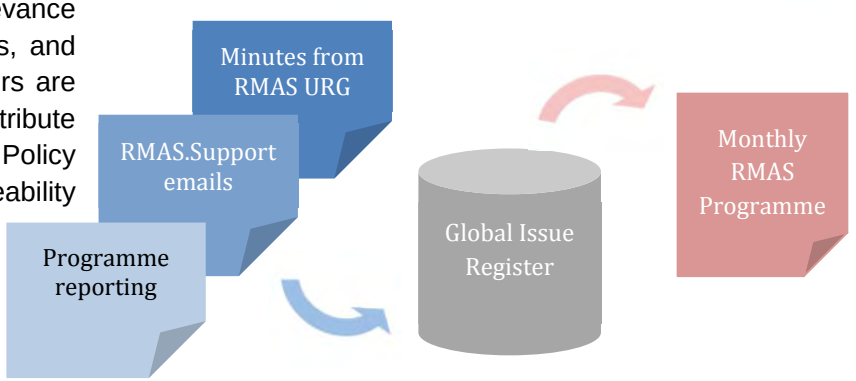
The pack includes:

- the technical implementation guide, including system interface specifications
- a sample implementation plan showing tasks, effort and dependencies
- system installation instructions
- the draft Interconnections Security Agreement
- a factsheet on business and system support approach, and
- Terms of reference for RMAS User Reference Group; and the programme reporting request process.

User Reference Group teleconference (RMAS URG)

To develop a self-sustaining RMAS programme the investment in the user community is essential. In the past, teleconferences have been used to good effect to allow for multilateral relationships to be maintained and this communication plan proposes to reinvigorate this channel. As well as a valuable support vehicle, the user group teleconferences should be seen as the key programme reporting tool as key issues, success stories and other key metrics can be sourced through this channel.

As attendance is recommended but not mandatory, to maintain relevance the teleconferences must represent good value to the participants, and have a clear and interactive agenda. All reference group members are encouraged to give status updates at each meeting as well as contribute to a central RMAS issue register managed by Border Security Policy Branch in Australian Immigration that will provide visibility and traceability of requests, recommendations and problems. A Global Issue Register will be maintained to record and track issues and also include information gained from the RMAS.Support mailbox between meetings.

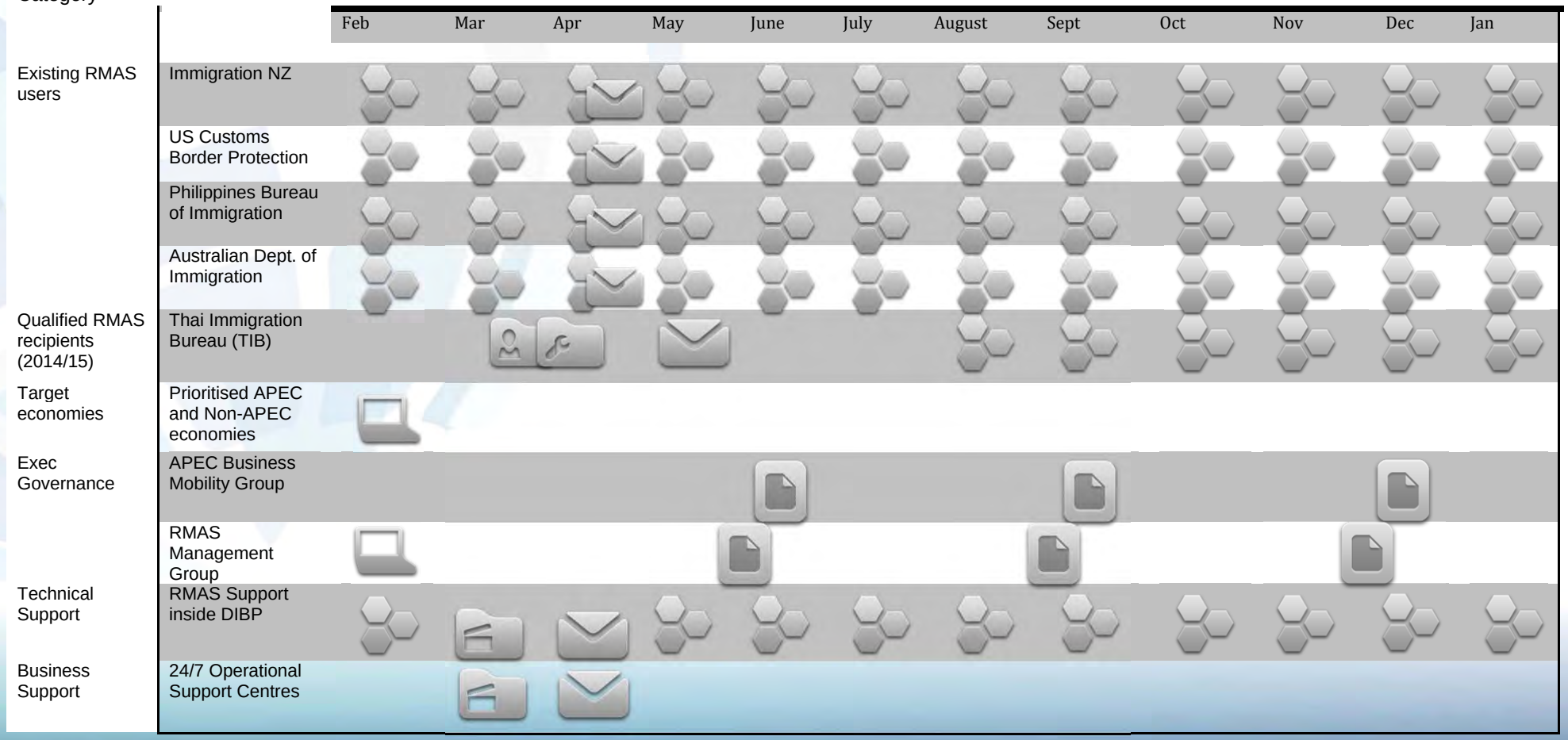


The frequency and terms of reference of the RMAS URG will be set by the RMAS Management Board.

Communication Activity Report (CAR)

To demonstrate the relative effectiveness of the communication approach, a quarterly Communication Activity Report will be produced for the RMAS Management Board. The CAR surveys a sample of key stakeholders to determine the appropriateness of the channel mix and communication message. Suggestions for improvement are also taken during the survey process to continue to exceed stakeholder engagement expectations for the enhanced RMAS implementation.

Communication activity and timing



Asia-Pacific Economic Cooperation

2016/SOM1/BMG/RMAS/005
Agenda Item: 5

Regional Movement Alert System – Frequently Asked Questions

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Asia-Pacific
Economic Cooperation

Regional Movement Alert System

Frequently Asked Questions

BACKGROUND

The Regional Movement Alert System (or RMAS) is a unique approach to real-time, government to government information sharing and validation. RMAS is a modular and flexible system that can provide tactical bilateral and multilateral opportunities for enhanced border management. Utilising secure web services technology, the system can be quickly and cheaply integrated into existing border management systems.

The following information is intended to provide answers to the key areas of interest in RMAS. They are grouped into 5 (five) broad topic areas:

1. Benefits of RMAS
2. Cost and effort
3. Governance
4. Business requirements
5. Support

BENEFITS OF RMAS

Question	Answer
Why are economies choosing to use RMAS at their border?	The RMAS border management capability is modular which means the system offers great flexibility in being able to grow to meet a range of opportunities and objectives. It is the only government to government communication platform available which has been specifically designed to improve multilateral border management outcomes. The RMAS border management capability is 'real-time' which means it is able to support responsive border operations decision making, in the field, where it is most valuable.
How has RMAS been used to validate information between different economies?	Several major economies now use RMAS to assess the validity of travel documents and better enhance their border management outcomes. However, the system is flexible and not all participating economies have implemented RMAS in the same way. Some economies are using it selectively to validate travel documents from a specific economy, but not in a true reciprocal arrangement. Before a new economy has RMAS implemented for their border, a design workshop is held with key business and technical stakeholders. The workshop is used to confirm how the RMAS capability will work best for their requirements and also what customisations may need to happen before it can be operationalised.
How can RMAS be used to meet specific bilateral objectives?	The RMAS border management capability has been designed as a modular, real-time data validation and control system. As a border management capability it is able to facilitate a wide range of tactical and strategic country to country initiatives. While at its core it has been designed as a multilateral border integrity initiative, where specific benefits are expected, targeted bilateral objectives can be supported using RMAS.

How does RMAS address data security and related privacy concerns?	One of the key features of the RMAS border management capability is that data security and information privacy are at the foundation of its design. The same certificate technology used to make global internet commerce secure is used to encrypt data passing between economies. The data being validated against still resides in the host economy's own systems, so RMAS presents no further risk to private traveller information than exists in the current environment.

COST AND EFFORT

Question	Answer
What does RMAS cost to implement and what resource impacts should be expected?	The RMAS border management capability can be implemented with only a very modest cost for the recipient economy. If the required databases are easily available to the border management area of the recipient economy it can be relatively straight forward for a single technical resource to connect, test and commission RMAS. The vast majority of any cost is associated with the business effort around the design, governance and support for enabling the capability. For example; the following business elements will may need to be factored in to the total cost of RMAS ownership: • time to review and contribute to governance documentation such as the Interconnections Security Agreement, or Memorandum of Understanding • staff communication and training • a 24 hour, 7 day a week operational support function to help manage RMAS referrals between economies
Are there any reoccurring licencing fees associated with RMAS I need to factor in?	RMAS itself doesn't require the expense of a recurring licence. An 'SSL' certificate (to enable secure data transfer) can cost around $200-$500 AUD per year to maintain.
How long does it take to have RMAS deployed in a border systems environment?	The duration to have RMAS implemented will vary based on the specific environment and requirements of the recipient economy. Generally though, RMAS has been built around a web-services architecture designed to reduce the time and resource cost of implementing it into existing border systems. Depending on a range of variables it is possible to have the RMAS border management capability implemented and operational in around 3-6 months.
What technical skillset do I need to be able to implement RMAS?	RMAS relies on web-services technology for its communication, and as a data-driven capability will need involvement from a data base administrator to ensure connections are made to the right data. The RMAS border management capability is supported by a technical implementation guide that clearly outlines the required technical capability for the recipient economy.

RMAS GOVERNANCE

Question	Answer
Who is responsible for RMAS governance?	The APEC Business Mobility Group has formed the RMAS Management Board to help provide direction and governance for the RMAS border management capability. The RMAS Management Board is currently chaired by New Zealand, and economies participating in RMAS are invited to nominate a representative to this board.
How did Australia become involved in the technical implementation of RMAS?	In October 2003, APEC leaders agreed to investigate the feasibility of a regional movement alert list. In November 2004, Australia and the United States responded to this direction by developing a proof of concept that was the basis from which RMAS was developed. As Australia was involved for this original system development effort this involvement has continued as RMAS has developed over the past 10 years.
Are economies outside of APEC allowed to benefit from RMAS?	Yes, as long as required agreements and assurances are met, there is no restriction placed on which economies are allowed to participate in RMAS use.
What agreements and assurances need to be made before RMAS can be implemented?	Once RMAS Management Board endorsement is given for a new economy to join the RMAS programme there are three other agreements that are discussed: • an agreement to the multi-lateral framework which deals with RMAS obligations and expectations • an agreement to the Interconnections Security Agreement • a memorandum of understanding or similar document will need to be created that clearly outlines the responsibilities of all connected economies

BUSINESS REQUIREMENTS

Question	Answer
What business capabilities will need to be considered to support RMAS operation?	RMAS requires a connection to an economy's border management systems, such as entry/exit or advance passenger information systems. It is also necessary to have legal and privacy authorisation that the data can be accessed. A connection to the internet is required to allow the system to pass information between the participating economies. Standard operating procedures will need to be produced to provide clear business practices around the capability. Like many real-time border management capabilities, RMAS requires access to a 24/7 operational support capability to facilitate communication between economies.
Is there a way that RMAS can be trialled before a full implementation is made?	Not all RMAS participating economies have implemented the full capability in the first instance. While a fully reciprocal 'positive validation' capability offers the most utility from RMAS there are several initial steps that can be made toward this ideal end-state.

What training is offered with RMAS?	Past experience has shown that RMAS requires very little business training within a host economy for it to become operational. In most cases it is seen as an addition to the existing Advanced Passenger Information processes, and is not a large change from the types of operational activity already occurring at the border. Guidelines exist that demonstrate the technical knowledge required to implement RMAS, and similarly guides can be developed to help new economies take full advantage of the border capability.
Is RMAS able to be customised to meet specific technical environments or requirements?	With every RMAS implementation some moderate customisation will always be required. Moreover, the RMAS border management capability is always being updated and improved, and the RMAS User Reference Group provides the regular opportunity to discuss tactical opportunities for participating economies.

SUPPORT

Question	Answer
Once RMAS is operational, how is support provided?	Three main types of support are available for the RMAS border management capability: 1. 24/7 - IT support helpdesk for reporting technical incidents and outages 2. the Business Support helpdesk that operates from 9am-5pm (Australian Eastern Standard Time) to respond to less-time critical requests and issues 3. participation in the monthly RMAS User Reference Group teleconference to be able to discuss issues and share successes
How can we request a visit from a technical delegation?	The RMAS technical delegation and design workshops are a standard component of the RMAS implementation process. Once the required agreements have been made and the RMAS Management Board endorses a new economy for RMAS implementation, a technical delegation is the next activity that follows. The location of the meeting can be flexible and in some cases it the representatives of the recipient economy may be invited to visit the technical team in Australia. In many cases the technical delegation and design workshops will be held in-country with the recipient economy.

FURTHER INFORMATION

If you would like more detailed or specific information about the RMAS border management capability please email: RMAS.support@immi.gov.au.

There are technical implementation resources available that can provide much greater detail on how the system works, and how it is currently utilised in a range of economies.

Also available is a *Guide to RMAS* available from the APEC Business Mobility Group website: http://www.businessmobility.org/RMAL/RMAL.html

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/006
Agenda Item: 5

A Guide to the Regional Movement Alert System

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Asia-Pacific
Economic Cooperation

A guide to the Regional Movement Alert System

Foreword

The Business Mobility Group recognises the importance of timely access to information to facilitate investment and genuine travel between APEC economies, and to prevent the fraudulent movement of people. Enabling border authorities to access the information required to facilitate travel with integrity depends on effective information sharing between governments, particularly in the area of passport data.

The Regional Movement Alert System, launched in 2005, is an APEC counter terrorism initiative designed to facilitate access to passport data in order to improve border integrity, and combat identity fraud for air travel. The objective of RMAS is to strengthen the collective capacity of participating APEC economies to detect lost, stolen and otherwise invalid travel documents and to prevent them from being used illegally.

RMAS enables participating economies to confirm that a passport is recognised as valid by its document issuing authority, and alerts authorities to passports that are not recognised as valid. This real-time passport validation capacity makes RMAS a particularly powerful tool for detecting counterfeit passports and removing them from circulation. RMAS has continued to prove itself as a practical and cost effective addition to border management environments since its inception in 2005. In 2013 alone RMAS detected upward of 100,000 hits on potential lost, stolen or otherwise invalid passports between participating economies.

RMAS allows participating APEC economies to improve border control and passenger facilitation without creating the privacy issues associated with pooling data in a central database or providing direct connections to each other's databases.

Countries currently using RMAS are Australia, New Zealand, the United States of America and the Philippines. In joining RMAS, APEC economies gain a place on the RMAS Management Board, which enables them to take an active role in the further expansion and development of RMAS.

I recommend this guide to help member economies better understand RMAS and its future possibilities, and to encourage participation in this important intergovernmental initiative.

Peter Speldewinde
Convenor, APEC Business Mobility Group

Purpose and Contents

Purpose of this Guide

This guide is part of the APEC Business Mobility Group project, “Capacity Building – Regional Movement Alert System (RMAS)”.

The key objective of this guide is to introduce economies to RMAS and its supporting Multilateral Framework, and to provide an overview of the governance issues and the operational and technical requirements for participation in RMAS.

This guide provides information on RMAS and explains:

- the benefits of RMAS
- the design and operation of RMAS
- requirements for any economy seeking to join RMAS
- the potential future expansion and enhancement of RMAS

It is envisaged that economies can use this information to determine their strategic and operational position with respect to joining RMAS.

Contents

Section 1. RMAS Overview

- What is RMAS?
- RMAS Benefits

Section 2. RMAS Governance Arrangements

- RMAS Management

Section 3. Joining RMAS

- What is involved in joining RMAS?
- RMAS Implementation
- Supporting RMAS

Section 4. The Future of RMAS

- The RMAS Vision

Glossary

Annexure 1: The RMAS System

SECTION 1
RMAS Overview

What is RMAS?

The Regional Movement Alert System (RMAS) is an APEC counter-terrorism initiative that enhances regional border management capability through the close cooperation and collaboration of participating governments. RMAS combines business process and technology to allow participating economies to confirm that a passport is recognised as valid by its document issuing authority, and alerts authorities to passports that are not recognised as valid.

How Does it Work?

RMAS enables participating economies to automatically establish the validity of passports and/or detect the use of invalid passports. This is done by directly accessing a Participant's passport data in real-time and alerting authorities if a passport is recorded as lost, stolen or otherwise invalid. The remainder of this document will refer to this capability as *RMAS validation.* RMAS enables participating APEC economies to cooperate to improve border control and passenger facilitation without needing to pool data in a central database. RMAS securely links international border agencies to enable the verification of travel documents while upholding the privacy requirements of the participating economies.

A requesting economy's border management system automatically submits travel document validation requests to a document issuing authority to verify details against the source passport database maintained by the issuing economy. The ability of RMAS to verify the status of passports, and ensure they have been validly issued by the document issuing authority is one of the key features distinguishing it from systems that compile a central repository of lost and stolen passport data. RMAS uses broker processing, as shown in the following diagram. The diagram (figure 1.) depicts the preferred web service messaging model developed for positive validation of passports with the document issuing authority.

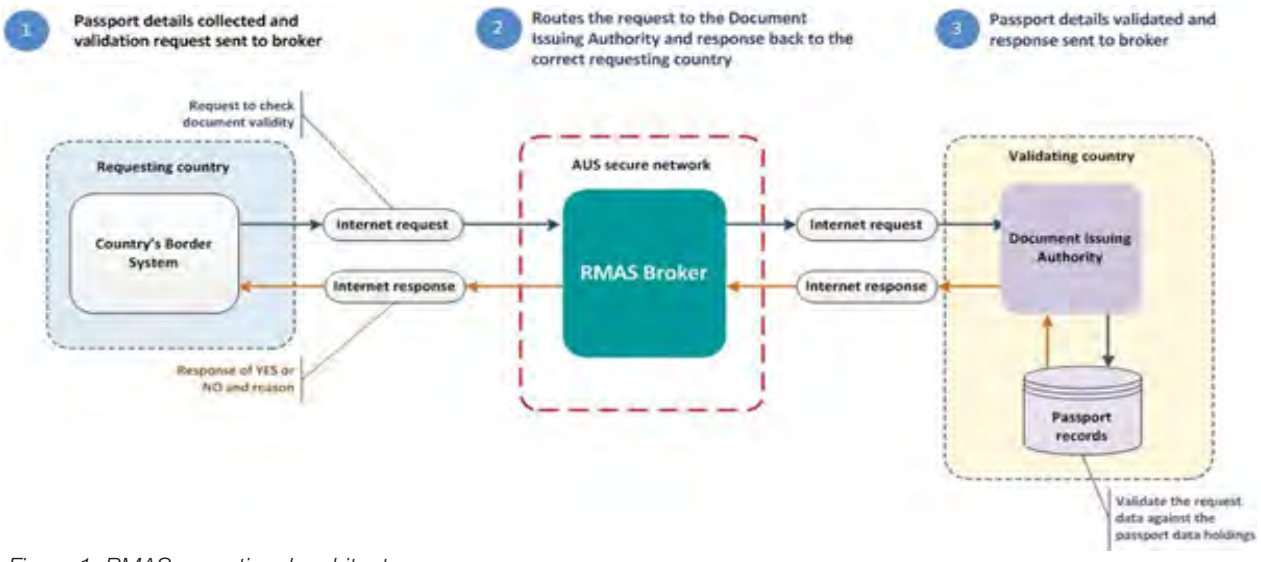


Figure 1. RMAS operational architecture

RMAS is underpinned by government to government arrangements that establish the common principles and standards that guide its arrangements, governance and operation. Further, the arrangements establish the conditions under which RMAS participants make available to each other, within RMAS, passport information to confirm the validity of passports and/or detect and prevent the misuse of invalid passports.

RMAS Guiding Principles

To ensure that RMAS develops in accordance with its objective, and the vision of the APEC Business Mobility Group, guiding principles were developed at the out-set of the project. The Business Mobility Group endorsed the following principles in May 2004.

The RMAS Guiding Principles

1. The scope of RMAS and its data should focus on enhancing counter-terrorism capacities of participating economies.
2. RMAS design and operation will not affect the essential rights of a participating economy to determine who is permitted to enter the economy and on what basis they are permitted to enter.
3. Ownership and visibility of shared alert data would be vested in the economy that has provided that data.
4. Participating economies should not be able to use RMAS to monitor nationals of other participating economies without the express permission of that economy.
5. Privacy laws of each participating economy will be satisfied.
6. The operating system could be built and deployed so that it operates seamlessly with the departure control systems of airlines flying to participating economies.
7. The operating system would be built and deployed so that it complements and, if possible, is interoperable with, the existing border management systems of participating economies or other regional or multilateral systems developed for the purposes of enhancing border security.
8. Ultimately travel should be able to be monitored on a real-time rather than ex-post basis.

RMAS Benefits

Intended Benefits of RMAS

1. Greater border security

Lost, stolen and otherwise invalid passports provide criminals and terrorists with the opportunity to steal another person's identity, to travel illegally, and to commit other crimes. Access to accurate and up-to-date data is a valuable tool for governments in combating terrorism, illegal immigration and transnational crime. RMAS provides greater safety for airline passengers, crew and the people of participating economies by enabling border authorities to detect invalid passports before the person using the passport travels to or enters the economy.

2. Integrates well with existing business processes

RMAS complements and is interoperable with existing border management systems. Australia, New Zealand and the United States operate different API systems: RMAS interacts with all. RMAS also integrates with border entry and exit systems. Importantly, this means that business processes for border authorities require little or no change. Similarly, RMAS operates seamlessly with relevant airline systems reducing impact to industry.

3. RMAS validation

RMAS enables passport details to be validated against a full passport database, confirming that the passport is recognised by the Document Issuing Authority and is not lost, stolen or otherwise invalid. RMAS validation helps participating economies to detect, and take out of circulation, counterfeit passports being presented for travel between participating economies. The system's ability to facilitate this type of access is one of the key features distinguishing RMAS from other systems compiling lost and stolen passport data.

4. Information is accessed NOT exchanged

The RMAS Broker is like a switchboard, routing requests and responses between Requesting Economies and Document Issuing Authorities. The advantage of this is that data is accessed and NOT exchanged ensuring that each economy controls how much it will tell another economy and only the minimum information necessary is disclosed. One of the key benefits of the RMAS border management capability is that data security and information privacy are at the foundation of its design.

5. Up-to-date and 'real-time' data

In keeping with the RMAS Guiding Principles, the design of RMAS ensures that passport data is the most current available. This data is accessed in real-time, which means it is able to support responsive border operations decision making, in the field, where it is most valuable.

6. Operational flexibility

Several major economies now use RMAS to assess the validity of travel documents and better enhance their border management outcomes. Before a new economy has RMAS implemented for their border, Australia holds a design workshop with key business and technical stakeholders. The workshop is used to confirm how the RMAS capability will work best for their requirements, and also what customisations may need to happen before it can be operationalised. As Australia manages the RMAS broker on behalf of APEC, Australia has offered to manage these workshops on behalf of economies.

7. Not just a technical solution

RMAS notifies 24/7 Operational Support Offices when the RMAS validation identifies a lost, stolen and and otherwise invalid passport. The 24/7 Operational Support Offices enable officers to engage each other to ensure that passengers are processed effectively and efficiently. Just how much information is disclosed is a matter for each economy to decide in line with their privacy laws.

8. Greater focus on facilitating genuine travellers

Automated checking of the validity of passports enables governments to focus their resources on other aspects of border control and facilitation.

9. Alignment with international security requirements

Security is essential for international data protection. In order to operate a multilateral data accessing system such as RMAS, it is vital for participating economies to meet international security requirements that help protect against unauthorised access. RMAS protects the passport data being accessed by each economy, and in order to provide this protection, three main design features have been implemented. The three main design features, which protect RMAS data, are:

1. a secure encrypted communications link to connect an economy's systems to the RMAS Broker

2. physical security of an economy's environment by meeting domestic and international requirements

3. physical security of the Broker environment provided by a secure data centre

SECTION 2
RMAS Governance Arrangements

Management Board Governance Charter

RMAS is a major APEC travel facilitation project involving many different member economies. Because the aim is to expand RMAS to include more member economies over time, arrangements need to be in place to ensure that RMAS is managed or governed in a way that best reflects the needs of its members. The Governance Charter includes the principles, responsibilities and processes of the RMAS Management Board. The role of the RMAS Management Board is to provide strategic direction for RMAS, and to develop guidelines on the administration and operation of RMAS. The Board also sets clear standards through which the operation of RMAS can be measured.

The Multilateral Framework

APEC and non-APEC economies are welcome to participate in RMAS provided they have the necessary operational, technical and legal framework in place. The Multilateral Framework (or MLF) guides how information should be managed under RMAS, including how the information exchanged should be used and protected.

The principles also set out each economy's responsibilities to ensure the integrity and security of RMAS.

Multilateral Framework Key Documents

The MLF is supported by a number of key documents which describe how RMAS is managed, and which set out the operational and technical requirements for RMAS.

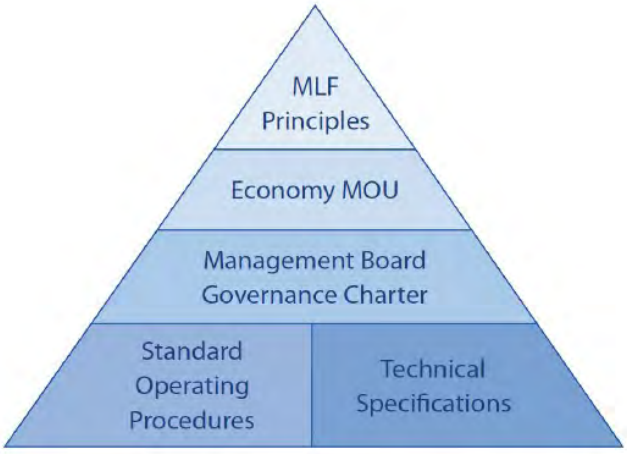


Figure 2. MLF document hierarchy

Document	Description
Economy MOU	The conditions under which RMAS participants agree to cooperate and operate within
Management Board Governance Charter	The remit and focus of the RMAS Management Board
Standard Operating Procedures	Suggested operating guidelines currently employed by other RMAS economies
Technical Specifications	Architectural guidelines for the technical implementation of RMAS

Table 1. Descriptions of MLF documents

SECTION 3
Joining RMAS

What is Involved in Joining RMAS?

Participating Economy's Commitment

To join RMAS, each economy needs:

1. a passport database that can be electronically accessed in real-time to verify the status and validity of a passport
2. legal and privacy authorisation enabling the data to be accessed
3. communication links to and from the RMAS Broker
4. a 24 hour, 7 days a week (24/7) Operational Support Office to verify RMAS notifications in real-time
5. Standard Operating Procedures describing the process for handling RMAS notifications
6. compliance with prescribed security specifications

Software and Equipment

As set out by the APEC Business Mobility Group, the RMAS border management capability can be implemented with only a very modest cost for the recipient economy. RMAS itself doesn't require the expense of a recurring licence, although a Secure Socket Layer (or SSL) certificate will need to be purchased before a new economy can be connected to RMAS - as this technology is used to enable the secure data transfers. As RMAS is designed as a broker of information and doesn't store passport data itself, the hardware requirements to join RMAS are minimal in comparison to other border management capabilities.

High-level Implementation Process

RMAS implementation follows a fairly generic implementation process from planning and design, to build, testing and deployment. The engagement commences with a series of workshops to discuss the business and technical considerations relevant to the particular economy, and from this point a more accurate implementation approach can be developed. There are several key documents that are produced during the RMAS implementation and these form the arrangements that are common across all particpating RMAS economies. The following table *(table 2.)* outlines the major implementation stages.

RMAS Implementation

Stage	Description
RMAS workshops	Before an economy commits to joining RMAS Australia holds a number of workshops to resolve both business and technical questions. Once an economy has committed to join RMAS Australia may hold further workshops depending on the individual circumstances of each economy. The workshops are hosted by one of the parties entering into the agremeent to implement RMAS.
Develop RMAS components	Each economy is responsible for the development of its own RMAS components – the Document Issuing Authority and the Requesting Economy. Australia can provide technical support as required. As Australia manages the RMAS broker on behalf of APEC the technical support will be provided from Australia.
Establish communications links	Prior to connecting to RMAS a joining economy will be required to establish a communication link. For a web service access path, the participating economy will require secure access to the internet.
Resolve legal, internal governmental and privacy concerns	Each joining economy will have their own unique laws and governmental structure. It is the responsibility of the joining economy to ensure that participation in RMAS does not compromise any of their own laws or governance structures.
Sign Memoranda of Understanding (MOU)	Before an economy can join RMAS it must sign an MOU or equivalent document with every participating economy that it wishes to interact with. A model MOU is provided during the initial workshop stage.
24/7 Operational Support Centres	One of the requirements for participation in RMAS is to have operational support on a 24/7 basis. More information follows in *Supporting RMAS.*
Conduct staff training	All operational and support staff likely to come into contact with RMAS should be trained prior to going live with RMAS. The familiarisation of 24/7 Operational Support Centre staff with the RMAS Standard Operating Procedures (SOPS) is critical.
System testing	Once all RMAS components have been developed and communications arrangements made, the economy must conduct its own system testing to ensure that all components and linkages have been delivered according to the functional and technical specifications, and are in good working order.
Integration testing	Following successful internal systems testing, the joining economy will be ready to participate in integration testing with the economy(s) with which it has a bilateral arrangement in place. This is the final phase of testing, and will ensure that all communications links are working, and that no technical issues will adversely affect any other RMAS participant.The integration testing can only be undertaken where there is a bilateral arrangement in place between the participating economies.
Deployment	Once all business and technical milestones have been reached the new economy is ready to begin participation in the RMAS production environment.
Maintenance and support	Once the joining economy has been successfully integrated into RMAS the economy may be expected to undertake periodic system maintenance, and install upgrades as required. The 24/7 Operational Support Centres will support RMAS operations as part economy's border security procedures.

Table 2. RMAS high-level implementation stages

Supporting RMAS

What is Involved in Supporting RMAS?

One of the requirements for an economy to participate in RMAS is to have operational support on a 24/7 basis. The 24/7 Operational Support Offices enable each economy to respond to, investigate and resolve RMAS notifications with minimal disruptions to existing business processes.

Because participating economies will make entry decisions based on the data that another economy provides through RMAS, it is important that this data is accurate. By providing 24/7 operational support, economies can ensure that the data is accurate, and that further information relevant to making an informed decision can be provided.
Each participating economy must have the operational support capability to perform two key functions:

1. Document Issuing Authority Operational Support: provides an immediate response to the requesting economy on a RMAS notification, including verifying the status and validity of passports.
2. Requesting Economy Operational Support: liaison with the document issuing authority of the passport bearer to determine the validity of the document before making a decision on whether to authorise or deny uplift or entry of the passenger.

What kinds of situations do Operational Support Officers deal with?

RMAS aims to detect travellers attempting to use a lost, stolen or otherwise invalid passports when they are not the genuine holder of that passport. To date, Australia, New Zealand, and the United States have found that in the majority of cases RMAS notifications have occurred on genuine travellers who have reported their passport as either lost or stolen, or are travelling on a new passport that is different to the details submitted by an airline. Operational Support Officers need to be able to provide advice and additional information to allow a decision to be made regarding what course of action should be taken, including whether the passport should be impounded.

When an Operational Support Officer receives a message notification, their actions are guided by the Standard Operating Procedures which have been developed and agreed upon by the participating economies. The purpose of the Standard Operating Procedures is to facilitate communication between participating economies, and to help resolve RMAS notifications.

Supporting RMAS

What is the role of an Operational Support Officer?

Operational Support Officers are the principal contact points for the day-to-day operation of RMAS. It is important that each economy has sufficient qualified, well-trained officers who have the authority to provide advice, make decisions and to seek advice from a supervising officer for further guidance where necessary.

The role of the Operational Support Officer varies according to whether they are providing Document Issuing Authority operational support or Requesting Economy operational support.

The role of the Document Issuing Authority Operational Support Officer is to:

- Provide advice on the status of passports in response to queries from the Requesting Economy Operational Support Office.
- Ensure that genuine travellers are not unnecessarily hampered in their travel due to a RMAS notification occurring because of an airline data error.
- Provide any relevant additional information, such as the name and date of birth of the person the passport was issued to, and the number of any replacement passport issued, to assist the Requesting Economy Operational Support Officers to make an informed decision.
- Where appropriate, request that the passport be impounded and returned to the economy that issued the document.

The role of the Requesting Economy Operational Support Officer is to:

- Liaise with the Document Issuing Authority Operational Support Office to establish whether a passport is valid.
- Monitor RMAS notifications and, where necessary, contact or prepare for possible involvement at the port of entry or transit port.
- Upon request from the Document Issuing Authority Operational Support Office, liaise with the port of entry to, where possible, impound fraudulent or invalid passports and return them to the economy that issued the document.
- Notify the Document Issuing Authority Operational Support Office of the decision to permit or deny their citizen entry and whether the passport was seized or impounded.
- Each participating economy maintains control over who crosses their borders and it is up to each participating economy to decide how much information it provides to any other participating economy.

SECTION 4
The Future of RMAS

The RMAS Vision

RMAS is designed to expand, and providing the required agreements and assurances are met, there is no restriction placed on which economies are allowed to participate in RMAS use. Possible future enhancements, such as expanding the range of data accessed by RMAS to include biometric data and person alerts, would give economies more advanced options for using RMAS as part of border processing.

Multilateral growth

The continued uptake of RMAS by further economies will strengthen the capacity of all participating economies to facilitate genuine travel and to detect fraudulent movements.

Alerts and referrals

One of the objectives of RMAS is to strengthen the collective capacity of participating economies to monitor the movements of people of known or suspected security concern. If necessary, such people could be prevented from boarding and travelling to participating economies. The information currently accessed through RMAS is limited to data about the passport. In future, system enhancements could see an expanded range of data being accessed through RMAS, including each participating economy's person alerts.

When a person checks in, RMAS could check the passport biodata against the person alert list at the place of nationality. Depending on the type of alert, whether an economy operates an API or APP system, and any relevant legal processes, the person could then be prevented from boarding a plane to the destination economy, or intercepted upon arrival at the destination economy.

Biometric Data

RMAS could potentially be expanded to provide access to more comprehensive data, including biometric information (such as digitally stored passport photos). When a person checks-in for travel, their passport photo and possibly other biometric data could be checked against the biometric database of the Document Issuing Authority. This would enable border authorities to detect impostors and to take photo-substituted passports out of circulation.

Extending the scope of RMAS

The benefits of expanding the range of data automatically accessed by RMAS would be maximised by integrating RMAS checks into different layers of border management. That is, from visa issue through to border processing, including extension or change of status at border crossings during secondary screening. Using RMAS as part of the visa management process would ensure that a passport is not lost, stolen, or otherwise invalid before making a visa decision.

RMAS checks at border crossings help to identify potentially invalid passports that have had a status change, for example, reported lost or stolen since the bearer began their travel to an economy, or while they were in the economy. This can reduce the possibility of illegal trade or use of those documents. Integrating RMAS into different stages of border management could make RMAS an even more powerful counter-terrorism tool and enable authorities to focus resources on other aspects of border control and passenger facilitation.

Conclusion

RMAS is designed specifically for border-control purposes. Arguably its greatest achievement is that it accesses passport data at its source. This means that the data is the most up-to-date available, and that each economy has control over how much information it makes available to other participating economies. Its unique design enables full integration with each participating economy's existing border systems, and RMAS validation provides near-instantaneous automated checking of passport data.

Participation in RMAS represents a tangible commitment to regional security goals. RMAS is already making a significant contribution to improving security in the Asia-Pacific region, and its benefits will be multiplied as more economies participate in this important initiative.

NEXT STEPS

Economies interested in learning more about RMAS can request a presentation by emailing RMAS.support@immi.gov.au. There is a range of business, technical and multilateral governance resources that outline the operational steps an economy will need to take in joining the RMAS programme.

Glossary

24/7
Twenty-four hours per day, seven days per week, used to describe the service standards required from the Operational Support Offices.

APEC
Asia-Pacific Economic Cooperation. APEC is a regional organisation comprised of 21 economies. The goal of APEC is to build the Asia-Pacific community by achieving economic growth and equitable development through trade, economic cooperation and to strengthen cooperation on counter-terrorism issues.

API
Advance Passenger Information. A generic term used for any system that provides for details of persons travelling to an economy to be forwarded by an airline to the border management authority and screened prior to the person's arrival. It can be "interactive" or "non-interactive".

APIS
Advance Passenger Information System. A non-interactive API system operated by the United States.

APP
Advance Passenger Processing system. An interactive version of API operated by Australia and New Zealand. The APP system allows airlines to verify, at the check-in point, that passengers and crew members have authority to enter that economy.

DCS
Departure Control System. A generic term for an airline passenger and flight management system used to process passengers at check-in.

DIA
Document Issuing Authority. The DIA is the system component that performs the function of checking a passport against a database of lost and stolen passports.

Economy
Used to describe an APEC member country. Because the APEC cooperative process is predominantly concerned with trade and economic issues, members engage one another as economic entities.

Negative Validation
In the context of RMAS, verification that the passport is not included on the database of lost and stolen passports.

Notification
A data record to notify a participating economy of the use of a lost, stolen or otherwise invalid passport.

Passport
The use of the term "passport" within this document includes documents that offer the same travel rights as a passport but may not also give the same privileges as a passport. Examples of these other travel documents include Titres de Voyage, Document of Identity and Certificate of Identity.

Positive Validation
In the context of RMAS, verification that a passport is valid and recognised by the Document Issuing Authority.

RE
Requesting Economy. The RE is the system component that performs the function of requesting information about a passport.

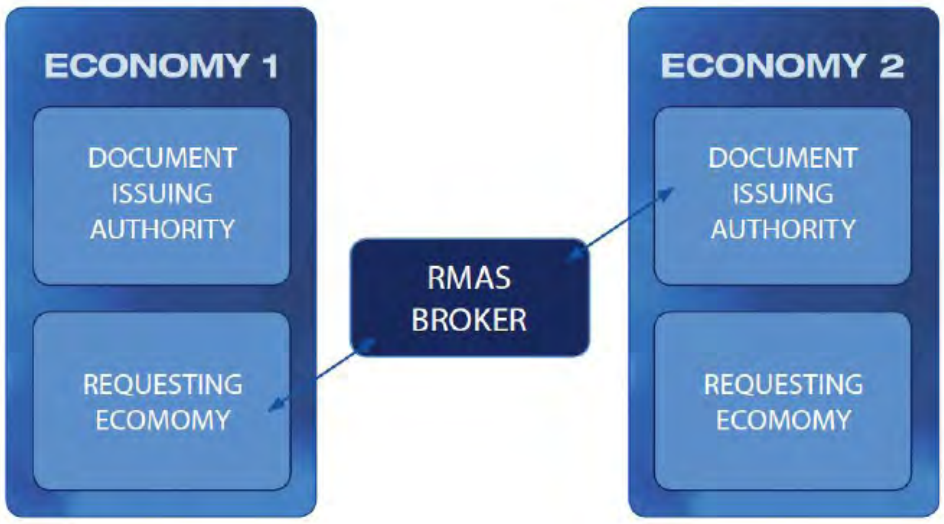
RMAS Broker
A centralised messaging mechanism to provide security, protection and pass messages between the RE and DIA of participating RMAS economies.

RMAS Validation
Throughout this document any reference to the term "RMAS validation" is to be interpreted as Positive Validation and Negative Validation. Refer to the terms Positive Validation and Negative Validation in this glossary for an explanation of each term.

ANNEXURE 1
The RMAS System

THE RMAS SYSTEM

The RMAS system is made up of the following components. The Requesting Economy, the RMAS Broker, the Document Issuing Authority and 24/7 Operational Support Offices.



High-level RMAS architecture

Requesting Economy

The Requesting Economy is the system component that performs the function of requesting information about a passport. Each economy has a Requesting Economy.

RMAS Broker

The RMAS Broker is the central hub that exchanges messages between Requesting Economies and Document Issuing Authorities. The RMAS Broker receives a passport check request from a Requesting Economy and forwards it to the Document Issuing Authority, and also receives the response from the Document Issuing Authority and returns it to the Requesting Economy.

Document Issuing Authority

The Document Issuing Authority is the system component which performs the function of checking a passport against a database of lost and stolen passports. Each RMAS economy has a Document Issuing Authority and maintains a database of its lost and stolen passports.

24/7 Operational Support Offices

A vital component of RMAS is the interaction between each economy's operational support offices which operate on a 24/7 basis. The 24/7 Operational Support Offices enable contact between economies to clarify and manage matches against the database of lost and stolen passports and enable a course of action to be taken while ensuring genuine travellers are not inconvenienced.

Asia-Pacific Economic Cooperation

2016/SOM1/BMG/RMAS/007
Agenda Item: 6

Survey Results: Scoping Paper – Broadening the Use of RMAS

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Report from Australia

Survey results: Scoping Paper – Broadening the use of RMAS

Background

At the 2015 BMG1, the RMAS Management Board commissioned a discussion paper to canvas options to expand the scope of RMAS usage.

The discussion paper, Regional Movement Alert System - Scoping Paper (Broadening the use of RMAS) was presented to the 2015 BMG2 RMAS Management Board meeting.

The paper considered a range of potential multi and bi-lateral business processes that could benefit from applying the RMAS broker (hub and spoke) solution. The processes included the following:

1. Verification of identity using biometric data
2. Validation of travel documents during visa processing
3. Verification of visa entitlements
4. Checking INTERPOL – Stolen Lost Travel Documents
5. Criminal history checks
6. Verification of alert and no fly lists
7. Validation of data relating to cargo movements
8. Validation of local travel document arrangements
9. Integration of RMAS with other established broker arrangements
10. Validation with the United Nations High Commissioner for Refugees of applicants for asylum or refugee status

Following discussion of the paper, the RMAS Management Board Chair asked Australia to conduct a survey of member economies to identify the opportunities which would be the most useful for their economy with a view to identifying the top three opportunities which may be further examined.

Survey

The survey was issued to BMG members on 21 September 2015. The survey sought responses to the following questions:

1. From the ten options provided in the Paper, please rank the top three that you see as being the most useful for your economy.
2. Are there any other areas where the RMAS Broker solution could be used to improve border management processes for your economy?
3. Do you have any additional comments that you would like considered regarding the future direction of RMAS.

Six survey responses were received.

Survey Results

The following table summarises the number of survey responses supporting each opportunity.

Opportunity	**Number of supporting responses**
Verification of identity using biometric data	4
Validation of travel documents during visa processing	2
Verification of visa entitlements	2
Checking INTERPOL – Stolen Lost Travel Documents	3
Criminal history checks	3
Verification of alert and no fly lists	2
Validation of data relating to cargo movements	
Validation of local travel document arrangements	1
Integration of the RMAS with other established broker arrangements	2
Validation with the United Nations High Commissioner for Refugees of applicants for asylum or refugee status	

Other suggestions

Other suggestions received are summarised below:

- Provide access to specimen and technical specifications of travel documents and visas of member economies.
- Share passenger travel history, for example, arrival, departure, exclusion, deportation.
- Use RMAS in pre-clearance of ABTC applications.
- Use RMAS to access visa databases to assist in determining if the visa contained in a passport is false or fraudulently altered.

Additional comments

Additional comments received are summarised below:

- Undertake a feasibility study for connecting all RMAS economies and develop an associated action plan.
- Use RMAS as a hub to directly access interconnected databases.
- Important to keep RMAS participation cost effective.

- Criminal history access will likely involve multiple agencies which may make it difficult for economies to fully participate in reciprocal bi-lateral arrangements.

Scoping Paper Recommendations

The scoping paper included the following recommendations:

1. Note that RMAS can be enhanced to carry additional data loads that will allow APEC economies to validate additional information to facilitate travel across borders with integrity.
2. Note that the Proof of Concept showed that expanding RMAS to carry biometric data is an achievable next-step.
3. Agree to further research being undertaken on RMAS ability to carry biometric data, with a further Proof of Concept to be undertaken involving end-to-end processing between two economies. NOTE: Australia is prepared to lead this research; however this is very much dependent on the availability of funding and resources.
4. Agree to further research being undertaken on RMAS ability to be used in the carriage of other data types.
5. Agree to further research being undertaken with INTERPOL on the feasibility of using RMAS to access the INTERPOL Stolen and Lost Travel Document database.
6. Agree to further research being undertaken on RMAS ability to be used for travel document checks in visa processing.
7. Agree to further research being undertaken on RMAS ability to be used in the cargo industry.
8. Agree that the Business Mobility Group, through the RMAS Management Board, will review and set broad policy direction for broadening the use of RMAS.

Recommendations to this meeting

Based on the survey responses the following revised recommendations are presented for the RMAS Management Board's consideration.

1. Agree to further research being undertaken on the Regional Movement Alert System's ability to carry biometric data. If funding and resources permit, consider further developing the Proof of Concept to demonstrate end-to-end passing of biometrics between two economies.
2. Agree to further research being undertaken with INTERPOL on the feasibility of using the Regional Movement Alert System to interface with the INTERPOL Stolen and Lost Travel Document database
3. Agree to further research being undertaken on the Regional Movement Alert System's ability to include criminal history checks.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/OLWG/001

Draft Agenda

Purpose: Information
Submitted by: BMG Convenor

APEC PERU 2016

Online Lodgement Working Group Meeting
Lima, Peru
21 February 2016

Online Lodgement Working Group

BMG1

3.00pm, 21 February 2016

Venue: Westin Lima Hotel and Convention Centre, Lima

ANNOTATED AGENDA

1. Welcome (Chair)

2. Introductions (Australia, China, the Philippines, Singapore, Thailand, Canada and other BMG members)

Members of the 5 +1 (Australia, China, the Philippines, Singapore, Thailand and Canada), and interested BMG members to introduce themselves.

3. Reflections on online lodgement to date (Chair)

The Convenor will reference the End to End Review recommendation, ABAC's priorities and the outcome of Thailand's Visa Regulatory Survey and the ABTC Technical Workshop.

4. Discussion of priorities

The Convenor will invite discussion to identify priorities for online lodgement.

5. Agreement of next steps (Chair/all)

The Convenor will seek agreement of next steps, including intersessional work in the lead up to BMG 2.

6. Other Business

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/001

Agenda

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

RMAS Management Board Meeting

BMG 1

1.30pm, 21 February 2016

Venue: Westin Lima Hotel and Convention Centre, Lima

ANNOTATED AGENDA

1. Welcome (Chair)

2. Introductions (All)

3. Minutes from RMAS Management Board Meeting (Cebu)

The Chair will invite members to provide additional comments before seeking formal endorsement of the minutes from BMG2 2016 (Cebu).

4. Economy reports on developments with RMAS

5. Report from Australia – RMAS Communications Package upload to APEC website

6. Report from Australia on survey of Scoping Paper – Broadening the use of RMAS

The Chair will invite Australia to update the group on the survey conducted on the RMAS Scoping Paper – Broadening the use of RMAS.

7. Other Business

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/002
Agenda Item: 3

Minutes of RMAS Management Board Meeting

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

RMAS Management Board Meeting
BMG 2
1.30pm, 22 August 2015
Venue: Sampaguita Ballroom, Marriott Hotel, Cebu

MINUTES

1. Welcome (Chair)

1.1 Mr. Peter Devoy, introduced himself as Chair of the RMAS Management Board and referred to his role as Assistant General Manager responsible for Compliance, Investigations and Border Operations, Ministry of Business, Innovation & Employment, Immigration New Zealand.

1.2 The Chair thanked the Philippines for hosting the meeting and member economies to attend the meeting. The chair also informed the meeting that this meeting will continue the same focus as the last RMAS meeting in Subic and the chair looked forward to the discussion. The chair looked forward to the discussion of broadening the scope of RMAS and what RMAS could provide to the economies in the future.

1.3 In his opening remark, the chair emphasised that it would be up to the member economies on how we are going to position RMAS to be a desirable, attractive, and functional system to the whole economies.

2. Introductions (All)

2.1 Peter Devoy, Assistant General Manager responsible for Compliance, Investigations and Border Operations, Ministry of Business, Innovation & Employment, Immigration New Zealand
2.2 Ben Combe, Australian Department of Immigration and Border Protection
2.3 Annette Marie Keenan, Australian Department of Immigration and Border Protection (BMG Convenor)
2.4 Kenneth John McArthur, Australian Department of Immigration and Border Protection
2.5 Tina Matos, Canadian Citizenship and Immigration
2.6 Gabriela Cabellos, Chilean Ministry of Interior and Public Security,
2.7 Erik Caceres of Chilean Policia de Investigaciones
2.8 Asep Kurnia, Indonesian Directorate General of Immigration
2.9 Sarno Widoyo, Indonesian Directorate General of Immigration
2.10 Kei Tamura, Japanese Ministry of Foreign Ministry
2.11 Alan Barry, New Zealand Ministry of Foreign Affairs and Trade
2.12 Karina Nicole Tejada, Peruvian Ministry of Foreign Trade and Tourism
2.13 Krizia Herrera, Peruvian Ministry of Foreign Trade and Tourism
2.14 Gilbert Upao Repizo, Philippines Bureau of Immigration,
2.15 Bryan Dexter Lao, Philippine Department of Foreign Affairs
2.16 Hsiao-Tzung Ko, Chinese Taipei, MoFA
2.17 Cheng-Hsin Liu, Chinese Taipei, MoFA, Visa Division
2.18 Claire Kelly, American Department of State, Consular Affairs
2.19 Mika Takahashi, ABAC
2.20 Kartika Handaruningrum, APEC Secretariat.

3. Minutes from RMAS Management Board Meeting (Subic)

3.1 The Chair invited economies to provide additional comments before seeking formal endorsement of the minutes from BMG1 2015 (Subic). No other comments/amendments were presented and the minutes were endorsed.

4. Report from Philippines on RMAS Deployment

4.1 The Philippines updated the meeting and stated that 75% - 80% of passengers' arrival were done in Nino Aquino International airport and as of now the system is implemented in the three entry points. The Philippines further informed that physical infrastructure and improvement often delays implementation. As the computer information system is not integrated into all borders, the Bureau of Immigration is in the process of improving its systems and covering the entire archipelago. The Philippines assured that once it is done they will be able to connect RMAS.

4.2 The Philippines further stated that real time response is also received from Australia, however, the interaction often is affected not by the system but by the computer connection internally. Currently the Philippines is in the process of procuring the appropriate system to support the technological infrastructure to implement this system. The Philippines also highlighted that with regard to maintenance and upgrade of the system, Australian support is needed and the Philippines added that it was benefited by the shared data processes although it is very important to have the data that will be tied to this system ready from the Philippines side or economies that will implement this system.

4.3 Australia thanked the Philippines for their updates and welcomed the signing of the second MoU in April 2015 and the Interconnection Security Agreement between the Philippines Department of Foreign Affairs and Australia Department of Immigration and Border Protection. The second MoU will allow Australia to check the validity of the Philippines passports presented to travel to Australia. Further Australia stated that stage 1 has been implemented and looked forward to the implementation of phase 2. Australia also recognised that there has been a data issue however a small body of live data could be developed as an initial response to that issue. Since the signing of the MoU, Australia has been working with the Department of Justice and DFA in the Philippines to work toward the implementation of Phase 2.

5. Economy reports on developments with RMAS

5.1 Australia updated the meeting that in addition to the work done with the Philippines, worked was also been conducted with Malaysia and Peru on the implementation of RMAS. In relation to Malaysia, work is continuing on technical integration as well as on finalising the Malaysian - Australian RMAS Terms of Arrangement. In relation to Peru, Australia requested Peru to advise the meeting on the outcomes of the initial RMAS workshop to brief relevant Peruvian Government agencies held in Peru, June 2015. An implementation planning workshop is also scheduled to be held in September 2015. Peru and Australia commenced review of the draft RMAS MoU and Security Term of Reference. Similarly with Malaysia, Australia was also looking forward to testing the operationalisation of RMAS with Peru.

5.2 Peru confirmed that the RMAS workshop was conducted in Peru on June 2015 and it has received positive feedback. Peru informed the meeting that as has been stated in SOM1, Peru expressed interest in the implementation of RMAS which would allow Peru to cooperate with the international community. In order to do so, officials from Australia visited Peru and held a workshop in June 2015 about RMAS. The first workshop was positive and planned to have second workshop to assess the infrastructure and technology necessary to implement RMAS in September 2015. After the workshop there will be an evaluation on the readiness of Peru to implement the system and Peru stated it looked forward to being part of the system.

5.3 Australia further informed the meeting that since the Subic meeting, Australia had delivered an RMAS briefing to a visiting delegation from Hong Kong and China. In this regard, Australia will continue to work on highlighting the benefit of RMAS to other economies. Australia further presented the meeting on RMAS data statistics on Australian travel document/passports in New Zealand, the Philippines and USA. Most of the hit rate mentioned by Australia were due to incorrect data entry by airlines, data mismatch, and travel invalid data format.

5.4 New Zealand also continued to support RMAS and encouraged to hear the significant progress in other economies. This will push the implementation of RMAS in New Zealand.

6. Report from Australia on RMAS Communications Package

6.1 Australia reported that the communication package includes a revised guide to the RMAS, FAQs, RMAS implementation communications plan, and multilateral framework RMAS has been distributed intersessionaly. Australia requested that the APEC Secretariat upload the Communications package to the APEC.org website.

7. Report from Australia on Scoping Paper – Broadening the use of RMAS

7.1 The Chair invited Australia to present the RMAS Scoping Paper – Broadening the use of RMAS.

7.2 Australia explained that the BMG has commissioned a discussion paper to canvas options to expand the scope of RMAS usage and mentioned that the Scoping Paper will serve as guidance for further development and deployment of RMAS for the next ten years. The paper was circulated by the APEC Secretariat on 31 July 2015 to economies for consideration.

7.3 Australia presented the report and explained that it outlined different potential options that RMAS could have been used in the past. In moving forward, Australia has presented ten recommendations of potential usage of RMAS in the future as outlined in the paper. Australia agreed with the suggestion by the chair to look at the recommendations one by one and discuss in detail recommendation should there be further questions from economies. It was hoping that from there, the meeting could decide the future of RMAS. Australian further presented detail of the ten recommendation to be considered as follows:

1. Verification of identity using biometric data
2. Validation of travel documents during visa processing
3. Verification of visa entitlements
4. Checking INTERPOL – Stolen Lost Travel Documents
5. Criminal history checks
6. Verification of alert and no fly lists
7. Validation of data relating to cargo movements
8. Validation of local travel document arrangements
9. Integration of RMAS with other established broker arrangements
10. Validation with the United Nations High Commissioner for Refugees of applicants for asylum or refugee status

7.4 During the discussion Canada, New Zealand and the United States raised some questions and mentioned that the paper was a good basis to further work of the future of RMAS.

7.5 The chair thanked Australia for its hard work and presentation and stated that the paper kick started the discussion on the future of the RMAS. Since the paper provides a broad spectrum of broadening RMAS, the chair proposed that economies review the document and submit three priorities to narrow the scope of RMAS. The chair further suggested that Australia conduct a survey regarding the ten recommendations on their Scoping Paper, and find out the top three opportunities in RMAS that interests most economies as a priority in making the first steps to move forward.

7.6 Australia agreed with the suggestion to move forward and will provide a survey for the ten recommendations to be narrowed into three since member economies indeed have their own priorities. The convenor further suggested that it would be more practical to conduct the survey first rather than the research since the survey could provide further guidance on which recommendations require further research.

8. Other Business

8.1 The chair further thanked the member economies for attending the meeting and for the good work that has been done in the group. The chair also thanked the Philippines for hosting this meeting.

8.2 No further business was raised and the Chair brought the meeting to a close. The meeting ended at 4 pm.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/003
Agenda Item: 5

Multilateral Framework for the Regional Movement Alert System

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

MULTILATERAL FRAMEWORK

FOR THE

REGIONAL MOVEMENT ALERT SYSTEM (RMAS)

TABLE OF CONTENTS

PREAMBLE 3
RMAS GUIDING PRINCIPLES 3
PURPOSE 3
SCOPE OF THE RMAS 4
GOVERNANCE AND ACCOUNTABILITIES 5
PARTICIPATION AND OPERATIONAL ARRANGEMENTS 5
PRINCIPLES FOR MANAGEMENT OF INFORMATION 5
INFORMATION MANAGEMENT ACCOUNTABILITIES 6
FINANCIAL ARRANGEMENTS 6
DISPUTES RESOLUTION 6
STATUS OF MULTILATERAL FRAMEWORK 7
DEFINITIONS 7
APPENDIX 1 8
APPENDIX 2 9
APPENDIX 3 11

PREAMBLE

1. Terrorism and other trans-national criminal activity pose a major threat to national security and to economic prosperity throughout the world, including in the Asia-Pacific region. At the same time, the safe and efficient movement of legitimate travellers across borders is vital to the continued growth of trade in goods and services across the APEC region. As a result, APEC members acknowledge the need to manage effectively the movement of people across borders.

2. APEC Leaders recognise that one way of facilitating the movement of legitimate travellers while preventing the movement of illegitimate travellers across borders is to co-operate and collaborate in the disclosure and use of information they collectively hold concerning the documents used by and other information about intending travellers.

RMAS GUIDING PRINCIPLES

3. APEC Leaders have, therefore, directed that arrangements be developed between their economies for the provision and use of such information in the form of the RMAS in accordance with the following agreed principles:

   (a) The scope of the RMAS and its data should focus on enhancing counter-terrorism capacities of Participants;

   (b) The RMAS design and operation will not affect the essential right of a Participant to determine who is permitted to enter the economy and on what basis they are permitted to enter;

   (c) Ownership and visibility of shared alert data would be vested in the Participant that has provided that data;

   (d) Participants should not be able to use the RMAS to monitor nationals of other Participants without the express permission of that Participant.

   (e) Privacy laws of each Participant will be satisfied;

   (f) The operating system could be built and deployed so that it operates seamlessly with the departure control systems of airlines flying to Participants;

   (g) The operating system would be built and deployed so that it complements and, if possible, is interoperable with, the existing border management systems of Participants or other regional or multilateral systems developed for purposes of enhancing border security;

   (h) Ultimately travel should be able to be monitored on a real-time rather than ex-post basis.

PURPOSE

4. The purpose of this Framework document is to establish the common principles and standards that will guide the arrangements, governance and operation of the RMAS in accordance with the principles the APEC Leaders have agreed. It does this initially by providing a framework for Participants to provide each other with information, in the context of international travel, in order to:

(a) detect and prevent the misuse of recorded lost, stolen or otherwise invalid passports; and/or

(b) confirm the validity of passports and identify invalid passports; and

in so doing, to generally,

(c) assist in assessing the *bona fides* of prospective incoming passengers and facilitate travel of genuine passengers;

(d) assist Participants in efforts to counter terrorism, and other serious criminal activity; and

(e) in accordance with the relevant ICAO Code of Conduct for Immigration Liaison Officers, and IATA Guidelines for the Removal of Inadmissible Passengers, assist in removing lost, stolen and otherwise invalid passports from circulation.

SCOPE OF THE RMAS

5. Depending on the nature of participation in the RMAS, the RMAS will either:

(a) detect and prevent the misuse of recorded lost, stolen or otherwise invalid passports by matching passports presented for international travel against the Participant's passport data in real-time and alerting Participants if a passport is recorded lost, stolen or otherwise invalid; or

(b) confirm the validity of passports and detect the use of invalid passports by directly accessing the Participant's passport data in real-time and alerting Participants if a passport is recorded invalid.

6. The RMAS consists of the following component parts:

(a) electronic records maintained by each Participant of passport data, which are accessible in real-time;

(b) the automatic electronic checking of the specified data elements of passports presented by persons as a part of intended international travel against the electronic records of the specified data elements maintained by the Participants;

(c) the processes for registering and giving notice for RMAS alerts;

(d) the maintenance and operation by each Participant of an office which is staffed continuously (24/7 office) and available to assist in determining an appropriate response to RMAS alerts in real-time; and

(e) processes by which Participants manage the consequences, as determined by each Participant, of RMAS alerts.

7. The following key documents support the RMAS:

(a) the Multilateral Framework including the Summary of Basic Requirements attached as Appendix 1;

(b) the Management Board Governance Charter for RMAS (attached as Appendix 2);

(c) Model Economy Memoranda of Understanding (MOUs) (attached as Appendix 3a and 3b); and

the following documents established by each Participant:

(d) Standard Operating Procedures; and

(e) Technical Specifications.

8. In the interests of consistency it is expected that Participant's MOUs will follow the appropriate model form (which will set out the essential requirements for participation in the RMAS) and be available to all Participants.

9. The Multilateral Framework, including the Management Board Governance Charter for RMAS and Model Economy MOUs are to be publicly available.

GOVERNANCE AND ACCOUNTABILITIES

10. A Management Board comprising RMAS Participants will be responsible for strategic and operational governance of the RMAS, as detailed at Appendix 2.

PARTICIPATION AND OPERATIONAL ARRANGEMENTS

11. Participation in the RMAS is open to all APEC economies, and other participants, provided that they meet the necessary standards and functional and operational requirements as set out in the key documents, and provided that they enter into a MOU for disclosure and use of information with another Participant.

12. Participants are encouraged to disclose information to the other Participants. Provided they enter into a MOU with at least one other Participant, each Participant retains the discretion to determine whether or not it will provide information to any other Participant.

13. The Summary of Basic Requirements for the operation of the RMAS is at Appendix 1.

PRINCIPLES FOR MANAGEMENT OF INFORMATION

General principles for management of personal Information should be guided by the APEC Privacy Framework of 2004.

Quality of Information

14. Participants should take all reasonable steps to ensure the high quality and integrity of information provided and used in the RMAS.

Use and Further Provision of Information by Requesting Participant

15. Provision and use of information in the RMAS should only occur for the purposes of the RMAS in accordance with MOUs between the Participants.

16. If domestic laws require further use or disclosure of information for a purpose other than the RMAS, the further use or disclosure should occur in a manner transparent to the relevant Participants.

Security of Information

17. All information provided and used in the operation of the RMAS should be handled in a secure manner and by persons suitably trained in the constraints of its use and disclosure.

Retention of Information

18. Retention of data and information should be based on the need to fulfil the purposes of the RMAS and on continued participation in RMAS, subject to domestic legal requirements.

19. The RMAS Broker will retain no information other than transaction identification numbers and transaction timing information.

Individual access to information

20. An individual's access to their personal information is to be determined in accordance with the Participants' domestic laws.

Notice

21. Participants should take such steps as they consider appropriate to inform their public about the operation of the RMAS and its implications for them.

22. Participants should take reasonable and lawful steps to prevent persons from knowingly travelling on invalid passports.

INFORMATION MANAGEMENT ACCOUNTABILITIES

Records Review

23. Records should be kept by each Participant to enable review of the performance and integrity of the RMAS information.

Response to Breach of Information Management Obligations

24. Each Participant should provide mechanisms to address activity that undermines the integrity or security of information.

25. Participants may provide for appropriate responses in the event they determine an unacceptable risk exists to the integrity or security of RMAS data and information.

FINANCIAL ARRANGEMENTS

26. Financial arrangements will be agreed between Participants through the Management Board.

DISPUTES RESOLUTION

27. Participants should identify issues that arise between them and use best endeavours to resolve them.

STATUS OF MULTILATERAL FRAMEWORK

28. This Framework is not governed by international law and does not create any legal obligations.

29. The provisions of this Framework should not prevent any Participant from granting assistance in accordance with the provisions of other applicable international treaties, agreements or arrangements, such as the Convention on International Civil Aviation.

30. Nothing in this Framework supersedes the obligations of Participants to report lost and stolen passports to the Interpol Stolen and Lost Travel Document database as detailed in the Joint Ministerial Statement of 16 November 2005 and endorsed by the leaders in the Busan Declaration of 19 November 2005.

DEFINITIONS

information – means the specified data elements and such other information as may be necessary to appropriately respond to a RMAS alert.

invalid passport – means any travel document (including blank travel documents) that is recorded as lost, stolen, revoked, cancelled, or is counterfeit, fraudulently altered or otherwise invalid in accordance with the domestic law of the issuing Participant.

Participant – means an economy that has met the necessary standards and functional and operational requirements as set out in the key documents, has entered into a MOU, and is implementing that MOU.

RMAS alert – means a notification to a Participant from the Broker that specified data elements provided to the receiving Participant indicate the use of an invalid passport.

RMAS Broker – means the centralised messaging mechanism to securely pass messages between Participants.

specified data elements – those data elements contained in an agreed MOU, e.g.:

(a) passport identification number;

(b) issuing authority;

(c) type of document;

(d) date of issuance;

(e) surname;

(f) date of birth;

(g) and any additional elements on the passport visual inspection zone which may be required to establish validity of the passport.

24/7 office – means a facility maintained by a Participant that is staffed continuously and available to respond to inquiries from other Participants in relation to RMAS alerts.

APPENDIX 1

SUMMARY OF BASIC REQUIREMENTS FOR THE OPERATION OF THE RMAS

1. The RMAS is a mechanism to establish the validity of passports and detect the use of invalid passports. This is done by directly accessing a Participant's passport data in real-time and alerting authorities if a passport is recorded as lost, stolen or otherwise invalid, or if a passport is not recognised as valid.

2. A key objective of the RMAS is to ensure that this checking occurs without disruption to travellers. It is therefore critical that the technological processes support the business objectives.

3. The RMAS and its operation is based on a network of arrangements among the Participants. It is expected that these arrangements will take the form of written agreements or Memoranda of Understanding (MOU) regarding lost and stolen passports and the availability, provision and use of information to confirm the validity of passports (Appendix 3 refers), together with supporting operational and technical arrangements.

4. The technical infrastructure consists of communication links between Participants and a centralised messaging system (RMAS Broker). The RMAS Broker is like a switchboard for routing queries and answers to and from border systems and the passport databases of Participants. No data is stored in the Broker.

5. Underpinning the technical infrastructure are a range of business processes and legal requirements, that at a minimum should include:

   (a) Participants having a database of passport information that can be accessed in real-time.

   (b) Domestic legal authorisation enabling the accessing of data to reflect APEC and any domestic requirements.

   (c) Operational support to enable investigation and resolution of RMAS alerts provided by a 24/7 office, allowing consequence management to be facilitated in real-time by each economy.

   (d) Mutually agreed upon standard operating procedures regarding the consequence management of the RMAS alerts.

6. The RMAS Management Board will coordinate the operational arrangements to ensure the integrity of the RMAS.

APPENDIX 2

MANAGEMENT BOARD GOVERNANCE CHARTER FOR THE RMAS

Introduction

1. The feasibility study report to the Senior Officials on 27 September 2004 in Santiago, Chile, suggested a Management Board composed of representatives of Participants be created under the auspices of the Business Mobility Group (BMG) to manage the RMAS programme.

2. This Charter contains the principles, responsibilities and processes of the Management Board.

Principles for Governance

3. A Management Board, comprising RMAS participants will be responsible for strategic and operational governance of the RMAS.

4. In exercising their responsibilities as described in this Management Board Governance Charter, the Management Board will:
   (i) be guided by the Multilateral Framework;
   (ii) ensure that the RMAS provides the authorities of Participants with information that is both timely and accurate and serves the RMAS purposes;
   (iii) set clear standards through which the operation of the RMAS can be measured;
   (iv) establish appropriate accountabilities and reporting mechanisms to ensure Participants meet the standards necessary for the operation of RMAS; and
   (v) report to the APEC Business Mobility Group (BMG) annually or as otherwise requested by BMG.

Management Board Responsibilities

5. The Management Board will provide strategic governance of the RMAS programme consistent with the RMAS Guiding Principles and Multilateral Framework, and having regard to domestic legal obligations of each RMAS participant, including, but not limited to:
   (a) the setting of operational protocols and standards in relation to:
      - programme oversight, including establishing accountabilities and supporting arrangements;
      - administration and the necessary resources to support the Management Board;
      - operations;
      - technical guidance;
      - systems security/safeguards;
      - conditions of use;

b. the establishment of a framework for participation;

c. the funding arrangements;

d. the future direction and development; and

e. dispute resolution.

Processes and Activities

6. The RMAS participants will maintain a Management Board comprised of one representative from each participating RMAS economy. The APEC host economy may provide a non-voting ex-officio representative.

7. The Management Board will appoint a Chair.

8. The Management Board will convene general meetings twice a year. Other meetings may be convened as needs of the program dictate and the Management Board may invite Participants or other parties to participate.

9. The general Management Board meetings will be held in open forum and any economy is welcome to participate as an observer.

10. Any economy may submit topics for Management Board discussion at any time to the Chair of the Management Board.

11. Decisions taken by the Management Board will be made by consensus.

12. The Management Board Chair will submit a report to the Chair of the Business Mobility Group annually or as requested by the Chair of the Business Mobility Group.

13. The role of the Secretary of the Management Board will rotate annually amongst the Participants.

APPENDIX 3

MEMORANDUM OF UNDERSTANDING
BETWEEN

[ECONOMY X]

AND

[ECONOMY Y]

REGARDING THE AVAILABILITY, PROVISION AND USE OF INFORMATION TO CONFIRM THE VALIDITY OF PASSPORTS USING THE REGIONAL MOVEMENT ALERT SYSTEM (RMAS)

[ECONOMY X] AND [ECONOMY Y] (hereinafter referred to as "the Participants"),

Recognizing that the urgent problems of border and transportation security arising from illegal immigration, international terrorism and other serious forms of international crime demonstrate the need for progress in co-operation among border protection, immigration, passport, and diplomatic agencies;

Desiring to make travel and admission into Participants' territories easier for legitimate tourists, students, and business travellers, while making it more difficult to travel to and be admitted to the territories illegally;

Noting that one way to improve international border protection is the development of arrangements for the availability, provision and use of relevant information among the agencies concerned;

Recognizing that, in order to act swiftly and appropriately, border protection, immigration, passport and diplomatic agencies must have available to them and be able to obtain reliable information from their counterparts abroad to confirm the validity of passports and to identify passports that are invalid;

Further recognizing that, to the extent such information can be provided between and among Participants, it can assist in preventing the travel and entry of inadmissible persons;

Further recognizing that this Memorandum of Understanding (MOU) aims to support and facilitate the availability, provision and use of information on passports within the RMAS (which operates under the auspices of APEC) and consistently with the RMAS Multilateral Framework as well as the APEC Privacy Framework for the purpose of confirming the validity of passports and identifying passports that are invalid;

Further recognizing that nothing in the way this MOU is designed or implemented should affect the essential sovereign authority of each Participant to determine who is to be admitted to its respective territory.

UNDERSTAND as follows:

SECTION I: PURPOSE OF MEMORANDUM

The purpose of this MOU is to establish the conditions under which the Participants intend to make available to each other, within the RMAS, passport information to confirm the validity of passports and detect and prevent the misuse of invalid passports.

SECTION II: DEFINITIONS

An invalid passport means any [ECONOMY X] or [ECONOMY Y] travel document (including any blank travel document) that is recorded as lost, stolen, revoked, cancelled, or is counterfeit, fraudulently altered, or otherwise invalid in accordance with the domestic law of the issuing Participant.

SECTION III: RESPONSIBLE AGENCIES

The following entities are authorized to implement the provisions of this MOU: for [ECONOMY X] [insert], and for [ECONOMY Y] [insert].

SECTION IV: RMAS PROGRAM PROVISIONS

The following are mutually understood:

A. The Participants intend to make available electronically the following data elements: passport number, issuing authority, surname, and date of birth [and insert any additional elements from the passport visual inspection zone which may be required to establish validity of the passport] as contained in their relevant passport database.

B. The electronic availability should be on a real-time basis, to the extent practicable.

C. Each Participant intends to maintain, on a 24/7 basis, the capacity to assist in establishing the validity of a passport, to assist in determining subsequent action, and respond to technical questions regarding the RMAS.

D. When a person presents a passport that produces an alert against the data elements of the providing Participant, it should be evaluated for purposes of determining whether the passport holder will be permitted to receive a visa, to travel or to be admitted as described in Annex 1 of this MOU. In such cases, a Participant should not take action based on concerns on the status of the passport until it has contacted the passport issuing authority and followed the procedures as described in Annex 1 of this MOU.

E. The Participants may at their discretion, and subject to domestic law, provide additional information to each other, including personal information as appropriate**,** to assist in establishing the validity of a passport and for the purpose of taking enforcement action related to the use of an invalid passport.

SECTION V: TECHNICAL SPECIFICATIONS

A. Each Participant intends to make the data elements as set out in section IV A available to the other in a mutually acceptable electronic format and in a format that meets the RMAS specifications. A technical working group (TWG) comprised of analysts from each Participant as appropriate should be established to develop the technical means to make such data available.

B. Each Participant intends to ensure that the data elements made available and any other information provided to the other Participant are as accurate, relevant, timely, and complete as is reasonably necessary to meet the specifications set out in Section IV.

SECTION VI: CONDITIONS OF USE

A. The information provided to the receiving Participant may only be used by officials for the following purposes:

1. To assist in determining whether an individual satisfies the legal requirements for a visa, admission, continued presence within the nation's territorial limits, or other citizenship, immigration or border management functions in relation to the use of a passport;

2. To prevent, detect, suppress, investigate, prosecute or punish criminal activity (including, but not limited to, passport offences, terrorism or trafficking in controlled substances, persons or illicit weapons), in relation to the use of an invalid passport by an individual; or

3. To assist in the seizure of an invalid passport.

B. The receiving Participant may disseminate the information provided under this MOU to agencies of that Participant only for the purposes specified in paragraph A of this Section, unless authorized in writing by the providing Participant. Within each receiving agency, each Participant is to permit access only on a need-to-know basis.

C. Each Participant should notify the other in writing of a dissemination made for a purpose specified in sub-paragraph A.2 of this Section.

D. In addition to a disclosure for a purpose specified in paragraph A of this Section, information received under this MOU may be disclosed where such disclosure is required by the law of the receiving Participant.

E. The receiving Participant should notify the providing Participant in writing of any disclosure to be made in accordance with paragraph D of this Section. To the extent practicable, the receiving Participant should notify the providing Participant in advance of any such proposed disclosure to provide the opportunity, where appropriate, to the providing Participant to seek non-disclosure or other protection of the information to the extent permitted by the law of the receiving Participant.

SECTION VII: SECURITY/SAFEGUARDS

A. The receiving Participant intends to use its best efforts to maintain any personal or other related information received in accordance with Section IV in the same manner as it maintains like information concerning its own citizens. In the event that such information cannot be so maintained, the receiving Participant should inform the providing Participant in writing of this fact and the reasons therefor.

B. Integrity of Information. Information provided and received under this MOU should be accurate, complete and kept up-to date to the extent necessary for the purposes of this MOU.

1. The receiving Participants should not modify any information received under this MOU without the authorization of the providing Participant.

2. When either Participant becomes aware that information it provided or received under this MOU is inaccurate, the Participant, subject to its domestic laws, is to advise the other Participant thereof and provide in writing correct information. Upon receipt of such information, the receiving Participant should take steps to ensure that the inaccurate information is destroyed and/or to otherwise correct the information.

C. Security Administration. Each Participant should appoint a Systems Security Official. These individuals should have the authority to enforce the provisions of this MOU, subject to the Participant's domestic laws, pertaining to security and should act as agency contacts for that purpose.

D. Access Controls. Both Participants should have security safeguards in place (including electronic safeguards) controlling on a need-to-know basis access to information obtained under this MOU. Such safeguards should allow an audit trail that permits full identification of persons who have accessed the information.

E. Dissemination Controls. Both Participants should ensure that information that is obtained under this MOU is protected from unauthorized dissemination.

F. Prevention of Misuse. Each Participant is expected to take appropriate action under its administrative, civil, and criminal laws in the event of misuse,

unauthorized alteration, deletion of, or access to or dissemination of information obtained under this MOU by its own employees, agents or any third party. In the event that such actions are taken, the Participant taking such action should notify the other Participant in writing.

G. When a receiving Participant becomes aware of any attempts to inappropriately gain access to, use, alter, delete, or disseminate information obtained under this MOU, whether by bribery, coercion, or other means, the receiving Participant should report in writing in a timely manner, to the providing Participant's Systems Security Officer.

H. Records Storage. The Participants should at all times store information obtained under this MOU in a secure electronic storage system.

I. Retention of Information. Information obtained under this MOU should be retained only as long as necessary to carry out the purposes stated in Section VI.A in accordance with the domestic law of the Participant.

J. Each Participant should keep an audit record as to how long the information obtained under Section IV.E was held and when it was disposed of and should make such information available to the other Participant if requested.

K. In the event that the Participants cease to participate with each other in the RMAS for whatever reason and terminate this MOU, the Participants should dispose of all information obtained from each other as a result of the operation of the RMAS in accordance with their domestic laws, unless otherwise agreed in writing.

L. Personnel Training for Permitted Uses. Each Participant should ensure that all of its personnel with access to data and other information obtained under this MOU are trained in the safeguards required to protect such information.

M. If in the view of a Participant sufficient safeguards are not being maintained by the other with regard to the information provided under this MOU, it may withhold provision of further information pending a resolution of the issue under Section XI.

N. As necessary, each Participant may request assurance from the other that sufficient safeguards are being maintained by the other with regard to the information obtained under this MOU.

SECTION VIII: PRIVACY ISSUES AND COMPLAINTS

A. Each Participant should have a procedure whereby members of the public may raise privacy questions and concerns regarding the information that is provided pursuant to this MOU, through a designated point of contact for public enquiries as specified in Annex 1 of this MOU. Each Participant is to refer persons raising privacy questions or concerns about information provided under this MOU to the designated point of contact of the Participant that provided the information, to the extent that such referral is appropriate and permitted by law.

B. Privacy questions and concerns should be considered and responded to in a timely manner by the Participant to which they are addressed, and in accordance with applicable laws of that Participant.

SECTION IX: RMAS MANAGEMENT BOARD

The Participants each intend to maintain a representative on the RMAS Management Board, which is to provide strategic and operational governance of the RMAS consistent with the RMAS Multilateral Framework document and having regard to domestic legal obligations of each RMAS Participant. Each Participant intends to act in accordance with the guidance of the RMAS Management Board and the protocols and standards it sets, to the extent practicable and permitted by applicable law.

SECTION X: CONTACT PERSONS

Each Participant should appoint one or more RMAS Administrators (of appropriate seniority within the authorized implementing entities), in addition to a Systems Security Officer, and provide the other Participant with the details of their

Administrator(s) and Security Officer (including their contact information) by way of exchange of letters.

SECTION XI: CONSULTATIONS

The Participants, through their RMAS Administrators, should consult as necessary to promptly address and endeavour to resolve any issues arising under this MOU or the operation of the RMAS.

SECTION XII: AMENDMENT

A. Either Participant may request amendment of this MOU at any time by writing to an RMAS Administrator of the other Participant.

B. This MOU may only be amended by the written consent of both Participants, except that Annex 1 of this MOU may be amended by the written consent of RMAS Administrators from both Participants.

C. In any case where an amendment to Annex 1 is proposed, the RMAS Administrators should ensure that:

1. The proposed amendment is consistent with the principles of the RMAS Multilateral Framework and the RMAS as well as the APEC Privacy Framework;

2. Appropriate processes have been followed and authorities obtained within their own economies for the amendment; and

3. The RMAS Management Board has the opportunity to comment on the proposed amendment before it is finalised and is provided with a copy of the final amendment.

SECTION XIII: STATUS OF MOU

A. This MOU embodies the understanding of the Participants.
It is not governed by international law and does not create legal obligations.

B. The provisions of this MOU should not prevent either Participant from cooperating or granting assistance in accordance with the provisions of other applicable international treaties and agreements, arrangements, national laws and related practices.

C. Nothing in this MOU is intended to supersede the obligations of the Participants to report lost and stolen passports to the Interpol database of lost and stolen travel documents as detailed in the Joint Ministerial Statement of 16 November 2005 and endorsed by the APEC leaders in the Busan Declaration of 19 November 2005.

D. This MOU is not intended to create or confer any right or benefit on any person or party, private or public.

SECTION XIV: COMMENCEMENT AND TERMINATION

This MOU should come into effect upon signature and may be terminated by either Participant upon receipt of written notice to the other Participant.

Signed at _____, in the English language, this ___ day

of_____, 20__.

FOR [ECONOMY *X]* *FOR [*ECONOMY *Y]*

MEMORANDUM OF UNDERSTANDING
BETWEEN

[ECONOMY X]

AND

[ECONOMY Y]

REGARDING THE AVAILABILITY, PROVISION AND USE OF INFORMATION TO CONFIRM THE VALIDITY OF PASSPORTS USING THE REGIONAL MOVEMENT ALERT SYSTEM (RMAS)

Annex 1

Permissible Actions

I. Introduction

1. These Permissible Actions cover the following passenger movements:

    a. [Economy X] travel document holders seeking a visa to, travelling to, or seeking admission to [Economy Y] [from the last point of embarkation (optional)]; and
    b. [Economy Y] passport holders seeking a visa to, travelling to, or seeking admission to [Economy X] [from the last point of embarkation (optional)].

II. Notification and Verification Arrangements

1. When a person presents a passport that produces an alert against the data elements of the providing Participant, the receiving Participant [agency name] intends to notify the 24/7 Office of the providing Participant for that passport [agency name].

2. This notification should be accompanied by the following information:

a. travel document number,
b. name of bearer,
c. port of embarkation, and
d. airline, flight number and departure time.

3. For making decisions about visa issuance, authorization of inward travel or admissibility, where an alert occurs, the receiving Participant should not take action based on concerns on the status of the passport until it has contacted the providing Participant. This is to ensure that prior to a decision being made, Participants can verify that a "hit" did not occur as a result of data errors or data inaccuracies, and that legitimate travellers are not unnecessarily hampered.

4. 24/7 passport authority office managers retain discretion whether to provide further information, including personal information as appropriate, to assist in verifying the validity of the passport.

5. The Participants retain discretion whether to issue a visa, permit admission, or advise airlines to permit boarding.

6. The receiving Participant should report to the providing Participant in writing any adverse action taken against the bearer of a passport.

III. Procedures

1. Each Participant should establish operational procedures for managing different situations and, as a matter of courtesy and goodwill, advise the other Participant of its procedures. These operational procedures should include mechanisms for:

    a. ensuring that legitimate travellers are not unnecessarily delayed;
    b. preventing the travel or admission of those engaged in terrorism, illegal immigration and other serious crimes; and
    c. seizing passports which are being used illegally with the ultimate aim of returning them to the providing Participant, or in the case of a counterfeit passport, to the economy listed on the counterfeit passport, as appropriate.

IV. Administration/Reviews

1. To ensure consistency of treatment of each Participant's citizens and to improve operational procedures, the RMAS administrators of the agencies involved in the implementation of the MOU should periodically consult with each other regarding the implementation and terms of this Annex and any systems, policy and operational matters associated with it.

2. These consultations should take place at 3 month intervals for the first year of its implementation. After the first year, consultations should take place on an as needed basis, by mutual consent.

V. Points of Contact

1. 24/7 points of contact are to be the following:

   a. for [Economy X]

   b. for [Economy Y]

2. Points of contact for public inquiries (including privacy questions or concerns) are to be the following:

   a. for [Economy X]

   b. for [Economy Y]

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/004
Agenda Item: 5

RMAS Implementation Communication Plan

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Asia-Pacific Economic Cooperation

Advancing
Free Trade for Asia-Pacific
Prosperity

RMAS Implementation Communication Plan

Author: International Division, DIBP

Version: May 2015

Owner: RMAS Management Board

Background

The following communication plan seeks endorsement by the RMAS Management Board to support the expansion of the RMAS border management capability to other economies.

It outlines the key messages, stakeholder segments, communication channel mix and schedule that will help to provide more consistent engagement around the border systems capability.

The plan includes a regular review and self-improvement component as outlined in the following section: Communication Activity Reporting.

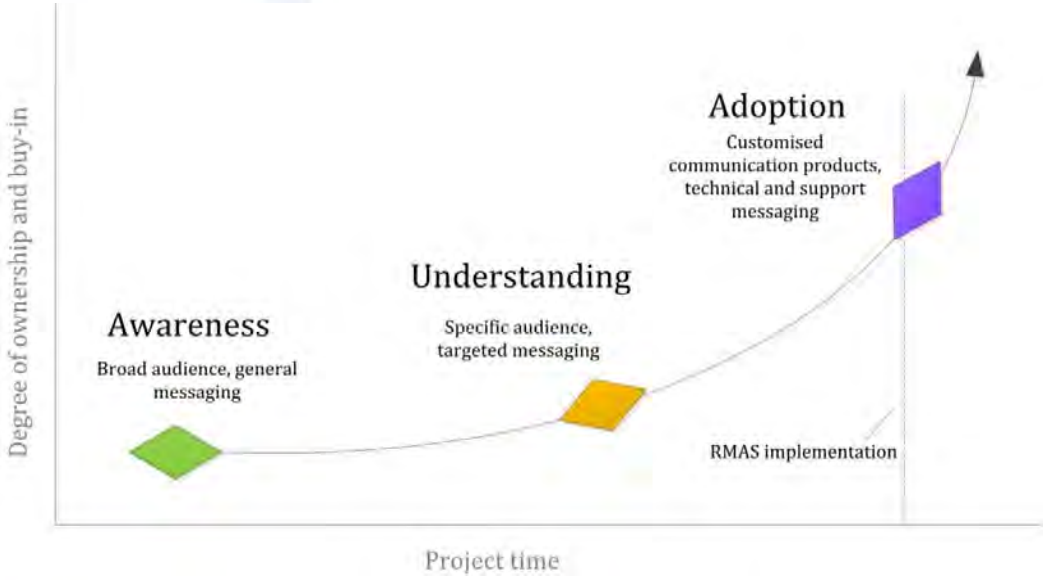
Key Messages

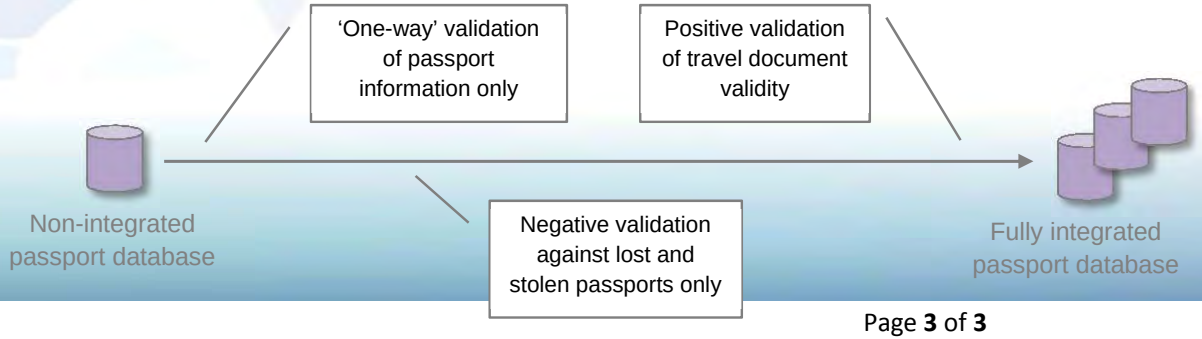
Theme	Key messages
The RMAS value proposition	• RMAS is primarily focussed on detecting lost, stolen and otherwise invalid passports. • There are eight (8) key guiding principles which govern the RMAS implementation. These principles are published online in the RMAS Guide. • The more economies that participate in the use of RMAS, the greater the 'web of integrity' that is formed.
Mandate for capability roll-out	• APEC Leaders' and Ministers' Declarations in 2005 and 2006, endorsing the expansion of RMAS. • Based on the success of the 2006 pilot, the APEC Business Mobility Group endorses the development of RMAS to become a fully operational 'production' system.
Who pays for RMAS?	• RMAS is license free, although there are minor technical integration steps that must be made by the recipient economy • Moreover, key business support structures must also be invested in.

Overarching Stakeholder Communication Strategy

The RMAS communication plan recognises three information needs that govern the messaging and product choice for stakeholders.

Stakeholders are segmented according to their information requirement which may change as they move towards RMAS implementation.





There are different levels of implementation maturity that may also necessitate different engagement activities.

For example, some economies will choose to 'stage' the RMAS implementation and as a result will need additional communication effort as they increase their system integration and utility.

Stakeholder analysis

Stakeholder Category	Name	Expectations concerning the project	Importance/ Interest rating		Communication channels						ADMIN
					Awareness		Understanding		Adoption		
			Import.	Interest	Product webpages	RMAS welcome pack	Technical delegation & workshop	Email address	RMAS tech pack	User Ref Group telecon	Risk & priority
Existing RMAS user	Immigration NZ	Improved integrity and alerts	Mod	High				★		★	
	US Customs Border Protection	Improved integrity and alerts	Mod	High				★		★	
	Philippines Bureau of Immigration	Improved integrity and alerts	Mod	High				★		★	
	Australian Dept. of Immigration		Mod	High				★		★	
Qualified RMAS recipients (2014/15)	Thai Immigration Bureau (TIB)	RMAS can be implemented as expected	High	High	★	★	★	★	★	★	
Target economies	Prioritised APEC and Non-APEC economies	Clear roll-out strategy and communication products	High	Mod	★	★		★			
Admin. Governance	Dept. Foreign Affairs and Trade (Australia)	That key governance steps such as a positive passport determination occur as expected	High	Low							★
Exec Governance	APEC Business Mobility Group	That RMAS programme outcomes are met and appropriately reported on	High	High							★
	RMAS Management Group	That all APEC countries have low barriers to RMAS implementation Implementation progresses as expected	High	High	★	★	★	★		★	★
Business Support	RMAS.Support email	Job-sizing support role and effort	High	High		★	★	★		★	
	24/7 Operational Support Centres	Implementation timelines for new RMAS participants	High	Mod		★	★	★			

Communication Channels

Asia-Pacific Economic Cooperation

Product Webpages

RMAS has an existing web presence that will need to be reviewed and potentially refreshed to support the plan for enhanced implementation. There are two major product webpages that will need to be reviewed;

1. http://www.businessmobility.org/RMAL/RMAL.html
2. http://www.immi.gov.au/managing-australias-borders/border-security/systems/rmas.htm

As well as 'news' pages that will need to be updated via an informal press-release process. http://www.apec.org/Press/Features/2007/0101_APECs_Regional_Movement_Alert_System_-_Enhancing_Regional_Air_Travel_Security.aspx

"Welcome Pack" mail-out to target economies

To help provide initial awareness and interest in RMAS, a welcome pack will be provided to all DIBP overseas Posts, and any other overseas audiences identified by the RMAS Management Board. There is a limited opportunity to customise some of information included, but largely the *welcome pack mail out* is designed to help standardise the approach to RMAS engagement.

The welcome pack includes:

- *Letter of Invitation* from the chair of the RMAS Management Board
- a revised RMAS guide
- a MS PowerPoint presentation (largely derived from the guide)
- a copy of the Multilateral Framework (including sample MOU), and
- a factsheet containing Frequently Asked Questions

RMAS Guide

A Guide to RMAS (2007) has been available online for several years from the APEC Business Mobility website. Most of the information included in the PDF is current although as it is six (6) years old, some elements have dated. Similarly, the tense of certain areas need to be changed as key activities written about in future tense have since occurred. The vast majority of the content is still valid, although consideration should be given to refreshing this product to support a wider roll-out of RMAS. This would require submitting the revised guide to the BMG for approval.

Introductory presentation

The introductory presentation provides overseas posts and the recipient economy with a 'head-start' when developing high-value presentations on the RMAS capability. The content for the presentation is largely derived from the guide and includes detailed speaker notes to help provide context for those asked to present the material.

Multi-lateral Framework (MLF)

The MLF provides greater detail on the structure of the agreement that must be occur before RMAS implementation and operation can be a success. Attached as appendices to the MLF is a sample memorandum of understanding that a target economy would be expected to be negotiated before the capability can be implemented.

Frequently Asked Questions (FAQs)

The FAQ factsheet helps to provide answers to common questions that are likely to present themselves in the initial stages of RMAS consideration.

Technical Delegation and Design Workshop

As a new economy expresses interest in RMAS implementation, and on receiving required approvals, Australia sends a technical delegation to meet with country officials to discuss the technical implications for the introduction of the border management capability. As Australia manages the RMAS broker on behalf of APEC, the technical delegation is selected from members of International Division inside the Australian Department of Immigration and Border protection. In some cases it may be possible to host the technical design workshop in Australia.

The *RMAS implementation pack* is used to help guide and standardise the engagement approach. Included in the pack is a description of the various skillsets required at the technical workshops, the broad agenda for the visit and expected outcomes from the delegation. More detail on the RMAS Implementation Pack follows.

RMAS.support@immi.gov.au email address

The existing RMAS support email address should be promoted as a central two-way communication channel. Regardless of the nature of the communication requirement, the mailbox provides a single point of contact for stakeholders looking for general or specific information about the product. Along with the expectation of the mailbox being a 'one-stop-shop' for all stakeholder requests, the service levels around response times, for example, are important considerations for maintaining this channel.

RMAS Implementation Pack

Once an economy has expressed interest in implementing RMAS, Australia provides a more detailed information pack. The RMAS Implementation Pack is provided only after key governance activities have been completed and RMAS Management Board endorsement. It is also expected that the RMAS Implementation Pack is the key facilitation tool for the Australian Technical Delegation and that the pack wouldn't be provided in isolation. Australia, on behalf of APEC, coordinates the provision of RMAS information services.

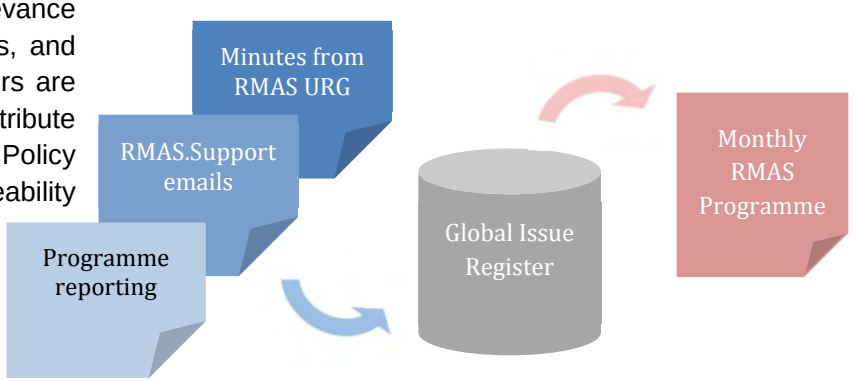
The pack includes:

- the technical implementation guide, including system interface specifications
- a sample implementation plan showing tasks, effort and dependencies
- system installation instructions
- the draft Interconnections Security Agreement
- a factsheet on business and system support approach, and
- Terms of reference for RMAS User Reference Group; and the programme reporting request process.

User Reference Group teleconference (RMAS URG)

To develop a self-sustaining RMAS programme the investment in the user community is essential. In the past, teleconferences have been used to good effect to allow for multilateral relationships to be maintained and this communication plan proposes to reinvigorate this channel. As well as a valuable support vehicle, the user group teleconferences should be seen as the key programme reporting tool as key issues, success stories and other key metrics can be sourced through this channel.

As attendance is recommended but not mandatory, to maintain relevance the teleconferences must represent good value to the participants, and have a clear and interactive agenda. All reference group members are encouraged to give status updates at each meeting as well as contribute to a central RMAS issue register managed by Border Security Policy Branch in Australian Immigration that will provide visibility and traceability of requests, recommendations and problems. A Global Issue Register will be maintained to record and track issues and also include information gained from the RMAS.Support mailbox between meetings.

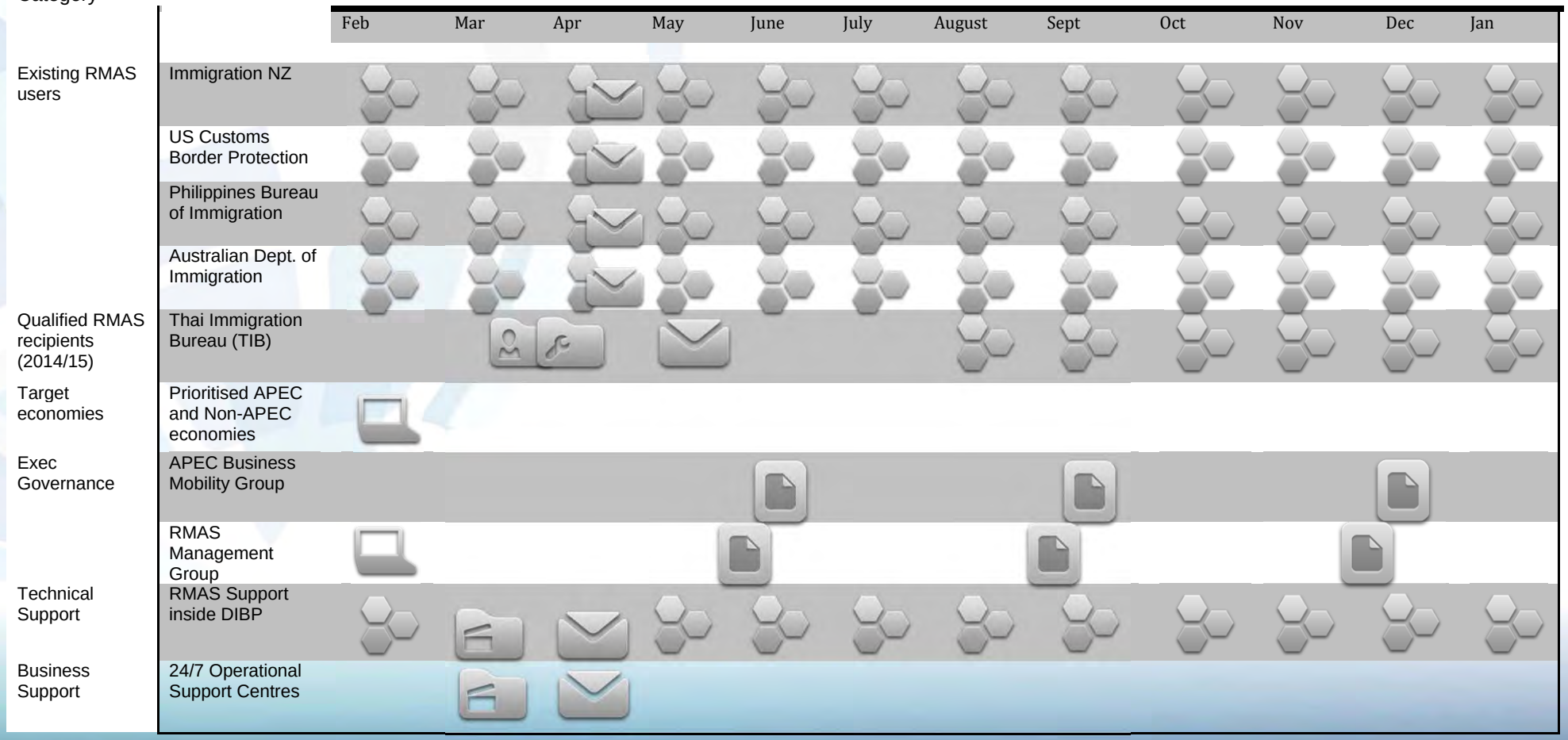


The frequency and terms of reference of the RMAS URG will be set by the RMAS Management Board.

Communication Activity Report (CAR)

To demonstrate the relative effectiveness of the communication approach, a quarterly Communication Activity Report will be produced for the RMAS Management Board. The CAR surveys a sample of key stakeholders to determine the appropriateness of the channel mix and communication message. Suggestions for improvement are also taken during the survey process to continue to exceed stakeholder engagement expectations for the enhanced RMAS implementation.

Communication activity and timing



Asia-Pacific Economic Cooperation

2016/SOM1/BMG/RMAS/005
Agenda Item: 5

Regional Movement Alert System – Frequently Asked Questions

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Asia-Pacific
Economic Cooperation

Regional Movement Alert System

Frequently Asked Questions

BACKGROUND

The Regional Movement Alert System (or RMAS) is a unique approach to real-time, government to government information sharing and validation. RMAS is a modular and flexible system that can provide tactical bilateral and multilateral opportunities for enhanced border management. Utilising secure web services technology, the system can be quickly and cheaply integrated into existing border management systems.

The following information is intended to provide answers to the key areas of interest in RMAS. They are grouped into 5 (five) broad topic areas:

1. Benefits of RMAS
2. Cost and effort
3. Governance
4. Business requirements
5. Support

BENEFITS OF RMAS

Question	Answer
Why are economies choosing to use RMAS at their border?	The RMAS border management capability is modular which means the system offers great flexibility in being able to grow to meet a range of opportunities and objectives. It is the only government to government communication platform available which has been specifically designed to improve multilateral border management outcomes. The RMAS border management capability is 'real-time' which means it is able to support responsive border operations decision making, in the field, where it is most valuable.
How has RMAS been used to validate information between different economies?	Several major economies now use RMAS to assess the validity of travel documents and better enhance their border management outcomes. However, the system is flexible and not all participating economies have implemented RMAS in the same way. Some economies are using it selectively to validate travel documents from a specific economy, but not in a true reciprocal arrangement. Before a new economy has RMAS implemented for their border, a design workshop is held with key business and technical stakeholders. The workshop is used to confirm how the RMAS capability will work best for their requirements and also what customisations may need to happen before it can be operationalised.
How can RMAS be used to meet specific bilateral objectives?	The RMAS border management capability has been designed as a modular, real-time data validation and control system. As a border management capability it is able to facilitate a wide range of tactical and strategic country to country initiatives. While at its core it has been designed as a multilateral border integrity initiative, where specific benefits are expected, targeted bilateral objectives can be supported using RMAS.

How does RMAS address data security and related privacy concerns?	One of the key features of the RMAS border management capability is that data security and information privacy are at the foundation of its design. The same certificate technology used to make global internet commerce secure is used to encrypt data passing between economies. The data being validated against still resides in the host economy's own systems, so RMAS presents no further risk to private traveller information than exists in the current environment.

COST AND EFFORT

Question	Answer
What does RMAS cost to implement and what resource impacts should be expected?	The RMAS border management capability can be implemented with only a very modest cost for the recipient economy. If the required databases are easily available to the border management area of the recipient economy it can be relatively straight forward for a single technical resource to connect, test and commission RMAS. The vast majority of any cost is associated with the business effort around the design, governance and support for enabling the capability. For example; the following business elements will may need to be factored in to the total cost of RMAS ownership: • time to review and contribute to governance documentation such as the Interconnections Security Agreement, or Memorandum of Understanding • staff communication and training • a 24 hour, 7 day a week operational support function to help manage RMAS referrals between economies
Are there any reoccurring licencing fees associated with RMAS I need to factor in?	RMAS itself doesn't require the expense of a recurring licence. An 'SSL' certificate (to enable secure data transfer) can cost around $200-$500 AUD per year to maintain.
How long does it take to have RMAS deployed in a border systems environment?	The duration to have RMAS implemented will vary based on the specific environment and requirements of the recipient economy. Generally though, RMAS has been built around a web-services architecture designed to reduce the time and resource cost of implementing it into existing border systems. Depending on a range of variables it is possible to have the RMAS border management capability implemented and operational in around 3-6 months.
What technical skillset do I need to be able to implement RMAS?	RMAS relies on web-services technology for its communication, and as a data-driven capability will need involvement from a data base administrator to ensure connections are made to the right data. The RMAS border management capability is supported by a technical implementation guide that clearly outlines the required technical capability for the recipient economy.

RMAS GOVERNANCE

Question	Answer
Who is responsible for RMAS governance?	The APEC Business Mobility Group has formed the RMAS Management Board to help provide direction and governance for the RMAS border management capability. The RMAS Management Board is currently chaired by New Zealand, and economies participating in RMAS are invited to nominate a representative to this board.
How did Australia become involved in the technical implementation of RMAS?	In October 2003, APEC leaders agreed to investigate the feasibility of a regional movement alert list. In November 2004, Australia and the United States responded to this direction by developing a proof of concept that was the basis from which RMAS was developed. As Australia was involved for this original system development effort this involvement has continued as RMAS has developed over the past 10 years.
Are economies outside of APEC allowed to benefit from RMAS?	Yes, as long as required agreements and assurances are met, there is no restriction placed on which economies are allowed to participate in RMAS use.
What agreements and assurances need to be made before RMAS can be implemented?	Once RMAS Management Board endorsement is given for a new economy to join the RMAS programme there are three other agreements that are discussed: • an agreement to the multi-lateral framework which deals with RMAS obligations and expectations • an agreement to the Interconnections Security Agreement • a memorandum of understanding or similar document will need to be created that clearly outlines the responsibilities of all connected economies

BUSINESS REQUIREMENTS

Question	Answer
What business capabilities will need to be considered to support RMAS operation?	RMAS requires a connection to an economy's border management systems, such as entry/exit or advance passenger information systems. It is also necessary to have legal and privacy authorisation that the data can be accessed. A connection to the internet is required to allow the system to pass information between the participating economies. Standard operating procedures will need to be produced to provide clear business practices around the capability. Like many real-time border management capabilities, RMAS requires access to a 24/7 operational support capability to facilitate communication between economies.
Is there a way that RMAS can be trialled before a full implementation is made?	Not all RMAS participating economies have implemented the full capability in the first instance. While a fully reciprocal 'positive validation' capability offers the most utility from RMAS there are several initial steps that can be made toward this ideal end-state.

What training is offered with RMAS?	Past experience has shown that RMAS requires very little business training within a host economy for it to become operational. In most cases it is seen as an addition to the existing Advanced Passenger Information processes, and is not a large change from the types of operational activity already occurring at the border. Guidelines exist that demonstrate the technical knowledge required to implement RMAS, and similarly guides can be developed to help new economies take full advantage of the border capability.
Is RMAS able to be customised to meet specific technical environments or requirements?	With every RMAS implementation some moderate customisation will always be required. Moreover, the RMAS border management capability is always being updated and improved, and the RMAS User Reference Group provides the regular opportunity to discuss tactical opportunities for participating economies.

SUPPORT

Question	Answer
Once RMAS is operational, how is support provided?	Three main types of support are available for the RMAS border management capability: 1. 24/7 - IT support helpdesk for reporting technical incidents and outages 2. the Business Support helpdesk that operates from 9am-5pm (Australian Eastern Standard Time) to respond to less-time critical requests and issues 3. participation in the monthly RMAS User Reference Group teleconference to be able to discuss issues and share successes
How can we request a visit from a technical delegation?	The RMAS technical delegation and design workshops are a standard component of the RMAS implementation process. Once the required agreements have been made and the RMAS Management Board endorses a new economy for RMAS implementation, a technical delegation is the next activity that follows. The location of the meeting can be flexible and in some cases it the representatives of the recipient economy may be invited to visit the technical team in Australia. In many cases the technical delegation and design workshops will be held in-country with the recipient economy.

FURTHER INFORMATION

If you would like more detailed or specific information about the RMAS border management capability please email: RMAS.support@immi.gov.au.

There are technical implementation resources available that can provide much greater detail on how the system works, and how it is currently utilised in a range of economies.

Also available is a *Guide to RMAS* available from the APEC Business Mobility Group website: http://www.businessmobility.org/RMAL/RMAL.html

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/RMAS/006
Agenda Item: 5

A Guide to the Regional Movement Alert System

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Asia-Pacific
Economic Cooperation

A guide to the Regional Movement Alert System

Foreword

The Business Mobility Group recognises the importance of timely access to information to facilitate investment and genuine travel between APEC economies, and to prevent the fraudulent movement of people. Enabling border authorities to access the information required to facilitate travel with integrity depends on effective information sharing between governments, particularly in the area of passport data.

The Regional Movement Alert System, launched in 2005, is an APEC counter terrorism initiative designed to facilitate access to passport data in order to improve border integrity, and combat identity fraud for air travel. The objective of RMAS is to strengthen the collective capacity of participating APEC economies to detect lost, stolen and otherwise invalid travel documents and to prevent them from being used illegally.

RMAS enables participating economies to confirm that a passport is recognised as valid by its document issuing authority, and alerts authorities to passports that are not recognised as valid. This real-time passport validation capacity makes RMAS a particularly powerful tool for detecting counterfeit passports and removing them from circulation. RMAS has continued to prove itself as a practical and cost effective addition to border management environments since its inception in 2005. In 2013 alone RMAS detected upward of 100,000 hits on potential lost, stolen or otherwise invalid passports between participating economies.

RMAS allows participating APEC economies to improve border control and passenger facilitation without creating the privacy issues associated with pooling data in a central database or providing direct connections to each other's databases.

Countries currently using RMAS are Australia, New Zealand, the United States of America and the Philippines. In joining RMAS, APEC economies gain a place on the RMAS Management Board, which enables them to take an active role in the further expansion and development of RMAS.

I recommend this guide to help member economies better understand RMAS and its future possibilities, and to encourage participation in this important intergovernmental initiative.

Peter Speldewinde
Convenor, APEC Business Mobility Group

Purpose and Contents

Purpose of this Guide

This guide is part of the APEC Business Mobility Group project, “Capacity Building – Regional Movement Alert System (RMAS)”.

The key objective of this guide is to introduce economies to RMAS and its supporting Multilateral Framework, and to provide an overview of the governance issues and the operational and technical requirements for participation in RMAS.

This guide provides information on RMAS and explains:

- the benefits of RMAS
- the design and operation of RMAS
- requirements for any economy seeking to join RMAS
- the potential future expansion and enhancement of RMAS

It is envisaged that economies can use this information to determine their strategic and operational position with respect to joining RMAS.

Contents

Section 1. RMAS Overview

- What is RMAS?
- RMAS Benefits

Section 2. RMAS Governance Arrangements

- RMAS Management

Section 3. Joining RMAS

- What is involved in joining RMAS?
- RMAS Implementation
- Supporting RMAS

Section 4. The Future of RMAS

- The RMAS Vision

Glossary

Annexure 1: The RMAS System

SECTION 1
RMAS Overview

What is RMAS?

The Regional Movement Alert System (RMAS) is an APEC counter-terrorism initiative that enhances regional border management capability through the close cooperation and collaboration of participating governments. RMAS combines business process and technology to allow participating economies to confirm that a passport is recognised as valid by its document issuing authority, and alerts authorities to passports that are not recognised as valid.

How Does it Work?

RMAS enables participating economies to automatically establish the validity of passports and/or detect the use of invalid passports. This is done by directly accessing a Participant's passport data in real-time and alerting authorities if a passport is recorded as lost, stolen or otherwise invalid. The remainder of this document will refer to this capability as *RMAS validation.* RMAS enables participating APEC economies to cooperate to improve border control and passenger facilitation without needing to pool data in a central database. RMAS securely links international border agencies to enable the verification of travel documents while upholding the privacy requirements of the participating economies.

A requesting economy's border management system automatically submits travel document validation requests to a document issuing authority to verify details against the source passport database maintained by the issuing economy. The ability of RMAS to verify the status of passports, and ensure they have been validly issued by the document issuing authority is one of the key features distinguishing it from systems that compile a central repository of lost and stolen passport data. RMAS uses broker processing, as shown in the following diagram. The diagram (figure 1.) depicts the preferred web service messaging model developed for positive validation of passports with the document issuing authority.

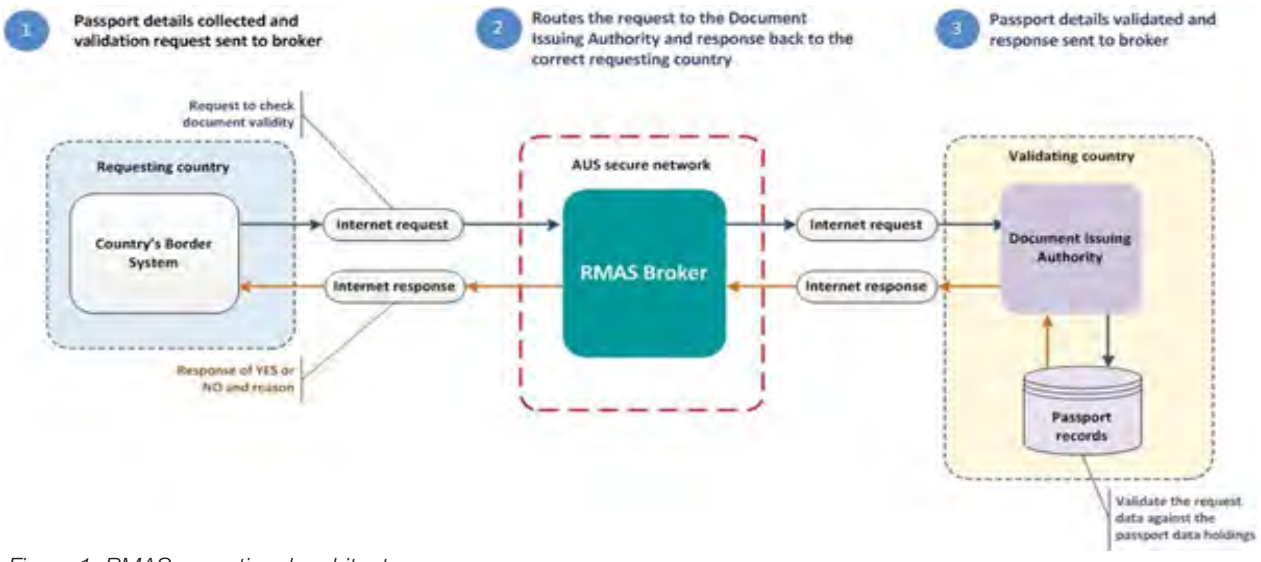


Figure 1. RMAS operational architecture

RMAS is underpinned by government to government arrangements that establish the common principles and standards that guide its arrangements, governance and operation. Further, the arrangements establish the conditions under which RMAS participants make available to each other, within RMAS, passport information to confirm the validity of passports and/or detect and prevent the misuse of invalid passports.

RMAS Guiding Principles

To ensure that RMAS develops in accordance with its objective, and the vision of the APEC Business Mobility Group, guiding principles were developed at the out-set of the project. The Business Mobility Group endorsed the following principles in May 2004.

The RMAS Guiding Principles

1. The scope of RMAS and its data should focus on enhancing counter-terrorism capacities of participating economies.
2. RMAS design and operation will not affect the essential rights of a participating economy to determine who is permitted to enter the economy and on what basis they are permitted to enter.
3. Ownership and visibility of shared alert data would be vested in the economy that has provided that data.
4. Participating economies should not be able to use RMAS to monitor nationals of other participating economies without the express permission of that economy.
5. Privacy laws of each participating economy will be satisfied.
6. The operating system could be built and deployed so that it operates seamlessly with the departure control systems of airlines flying to participating economies.
7. The operating system would be built and deployed so that it complements and, if possible, is interoperable with, the existing border management systems of participating economies or other regional or multilateral systems developed for the purposes of enhancing border security.
8. Ultimately travel should be able to be monitored on a real-time rather than ex-post basis.

RMAS Benefits

Intended Benefits of RMAS

1. Greater border security

Lost, stolen and otherwise invalid passports provide criminals and terrorists with the opportunity to steal another person's identity, to travel illegally, and to commit other crimes. Access to accurate and up-to-date data is a valuable tool for governments in combating terrorism, illegal immigration and transnational crime. RMAS provides greater safety for airline passengers, crew and the people of participating economies by enabling border authorities to detect invalid passports before the person using the passport travels to or enters the economy.

2. Integrates well with existing business processes

RMAS complements and is interoperable with existing border management systems. Australia, New Zealand and the United States operate different API systems: RMAS interacts with all. RMAS also integrates with border entry and exit systems. Importantly, this means that business processes for border authorities require little or no change. Similarly, RMAS operates seamlessly with relevant airline systems reducing impact to industry.

3. RMAS validation

RMAS enables passport details to be validated against a full passport database, confirming that the passport is recognised by the Document Issuing Authority and is not lost, stolen or otherwise invalid. RMAS validation helps participating economies to detect, and take out of circulation, counterfeit passports being presented for travel between participating economies. The system's ability to facilitate this type of access is one of the key features distinguishing RMAS from other systems compiling lost and stolen passport data.

4. Information is accessed NOT exchanged

The RMAS Broker is like a switchboard, routing requests and responses between Requesting Economies and Document Issuing Authorities. The advantage of this is that data is accessed and NOT exchanged ensuring that each economy controls how much it will tell another economy and only the minimum information necessary is disclosed. One of the key benefits of the RMAS border management capability is that data security and information privacy are at the foundation of its design.

5. Up-to-date and 'real-time' data

In keeping with the RMAS Guiding Principles, the design of RMAS ensures that passport data is the most current available. This data is accessed in real-time, which means it is able to support responsive border operations decision making, in the field, where it is most valuable.

6. Operational flexibility

Several major economies now use RMAS to assess the validity of travel documents and better enhance their border management outcomes. Before a new economy has RMAS implemented for their border, Australia holds a design workshop with key business and technical stakeholders. The workshop is used to confirm how the RMAS capability will work best for their requirements, and also what customisations may need to happen before it can be operationalised. As Australia manages the RMAS broker on behalf of APEC, Australia has offered to manage these workshops on behalf of economies.

7. Not just a technical solution

RMAS notifies 24/7 Operational Support Offices when the RMAS validation identifies a lost, stolen and and otherwise invalid passport. The 24/7 Operational Support Offices enable officers to engage each other to ensure that passengers are processed effectively and efficiently. Just how much information is disclosed is a matter for each economy to decide in line with their privacy laws.

8. Greater focus on facilitating genuine travellers

Automated checking of the validity of passports enables governments to focus their resources on other aspects of border control and facilitation.

9. Alignment with international security requirements

Security is essential for international data protection. In order to operate a multilateral data accessing system such as RMAS, it is vital for participating economies to meet international security requirements that help protect against unauthorised access. RMAS protects the passport data being accessed by each economy, and in order to provide this protection, three main design features have been implemented. The three main design features, which protect RMAS data, are:

1. a secure encrypted communications link to connect an economy's systems to the RMAS Broker

2. physical security of an economy's environment by meeting domestic and international requirements

3. physical security of the Broker environment provided by a secure data centre

SECTION 2
RMAS Governance Arrangements

Management Board Governance Charter

RMAS is a major APEC travel facilitation project involving many different member economies. Because the aim is to expand RMAS to include more member economies over time, arrangements need to be in place to ensure that RMAS is managed or governed in a way that best reflects the needs of its members. The Governance Charter includes the principles, responsibilities and processes of the RMAS Management Board. The role of the RMAS Management Board is to provide strategic direction for RMAS, and to develop guidelines on the administration and operation of RMAS. The Board also sets clear standards through which the operation of RMAS can be measured.

The Multilateral Framework

APEC and non-APEC economies are welcome to participate in RMAS provided they have the necessary operational, technical and legal framework in place. The Multilateral Framework (or MLF) guides how information should be managed under RMAS, including how the information exchanged should be used and protected.

The principles also set out each economy's responsibilities to ensure the integrity and security of RMAS.

Multilateral Framework Key Documents

The MLF is supported by a number of key documents which describe how RMAS is managed, and which set out the operational and technical requirements for RMAS.

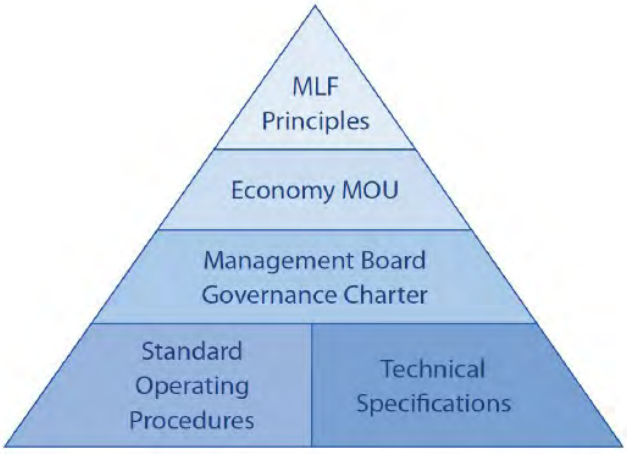


Figure 2. MLF document hierarchy

Document	Description
Economy MOU	The conditions under which RMAS participants agree to cooperate and operate within
Management Board Governance Charter	The remit and focus of the RMAS Management Board
Standard Operating Procedures	Suggested operating guidelines currently employed by other RMAS economies
Technical Specifications	Architectural guidelines for the technical implementation of RMAS

Table 1. Descriptions of MLF documents

SECTION 3
Joining RMAS

What is Involved in Joining RMAS?

Participating Economy's Commitment

To join RMAS, each economy needs:

1. a passport database that can be electronically accessed in real-time to verify the status and validity of a passport
2. legal and privacy authorisation enabling the data to be accessed
3. communication links to and from the RMAS Broker
4. a 24 hour, 7 days a week (24/7) Operational Support Office to verify RMAS notifications in real-time
5. Standard Operating Procedures describing the process for handling RMAS notifications
6. compliance with prescribed security specifications

Software and Equipment

As set out by the APEC Business Mobility Group, the RMAS border management capability can be implemented with only a very modest cost for the recipient economy. RMAS itself doesn't require the expense of a recurring licence, although a Secure Socket Layer (or SSL) certificate will need to be purchased before a new economy can be connected to RMAS - as this technology is used to enable the secure data transfers. As RMAS is designed as a broker of information and doesn't store passport data itself, the hardware requirements to join RMAS are minimal in comparison to other border management capabilities.

High-level Implementation Process

RMAS implementation follows a fairly generic implementation process from planning and design, to build, testing and deployment. The engagement commences with a series of workshops to discuss the business and technical considerations relevant to the particular economy, and from this point a more accurate implementation approach can be developed. There are several key documents that are produced during the RMAS implementation and these form the arrangements that are common across all particpating RMAS economies. The following table *(table 2.)* outlines the major implementation stages.

RMAS Implementation

Stage	Description
RMAS workshops	Before an economy commits to joining RMAS Australia holds a number of workshops to resolve both business and technical questions. Once an economy has committed to join RMAS Australia may hold further workshops depending on the individual circumstances of each economy. The workshops are hosted by one of the parties entering into the agremeent to implement RMAS.
Develop RMAS components	Each economy is responsible for the development of its own RMAS components – the Document Issuing Authority and the Requesting Economy. Australia can provide technical support as required. As Australia manages the RMAS broker on behalf of APEC the technical support will be provided from Australia.
Establish communications links	Prior to connecting to RMAS a joining economy will be required to establish a communication link. For a web service access path, the participating economy will require secure access to the internet.
Resolve legal, internal governmental and privacy concerns	Each joining economy will have their own unique laws and governmental structure. It is the responsibility of the joining economy to ensure that participation in RMAS does not compromise any of their own laws or governance structures.
Sign Memoranda of Understanding (MOU)	Before an economy can join RMAS it must sign an MOU or equivalent document with every participating economy that it wishes to interact with. A model MOU is provided during the initial workshop stage.
24/7 Operational Support Centres	One of the requirements for participation in RMAS is to have operational support on a 24/7 basis. More information follows in *Supporting RMAS.*
Conduct staff training	All operational and support staff likely to come into contact with RMAS should be trained prior to going live with RMAS. The familiarisation of 24/7 Operational Support Centre staff with the RMAS Standard Operating Procedures (SOPS) is critical.
System testing	Once all RMAS components have been developed and communications arrangements made, the economy must conduct its own system testing to ensure that all components and linkages have been delivered according to the functional and technical specifications, and are in good working order.
Integration testing	Following successful internal systems testing, the joining economy will be ready to participate in integration testing with the economy(s) with which it has a bilateral arrangement in place. This is the final phase of testing, and will ensure that all communications links are working, and that no technical issues will adversely affect any other RMAS participant.The integration testing can only be undertaken where there is a bilateral arrangement in place between the participating economies.
Deployment	Once all business and technical milestones have been reached the new economy is ready to begin participation in the RMAS production environment.
Maintenance and support	Once the joining economy has been successfully integrated into RMAS the economy may be expected to undertake periodic system maintenance, and install upgrades as required. The 24/7 Operational Support Centres will support RMAS operations as part economy's border security procedures.

Table 2. RMAS high-level implementation stages

Supporting RMAS

What is Involved in Supporting RMAS?

One of the requirements for an economy to participate in RMAS is to have operational support on a 24/7 basis. The 24/7 Operational Support Offices enable each economy to respond to, investigate and resolve RMAS notifications with minimal disruptions to existing business processes.

Because participating economies will make entry decisions based on the data that another economy provides through RMAS, it is important that this data is accurate. By providing 24/7 operational support, economies can ensure that the data is accurate, and that further information relevant to making an informed decision can be provided.
Each participating economy must have the operational support capability to perform two key functions:

1. Document Issuing Authority Operational Support: provides an immediate response to the requesting economy on a RMAS notification, including verifying the status and validity of passports.
2. Requesting Economy Operational Support: liaison with the document issuing authority of the passport bearer to determine the validity of the document before making a decision on whether to authorise or deny uplift or entry of the passenger.

What kinds of situations do Operational Support Officers deal with?

RMAS aims to detect travellers attempting to use a lost, stolen or otherwise invalid passports when they are not the genuine holder of that passport. To date, Australia, New Zealand, and the United States have found that in the majority of cases RMAS notifications have occurred on genuine travellers who have reported their passport as either lost or stolen, or are travelling on a new passport that is different to the details submitted by an airline. Operational Support Officers need to be able to provide advice and additional information to allow a decision to be made regarding what course of action should be taken, including whether the passport should be impounded.

When an Operational Support Officer receives a message notification, their actions are guided by the Standard Operating Procedures which have been developed and agreed upon by the participating economies. The purpose of the Standard Operating Procedures is to facilitate communication between participating economies, and to help resolve RMAS notifications.

Supporting RMAS

What is the role of an Operational Support Officer?

Operational Support Officers are the principal contact points for the day-to-day operation of RMAS. It is important that each economy has sufficient qualified, well-trained officers who have the authority to provide advice, make decisions and to seek advice from a supervising officer for further guidance where necessary.

The role of the Operational Support Officer varies according to whether they are providing Document Issuing Authority operational support or Requesting Economy operational support.

The role of the Document Issuing Authority Operational Support Officer is to:

- Provide advice on the status of passports in response to queries from the Requesting Economy Operational Support Office.
- Ensure that genuine travellers are not unnecessarily hampered in their travel due to a RMAS notification occurring because of an airline data error.
- Provide any relevant additional information, such as the name and date of birth of the person the passport was issued to, and the number of any replacement passport issued, to assist the Requesting Economy Operational Support Officers to make an informed decision.
- Where appropriate, request that the passport be impounded and returned to the economy that issued the document.

The role of the Requesting Economy Operational Support Officer is to:

- Liaise with the Document Issuing Authority Operational Support Office to establish whether a passport is valid.
- Monitor RMAS notifications and, where necessary, contact or prepare for possible involvement at the port of entry or transit port.
- Upon request from the Document Issuing Authority Operational Support Office, liaise with the port of entry to, where possible, impound fraudulent or invalid passports and return them to the economy that issued the document.
- Notify the Document Issuing Authority Operational Support Office of the decision to permit or deny their citizen entry and whether the passport was seized or impounded.
- Each participating economy maintains control over who crosses their borders and it is up to each participating economy to decide how much information it provides to any other participating economy.

SECTION 4
The Future of RMAS

The RMAS Vision

RMAS is designed to expand, and providing the required agreements and assurances are met, there is no restriction placed on which economies are allowed to participate in RMAS use. Possible future enhancements, such as expanding the range of data accessed by RMAS to include biometric data and person alerts, would give economies more advanced options for using RMAS as part of border processing.

Multilateral growth

The continued uptake of RMAS by further economies will strengthen the capacity of all participating economies to facilitate genuine travel and to detect fraudulent movements.

Alerts and referrals

One of the objectives of RMAS is to strengthen the collective capacity of participating economies to monitor the movements of people of known or suspected security concern. If necessary, such people could be prevented from boarding and travelling to participating economies. The information currently accessed through RMAS is limited to data about the passport. In future, system enhancements could see an expanded range of data being accessed through RMAS, including each participating economy's person alerts.

When a person checks in, RMAS could check the passport biodata against the person alert list at the place of nationality. Depending on the type of alert, whether an economy operates an API or APP system, and any relevant legal processes, the person could then be prevented from boarding a plane to the destination economy, or intercepted upon arrival at the destination economy.

Biometric Data

RMAS could potentially be expanded to provide access to more comprehensive data, including biometric information (such as digitally stored passport photos). When a person checks-in for travel, their passport photo and possibly other biometric data could be checked against the biometric database of the Document Issuing Authority. This would enable border authorities to detect impostors and to take photo-substituted passports out of circulation.

Extending the scope of RMAS

The benefits of expanding the range of data automatically accessed by RMAS would be maximised by integrating RMAS checks into different layers of border management. That is, from visa issue through to border processing, including extension or change of status at border crossings during secondary screening. Using RMAS as part of the visa management process would ensure that a passport is not lost, stolen, or otherwise invalid before making a visa decision.

RMAS checks at border crossings help to identify potentially invalid passports that have had a status change, for example, reported lost or stolen since the bearer began their travel to an economy, or while they were in the economy. This can reduce the possibility of illegal trade or use of those documents. Integrating RMAS into different stages of border management could make RMAS an even more powerful counter-terrorism tool and enable authorities to focus resources on other aspects of border control and passenger facilitation.

Conclusion

RMAS is designed specifically for border-control purposes. Arguably its greatest achievement is that it accesses passport data at its source. This means that the data is the most up-to-date available, and that each economy has control over how much information it makes available to other participating economies. Its unique design enables full integration with each participating economy's existing border systems, and RMAS validation provides near-instantaneous automated checking of passport data.

Participation in RMAS represents a tangible commitment to regional security goals. RMAS is already making a significant contribution to improving security in the Asia-Pacific region, and its benefits will be multiplied as more economies participate in this important initiative.

NEXT STEPS

Economies interested in learning more about RMAS can request a presentation by emailing RMAS.support@immi.gov.au. There is a range of business, technical and multilateral governance resources that outline the operational steps an economy will need to take in joining the RMAS programme.

Glossary

24/7
Twenty-four hours per day, seven days per week, used to describe the service standards required from the Operational Support Offices.

APEC
Asia-Pacific Economic Cooperation. APEC is a regional organisation comprised of 21 economies. The goal of APEC is to build the Asia-Pacific community by achieving economic growth and equitable development through trade, economic cooperation and to strengthen cooperation on counter-terrorism issues.

API
Advance Passenger Information. A generic term used for any system that provides for details of persons travelling to an economy to be forwarded by an airline to the border management authority and screened prior to the person's arrival. It can be "interactive" or "non-interactive".

APIS
Advance Passenger Information System. A non-interactive API system operated by the United States.

APP
Advance Passenger Processing system. An interactive version of API operated by Australia and New Zealand. The APP system allows airlines to verify, at the check-in point, that passengers and crew members have authority to enter that economy.

DCS
Departure Control System. A generic term for an airline passenger and flight management system used to process passengers at check-in.

DIA
Document Issuing Authority. The DIA is the system component that performs the function of checking a passport against a database of lost and stolen passports.

Economy
Used to describe an APEC member country. Because the APEC cooperative process is predominantly concerned with trade and economic issues, members engage one another as economic entities.

Negative Validation
In the context of RMAS, verification that the passport is not included on the database of lost and stolen passports.

Notification
A data record to notify a participating economy of the use of a lost, stolen or otherwise invalid passport.

Passport
The use of the term "passport" within this document includes documents that offer the same travel rights as a passport but may not also give the same privileges as a passport. Examples of these other travel documents include Titres de Voyage, Document of Identity and Certificate of Identity.

Positive Validation
In the context of RMAS, verification that a passport is valid and recognised by the Document Issuing Authority.

RE
Requesting Economy. The RE is the system component that performs the function of requesting information about a passport.

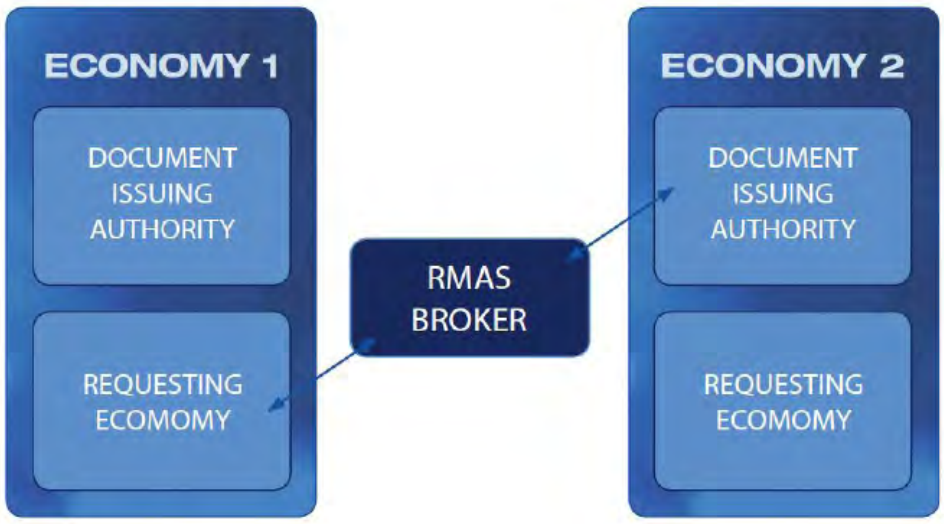
RMAS Broker
A centralised messaging mechanism to provide security, protection and pass messages between the RE and DIA of participating RMAS economies.

RMAS Validation
Throughout this document any reference to the term "RMAS validation" is to be interpreted as Positive Validation and Negative Validation. Refer to the terms Positive Validation and Negative Validation in this glossary for an explanation of each term.

ANNEXURE 1
The RMAS System

THE RMAS SYSTEM

The RMAS system is made up of the following components. The Requesting Economy, the RMAS Broker, the Document Issuing Authority and 24/7 Operational Support Offices.



High-level RMAS architecture

Requesting Economy

The Requesting Economy is the system component that performs the function of requesting information about a passport. Each economy has a Requesting Economy.

RMAS Broker

The RMAS Broker is the central hub that exchanges messages between Requesting Economies and Document Issuing Authorities. The RMAS Broker receives a passport check request from a Requesting Economy and forwards it to the Document Issuing Authority, and also receives the response from the Document Issuing Authority and returns it to the Requesting Economy.

Document Issuing Authority

The Document Issuing Authority is the system component which performs the function of checking a passport against a database of lost and stolen passports. Each RMAS economy has a Document Issuing Authority and maintains a database of its lost and stolen passports.

24/7 Operational Support Offices

A vital component of RMAS is the interaction between each economy's operational support offices which operate on a 24/7 basis. The 24/7 Operational Support Offices enable contact between economies to clarify and manage matches against the database of lost and stolen passports and enable a course of action to be taken while ensuring genuine travellers are not inconvenienced.

Asia-Pacific Economic Cooperation

2016/SOM1/BMG/RMAS/007
Agenda Item: 6

Survey Results: Scoping Paper – Broadening the Use of RMAS

Purpose: Information
Submitted by: Australia

APEC PERU 2016

Regional Movement Alert System Management Board Meeting
Lima, Peru
21 February 2016

Report from Australia

Survey results: Scoping Paper – Broadening the use of RMAS

Background

At the 2015 BMG1, the RMAS Management Board commissioned a discussion paper to canvas options to expand the scope of RMAS usage.

The discussion paper, Regional Movement Alert System - Scoping Paper (Broadening the use of RMAS) was presented to the 2015 BMG2 RMAS Management Board meeting.

The paper considered a range of potential multi and bi-lateral business processes that could benefit from applying the RMAS broker (hub and spoke) solution. The processes included the following:

1. Verification of identity using biometric data
2. Validation of travel documents during visa processing
3. Verification of visa entitlements
4. Checking INTERPOL – Stolen Lost Travel Documents
5. Criminal history checks
6. Verification of alert and no fly lists
7. Validation of data relating to cargo movements
8. Validation of local travel document arrangements
9. Integration of RMAS with other established broker arrangements
10. Validation with the United Nations High Commissioner for Refugees of applicants for asylum or refugee status

Following discussion of the paper, the RMAS Management Board Chair asked Australia to conduct a survey of member economies to identify the opportunities which would be the most useful for their economy with a view to identifying the top three opportunities which may be further examined.

Survey

The survey was issued to BMG members on 21 September 2015. The survey sought responses to the following questions:

1. From the ten options provided in the Paper, please rank the top three that you see as being the most useful for your economy.
2. Are there any other areas where the RMAS Broker solution could be used to improve border management processes for your economy?
3. Do you have any additional comments that you would like considered regarding the future direction of RMAS.

Six survey responses were received.

Survey Results

The following table summarises the number of survey responses supporting each opportunity.

Opportunity	**Number of supporting responses**
Verification of identity using biometric data	4
Validation of travel documents during visa processing	2
Verification of visa entitlements	2
Checking INTERPOL – Stolen Lost Travel Documents	3
Criminal history checks	3
Verification of alert and no fly lists	2
Validation of data relating to cargo movements	
Validation of local travel document arrangements	1
Integration of the RMAS with other established broker arrangements	2
Validation with the United Nations High Commissioner for Refugees of applicants for asylum or refugee status	

Other suggestions

Other suggestions received are summarised below:

- Provide access to specimen and technical specifications of travel documents and visas of member economies.
- Share passenger travel history, for example, arrival, departure, exclusion, deportation.
- Use RMAS in pre-clearance of ABTC applications.
- Use RMAS to access visa databases to assist in determining if the visa contained in a passport is false or fraudulently altered.

Additional comments

Additional comments received are summarised below:

- Undertake a feasibility study for connecting all RMAS economies and develop an associated action plan.
- Use RMAS as a hub to directly access interconnected databases.
- Important to keep RMAS participation cost effective.

- Criminal history access will likely involve multiple agencies which may make it difficult for economies to fully participate in reciprocal bi-lateral arrangements.

Scoping Paper Recommendations

The scoping paper included the following recommendations:

1. Note that RMAS can be enhanced to carry additional data loads that will allow APEC economies to validate additional information to facilitate travel across borders with integrity.
2. Note that the Proof of Concept showed that expanding RMAS to carry biometric data is an achievable next-step.
3. Agree to further research being undertaken on RMAS ability to carry biometric data, with a further Proof of Concept to be undertaken involving end-to-end processing between two economies. NOTE: Australia is prepared to lead this research; however this is very much dependent on the availability of funding and resources.
4. Agree to further research being undertaken on RMAS ability to be used in the carriage of other data types.
5. Agree to further research being undertaken with INTERPOL on the feasibility of using RMAS to access the INTERPOL Stolen and Lost Travel Document database.
6. Agree to further research being undertaken on RMAS ability to be used for travel document checks in visa processing.
7. Agree to further research being undertaken on RMAS ability to be used in the cargo industry.
8. Agree that the Business Mobility Group, through the RMAS Management Board, will review and set broad policy direction for broadening the use of RMAS.

Recommendations to this meeting

Based on the survey responses the following revised recommendations are presented for the RMAS Management Board's consideration.

1. Agree to further research being undertaken on the Regional Movement Alert System's ability to carry biometric data. If funding and resources permit, consider further developing the Proof of Concept to demonstrate end-to-end passing of biometrics between two economies.
2. Agree to further research being undertaken with INTERPOL on the feasibility of using the Regional Movement Alert System to interface with the INTERPOL Stolen and Lost Travel Document database
3. Agree to further research being undertaken on the Regional Movement Alert System's ability to include criminal history checks.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/001

Draft Agenda

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

APEC Business Mobility Group Plenary

SOM 1 2016

9.00am, 23 February 2016

Venue: Westin Lima Hotel and Convention Centre, Lima

ANNOTATED AGENDA

1. Opening Remarks (Chair) (Standing item)

2. APEC Priorities 2016 (Chair / Peru)

The Chair will outline the APEC priorities for 2016.

3. CTI Priorities for 2016 (Chair / All Members)

The Chair will invite the incoming Committee on Trade and Investment Convenor to outline the CTI's priorities for 2016. Depending on the availability of the CTI Convenor, this item may be accommodated later in the day.

4. BMG Goals for 2016 (Australia / All Members)

The Chair will invite Australia to present proposed work goals for 2016 and seek members' agreement.

5. Minutes of Previous Meeting (Chair)

The Chair will invite members to provide additional comments on the draft minutes before seeking formal endorsement of the minutes from SOM 3 2015 (Cebu).

6. Update from APEC Secretariat (Program Director)

The Chair will introduce and welcome the new APEC Secretariat Program Director and invite her to provide an update on key developments in the APEC Secretariat.

7. APEC Business Advisory Council Report (ABAC)

The Chair will invite ABAC to report on any outcomes arising from its recent meeting.

8. Update on the APEC Travel Facilitation Initiative (TFI Steering Council / United States)

The Chair will invite the TFI Steering Council Chair or their representative (United States) to update the group on key findings and recommendations in the report on the midterm assessment of the TFI initiative for comment from the group.

9. "Enhancing the ABTC" Working Group Report (Australia)

The Chair will invite Australia to report on the outcomes of the "Enhancing the ABTC" Working Group meeting.

10. RMAS Management Board Report (New Zealand)

The Chair will invite New Zealand to provide an update from the Regional Movement Alert System (RMAS) Management Board meeting.

11. Transitional Members' Reports (Canada, United States)

The Chair will invite transitional members to report on their progress towards full membership of the ABTC scheme.

12. Economy Reports (all members)

The Chair will invite all members to provide a brief report on:

- Their administration of the ABTC scheme; and
- Any recent initiatives in border management (for example, enhanced biometric capabilities, training in document examination techniques, improved reporting on lost or stolen travel documents, implementation of Advance Passenger Information systems).

This may also include any updates in respect of the following standards or arrangements:

- Online (electronic) immigration services;
- APEC Business Travel Handbook (updates to entries); and
- Trialling the use of ABTC holders' biometrics through Automated Border Control System.

13. Client Service Framework (Canada)

The Chair will invite Canada to provide an update on the intersessional work on the Frequently Asked Questions.

14. Visa Regulatory Survey (Thailand)

The Chair will invite Thailand to present to the BMG the outcomes from its visa regulatory survey.

15. ABTC Programme Management Assistance Project (Australia / All)

The Chair will invite Australia to provide an update on the completion of the Programme Management Assistance Project, which was marked by the ABTC Technical Workshop held in Brisbane Australia in November 2015.

16. Other Business (Chair)

The Chair will invite members to raise any other business.

17. Dates of Next Meeting (Chair)

18. Closing Remarks

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/002
Agenda Item: 3

Committee on Trade and Investment Chair's Letter

Purpose: Information
Submitted by: BMG Convenor

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

ASIA-PACIFIC ECONOMIC COOPERATION
COMMITTEE ON TRADE AND INVESTMENT (CTI)
CHAIR'S OFFICE

CTI/1/1/L120116_CTI01

12 January 2016

To: CTI members and CTI sub-fora Convenors

Dear CTI Colleagues,

First, let me take this opportunity to extend to you my best wishes for the New Year and to welcome everyone to APEC 2016.

Second, you may already know and have been briefed on Peru's APEC priorities for 2016. The CTI and its sub-fora should continue to play a critical role in these areas, building on the good outcomes of 2015. In this regard, I am forwarding for your reference the latest version of the *APEC 2015 Tasking by Leaders and Ministers for APEC 2016* which was circulated by the host last 8 January. Peru's 2016 priorities and the 2015 Tasking Statement are useful references to guide the development and implementation of CTI's work program and priorities for the year.

Third, 2016 marks the Second Term Review of the Bogor Goals progress and we have a deadline to submit IAPs by 29 January 2016. I understand that Senior Officials will hold a SOM dialogue on this milestone within the year. As our contribution and as foreshadowed at the CTI informal meeting last December, I suggest we hold a trade policy dialogue on non-tariff measures. This TPD will be an opportunity for CTI to consider how best to contribute in addressing outstanding non-tariff barriers. I will update the CTI membership on the preparations for this TPD during CTI1.

Fourth, I propose that we retain three CTI-FOTCs from 2015 to support our work through 2016, namely: REI and FTAAP (led by China and the United States); Global Value Chains (led by China); and Next Generation Trade and Investment Issues (led by the United States). With the significant achievement by the majority of members in implementing the environmental goods list tariff reductions, the FOTC on EGS can now be closed and discussions on the issue can be continued at the CTI plenary. I would also like to inform members that, as agreed during the recent AMM, the APEC Secretariat is preparing to publish economies' EG implementation plans in the APEC website. If there are any revisions for 2016 from the 2015 EG implementation plans, kindly send them as soon as possible to Joji Koike (jk14@apec.org) at the APEC Secretariat.

Bureau of International Trade Relations, Department of Trade and Industry
DTI International Building, 375 Gil Puyat Avenue, Makati City, Philippines 1200
Tel: +63 2 465 3360 Fax: +63 2 890 5149
Email: SherylynAquia@dti.gov.ph

Relatedly, I mentioned during the CTI informal meeting the possibility of setting up of a FOTC on Trade Facilitation (TF FOTC). APEC, specifically the CTI, has always taken a leading role in trade facilitation and I am glad there is general support for the setting up of the TF FOTC. Essentially, this FOTC will shore up CTI's work on, among others, identifying the next steps on the supply chain and trade facilitation goals based on the PSU assessment of the SCFAP; supporting the implementation of the WTO TF Agreement; contributing to the trade facilitation work streams in cross-cutting initiatives such as the Connectivity Blueprint and the Boracay Action Agenda; and liaising with relevant sub-fora and industry dialogues on its work on trade facilitation. I encourage interested economies to come forward to lead the TF FOTC and/or to propose ideas for its work program.

Fifth, we are a few days away before all the draft of the chapters of the FTAAP collective strategic study will be circulated. The APEC Secretariat will be setting up the CTI's APEC Collaboration System (ACS) to house the relevant documents related to the preparation of the study, in line with terms of reference agreed last year. The compilation will include the working drafts, submissions from ABAC, PECC, APEC study centers, and materials from the RTA/FTA Information Sharing Mechanism. If you are not familiar with the AIMP or ACS, kindly coordinate with the AIMP Administrator or AIMP Contact Point of your economy for assistance. I trust that you will all ensure that only CTI members will have access to these documents, particularly the working drafts.

Last and in addition to the issues mentioned above, I am attaching the draft agenda of CTI1 which covers the wide-ranging issues we will discuss during the plenary meeting on 28-29 February. I encourage all delegations to engage actively during the meeting and to bring practical proposals and fresh ideas to build our work on. I also kindly request that economies circulate new, updated or revised papers for CTI1 by 18 February 2016 at the latest.

I am looking forward to your contributions for a productive year ahead and I hope to see all of you in Lima in February. Towards this end, I would appreciate receiving your comments/inputs on the draft agenda for CTI1 by 25 January 2016.

Kindly copy your responses to Joji (jk14@apec.org) and Marietta Trimpe (MariettaTrimpe@dti.gov.ph), who will be assisting me as CTI Chair from the Philippines' Department of Trade and Industry. Feel free to write me should you have any issues you wish to discuss.

Sincerely,

Marie Sherylyn Deleña Aquia
Chair, APEC Committee on Trade and Investment

APEC Committee on Trade and Investment

Priorities for 2016

Lyn Aquia, CTI Chair
SOM I and Related Meetings
21 – 29 February 2016, Lima, Peru

Advancing Free Trade for Asia-Pacific Prosperity

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Outline of presentation

- Highlight some key CTI priorities for 2016
- Seek views and inputs from CTI sub-fora on their priorities, work plans and contributions to the CTI agenda 2016

Main priority areas for CTI

- Support for the multilateral trading system/WTO
- Advancing regional economic integration
- Strengthening connectivity and infrastructure development (trade facilitation)
- Regulatory cooperation
- Contributions of CTI and sub-fora to cross-cutting mandates

Support for the Multilateral Trading System

- WTO MC10 in December 2015
  - Implementation of the WTO Trade Facilitation Agreement
  - Implementation of the Information Technology Agreement expansion
  - Environmental Goods Agreement negotiations

Regional economic integration

- Beijing Roadmap for APEC's contribution to realisation of the Free Trade Area of the Asia-Pacific (FTAAP)
  - Information sharing on FTA/RTA outcomes
  - Capacity building towards the FTAAP
  - Collective Strategic Study on issues related to the Realisation of the FTAAP
- Cooperation on Global Value Chains
  - ten work streams led by individual economies (e.g. investment, trade facilitation, services, SMEs)

Regional economic integration (con't)

- MSMEs Internationalization
  - Implement the priority actions of BAA (Boracay Action Agenda); new actions to build global MSMEs
- Next Generation Trade and Investment Issues
  - Implement the Manufacturing-related Services Action Plan
  - Digital trade as possible NGETI
- Environmental Goods and Services
  - Continue/complete the implementation of EG List commitment
  - Action Plan on environmental services liberalisation and facilitation

Regional economic integration (cont'd)

- Services
  - Support for the ASCF (APEC Services Cooperation Framework)
  - cross-fora collaboration (EC, MAG)
- Investment
  - Improving the enabling environment for infrastructure investment and GVCs
- Economic and Technical Cooperation
  - Sub-funds on FTAAP and GVCs; Innovative development, economic reform and growth; and Connectivity; Dedicated MSME sub-fund

Strengthening Connectivity and infrastructure development

- Capacity building to improve supply chain performance under the SCFAP
  - Building on policy recommendations (2013) and diagnostic reports (2014) for eight chokepoints
  - APEC sub-fund on supply-chain connectivity
- New target: post SCFAP
- Business input through APEC Alliance for Supply Chain Connectivity (A2C2)
- Global Data Standards
- Model E-Port Network

Regulatory cooperation

- Preparations for 4th ARCAM Dialogue in 2016
  - topic to be selected at CTI2
- APEC Roadmap for Electric Vehicles
- Principles for Government's Role in Promoting Effective Advertising Standards
- Work with Economic Committee and SOM on Good Regulatory Practices

Contributions to other APEC cross-cutting mandates

- APEC Strategy for Strengthening Quality Growth
- Food Security and Blue Economy Plan of Action
- APEC Disaster Risk Reduction Framework
- APEC Connectivity Blueprint for 2015-2025
- APEC Accord on Innovative Development, Economic Reform and Growth
- Travel Facilitation Initiative
- Women's economic empowerment
- Urbanization

Sub-fora Contributions

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
CTI Priorities	SCSC	BMG	ECSG	SCCP	MAG	IEG	GOS	IPEG	LSIF	CD	AD
Support for MTS/WTO	■			■	■		■	■			
REI: Bogor Goals	■	■	■	■	■	■	■	■	■	■	■
REI: FTAAP					■	■	■				
REI: GVC			■			■			■		■
REI: MSME Internationalization	■		■	■				■	■		■
REI: NGETI			■					■			
REI: EGS					■		■				
REI: Services		■	■				■		■		
REI: Investment						■		■	■	■	■
Connectivity, Infra Development		■	■	■	■	■	■				
Regulatory Cooperation, Convergence	■					■	■		■	■	■
Cross-cutting Initiatives	■	■	■	■		■			■		

Views and interests of CTI sub-fora

- Welcome advice and input on:
  - priorities and interests of sub-fora
  - ways to improve interaction with CTI
  - new ideas and inputs to advance APEC's agenda in 2016 and support 2016 priorities.

CTI Chair Contact points

- CTI Chair
  SherylynAquia@dti.gov.ph
- APEC Secretariat
  jk14@apec.org

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/003
Agenda Item: 3

Tasking Statement for 2016

Purpose: Information
Submitted by: BMG Convenor

APEC PERU 2016

Business Mobility Group Meeting
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APEC 2015 TASKING STATEMENT (for 2016)

Work Program	Actions Required	Responsibility	Timeline
	APEC OVERARCHING INITIATIVES		
Support for the Multilateral Trading System			
	• Uphold the commitment to strengthen the rules-based, transparent, non-discriminatory, open, and inclusive multilateral trading system as embodied in the WTO, and to support the effectiveness of the WTO and the further promotion of its objectives for the benefit of all • Continue to work together and ensure that bilateral, regional, and plurilateral trade agreements are consistent with WTO agreements and contribute to strengthening the multilateral trading system • Engage actively and constructively in the implementation of the work following the Nairobi Ministerial Meeting, including on the Doha Development Agenda • Work towards the full implementation of the Trade Facilitation Agreement (TFA), and call upon the remaining APEC economies to ratify the TFA as soon as possible • Continue to work together on the full implementation of the Bali Ministerial Meeting Decisions, including engaging constructively to negotiate and make all concerted efforts to agree and adopt a permanent solution on the issue of public stockholding for food security purposes • Urge all WTO Members to accept the Protocol Amending the TRIPS Agreement • Commit to fight against all forms of protectionism, through our commitment to a standstill until the end of 2018, and to roll back protectionist and trade-distorting measures; commit to exercising maximum restraint in implementing measures that may be consistent with WTO provisions but have a significant protectionist effect, and to promptly rectify such measures, where implemented • Work towards advancing a swift conclusion of negotiations on staging timeframes of the WTO Information Technology Agreement (ITA), and agree to work together to achieve broader participation in the ITA • Urge the WTO to continue its work in promoting inclusive and sustainable growth, including through initiatives for the increased participation of MSMEs in regional and global markets	Economies Ministers SOM CTI Geneva Caucus	December 2015 onwards
Bogor Goals			

Work Program	Actions Required	Responsibility	Timeline
	• Uphold the commitment towards achieving the Bogor Goals by 2020, and note additional initiatives to address vulnerable populations, bridge the development gaps, and alleviate poverty	Economies SOM	2016 onwards
	• Advance the APEC's Individual Action Plan (IAP) process through the revised IAP template as a means to track our progress in achieving the Bogor Goals	SOM CTI	2016
	• Conduct the Second-Term Review in 2016 of economies' progress towards the Bogor Goals	Economies SOM CTI PSU	2016
APEC Strategy for Strengthening Quality Growth			
	• Reaffirm aspirations towards a balanced, inclusive, sustainable, innovative, and secure growth in the APEC region, through the implementation of the APEC Strategy for Strengthening Quality Growth from 2016 until 2020 to bring greater focus to the importance of pursuing quality growth building upon the commitments as envisaged in the 2010 APEC Growth Strategy and bearing in mind the commitments in the 2014 APEC Accord on Innovative Development, Economic Reform and Growth.	Economies SOM	2016-2020
	• Commit to encourage the private sector's participation in developing whole-of-economy, whole-of-society approaches towards ensuring dynamic and quality growth	Economies SOM ABAC	2016 onwards
	• Commit to work to support individual economies in their implementation of the APEC Strategy for Strengthening Quality Growth – consistent with the KAAs as presented in the Annex which we adopt as a living document – by sharing experience and capacity building	Economies SOM	2016 onwards
	• Report in 2020 on the impact of the extensive APEC work program on improving growth, and to report to Leaders, for their review, on APEC's progress in promoting the APEC Strategy for Strengthening Quality Growth.	SOM PSU	2020
Sustainable Development			
	• Reaffirm commitment to implementing the 2030 Agenda for Sustainable Development ("2030 Agenda"), which sets a comprehensive, universal, and ambitious framework for global development efforts for the next 15 years, and to ensuring that no one is left behind in efforts to eradicate poverty and build an inclusive and sustainable future for all	Economies	2016 onwards
	• Reaffirm commitment to implementing the Addis Ababa Action Agenda, which provides a comprehensive roadmap to help economies implement policies to attract and mobilize diverse sources of financing critical for the realization of the Sustainable Development Goals		

Work Program	Actions Required	Responsibility	Timeline
Anti-Corruption			
	• Reaffirm commitment to fighting corruption and bribery, and promoting international cooperation in the areas of repatriation or extradition of corrupt officials, asset recovery, criminalization, and prevention of corruption among APEC member economies	Economies SOM ACTWG APEC Fora	2016
	• Take forward the work of the APEC Network of Anti-Corruption Authorities and Law Enforcement Agencies (ACT-NET) to advance pragmatic cooperation in fighting corruption, bribery, money laundering, and illicit trade	ACTWG ACT-NET	
	• Encourage stronger cross-border cooperation and more innovative pathfinding approaches among economies including through public-private partnerships, in order to better combat the harmful effects of the illegal economy and to promote cultures of integrity across borders, markets, and supply chains	ACTWG ACT-NET	
	• Implement the Cebu Manifesto for the Protection of Anti-Corruption Officials and acknowledge the important role of anti-corruption officials in the detection, investigation, prosecution, and prevention of corrupt activities; encourage economies to take all appropriate measures to protect anti-corruption officials at the domestic and international fronts	Economies	
	• Continue to implement the Beijing Declaration on Fighting Corruption, the APEC Principles on the Prevention of Bribery and Enforcement of Anti-Bribery Laws, and APEC General Elements of Effective Voluntary Corporate Compliance Programs	SOM APEC Fora	
APEC Services Cooperation Framework			
	• Mainstream the APEC Services Cooperation Framework (ASCF) into the strategic and long-term planning of APEC's work program through all the relevant Committees and Working Groups, in particular the Group on Services (GOS), and develop a mechanism for implementation of the ASCF beginning 2016	Economies SOM	2016 onwards
	• Develop a strategic and long-term APEC Services Competitiveness Roadmap in 2016, with the adoption of a concerted set of actions and mutually agreed targets to be achieved by 2025. Consistent with the ASCF, the process of drafting the Roadmap will begin with discussion of the elements of the Roadmap followed by deliberations on actions and mutually agreed targets	Economies SOM	2016
SUPPORT FOR THE APEC 2015 PRIORITIES			
Priority 1: Enhancing the Regional Economic Integration Agenda			

Work Program	Actions Required	Responsibility	Timeline
Free Trade Area of the Asia-Pacific (FTAAP)	• Continue to implement actions identified in the Beijing Roadmap for APEC's Contribution to the Realization of the FTAAP and its Progress Report, while pursuing the conclusion of initiatives contained in the Pathways to FTAAP	Economies SOM CTI	2016
	• Work towards the finalization of the Collective Strategic Study on Issues Related to the Realization of the FTAAP by the end of 2016, including the preparation of first draft of chapters to be submitted by 15 January 2016; and submit a comprehensive study and accompanying recommendations to APEC Ministers and Leaders by the end of 2016		15 January 2016, end 2016
	• Advance work under the APEC Information Sharing Mechanism on RTAs/FTAs, including through trade policy dialogues and a report from PSU on the RTAs/FTAs implemented by APEC members in 2015		2016
	• Continue to implement capacity building activities under the 2nd phase of the Capacity Building Needs Initiative (CBNI)		2015-2017
Environmental Goods and Services	• Strongly urge economies that have yet to fully implement the commitment to reduce applied tariffs on the APEC List of 54 Environmental Goods to five percent or less, to intensify their efforts to meet the deadline	Economies CTI	2015 onwards
	• Consolidate all economies' final implementation plans by the end of the year and to publish these plans on the APEC website		2015
	• Implement actions under the Environmental Services Action Plan (ESAP) to promote liberalization, facilitation, and cooperation in environmental services; undertake the progress of implementation by 2018 and a final review for 2020.		2016 onwards; 2018;2020
Structural Reform	• Advance the Renewed APEC Agenda for Structural Reform (RAASR) as the continuation of APEC's structural reform work program until 2020, which strives to stimulate balanced and sustainable growth and reduce inequality	Economies SOM EC	2016-2020
	• Support efforts to explore new growth areas, including reforms aimed at further strengthening the services sector by fostering creativity and innovation through an enhanced regulatory environment		
	• Commit to accelerate efforts to address institution building in economies through structural reform and capacity building focused on economic governance, encouraging unilateral reforms aimed at further improving the services sector, regulatory infrastructure, and competition policy	Economies SOM	2016

Work Program	Actions Required	Responsibility	Timeline
	• Each economy to develop individual action plan setting forth its structural reform priorities, objectives and policies through to 2020. Economies to strengthen and enhance the economic relevance and scope of individual economy action plans under RAASR through increased consultation and engagement with business, both at the individual economy level, and through APEC and ABAC • Strengthen APEC's structural reform agenda by using the PSU report Assessing the APEC New Strategy for Structural Reform (ANSSR) and Advancing the APEC Structural Reform Agenda Beyond 2015 and its recommendations • Continue work on the Ease of Doing Business (EoDB) initiative and conduct the final assessment in 2016 • Develop the APEC EoDB Implementation Plan to guide capacity building in meeting the new aspirational target of a 10 percent improvement by 2018 • Prepare and submit the 2016 APEC Economic Policy Report on Structural Reform and Services • Organize the 2016 Conference on Good Regulatory Practice on the topic of "building high level support for reform"	EC ABAC	
Finance	• Implement the Cebu Action Plan (CAP) which works on four pillars: (i) promoting financial integration; (ii) advancing fiscal reforms and transparency; (iii) enhancing financial resiliency; and (iv) accelerating infrastructure development and financing • Encourage economies to work together to implement domestically, regionally, and globally applicable CAP initiatives and deliverables to promote intra-regional trade and investments, connectivity, infrastructure development, and MSME and supply chain financing • Encourage the sharing of experiences in macroprudential policy frameworks to minimize systemic risks and promote financial stability in the APEC region • We encourage continued strong private sector engagement in APEC's work on infrastructure, MSME Finance and capital markets through the Asia-Pacific Infrastructure Partnership (APIP) and the Asia-Pacific Financial Forum (APFF)	FMP Economies APEC Fora SMEWG ABAC	2016 onwards
Investment Facilitation	• Implement the Investment Facilitation Action Plan (IFAP) priority actions for 2015-2016 and encourage members to take on specific IFAP actions, on a voluntary basis, to support a more	SOM CTI/IEG	2016

Work Program	Actions Required	Responsibility	Timeline
	predictable and transparent investment climate and strengthen the role of investment as a driver of growth and jobs		
Infrastructure Investment	• Maximize the Public-Private Partnership (PPP) modality for infrastructure delivery, to tap long-term investments for infrastructure through capital market development, and to continue efforts in inclusive infrastructure, in urban development, and in regional connectivity • Utilize the Guidebook on PPP Frameworks in the APEC Region as a reference for APEC economies in developing PPP infrastructure frameworks • Build on ongoing initiatives outlined in the 2014 and 2015 Finance Ministerial Statements including capacity building, continuing to build on the work and implement initiatives laid out by the PPP Experts Advisory Panel • Support partnerships with international organizations and long-term financing and funding support for PPP projects to promote more robust infrastructure investment and development in the APEC region	SOM FMP ABAC	2016 and beyond
Continuing Work on Services	• Continue work to increase the transparency of services trade-related regulations, facilitate services trade and investment, and develop open services markets • Develop and foster the wide use of the APEC Virtual Knowledge Center on Services as a knowledge-sharing and collaborative platform which directly contributes to the pursuit of the objectives of the ASCF • Advance the updated Services Trade Access Requirements (STAR) Database and explore its expansion to additional services sectors • Consider the recommendations of the PSU study on APEC Work on Services and Baseline Indicator in the multi-year implementation of the Action Plan on Statistics on Trade in Services and other areas of APEC's work on services • Organize Public-Private Dialogues (PPDs) on Services and encourage further engagement between the public and private sectors to address impediments to and to facilitate services trade growth • Prepare an APEC Compendium of good practice in services, based on the eight symposia organized to date	SOM CTI EC SCE Fora ABAC GOS	2016 and beyond

Work Program	Actions Required	Responsibility	Timeline
Next Generation Trade and Investment Issues	• Continue work on manufacturing-related services as a next generation trade and investment issue, including by implementing the Manufacturing Related Services Action Plan (MSAP) and by using as reference the case studies undertaken by the PSU in 2015 • Urge economies to take concrete actions under the Key Action Agenda of the MSAP • Advance the Work Plan for Advancing Facilitating Digital Trade for Inclusive Growth as a Potential NGeTI and instruct officials to implement the Work Plan's activities including the conduct of Trade Policy Dialogues and independent research by the PSU	Economies, CTI, other relevant APEC Fora and Subfora	2016-2020
Transparency and Trade Facilitation	• Develop and foster the wide use of the APEC Trade Repository (APECTR) as a one-stop portal for information on trade-related regulations; and ensure its relevance and comprehensiveness in line with APEC's commitment to greater transparency and predictability in trade	CTI	2016
Global Value Chain Cooperation	• Advance the implementation of the APEC Strategic Blueprint for Promoting Global Value Chain (GVC) Development and Cooperation through the initiatives and work plans under the different work streams, using the 2015 Progress Report as reference • Work towards a more focused GVC evolution inclusive of MSMEs to facilitate sustainable, inclusive, and balanced growth in the Asia-Pacific region including through enhancing the resilience of GVCs to various risks such as natural and man-made disasters • Advance work on improving the investment climate for GVC development through the study and the related public-private dialogues to be conducted in sub-regions in 2016, among other ways to facilitate cross-border investment flows in GVCs • Implement the Terms of Reference on the Operational Mechanism and Work Plan of the Technical Group on Measurement of APEC Trade in Value Added (TiVA) under Global Value Chains • Advance the preparatory work undertaken on the construction of the APEC TiVA Database towards its completion by 2018; and encourage more inputs from members and other stakeholders to the construction of the database • Continue to identify alternatives to localization policies and develop best practices as a means to foster job creation and increase competitiveness • Pursue collaborative efforts to enhance cross-border value chain resilience, including through the use of the APEC Guidebook on Resilience of GVCs to Natural Disasters and the capacity building seminar in 2016 for promoting efforts to enhance resilience of GVCs to natural disasters, with close collaboration	CTI, EC (where applicable) and Sub-Fora SMEWG SCCP And other Relevant SCE Sub-For a ABAC	2016 and beyond

Work Program	Actions Required	Responsibility	Timeline
	with TPTWG and EPWG, contributing in particular to improving the investment environment and enhancing MSMEs' participation in GVCs, as well as to disaster risk reduction • Conduct the Study on the Enhancement of Integration of Regional Value Chains in Asia and Latin America and the Caribbean (LAC), and organize a related PPD • Advancing policy frameworks to promote MSME participation in GVCs and international trade through the APEC MSME Marketplace • Build linkages, promote knowledge sharing, adopt a holistic view of GVCs toward strengthening trade and investment linkages among MSMEs and big business, and harness broader interaction and collaboration across the broad range of initiatives being done for MSMEs		
Supply Chain Connectivity	• Complete the final assessment of the Supply Chain Connectivity Framework Action Plan (SCFAP), using modality/indicators by the PSU agreed by CTI, and while continuing to implement the Action Plan towards achieving a 10 percent improvement in supply chain performance • Encourage APEC's continued participation in the Capacity Building Plan to Improve Supply Chain Performance (CBPISCP), particularly on pre-arrival processing, expedited shipments, advance rulings, release of goods, and electronic payments • Continue the work of the APEC Alliance on Supply Chain Connectivity (A2C2) and make use of its contributions to APEC's capacity building efforts • Advance work on interoperable Global Data Standards (GDS) including through pilot projects and a PSU study on the Application of GDS for Supply Chain Connectivity, which will assess GDS costs and benefits based on the pilot projects and establish a set of policy-based recommendations to promote the wider use of interoperable GDS • Encourage economies to make use of pilot projects for first-hand experience and capacity building on GDS, and conduct pilot projects including on pharmaceutical products in 2016 • Implement the Work Plan of the GSCNET including setting up the expert group and organizing dialogue and capacity building activities, advance the work of the Tianjin Pilot Center of APEC Cooperation Network on Green Supply Chains (GSCNET), and encourage members to establish more Pilot Centers to promote cooperation	CTI SCCP CTI SCCP SCSC	2016

Work Program	Actions Required	Responsibility	Timeline
Customs Procedures	• Advance the APEC Principles on the Movement of Humanitarian Goods and Equipment during Emergencies and encourage their application to continuing efforts to reduce barriers to the movement of goods to disaster areas • Continue work on the Single Window, Advanced Risk Management, Passenger Name Record, and Authorized Economic Operators (AEO) • Complete the APEC Best Practices on Authorized Economic Operators to help develop trade facilitation frameworks that allow efficient transport of legitimate cargo processing, in line with World Customs Organization instruments, tools and standards, and widen the network of AEO mutual recognition arrangements • Advance the work of the Asia-Pacific Model E-Port Network (APMEN) and the APMEN Operational Center, by implementing the Strategic Framework and the Working Mechanism of APMEN and encouraging more economies to join the APMEN • Explore the development of the e-port and single window systems, taking into consideration ICT technology accessibility, economies' levels of development, and the ongoing work in APEC • Continue work in the area of cross border e-commerce aiming at facilitating its development, following the results of the first APEC workshop on customs control over cross border e-commerce	CTI SCCP TPTWG EPWG CTI and Sub-Fora	2016
Rural Development	• Encourage further progress and practical initiatives to carry out the 2013 mandate to explore trade in products which contribute to sustainable and inclusive growth through rural development and poverty alleviation • Make efforts to strengthen rural communities through sharing experiences of rural development, with a view to forging comprehensive strategies to eradicate poverty and enhance the welfare of rural communities in the region	Economies SOM CTI Economies SOM	2016
Inclusive Business	• Build on the results of the PPD on Investment: Fostering MSME Growth through Inclusive Business and the High-Level Dialogue on Inclusive Business, and pursue efforts to understand inclusive business in major sectors, especially agribusiness, manufacturing, housing, tourism, forestry and fisheries, and its role in sustainable and inclusive growth through sharing of experiences and by collaborating with relevant international organizations	SOM CTI IEG SMEWG ABAC	2016

Work Program	Actions Required	Responsibility	Timeline
Strengthening Comprehensive Connectivity	• Continue to implement the APEC Connectivity Blueprint for 2015-2025 by undertaking specific actions under the pillars of physical, institutional, and people-to-people connectivity **with a view to promoting regional and sub-regional connectivity in the Asia – Pacific region.**	Economies SOM, CTI FotC on Connectivity FMP	2016-2025
	• Oversee the yearly implementation of the Blueprint through the Dedicated Arrangement to Monitor, Review, and Evaluate the Implementation of the Blueprint		2016
	• Continue efforts to advance infrastructure development through the APEC Multi-Year Plan on Infrastructure Development and Investment (MYPIDI) and other initiatives that promote policy coordination, facilitates connectivity, unimpeded trade, financial integration, and people-to-people bonds in the Asia-Pacific region		2016
	• Further implement the initiatives to achieve comprehensive regional connectivity in order to promote policy coordination, facilities connectivity,unimpeded trade, financial integration, and people-to-people bonds in the Asia-Pacific region.		2016 onwards
	• Work on peer review and capacity building on APEC infrastructure development and investment, in line with the "Reference Guide for Peer Review and Capacity Building on APEC Infrastructure Development and Investment" and in collaboration with the FMP	IEG, in addition to the above	2016
	• Welcome the progress of the Study on Infrastructure Investment in the APEC Region by 2016.		
Transportation	• Commit to accelerate efforts to enhance productivity through safe, secure, efficient, and sustainable transportation systems, and to promote innovations in the transportation sector as we move towards achieving inclusive mobility and global supply chain resilience, while recognizing the importance of aviation and maritime safety and security	TPTWG	2016
	• Support the diversification of transport and logistics supply chains in the Asia-Pacific region to enhance APEC's connectivity and economic growth, and recognize that the ITS and Global Navigation Satellite Systems are crucial to create commercial, safe, and secure supply chains	TPTWG	
	• Conduct the study on **'**Exploration on Strengthening of Maritime Connectivity**'** with a view to produce an analytical outcome study, including a set of recommendations	TPTWG, CTI, MOI Steering Council	2016
	• Begin work on reducing marine pollution from ships operating in the APEC region through capacity building, aimed at enhancing economies' ability to effectively enforce the MARPOL 73/78		

Work Program	Actions Required	Responsibility	Timeline
	• Continue to support the implementation of the APEC Supply-Chain Connectivity Framework Action Plan through projects including: Promoting Regional Economic Integration by Deriving Supply Chain Connectivity Benefits over Cross-Cutting Issues in Transport, Energy, Environment and Human Health; Global Supply Chain Resilience (Phase 3); and International Ship and Port Facility Security (ISPS) Code Implementation Assistance Program (ICIAP) • Support and implement the APEC Seven Principles of Supply Chain Resilience • Encourage economies to actively continue to pursue the goal of market access liberalization through existing avenues including bilateral and multilateral agreements and the exploration of additional avenues in line with the International Civil Aviation Organization's (ICAO) long-term vision for international air transport liberalization. • Continue to work on developing the APEC Connectivity Map, APEC Inclusive Mobility Framework, PPP Best Practices, and Quality Transport Vision, and efforts to reduce aviation emissions • Work on the establishment of a task force for an APEC-wide transport card in the TPTWG • Continue to work on developing a safe, secure, resilient, efficient, and sustainable transportation system, and to promote innovations in the transportation sector		
Tourism	• Encourage efforts to achieve the target of 800 million international tourists among APEC economies by 2025 as stated by Tourism Ministers in the 2014 Macao Declaration • Implement the Tourism Working Group's (TWG) Strategic Plan 2015-2019 to promote competitiveness and regional economic integration through policy alignment and structural reform • Encourage relevant Working Groups to work closely with the TWG to promote green, sustainable, and inclusive tourism development, increase connectivity, improve travel facilitation, invest in infrastructure to support demand, ensure sustainable use of cultural and environmental assets, and develop a mobile and skilled workforce to propel the growth of travel and tourism in the APEC region • Complete the PSU study on "Increasing Tourist Arrivals in the APEC Region: The Links between Tourism and Inclusive Growth"	TWG TWG SOM, TPTWG PSU	2016 2015-2019 2016 2016
Travel Facilitation	• Consider and implement the necessary recommendations contained in the mid-term assessment of the Travel Facilitation Initiative (TFI) in order to make the TFI as effective and efficient as possible	Economies SOM CTI	2016

Work Program	Actions Required	Responsibility	Timeline
	• Improve and develop the APEC Business Travel Card (ABTC)) scheme including by implementing the extension of the validity of the ABTC from three to a maximum of five years beginning 1 September 2015 • Support efforts of transitional members of the ABTC scheme to become full members	SCE BMG TPWTG CTWG TWG SCCP	
Internet and Digital Economy	• Take on a constructive role in promoting the internet and digital economy and strengthening efforts to harness its full potential as an enabler of inclusive economic growth, and encourage secure cross-border flows of information, taking into account the need to bridge the digital divide • Continue implementation of the APEC Initiative of Cooperation to Promote Internet Economy, and advance the work of the Ad Hoc Steering Group on the Internet Economy including its stock-take of APEC initiatives on cross-cutting internet and digital economy issues • Advance the work of the APEC Cross-Border Privacy Rule (CBPR) and Privacy Recognition for Processors (PRP) Systems to facilitate trade, and encourage the increased participation of APEC economies in the CBPR and PRP Systems in order to promote cross-border privacy and data protection and to protect consumer interests • Implement the Work Plan for Facilitating Digital Trade for Inclusive Growth as a Potential Next Generation Trade and Investment Issue. • Implement the SMEWG's Digital Economy Action Plan and Work Agenda MSMEs as concrete and practical steps that APEC could undertake to accelerate MSME access to international market • Promoting an innovative approach in developing of the cross-border trust space to support secure Internet economy in the Asia-Pacific Region	SOM Ad Hoc Steering Group on the Internet Economy (AHSGIE) CTI ESCG TELWG SMEWG	2016
Telecommunications and Information	• Develop and support ICT innovation Continue promotion of infrastructure investment, connectivity and support the productive and innovative use of ICTs in line with technological trends. It will champion strategic opportunities for new ICTs and services, and will sponsor leadership on ICTs by bringing together ICT leaders from among stakeholder groups to share knowledge and form collaborative partnerships. Explore ways ICTs can address emerging challenges such as disaster risk reduction and management, social responsibility, and help foster resilient, diverse, inclusive, and prosperous economies. • Promote a secure, resilient and trusted ICT environment Continue to work to enhance trust and confidence in the use of ICTs by promoting the importance of cyber security, collaboration and cooperation, as well as the dissemination of knowledge. These	TELWG EPWG ECSG SMEWG PPWE	2016 2016-2020

Work Program	Actions Required	Responsibility	Timeline
	support the capacity of all relevant stakeholders in the APEC economies to manage risks, create resilient networks, and facilitate a trusted environment for transactions and communications • Promote regional economic integration Continue to work in support of regional economic integration by promoting connectivity, regulatory coherence and technical harmonisation. This includes physical, institutional, and people-to-people connectivity to address relevant emerging issues. Advance measures that promote interoperability and trans-border cooperation. • Enhance the Digital Economy and the Internet Economy Continue to work in support of the development of a vibrant Digital Economy with a focus on the Internet Economy. In order to promote smart, green, creative, inclusive and sustainable development of the economy, support raising the overall level of ICT industry development and the extensive integration of ICTs with other industries. • Encourage increased collaboration by the Telecommunication and Information Working Group (TELWG) with other APEC fora, including but not limited to coordination with the Emergency Preparedness Working Group (EPWG) on disaster preparedness, response, and recovery through the development of ICTs and appropriate systems; with the Ad Hoc Steering Group on the Internet Economy and the Electronic-Commerce Steering Group (ECSG) on the benefits of the Internet and Digital Economy; with the Small and Medium Enterprises Working Group (SMEWG) on the promotion of safe, efficient, low-cost, and inclusive internet financial services for MSMEs; and with the Policy Partnership on Women and the Economy (PPWE) on facilitating women's livelihood development and resilience with ICTs • Implement the TELWG Strategic Action Plan 2016-2020, and the development of the ECSG strategic plan, which together will help maximize the potential of the internet in unlocking next generation growth across Asia-Pacific		

Work Program	Actions Required	Responsibility	Timeline
Regulatory Coherence and Cooperation	• Encourage economies to continue sharing practical experiences and knowledge about undertaking regulatory cooperation in different ways by building on the results of the 8th Conference on Good Regulatory Practices, the 2013 Baseline Study of Good Regulatory Practices in APEC Member Economies, and the outcomes of the EC workshop on International Regulatory Cooperation: Cooperation in Action • Develop initiatives to enhance regulatory coherence and cooperation and maximize the role of the internet and information technology to strengthen the implementation of public consultation and other good regulatory practices. • Conduct an annual APEC Conference on Good Regulatory Practices with the Sub-Committee on Standards and Conformance (SCSC) and the Economic Committee (EC) alternating hosting duties • Identify topics on Trade-related Standards and Technical Regulations for the 4th APEC Regulatory Cooperation Advancement Mechanism (ARCAM) meeting to be held in., Implement the Roadmap for Electric Vehicles to facilitate the adoption and implementation of international standards for electric vehicles. Implement the Principles for Government's Role in Promoting Effective Advertising Standards and encourage continued discussions on the implementation of the APEC Action Agenda on Advertising Standards and Practices and other relevant issues that may be identified	CTI EC SCSC EC SCSC CTI SCSC	2016
Intellectual Property	• Reaffirm the importance of promoting the protection and enforcement of an effective, comprehensive, and balanced intellectual property (IP) system to incentivize creativity and create an enabling environment for innovation • Welcome the report on Trade Secrets Protection and Enforcement in APEC Economies, and pursue further work on how trade secrets protections can help MSMEs go global • Encourage officials to continue the further work on the APEC Best Practices in Trade Secrets Protection and Enforcement and to complete it on the basis of consensus at the earliest possible time • Foster cooperation in intellectual property rights promotion, protection and enforcement, and enhance MSMEs' capacity for IP commercialization, IP marketing, and reduction of innovation risks in IP management	CTI IPEG SMEWG	2016 and onwards

Work Program	Actions Required	Responsibility	Timeline
	• Continue to support quality research activities of academic and research institutions particularly in the areas of innovation and technological advancements and to promote their resulting IP assets towards adoption and utilization		
Standards and Conformance	• Continue the work of the Wine Regulatory Forum, under the Sub-Committee on Standards and Conformance (SCSC), on the model wine export certificate as a means to streamline export certificate requirements • Explore other areas where similar trade facilitative initiatives may be applied	SCSC	2016
Food Safety Cooperation and Life Sciences	• Advance the efforts of the Food Safety Cooperation Forum (FSCF) and its Partnership Training Institute Network (PTIN) to promote regulatory frameworks harmonized with science-based international standards, improve food safety, and ensure predictability and transparency in agri-food trade and the role it can play in building capacity and confidence, ultimately reducing non-tariff barriers (NTBs) • Enhance the APEC FSCF's work on regulatory convergence through continuation of work in the areas of export certificates and pesticide maximum residue limits as part of the APEC Regulatory Cooperation Plan • Continue the FSCF PTIN capacity building activities in food inspections systems, laboratories and proficiency testing, aquaculture, antimicrobial resistance control strategies, and updates on domestic food safety standards • Support the work of the centers of excellence for biomedical regulatory sciences in the region and explore further ways to strength our ability to reach regulatory convergence for medical product approval procedures among others by 2020 • Continue the work of the Life Sciences Innovation Forum (LSIF) to build awareness of and capacity for implementation of common product data standards along the supply chain and to promote efficient GVCs in the health and life sciences sectors; Support the use of research and development on effective and safe use of Traditional and Complimentary Alternative Medicines (TCAM)	CTI SCSC PPFS/ ABAC LSIF	2016 2020
Industry Dialogues	• Implement the Roadmap for Electric Vehicles to facilitate the adoption and implementation of international standards for electric vehicles, and continue work on this issue in 2016 • Complete a report on the implementation of measures to reduce divergences in the implementation of the Globally Harmonized System for Classification and Labeling of Chemicals (GHS)	AD, EWG, TPTWG CD	2016

Work Program	Actions Required	Responsibility	Timeline
	• Continue the work of the APEC regulatory community to strengthen capacity in the scientific assessment of metals and metal compounds, and the work of the Chemical Dialogue (CD) with EC on Good Regulatory Practices	CD EC	
	• Promote innovative solutions to marine debris through the joint OFWG/Chemical Dialogue Virtual Working Group on Marine Debris	CD, OFWG	
Priority 2: Fostering Micro, Small and Medium Enterprises (MSMEs)' Participation in Regional and Global Markets			
Improving the Business Environment for MSMEs for an Inclusive Economy	• Pursue actions that are practical and important for MSMEs' participation in global trade, as contained in the Implementation Plan of the Boracay Action Agenda to Globalize MSMEs • Identify areas of convergence and harness synergies across relevant APEC fora and work with ABAC on the complementarity of projects and efficient use of resources to maximize the benefits of relevant work streams in implementing MSME initiatives • Integrate the Boracay Action Agenda, the Digital Economy Action Plan, and the Iloilo Initiative in the next SMEWG Strategic Plan, and put in place an appropriate monitoring system • Officials to work towards the creation of an ecosystem of entrepreneurship in the APEC region to encourage the development and growth of globally competitive innovation-driven MSMEs • Collaborate between the SCSC and SMEWG on standards and conformance as key to enhancing the competitiveness of MSMEs and pursue the development of a work plan to address standards and conformance issues faced by MSMEs • Uphold the commitment to a fair and accountable competition policy regime to facilitate inclusive growth and provide a predictable business environment, particularly for MSMEs, consistent with the principles of good regulatory practices approved by the APEC Ministers in 2014 • Eliminate barriers, reduce trade-related costs and facilitate trading of MSMEs globally • Promote MSME trade regulatory education, engage MSMEs and ABAC in the development of policy and regulatory environment • Continue to support women-owned MSMEs to strengthen their competitiveness and ability to participate in local and global value chains	SOM CTI SMEWG SCCP SCSC ABAC PPWE CPLG MAG EC TELWG ECSG IPEG CTI PPWE	2016-2020

Work Program	Actions Required	Responsibility	Timeline
	• Assist MSMEs' intellectual property (IP) awareness and protection, develop necessary measures for the effective use of IP assets by MSMEs • APEC officials to widen the reach of advocacies on MSME trade regulatory education, and to engage MSMEs and ABAC in the development of policy and regulatory environment conducive to the growth of MSMEs. • Create an ecosystem that supports enterprise creation and increase innovation capabilities of MSMEs • Hold annual SME Ministers-CEO Dialogue on the margins of the SME Ministerial Meeting • Establish and strengthen the operation of the MSME association in each economy and across the Asia-Pacific Region • Build a network of MSMEs, incubators, accelerators, and innovation centers in APEC to promote information exchanges, business networking, and capacity building • Promote education and capacity building among MSMEs in ways that these create a better understanding of the interconnectedness between science and technology, academics, and real-world problem solving		
MSMEs in Global Supply and Value Chains	• Encourage and support the on SMEs' Participation in GVCs to implement the APEC Strategic Blueprint on GVC Development and Cooperation, including the workshop by Vietnam on SMEs in the GVCs in the textile/apparel sector to be held in the beginning of 2016; and workshop by Thailand on GVCs in the agribusiness sector to be held in the first half of 2016. Continue to monitor the progress reports on the five major industries: information technology and electronics, automotive, textiles, healthcare products, and agribusiness • Continue cross-fora and industry consultations and networking activities in developing practical initiatives that will integrate MSMEs in GVCs • Address challenges identified by the GVC MSME Automotive Sector survey on non-tariff measures that continue to challenge MSMEs' participation in the automotive sector GVC through better policies and targeted capacity building • Implement the project of Promoting e-Commerce to Globalize MSMEs which supports the implementation of the Boracay Action Agenda, with collaboration with ECSG and, including to	CTI SMEWG AD ECSG LSIF SCCP ABAC	2016

Work Program	Actions Required	Responsibility	Timeline
	identify difficulties which MSMEs in the APEC region encounter in the course of trading via the internet and collecting examples of good practices from actual policy cases to address key challenges. • Uphold the APEC Iloilo Initiative: Growing Global SMEs for Inclusive Development, a guiding framework for integrating SMEs into international trade and GVCs. Establish and utilizesupport the utilization ofthe APEC MSME Marketplace as a tool to promote cooperation and linkage across MSMEs and other stakeholders • Pursue the development in 2016 of SME internationalization indices that would serve as a measurement of the degree of SMEs' integration into GVCs • Enhance partnerships, linkages, and networking among innovation centers, research communities, and academia, as well as those involving large and small businesses		
ICT and E-Commerce for MSMEs	• Encourage proposals to promote e-commerce as a vehicle for MSMEs to participate in the global market, such as the proposal to Promote E-commerce to Globalize MSMEs, and the proposal on Enabling Inclusive Growth through the Internet Economy and encourage member economies' efforts to promote Online-to-Offline (O2O) new business models • Undertake concrete and practical steps that APEC could undertake to accelerate MSMEs' access to international markets as contained in the Digital Economy Action Plan and Work Agenda for MSMEs. Regulatory alignment, an efficient digital ecosystem, human capacity building, and a holistic approach to the creation of a digital economy are vital to these efforts. • Strengthen MSMEs' participation in local supply and global value chains through long-term, value-driven partnerships between large enterprises and MSMEs • Promote policy, business and regulatory environments that foster the growth potential of MSMEs, in particular globally competitive and innovation-driven MSMEs; Enhance partnerships, linkages, and networking among innovation centers, research communities, and those involving large and small businesses	SMEWG TELWG ECSG SMEWG TELWG ECSG	2016
Access to Finance for MSMEs	• Facilitate financial inclusion for start-ups; urge financial institutions to look beyond financial records and consider MSMEs' overall business plans and potential; collaborate with public and private institutions in widening access to finance and business resilience	SMEWG SFOM FMP ABAC	2016 onwards

Work Program	Actions Required	Responsibility	Timeline
	• Encourage financial institutions to evaluate the business models and growth potential of individual MSMEs in order to improve access to finance, and of creating a seamless financial environment for MSMEs to enhance access to GVCs • Support the role of public finance, such as credit guarantee systems designed for MSMEs' operational continuity and pursue efforts for closer collaboration with relevant public and private sector institutions • Promote the commitment by the private sector and international finance organizations to collaborate with the public sector to promote legal and policy reforms that will help expand financing for MSMEs and support their participation in supply chains • Encourage the collaborative efforts of the World Bank Group, SME Finance Forum, Organization for Economic Cooperation and Development (OECD), ABAC, and interested APEC member economies, in establishing a Financial Infrastructure Development Network under the CAP		
Resilient MSMEs	• Encourage greater efforts to promote MSMEs' resilience against unexpected events, disasters, and financial crises in order to improve global supply chain resilience and continue the publication of the Business Continuity Planning Guidebook in seven languages and the APEC SME Disaster Resilient Policy Framework • Promote MSMEs' resilience against unexpected events, disasters, financial crises; build a secure and developed digital economy as part of Business Continuity Planning (BCPs) • Support the APEC Business Ethics for SME Initiative in addressing unethical practices in sectors of export interest to MSMEs. Pursue the APEC Guide to Implement Multi-Stakeholder Ethical Collaborations in sectors of export interest to MSMEs and encourage member economies to advance the goals of the Nanjing Declaration to Promote Ethical Business Environments through 2020. Convene APEC Business Ethics Forums in 2016.	SMEWG EPWG LSIF	2016-2020
Priority 3: Investing in Human Capital Development			
Human Resource Development and Skills Training	• Develop work programs aimed at achieving the goals of the Port Moresby Joint Statement on the 2015 High-Level Policy Dialogue on Human Capacity Building to enhance strategic cooperation in human capital development geared towards identifying and developing 21st century skills that are aligned with global education and training best practices, and that increase people's employability, mobility, productivity, and ability to respond to emerging business demands, in accordance with domestic circumstances	HRDWG ABAC Economies	2016 2016

Work Program	Actions Required	Responsibility	Timeline
	• Continue voluntary efforts to advance human resource development competitiveness in the region in accordance with domestic circumstances, to facilitate the mobility of skilled labor and professionals, and to ensure the quality of skills and competencies that meet the supply chain demands of the region, including through projects such as the APEC Labor Market Portal, APEC Occupational Standards Referencing Framework, APEC Skills Development Capacity Building Alliance, APEC Vocational Training Project in Cooperation with Enterprises, and efforts to ensure quality of training and skills recognition	HRDWG Economies	2018
	• Implement the APEC Human Resource Development Working Group (HRDWG) 2015-2018 Action Plan and its initiatives directed towards vulnerable and disadvantaged groups in society, such as persons with disabilities, women and youth, as well as mobile workers, in accordance with domestic circumstances	HRWDG Economies	2016 2016
	• Pursue close collaboration with ABAC to seek advice on skills mapping, developing new skills for 21st century business, and new approaches to cross-border labor flows, such as the Earn, Learn, Return framework.	HRDWG ABAC	
	• Identify policy priorities concerning global workers and address gaps in enhancing their social protection, where appropriate.	HRDWG HRWDG, SCCP	
	• Encourage collaboration on developing joint personnel training on smart and green supply chain connectivity		
	• Collaborate with business and industry organizations to maximize the exposure of workers to new technologies and latest industry practices in the development of 21st Century Skills	HRDWG	
Education	• Implement recommendations of the Joint Statement of the 1st High-Level Policy Dialogue on Science and Technology in Higher Education aimed at advancing cross-border education, inter-university collaboration on science and technology, and the international mobility of academics, researchers, and students as drivers of technological advancements, innovation, and economic growth	HRDWG Economies	2016
	• Strengthen efforts that put science, technology, and innovation as well as higher education at the forefront of economic policy-making and strategic planning through the entire collaboration with APEC Policy Partnership on Science, Technology and Innovation (PPSTI) as well as Chief Science Advisors and Equivalents Meeting (CSAE) among others	HRDWG, PPSTI Economies	2016 2020

Work Program	Actions Required	Responsibility	Timeline
	• Cooperate on the development of the APEC Education Strategy as a blueprint for regional education development and reform, by synthesizing the best practices within the region and drawing up lessons of other international organizations and regions, to advance human capital development, economic integration and social well-being in the Asia-Pacific region.	HRWDG Economies	
	• Encourage economies to update and advance the APEC Work Plan on Promoting Cross-Border Education Cooperation, including enhancing the link between human capacity building and employment needs through effective mechanisms for cross-border education and collaboration between universities and businesses across APEC	HRWDG Economies	
	• Facilitate studies on human capital and continue to explore the areas of mutual interest in higher education through the Annual APEC Conferences on cooperation in Higher Education in Vladivostok		
	• Continue efforts by APEC economies to contribute to the target of 1 million intra-APEC university-level students per year, including support for the enhancement of mobility of students, researchers, and education providers, and the network of existing bilateral agreements, including economies' contributions to the APEC Scholarship Initiative		
	• Employ utilization of platforms such as the APEC Higher Education Research Center (AHERC)) and APEC Education Research Network (AERN) to enhance joint study, information sharing, student and researcher mobility among APEC universities and institutions		
	• Cooperate on organization of the 2016 APEC Education Ministerial Meeting (AEMM), co-chaired by Peru, as host, and Russia, under the coordination of the APEC Education Network (EDNET) and in cooperation with the Labor and Social Protection Network (LSPN), and Capacity Building Network (CBN)), to advance the work on cross-border education, Science, Technology, Engineering, and Mathematics (STEM) education, educational innovation, work-integrated learning, qualifications frameworks, among others.	HRDWG	2016
	• Continue efforts by APEC economies to cooperate on education best practices such as through the development of APEC Education Cooperation strategies, based on the report of the Education Cooperation Project to be submitted to the 6th AEMM		
	• Support efforts for economies to cooperate on education best practices such as through the development of APEC Education Cooperation strategies, based on the report of the Education Cooperation Project to be submitted to the 6th AEMM.		

Work Program	Actions Required	Responsibility	Timeline
	• Work toward promotion and assurance of the transparency, quality and accessibility of the general education and lifelong learning • Promote science, technology, engineering and math (STEM) in the education of its human resources to cultivate talents for innovation and strengthen innovation capacities of MSMEs		
Science and Technology	• Strengthen regional science, technology and innovation collaboration through the Policy Partnership on Science, Technology and Innovation (PPSTI) and Chief Science Advisors and their Equivalents (CSAE) • Implement the Policy Partnership of Science, Technology and Innovation (PPSTI) Policy Statement on the development of common approaches to STI policies that encourage joint R&D and STI activities, advise APEC policy-making, and support commercialization and popularization of research and market-based innovations through policy translation • Promote collaboration with young scientists in the APEC region, including through the APEC Science Prize for Innovation, Research, and Education (ASPIRE) • Encourage the PPSTI and CSAE's continued inputs that support the activities of existing APEC policy partnerships and working groups. The PPSTI and CSAE are well positioned to provide effective science advice in an APEC context, acting as a collective resource within the region, in a manner similar to the roles played in their individual economies.	PPSTI, CSAE Economies PPSTI, Economies PPSTI, APEC Fora, Economies PPSTI Economies, CSAE, APEC Fora.	2016 2016 and beyond 2016 2016 and beyond
Women and the Economy	• Implement the Strategic Plan of the PPWE 2015-2018 to advance women's full and equal economic participation across the APEC work streams, in particular through improved access to capital and assets; access to markets; skills, capacity building, and health; women's leadership, voice, and agency; and innovation and technology through the development of (1) new program and activity in partnership with other fora, as much as possible; (2) guidelines on gender mainstreaming in APEC and (3)2) a PPWE Communications Plan • Strengthen the foundation and operating structure of the PPWE by holding two meetings annually, if necessary • Ensure mainstreaming of gender perspectives into APEC's work and encourage cross-fora synergies wherever possible, including through greater private sector engagement, collaboration, and sharing of best practices; continued monitoring and advancing work on the Women and the Economy Dashboard and on the Policy Toolkit on Healthy Women, Healthy Economies, among others	PPWE, APEC Fora , Economies PPWE PPWE, ABAC, APEC Fora, Economies PPWE, Economies	2015 - 2018 2016 2016 2016-2020

Work Program	Actions Required	Responsibility	Timeline
	• Compile the submitted "Individual Action Plan (IAP) for the Enhancement of the Ratio of Women's Representation in Leadership" for enhancement of women's participation in the economy particularly focusing on leadership, decision making and management. • Encourage economies to promote women's representation and leadership in all sectors and encourage fora to share best practices for expanding women's education, recruitment, and retention • Encourage economies to pilot the HWHE Policy Toolkit	PPWE, APEC Fora	2016
Health	• Reaffirm commitment to strengthen health systems and ensure steps to implement the Healthy Asia-Pacific 2020 Roadmap and conduct comprehensive review of its implementation by 2018 and to implement recommendations in the joint statement of the 5th APEC High Level Meeting on Health and the Economy which carts a new course for bringing innovations and partnerships into programs for strengthening health systems in the areas of universal health coverage, health financing, prevention and control of non-communicable diseases, preparedness for effective management of infectious diseases and health pandemics by means of a whole-of-government and whole-of-society approach	HWG, LSIF Economies	2020
	• Work with LSIF and ABAC on an agenda for a cross-fora dialogue in 2016 with the SFOM and other relevant groups to examine the fiscal and economic impact of ill health; convene a cross-fora dialogue in 2016 to discuss innovative ways of ensuring that the workforce remains healthy and competitive	LSIF, ABAC SFOM, Economies	2016
	• Advance implementation of the APEC Roadmap to Promote Mental Wellness in a Healthy Asia-Pacific, including preparations to launch an APEC Digital Hub for Best and Innovative Practices in Mental Health Partnerships	LSIF, HWG, Economies	2016
	• Advance implementation of the APEC Blood Supply Chain 2020 Roadmap	HWG, Economies	2020
	• Work towards zero new HIV infections, zero discrimination and zero HIV-related deaths, especially through HIV prevention programs in the APEC region	HWG, Economies	2020
	• Reduce barriers to trade and investment in the supply chain of healthcare products and work towards regulatory convergence for medical product approval procedures by 2020	HWG, LSIF Economies	2016
	• Promote understanding on the safe and effective use of traditional medicine and similar products		2016
	• Further develop the consensus based framework on infection control infrastructure and continue work with the private sector to help economies prevent, detect, and respond to emerging disease threats and reduce anti-microbial resistance to complement and strengthen the WHO and other pertinent universal organization and international legal instruments in this area.	LSIF, HWG, Economies	

Work Program	Actions Required	Responsibility	Timeline
Persons with Disabilities	• Empower persons with disabilities and endeavor to eliminate barriers to their economic participation, including through the work of the APEC Group of Friends on Disability(GOFD) in promoting sharing of information, resources, and good practices that will advance the inclusion of persons with disabilities in the economy	GOF on Disability SCE	2016
Priority 4: Building Sustainable and Resilient Communities			
Climate Change	• Strengthen early warning systems for climate resilient development and adaptation to climate change, including the provision of reliable climate information and development of application techniques by utilizing the most advanced scientific technologies	EPWG PPSTI	2016
	• Engage all stakeholders, including the science community, in finding long-term solutions and integrated approaches to adapting to climate change.	EPWG PPSTI	2016
	• The creation of buffers for resilience against disasters such Disaster Risk Financing and Insurance and explore the feasibility of disaster risk pooling among APEC economies.	FMP	2016-2017
Energy	• Work towards the APEC aspirational target of reducing aggregate energy intensity by 45 percent from 2005 levels by 2035 through collaboration on energy-efficient and low carbon development including through efforts to reduce the energy intensity of growing data centers in APEC	EWG Economies	2035
	• Prioritize clean and renewable energy technologies, taking into account APEC's aspirational goal of doubling the share of renewables in the APEC energy mix, including in power generation, from 2010 levels by 2030	EWG Economies	2030
	• Create favorable conditions for trade and investments to support a diversified, flexible, and integrated natural gas market in the APEC region	EWG Economies	2016 and beyond
	• Instruct the Energy Resilience Task Force to work towards increasing the resiliency of our energy infrastructure to natural disasters and climate change	EWG Economies	2016
	• Reaffirm the commitment to rationalize and phase out inefficient fossil fuel subsidies that encourage wasteful consumption, while recognizing the importance of providing those in need with essential energy services, and to make substantive progress toward this goal. Encourage capacity building activities and sharing of best practices to facilitate progress toward this goal.	EWG Economies	2016 and beyond
	• Foster and nurture public-private partnerships that will encourage the adoption of appropriate standards for critical energy infrastructure	Economies ABAC	

Work Program	Actions Required	Responsibility	Timeline
Disaster Risk Reduction & Emergency Preparedness	• Craft an action plan in 2016 to operationalize the APEC Disaster Risk Reduction (DRR) Framework to facilitate collective work in building adaptive and disaster-resilient economies supporting inclusive and sustainable development in the four interoperable and mutually reinforcing pillars, namely: Prevention and Mitigation, Preparedness, Response, and Rehabilitation and Build Back Better	SDMOF EPWG Economies	2016
	• Consistent with the APEC DRR Framework, enhance cooperation on disaster risk reduction, including through strengthening early warning systems, search and rescue, post-disaster recovery, as well as promoting business continuity planning, initiating the trade recovery communications system, promoting appropriate donations after disasters, ensuring ease of mobility of emergency responders and their equipment, and fostering community-based disaster risk management to ensure that communities can economically recover and supply chains can be restored	EPWG, SCCP, SCSC, PPSTI, SMEWG, Economies ABAC	2016
	• Call for conducting regular high level policy dialogues or other higher options for APEC engagements focusing on DRR	EPWG Economies	2016 and beyond
	• Explore the provision of coordinated scientific advice surrounding and during emergencies, in coordination with other relevant APEC fora	CSAE, APEC Fora.	
Food Security, Agricultural Technical Cooperation, and Agricultural Biotechnology	• Implement the APEC High-Level Policy Dialogue on Food Security and Blue Economy Plan of Action in the areas of resilient oceans and coastal resources, fish loss reduction, and agri-business development, including through ensuring that all citizens have access to food through the reduction in waste and loss along the food value chain, agribusiness promotion, market development, and open and fair trade that enables the integration of small scale farmers, fishers, and fish farmers into global food value chains and improves the livelihood of coastal communities	OFWG, PPFS Economies	2016 and beyond
	• Implement the APEC Food Security Roadmap Towards 2020, the APEC Action Plan for Reducing Food Loss and Waste, the APEC Food Security Business Plan (2014-2020), and the Action Plan to Enhance Connectivity of APEC Food Standards and Safety Assurance to enhance supply chain connectivity, achieve efficiencies, reduce post-harvest losses and waste, and improve the food system structure, including through highlighting the critical roles of investment and infrastructure development for food access and improving low-income groups' sustainable food supply and nutrition in the Asia-Pacific Region for the 2030 Agenda for Sustainable Development Goal 2-End hunger.	PPFS Economies	2020
	• Harness scientific innovations that address common challenges for smallholder farmers and enhance cooperation in maximizing the benefits of biotechnology for improved resiliency, inclusive growth, sustainable agriculture development, and food security	HLPDAB, PPFS, ATCWG Economies	2016 and beyond
	• Implement the Beijing Declaration on APEC Food Security to continue giving the Agricultural Technical Cooperation Working Group (ATCWG) a leading role as a coordinating group, and enhancing exchanges		2016 and beyond

Work Program	Actions Required	Responsibility	Timeline
	and coordination among ATCWG, HLPDAB and other relevant APEC fora to strengthen APEC agricultural science and technology innovation and cooperation with a view to facilitating trade related agricultural products and promoting sustainable agricultural development; encourage the use of agricultural science and technology research in a market-oriented manner to improve food safety and security in the region.	ATCWG, HLPDAB Economies	
	• Identify and categorize a limited list of the most onerous NTBs, seeking to establish a useful taxonomy to categorize them, analyzing their economic importance, enhancing cooperation on food standards, and to finding practical collaborative solutions to address them	PPFS	2016 and beyond
	• Promote transparent, science-based regulations in order to advance science, and reap the benefits of agricultural innovation in the context of global trade	HLPDAB Economies	2016 and beyond
	• Strengthen commitment against protectionism, recognizing that bans and other restrictions on food exports may cause price volatility, especially for economies that rely on imports of staple products	PPFS	
	• Work closely with ABAC to address food security and blue economy	HLPDAB ABAC PPFS Economies	
Ocean Cooperation and Blue Economy	• Implement the Oceans and Fisheries Working Group (OFWG) Food Security Action Plan and support alongside PPFS the HLPD-FSBE Plan of Action	Ministers, OFWG, PPFS Economies	2016 and beyond
	• Continue to implement the Xiamen Declaration, including the development of environmentally-friendly ocean-related economic activity as an approach to the sustainable management of marine resources; encourage further cross-for a collaboration to advance Blue Economy cooperation guided by the OFWG common view on Blue Economy	OFWG, PPFS CTI and SCE and fora	2016 and beyond
	• Pursue cross-sectoral work under the Steering Council in Mainstreaming Ocean-related Issues to synergize efforts in addressing cross-cutting issues of ocean cooperation amongst relevant APEC fora and encourage Chairs and Lead Shepherds of relevant APEC fora and economies to actively participate in the Steering Council meeting and improve coordination and communication.	MOI Steering Council, SCE, CD, OFWG, PPFS, EWG, TWG, TPTWG, SCSC, EPWG, HRDWG, Economies	2016

Work Program	Actions Required	Responsibility	Timeline
Forestry	• Work towards the aspirational goal to increase forest cover by 20 million hectares of all types of forests by 2020 through sustainable forest management and conservation, and measures to address illegal logging and associated trade as reinforced in the Eda Statement	EGILAT Economies, APFNet	2020
	• Promote trade in legal timber, legally harvested wood and wood products and combat illegal logging and associated trade	EGILAT Economies	2016
	• Consider proposals related to information sharing and transparency, and to take concrete actions to combat illegal logging and promote trade in legal wood	EGILAT Economies	2016
Wildlife Trafficking	• Combat wildlife trafficking in the APEC region and increasing efforts to reduce the supply of, transit in, and demand for illegally taken and/or traded wildlife, including through enhancing efforts to share information, intelligence, experience and best practices, capacity building and strengthen international cooperation by increasing cross-border law enforcement cooperation and other interaction among wildlife enforcement networks as appropriate	SOM Economies	2016
Mining	• Implement the sustainable development in mining agenda to promote regional integration, foster investment, increase social responsibility, and promote innovation and environment advances in mining and metallurgy	MTF Economies	2016
	• Promote the transformation and growth of mining, working towards advancing sustainable development in mining including the development, processing, utilization, investment and trade in minerals, metals and related products	MTF Economies	2016
	• Develop projects to improve the delivery of capacity building activities in APEC developing economies that improve the enabling environment for trade and investment in mining and the capacity of local businesses, their mining industry and/or regulators	MTF Economies	2016
	• Sustain engagement of the Mining Task Force with relevant private stakeholders recognizing their important role as partners	MTF ABAC	2016
Urbanization	• Strengthen targeted urbanization-related initiatives/areas of focus, while coordinating this effort through the SOM FotC on Urbanization in key areas such as improving security and safety of the region's food supply, sustainable agricultural and water management, increasing citizens' access to food including through better connectivity between urban, rural, and remote areas ect.	SOM FotC on Urbanization SFOM, APEC fora Economies ABAC	2016

Work Program	Actions Required	Responsibility	Timeline
	• Work closely with the APEC City Mayors Forum, ABAC, APEC Official Observers, and others working in urbanization issues • Continue projects on assessing and demonstrating technology deployment for urban waste management that also include the recovery of economic worth from solid waste. • Hold a high-level forum on urbanization in 2016	CD, OFWG, EWG, FotC on Urbanization Economies	2016
Counter-Terrorism	• Continue to implement fully the Consolidated Counter Terrorism and Secure Trade Strategy in order to safeguard the region's infrastructure, travel, supply chains, and financial systems from terrorism and other illicit activities; encourage economies to update their Counter-Terrorism Action Plans regularly • Conduct the review, assessment, and evaluation of the APEC Strategy on Counter Terrorism and Secure Trade and the CTWG Strategic Plan 2013-2017 • Continue to implement the Advance Passenger Information and Passenger Name Record (API/PNR) programs to secure and facilitate legitimate travel within the region • Craft the APEC CTWG Work Plan for 2016 • Prepare for the holding of the next Secure Trade in the APEC Region (STAR) Conference X which aims to secure and enhance the flow of goods and people through measures that protect cargo, ships, international aviation and people in transit. The conferences bring executives and government officials together to identify impediments to and solutions for promoting trade efficiency while ensuring security. • Plan activities and projects to counter the financing of terrorism, violent extremism, and movement of foreign terrorist fighters • Increase cooperation among APEC member economies to address the dramatic evolution in the nature of terrorist threats and the growth of violent extremism, and to promote the security and resilience of businesses and communities	CTWG Economies CTWG Economies CTWG, BMG Economies	2016 2016
Strengthening APEC as an Institution			
	• Implement the 2015 APEC Capacity Building Policy through Economic and Technical Cooperation (ECOTECH) to expand associated human and institutional capacity building initiatives as outlined in the 1996 Manila Framework for Strengthening Economic Cooperation and Development, including through coordination with BMC on the financial aspect of its implementation as well as strengthening the	SOM, SCE BMC, Economies	2016 and beyond

Work Program	Actions Required	Responsibility	Timeline
	cooperation between APEC fora and streamlining operating processes of SCE to maximize synergies and implementing more tailor-made capacity building programs		2016 and beyond
	• Strengthen the prioritization and effective implementation of ECOTECH through APEC fora, in particular, developed economies, to provide more capacity building support and contributions including to the existing APEC Funds, in order to bridge development gaps among economies and help them meet their APEC commitments and economic growth objectives, taking into account the need to review the financing mechanism of APEC funded projects and the procedures for project approval through this process	SOM, SCE BMC, Economies	
	• Take forward work on project management to improve capacity-building activities in APEC, including the work by the BMC to better evaluate the impact of APEC projects		2016 and beyond
	• Involve and engage the private sector in APEC processes more actively to encourage substantial collaboration with ABAC and other stakeholders	SOM, BMC APEC Secretariat	2016 and beyond
	• Foster APEC's cooperation at all levels and as appropriate with other economic integration institutions envisaged in the Ways to Strengthen APEC's Synergy and Complementarity with Regional and International Cooperation Fora and Processes, as well as enable APEC to play an increasingly important role in the global governance system	SOM, ABAC Economies	2016 and beyond
		Economies SOM, APEC Fora APEC Secretariat	

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/004
Agenda Item: 4

Business Mobility Goals for 2016

Purpose: Consideration
Submitted by: BMG Convenor

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

BUSINESS MOBILITY GOALS FOR 2016

In recognition of the Bali Declaration and the directives and priorities of APEC Leaders' and Ministers', Senior Officials and the Committee on Trade and Investment (CTI); in response to the recommendations of the APEC Business Advisory Council; in conjunction with the APEC Travel Facilitation Initiative (TFI); and in reference to the APEC Strategy on the Movement of Business People; the BMG intends to pursue the following work goals in collaboration with other relevant subfora, on a best endeavours basis, in 2016.

- The BMG will continue to work collaboratively on projects identified in the APEC TFI, working closely with the TFI Steering Council and relevant APEC groups to enable more efficient, more secure travel, including work related to advanced passenger information/passenger name records.
- In continued support of the attainment of the Bogor Goals, continued efforts to enhance the APEC Business Travel Card (ABTC) scheme by progressing implementation of business process, technology and organisational recommendations from the End-to-End Review of the ABTC Scheme, which include:
    - implementing a shared online lodgement platform,
    - consolidating the implementation of the extension of validity and;
    - improving the pre-clearance process.
- In support of people-to-people connectivity, to enhance traveller facilitation and border integrity in the APEC region through the ABTC, the BMG will focus on scoping online lodgement options, as identified by the End-to-End Review, the ABTC Technical Workshop and the Online Lodgement Working Group.
- To contribute to the APEC Consolidated Counter-Terrorism and Secure Trade Strategy, including through exploring future strategic direction for the Regional Movement Alert System RMAS which provides a real-time travel document validation service between the economies.

Importantly, these goals also support the Tasking Statement for 2016 with its priority of *Enhancing the Regional Economic Integration Agenda*. The goals also reflect Peru's APEC theme for 2016 "quality growth and human development", with its priorities of:

1) advancing regional economic integration and quality growth
2) enhancing the regional food market
3) towards the modernisation of micro, small and medium-size enterprises in the Asia-Pacific and
4) developing human capital.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/005
Agenda Item: 5

Business Mobility Group Plenary, 24 August 2015 - Meeting Minutes

Purpose: Information
Submitted by: BMG Convenor

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

APEC Business Mobility Group Plenary

BMG2

9.00am, 24 August 2015

Venue: Sampaguita Ballroom, Marriott Hotel, Cebu

MINUTES

1. Opening Remarks (Chair and Host Economy)

1.1 The Chair, Ms. Annette Keenan opened the meeting and mentioned that due to competing priorities in Canberra, the BMG Convenor, Mr. David Ness, could not attend the meeting and sent his apologies. The Chair also extended her highest appreciation to the host economy, the Philippines, for the excellent hospitality extended to delegates.

1.2 Mr. Frank R. Cimafranca, the Assistant Secretary of the Office of the Consular Affairs of the Philippines Department of Foreign Affairs, delivered his welcoming remarks and thanked all participants for attending SOM3 in Cebu. Mr. Cimafranca stated that the BMG needs to sustain its momentum and reminded the group that the responsibility put forward to APEC is the facilitation of movement of goods, capital, services and people within the APEC economies. Therefore, Mr. Cimafranca emphasised that the movement of business people is an important step before deciding the movement of capital, goods and investment. Thus, the achievements in the BMG are a crucial part in the work of APEC. Mr. Cimafranca also thanked the previous BMG Convenor, Mr Peter Speldewinde, and former Program Director, Mr. Ibrani Situmorang, for their hard work and looked forward to working with the current BMG and Program Director.

1.3 The Chair further summarised the key topics raised during the ABTC Working Group Meeting as well as the bilateral discussions with regards to the efforts in improving ABTC pre-clearance processing times. The Chair recalled the APEC Connectivity Blueprint endorsed by APEC Leaders in Beijing as setting the target of the BMG to 'meeting preclearance processing times as established in the ABTC Operating Framework'. In that regard, the Chair informed the meeting that there has been an 11-day improvement in average pre-clearance processing times across all economies from 34 days in 2013-14 to 23 days in 2014-15. The Chair thanked economies for the hard work made that contributed to the significant achievement. The Chair further informed the meeting that there has been continuing growth in the take up of the ABTC in the past year, with the number of active cards increasing by 15% during the 2014-15 programme year. As at 1 June 2015, there were more than 190 000 active ABTCs in circulation. Those are encouraging figures for the BMG's work and the Chair requested the BMG to continue the good work to further improve the ABTC Scheme in the future.

1.4 The Chair conveyed apologies from Brunei Darussalam and Hong Kong. The following economies and entities attended the meeting: Australia, Canada, Chile, People's Republic of China, Indonesia, Japan, Republic of Korea, Malaysia, New Zealand, Papua New Guinea, Peru, the Philippines, Russia, Singapore, Chinese Taipei, Thailand, United States, Vietnam, ABAC, and APEC Secretariat.

2. Minutes of Previous Meeting (Chair)

2.1 The meeting endorsed the BMG Goals for 2015 with some slight amendments submitted and agreed intersessionally.

2.2 Members also endorsed minutes of the previous meeting with minor technical amendments from Viet Nam on paragraph 14.29 concerning the Viet Nam Report.

2.3 The United States thanked the BMG Convenor for the minutes, but also proposed that in order to fully utilise the minutes for intersessional reference, it is best if the minutes could be circulated potentially a few weeks after the closure of each meeting. The Chair agreed and proposed that future minutes be circulated in a timely manner following the conclusion of the meetings.

3. Update from APEC BMG Secretariat (Program Director)

3.1 The chair agreed to combine Agenda Items 3 and 4 together.

4. Updates on APEC Project Management (Program Director)

4.1 The Chair welcomed the new APEC BMG Secretariat Program Director (PD), Kartika Handaruningrum, and invited her to provide any update on key developments in the APEC Secretariat since the last meeting as well as updates on APEC Project Management.

4.2 The APEC PD presented the PowerPoint prepared by the APEC Project Management Unit on Project Management Updates and highlighted an overview of Session 2-2015, which included 103 projects that requested funding with a value of USD $12 604 884. Important information since Budget and Management Committee 1 (BMC1), 2015 in particular with regard to the establishment of three new sub-funds by China focusing on: (i) the Free Trade Area of the Asia-Pacific (FTAAP) and Global Value Chains (GVCs); (ii) Innovative Development, Economic Reform and Growth; and (iii) Connectivity. Further, the APEC PD informed that the deadline for Session 2-2015 expired at midnight, Singapore time, on 7 July 2015. She also explained the approval process, as well as a compulsory monitoring report, which is to be submitted every six months on 1 February and 1 August and a completion report, which is to be submitted within two months after project completion.

5. APEC Business Advisory Council Report (ABAC)

5.1 The ABAC representative, Ms. Mika Takahashi reported the outcomes arising from the recent meeting in Melbourne, Australia, from 10-13 August 2015 and also informed the meeting that the current BMG Convenor presented on the current developments in the ABTC and activities of the BMG. Further she was of the view that the implementation of online lodgement should be the next step to further advance the ABTC process, while noting the concern from some economies that not all economies would benefit from online lodgement due to domestic issues. She stated the three reasons why online lodgement could be an effective solution: first, it enables applicants to enter their basic data directly online, which can prevent entry mistakes and reduce the workload of ABTC staff. Second, as data will be recorded and saved in the online system, applicants can avoid re-entering their data for renewal. Instead, they can simply refer to their current ABTC number and use their old data that is saved on the system. Third, online lodgement enables data sharing with ABTC related agencies and other economies, which could expedite the overall pre-clearance process. With those reasons, ABAC crafted the recommendations for this year to encourage all 21 economies to adopt online lodgement to simplify the ABTC process, support APEC BMG in assessment of online lodgement, and encourage transitional economies to complete domestic processes towards full membership status in the ABTC scheme.

5.2 Malaysia is still of the view that even though online lodgement might be a key aspect to simplify the process and also remove a lot of burden on the administrative officer, the Malaysian process requires close collaboration with other agencies and endorsement by the union of trade and chamber of commerce. Therefore Malaysia encouraged the meeting to explore how online lodgement involving various agencies could work and Malaysia believed that this would smooth the process to ensure that the online lodgement process would involve several relevant agencies.

5.3 The Chair noted the suggestion made by Malaysia and stated that this issue should be discuss thoroughly in the technical workshop that is going to be held by Australia. The Chair further invited the meeting to look at the 3 (three) recommendations provided by the ABAC and the meeting agreed to take note of those recommendations.

5.4 Before proceeding to Agenda Item 6, the Chair warmly welcomed the attendance of Undersecretary, Mr. Ferdinand Cui, SOM Vice-Chair and Deputy Director-General for substantive matters for the Philippines and invited him to make some remarks. Mr Cui reminded the group of the result oriented approach to APEC work that the Philippines has proposed during SOM1 (Subic) and emphasised that it is important to place qualitative, quantitative, and timeliness indicators on APEC projects so as to track progress and to push where progress is lacking.

6. Update on the APEC Travel Facilitation Initiative (TFI Steering Council / United States)

6.1 United States on behalf of the Steering Council provided an update on the APEC Travel Facilitation Initiative (TFI) that was endorsed by Senior Officials in 2011 with the goal to make travel easier, faster and more secure. The TFI includes 6 (six) main Pillars: the Airport Partnership Program, the ABTC, the Trusted Traveler Program, Facilitation of Passenger Security Screening, Advanced Passengers Information (API) and Checked Baggage Facilitation. This year the Steering Council is taking a midterm assessment of the initiative, and over the past month a consultant has conducted interviews with key stakeholders in order to evaluate progress to date as well as make recommendations for the future of the initiative. Critical insights have been received through the survey and currently the report is being finalized and key findings as well as recommendations will be shared for further comments and for further endorsement by the SCE for SOM considerations.

6.2 Further, TFI reported that there are some projects currently undertaking by some working groups as follows:

a. Airport partnership program by the Tourism Working Group that has received APEC funding for a project. The project aims to identify a small pilot group of airports to work with experts from across the APEC region to develop and show-case best practices and facilitate travel, providing a welcoming environment for travelers, and building capacity on efficient and secure processing of travelers. The project is currently underway and is selecting pilot participants by the end of 2015, with workshops to be held in 2016 – to build capacity based on best practices.

b. On Passenger Security Screening, the Counter-Terrorism Working Group will hold a workshop on Secure Travel: Combatting Foreign Terrorist Fighters (FTF), August 30-31, in Cebu, Philippines. This workshop will provide individuals from customs, border transportation, interior and foreign ministry's with the opportunity to develop and reinforce the capacity to prevent FTF by sharing experiences and knowledge about the increased threat, as well as increasing the involvement of APEC economies in international information sharing on FTF travelers. One particular area of focus will be the benefits of Advanced Passenger Information (API) systems.

c. On API, most of the work was done by the BMG and the USA will provide more detail at Agenda Item 12. It was mentioned that the completion of the API lessons learned document (under the BMG) would assist the TFI when considering next steps, including future capacity building or other projects.

d. TFI progress report will be due to SOM this year. Once the draft is ready, it will be circulated for comments and endorsement and if there is suggestion for work that the TFI could undertake this should be submitted. The BMG will also have the opportunity to nominate a 2016 TFI BMG representative in the Steering Council that has been held by the USA for the last several years.

6.3 Commenting on the presentation made by the USA, Japan, supported by Malaysia, proposed to include "Passenger Name Records" or PNR in addition to Advanced Passengers Information (API) to the work of TFI. Therefore, similar to what the BMG Goals 2015, PNR should be explicitly stated after the API, thus it will be read as advanced passenger information/passenger name records.

6.4 USA thanked the proposal and mentioned that formal inclusion of PNR will be done for the future work of TFI in conjunction with API.

7. "Enhancing the ABTC" Working Group Report (Australia)

7.1 Australia updated the meeting on the outcomes of the "Enhancing the ABTC" Working Group meeting held on Saturday, 22 August 2015, which will be discussed in detail later on in each agenda item of the Plenary Meeting as follows:

a. In relation to the ABTC Client Service Framework FAQ Survey, Canada will provide an update and we will agree on the next steps at agenda item 11.
b. On Visa Regulatory and Biometric Surveys, Thailand will provide an update at agenda item 13.
c. In relation to Online Lodgement Working Group, Thailand, as part of the Task Force of 5+1 including Australia, China, The Philippines, Singapore and Canada, will provide an update on the establishment of Online Lodgement Working Group and it was agreed that this item will be further discussed in detail at the workshop in Brisbane, Australia in November 2015. Australia further emphasised that it became evident following the ABAC recommendations that online lodgement is amongst the most desirable outcomes going forward.
d. Australia will also provide a detailed update on extending the validity of the ABTC at agenda item 14.
e. In relation to the Handling Passport Changes in the ABTC System project, Australia will provide an update at agenda item 15.
f. The ABTC Programme Management Assistance Project will be discussed in detail at agenda item 16, including arrangements for an ABTC Technical Workshop.
g. Regarding the BMG Workshop Report and ABTC priorities from BMG1 (Subic) 2016, Australia informed the meeting that following the Washington Core Report, Australia will provide an update at agenda item 18.

8. RMAS Management Board Report (New Zealand)

8.1 New Zealand reported that the RMAS Management Board Meeting was held on 22 August 2015 and it was attended by 10 economies and a representative from ABAC. The main points arising from the agenda were reported by Australia, including RMAS progress in various APEC economies and consideration of a 'Future of RMAS Expansion Scoping Paper. It was noted that there have been several steps forward by a number of economies, most notably Peru who received a technical visit from Australia and made sounds step toward adopting RMAS. The Philippines also provided a report on their progress, including wider adoption of RMAS in the Philippines' border processing arrangements. It was also noted that Chile had been part of the visit by the Australian technical team.

8.2 New Zealand reminded the meeting that the RMAS Communication Package was adopted at BMG1 in Subic and its posting online is in process. New Zealand emphasised that the documents should be circulated within respective economy's as it explains and promotes the value of RMAS. The key point of the document is that RMAS is a simple, functional, flexible, and cost effective border integrity system.

8.3 The RMAS Management Board Meeting also discussed the main agenda item which was the RMAS Expansion Scoping Paper with a presentation from Australia on "Broadening the use of RMAS". The paper had also been circulated intersessionally. The paper identifies ten points possible development for RMAS. Following the discussion, it was **decided that a survey should be undertaken to all economies to identify priorities that the member economies would like to investigate to broaden the scope of RMAS.** This survey will be developed by Australia and circulated intersessionally and reported at the next RMAS Meeting in Peru.

9. Transitional Members' Reports (Canada, United States)

9.1 Canada informed the meeting that the current ABTC pilot that was implemented domestically on 15 June 2014 is now one year old. To date Canada has received over 400 applications (423 to be exact) and currently has 330 active Canadian ABTC holders. Some issues appeared over the past year and have been largely resolved, namely card printing issues (between April and August) which caused some minor delay in the issuance of the card for Canadian citizens, as well, over the past year some travelers with transitional cards not being accepted at APEC lanes in some member economies. Canada has bilaterally contacted those economies and this issue has been resolved for Canadian travelers. Apart from that, Canada also shared information on two issues, firstly in July 2015 Canada, the United States and Mexico signed a trilateral arrangement to make it easier for travelers in these countries to apply for an expedited screening program, thereby helping to promote travel similar to a trusted traveler program. The three economies are currently in discussions towards the development of an operational plan for its implementation sometime in 2016. Secondly, Canada launched its new electronic travel authorization system on 1 August 2015, with eligible travelers from visa exempt countries coming to Canada by air having the opportunity to apply online for the ETA through a fast easy application available from Canada's website. Beginning 15 March 2016 the ETA will become a mandatory requirement for visa exempt countries' travelers except US citizens travelling to Canada by air.

9.2 The USA updated the meeting and stated that they have accepted applications for ABTCs for a year since 12 June 2014 and had received approximately 1,100 applications a month. Currently 12,341 USA ABTCs have been approved, with an additional 1,781 US ABTC applications conditionally approved. This is a 100% increase of US ABTC holders since the last report in February. Based on the numbers seen, there has been a strong and consistent interest from the USA business community. The USA also very pleased to report that there has been a sharp decrease in the number of card holders reporting challenges in accessing the ABTC lane as Canada pointed out. The USA thanked economies that worked with the USA to ensure there was not any confusion in the port of entry with US ABTC's. The USA will also continue to inform the US ABTC holders to present travel or identity travel document such as passport or visa where applicable as required by the economy when seeking to enter. The USA continued to offer other APEC economies' ABTC holders expedited appointment for visa interview in US Embassies and Consulates and could access all APEC lanes in US International Airport.

9.3 No further comments raised, and the meeting accepted the report by two transitional economies.

10. Economy Reports (all members)

10.1 Australia reported that in 2014-2015, Australia issued 14,857 cards. At 30 June 2015 the current number of active Australian ABTC holders is 16,829. The average processing time for domestic applicants remains relatively static at 18 days. Australia is also pleased to advise that Australia foreign pre-clearance processing times for the 2014-2015 program year has improved by 1 day to 17 days. Australia hoped to maintain and improve the time into the 2015-2016 program year and with good outcomes from technical workshop this goal is achievable. Australia believed that improving pre-clearance processing times across the board will be a significant step to improving the attractiveness of the ABTC.

10.2 Chile reported that the number of cards issued since its last report was 366 cards and the number of active cards at the end of the reporting period is 1,500. Total processing time for home economy and foreign economies are 76 days. Chile thanked all economies for reducing processing times. In relation to foreign economies processing, Chile accept pre-clearance approvals of 42,284. Chile will also continue to disseminate information in the government website and chamber of commerce on extending the validity of ABTC starting 1 September 2015. Chile also informed that earlier this year, it implemented an electronic tourist card or form for tourists. Under this scheme tourists who enter Chile do not have to complete an entry form because the data will be automatically uploaded to the border control authority. During November 2015, Chile border control officers will receive training provided by the International Committee against Terrorism from the United States. Chile also entered into the visa waiver program for Canada at the end of 2014.

10.3 China firstly expressed thanks to the Philippines for hosting the meeting as well as the hospitality granted to the Chinese delegation and updated the meeting that from January to July 2015, China processed 8,032 Chinese citizen ABTC applications, which represented an increase of 12% from last year. The number of applications processed from other APEC economies amounted to 39,900 and this is an increase of 21% from last year. Again from January to July 2015, 139,000 foreign ABTC holders entered China, and this number represented a 40% increase from the same period last year. China also committed to meeting the 21 days requirement as stated in the ABTC Operating Framework. China advised that it processes quickly for preclearance requests made by other economies. In terms of home applications, the Chinese ABTC team has always made further efforts to expedite client requests. Ever since the implementation of online lodgement system in the beginning of 2014, China has been collecting feedback for improvement. China also informed that it has updated its system to become more user friendly; to improve ease of submission and robust data functionality. This update has been well-received and helped to improve efficiency in home applications.

10.4 Indonesia presented a power point for the meeting that mentioned from January to July 2015 for foreign applicants Indonesia has received 45,253 applications and approved 30,189, rejected 116 and 14,948 in process. From that number, active ABTCs from Indonesia are now 3,189. With regard to recent border management initiatives, Indonesia has established an automatic gate point system and it has been deployed into wider airports in Indonesia. Since 9 June 2015, the Government of Indonesia announced new regulations on visa free visits for 30 countries with certain conditions as stipulated in the Presidential Decree of 69/2015. In relation to the preparation of implementation for the extension of validity, Indonesia has begun to amend its existing regulations and conduct an awareness campaign. Indonesia also encouraged all economies to work together in strengthening immigration management.

10.5 Japan started by introducing its recent policy aiming to revitalize its economy therefore it is very important to promote the acceptance of foreign visitor. This June, Japan amended its immigration laws and expanded automatic gate users by introducing a TTP (Trusted Travelers Program) which facilitate entry and departure procedures for travelers who have been recognize to be low risk by Japanese border control. Outline of the TTP is first expanding the scope of people who could use the gate, enabling landing permission slips to be omitted for trusted travelers and establishing a special card to substitute for the slip. Japan further explained the meeting in detail concerning its TTP and its conditionality.

10.6 Korea issued around 7,400 cards for Korean Nationality and pre-clearance around 40,000 overseas applications this year. The number of ABTCs issued in Korea has been increased around by 20% every year. The average time for Korea to preclear foreign applications is around 7 working days. A recent accomplishment was Incheon International Airport's recently constructed new fast track for trusted passengers, which could also be used for ABTC holders. This would be two times faster than normal passengers. Regarding the extension of ABTC validity, Korean Immigration released a public announcement and revised ABTC regulations domestically this month. This revised regulation includes not only the extension of ABTC validity but also the expansion of qualification of applying ABTC in order to strengthening the criminal record check for the applicants.

10.7 Malaysia reported that active ABTC holders has now reached 11,388 ABTC holders. To provide a comfortable application process to the applicants, Malaysia established a new counter for applicants at the immigration department headquarters. In the effort to facilitate the secure movement of travelers, Malaysia's RMAS system is in progress and it is working closely with Australia and in process of drafting of an agreement. For API and PNR developments Malaysia is currently having a tender process and it would take 2 – 4 months to conclude the process. For managing lost and stolen passports Malaysia immigration established a connection with National Security in Malaysia to have Interpol data lost and stolen passport and will be implemented as soon as possible. Malaysia also has a special lane dedicated for ASEAN nations to make travel easier. To assist the business people and industries in Malaysia starting last week, Malaysia established a Foreign Workers Center as a single window system to bring foreign workers from 15 source countries to Malaysia for smooth and seamless processing when entering Malaysia and will be fully implemented in mid-2016.

10.8 New Zealand stated that its Immigration department has an ongoing business transformation program designed to help New Zealand compete globally for people with skilled talent and labour. The key feature of this is improved ability for online submission and processing of visa applications as well as for consistency and standardization of visa applications towards a global network. In terms of ABTC work, NZ currently processed around 3,500 applications per annum for domestic applicants and about 10,000 active cards for NZ applicants. NZ also carried out 65,000 preclearance process per annum and is meeting the timeframe established by the ABTC Operating Framework. NZ also encouraged all economies to ensure the process is meeting the ABTC Operating Framework processing times of two to three weeks. NZ also committed to strive towards continual improvement of the process.

10.09 Papua New Guinea (PNG) reported that the ABTC is administered by the PNG Immigration and Citizenship Authority which has recently reviewed its priorities for 2016 which includes travel facilitation as well as the ABTC. Legislative and policy reform have been undertaken which include the extension of validity of ABTC from 3 to 5 years. On travel facilitation side, PNG will continuously promote the ABTC scheme not only for PNG nationals, but also foreigners in PNG (with APEC citizenship). PNG also recalled that in SOM1, they have reported that the Melanesian Spearheads Group has indicated their interest to adopt a similar approach to ABTC and PNG Immigration Authority has been nominated as the lead agency as it has gained experienced from the ABTC scheme. PNG has issued 57 cards for PNG citizens from March to August 2015 and has about 120 active cards. Processing time for foreign nationals also dropped to 6 days. On pre-clearance requests for foreign economies, PNG has received 39,000 requests and approved 33,000 for period of March – August 2015. The average processing time for foreign applicants is 40 days. PNG received 1,339 ABTC foreign entering PNG borders, the highest number is from Australia, New Zealand, Singapore, Malaysia, and China. PNG also expressed its sincere appreciation to the Australian Government for conducting an examination for PNG visa processing officers which was held in Port Moresby in April 2015. PNG also stated that the ABTC FAQ will be launched on its website by the end of August.

10.10 Peru stated that the Ministry of Foreign Affairs is in charge of processing the ABTC. The application process takes no more than 7 days for Peruvian citizens. After the process, Peru obtains approval from other economies for around 30 – 60 days. Since the beginning of 2015, Peru has processed up to 4,800 applications for all citizens and last year Peru received and processed up to 570 applications. Comparing from last year period, there has been a 25% increase. APEC lanes have also been maintained in the International Airport. Current immigration laws are under review with an aim to facilitate tourists and business people. With regard to the extension of validity of the ABTC, Peru has amended its legislation in order to have the implementation ready by 1 September 2015.

10.11 The Philippines reported that for the first half of 2015, a little over 300 cards were issued by the Philippines authority for local applicants. On the foreign economies processing card, the Philippines noted a 24% increase for the period of 2014-2015. The Philippines were experiencing double digit growth for the number of foreign preclearance requests, with 62,000 recorded in 2014 compared to 80,000 in 2015. There have been some challenges in managing the foreign pre-clearance process due to workload in the immigration office, however the Philippines will do its utmost to meet the 21 days preclearance process as laid out in the ABTC Operating Framework. The Philippines also thanked all APEC economies for the support given to Philippines travelers with or without the ABTC.

10.12 Russia stated that its Ministry of Foreign Affairs is in charge of implementing the preclearance process. It also stated that since 2013 until present, Russia has received 155,000 foreign applications including 50,000 applicants this year. Among them, 152,000 were approved and the remaining were still under consideration. The majority are from the People's Republic of China with more than 32,000 applications, second place is Republic of Korea with 23,000 applications, Singapore almost 20,000 applications and Hong Kong with 19,000, then Australia with 12,000 applications. As for domestic processing, Russia issued 180 cards and 50 applications are being considered. Russia stressed that for processing ABTC, it follows the three main principles from the APEC Operating Framework and it trusts that other economies also do the same.

10.13 Singapore mentioned that it has issued 50,200 ABTC pre-clearances from January – June 2015, and this is decreased for about 15% from same period last year. Nonetheless, Singapore stated that it should not be the cause for alarm since on the contrary this figure is positive since it means that preclearance processing time has improved and thereby reducing the number of interim cards that need to be issued. On the border management aspect, Singapore had conducted a trial at its ferry terminal that visitors entering Singapore need to scan fingerprints. The trial commenced in April 2015. This fingerprint is used for verifying travelers identity before allowing entry to Singapore and by collecting this information, the travelers are allowed to enter through automatic self-departure clearance during their departure within the same ferry terminal. Singapore will implement this system progressively at all Singapore's terminal check point for the next couple of years.

10.14 Chinese Taipei reported that the Bureau of Consular Affairs of MoFA is in charge of processing its ABTC from home applicants as well as other economies. By the end of June this year, Chinese Taipei had approved 9,573 ABTCs for home applications and processed 3,875 applications from other economies. Chinese Taipei recognised the positive contribution from the ABTC scheme and will continue to support its implementation.

10.15 Thailand reported concerning the home economy processing; with the number of cards issued during the past 6 months totaling 2,090 which is a 20% increase. The number of active cards at the end of last month (July) is 10,763 which is a 3% increase. The number of applications approved during the past 6 months is 1,889 which is a 25% increase. Average processing time for home economy applications is 10 days. Regarding foreign economy processing, the number of requests for preclearance during the past 6 months is 41,953 which is a 12% increase. The number of requests for preclearance is 43,768 which is a 26% increase. The average processing time for foreign applicants is 14 days.

10.16 Vietnam reported that from February to August 2015, it has issued 2,092 card for domestic applicants including renewing the card. During that time, it has received 47,600 foreign preclearance requests and already approved 43,426. Vietnam also noted that many economies have complied with preclearance processes established by the ABTC Operating Framework and Vietnam will do its utmost to meet the timeframe. For the extension of ABTC validity, Vietnam is ready to issue ABTCs with validity of 5 years. Vietnam also raised concern that there has been some unclear business type such as personal and other services thus made it difficult for Vietnam to verify. Vietnam also suggested that a streamlined card renewal process should be implemented to reduce preclearance processing times for those applicants who submit for the 2nd time. Such a process should check to ensure that the application does not violate the ABTC Operating Framework or domestic legislation and this would greatly increase efficiency.

10.17 The chair thanked all member economies for providing their report and mentioned that these reports clearly indicate an increased number of ABTC which indicates growing interest in meeting the outcomes of the scheme and BMG goals.

11. Client Service Framework (Canada)

11.1 Canada provided summary on its work for the ABTC Client Service Framework that was presented during the enhancing ABTC Working Group Meeting held on 22 August 2015. Canada presented the results from the FAQ survey available to ABTC clients with a view to stimulating discussion on possible ways to move forward on improving information made available to ABTC clients through the FAQs. Canada thanked all economies that provided input to the survey and apologised for missing inputs from one economy. Canada will incorporate the input as soon as possible. Based upon survey results and following some discussions, there was support for generalised FAQs to be maintained and enhanced on the common ABTC website as well as agreement that there would be an active link where possible for economies for specific information. Based upon the discussion, member economies agreed to the following:

a. Any remaining economies wishing to respond to the existing survey are asked to do so by September 30, 2015
b. Based upon economies' inputs, Canada will work intersessionally for potential revisions to the existing FAQs, and provide economies with the opportunity for comments intersessionally as well.

Canada intend to table the revised FAQs in SOM1 in Peru for further validation.

11.3 No further comments raised from the floor thus Canada's proposal for the next steps was agreed.

11.4 The meeting expressed its appreciation to the work conducted by Canada.

12. Advance Passenger Information (API) (United States)

12.1 The United States provided an update on the TFI API concept to develop a "lessons learnt" document and it stated that under the TFI work the BMG has led the work to develop a "lessons learnt" document and the challenges economies face in implementing API and PNR. The draft has been shared intersessionally for comment and the USA received comment from 1 economy and already incorporated the comment and recirculated the documents for intersessional endorsement. The USA is pleased to report that the document has been endorsed intersessionally. The USA thanked all economies for their participation, and stated that having BMG endorsement would be a great outcome in the TFI, as well as becoming a deliverable for the BMG. As a next step, the USA will send the approved document to the Counter Terrorism Working Group as the TFI includes the WG in its work. Also the Sub-Committee on Custom Procedures has expressed interest in PNR implementation, thus the USA will provide the document for their reference and awareness if the BMG concurs.

12.2 Australia expressed their appreciation for the work and update provided by the USA, mentioning that they are a strong supporter of API and rely on this methodology for all incoming passengers. Australia noted that use of API systems was crucial in the current context of combatting terrorism, particularly in relation to foreign fighters.

12.3 Japan also welcomed the USA initiative in the TFI and the document itself. Japan strongly recognised the importance of using API and PNR for securing travel pathways. Japan also emphasised the importance of API/PNR in outreach promotion, thus welcoming the USA's suggestion to disseminate the document to other sub-fora. Japan also wished to explore the possibility of APEC issuing political messages in promoting the use of API and PNR as well as outreach promotion in order to not only promote the use of API within the APEC economies but outside APEC.

12.3 The meeting agreed on the Chair's proposal for the next steps as proposed by the USA that the BMG note the intersessional endorsement of the document and note the BMG TFI Representative will request the Counter-Terrorism Working Group to present the document to the CTWG for coordination, as well as BMG approved document to be shared to the Sub-Committee on Custom and Procedures for awareness.

12.4 The Meeting extended its appreciation to the efforts made by the USA in enhancing the work of TFI in the BMG as well as the API document as one of the deliverables of the BMG.

13. Visa Regulatory and Biometrics Surveys (Thailand)

13.1 Thailand updated the BMG on progress on its work on its Visa Regulatory and Biometrics Survey in which 15 economies including 2 transitional economies have responded to the survey. Information in the presentation is gathered from the responses. Thailand also requested economies to check for correctness and notify Thailand if there are any errors. From the presentation given by Thailand there are some differences in each economy in the ABTC scheme. Based on the findings of differences, Thailand suggested the way forward was for economies to find common best practices and to build a communication template and post it on the BMG website to help clients understand the differences among economies. Concerning biometrics, there were 12 economies who have responded to the biometrics survey. The findings suggest that biometrics used at the border mostly mostly consist of face and fingerprints and that some economies use none at all. Thailand suggested that if biometrics are to be used for all economies then it would be best to use face and fingerprints, given the adoption of these methods thus far, although standards would need to be agreed upon. Thailand also encouraged remaining economies to submit their responses for both surveys. Final result on this matter will be presented by Thailand at BMG1 2016.

13.2 The next steps agreed by the meeting was for Thailand to present the final results from the surveys at BMG1 2016 as well as including a table with the differences and similarities on visa regulations or entry requirements. Member economies will also be given an opportunity to submit their responses on both surveys by the end of November 2015, to provide time for Thailand to prepare its presentation for BMG1 2016.

13.3 The meeting expressed its appreciation for the work that has been done by Thailand in soliciting inputs from member economies.

14. Extending the Validity of the ABTC (Australia / All)

14.1 Australia stated that it is ready to support economies on the implementation of the extension of validity of the ABTC from three to five years. Australia also provided clarification on the implementation commencement date for those economies from different time zones, noting that the ABTC system would take account of the local time when applicants were entered into the ABTC system. This should remove doubts on how the commencement will operate relative to different time zones.

14.2 Malaysia suggested that there should be consolidated reporting systems on technical issues gathered in the first view weeks of new implementation of ABTC extension validity from member economies as a lesson learnt.

14.3 Australia responded that member economies are welcome to do so, to provide technical inputs or questions if any during the first weeks of implementation, and Australia will collate those issues and assist accordingly.

14.4 The Chair also reminded the group that the technical workshop would be a good opportunity to share any technical issues that have arisen. The Chair also mentioned that the extension of validity was a landmark announcement for the APEC Leaders meeting in November and thanked all economies for working so hard to achieve this outcome.

15. ABTC System – Handling Passport Changes Project (Australia)

15.1 Australia, as the project overseer, updated the group on the work that has been done intersessionally on the Handling Passport Changes Project. The implementation of the ABTC scheme to better handle passport changes was a very important pre-cursor to supporting the extension of validity. Phase 1 involved a tick box functionality so that economies could easily check the passport update. Australia also stated that functionality was implemented on 10 June 2015, and Australia provided training to assist economies with its use. Australia expects to be in a position to deploy Phase 2 reporting functionality of this project by the end of this year and will keep member economies informed of the progress. Australia will also write to economies intersessionally to seek feedback on the changes and experiences on how the functionality is working so that Australia could incorporate the feedback into any further development of the system.

16. ABTC Programme Management Assistance Project (Australia / All)

16.1 Australia as the project overseer is pleased to invite the BMG to a Technical Workshop to be held in Brisbane this November 2015. In early September 2015, Australia will circulate an invitation to member economies and advise them that Australia is looking for ABTC subject matter experts in the area of IT and visa processing. In some circumstances, it might be necessary for economies to send 2 (two) officers to cover those two fields. The letter will also remind travel eligible economies to make use of APEC travel funding that is available for the workshop. Australia also encouraged member economies to contact Australia in advance to convey their technical priority needs or to ask questions so that Australia could conduct some research in advance and provide adequate advice and support during the workshop.

17. ABTC border processes project proposal for APEC 2016 (Peru / All)

17.1 Peru provided a presentation on its self-funded project proposal on the "Operation of the Migratory Control Processes on the Borders in favor of ABTC holders", in which Peru hoped that this project could be endorsed by BMG. As stated in Peru's presentation the project has three objectives namely providing a venue to share experience related to the processes of migration control, enhancing the processes of migratory control, and developing recommendations and standards which would be applicable to all APEC economies. Peru will have two phases of the project and also provide a work plan. This Project will be **self-funding**. Peru is budgeting $ 135,000 that will be executed by 2016. The workshop has the support of Australia as co-sponsors. Peru will circulate the presentation through the APEC Secretariat to receive more feedback.

17.2 Australia thanked Peru for the presentation and also expressed Australia's, advising that it would be happy to work together during the technical workshop in Brisbane.

17.3 The USA advised that it will work intersessionally to provide feedback.

17.3 Chile supported the project and mentioned that it will be a good opportunity to share experiences on migratory processes related to the ABTC. Chile suggested that the project would be a complementary process to the efforts of Canada (in the FAQ/Client Service Framework itesms) and Thailand (in the Visa Regulatory Survey) but would be from a new point of view – that of border control. Chile indicated that it would work with Peru intersessionally to consider co-sponsorship.

17.4 Canada requested that Chile's presentation be shared electronically so that Canada could provide feedback intersessionally. Canada also suggested that it would like to include wider perspectives than just the migratory point of view of ABTC card holders, since it was not universally applicable to all members of the BMG, noting transitional membership.

17.5 Peru will distribute the proposal so that member economies could provide inputs and comments, and requested Canada to send the enquiries to Peru to be included in the concept note.

18. BMG Workshop Report and ABTC priorities (Australia)

18.1 Australia provided a summary of discussions arising from the Enhancing the ABTC Working Group, noting that there are 4 priorities outlined in the BMG Workshop Report (BMG1 2015) recommended by Washington core and those were:

a. Extension of the validity of the ABTC from 3-5 years.
b. Technical assistance, which is being provided through the soon to be held ABTC technical workshop and consequent outcomes
c. Improving pre-clearance times and
d. Online lodgement.

19. Other Business (Chair)

19.1 Australia requested member economies to provide valid email addresses to ensure that the Secretariat's contact list is up to date and correct.

20. Dates of Next Meeting (Chair)

20.1 Schedule for SOM I in 2016 will be informed by Secretariat in due course.

20.2 Peru also invited member economies to attend BMG1.

21. Closing Remarks

21.1 The Chair closed the meeting at 1.00 PM and delivered her closing remark by thanking member economies for their active participation throughout the BMG meetings and wishing them safe travels.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/006
Agenda Item: 6

Project Management Update

Purpose: Information
Submitted by: APEC Secretariat

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

Asia-Pacific Economic Cooperation

Advancing Free Trade for Asia-Pacific Prosperity

Project Management Update

SOM1 & Related Meetings, Feb & Mar 2016

Prepared by
APEC Project Management Unit

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PROJECT OVERVIEW:
Projects funded in S2 2015

Asia-Pacific Economic Cooperation

Number of Projects Requesting Funding	102
Value of Projects Requesting Funding	$12,379,884
Number of Projects Approved	37

- *All figures are USD*

PROJECT OVERVIEW:

Fund Availability – S1 2016

Project Fund	Session 1, 2016 (US $)
General Project Account (GPA)	$975,000
Trade & Investment Liberalization and Facilitation Account (TILF)	$440,000
APEC Support Fund (ASF) General Fund	$1,085,000
ASF Sub-funds	
(i) Human Security	$298,000
(ii) Health & Emergency Preparedness	$128,000
(iii) Energy Efficiency	$2,052,000
(iv) Supply Chain Connectivity	$769,000
(v) Mining	$449,000
(vi) Free Trade of Asia/Pacific & Global Value Chains	$588,000
(vii) Innovative Devlpmnt, Econ Reform & Growth	$392,000
(viii) Connectivity	$294,000
Total GPA+TILF+ASF	$7,470,000

To Note:

- *Figures are **estimates** as of 25 January 2016*
- *Updated estimates are based on contributions received, funds dispersed and monies returned;*
- *Figures and availability for 2016 will also be available on the APEC website*
- *All Figures are in USD*

IMPORTANT RECENT INFORMATION:

Important information since BMC 2, 2015 includes:

Additional sub-funds:

- Three new sub-funds have been established by China. These focus on:
  - FTAAP and GVCs
  - Innovative Development, Economic Reform and Growth (IERG)
  - Connectivity

Criteria for Accessing Sub-Funds

- Specific eligibility criteria and application processes for all sub-funds are available on the APEC Website: http://www.apec.org/Projects/Funding-Sources.aspx

APPROVAL PROCESS:
2016– Dates and Deadlines

Session 1: Concept Notes are due March 7.

For approved Concept Notes, Session 1, Proposals will be due:

- May 12 for May 25 approval; or
- May 23 for June 10 approval; or
- June 3 for June 30 approval

(Deadlines expired midnight, Singapore time. All dates and details subject to change)

Dates are available on the APEC website: http://www.apec.org/Projects/Applying-for-Funds.aspx)

Sessions 2, 2016: Commences 22 June.

APPROVAL PROCESS:
How are projects approved?

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

↓

Members assess eligibility of Concept notes for ASF sub-funds

↓

Committees score Concept Notes (/40) using Scoring Template

↓

Concept notes matched to available funding, starting with the highest scores, BMC approves these Concept Notes for development into Project Proposals

↓

Project Proposals assessed for quality by Forum and APEC Secretariat

↓

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

PROJECT REQUIREMENTS:
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.

CONCEPT NOTES:
Key advice

➢ **Follow all guidelines:**

- Meet the submission deadline
- 3-page maximum
- At least 2 co-sponsoring economies (6 for HRD)
- Link project to 2016 APEC Funding Criteria
- Ensure project end date is by December of the following year
- Use most current form, found on APEC website, project link
- Follow all guidelines in Guidebook

➢ **Ensure your economy participates in the scoring of Concept Notes**

PROJECT RESOURCES:

Forms & resources at http://www.apec.org/Projects/Forms-and-Resources.aspx

Asia-Pacific Economic Cooperation

Project Guidebook

- Guidebook on APEC Projects (11th Edition) - June 2015

Forms for Applicants

- Concept Note Template - BMC1 2015
- Project Proposal Template - BMC1 2015
- APEC Self-Funded Project Proposal Coversheet - BMC2 2012
- QAF - Quality Assessment Framework - BMC1 2015

Resources for Applicants

- Funding Criteria for all APEC Funded Projects in 2016
- Project Quality Training Materials - BMC2 2015
- Concept Note Development Materials - 14 Aug 2015
- Project Proposal Development Materials - 14 Aug 2015
- Quality Criteria for Assessing APEC Projects - BMC1 2015
- Guide on Gender Criteria
- Applying for APEC Funds Overview - BMC1 2015
- APEC Guidelines on Conducting Capacity Building - BMC1 2015

Forms and Resources for Projects in Implementation

- Monitoring Report Template - BMC1 2015
- Multi-year Project December Monitoring Report Template
- Completion Report Template (BMC1 2015)
- APEC Project Evaluation Survey Template - BMC1 2014
- Sample Tracer Evaluation Form
- Per Diem and Attendance Certification (*Word Format*)
- Travel Undertaking Template - Reimbursement
- Travel Undertaking Template - Advance Payment

PROJECT RESOURCES:
Further assistance

Asia-Pacific Economic Cooperation

Further assistance on projects can be found:

- Through the APEC Secretariat, via your Program Director or the Project Management Unit:
  - Program Directors: http://www.apec.org/ContactUs.aspx?t=Secretariat
  - PMU Program Director, Andrew R Lloyd: arl14@apec.org
- In the *Guidebook on APEC Projects* and *Proposal Development Materials:*
  - http://www.apec.org/Projects/Forms-and-Resources.aspx
- On the *AIMP Project Database* site:
  - http://member.aimp.apec.org/pdb_sites/default.aspx
- Through your BMC or fora delegate

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/007
Agenda Item: 8

Travel Facilitation Initiative 2016 Report to the SCE

Purpose: Information
Submitted by: TFI Steering Council Coordinator

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

Travel Facilitation Initiative
2016 Report to the SCE
By: United States, Coordinator, TFI Steering Council

About the Travel Facilitation Initiative

The APEC Travel Facilitation Initiative (TFI) was launched by Leaders in 2011 as a cross-cutting initiative to expedite the movement of travelers across the Asia-Pacific region, with the goal of enabling more efficient, more secure, and less stressful travel. This multi-year initiative focuses on promoting improvements in such key areas as passenger security screening at departure and immigration and customs processing on arrival, fostering regional adoption of best practices and the pursuit of "next generation" approaches to facilitating regional travel. The TFI is mainly implemented by three SCE sub-fora: the Counter-Terrorism Working Group (CTWG); the Tourism Working Group (TWG); the Transportation Working Group (TPTWG), and two Committee on Trade and Investment (CTI) sub-fora: the Subcommittee on Customs Procedures (SCCP) and the Business Mobility Group (BMG). Cross-cutting in nature, many of the activities under the TFI are implemented jointly by two or more sub-fora.

Coordination Mechanism

In 2012, the SCE endorsed the establishment of the TFI Steering Council to better coordinate work across the five TFI sub-fora. The TFI Steering Council is led by a Coordinator and comprises one representative from each of the TFI sub-fora. The TFI Steering Council holds monthly conference calls to share updates on progress meeting its objectives. The current representatives to the TFI Steering Council are:

- TFI Coordinator: United States
- CTWG: United States
- TWG: Australia
- TPTWG: United States
- SCCP: Japan
- BMG: United States

2016 Objectives and Progress

The TFI Steering Council submitted progress reports to SOM in 2012 (12_csom_007), 2013 (13_csom_027), 2014 (2014/CSOM/024), and 2015 (2015/CSOM/010). In 2016, the TFI Steering Council, through the five sub-fora, will continue to advance the goals of the initiative and consider recommendations made by the mid-term assessment that was undertaken in 2015 for adoption. These include but are not limited to: reduce and refocus the number of TFI pillars; reconsider working group membership of pillars; add 'Passenger Name Record' (PNR) to pillar V (Advance Passenger Information); hold in-person TFI meetings; strengthen reporting mechanisms; establish outcome objectives, intended impact, and clear work plans; foster stronger public-private partnerships, including with industry stakeholders; create indicators that drive dialogue; and foster broader ownership and enhance communication between sub-fora.

- ***Airport Partnership Program***

The Tourism Working Group is undertaking a project to develop traveler-friendly airports to improve the passenger experience in the APEC region. Following the selection of the pilot airports, the team will develop a case study for each airport to explain how strategic actions and policies helped the airport make significant improvements in traveler friendliness, or which aspects of airport services/operations have led to the greatest levels of customer dissatisfaction and lower quality of service. The team will also develop a self-evaluation

score card for airports in the APEC region to rate themselves in terms of traveler friendliness and gain a deeper knowledge of their own strengths and weaknesses. Finally, the team will prepare a presentation/workshop on the results, including general targets for APEC airports to promote traveler-friendliness. This workshop will take place on the margins of the May 2016 TWG meeting.

- ***APEC Business Travel Card***

ABTC Scheme End-to-End Review: The BMG is further considering priority recommendations: technical assistance, selecting preclearance economies, online application lodgment, and simplifying renewal processes.

Handling Passport Changes in the ABTC System: In June 2015, Australia implemented phase one of the APEC project to make technical system changes so that foreign economies are automatically notified when a home economy updates an ABTC holder's passport details. Australia implemented stage two of the project in October 2015, which entails enhancing the reporting functionality in the ABTC system to monitor and evaluate the changes. Australia hosts and maintains the ABTC system.

ABTC Program Management Assistance Project:
This project concluded in November 2015, with the hosting of an ABTC Technical Workshop. In 2016, the BMG plans to continue furthering the priority recommendations from the ABTC end-to-end review and assessing the outcomes of the technical workshop, including commencement of an ABTC best practice guide and options for online lodgment.

- ***Advance Passenger Information (API)***

In August 2015, the BMG endorsed the "*Lessons Learned on Advance Passenger Information and Passenger Name Record (PNR).*" The document focuses on economies' experiences and challenges with implementing API and PNR programs. It enables interested economies to provide examples of how they addressed challenges and provide insights on any unexpected issues that arose during implementing their programs. The document has been shared with the TWG, CTWG, and SCCP.

In 2016 the United States is also planning to hold a workshop on secure travel as a follow-up workshop to the one held in 2015.

- ***Other Travel Facilitation Initiatives***

Under the leadership of Thailand the TWG has been leading a project on *Developing Air Connectivity in the APEC Region*. Completion of this project is expected in May 2016. The report will include market demand driven recommendations for new non-stop flights, hubs, and improved flight schedule connection times that will help airlines and regulators make faster decisions to improve air connectivity across the APEC Region.

Annex: TFI Mid-term Assessment Executive Summary

Travel Facilitation Initiative
2016 Report to the SCE
By: United States, Coordinator, TFI Steering Council

Annex: TFI Mid-term Assessment Executive Summary

TFI Mid-term Assessment Executive Summary

INTRODUCTION

The APEC "Travel Facilitation Initiative" was launched in November 2011 by APEC leaders as a cross-cutting, multi-year initiative to "*expedite the movement of travelers across the Asia-Pacific region, with the goal of enabling more efficient, more secure, and less stressful travel*". The intended impacts are: easier, more efficient and less stressful travel; streamlined procedures and operational and cost efficiencies for transportation providers and facility operators; and an enhanced ability, by member economies, to manage the flow of travelers across borders whilst maintaining high-levels of security and border integrity[1].

The TFI is managed as a cross-cutting initiative with six cross – cutting pillars. These pillars are "managed" by five fora, each attached to the Committee on Trade and Investment (CTI) or the Steering Committee on Economic and Technical Cooperation (SCE). The SCE oversees implementation through an annual consolidated progress report to the Senior Officials Meeting (CSOM):

I. **The APEC Airport Partnership Program**
The Business Mobility Group (BMG), Transportation Working Group (TPTWG), Subcommittee on Customs Procedures (SCCP), Tourism Working Group (TWG) and the Counter-Terrorism Working Group - (CTWG)
II. **The APEC Business Travel Card program (ABTC)** – (BMG)
III. **Trusted Traveler Programs for Ports of Entry**
(BMG, SCCP, and CTWG)
IV. **Facilitation of Air Passenger Security Screening**
(TPTWG in cooperation with CTWG)
V. **Advance Passenger Information (API)** (related to PNR)
(BMG, SCCP, in cooperation with CTWG)
VI. **Checked Baggage Facilitation**
(TPTWG in consultation with the BMG and SCCP as appropriate).

CTI: BMG and SCCP (i.e. – pillars I, II, III, V, VI)
SCE: TPTWG, TWG, CTWG (i.e. – pillars I, III, IV, V, VI)

Approach and Methodology

The review methodology privileged qualitative data, gathered from an extensive document and website review, and stakeholder consultations including a survey with respondents from five APEC fora. The mid-course review aimed to assess: relevance, progress; coordination mechanisms and the current design; and to identify how to measure progress towards long-term goals.

1 APEC 2011/CSOM/010, Agenda Item: 5b – APEC Travel Facilitation Initiative (APEC TFI launch document); 2012/TMM7/006, Agenda Item: 11 TFI Steering Council; + TFI MTR-Terms of Reference. The TFI was proposed by the United States, endorsed by APEC economies at the APEC Leaders' Meeting in November 2011 (Honolulu) and by the SOM Steering Committee on ECOTECH (SCE).

Travel Facilitation Initiative
2016 Report to the SCE
By: United States, Coordinator, TFI Steering Council

Findings and Conclusions
Strategically a success
The original intention behind the TFI[2] was to bring forward, in the actions, strategies and work plans of relevant APEC fora, the significance of travel facilitation for progressing trade and economic integration. As a cross-cutting initiative Leaders saw this foremost as a *strategy* to encourage broad-based cooperation and a shared focus on what aspects of travel required attention and what actions, including policy changes and capacity building, might address these.

As a **strategy**, it is possible to say that the TFI has been successful. Facilitation of travel continues to be highly **relevant** for APEC and its member economies, and visibly continues to be a focus area. At the highest levels, APEC Member Economies' statements such as the Bali High Level Dialogue statement, the Macau Declaration, and the Connectivity Blueprint provide forceful political support to travel facilitation as a core element for trade and economic integration.

At the same time, at the working level within APEC, few member economies have been consistently and visibly engaged in the TFI itself, though this is progressing[3]. Project proposals have been led by few member economies, and self-funded projects by even fewer.

Logical and relevant design
The TFI was **designed** to create as much cross-APEC and cross-ministry partnerships as possible, with a view to also encouraging private-public partnerships between economies and external actors. Leaders intended to kick start a dialogue and establish a space that would enable actors to work together to resolve commonly agreed challenges. Therefore:

- The TFI Steering Council is an inter-fora 'coordination group'.
- The architecture of the TFI "pillars", with multi-fora membership.
- The focus is on partnerships.

Enhancing the overall travel experience whilst ensuring necessary security, safety and border control necessarily requires multiple actor input and solutions. There was broad agreement on the need to work across ministries and in public-private partnerships; to the need for a driving "holistic" travel facilitation "vision"; and to APEC's value-added therein. The general design of the TFI was, therefore, seen as relevant, and across APEC there is an increasingly widespread focus on cross-cutting issues as significant for APEC and on the importance of facilitation of people-to-people travel.

But a refocus may be at hand
At the same time, consultations revealed that the environment has evolved since 2011 as well as the understanding of which travel issues and approaches are most relevant within the APEC context. After pro-active exploration, it seems that one pillar (Checked Baggage Facilitation) is an area best left to private sector/industry. Another (Advance Passenger Information) is recognizing current industry standards, the diversity of information systems

2 This analysis is based on consultations with the original drafter of the launch paper as well as a careful reading of the launch paper.
3 Until recently the Steering Council was exclusively made up of fora representatives from the USA. One representative (TWG) now comes from Australia.

across APEC member economies and the increasingly widespread use of parallel or similar systems such as the Passenger Name Records (PNR). The Transportation Working Group is increasingly preoccupied with rail and road systems for people-to-people travel and the need for more systematization of processes and approaches in relation to those forms of travel - across APEC. The Tourism Working Group has recently explicitly integrated travel facilitation in its strategic work plans, as a cornerstone for enhanced tourism.

Complex governance and management structures

Several design factors complicate the full effectiveness and efficiency of the TFI. For example, the choice and membership of pillars focused perhaps too strongly on the *suggestions* presented in the leaders' original launch. An early cross-APEC dialogue on which areas would most strategically form "pillars" and which fora should be involved did not occur, so that significant involvement by a relevant forum or external partner in one pillar or other was at times hindered; and some pillars were not always or clearly in the APEC value-added realm. Pillars became work-streams, without clearly identified strategic outcome objectives.

Coordination and cooperation efforts require the engagement of five APEC groups across six work streams, and the groups sit under two separate Committees. The design envisaged reliance on strong cross-fora and cross-ministry collaboration. At the same time, there is no pillar specific or TFI specific meetings and many fora do not meet back to back so that "side sessions" on TFI are a challenge. This hampers stronger collaboration amongst fora and amongst ministries in member economies, as well as participation of guest partners; some of whom are guests in one forum but not in another.

Depending on which forum is "leading" a pillar or a project, relevant partners may or not be directly involved, early on. Given the key role played by industry in implementing facilitation of travel, these missed opportunities at forging stronger public-private partnerships may have unnecessarily lowered the relevance or the timeliness of some outputs.

The Steering Council, created to help steer this cross-cutting process, with one representative from each of the five fora, is an effective governance mechanism, theoretically. It would have gained more traction if the representatives had emanated from across member economies, and not just the United States. But especially it would have gained more traction if it had managed to generate strategic work plans for each "pillar" with outcome objectives and articulated intended impacts.

The original design also intended clear formulation of pillar work plans with intended outcomes, objectives, clear impact. Although five out of six pillars have identified and implemented projects, the focus has been almost on output (projects), as opposed to identified pillar outcomes, objectives and longer-term impact. Above discussed factors partially explain why the TFI lacks a clear and strategic outcome-oriented plan overall, and specific objective statements for each "pillar" are critical, but mostly lacking. Practically speaking, getting several fora to agree on a strategic work plan for a "pillar" that never meets and requires input from several other fora is a daunting task.

Given the scarcity of resources within APEC, approved projects relevant to facilitation of travel compete for general funding leading to some delays and to self-funded projects. TFI,

by design, is not its own forum, and so funding competes with other proposed projects within one or other forum.

The last design challenge revolves around reporting. The TFI was designed with the intention of coherent management of travel facilitation efforts within APEC. Reporting mechanisms within the fora officially linked to the TFI and upwards to the Steering Council and the SCE/CSOM do not capture all travel facilitation activities within APEC.

In summary: the overall governance and management structure and the design of the TFI are complicated. And the lack of opportunities to conduct "TFI" specific meetings or "Pillar" specific meetings make the arrangements less effective than originally intended.

Accelerating progress on outputs

In terms of **progress** against the intended **outcomes**, the TFI, despite a relatively slow start, is now gathering momentum across APEC, for example the Connectivity Blueprint, and the explicit inclusion of travel facilitation in the Tourism Working Group's strategic work plans, and the continued strong work by the Business Mobility Group on the APEC Business Travel Card (ABTC). So TFI has demonstrated its potential to increasingly promote travel facilitation in the APEC region.

In relation to outputs, the TFI pillars, themselves, through various fora, have progressed specific intended outputs (lessons learned, sharing of best practices, useful technical capacity development workshops, surveys, agreements such as extending ABTC to five years, declarations).

Positive steps towards intended impact

Member economies and industry have partially enhanced potential for regional commerce and economic growth; created easier, more efficient and less stressful travel experiences; streamlined some procedures and affected some operational and cost efficiencies for transportation providers and facility operators. Some member economies and their industry partners have enhanced their ability to manage the flow of travelers across borders whilst maintaining high-levels of security and border integrity. However, it was not possible to determine the extent to which the TFI, as opposed to other factors, contributed to these.

The TFI has helped progress the original intended **impact** areas on three levels. At the political level, the TFI has influenced declarations such as the Bali High Level Dialogue and its declaration, the Macau Declaration, and frameworks such as the "Connectivity Blueprint". TFI as equally had positive impact on dialogue mechanisms across APEC. TFI has been consistently present on the agendas of the five fora, with regular update reports and discussions; though these might at times have lacked some depth. The SCE has successfully overseen implementation of the TFI through the Steering Council annual reports. At the member economy level, technical ability and policy coherence have progressed, in part attributable to projects run under the TFI "umbrella".

At the same time, it was only possible to partially measure impact because it was not possible to have a complete overview of all APEC activity relevant to facilitation of travel. Also there is no clear baseline data; there are almost no explicit outcome objectives or impact indicators for the six pillars. Pillars have lists of outputs. These specific outputs (i.e., projects) funded

by APEC (and in the project management data base) do have outcomes, objectives and impact, and appear to have been successful therein.

Continued need for strong partnership

There is strong interest and desire on the part of Industry for **partnership**. Industry partners are keen to be actively engaged, early on, in APEC deliberations on travel facilitation. This area of public-private partnerships is, in many ways, a crucial focus of the TFI and one of its on-going challenges. Much of the implementation of travel facilitation is carried out by industry partners who set standards and therefore their engagement (during workshops) is central to APEC success in the travel facilitation space. At the same time, ensuring early input and buy-in from relevant partners has sometimes been challenging for the TFI. This is partly due to the fact that guest participation by industry is linked to a forum, so that one forum spear-heading a 'TFI' project of relevance to various other fora cannot necessarily readily include all relevant industry partners unless they are members of that forum.

In summary, the TFI has strong potential to encourage ministries and agencies within APEC economies, APEC fora, and non-APEC travel facilitation partners to work together to resolve commonly agreed challenges; share best practice and show case workable best solutions.

Recommendations

The following recommendations will aim to assist TFI enhance coherent management and coordination of travel facilitation actions and policies.

Enhance Design and Coordination Structure – Simplify Governance Framework

- Reduce the Number of Pillars
    - Sunset pillars mostly in the domain of the private sector/industry and for which APEC value-added is less immediately discernible including security personnel and baggage handlers, run by private companies: pillar VI (checked baggage facilitation) but also possibly pillar IV (air passenger security screening).
    - Bring these actors on-board, in a timely fashion, into TFI deliberations instead.
- Reconsider Membership of Pillars
    - Foster strategic discussions to ensure most pressing travel facilitation issues for the future are addressed within APEC. For example travel by rail, sea and road (and not just by air) and as a result of the TFI.
    - Strengthen the interaction with partners to ensure their early and effective buy-in and input into APEC actions. This will help ensure relevance and timeliness.
    - Establish a list of "TFI" partners who can be "observers" or "guests" in travel facilitation related deliberations.
- Add 'Passenger Name Record' (PNR) to pillar V (Advance Passenger Information).
- Facilitate Meeting Structure
    - Hold "TFI" meetings or "TFI Pillar" meetings.
    - Invite relevant partners (see above) to enhance public-private partnerships.
- Strengthen Reporting Mechanisms
    - Establish a coherent data set of all activities and policy work to effectively capture all APEC actions relevant to travel facilitation (i.e. mapping mechanism and "tagging" system).

- Feed this data into a coherent report on travel facilitation efforts. Use this data, in conjunction with data generated by the private sector, to identify eventual gaps that require attention.

Redesign the Focus Towards a More Catalytic Role

- Ensure that each relevant forum explicitly includes travel facilitation as part of the forum's overarching strategy and work plans.
  - Collate information on what APEC and Industry are doing in the travel facilitation area.
  - Analyze these actions against current and planned work.
  - Identify with member economies and industry, existing gaps and challenges and include these in fora level discussions and work plans.

Establish Outcome Objectives, Intended Impact and Clear Work Plans

- Current pillars could formulate (as originally intended in 2011) broad outcome objectives with clear work plans into which individual projects would feed.
  - These would include intended impact with identified impact indicators and commensurate baseline data; or
  - A "gap and needs" analyses could be conducted to identify which areas would benefit from APEC focus (either for member economies and/or for industry) and suggest processes or projects to address these which could then be integrated into the work plans and strategies of relevant fora.

Foster stronger Public-Private Partnerships

- Recognize that the actual implementation of the policies and programs promoted by APEC in the travel facilitation arena are in fact mostly implemented by industry partners (private and public).
  - Foster the effective buy-in and early involvement in APEC actions by industry bodies and private sector which is essential for success.
  - Promote stronger partnerships which would help bring together the information needed in order to ensure that APEC travel facilitation activities are ahead of the curve and are able to address newest industry developments, standards and needs. Partner entities would provide regular information on current industry trends; identify their needs; provide mapping information, and support technical workshops. This may require:
    - an annual mapping of industry actors, their actions, goals and current work, coupled with an effective mechanism for regular concerted dialogue;
    - including partners early in project formulation and design so that APEC actions are as useful, relevant and up to date as possible;
    - creating an agreed list of vetted partners that could "observe" TFI discussions; and
    - identifying those areas in which "industry" can help boost member economy capacity gaps.

Travel Facilitation Initiative
2016 Report to the SCE
By: United States, Coordinator, TFI Steering Council

Create Indicators that Drive Dialogue

Impact indicators help ensure quality, both during the implementation of a project but also as a way to improve future actions. When the TFI is evaluated in 2017 it would be useful to have an agreed set of indicators against which the evaluation can measure progress and impact. Indicators should be chosen that drive constructive dialogue and future focus. However, indicators must be based on agreed outcome goals, objectives and intended impact. To measure impact, baseline data is essential.

The TFI's intended impact is:

- *Enhanced potential for **regional commerce** and **economic growth**.*
- ***For travelers**, it would mean an easier, more efficient, and less stressful travel experience.*
- ***For the private sector**, including transportation providers such as airlines: operational and cost efficiencies, streamlined procedures, and a better environment for providing travelers an enjoyable travel experience. For facility operators such as airports: reduced passenger wait times, as well as more efficient and cost effective use of infrastructure.*
- ***For governments,** enhanced ability to manage the flow of travellers, while simultaneously ensuring high-levels of security and border integrity in a more efficient, cost-effective way.*

Indicators to measure these should be identified and agreed by the relevant fora and possibly in conjunction with industry partners. This agreement would provide a broad overall picture of how APEC has improved in these areas.

The TFI could also agree to **aggregate indicators** from each project related to travel facilitation and carried out under the aegis of APEC whether via APEC funding or self-funded. This requires member economies agreeing to use project management templates and reporting mechanisms similar to those required for APEC funded projects.

The current MTR was not able to provide specific indicators. Some suggested indicators for the overall TFI could include:

- Increased % in regional commerce, job creation and economic growth as a result of people to people connectivity across APEC (see IATA, WTO, OECD, APAC).
- Increased % in traveler satisfaction as measured through airport and other surveys currently conducted across APEC (see ACI (airports); airlines).
- Increased % in operational and cost efficiencies across APEC (airports, airlines).
- Increased % in efficient use of infrastructure (airports, airlines, ministries).
- Increased % in managing the flow of travelers – in terms of the number of policies and procedures raising border integrity (ministries, airports and airlines) in APEC member economies.

In relation to intended impact for outputs/projects, any new projects that support "travel facilitation" should include the following:

- An intended impact as well as an indicator to measure that impact.
- A self-assessment by member economies to outline how the project results are being integrated into/used by the member economy.

- A self-assessment by relevant industry partners to show how project results are being used.

Foster Broader Ownership and Enhance Communication

- Formulate a communications plan or strategy to foster broader ownership of TFI successes and to enhance communications within APEC, across member economy departments, and amongst APEC and industry partners. Some elements could include reflection on how to:
    - help promote more cross-departmental exchanges of ideas and reviews of potentially useful outcomes and output within member economies so that APEC discussions and projects are more coherent and with higher strategic impact.
    - cross-reference these with dialogue with partners in the travel facilitation industry.
    - articulate clearly that facilitating travel in a more holistic, whole-of-government-fashion can progress APEC's broader goals and help it reach its objectives faster, so that the TFI is seen as a strategic outcome objective for APEC as a whole.
    - celebrate those fora that systematically see the value added of applying a travel facilitation "lens" to their strategy discussions and work plan formulations.
    - help ensure that various complementary policy frameworks are well aligned (for example the APEC Connectivity Blueprint) and the TFI.
    - recognise the vast and wide number of activities currently carried out across APEC that aim to facilitate travel and enhance people-to-people connectivity and consider how best to capture this potentially via a dashboard. .
    - use communications to foster stronger engagement by a broader number of APEC economies, with more readily available funding.

Considerations Beyond 2017

The TFI is due to sunset in 2017. An evaluation will be conducted. If the TFI were to continue beyond 2017, alternative approaches may also be possible, which the evaluation may want to keep in mind:

- Create TFI task force under the aegis of the Tourism Working Group. Fora that carry out travel specific work (e.g. BMG's work on ABTC) would continue but feed into discussions and decisions on focus areas.
- Use the Steering Council to review APEC and Industry travel facilitation actions and foster strategic dialogue on possible gaps and urgent needs with identification of which partnerships would work best to provide solutions.

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/008
Agenda Item: 8

Travel Facilitation Initiative Update Presentation

Purpose: Information
Submitted by: TFI Steering Council Coordinator

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

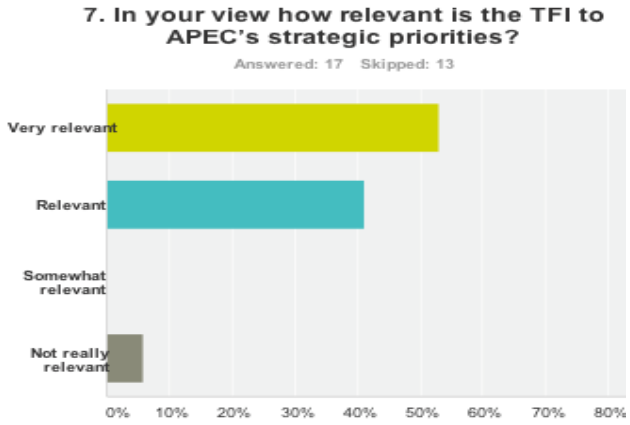
APEC Travel Facilitation Initiative

SOM 1 2016 UPDATE

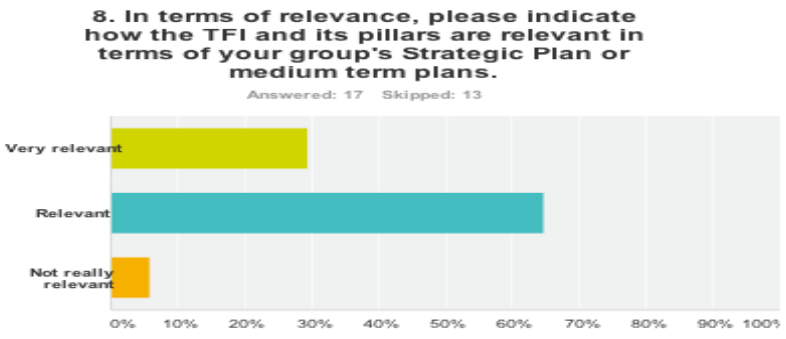
Mid-Term Assessment Recommendations

- Highly relevant
  - to all stakeholders
  - to trade and economic integration
- High potential
  - to enhance people-to-people connectivity with holistic partnership approaches
- TFI not well understood or integrated

Mid-Term Assessment Recommendations



Mid-Term Assessment Recommendations



Answer Choices	Responses	
Very relevant	29.41%	5
Relevant	64.71%	11
Not really relevant	5.88%	1
Total		17

Mid-Term Assessment Recommendations

- Reduce the Number of Pillars
- Reconsider Membership of Pillars
- Add 'Passenger Name Record' (PNR) to pillar V (Advance Passenger Information).
- Facilitate Meeting Structure
- Strengthen Reporting Mechanisms

Mid-Term Assessment Recommendations

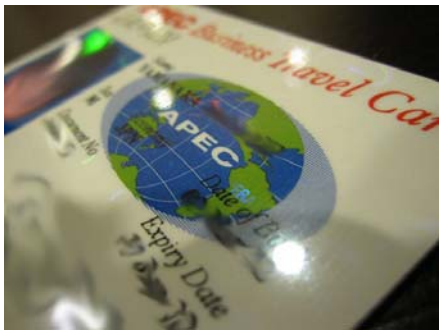
- Establish Outcome Objectives, Intended Impact and Clear Work Plans
- Foster stronger Public-Private Partnerships
- Create Indicators that Drive Dialogue
- Foster Broader Ownership and Enhance Communication

2016 Activity Updates

Airport Partnership Program

- U.S.-APEC co-funded project
- Pilot case studies
- 2016 Workshop, capacity building, best practices

ABTC



End-to-end review: technical assistance, selecting preclearance economies, online application lodgment, best practices guide, and simplifying renewal processes.

Advance Passenger Information

- In August 2015, the BMG endorsed the "*Lessons Learned on Advance Passenger Information and Passenger Name Record (PNR).*"
- *In 2016 there will be a follow-up workshop on Secure Travel.*

Developing Air Connectivity

- Under Thailand's leadership completion of this project is expected in May 2016.
- Recommendations for new non-stop flights, hubs, and improved flight schedules.

APEC Transit Card

- The Transportation Working Group is exploring the feasibility of an *APEC Transit Card.*

APEC
Asia-Pacific
Economic Cooperation
APEC PERU
2016
Thank You

Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/009
Agenda Item: 8

Travel Facilitation Initiative Mid-Term Assessment

Purpose: Information
Submitted by: TFI Steering Council Coordinator

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

Asia-Pacific Economic Cooperation

USAID FROM THE AMERICAN PEOPLE

MID-TERM REVIEW OF THE APEC TRAVEL FACILITATION INITIATIVE

FINAL REPORT

November 2015

This publication was produced by Nathan Associates Inc. for review by the United States Agency for International Development.

MID-TERM REVIEW OF THE APEC TRAVEL FACILITATION INITIATIVE

FINAL REPORT

DISCLAIMER

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Contents

Executive summary i
- Introduction i
- Approach and Methodology i
- Findings and Conclusions ii
- Recommendations v

Introduction 1

Details of the mid-term review 3
- Objectives 3
- Approach and Methodology 3
  - Phased approach 3
  - The review methodology 4
- Stakeholder Surveys and Interviews 4

Constraints & limitations 6

Findings and conclusions 7
- Findings and conclusions on TFI's relevance 7
- Findings and conclusions on TFI's objectives 9
- Findings and conclusions on the intended impacts of the TFI 10
- Findings and conclusions on the intended beneficiaries 11
- Findings and conclusions on progress to date under the six pillars 12
- Findings and conclusions on partnerships 16
- Findings and conclusions on reporting and coordination mechanisms 16
- Findings and conclusions on oversight, coordination and implementation structures 18
- Analysis of the effectiveness of the reporting framework 19
- Findings and conclusions on the appropriateness of the TFI design 20

Recommendations 22
- Enhance Design and Coordination Structure – Simplify Governance Framework 22
- Redesign the Focus Towards a More Catalytic Role 23
- Establish Strategic Outcome Goals, and Outcome Oriented Work Plans 23
- Create Indicators that Drive Dialogue 24
- Foster Better and More Public-Private Partnerships 26
- Encourage Broader Ownership and Enhance Communication 26
- Support Targeted Meetings and Wider Reporting 27
- Considerations Beyond 2017 28

Appendix 1. Terms of Reference for the review 29

Appendix 2. List of interview and survey questions **32**

Appendix 3. Review of the TFI launch document **37**

Appendix 4. List of projects by TFI pillar **41**

Appendix 5. original objectives, working objectives and progress **44**

Appendix 6. List of people consulted **59**

Appendix 7. Survey results **60**

Appendix 8. List of documents reviewed **70**

ACRONYMS

ABTC	APEC Business Travel Card
ACI	Airports Council International
AICST	APEC International Centre for Sustainable Tourism
APEC	Asia-Pacific Economic Cooperation
ABAC	APEC Business Advisory Council
API	Advance Passenger Information
BMG	Business Mobility Group
CTWG	Counter-Terrorism Working Group
CTI	Committee on Trade and Investment
IATA	International Air Transport Association
ICAO	International Civil Aviation Organization
PATA	Pacific Asia Travel Association
PMU	Project Management Unit (APEC Secretariat)
PNR	Passenger Name Record
RDMA	Regional Development Mission for Asia
SCCP	Subcommittee on Customs Procedures
SCE	Steering Committee on Economic and Technical Cooperation
SOM	Senior Officials Meeting
TFI	Travel Facilitation Initiative
ToR	Terms of Reference
TPTWG	Transportation Working Group
TWG	Tourism Working Group
UNWTO	World Tourism Organization
USAID	United States Agency for International Development
US-ATAARI	US-APEC Technical Assistance to Advance Regional Integration
WCO	World Customs Organization
WTTC	World Travel and Tourism Council

EXECUTIVE SUMMARY

INTRODUCTION

The APEC "Travel Facilitation Initiative" was launched in November 2011 by APEC leaders as a cross-cutting, multi-year initiative to "*expedite the movement of travelers across the Asia-Pacific region, with the goal of enabling more efficient, more secure, and less stressful travel*". The intended impacts are: easier, more efficient and less stressful travel; streamlined procedures and operational and cost efficiencies for transportation providers and facility operators; and an enhanced ability, by member economies, to manage the flow of travelers across borders whilst maintaining high-levels of security and border integrity[1].

The TFI is managed as a cross-cutting initiative with six pillars. These pillars are "managed" by five fora, each attached to the Committee on Trade and Investment (CTI) or the Steering Committee on Economic and Technical Cooperation (SCE). The SCE oversees implementation through an annual consolidated progress report to the Senior Officials Meeting (CSOM):

I. **The APEC Airport Partnership Program**
The Business Mobility Group (BMG), Transportation Working Group (TPTWG), Subcommittee on Customs Procedures (SCCP), Tourism Working Group (TWG) and the Counter-Terrorism Working Group - (CTWG)

II. **The APEC Business Travel Card program (ABTC)**

(BMG)

III. **Trusted Traveler Programs for Ports of Entry**
(BMG, SCCP, and CTWG)

IV. **Facilitation of Air Passenger Security Screening**
(TPTWG in cooperation with CTWG)

V. **Advance Passenger Information (API)** (related to PNR)
(BMG, in cooperation with CTWG)

VI. **Checked Baggage Facilitation**
(TPTWG in consultation with the BMG and SCCP as appropriate).

CTI: BMG and SCCP (i.e. – pillars I, II, III, V, VI)

SCE: TPTWG, TWG, CTWG (i.e. – pillars I, III, IV, V, VI)

APPROACH AND METHODOLOGY

The review methodology privileged qualitative data, gathered from an extensive document and website review, and stakeholder consultations including a survey with respondents from five APEC fora. The

1 APEC 2011/CSOM/010, Agenda Item: 5b – APEC Travel Facilitation Initiative (APEC TFI launch document); 2012/TMM7/006, Agenda Item: 11 TFI Steering Council; + TFI MTR-Terms of Reference. The TFI was proposed by the United States, endorsed by APEC economies at the APEC Leaders' Meeting in November 2011 (Honolulu) and by the SOM Steering Committee on ECOTECH (SCE).

mid-course review aimed to assess: relevance; progress; coordination mechanisms and the current design; and to identify how to measure progress towards long-term goals.

FINDINGS AND CONCLUSIONS

Strategically a success

The original intention behind the TFI[2] was to bring forward, in the actions, strategies and work plans of relevant APEC fora, the significance of travel facilitation for progressing trade and economic integration. As a cross-cutting initiative, leaders saw this foremost as a *strategy* to encourage broad-based cooperation and a shared focus on what aspects of travel required attention and what actions, including policy changes and capacity building, might address these.

As a **strategy**, it is possible to say that the TFI has been successful. Facilitation of travel continues to be highly **relevant** for APEC and its member economies, and visibly continues to be a focus area. At the highest levels, APEC Member Economies' statements such as the Bali High Level Dialogue statement, the Macau Declaration, and the Connectivity Blueprint provide forceful political support to travel facilitation as a core element for trade and economic integration.

At the same time, at the working level within APEC, few member economies have been consistently and visibly engaged in the TFI itself, though this is progressing[3]. Project proposals have been led by few member economies, and self-funded projects by even fewer.

Logical and relevant design

The TFI was **designed** to create as much cross-APEC and cross-ministry partnerships as possible, with a view to also encourage private-public partnerships between economies and external actors. Leaders intended to kick start a dialogue and establish a space that would enable actors to work together to resolve commonly agreed challenges. Therefore:

- The TFI Steering Council is an inter-fora 'coordination group'.
- The architecture of the TFI "pillars", with multi-fora membership.
- The focus is on partnerships.

Enhancing the overall travel experience whilst ensuring necessary security, safety and border control requires multiple actor input and solutions. There was broad agreement on the need to work across ministries and in public-private partnerships; on the need for a driving "holistic" travel facilitation "vision"; and to APEC's value-added therein. The general design of the TFI was, therefore, seen as relevant, as it reflects an increasing focus on improving cross-cutting issues as significant for APEC.

But a refocus may be at hand

At the same time, consultations revealed that the environment has evolved since 2011 as well as the understanding of which travel issues and approaches are most relevant within the APEC context. After proactive exploration, it seems that one pillar (Checked Baggage Facilitation) is an area best left to private sector/industry. Another (Advance Passenger Information) is recognizing current industry standards, the diversity of information systems across APEC member economies and the increasingly

2 This analysis is based on consultations with the original drafter of the launch paper as well as a careful reading of the launch paper.

3 Until recently the Steering Council was exclusively made up of fora representatives from the USA. One representative (TWG) now comes from Australia.

widespread use of Passenger Name Record (PNR). The Transportation Working Group is increasingly preoccupied with rail and road systems for people-to-people travel and the need for more systematization of processes and approaches in relation to those forms of travel across APEC. The Tourism Working Group has recently explicitly integrated travel facilitation in its strategic work plans as a cornerstone for enhanced tourism.

Complex governance and management structures

Several design factors complicate the full effectiveness and efficiency of the TFI.

For example, the choice and membership of pillars focused perhaps too strongly on the *suggestions* presented in the leaders' original launch. An early cross-APEC dialogue on which areas would most strategically form "pillars" and which fora should be involved did not occur, so that significant involvement by a relevant forum or external partner in one pillar or other was at times hindered; and some pillars were not always or clearly in the APEC value-added realm. Pillars became work streams, without clearly identified strategic outcome objectives.

Coordination and cooperation efforts require the engagement of five APEC groups across six work streams, and the groups sit under two separate Committees. The design envisaged reliance on strong cross-fora and cross-ministry collaboration. At the same time, there are no pillar specific or TFI specific meetings, and many fora do not meet back-to-back so that "side sessions" on TFI are a challenge. This hampers stronger collaboration amongst fora and amongst ministries in member economies, as well as participation of guest partners; some of whom are guests in one forum but not in another.

Depending on which forum is "leading" a pillar or a project, relevant partners may or may not be directly involved early on. Given the key role played by industry in implementing facilitation of travel, these missed opportunities at forging stronger public-private partnerships may have unnecessarily lowered the relevance or the timeliness of some outputs.

The Steering Council, created to help steer this cross-cutting process, with one representative from each of the five fora, is an effective governance mechanism, theoretically. It would have gained more traction if the representatives had emanated from across member economies, and not just the US. But especially it would have gained more traction if it had managed to generate strategic work plans for each "pillar" with outcome objectives and articulated intended impacts.

The original design also intended clear formulation of pillar work plans with intended outcomes, objectives, clear impact. Although five out of six pillars have identified and implemented projects, the focus has been almost exclusively on output (projects), as opposed to identified pillar outcomes, objectives and longer-term impact. Above discussed factors partially explain why the TFI lacks a clear and strategic outcome-oriented plan overall, though specific objective statements for each "pillar" are critical, but mostly lacking. Practically speaking, getting several fora to agree on a strategic work plan for a "pillar" that never meets and requires input from several other fora is a daunting task.

Given the scarcity of resources within APEC, approved projects relevant to facilitation of travel compete for general funding leading to some delays and to self-funded projects. TFI, by design, is not its own forum, and so funding competes with other proposed projects within one or another forum.

The last design challenge revolves around reporting. The TFI was designed with the intention of coherent management of travel facilitation efforts within APEC. Reporting mechanisms within the fora officially linked to the TFI and upwards to the Steering Council and the SCE/CSOM do not capture all travel facilitation activities within APEC.

In summary: the overall governance and management structure and the design of the TFI are complicated. The lack of opportunities to conduct "TFI" specific meetings or "Pillar" specific meetings make the arrangements less effective than originally intended.

Accelerating progress on outputs

In terms of **progress** against the intended **outcomes**, the TFI, despite a relatively slow start, is now gathering momentum across APEC. For example, the Connectivity Blueprint, the explicit inclusion of travel facilitation in the Tourism Working Group's strategic work plans, and the continued strong work by the Business Mobility Group on the APEC Business Travel Card (ABTC) (which in essence commenced prior to the establishment of the TFI) demonstrate the potential for the TFI to increasingly promote travel facilitation in the APEC region.

In relation to outputs, the TFI pillars, themselves, through various fora, have progressed specific intended outputs (lessons learned, sharing of best practices, useful technical capacity development workshops, surveys, endorsements such as extending ABTC to five years, declarations).

Positive steps towards intended impact

Member economies and industry have partially enhanced potential for regional commerce and economic growth; created easier, more efficient and less stressful travel experiences; streamlined some procedures; and affected some operational and cost efficiencies for transportation providers and facility operators. Some member economies and their industry partners have enhanced their ability to manage the flow of travelers across borders whilst maintaining high-levels of security and border integrity. However, it was not possible to determine the extent to which the TFI, as opposed to other factors, contributed to these.

The TFI has helped progress the original intended **impact** areas on three levels. At the political level, the TFI has influenced declarations such as the Bali High Level Dialogue and its declaration, the Macau Declaration, and frameworks such as the "Connectivity Blueprint". TFI has equally had positive impact on dialogue mechanisms across APEC. TFI has been consistently present on the agendas of the five fora, with regular update reports and discussions; though these might at times have lacked some depth. The SCE has successfully overseen implementation of the TFI through the Steering Council annual reports. At the member economy level, technical ability and policy coherence have progressed, in part attributable to projects run under the TFI "umbrella".

At the same time, it was only possible to partially measure impact because it was not possible to have a complete overview of all APEC activity relevant to facilitation of travel. Also there is no clear baseline data; there are almost no explicit outcome objectives or impact indicators for the six pillars. Pillars have lists of outputs. These specific outputs (i.e., projects) funded by APEC (and in the project management data base) do have outcomes, objectives and impact, and appear to have been successful therein.

Continued need for strong partnership

There is strong interest and desire on the part of Industry for **partnership**. Industry partners are keen to be actively engaged, early on, in APEC deliberations on travel facilitation. This area of public-private partnerships is, in many ways, a crucial focus of the TFI and one of its ongoing challenges. Much of the implementation of travel facilitation is carried out by industry partners who set standards and therefore their engagement (during workshops) is central to APEC success in the travel facilitation space. At the same time, ensuring early input and buy-in from relevant partners has sometimes been challenging for the TFI. This is partly due to the fact that guest participation by industry is linked to a forum, so that one

forum spear-heading a 'TFI' project of relevance to various other fora cannot necessarily readily include all relevant industry partners unless they are also members of that forum.

In summary, the TFI has strong potential to encourage ministries and agencies within APEC economies, APEC fora, and non-APEC travel facilitation partners to work together to resolve commonly agreed challenges; share best practice and show case workable best solutions.

RECOMMENDATIONS

The following recommendations will aim to assist TFI enhance coherent management and coordination of travel facilitation actions and policies.

Enhance Design and Coordination Structure – Simplify Governance Framework

- Reduce the Number of Pillars
    - Sunset pillars mostly in the domain of the private sector/industry and for which APEC value-added is less immediately discernible including security personnel and baggage handlers, run by private companies: pillar VI (checked baggage facilitation) but also possibly pillar IV (air passenger security screening).
    - Bring these actors on-board, in a timely fashion, into TFI deliberations instead.
- Reconsider Membership of Pillars
    - Foster strategic discussions to ensure most pressing travel facilitation issues for the future are addressed within APEC. For example travel by rail, sea and road (and not just by air) as a result of the TFI.
    - Strengthen the interaction with partners to ensure their early and effective buy-in and input into APEC actions. This will help ensure relevance and timeliness.
    - Establish a list of "TFI" partners who can be "observers" or "guests" in travel facilitation related deliberations.
- Add 'Passenger Name Record' (PNR) to Pillar V (Advance Passenger Information).
- Facilitate Meeting Structure
    - Hold "TFI" meetings or "TFI Pillar" meetings.
    - Invite relevant partners (see above) to enhance public-private partnerships.
- Strengthen Reporting Mechanisms
    - Establish a coherent data set of all activities and policy work to effectively capture all APEC actions relevant to travel facilitation (i.e. mapping mechanism and "tagging" system).
    - Feed this data into a coherent report on travel facilitation efforts. Use this data, in conjunction with data generated by the private sector, to identify eventual gaps that require attention.

Redesign the Focus Towards a More Catalytic Role

- Ensure that each relevant forum explicitly includes travel facilitation as part of the forum's overarching strategy and work plans.
    - Collate information on what APEC and Industry are doing in the travel facilitation area.

- Analyze these actions against current and planned work.
- Identify with member economies and industry, existing gaps and challenges and include these in fora level discussions and work plans.

Establish Outcome Objectives, Intended Impact and Clear Work Plans

- Current pillars could formulate (as originally intended in 2011) broad outcome objectives with clear work plans into which individual projects would feed.
    - These would include intended impact with identified impact indicators and commensurate baseline data; or
    - A "gap and needs" analyses could be conducted to identify which areas would benefit from APEC focus (either for member economies and/or for industry) and suggest processes or projects to address these which could then be integrated into the work plans and strategies of relevant fora.

Foster stronger Public-Private Partnerships

- Recognize that the actual implementation of the policies and programs promoted by APEC in the travel facilitation arena are in fact mostly implemented by industry partners (private and public).
    - Foster the effective buy-in and early involvement in APEC actions by industry bodies and private sector which is essential for success.
    - Promote stronger partnerships which would help bring together the information needed in order to ensure that APEC travel facilitation activities are ahead of the curve and are able to address newest industry developments, standards and needs. Partner entities would provide regular information on current industry trends; identify their needs; provide mapping information, and support technical workshops. This may require:
        - an annual mapping of industry actors, their actions, goals and current work, coupled with an effective mechanism for regular concerted dialogue;
        - including partners early in project formulation and design so that APEC actions are as useful, relevant and up to date as possible;
        - creating an agreed list of vetted partners that could "observe" TFI discussions; and
        - identifying those areas in which "industry" can help boost member economy capacity gaps.

Create Indicators that Drive Dialogue

Impact indicators help ensure quality, both during the implementation of a project but also as a way to improve future actions. When the TFI is evaluated in 2017, it would be useful to have an agreed set of indicators against which the evaluation can measure progress and impact. Indicators should be chosen that drive constructive dialogue and future focus. However, indicators must be based on agreed outcome goals, objectives and intended impact. To measure impact, baseline data is essential.

The TFI's intended impact is:

- *Enhanced potential for **regional commerce** and **economic growth**.*
- ***For travelers**, it would mean an easier, more efficient, and less stressful travel experience.*

- ***For the private sector****, including transportation providers such as airlines: operational and cost efficiencies, streamlined procedures, and a better environment for providing travelers an enjoyable travel experience. For facility operators such as airports: reduced passenger wait times, as well as more efficient and cost effective use of infrastructure.*
- ***For governments,*** *enhanced ability to manage the flow of travellers, while simultaneously ensuring high-levels of security and border integrity in a more efficient, cost-effective way.*

Indicators to measure these should be identified and agreed by the relevant fora and possibly in conjunction with industry partners. This agreement would provide a broad overall picture of how APEC has improved in these areas.

The TFI could also agree to **aggregate indicators** from each project related to travel facilitation and carried out under the aegis of APEC whether via APEC funding or self-funded. This requires member economies agreeing to use project management templates and reporting mechanisms similar to those required for APEC funded projects.

The current MTR was not able to provide specific indicators. Some suggested indicators for the overall TFI could include:

- Increased % in regional commerce, job creation and economic growth as a result of people to people connectivity across APEC (see IATA, WTO, OECD, APAC).
- Increased % in traveler satisfaction as measured through airport and other surveys currently conducted across APEC (see ACI (airports); airlines).
- Increased % in operational and cost efficiencies across APEC (airports, airlines).
- Increased % in efficient use of infrastructure (airports, airlines, ministries).
- Increased % in managing the flow of travelers – in terms of the number of policies and procedures raising border integrity (ministries, airports and airlines) in APEC member economies.

In relation to intended impact for outputs/projects, any new projects that supports "travel facilitation" should include the following:

- An intended impact as well as an indicator to measure that impact.
- A self-assessment by member economies to outline how the project results are being integrated into/used by the member economy.
- A self-assessment by relevant industry partners to show how project results are being used.

Foster Broader Ownership and Enhance Communication

- Formulate a communications plan or strategy to foster broader ownership of TFI successes and to enhance communications within APEC, across member economy departments, and amongst APEC and industry partners. Some elements could include reflection on how to:
    - help promote more cross-departmental exchanges of ideas and reviews of potentially useful outcomes and output within member economies so that APEC discussions and projects are more coherent and with higher strategic impact.
    - cross-reference these with dialogue with partners in the travel facilitation industry.

- articulate clearly that facilitating travel in a more holistic, whole-of-government- fashion can progress APEC's broader goals and help it reach its objectives faster, so that the TFI is seen as a strategic outcome objective for APEC as a whole.
- celebrate those fora that systematically see the value added of applying a travel facilitation "lens" to their strategy discussions and work plan formulations.
- help ensure that various complementary policy frameworks are well aligned (for example the APEC Connectivity Blueprint) and the TFI.
- recognise the vast and wide number of activities currently carried out across APEC that aim to facilitate travel and enhance people-to-people connectivity and consider how best to capture this potentially via a dashboard.
- use communications to foster stronger engagement by a broader number of APEC economies, with more readily available funding.

Considerations Beyond 2017

The TFI is due to sunset in 2017. An evaluation will be conducted. If the TFI were to continue beyond 2017, alternative approaches may also be possible, which the evaluation may want to keep in mind:

- Create a TFI task force under the aegis of the Tourism Working Group. Fora that carry out travel specific work (e.g. BMG's work on ABTC) would continue but feed into discussions and decisions on focus areas.
- Use the Steering Council to review APEC and Industry travel facilitation actions and foster strategic dialogue on possible gaps and urgent needs with identification of which partnerships would work best to provide solutions.

INTRODUCTION

APEC Travel Facilitation Initiative (2011-2017)

The movement of travelers across the Asia Pacific region for both business and tourism is key to promoting economic growth, trade and connectivity in the region. The APEC region is the world's biggest air passenger market. It represents the world's largest passenger numbers and airline traffic. It is estimated, for example that around 1.5 billion passengers travelled by air within the APEC region in 2014, of which 281 million travelers flew on international services between APEC economies[4]. The Asia Pacific region will represent 33% of global passengers in 2016[5]. The direct contribution of Travel and Tourism to Asia Pacific GDP in 2013 was USD654.1bn (2.9% of GDP) and is expected to grow by 5.4% pa to USD1,170.1bn (3.0% of GDP) by 2024. The total contribution of Travel and Tourism to GDP (including wider effects from investment, the supply chain and induced income impacts) was USD 2,017.1bn in 2013 (8.9% of Asia Pacific GDP) and was expected to grow by 5.7% to USD 2,131.6bn (9.1% of Asia Pacific GDP) in 2014[6]. In 2011 the APEC region represented 29% of global tourist and business passengers (IATA).

Given a projected increase in these numbers and the potential for the sector to contribute to increasing growth in the region, APEC launched the APEC Travel Facilitation Initiative (TFI) to expedite the movement of travelers in the Asia Pacific region. It is a cross-cutting, multi-year initiative[7] proposed by the United States and endorsed by APEC economies at the APEC Leaders' Meeting in November 2011 (Honolulu) and by the SOM Steering Committee on ECOTECH (SCE)[8].

The goal of the TFI is to enable more efficient, more secure and less stressful travel. The intended impacts are: easier, more efficient and less stressful travel; streamlined procedures and operational and cost efficiencies for transportation providers and facility operators; and an

4 (http://www.iata.org/about/worldwide/asia_pacific/Pages/apec-twg-iata.aspx International Air Transport Association

5 TFI MTR Terms of Reference

6 WTTC http://www.wttc.org/-/media/files/reports/economic%20impact%20research/regional%20reports/asia_pacific2014.pdf

7 APEC 2011/CSOM/010 Agenda Item 5b, APEC Travel Facilitation Initiative

8 APEC 2012/TMM7/006, Agenda Item: 11, TFI Steering Council + TFI MTR-Terms of Reference.

enhanced ability, by member economies, to manage the flow of travelers across borders whilst maintaining high-levels of security and border integrity[9].

The TFI has six pillars. Each pillar is implemented across five APEC fora; each attached to the Committee on Trade and Investment (CTI) or the Steering Committee on Economic and Technical Cooperation (SCE). The SCE oversees implementation through an annual consolidated progress report to the Senior Officials Meeting (CSOM), by the TFI Steering Council:

I. **The APEC Airport Partnership Program**
The Business Mobility Group (BMG), Transportation Working Group (TPTWG), Subcommittee on Customs Procedures (SCCP), Tourism Working Group (TWG) and the Counter-Terrorism Working Group - (CTWG)

II. **The APEC Business Travel Card program (ABTC)**
(BMG)

III. **Trusted Traveler Programs for Ports of Entry**
(BMG, SCCP, and CTWG)

IV. **Facilitation of Air Passenger Security Screening**
(TPTWG in cooperation with CTWG)

V. **Advance Passenger Information (API)**
(BMG, in cooperation with CTWG)

VI. **Checked Baggage Facilitation**
(TPTWG in consultation with the BMG and SCCP as appropriate).

CTI: BMG and SCCP (i.e. – pillars I, II, III, V, VI)

SCE: TPTWG, TWG, CTWG (i.e. – pillars I, III, IV, V, VI)

TFI Steering Council: TFI Coordinator (USA) and one representative from each forum (USA-BMG, USA-TPTWG, USA-SCCP, Australia-TWG (previously USA), USA-CTWG).

9 APEC 2011/CSOM/010, Agenda Item: 5b – APEC Travel Facilitation Initiative (APEC TFI launch document); 2012/TMM7/006, Agenda Item: 11 TFI Steering Council; + TFI MTR-Terms of Reference. The TFI was proposed by the United States, endorsed by APEC economies at the APEC Leaders' Meeting in November 2011 (Honolulu) and by the SOM Steering Committee on ECOTECH (SCE).

DETAILS OF THE MID-TERM REVIEW

The U.S. government launched a Mid-Term Review (MTR) of the APEC TFI to assess the progress and effectiveness of the TFI. The MTR was undertaken between July and August 2015. The Terms of Reference for the MTR are at Appendix 1.

OBJECTIVES

The Mid-Term Review objectives included the following:

1. Assess progress against the stated objectives under the six activity areas of the TFI and identify gaps and challenges in implementation - (O1);
2. Examine the validity of the design of the TFI to ensure its relevance and inform any changes to the design for the final two years of the initiative - (O2);
3. Examine the effectiveness of the established coordination mechanisms such as the TFI Steering Council. This will inform arrangements beyond 2015 - (O3); and
4. Identify key indicators to measure progress towards the achievement of the initiative's long-term goals. These indicators will inform the scope of a larger review of the TFI scheduled for 2017 – (O4).

APPROACH AND METHODOLOGY

The review methodology was primarily qualitative, based on document and website reviews, and multiple stakeholder consultations via in-depth interviews and a survey. The TFI Coordinator, Steering Council members, two of the five APEC Program Directors who manage the APEC groups involved in the TFI, APEC member economy representatives from the TWG, TPTWG, BMG, SCCP and CTWG and four members of relevant industry bodies involved in travel facilitation in the APEC region, were consulted.

Phased approach

The MTR involved several phases or stages, which included:

- Identification and information gathering.
- Creation of working document (Inception Report) detailing TFI goals, objectives, activities, working assumptions.
- Design of the Survey and questions for in-depth interviews.
- Consultation with stakeholders.
- Drafting of the MTR Report.

The review methodology

- Focused on analysing issues raised in Objectives 1 – 4. These objectives guided document review and stakeholder consultations.
- Involved qualitative research methods, combined with quantitative data analysis, as relevant and in so far as such data are available.
- Involved desk review of key documents and websites – these were validated through stakeholder consultations.

The information-gathering phase of the review included the following tasks:

- Review of key TFI related documents including relevant APEC papers, reports and data with a view to collecting information on progress to date under the TFI's components.
- Review of relevant APEC policy documents including the Connectivity Framework.
- Design the questionnaires and survey.
- Conduct of stakeholder interviews to elicit important information on various aspects of the design of the TFI including views on the efficacy of the governance arrangements established under the initiative (such as that of the Steering Committee).
- Conduct consultations with non-APEC stakeholders (industry bodies) to assess how APEC work complements work/initiatives undertaken internationally in this space.
- Conduct an online survey which targeted APEC member economies in the five APEC fora engaged in TFI implementation.

STAKEHOLDER SURVEYS AND INTERVIEWS

A set of semi-structured questions were developed to provide a guiding framework for the stakeholder consultation process reflecting the priority areas of focus as outlined in the terms of reference.

The survey was distributed to APEC members via the five APEC fora engaged in implementing the TFI: TWG, BMG, TPTWG, SCCP and CTWG. The overall target group for the surveys was approximately 150 members representing key line ministries and agencies in economies in the region involved in travel, business processes, security and customs related aspects.

The respondents were from a range of relevant organizations in these 12 economies: including Departments of Foreign Affairs, Immigration, Customs and Transportation as well as Homeland Security and Border Protection. While the response rate received from members[10] (around

[10] The survey was sent to all five fora engaged in the TFI. While details of the exact sample size for the survey are not available (as some of the economy level email contact details are group emails) this is based on the assumption that there are 21 members plus on average 5 non-APEC entities per forum. This translates to approximately 150 people. We have received 27 responses to the survey (as per survey monkey analysis) plus two responses via email (although in some cases the actual responses to specific questions are less). Based on this the assumption is made that the response rate to the survey was 19 %.

19%) was relatively low in light of the total numbers that the survey was distributed to, it is important to highlight the fact that 12 of the 21 economies responded to the surveys.

The sections below provides more detail on the survey findings. Interviews of key stakeholders were also conducted through the use of semi-structured interviews. The findings from these interviews are reflected in the sections below. The survey questions and list of interview questions are at Appendix 2 of this report. The survey findings are at Appendix 7.

CONSTRAINTS & LIMITATIONS

An initial review of APEC documentation revealed a series of limitations to the mid-term review:

An initial TFI declaration of overall intention and general goals by APEC leaders and Senior Officials was provided in November 2011 (2011/CSOM/010). Standard APEC policy papers (in most cases) do not contain details of goals, specific objectives, activities, work plans/time lines, intended beneficiaries, expected outcomes, or intended impact. Therefore, assessments by different actors involved in the TFI will be largely subjective and open to institutional or personal interpretation.

This is true, for example, when answering questions focused on "stated objectives". It is not clear whether stated objectives should refer to the original inception note from 2011, or to the objectives outlined in the Annual TFI progress reports for SOM (responsible for TFI oversight).

The progress reports are available and briefly cover each pillar in separate sections. They focus mainly on outputs, which are understood to be the objectives for each pillar. Rarely, pillars express a longer-term goal or overall objective. Progress reports provide details on the achievement of the outputs (understood to be objectives). Funded activities under each pillar may have concept notes. These describe specific objectives for that activity.

Standard mid-term reviews usually assess progress and impacts against agreed deliverables. There does not appear to be any formal agreement on intended outcomes or intended impacts for each pillar or for the TFI as a whole to enable this. There is very little clear baseline data. While it is possible to assess improvements to travel facilitation in the APEC region since 2012, it will be difficult to attribute this precisely to the TFI itself, except possibly for a few specific areas. It should be possible, however, to confirm that an intended output has been produced by the TFI and to try to ascertain to what extent that output has been used by member economies and/or by industry to facilitate travel.

Standard mid-term reviews also assess issues of efficiency, however, there are challenges in obtaining a clear picture of the financing of some projects or programs (the actual expenditures). In addition there are no funds attached to each pillar (or for projects implemented under each pillar). This makes an evaluation of efficiency a challenge.

The time frame for conducting a broad reaching mid-term review involving five APEC fora was tight.

In addition to the above, it is important to note the limitations with regards to the data collected via the surveys detailed in the previous section. The low response rate limited the level of analysis possible.

FINDINGS AND CONCLUSIONS

This section provides an assessment of the overall relevance of the TFI in terms of the APEC's policy agenda and effectiveness and impact of progress to date against the stated objectives for each pillar, the effectiveness of the initiative's approach, the suitability of the established coordination and management mechanisms and the appropriateness of the TFI's design.

In addition, the report's appendices, in particular Appendix 3 help guide the reader in appreciating the overall scope and intention of the TFI. This presents the original vision of the TFI reflected in the policy paper[11] of 2011. Appendix 4 provides a list of TFI projects. Appendix 5 compares original intended objectives against the actual working objectives of each pillar. Appendix 2 presents interview and survey questions and Appendix 7 presents the survey results. Appendix 6 presents the list of interviewees. Appendix 8 lists the documentation reviewed for the mid-term review. These appendices read together demonstrate the evolution of the TFI since its original conception/inception. As noted above, the section below provides a detailed assessment of each component of the TFI.

FINDINGS AND CONCLUSIONS ON TFI'S RELEVANCE

Goal statement

The Travel Facilitation Initiative, as designed in 2011 was to expedite the movement of travelers across the Asia-Pacific region, with the goal of enabling more efficient, more secure, and less stressful travel. Its specific purpose, included efforts to[12]:

Expedite departures and arrivals for international passengers,

Ensure the security of the overall travel system;

Provide broad-based cooperation – including on capacity building – as a central pillar of APEC efforts to enhance the movement of people across the region, due to the variation in technical and financial capacity among APEC member economies.

The **relevance of TFI** is addressed primarily in terms of the degree to which the initiative is consistent with the overall goals of APEC; the stated strategic priorities of the fora/working groups and policy and operational priorities of the 21 economies. Additionally the degree to which activities have achieved their intended results are also assessed to the extent possible.

[11] PEC 2011/CSOM/010 Agenda Item 5b, APEC Travel Facilitation Initiative

[12] 2011/CSOM/010

The TFI objectives presented in 2011 are relevant in terms of broader APEC policy priorities. For example, since its launch, the Travel Facilitation Initiative has been acknowledged in key policy statements including Leaders and Ministerial statements. For example, the Macao Declaration on "Building a New Future for Asia-Pacific Tourism Cooperation and Development"[13] (2014) specifically makes reference to the TFI, as does the Bali High Level Policy Dialogue on Travel Facilitation (tourism) Ministerial Statement[14] (2013).

Other APEC policy documents such as the "Report to Implement the APEC Connectivity Blueprint"[15] released in November 2014, refer briefly to Travel Facilitation Initiative. The focus areas of the TFI (visa facilitation, air connectivity, trusted traveler programs, traveler friendly airports) are addressed in the APEC Connectivity Blueprint (under the 'People to People Connectivity' theme) however there is limited detail on the actual connection between the two frameworks. This underscores the importance of having a cohesive and complete overview of travel facilitation activities across APEC to demonstrate the continued strong relevance across all other policy platforms, and ensure its focus is as useful as possible.

To assess TFI's relevance and awareness across APEC, survey respondents were asked about their **level of knowledge of the TFI on a scale of 1-10** with 1 being unaware and 10 being greatly aware. Nine percent of the respondents indicated a low level of knowledge of the TFI (rated 4 reflecting a low level of knowledge) and approximately 30% indicated a sound knowledge of the TFI (measured at level 8 out of 10).

When asked about the **level of discussion on the TFI within the respective fora** in the past 24 months, the results reveal that 55% of the respondents indicated that the TFI was part of their fora discussions 'to some extent' with 35% indicating that it was 'discussed to a great' extent.

Members were asked about **the level to which their specific economy level challenges are being addressed by the TFI** and the responses were as follows: 70.5 % indicated "to some extent" and 24% indicated "to a great extent". When questioned about the relevance of the TFI to APEC's strategic priorities, 53% indicated that it was very relevant with 41% indicating that it "was relevant".

Comments provided by survey respondents to the issue of TFI's relevance include the following:

- "The TFI aims to achieve improvements in secure travel. The importance of secure travel is reiterated in the 2014 Joint Ministerial Statement".
- "Since business and trade necessitate travel, it is important to make travel more secure but not at the expense of ease, comfort, and fast".

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13 Macao Declaration on Building a New Future for Asia-Pacific Tourism Cooperation & Development; 2014/TMM8/002 ; Agenda Item:13 ; Purpose: Information; Submitted by: China ; 8th Tourism Ministerial Meeting Macao, China 13 September 2014

14 Bali High Level Dialogue and ensuing Ministerial Statement http://www.apec.org/Meeting-Papers/Ministerial-Statements/High-Level-Policy-Dialogue/2013_travel.aspx

15 APEC "Report to Implement the APEC Connectivity Blue Print" Nov 2014

- "In order to achieve regional integration and increase air connectivity, the TFI is one of the most important initiatives of APEC to facilitate the movement of travelers across the Asia-Pacific region, enabling more efficient, more secure, and less stressful travel".
- "It allows to develop and achieve alignment of the different working groups related to strategies priorities matters".
- "The lack of facilitation is one of the important barriers to tourism growth in the region".
- (The TFI) "expands mobility and inclusive growth".
- "The TFI is visible and is very important in the APEC region. In our globalized world today, travel is essential in the development of economies and in the advancement of business. Travel should be as much as possible fast and efficient, but at the same time safe".

FINDINGS AND CONCLUSIONS ON TFI'S OBJECTIVES

It is important to note that in assessing the findings of TFI's objectives, the objectives listed under each pillar are, mostly outputs. The pillars (in the main) have been successful at producing the various **outputs** that they intended to produce. An exception to this is in the area of Checked Baggage Facilitation where there is limited progress. The survey results indicate the use of project outputs from workshops but it is important to note the lack of a systematic approach to ensure that project results are shared and used by member economies.

The TFI's intended goals/outcome objectives are achievable, in theory. However, this achievement entails that all member economies are able to implement uniform standards and compatible systems so that all economies are able to participate fully in the optimal standardizations and infrastructure required. This approach would require a different formulation of objectives and outcomes, and a different discussion process within and amongst fora than has been the case to date. Such a discussion process would require stronger dialogue between relevant agencies and departments within economies (in the domestic context).

Member economy survey responses and industry consultations on the **achievability and relevance of objectives and progress to date,** highlight that in areas that are managed by the private sector and where industry sets standards and procedures (i.e. airport passenger screening, checked baggage facilitation) it would be important for the focus to shift towards outcomes that identify appropriate infrastructure, standardizations and compatibility efforts required by governments, and any gaps that need to be addressed. This could involve establishing APEC-wide standards and procedures.

The TFI is successfully addressing some of the travel facilitation challenges facing the APEC region. In some economies, security programs provide the ability to facilitate the safe and secure travel of legitimate travelers.

There is strong support from some respondents for current focus on API/PNR, Trusted Traveler, ABTC, and Traveler Friendly Airports, however other respondents suggest that the achievement of the objectives under the airport passenger screening, airport partnership, and checked baggage facilitation components is only possible with stronger dialogue with industry

partners. Therefore APEC should be looking at what infrastructure implementation and compatibility efforts are required by governments and working with industry to implement this.

In terms of assessing the engagement of fora in ensuring the achievement of the objectives, the TWG has strong vested interest in the TFI. Whilst the BMG has continued its strong work on the APEC Business Travel Card scheme, this focus pre-dates the TFI and is not dependent on it. CTWG highlighted the importance that TFI places on simultaneously proposing objectives that address travel efficiency and safety of air travel and suggested future objectives could expand beyond this to include maritime and train travel and stronger partnerships with industry.

FINDINGS AND CONCLUSIONS ON THE INTENDED IMPACTS OF THE TFI

Intended Impact of the TFI in terms of:

- *Enhanced potential for **regional commerce** and **economic growth**.*
- ***For travelers**, it would mean an easier, more efficient, and less stressful travel experience.*
- ***For the private sector**, including transportation providers such as airlines: operational and cost efficiencies, streamlined procedures, and a better environment for providing travelers an enjoyable travel experience. For facility operators such as airports: reduced passenger wait times, as well as more efficient and cost effective use of infrastructure.*
- ***For governments,** enhanced ability to manage the flow of travelers, while simultaneously ensuring high-levels of security and border integrity in a more efficient, cost-effective way*

In assessing the achievement of the intended impact of the TFI, the review focused on analyzing the extent of improvements in regional commerce and economic growth at the macro level and at a more micro level - changes in specific policy changes resulting in operational and cost efficiencies which have potential flow-on benefits to the public and private sectors in the region.

In this regard, data and information contained in key websites of relevant industry groups including APEC, OECD, IATA, WTTC, WCO, WTO, ICAO, ACI as well as member economy sites (in English and in French) were analyzed to get a view of the broad trends reflecting improvements in travel facilitation, security, regional commerce and economic growth in the APEC region. This information was supplemented with analysis of specific APEC-TFI related documentation (such as the ABTC and API/PNR surveys and assessments conducted to date). Additionally, information obtained through direct consultations with industry partners and member economy representatives, indicates that broadly, since 2011, there has been some evidence of improvements in travel facilitation in terms of processes and policy approaches resulting in more efficient travel experiences for travelers, operational and cost efficiencies, and an increased ability to manage the flow of travelers and maintain border integrity.

Overall it is possible to say that the TFI has had positive qualitative impact on member economies' ability to facilitate better and more secure travel. In particular projects such as the ABTC and work on API, (and PNR) as well as focused capacity development actions on

passenger screening and airport/bus security all have the potential to have positive impacts in the region. At the same time, measuring impact will be difficult as very little baseline data was collated at the start of the TFI, and limited impact indicators were identified. This may be an area to focus on for the final review of the TFI (post 2017).

FINDINGS AND CONCLUSIONS ON THE INTENDED BENEFICIARIES

Beneficiaries

Business and non*-business travellers, the private sector and governments.*

It is not possible to measure precise impact on intended beneficiaries within such a short time period given the ambitious nature of the changes envisaged through the TFI. As noted earlier, measuring the impact is also not possible in the context of the absence of a comprehensive set of baseline data and indicators.

It is also important to note that proper assessments of the overall benefits of the TFI for the intended beneficiary groups would require much more detailed assessments of each of the beneficiary groups identified in the original policy document: member economies, industry and end users. This level of analysis would require working closely with industry bodies to firstly identify existing statistics/data relevant to the impact areas and conducting "user-surveys" (for example traveler satisfaction surveys, airport surveys, border and immigration statistics etc.) to assess how the TFI's key areas of focus have benefited target groups. Specific surveys on key APEC initiatives such as the use of the ABTC initiative would also need to be conducted to gauge the extent to which business travelers in the region have benefited from this program and how the benefits have contributed to broader commercial and economic benefits.

Results obtained from stakeholder consultations (representatives of industry bodies) indicate that there have been benefits accrued from the continued high level political leadership from APEC in the areas presented in the TFI. However this is not based on primary data and is anecdotal.

In assessing specific benefits for governments, the survey questions sought information on how useful certain TFI related policy discussions, specific workshops and events/projects were in addressing the economy level or organization level capacity building requirements of APEC economies. Respondents were asked the extent to which policy discussions, workshops etc. have been in addressing the capacity building needs of their economies. A sample of the specific comments is as follows:

- "The Bus Terrorism workshop provided the Philippines with a tool box which it can use for better security against vehicle/bus related incidents".
- "The knowledge on handling passport changes in the ABTC System, have been useful in order to apply these skills in our ordinary labours. In general the skills related with enhancing of ABTC".

- "Some of the information learned along the initiative has been put into practice in the design of new airports".
- "Indonesia is now developing PNRGOV and building closed collaboration with the immigration, Ministry of Transport, and most of airlines operated in Indonesia/Asia-Pacific".

FINDINGS AND CONCLUSIONS ON PROGRESS TO DATE UNDER THE SIX PILLARS

TFI Six pillars

The APEC Airport Partnership Program

The APEC Business Travel Card program (ABTC)

Trusted Traveler Programs

Facilitation of Air Passenger Security Screening

Advance Passenger Information (API)

Checked Baggage Facilitation

A list of projects supported under the six pillars is at Appendix 4.

1. The APEC Airport Partnership Program

The **goal** of the Airport Partnership Program was to develop a comprehensive, coordinated program where a broad range of government experts and private sector stakeholders can work together with individual airports throughout the region to showcase best practices and build capacity on the efficient and secure processing of travelers for international departures and arrivals.

To progress this work, the following initiatives were undertaken by members. Firstly, a survey was undertaken by the TPTWG in 2012 with the aim of:

- Gauging current challenges airports face with respect to "Travel Facilitation";
- Gauging level of stakeholder interest to participating in an APEC workshop to improve the overall airport passenger's travel experience;
- Gauging interest from airports in being part of an APEC Airport Partnership Program
- Identify other issues that could be addressed under an APEC Airport Partnership Program.

In 2014 a project proposal was developed and approved for APEC funding by the TWG to identify a small, initial group of interested airports to voluntarily serve as pilot airports to work with experts from across the APEC region to develop and showcase best practices in facilitating travel, providing a welcoming environment for travelers, and building capacity on the efficient and secure processing of travelers. The "Traveler Friendly Airports Project" will commence implementation in September 2015.

2. The APEC Business Travel Card (ABTC) program

There has been a considerable amount of work progressed under this pillar with the emphasis on the ABTC program. APEC economies continue to exhibit support for the enhancement of the ABTC program. Specific aspects of this program include the efforts to trial ABTC holders' access to Automated Border Control Systems in economies. In addition Australia conducted an end-to-end review of the ABTC scheme in May 2013. Members also endorsed guidelines in 2013 on how to manage lost or stolen cards. A project aimed at managing passport changes in the ABTC Processing System was implemented in 2014. Another project focusing on the ABTC Program Management Assistance, which will facilitate capacity building, commenced implementation in 2014. Members also endorsed extending the ABTC validity to 5 years.

3. Trusted Traveler Program

This pillar involves relevant APEC fora being engaged to explore and support the development, (on a voluntary basis) of trusted traveler programs for use at ports of entry across the Asia-Pacific region, as part of "next generation" efforts at travel facilitation. Trusted traveler programs facilitate entry of low-risk travelers at ports of entry and require travelers to undergo rigorous background checks; the data examined in applicants' background checks may need to be culled from a variety of sources in order to get a holistic view of the applicants' risk levels.

A significant amount of work has been progressed under this pillar in 2014. A mandatory Bio-Metrics Survey was undertaken in 2014 with the results to be discussed at SOM3. The BMG also endorsed the APEC Trusted Traveler Characteristics document, coordinated with the SCCP and CTWG. These characteristics can be used by economies as the basis for domestic programs as well as future bilateral and regional arrangements.

4. Facilitation of Air Passenger Security Screening

The aim of the work progressed under this pillar is to foster technologies and approaches that will increase travel efficiency and security in the APEC region. Specific initiatives include:

i. ***Low Cost/No Cost Security & Checkpoint Optimization Capabilities Workshop***. The aim of this self-funded project was to leverage expertise from across the APEC community with a focus on checkpoint optimization and travel facilitation.

   The goals of the workshop were to: 1) to share information and best practices on low/no cost security and checkpoint optimization practices, as well as on a layered, risk-based approach to screening; 2) to develop recommendations based on the information shared; and 3) to facilitate capacity building relationships among economies.

   Over 40 policy and technical experts from fifteen APEC member economies participated in the workshop. Topics covered included passenger screening checkpoints, security management with high passenger volumes, canine explosive detection units and advanced imaging technology.

ii. ***Aviation Security Canine Screening Workshop"*** was held in Auckland, New Zealand, in 2013. The workshop included a canine demonstration and presentations on passenger screening canine, cost/benefit analysis, explosive storage/transport/handling, and canine handler best practices. Over 35 policy and technical experts from thirteen APEC member economies participated in the workshop. Best practices such as deployment as part of a

larger team, a national statutory framework and joint training were identified. Common challenges included availability and purchasing of new canines, training costs and infrastructure.

iii. A follow-on workshop in the Philippines on ***Bus Passenger security*** was held in 2014. Over 50 participants attended from 12 economies. Participants discussed bus security policy, challenges, best practices, and recent bus terrorism incidents. Participants also received a toolbox of security measures and a sample security planning and assessment guide.

While these projects were not defined clearly as part of the TFI they still attempted to address issues relating to passenger security and contributes to the delivery of priorities.

5. Advance Passenger Information (API)

API systems can help economies expedite the processing of legitimate travelers through ports of entry and focus on those requiring additional scrutiny. Under this pillar it is expected that members will develop programs to support API implementation.

The BMG undertook a questionnaire on Advance Passenger Information and Passenger Name Record (API/PNR) and the results of which were presented at the BMG meeting at SOM III 2013.Those responses informed a lessons learned document on implementing advance passenger information (API) and passenger name record (PNR) systems, which the BMG endorsed in August 2015. It is envisaged that based on the results of the questionnaire, the BMG will consider holding capacity building activities to support API and PNR implementation.

The SCCP undertook a survey questionnaire on Customs use of Passenger Name Record (PNR) and Advance Passenger Information (API) in 2015. The result was presented at the SCCP2 2015 and shared with relevant fora.

In addition, in August 2015 the United States supported the "Secure Travel Workshop on Countering Foreign Terrorist Fighter Travel" which focused on addressing common aviation and border security capacity gaps in the Asia Pacific region. This CTW-led workshop discussed the potential of APEC economies to be able to implement API systems by providing information on vendors, costs, operations, maintenance etc., with a particular focus on securing airports.

6. Checked Baggage Facilitation

This component aimed to explore the potential for developing a public-private effort to facilitate the delivery of checked baggage to passengers when they arrive at their final destination and/or rechecking during transit. It was anticipated that as this work would be undertake in close cooperation with IATA and in particular, explore the possibility of leveraging IATA's "Simplifying the Business" program (IATA has a Baggage Improvement Program, which involves industry and airports from around the world in an effort to address all causes of baggage mishandling).

However in 2013 it was decided that the IATA program is not a model that can be effectively replicated in the APEC context. APEC continued to seek ways to add value to this pillar, as many international organizations and associations are already working in this space. There are no 2015 activities planned.

In summary, the active pillars appear to be: Advance Passenger Information/Passenger Name Record; and the Airport Partnership Program, though the latter has progressed slowly. The ABTC work is active within the BMG, with two new TFI projects to be implemented in 2015. There has not been any progress on the Checked Baggage Facilitation pillar. Progress on the

Advanced Passenger Screening pillar is also slow. Pillars such as the Trusted Traveler Program have advanced slowly but gathered momentum and interest from BMG and other relevant fora.

Discussions with industry representatives indicate that it is unclear as to the value added nature of the Trusted Traveler and Advanced Passenger Information/Passenger Name Record items. This reflects the need to engage with industry on establishing appropriate APEC/industry partnerships that play to the strengths of each partner.

As noted earlier while it is possible to map out the volume of work progressed to date under each pillar, it will not be possible to undertake a proper assessment of the effectiveness of the projects or programs supported to date. This is due to the fact that there is limited reporting available on outcomes and because there is no baseline data available to track progress.

In addition, it was intended that relevant fora would create a "pillar specific" strategic vision and action plan, with outcomes and objectives. However, as noted above, the pillars have been mostly successful at producing outputs. There is no systematic approach to ensure that project outputs are shared and used within member economies.

The TFI's intended goals/outcome objectives are achievable, in theory. However, this would require economies to implement uniform standards and compatible systems so that all economies are able to participate fully in the optimal standardizations and infrastructure required. This approach would require a different formulation of objectives and outcomes than has taken place in each pillar so far, and a different discussion process amongst fora than has been the case to date. It would require agreeing on standards and investigating any gaps that require bolstering. Such a discussion would require/instigate stronger dialogue between agencies/departments within economies as to who needs to do what to bring in each member economy policy and practice in line with the agreed standards. It would also require a clear demonstration on how each pillar would contribute to the TFI's outcome goals.

The survey responses and industry consultations on the achievability and relevance of objectives, and progress to date, point out that in areas that are managed by the private sector and where industry plays a strong role in both standard setting and implementing (airport passenger screening, checked baggage facilitation, and, to some extent, airports) it would be important to shift focus towards outcomes that aim at identifying which infrastructure, standardizations and compatibility efforts are required by governments, and gaps that need to be addressed to put them in place. This could include agreeing on APEC-wide standards and procedures. These responses are backed up by review of information on where industry partners are at today.

At the same time, the TFI is addressing some of the travel facilitation challenges facing the APEC region with security programs successfully enabling the ability to facilitate legitimate travelers.

FINDINGS AND CONCLUSIONS ON PARTNERSHIPS

Partnerships

To advance each element of the Initiative, Senior Officials call for the establishment of partnerships with relevant multilateral organizations such as the International Civil Aviation Organizations (ICAO) and the World Customs Organization (WCO), and with the private sector, including relevant industry associations such as the IATA and the Airports Council International (ACI). This would help to ensure that there is no duplication of efforts, draw upon the broad range of public and private sector expertise, and foster collaboration to explore how principles and practices developed by these entities could be applied in the APEC region.

The TFI originally intended that APEC should work closely with the private sector and other industry partners to explore how APEC might add value. This intention was based on the valid assumption that many of the infrastructure, systems, actions and activities required to facilitate travel are mostly implemented or provided by the private sector/industry partners. However, with a few notable exceptions, the private sector and industry have not been active and engaged partners in the TFI. While some industry partners are official observers in the five fora, since there are no 'thematic meetings' relating to specific issue areas of the TFI it is difficult to ensure that all relevant partners to a 'pillar' are included in specific discussions that are of mutual interest to all parties. In addition and more importantly, there is no comprehensive "mapping" of the work that is been progressed within APEC in the travel facilitation space.

There are considerable opportunities through effective dialogue and engagement to make the relationship between APEC and industry bodies more effective. Therefore it is important to clearly define and map out areas that can be categorized as areas of (public-private) shared interests and identify how and where a regional forum such as APEC can assist in addressing any regulatory bottlenecks, create an enabling environment and facilitate specific policy changes in economies to promote the work of the private sector in this space.

FINDINGS AND CONCLUSIONS ON REPORTING AND COORDINATION MECHANISMS

Oversight Mechanisms and Coordination and Implementation Structure

Oversight is provided by the SOM Steering Committee on Economic and Technical Cooperation (SCE). Implementation and coordination are provided in a multi-layered structure which involve the TFI Steering Council (composed of the TFI Coordinator and the Steering Council Representatives). In addition the forum level work is guided by the Chair/Convener/Lead Shepherd supported by the APEC Secretariat Program Director. The pillars themselves are constituted by varying numbers of fora, and tend to have a "lead" forum.

SOM Steering Committee on Economic and Technical Cooperation

The SCE oversees the implementation of the initiative. It was mandated that Senior Officials will oversee APEC's internal coordination via the SCE. Cross-cutting in nature, many of the activities under the TFI are implemented jointly by two or more APEC fora. Three of these are part of the SOM Steering Committee on Economic and Technical Cooperation (SCE) and two of these are part of the Committee on Trade and Investment (CTI). The 5 APEC Fora involved in implementing the TFI are:

- *Business Mobility Group (BMG) (under the CTI)*
- *Sub-Committee on Customs Procedures (SCCP) (under the CTI)*
- *Transportation Working Group (TPTWG) (under the SCE)*
- *Tourism Working Group (TWG) (under the SCE)*
- *Counter-Terrorism Working Group (CTWG) (under the SCE).*

Given the scale and scope of potential activities under this Initiative, Senior Officials also suggested to fora that they *"consider how to structure work plans for implementing the Initiative into manageable steps and components, including organizing activities into short-term, mid-term, and long-term deliverables"*.

Steering Council: In 2012, the SCE endorsed the establishment of the TFI Steering Council to better coordinate work across the five TFI fora. The TFI Steering Council is led by a Coordinator and comprises one representative from each of the TFI fora. The Coordinator assumes the role for two years, while the fora representatives each serve a term of one year. The TFI Steering Council does not meet in person, but rather holds monthly conference calls to share updates on progressing pillar objectives.

The Steering Council is responsible for developing a TFI work plan to outline the short and long-term goals of each component, note key challenges, identify stakeholders and track projects. This work plan was to be created in consultation with other identified fora and submitted to the SCE and Committee on Trade and Investment (CTI) chairs; it was to be updated as appropriate, but no less than once a year.

The Steering Council was instructed in 2012 to liaise with other international fora engaged in the TFI to avoid and manage potential duplication of effort. The group is considered to be less formal than a working group, but allows a mechanism for coordination and reporting under the SCE. (2012/TMM7/006).

The SCE bi-annually (every two years) designates one member economy to hold the TFI coordinator position, with the selection of the individual representative being left to that economy's SCE delegate's discretion. This coordinator is responsible for holding regular meetings with the TFI Steering Council to ensure coordination is taking place across fora. The coordinator would also be responsible for consolidating the working groups' reports for presentation at the CSOM every year, and providing updates to the SCE (SOM Steering Committee on Economic and Technical Cooperation) and CTI (Committee on Trade and Investment) throughout the year, as requested by the chairs. The TFI coordinator role has been held by the USA since 2012.

Each working group identified in the TFI appoints one representative to participate in the TFI Steering Council. This representative serves for one year, with the ability to renew their term. Fora appoint their representatives intersessionally. This representative is:

- The bridge between his/her respective working group and the Steering Council.
- Responsible for attending Steering Council meetings (virtually, or in person on the margins of other meetings), reporting progress and then reporting back to his/her working group.
- the project proponent within his/her working group, advocating for TFI progress and regularly discussing efforts (e.g. ensuring the TFI is on the agenda at meetings, ensuring working groups put the TFI into the yearly and long-term work plans, ensuring working groups are proposing projects to advance the TFI).
- Responsible for coordinating his/her working group's portion of the progress report to submit to the TFI coordinator.

The representatives to the TFI Steering Council (for each fora) since 2013 have been from the US. Australia will be the representative for TWG from July 2015. Other players involved in the TFI include the Chairs/Conveners/Lead Shepherds of each of the fora.

FINDINGS AND CONCLUSIONS ON OVERSIGHT, COORDINATION AND IMPLEMENTATION STRUCTURES

The SCE successfully oversees the implementation of the TFI in so far as it receives and discusses annual progress reports at CSOMs and provides updates to the CTI. The SCE does not, however, request an overview of all travel facilitation relevant actions across APEC (as suggested in the launch paper, see above) from the TFI Steering Council. It has not created a mechanism through which the five fora would regularly sit down together to strategize holistically and to coordinate objectives, outcomes and activities. It has not requested a TFI "strategy document" with clearly listed outcomes, objectives, and intended impact, as originally envisaged. Only three of the five fora are part of the SCE, whilst the other two are part of the CTI. It is not clear whether this presents advantages or disadvantages.

The TFI Steering Council meets monthly (virtually). It has consolidated the required progress reports for each of the six TFI pillars and presented these to the CSOM in 2012, 2013, and 2014. It has also provided any requested updates. These progress reports are clear, concise and useful. In the same vein, each fora receives a "TFI update on progress" at forum meetings each year. They provide tracking information on outputs linked to each pillar. Sometimes they provide information on an objective of a pillar. This maintains a constant focus on TFI across APEC, albeit brief at times, and can lead to agreements by a forum to propose a "TFI" action.

At the same time, it does not appear that the Steering Council has produced, as originally intended, **a TFI work plan** that outlines the short and long-term goals of each pillar, notes key challenges, and identifies stakeholders. The annual progress reports cannot be read as work plans with short and long term goals, but they do list intentions. Mostly the pillars provide lists of intended outputs to the Steering Council for its annual report, rather than outcome goals, objectives, outputs and intended impact. It would seem that the lack of a TFI work plan is linked to the design of the TFI itself. The design issue is discussed further on under this section.

Steering Council representatives were mostly able to fulfill their reporting and representation duties. The in-depth interviews with Steering Council members reveal the following issues:

- Limited levels of interest within the fora to conduct in-depth discussions on the TFI. There is difficulty in ensuring that the TFI priorities are reflected in the yearly and long-

term work plans of the forum. However there are exceptions to this: for example TWG and the BMG workplans and Strategic Plans reflect the work of the ABTC.

- While all APEC members endorsed the TFI, only a limited number of member economies are actively engaged in the TFI with the strongest advocate remaining the US with Australia engaged in the work involving the ABTC program. (However this is not reflected in the survey results which indicate high levels of support for the TFI).
- The Steering Council monthly meetings tend not to discuss **any strategic level issues** relating to the TFI in depth. There is limited discussions on where APEC value-added lies, whether the TFI is advancing in the right direction; and how to ensure travel facilitation is addressed as a **cross cutting issue**; and whether it might be important to encourage inter-ministerial councils in each APEC member economy.
- Limited whole of government or "joined-up government strategizing" occurs within the Steering Council itself, despite the variety of departments/line agencies represented. It is not clear in what way the Council representatives conduct discussions or raise issues, or discussions, or encourage conversations within member economies amongst relevant departments/ministries. Therefore, the Steering Council remains relatively isolated and limited in scope of what it can achieve.

At the same time, it is important to note that the survey responses indicate that there is strong support for the TFI, that there is a fair amount of discussion in meetings, and a strong usefulness of the various activities/outputs (workshops etc.). For further details refer to Appendix 7.

The consultations also reveal other constraints influencing the effective TFI implementation:

- Pillars rely on the relevant fora to "label" their own priorities as being TFI focus areas. APEC projects are proposed by an economy within a forum; with the activity seeking endorsement by forum members. Therefore TFI projects are required to compete with a range of other projects aligned with other forum level priorities. If the forum level strategic priorities do not reflect TFI priorities, gaining fora level support is difficult.
- Though funding for projects competes for general funding, relatively speaking "TFI" agreed projects tend to be successfully funded.
- The APEC plenary meeting structure is not conducive to supporting in-depth oversight; or cross fertilization and cooperation on cross-cutting areas. There are no specific in person TFI meetings. Different forum meetings are generally not held back to back or at the same location to provide opportunities for 'joint' 'pillar' meeting involving different fora.
- Responses emphasised the need to engage more closely with industry partners.

ANALYSIS OF THE EFFECTIVENESS OF THE REPORTING FRAMEWORK

The following was agreed by SOM in terms of a reporting mechanism for the TFI.

A consolidated progress report on APEC-wide travel facilitation efforts is required annually at the Concluding Senior Officials Meetings (CSOM) through 2015. (2012/TMM7/006)

Senior Officials direct all relevant fora to cooperate in producing a consolidated progress report on APEC-wide travel facilitation efforts, reporting each year to the Concluding Senior Officials Meeting starting from 2012 until 2017, with the option of extending the reporting period. (2011/CSOM/010).

As noted above the Steering Council has provided progress reports to CSOM each year since its inception (2012). These reports list objectives and progress/actions by each TFI pillar. Mostly the objectives listed are, in fact, outputs. The reports do not provide a 'consolidated progress report on APEC-wide travel facilitation efforts'. There is no "mapping" of all actions within APEC that are contributing to facilitating travel. Steering Council representatives provide update reports at the meetings of their respective fora. These tend to be for information purposes, and occasionally stimulate interactive discussions.

FINDINGS AND CONCLUSIONS ON THE APPROPRIATENESS OF THE TFI DESIGN

The TFI design and its coordination structure were created with the purpose of supporting a holistic cross-departmental dialogue around common challenges affecting travel facilitation in the APEC region, and producing practical multi-actor solutions. However, the design has not enabled this as much, due to some design and implementation challenges listed below.

- The design does not include a mechanism to socialize or to communicate the TFI widely - beyond the meetings held by the five involved fora and SCE.
- The design does not include a mechanism to incorporate all APEC actions/programs that are related to travel facilitation in general.
- Effective TFI implementation relies on cross-fertilization across APEC fora. However, the current structure does not support this as not all fora engaged in the TFI report to the same Committee; nor do all fora follow the same meeting cycle (e.g.: TWG and TPTWG meet off cycle).
- The Steering Council is composed of a number representatives from various agencies and ministries/departments and has the potential for stimulating cross-cutting strategic discussion on key challenges, gaps, successes, long term goals within each member economy leading to APEC wide discussions. However the design of the TFI does not encourage this. There is limited opportunity to bring to the table any lessons learned or results of domestic level discussions around what the whole-of government choices and challenges are and what APEC might usefully do at a political/policy level or technical/capacity level to assist member economies address these gaps or challenges.
- There are also funding aspects that affect implementation of TFI related activities. TFI activities must compete for APEC funding with a range of other APEC activities within each forum. This slows down the process of implementing agreed actions. It is important to note that a number of TFI activities have been self-funded.
- Equally significant, there are no built-in coordinated meeting mechanisms in relation to the six pillars. Although the TFI is designed around six "pillars" these are implemented by five different fora. There are no "pillar" level meetings, though some workshops tend to gather cross-departmental representation to some extent. As noted above the five fora themselves do not necessarily meet at the same time, so there are limited opportunities for "side" meeting to strategize about TFI related issues.

- The structure of each pillar was also conceived to promote cross-fora and cross departmental exchanges and sharing of perspectives. This is working to some extent. Mostly a forum takes an issue forward and at some point shares it with the other relevant fora/industry partners for input or for approval. However even in these instances it is not clear how effectively the current structure supports cross-fora engagement.

- In terms of partnership, the TFI relationship with industry (international bodies and non-government sector entities engaged in travel/operations/facilities/borders) does not reflect effective dialogue and cooperation, despite interest from industry groups to engage on specific TFI related issues. There is an apparent need to cooperate better with industry groups to achieve the expected impacts. However, there are limitations which prevent relevant industry actors from actively participating in discussions - particularly if they are not regular observers within the lead forum.

- In terms of alignment of the TFI, the Bali High Level Dialogue and the Macau Declaration both highlight the need to align the TFI and APEC travel facilitation work with that of the UN World Tourism Organisation (WTO), World Travel and Tourism Council (WTTC), Pacific Asia Travel Association (PATA), APEC International Centre for Sustainable Tourism (AICST), the APEC Business Advisory Council (ABAC), and International Air Transport Association (IATA) including the "International Traveller Scheme"[16]. The Macau Declaration underscores the need to align systems and agree on common standards; and the importance of sharing of data and information. It suggests a number of specific TFI related tasks for the various TFI linked-fora.
- All APEC projects funded are required to demonstrate examples of alignment and linkages, with APEC and relevant non-APEC fora. It is assumed that duplication of efforts is mostly avoided and appropriate linkages with industry/other international fora are in place to avoid duplication of effort. However, with the exception of the WTTC, industry partners do not consider that the TFI is strongly aligned with work of industry bodies and their focus areas.

[16] In 2011, "The International Traveler Scheme aims to bring registered travelers schemes together under one overall program. The purpose of an International Traveler Scheme is to expedite passenger movements of identified, pre-screened and assessed as low-risk passengers through all border controls, including immigration and customs."
From: https://www.iata.org/whatwedo/stb/Documents/rp1701-traveler-scheme-2012.pdf

RECOMMENDATIONS

The TFI has great potential to be a driving force across APEC for facilitation of travel, and therefore promote increased trade and economic integration. However to realize its full potential some amendments would be required to the overall TFI framework and design. The following recommendations are proposed:

ENHANCE DESIGN AND COORDINATION STRUCTURE – SIMPLIFY GOVERNANCE FRAMEWORK

- Reduce the number of Pillars
    - Sunset pillars mostly in the domain of the private sector/industry and for which APEC value-added is less immediately discernible including security personnel and baggage handlers, run by private companies. This includes pillar VI (Checked Baggage Facilitation) but also possibly pillar IV (Air Passenger Security Screening).
    - Bring private sector actors on board to engage effectively on TFI deliberations.
- Reconsider Membership of Pillars
    - Foster a more strategic focus to ensure that the most pressing travel facilitation issues for the future are addressed within APEC. For example include all travel by rail, sea and road and not just by air.
    - Strengthen the interaction with partners to ensure their early and effective buy-in and input into APEC's TFI actions. This will help ensure relevance and timeliness.
    - Establish a list of "TFI" partners who can be "observers" or "guests" in travel facilitation related deliberations.
- Add 'Passenger Name Record' (PNR) to Pillar V (Advance Passenger Information).
- Facilitate Meeting Structure
    - Hold "TFI" meetings or "TFI Pillar" meetings.
    - Invite relevant partners (see above) to enhance public-private partnerships.
- Enhance Reporting Mechanisms
    - Establish a coherent data set of all activities and policy work to effectively "capture" all APEC actions relevant to travel facilitation (i.e. mapping mechanism and "tagging" system).
    - Feed this data into a coherent report on travel facilitation efforts.
    - Use this data, in conjunction with data generated by the private sector, to identify eventual gaps that require attention.
- Establish a few outcome related goals

- Transform the TFI design and coordination structure so as to be relevant to its outcome objectives, (once these have been articulated). Its design and coordination structure also needs to ensure these outcome goals and objectives are well articulated.
- Foster broader participation by member economies in the Steering Council and consider how to transform the Steering Council into having a more strategic focus.
- Enhance the composition of the Steering Council to reflect an inter-departmental/inter-ministerial group. Key travel facilitation issues and how these impact on different departments (trade, transport, tourism) can be discussed.
- Continue to ensure the TFI promotes a cross-cutting, joined up 'government' approach to solving travel facilitation challenges.

REDESIGN THE FOCUS TOWARDS A MORE CATALYTIC ROLE

- Ensure that each forum explicitly includes travel facilitation as a part of its own strategy and work plans.
- Collate an overview of what APEC and Industry are doing in travel facilitation.
- Analyze these actions against current and planned work.
- Identify, with member economies and industry, where gaps and challenges lie, and try to introduce these into relevant fora discussions and work plans.
- Consider maintaining a dashboard of APEC activities related to travel facilitation and of industry activities.

ESTABLISH STRATEGIC OUTCOME GOALS, AND OUTCOME ORIENTED WORK PLANS

As it is currently structured, the TFI needs:

- To have a strategic level work plan with clearly articulated goals, outcome objectives, and intended impact indicators for the TFI overall and for its pillars. Output objectives should be a consequence of these.
- To transform any pillars from the current "work streams" approach into pillars that are focused on a particular outcome objective.
- To conduct "gap and needs" analyses to identify which areas would benefit from APEC focus, either for member economies and/or for industry.
- To implement uniform standards and compatible systems so that all economies would be able to participate fully in the optimal standardizations and infrastructure required. This approach would require a different formulation of objectives and outcomes, and a different discussion process within and amongst fora than has been the case to date. Such a discussion process would require/instigate stronger dialogue between departments in member economies at home, and in the APEC context. It would require deeper partnership with industry.

- In some ways, the focus could be on how to ensure that member economies' systems and processes are upgraded; that the flow of information regarding identification, travel documents and other information is easily communicated and accessible; security measures are reviewed and as effective as possible whilst as little a burden as possible to travellers.
- TFI would benefit from agreeing on **outcome goals** to guide work plans that identify specific objectives, output and intended impact and indicators to measure these. An objective or an output could contribute to several outcome goals at the same time. For illustration purposes only, see below. Any future design and coordination structure for TFI would need to be relevant to its outcome objectives, once articulated. (Outcome objectives of a TFI "forum" could include the below examples. A "project" may work towards all outcomes, some or one. These would need to be discussed in depth and transformed/replaced as relevant). For example:

Outcome A: Progress towards uniform standardization, compatible systems, harmonized quality of infrastructure (regional best practices)

- Objective: Compatible API/PNR systems, uniform standardization
- Impact Intended: More efficient processing systems, increased safety (etc.)
- Impact Indicators:
  - Measure how many member economies have harmonized or compatible API/PNR systems at start of project vs end of project
  - Measure efficiency gains in "processing" and increased safety with baseline stats and endline statistics

Outcome B: Progress towards equitable know-how across APEC region

- Objective: Identify knowledge gaps on how to integrate "trusted traveler characteristics" into national and industry systems and the means to fill these gaps
- Output: Technical workshops with exchange of experience dialogue
- Impact Intended: Increased capacity

Outcome C: Progress towards better, more interactive partnerships with industry

Outcome D: Progress towards increased cross-departmental actions and cooperation in economies and in APEC (to address coherence and showcase how safety security and border control concerns are integrated into facilitating travel for end-users and operators.

Outcome E: Encourage Pursuit of "next generation" approaches to facilitating regional travel – including maritime and train travel.

CREATE INDICATORS THAT DRIVE DIALOGUE

Impact indicators help ensure quality, both during the implementation of a project but also as a way to improve future actions. When the TFI is evaluated in 2017 it would be useful to have an agreed set of indicators against which the evaluation can measure progress and impact. Indicators should be chosen that drive constructive dialogue and future focus. However,

indicators must be based on agreed outcome goals, objectives and intended impact. To measure impact, baseline data is essential.

The current MTR was not able to provide specific indicators because there are no agreed outcome goals, objectives and intended impacts with baseline data against which to measure progress. In order to measure progress and impact and to assess whether the TFI has achieved its objectives and overall goals (as articulated in the 2011 launch document), the Steering Council would need to agree on appropriate outcome goals, pillar objectives and baseline indicators to measure progress and as well as a benchmark indicator (e.g. 5 % increase in member economies) for each intended impact area. In addition there would need to be some agreed approach or mechanism for assessing progress. Any projects that are labelled "TFI" in the future would be able to refer to these indicators in the project proposal.

Any baseline and endline statistics/indicators should be integrated into work strategies, work plans and project proposals and included in monitoring mechanisms.

In relation to intended impact for outputs/projects, any project supporting "travel facilitation" should include the following, in line with pillar agreed work plans and outcome objectives:

- An intended impact as well as an indicator to measure that impact.
- A self-assessment by member economies to outline how the project results are being integrated into/used by the member economy.
- A self-assessment by relevant industry partners to show how project results are being used.

Given the nebulous nature of the areas the TFI addresses, and the difficulties entailed in attributing impact on broad objectives with multiple actors, APEC may wish to consider qualitatively assessing impact in terms of how the TFI has affected process. This said, the below are illustrations of possible quantitative impact indicators.

The TFI's intended impact, as outlined in the launch document, is:

- *Enhanced potential for **regional commerce** and **economic growth**.*
- ***For travelers**, it would mean an easier, more efficient, and less stressful travel experience.*
- ***For the private sector**, including transportation providers such as airlines: operational and cost efficiencies, streamlined procedures, and a better environment for providing travelers an enjoyable travel experience. For facility operators such as airports: reduced passenger wait times, as well as more efficient and cost effective use of infrastructure.*
- ***For governments,** enhanced ability to manage the flow of travellers, while simultaneously ensuring high-levels of security and border integrity in a more efficient, cost-effective way.*

Indicators to measure these should be identified and agreed by fora, possibly in conjunction with relevant industry partners. This agreement would provide a broad overall picture of how APEC has improved in these areas. The TFI could also agree to **aggregate indicators** from each project related to travel facilitation and carried out under the aegis of APEC. This requires member economies agreeing to use project management templates and reporting mechanisms similar to those required for APEC funded projects.

Some suggested indicators for the overall TFI could include:

- Increased % in regional commerce, job creation and economic growth as a result of people to people connectivity across APEC (see IATA, WTO, OECD, APAC).
- Increased % in traveler satisfaction as measured through airport and other surveys currently conducted across APEC (see ACI (airports); airlines).
- Increased % in operational and cost efficiencies across APEC (airports, airlines).
- Increased % in efficient use of infrastructure (airports, airlines, ministries).
- Increased % in managing the flow of travelers, and raising border integrity (ministries, airports and airlines) in APEC member economies.

FOSTER BETTER AND MORE PUBLIC-PRIVATE PARTNERSHIPS

The TFI needs to:

- Recognize that the actual implementation of the policies and programs promoted by APEC in the travel facilitation arena are in fact mostly implemented by industry partners (private and public).
- Promote buy-in and early involvement in APEC actions on travel facilitation as essential for success (for example a dialogue with industry on potential objectives of a pillar, and also before an activity is agreed).
- Agree that stronger public-private partnership would help bring together the information needed in order to ensure that APEC travel facilitation activities are ahead of the curve and are in line with and address newest industry developments, standards and needs.
- Partner entities would provide regular information on current industry trends; identify their needs; provide mapping information offer technical workshops. This will help increase: the relevance of an APEC focus on travel facilitation; the likelihood that industry partners, on their part, can understand, integrate and address member economy concerns and pre-occupations. This may require:
  - an annual mapping of industry actors, their actions, goals and current work, coupled with an effective mechanism for regular concerted dialogue
  - including partners early in project formulation and design so that APEC actions are as useful, relevant and up to date as possible;
  - creating an agreed list of vetted partners that could "observe" TFI discussions; and
  - identifying those areas in which "industry" can help boost member economy capacity gaps.

ENCOURAGE BROADER OWNERSHIP AND ENHANCE COMMUNICATION

The TFI needs:

- To be owned not by a single, or a few, member economies, to be effective.

- Articulate clearly how facilitating travel in a more holistic, whole-of-government/"joined-up-departments" fashion can progresses APEC's broader goals and help achieve its objectives.
- To ensure that relevant fora systematically see the value added of applying a "travel facilitation" lens to their strategy discussions and work plans.
- To recognize the vast and wide number of activities currently carried out by APEC fora that aim to facilitate travel and enhance people to people connectivity; and create a travel facilitation or people to people connectivity "dashboard".
    - This requires a mechanism for regular "mapping" of all activities in APEC.
    - This requires also a regular mapping of all activities and plans by industry partners (discussed further on).
- Formulate a communications plan or strategy to foster broader ownership of TFI successes and to enhance communications within APEC, across member economy departments, and amongst APEC and industry partners. Some elements could include reflection on how to:
    - help promote cross-departmental exchanges of ideas and reviews of potentially useful outcomes and output within member economies so that APEC discussions and projects are more coherent and with higher strategic impact;
    - cross-reference these with dialogue with partners in the travel facilitation industry;
    - articulate clearly that facilitating travel in a more holistic, whole-of-government-fashion can progress APEC's broader goals and help it reach its objectives faster, so that the TFI is seen as a strategic outcome objective for APEC as a whole;
    - celebrate those fora that systematically see the value added of applying a travel facilitation "lens" to their strategy discussions and work plan formulations;
    - ensure that various complementary efforts are appropriately aligned (for example the Connectivity Blueprint);
    - recognise the array activities currently carried out across APEC that aim to facilitate travel and enhance people-to-people connectivity and consider how best to capture this information - possibly create dashboard; and
    - use communications to foster stronger engagement by a broader number of member economies, with more readily available funding.

SUPPORT TARGETED MEETINGS AND WIDER REPORTING

The TFI could:

- Consider whether it is possible to hold "TFI specific meetings" or how to ensure that actors from different fora/working groups go beyond listening to a report on "what the TFI is doing" to being able to engage with other TFI actors, on TFI issues, in a TFI setting.

- Reporting should focus on the dashboard of travel facilitation actions and plans within APEC and amongst industry partners in such a way as to stimulate dialogue (as opposed to a simple informational item) – and be as inclusive of all travel facilitation actions as possible.

CONSIDERATIONS BEYOND 2017

The TFI is due to sunset in 2017. An evaluation will be conducted. If the TFI were to continue beyond 2017, alternative approaches may also be possible, which the evaluation may want to keep in mind:

- Create TFI task force under the aegis of the Tourism Working Group. Fora that carry out travel specific work (e.g. BMG's work on ABTC) would feed into discussions and decisions on focus areas.
- Use the Steering Council to review APEC and Industry travel facilitation actions – and foster strategic dialogue on possible gaps and urgent needs – with identification of which partnerships would work best to provide solutions.

APPENDIX 1. TERMS OF REFERENCE FOR THE REVIEW

1. ACTIVITY BACKGROUND

The movement of travelers across the Asia Pacific region for both business and tourism is key to promoting economic growth and connectivity in the region. According to International Air Transport Association (IATA), the Asia Pacific region represents the world's largest passenger numbers and airline traffic. It is estimated that the Asia Pacific region will represent 33% of global passengers in 2016 which was 29% in 2011.

Given the projected increase in the numbers of tourists and business travelers and the potential for the sector to contribute to increasing growth in the region, in 2011 APEC launched the APEC Travel Facilitation Initiative (TFI) as a cross-cutting, multi-year activity to expedite the movement of travelers in the Asia Pacific region. The goal is to enable more efficient, more secure and less stressful travel. This initiative focuses on promoting improvements in areas such as passenger security screening, immigration and customs processing, fostering regional adoption of best practices for airports and the pursuit of next generation approaches to facilitating regional travel.

The TFI consists of six inter-related components: the Airport Partnership Program, the APEC Business Travel Card (ABTC), the Trusted Traveler Program, Air Passenger Security Screening, Advance Passenger Information and Checked Baggage Facilitation. Given its cross sectoral nature, the initiative is implemented by five APEC sub-fora: the Business Mobility Group (BMG), the Sub Committee on Customs Procedures (SCCP), the Transportation Working Group (TPTWG), the Tourism Working Group (TWG) and the Counter Terrorism Working Group (CTWG). The SOM Steering Committee on ECOTECH (SCE) is the APEC Committee responsible for overseeing the implementation of the TFI with the TFI Steering Council (which was established in 2012) supporting the coordination of efforts between the various five sub fora.

Since 2012, several activities have been conducted under the initiative's six pillars/components. For example, under the 'Business Travel Card Program', an end-to-end review of the ABTC business processes offering recommendations on the future directions of the initiative was conducted in 2014. The 'Trusted Traveler' component saw the development of the 'APEC Trusted Traveler Characteristic' – a document which was coordinated with the SCCP and CTWG to be used as a basis for domestic programs and for possible expansion in the future. An APEC project proposal was recently approved by APEC to support a small, initial group of interested airports to voluntarily serve as pilot airports to work with experts from across the APEC region to develop and showcase best practices in facilitating travel, providing a welcoming environment for travelers and building capacity on the efficient and secure processing of travelers. Implementation of this project will commence in July 2015. Under the CTWG with assistance from the TPTWG, a follow-on workshop on bus passenger security under the pillar of "Air Passenger Security Screening' was conducted in the Philippines. The BMG and CTWG

are in the process of developing a lessons learned document on implementing advance passenger information (API) and passenger name record (PNR) systems to progress work under the Advance Passenger Information component of the TFI. Work under the last component 'Checked Baggage Facilitation" is yet to commence, as APEC is continuing to seek ways of adding value to this component given that many international organizations and associations are already working in this space.

2. ACTIVITY DESCRIPTION

In line with the need to establish robust approaches to assess the impact and success of APEC initiatives and to promote effective monitoring and evaluation systems, a mid-term review of the TFI will be undertaken with the following objectives:

- Assess progress against the stated objectives under the six activity areas of the TFI and identify gaps and challenges in implementation;

- Examine the validity of the design of the TFI to ensure its relevance and inform any changes to the design for the final two years of the initiative;

- Examine the effectiveness of the established coordination mechanisms such as the TFI Steering Council. This will inform arrangements beyond 2015; and

- Identify key indicators to measure progress towards the achievement of the initiative's long-term goals. These indicators will be used in the final TFI assessment planned for 2017.

To achieve the objectives stated above, the following approach and methodology will be followed.

- **Key stakeholder interviews** to elicit important information on various aspects of the design of the TFI including views on the efficacy of the governance arrangements established under the initiative (such as that of the Steering Committee). This will also inform future arrangements. The Consultant will also consult key stakeholders and industry bodies such as International Civil Aviation Organization (ICAO), World Customs Organization (WCO), IATA and the Airports Council International, etc. to assess how and where APEC work complements work done internationally in this space.

- **An online (electronic) survey** to gather key information on progress against the TFI priorities, current travel facilitation priorities and challenges, and any future work planned for the last two years of the initiative. The survey will target all APEC key stakeholders in the various fora engaged in implementing the TFI's components;

- **Review of key documents** including relevant APEC papers, reports and data with a view to collecting information on progress to date under the six components of the TFI. In addition the consultant will also review key APEC policy documents including the Connectivity Framework.

The mid-term review will inform the scope of a larger review of the TFI scheduled for 2017. In this context, the mid-term review will also endeavor to identify key indicators to measure progress towards the achievement of the initiative's long-term goals. These indicators will be used in the final TFI assessment planned for 2017.

3. ACTIVITY DELIVERABLES

The consultant will deliver the following:

1. **An Inception Report** highlighting the approach and methodology for the study. This will include a draft of the on-line survey/questionnaire targeting key stakeholders (mid July 2015)
2. **Draft Mid-term Review report** (mid-August 2015)
3. **Presentation at SCE3 in Cebu**, the Philippines (4/5 September 2015)
4. **Final Mid-term Report** (mid-September 2015)

4. ACTIVITY TIMEFRAME

The review will commence in late June 2015 and be finalized in the end of September (or early October depending on the comment period in APEC).

5. REPORTING

On a day-to-day basis, the consultant will report to Ms. Nadira Mailewa, Economic and Human Security Specialist, US-ATAARI. Reports shall be developed using the US-ATAARI format, which will be provided to the consultant. All deliverables are subject to review and acceptance by US-ATAARI Chief of Party, Ms. Victoria Waite.

APPENDIX 2. LIST OF INTERVIEW AND SURVEY QUESTIONS

1. TFI Steering Council Representatives & TFI Coordinator

The indicative questions below include a set of general questions and a series of more targeted questions on each of the six pillars. These are as follows:

General Interview Questions - TFI

1. How relevant is the TFI work to promoting APEC's broader travel facilitation and connectivity goals in the region?
2. How relevant is the TFI (and areas focused under each pillar) to major industry partners? In your view, how and to what extent does the TFI complement the work undertaken by industry partners such as IATA, WTTC, ICAO, WCO etc.? How much engagement is there by the private sector and international organizations/industry bodies in the TFI and under each of its pillars? (this is in terms of active participation within APEC).
3. What is the value add of having APEC address this issue? Do you think that there is a strong role for the public sector in addressing travel facilitation needs in the Asia Pacific region? What might be the optimal role for the private sector and international organizations in this space? Are there TFI pillars better suited to industry/ other international entities/private sector?
4. In your view, is the TFI on the right track in terms of achieving its long term goals as laid out in 2011? In your view are the overall objectives of the TFI realistic? Would it be useful to have a more detailed approach to objectives, outcomes, impact with agreed progress indicators? For the TFI? For each pillar?
5. Do you feel the Steering Council plays an important coordination role in the TFI? If so, how (examples)? What suggestions do you have for improving Coordination Mechanisms for the TFI which is a cross-cutting initiative? What are the main challenges you face as a Steering Council representative?
6. In your view is the overall design of the TFI relevant today? What would you change in terms of the scope and design? What future uses/relevance can you see for TFI beyond 2017 (overall and by pillar)?
7. What indicators could you suggest to track and measure TFI's progress in achieving its long term goals over the 2016-2017 period?

<u>Questions by TFI Pillar</u>

1. How much engagement by other economies has there been under the TFI pillars: Airport Partnership Program /APEC Business Travel Card (ABTC)/Trusted Traveler Program /Air Passenger Security Screening /Advance Passenger Information (API) and Passenger Name Record (PNR)/ Checked Baggage Facilitation? Which economies are most engaged under each of these pillars? *(responses based on their engagement under the relevant pillar)*
2. What are your views on progress made to date (if any) under the Airport Partnership Program/ABTC/Trusted Traveler Program/Air Passenger Security Screening /API-PNR/Checked Baggage Facilitation – do you think more could be done under this pillar, and if so please elaborate. What projects, if any, are planned under this pillar (in the pipeline for 2016 and beyond)?

3. How well does the coordination function work under each of the pillars? Are there any approaches you may wish to suggest to improve cross-fora coordination under this pillar?
4. How does the work under the Airport Partnership Program/ABTC/Trusted Traveler Program/Air Passenger Security Screening /API-PNR/Checked Baggage Facilitation complement the work (if any) undertaken by industry or other international bodies?
5. What indicators could you suggest to measure success of the work to be progressed under each of the pillars?

2. *Questions for Working Group/Fora PDs / PMU Director*

This stakeholder group will be interviewed. Prior to the interviews they will be provided with the questions via email. The 2011 Inception Paper and the Terms of Reference will be provided as background documents.

1. From your perspective, how much focus has there been by member economies within APEC on the TFI? How relevant is the TFI to the fora work plans/strategic plans?
2. Are the TFI's overall objectives realistic?
3. Do you have the impression that the travel facilitation needs of member economies and/or of industry are being addressed by the TFI? More broadly to what extent is the TFI addressing the travel facilitation challenges facing the APEC region?
4. What are the government actions needed to facilitate better travel – and do you think that the TFI is encouraging these?
5. Is there a clear role for the public sector to address the existing challenges on promoting efficient, secure and less stressful travel? Are there pillars better suited to management by industry/other international entities/private sector? If so, please specify which ones?
   □ Airport Partnership Program
   □ ABTC (enhance APEC business traveler card)
   □ Trusted Traveler Program
   □ Air Passenger Security Screening
   □ API (Advanced Passenger Information)
   □ Checked Baggage Facilitation
6. What future uses/relevance can you see for TFI beyond 2017 (overall and by pillar)?
7. **PMU Director** – the focus will be on suitable M&E approaches and potential indicators.

3. Questions for Industry representatives

This stakeholder group will be interviewed. If requested a list of questions will be provided beforehand.

1. To what extent are you aware of the APEC Travel Facilitation Initiative?
2. In which (if any) of the APEC fora does your institution participate?
3. Does your institution engage in the work progressed under any of the pillars of the TFI?
4. What are your views on the six pillars of the TFI and the overall design of the TFI?
5. Are there complementarities/synergies between the work undertaken by your organization (past and present) and what's been progressed to date under the TFI, under each of its pillars? Can you provide some concrete examples, briefly?

6. What in your view is the APEC value added in this space? In your view what are the major problems that governments can seek to address in this space?
7. In your view are there opportunities for APEC to work in partnership with your organization to progress the objectives of the TFI?

4. Indicative Survey questions for fora/working group members

Member economy forum representatives from each of the five fora would answer questions via a survey (using survey monkey). The questions will include general questions and specific questions relating to work progressed by the group under each of the pillars. If time permits, follow up interviews will be conducted with the Chairs/Conveners/Lead Shepherds of the groups to clarify issues. A background summary document will be provided to ensure that members have sufficient information on the details of the TFI. This summary document can be found after the questions. (Please note that this does not reflect the FINAL mockup of the survey)

General TFI Related Questions for APEC Fora members are as follows

Respondent Name: _____

Respondent Email: _____

Respondent Economy: _____

Respondent Organization: _____

Please answer these 13 questions, keeping in mind the information provided in the introductory section of this survey/the attachment provided with the survey.

1. How aware are you of the Travel Facilitation Initiative?

Please specify on a scale from 1 to 10, with 1 being unaware, 4 being aware to some extent, and 10 being aware to a great extent.

1 2 3 4 5 6 7 8 9 10 (choose one)

2. In the past 24 months, to what extent has the Travel Facilitation Initiative been part of the discussions at your forum meetings?

□ To a great extent
□ To some extent
□ No discussion

3. Which pillars or component of the TFI have been discussed most? Please select the appropriate boxes from the list below.

□ **Airport Partnership Program** (pillar)

□ **ABTC** (pillar)

□ **Trusted Traveler Program** (pillar)

□ **Air Passenger Security Screening** (pillar)

□ **Advance Passenger Information** (pillar)

□ **Checked Baggage Facilitation** (pillar)

4. Please rate how successful the following policy discussions, workshops and events/projects have been in addressing your economy/organizations capacity building needs?

   (please specify on a scale from 1 to 10, with 1 being not relevant and 10 being very relevant).

   N/A

□ End to End Business Review Processes of the APEC Business Travel Card Scheme (2013)

□ Handling Passport Changes in the APEC Business Travel Card System (2013)

□ APEC Business Travel Card Programme Management Assistance Project

□ Trusted Traveler Characteristics (2014)

□ Develop Air Connectivity in the APEC Region (2014)

□ Issues relating Advance Passenger Information and Passenger Name Records

□ APEC Bus Anti-Terrorism Workshop (2012)

□ Low Cost, No Cost Security and Checkpoint Optimization Capabilities Workshop (2013)

□ Canine Security Workshop (2013)

5. Please provide any plans or examples of how any improvements in knowledge/skills have been used by you in your economy.

Please provide examples where possible _____

6. In your view please indicate the level to which specific economy level challenges are being/have been addressed by the TFI and its strategic areas of focus?

□ To a great extent
□ To some extent
□ Not really

Comment_____

7. How relevant is the TFI as an initiative to the goals and objectives of the APEC region?
   □ Very relevant
   □ Relevant
   □ Somewhat relevant
   □ Not really relevant

   Comment_____

8. How relevant is the TFI to the strategic goals and priorities of your forum?
   □ Very relevant
   □ Relevant
   □ Not really relevant

Comment_____

9. Do the coordination mechanisms of the TFI appear to work well from your perspective?
   □ Yes
   □ No
   □ Not really

   Comment_____

10. Are there industry related institutional bottlenecks or policy gaps that TFI (and specifically the activities under each of the pillars) could address that would be useful for your member economy? If yes, please provide further details.

Comment_____

11. To what extent are the objectives and actions in the TFI complementing the work undertaken or planned by industry groups or international bodies/fora working in the area of travel facilitation?

□ To a great extent
□ To some extent
□ Not really

Comment_____

12. What changes would you recommend for the TFI (objectives, design, coordination mechanisms or any other aspect that comes to mind)?

13. Please provide any additional comments or suggestions you might have.

APPENDIX 3. REVIEW OF THE TFI LAUNCH DOCUMENT

This section presents the initial "intention" document used to launch the TFI in November 2011. It also uses a document produced the following year when additional clarity was provided[17].

This helps to provide an overview of the original long term vision and goals of the TFI, as well as the coordination structure and the possible objectives it originally envisaged. It has been used to analyse the extent to which the TFI has been relevant and has achieved its goals, and in relation to coordination mechanisms. (The sub-headings have been inserted by the consultant and were not present in the original papers).

Vision (2011/CSOM/010)

(…)..APEC Senior Officials hereby set forth the following vision and general, multi-year action plan for an "APEC Travel Facilitation Initiative," which entails the elements set forth below and puts particular emphasis on capacity building. APEC Senior Officials note that while these elements focus on air travel, which constitutes a critical portion of international travel in the Asia-Pacific region, future efforts could extend to other modes of travel using the lessons learned from passenger aviation.

With this APEC Travel Facilitation Initiative, we set forth a vision and general action plan for expediting the movement of travelers across the Asia-Pacific region, with the goal of enabling more efficient, more secure, and less stressful travel.

Overall Purpose Goal

Given the growing economic importance of travel and projected increases in traveler volume in the region, APEC will undertake a multifaceted travel facilitation initiative designed to expedite the flow of larger numbers of people, including business and non-business travelers (2011/CSOM/010). The TFI is meant to *expedite the movement of travelers across the Asia-Pacific region, with the goal of enabling more efficient, more secure, and less stressful travel.* (2012/TMM7/006).

Purpose (2011/CSOM/010)

Specifically, it will include efforts to:

- expedite departures and arrivals for international passengers, while it also helps to ensure the security of the overall travel system

[17] These documents are 2011/CSOM/010 and 2012/TMM7/006

- provide broad-based cooperation – including capacity building – as a central pillar of APEC efforts to enhance the movement of people across the region, due to the variation in technical and financial capacity among APEC member economies.

Intended Beneficiaries (2011/CSOM/010)

Travel facilitation activities by APEC will benefit:

- travelers,
- the private sector, and
- governments while enhancing the potential for regional commerce and economic growth. (2011/CSOM/010).

Intended Impact (2011/CSOM/010)

- Enhanced potential for regional commerce and economic growth.
- For travelers, it would mean an easier, more efficient, and less stressful travel experience.
- For the private sector, including transportation providers such as airlines, it would mean operational and cost efficiencies, streamlined procedures, and a better environment for providing travelers an enjoyable travel experience. For facility operators such as airports, it means reducing passenger wait times, as well as more efficient and cost effective use of infrastructure.
- For governments, it means enhanced ability to manage the flow of travelers, while simultaneously ensuring high-levels of security and border integrity in a more efficient, cost-effective way.

Key Focus Areas (2011/CSOM/010)

- Passenger security screening at departure and immigration
- Customs processing on arrival
- Fostering regional adoption of best practices
- Pursuit of "next generation" approaches to facilitating regional travel.

TFI's Six Pillars

- APEC Airport Partnership Program
  Business Mobility Group (BMG), Transportation Working Group (TPTWG), Subcommittee on Customs Procedures (SCCP), Tourism Working Group (TWG), the Counter-Terrorism Working Group - (CTWG)
- Reaffirm Support for Efforts to Enhance APEC Business Travel Card program (ABTC) – (BMG)
- Foster Network of Trusted Traveler Programs for Ports of Entry
  (BMG, SCCP, and CTWG)
- Air Passenger Security Screening
  (TPTWG in cooperation with CTWG; ICAO, IATA and ACI)

- Advance Passenger Information (API)
  (BMG, in cooperation with CTWG)
- Checked Baggage Facilitation
  (TPTWG to study this issue in consultation with the BMG and SCCP as appropriate

Partnerships (2011/CSOM/010)

To advance each element of the Initiative, Senior Officials call for the establishment of partnerships with relevant multilateral organizations such as the International Civil Aviation Organizations (ICAO) and the World Customs Organization (WCO), and with the private sector, including relevant industry associations such as the IATA and the Airports Council International (ACI). This would help to mitigate risks of duplication of efforts, draw upon the broad range of public and private sector expertise, and foster collaboration to explore how principles and practices developed by these entities could be applied in the APEC region.

Reporting

A consolidated progress report on APEC-wide travel facilitation efforts is required annually at the Concluding Senior Officials Meetings (CSOM) through 2015. (2012/TMM7/006). Senior Officials direct all relevant fora to cooperate in producing a consolidated progress report on APEC-wide travel facilitation efforts, reporting each year to the Concluding Senior Officials Meeting starting from 2012 until 2017, with the option of extending the reporting period. (2011/CSOM/010).

Coordination and Implementation Structure

The SOM Steering Committee on Economic and Technical Cooperation (SCE) will oversee the implementation of the initiative. Senior Officials will oversee APEC's internal coordination via the SOM Steering Committee on Economic and Technical Cooperation. (2011/CSOM/010).

Cross-cutting in nature, many of the activities under the TFI are implemented jointly by two or more APEC fora. Three of these are part of the SOM Steering Committee on Economic and Technical Cooperation (SCE) and two of these are part of the Committee on Trade and Investment (CTI).

The 5 APEC Fora involved in implementing the TFI are:

- Business Mobility Group (BMG)
- Sub-Committee on Customs Procedures (SCCP)
- Transportation Working Group (TPTWG)
- Tourism Working Group (TWG)
- Counter-Terrorism Working Group (CTWG).

Industry partners and multilateral agencies that are engaged in the TFI are as follows:

IATA	PATA
PCI	ACI
WTTC	ICAO
UNWTO	WCO

APEC Senior Officials instructed relevant APEC fora to advance this initiative, work with other relevant multilateral fora and the private sector and regularly consult and coordinate with one another. (2011/CSOM/010). Given the scale and scope of potential activities under this Initiative, Senior Officials also suggested to fora that they consider how to structure work plans for implementing the Initiative into manageable steps and components, including organizing activities into short-term, mid-term, and long-term deliverables. (2011/CSOM/010)

The TFI Steering Council

In 2012, the SCE endorsed the establishment of the TFI Steering Council to better coordinate work across the five TFI fora. The TFI Steering Council is led by a Coordinator and comprises one representative from each of the TFI fora. The Coordinator assumes the role for two years, while the fora representatives each serve a term of one year. The TFI Steering Council does not meet in person, but rather holds monthly conference calls to share updates on progress meeting its objectives. It sunsets, unless renewed, at the end of 2015.

The Steering Council is responsible for developing a TFI work plan to outline the short and long-term goals of each component, note key challenges, identify stakeholders and track projects. This work plan would be created in consultation with other identified fora and submitted to the SCE and Committee on Trade and Investment (CTI) chairs to be updated as appropriate once a year. (2012/TMM7/006). The Steering Council liaises with other international fora as described in the TFI, and ensures fora are avoiding duplication of work. The TFI Steering Council is less formal than a working group, but allows a mechanism for coordination and reporting under the SCE. (2012/TMM7/006).

The TFI Coordinator

The SCE bi-annually (every two years) designates one member economy to hold the TFI coordinator position, with the selection of the individual representative being left to that economy's SCE delegate's discretion. This coordinator would be responsible for holding regular meetings with the TFI Steering Council to ensure coordination is taking place across fora. The coordinator would also be responsible for consolidating the working groups' reports for presentation at the CSOM every year. The TFI coordinator role has been held by the USA since 2012.

The TFI Steering Council Representatives

Each working group identified in the TFI appoints one representative to participate in the TFI Steering Council. This representative serves for one year, with the ability to renew their term. Fora appoint their representatives intersessionally.

The representatives to the TFI Steering Council (for each fora) since 2013 have been the US. Australia will be the representative for TWG from July 2015.

APPENDIX 4. LIST OF PROJECTS BY TFI PILLAR

1. APEC Airport Partnership Program

Title of Project/Initiative	Year	Fora/Working Group	Lead Economy
Developing traveler-friendly airports to improve the passenger experience in the APEC region	2015	SCE Tourism Working Group	United States
Workshop on Tourist Friendly Airport Program Solo, Indonesia 23 April 2013	2013	SCE Tourism Working Group	Indonesia

2. Reaffirm Support for Efforts to Enhance the APEC Business Travel Card

Name	Year	Fora/Working Group	Lead Economy
Supporting Continued Growth in Trade and Facilitation - End to End Business Process Review of the APEC Business Travel Card Scheme	2013	Business Mobility Group (BMG)	Australia

(2013 progress report)			
Handling Passport Changes in the APEC Business Travel Card (ABTC) System	2014	Business Mobility Group (BMG)	Australia
Pre Clearance Survey in 2014 plus planned workshop for SOM III 2015	2014		Thailand
APEC Business Travel Card Programme Management Assistance Project	2014	Business Mobility Group (BMG)	Australia

3. Foster Network of Trusted Traveler Programs for Ports of Entry

Title of Project/Initiative	Year	Fora/Working Group	Lead Economy
Trusted Traveler Characteristics	2013-2014	Business Mobility Group (BMG)/SCCP/CTWG	United States
Mandatory Bio-Metrics Survey – results to be provided in an update to SOM III 2015	TBC	TBC	TBC

4. Facilitation of Air Passenger Security Screening

Title of Project/Initiative	Year	Fora/Working Group	Lead Economy

Canine Security Workshop	2013	CTWG	United States
Low Cost /No Cost Security & Checkpoint Optimization Capabilities Workshop	2013	TPTWG	United States
Bus Passenger Security Workshop	2014	CTWG	United States

5. Advance Passenger Information API (API)

Title of Project/Initiative	Year	Fora/Working Group	Lead Economy
Lessons Learned on Advance Passenger Information and Passenger Name Record	2013-2015	BMG	United States

6. Checked Baggage Facilitation

No activities/initiatives undertaken to date.

APPENDIX 5. ORIGINAL OBJECTIVES, WORKING OBJECTIVES AND PROGRESS

The Terms of Reference (ToRs) for the mid-Term Review requests an assessment of progress against stated objectives and this appendix sets out the **originally suggested objectives** (from the launch document) and the **actual working objectives and activities** as they were agreed by "pillars" and as they appeared in the reports entitled "progress review of implementation" provided annually to the Senior Officials Meeting (SOM). It is assumed that these are the "stated objectives" and these were used when questioning relevant member economies and APEC staff. Since there is no actual document that brings together the TFI 'objectives' the information in the progress reports was, for this review, **assumed to be the de facto objectives**. It should be noted that these "objectives" are mostly "outputs".[18]

The original "launch" document in 2011 produced a complete set of possible long term goals, objectives and activities (refer to Appendix 3. *These are included here because they demonstrate how the original intentions were actually progressed.*

Pillar 1 APEC Airport Partnership Program

Original Ideas on What the Airport Partnership Program Might Do

APEC would:

- explore the potential for establishing a comprehensive, coordinated (airport partnership) program over the medium to long-term, where a broad range of government experts and private sector stakeholders can work together with individual airports throughout the region to showcase best practices and build capacity on the efficient and secure processing of travelers for international departures and arrivals.

An APEC Airport Partnership Program:

- could adapt elements from programs such as sister-airport partnerships and the U.S. Model Ports Program, and
- include close cooperation with relevant multilateral fora such as ICAO and WCO, as well as with the private sector.

APEC activities under such a partnership could include:

[18] Information in this section is extracted from the following APEC documentation:
2011/CSOM/010, 2012/CSOM/007, 2013/TWG43/012, 2013/SOM3/BMG/015, 2013/CSOM/027,2014/CSOM/024 Steering Council Progress Report 2014,2014/TWG44/007, 2014/TMM8/002, 2015/SOM1/BMG/012,2015 TFI 2015 Report to the SCE (USA, Coordinator, TFI Steering Council)

- Bringing together relevant government experts from interested APEC economies, relevant multilateral fora such as ICAO and WCO, airport authorities, and private sector stakeholders to engage in public-private collaboration and capacity building in addressing travel facilitation related issues (security screening, customs/immigration clearance, checked baggage delivery, etc.)
- Improving the overall travel experience for passengers.
- Helping to inform airport authorities as they conduct airport planning.
- Identifying a small, initial group of interested airports to voluntarily serve as partner airports, working with government officials and private sector partners.

Individual partner airports would then work with experts from across the APEC region to develop and showcase best practices in facilitating travel and in providing a welcoming environment for international travelers. These best practices could include solutions suitable for international airports with well-developed and high-technology infrastructures, and airports with less-developed infrastructures.

Partner airports could include both highly-developed airports that would provide examples of best practices, as well as less-developed airports that would work with or be supported by experts from across the APEC region in implementing capacity building and testing solutions best suited for their individual circumstances.

Partnerships could initially be launched as APEC cooperative **pilot programs** and, if successful, could become full-fledged partnerships that are showcased to the rest of the region.

- Building close partnerships across relevant APEC fora to jointly implement the APEC Airport Partnership Program, leveraging the expertise of the Business Mobility Group (BMG), Transportation Working Group (TPTWG), Subcommittee on Customs Procedures (SCCP), Tourism Working Group (TWG), the Counter-Terrorism Working Group (CTWG), and other working groups.
- To advance efforts under this Partnership framework, APEC Senior Officials ask individual working groups to explore the potential to develop projects and programs in their specific areas of expertise, and report their recommendations to Senior Officials.
- Potential activities to be considered could include, but are not limited to, implementation of best practices that are tailored to the particular circumstances of each partner economy and/or airport.
    - TPTWG would be asked to explore development of those aspects of the Partnership Program that would pertain to **passenger screening and baggage handling**.
    - BMG would be asked to explore development of those aspects of the Partnership Program that would relate to **immigration and entry processing at partner airports**.
    - SCCP would be asked to explore development of those aspects of the program that would pertain **to customs clearance**.
    - TWG would be kept apprised of developments in each activity area and provide ongoing feedback as appropriate to the working groups mentioned above from the perspective of the tourism and travel industry.

- CTWG, which has worked to facilitate cooperation among APEC fora on secure and efficient travel, would be asked to cooperate closely with each of the above working groups to ensure a coordinated approach to consideration and potential implementation of the Airport Partnership Program. CTWG would be kept apprised of developments in each activity area to help ensure that activities under the Airport Partnership Program serve to advance both the security and efficiency of the air travel system.

APEC Senior Officials would oversee and provide overall policy guidance on the implementation of the partnership, encourage effective cross-fora coordination of the various elements of this multifaceted program. Based on recommendations provided by fora, Senior Officials would issue further guidance regarding implementation of the Airport Partnership Program.

Objectives Agreed by the Airport Partnership Program Pillar

As tasked by Senior Officials, the pillar reiterated that the long-term **goal** is:

- to become a comprehensive, coordinated program where a broad range of government experts and private sector stakeholders can work together with individual airports throughout the region to showcase best practices and build capacity on the efficient and secure processing of travelers for international departures and arrivals.

A key challenge (as defined by this pillar) is to define what encompasses an "airport partnership" and set program goals. Airports are complex entities with many stakeholders, which must be consulted and made an inclusive partner from the early stages.

2012 and 2013 Objectives:

The TPTWG will:

- conduct a survey in an effort to:
  - identify current sister airport programs
  - identify potential partners/stakeholders
  - review the scope of such partnerships (completion November 2012°).
- identify possible partners and areas of collaboration on the efficient and secure processing of travelers.
- develop means to showcase best practices and build capacity.

To do this the TPTWG will work with the other fora, and seek to leverage partnerships with pertinent international organizations and potential key partners for example: -

- International Air Transport Association (IATA) ongoing "Simplifying the Business" program http://www.iata.org/whatwedo/stb/Pages/index.aspx; and

- the Airports Council International (ACI).)[19]

2013 Progress:

The TPTWG circulated a survey during the TPTWG Meeting in Bail, Indonesia to:

- Gauge current challenges airports face with respect to "Travel Facilitation";
- Gauge level of stakeholder interest to participating in an APEC workshop to improve the overall airport passenger's travel experience;
- Gauge interest from airports in being part of an APEC Airport Partnership Program;
- Identify other issues that could be addressed under an APEC Airport Partnership Program.

2014 Objectives/Progress:

- A project proposal is under development to identify a small, initial group of interested airports to voluntarily serve as pilot airports to work with experts from across the APEC region to:
    - develop and showcase best practices in facilitating travel, providing a welcoming environment for travelers, and building capacity on the efficient and secure processing of travelers.
- Pilot airports will include both highly-developed airports that would provide examples of best practices, as well as less-developed airports that would work with or be supported by experts from across the APEC region in implementing capacity building and testing solutions best suited for their individual circumstances.
- From the results of the pilots, the project will develop "models" for traveler-friendly airports, to include best practices and key characteristics of traveler-friendly airports that other economies can use as a guide to create additional traveler-friendly airports.

2015 Progress:

- The project TWG/01/2015 Developing Traveler-Friendly Airports to Improve the Passenger Experience in the APEC Region aims to begin in the last quarter of 2015.

Refer to Appendix 4 for list of activities under this pillar.

[19] ACI has a direct relationship with airports and IATA has an established network currently addressing issues similar to those covered by the TFI. (IATA holds guest status within the TPTWG).

- The Traveler Friendly Airport Project underscores the need to focus on tourism and on tourist/traveler friendly airports. The workshop provides clear political impetus on the need to focus energetically on facilitation of travel, in particular through a focus on improving airports. This project is presented as being *part* of the TFI and indeed specifically linked to a TFI Pillar (Pillar 1). The TFI is also mentioned in the project proposal sections: relevance and alignment, and also refers to the Macau Declaration 2014 and the Bali High Level Dialogue 2013 and the TFI mentions therein.

  The project "Developing traveler-friendly airports to improve the passenger experience in the APEC region" is an excellent example of how the TFI on a broader scale could function. It aims to allow pilot economies to lead the implementation of a partnership in which government and private sector stakeholders work with individual airports to showcase best practices for creating a welcoming airport environment. It is clearly anchored in the TWG strategic plan and TWG work plan theme "Promoting connectivity and travel facilitation to stimulate tourism growth in the Asia-Pacific Region". It aligns with declarations coming out of Bali and Macau and with the overall intention of the Connectivity Blueprint. The assumption is that the project, which has already worked closely with the WTTC at the formulation stage, and intends to work closely with the WTTC, ACI and IATA throughout implementation, will provide show case / pilot-case lessons on how to foster effective public-private partnership approach to airports in the APEC region. In this way, the project design itself is in keeping with the intention and the overall goals of the TFI – it is a holistic approach and will indeed touch on many of the focus areas and "pillars" the TFI outlines. Indeed, to be successful, the development of traveler-friendly airports will require a strong focus on many of the TFI pillar-areas, and a strong joined-up government effort on the part of the pilot economies/pilot airports. The proposal is anchored in the original intention of the TFI as a cross-cutting and multi-stakeholder topic. Airports in some ways capture many of the 'TFI issues' and this project does a good job at articulating these.

Pillar II: Reaffirm Support for Efforts to Enhance the APEC Business Travel Card

Original Ideas on What the ABTC Pillar Might Do

APEC should underscore its support for ongoing efforts by the Business Mobility Group to enhance the ABTC program ***as a means of facilitating business travel in the region.*** Currently (in 2011 at the launch of the TFI), all 21 APEC economies are members in the program as either full or transitional members, with about 90,000 card holders region-wide.

Objectives Agreed by the ABTC Pillar

Senior Officials tasked TFI to underscore APEC support for ongoing efforts by the BMG to enhance the ABTC program.

2012 Objectives:

- agree to economy-to-economy communication protocols for ABTC applications with exceptional circumstances,
- develop protocols for dealing with lost/stolen cards,
- conduct a survey for economies to assess their customer service levels,
- conduct a separate survey to determine what action has been taken by APEC economies to improve processing of renewal applications,
- hold a workshop to identify further processing efficiencies,
- handle the reconciliation of passport changes with existing ABTCs,
- explore a pilot trial for ABTC holders' access to economies' Automated Border Control Systems (e.g., auto-gates), and
- explore the possibility of creating an online ABTC application function.

2013 Objectives:

- further efforts to trial ABTC holders' access to Automated Border Control Systems (SOM I 2013);
- endorse guidelines for dealing with circumstances where an ABTC is lost or stolen (SOM I 2013);
- agree to develop a concept note to assess the feasibility of online lodgment of ABTC applications and the end-to-end ABTC business process (SOM I 2013), and Australia's submission of such concept note;
- consider development of best practice guides for managing ABTC holders' passport changes in the ABTC system (SOM I 2013), and;
- conduct the 2013 Client Service Framework Review on client service standards related to the ABTC scheme (expected intersessionally between SOM I 2013 and SOM III 2013).

2013 Progress:

- APEC economies continue to exhibit support for BMG efforts to enhance the ABTC program through participation in the BMG.
- Furthered efforts to trial ABTC holders' access to Automated Border Control Systems (SOM I 2013):
    - Examples of this support include the concept note submitted by Australia on the end-to-end review of the ABTC scheme in May 2013. This furthers the BMG's SOM I 2013 agreement to develop a concept note on the ABTC business process.
- Endorsed guidelines for dealing with circumstances where an ABTC is lost or stolen (SOM I 2013);
- Agreed to develop a concept note to assess the feasibility of online lodgment of ABTC applications and the end-to-end ABTC business process (SOM I 2013);
- Considered development of best practice guides for managing ABTC holders' passport changes in the ABTC system (SOM I 2013); and,
- Conducted the 2013 Client Service Framework Review on client service standards related to the ABTC scheme (expected intersessionally between SOM I 2013 and SOM III 2013).

2014 Progress:

- an end-to-end review of ABTC business processes, with recommendations on managing the growth of the scheme. The review provides a key strategic document for the continued growth of the ABTC, with recommendations covering business processes, technology, and organization.
- workshop for members to explore some of the potential recommendations with economies. Issues that were discussed included call centers, a cardless scheme,

expanding residence eligibility, online applications, and biometric data requirements among others. (held at SOM3)
- agreed to extend the ABTC validity from 3-5 years.
- BMG project proposal on managing passport changes in the ABTC Processing System (for 2015)
- BMG project proposal on ABTC capacity building (for 2015).

2015 Progress:

- The BMG will discuss the recommendations of the end-to-end review of ABTC business processes to consider which recommendation the BMG should pursue.
- Funding acquired for project on managing passport changes in the ABTC Processing System
- Funding acquired for project on ABTC Program Management Assistance, which will facilitate capacity building to be undertaken in 2015.

In terms of the specific activities:

- **CTI 09 2013A (BMG) Supporting Continued Growth in Trade and Facilitation - End to End Business Process Review of the APEC Business Travel Card Scheme**.This project mentions, under dissemination, that the results of the project could be shared with other interested APEC fora such as TFI Steering Council, and under linkages it refers to the TFI. This leaves the strong impression that although the forum proposing the project sees a link with the TFI it does consider the project to *part* of TFI. TFI is not mentioned under sections on relevance nor in the project summary.
- **CTI 22 2014 (BMG) APEC Business Travel Card Programme Management Assistance Project** (will commence 2nd half of 2015, APEC funding). It does mention travel facilitation in the summary section, but takes care to distinguish this as business traveller facilitation. The TFI itself is not mentioned in the project proposal document, but it is a strategically important project to support and enhance the ABTC, so it is in keeping with the objective of this pillar.
- **BMG/01/2014S (BMG) Handling Passport Changes in the APEC Business Travel Card (ABTC) System** (self-funded by Australia), will commence 2nd half of 2015). This project appears to make no mention of the TFI, but it is a strategically important project supporting the ABTC in line with the objectives of the TFI pillar.

The objective of the TFI was to reaffirm support for efforts to enhance the APEC Business Traveler Card. The ABTC work started well before the TFI was launched, and would continue beyond. At the same time, the TFI clearly underlined its intention to *support* the ABTC work. The projects listed above clearly contribute to exactly this objective, and so are firmly success examples of attained objectives. In this way this pillar has been entirely successful. At the same time, actors within APEC's ABTC work do not appear to be fully connected to the TFI itself. This may be due to the way in which the TFI has been "socialized" or "communicated".

Pillar III: Foster Network of Trusted Traveler Programs for Ports of Entry

<u>Original Ideas on What the Trusted Traveler Programs Pillar Might Do</u>

Trusted traveler programs, which include automated entry processing and robust background checks for program members, have the potential to facilitate travel for large numbers of people in a secure manner, including business and non-business travelers. APEC would pursue cooperation on such programs as a complement to the ABTC program and continue efforts to enhance the ABTC program. Leveraging the existing ABTC program, Senior Officials call on relevant APEC fora to:

- explore and support development on a voluntary basis of trusted traveler programs for use at ports of entry across the Asia-Pacific region, as part of "next generation" efforts at travel facilitation.

Trusted traveler program efforts could include, but are not limited to:

- Development of APEC-wide consensus on the characteristics of trusted traveler programs, to help guide how these programs develop throughout the region. This consensus should include development of common principles on key issues such as vetting, information sharing, and the collection and use of biometrics for screening and identity verification.
- Implementation of workshops and pilot projects among interested APEC economies to develop and build capacity for broad-based trusted traveler programs.
- Over the long-term, formation of a voluntary sub-group of interested APEC members ("pathfinder" initiative) to explore and develop a future network of trusted travelers programs in the region. Senior Officials recognize that many economies may not be able to establish trusted traveler programs in the near term due to capacity constraints. Through a "pathfinder" approach, interested APEC members who are interested in implementing such programs can work to explore development of a regional network of trusted traveler programs.

Senior Officials call on member economies to work through the BMG and SCCP, with cooperation from CTWG, to explore and develop activities in this area. Senior Officials ask the BMG, SCCP, and CTWG in conjunction to sponsor dialogue and promote cooperation among APEC economies on trusted traveler programs, which would include but not be limited to supporting development of projects that would advance efforts on these programs. Other relevant groups could potentially become involved as the effort develops.

Objectives Agreed by the Trusted Traveler Programs Pillar

Senior Officials called on relevant APEC fora to explore and support development – on a voluntary basis – of trusted traveler programs for use at ports of entry across the Asia-Pacific region, as part of "next generation" efforts at travel facilitation. Trusted traveler programs facilitate entry of low-risk travelers at ports of entry and require travelers to undergo rigorous background checks; the data examined in applicants' background checks may need to be culled from a variety of sources in order to get a holistic view of the applicants' risk levels.

2012 Objectives/Tasks:

- conduct a survey in order to:
  - develop an APEC-wide consensus on the characteristics for trusted traveler programs, and vetting standards which could help guide how these programs develop throughout the region.

- develop common principles on key issues such as vetting, information sharing, and the collection and use of biometrics for screening and identity verification.

The final document should serve as a basis for subsequent workshops and stimulate pathfinder initiatives on the subject.

2013 Objectives/Tasks:

- conduct a survey on characteristics of trusted traveler programs.
- develop an APEC-wide consensus on characteristics of trusted traveler programs (2013/SOM3/BMG/015 Agenda Item: 5

2013 Progress:

The BMG, in cooperation with the SCCP and, is leading this effort. The BMG has:

- Approved a project proposal on developing APEC-wide consensus on trusted traveler program characteristics (SOM I 2012);
- Developed and provided responses to a questionnaire for the project proposal;
- Compiled responses to the questionnaire and presented an oral summary of those responses (SOM I 2013) and drafted characteristics based on questionnaire responses.
- The draft trusted traveler characteristics were presented to the BMG at SOM III 2013. The BMG provided intersessional feedback on the characteristics. Once the feedback is compiled, the SCCP TFI representative and TFI representative will circulate it to their respective groups for feedback.

It is expected that work will continue with the BMG, in coordination with the SCCP and, to draft the document establishing trusted traveler characteristics. Over the long-term, it is expected that the groups will consider holding workshops and initiating a pathfinder initiative with the view of creating a trusted traveler network amongst interested economies.

2014 Progress:

- Conducted a Pre-Clearance Survey in 2014 and plans to hold a workshop for SOM III 2015 to discuss current practices towards a best practice model (Thailand) (2015/SOM1/BMG/012) ,
- Conducted mandatory Bio-Metrics Survey – the results will be provided in an update to SOM III 2015 (2015/SOM1/BMG/012)
- The BMG endorsed the APEC Trusted Traveler Characteristics document, coordinated with the SCCP. These characteristics can be used by economies as the basis for domestic programs as well as future bilateral and regional arrangements. (Steering Council Progress Report 2014)

2015 Progress:

- Activities are yet to be defined and completed.

Projects included:

- Initiative to Develop Trusted Traveler Characteristics (from the BMG/SCCP) project presented by the USA at 17 February 2014, as 2014/SOM1/BMG/010, agenda item 15. The TTC were agreed by the TFI fora.
- Mandatory Bio-Metrics Survey – results to be provided in an update to SOM III 2015 (no info on APEC data base).

In February 2015 the USA submitted for discussion, to the BMG meeting in China, a proposal entitled 'Project to Develop Trusted Traveler Characteristics' (2014/SOM/BMG/010). This document specifically refers to the TFI and the project is proposed as a "TFI" action – and even mentions the need to seek approval from each of the APEC fora "linked" to the Pillar III Trusted Traveler Program as originally conceived by the TFI. In fact the document presents a set of Trusted Traveler Characteristics (TTC), already vetted by the member economies in the BMG, and the SCCP.

Though these characteristics are based in part on survey responses from some member economies, it is not clear to what extent industry partners who play important roles in this domain have been included in consultations and to what extent the work occurring outside of APEC in this domain is a central input to the work. Presumably this would lead to a discussion amongst Member Economies on the importance of setting up trusted traveler programs and the infrastructure necessary to install them as fully functioning. This would, presumably, encourage political and policy level decisions amongst those APEC economies. Stakeholder consultations amongst APEC member economies pointed to keen interest in this area.

Pillar IV Facilitation of Air Passenger Security Screening

Original Ideas on What the Air Passenger Security Screening Pillar Might Do

Building on APEC efforts to date in the TPTWG (Transportation Working Group), Senior Officials direct relevant APEC fora to:

- explore and address travel facilitation issues related to passenger security screening, with the goal of fostering technologies and approaches that will increase travel efficiency and security in the APEC region.

These efforts would seek to:

- Identify a range of solutions that could be used in varying circumstances across these economies, and
- Foster capacity building cooperation among APEC members.

These efforts should involve close cooperation with relevant multilateral fora, such as the ICAO, and with the private sector, including industry associations such as IATA and ACI. ICAO and the private sector have undertaken important work on air passenger security screening, and APEC should seek ways to collaborate with these entities to explore how principles and practices they have developed could be applied in the APEC region, and to ensure there is no unnecessary duplication of efforts.

Activities could potentially include, but are not limited to:

- Exploring screening technologies, approaches, and programs that could better facilitate passenger screening in the APEC region, providing both efficiency and security;
- Exploring, opportunities and challenges in streamlining the passenger transit process between APEC economies; and
- Regional efforts to explore risk-based approaches to passenger screening that could facilitate travel without undermining passenger security.

These efforts would be led by the TPTWG, with cooperation from the CTWG and potentially other relevant groups as efforts develop. Senior Officials request that the TPTWG develop and implement a strategic action plan for APEC activities on air passenger screening, to include addressing related facilitation and security issues.

Objectives Agreed by the Air Passenger Security Screening Pillar

Goal: foster technologies and approaches that will increase travel efficiency and security in the APEC region.

In 2012 and 2013 TPTWG Objectives/Activities:

- *Low Cost/No Cost Security & Checkpoint Optimization Capabilities Workshop* to leverage expertise from across the APEC community with a focus on checkpoint optimization and travel facilitation.
- workshop on using canines for passenger screening (2013) (TPTWG Aviation Security Experts Group (AEG-SEC) and CTWG).
- Engage with associations like ICAO and WCO to survey their capacity building and facilitation initiatives in this area

2013 Progress:

- *"Low Cost/No Cost Security & Checkpoint Optimization Capabilities Workshop" was held in Bangkok, Thailand, on May 14-15, 2013. The workshop included a site visit to Suvarnabhumi International Airport and presentations and break-out sessions on low cost measures, case studies, best practices, and mitigation strategy analysis. Over 40 policy and technical experts from fifteen APEC member economies participated in the workshop. TSA discussed process improvement. Several economies gave presentations on checkpoint optimization. During the site visit, topics covered included passenger screening checkpoints, security management with high passenger volumes, canine explosive detection units and advanced imaging technology.*
- *"Aviation Security Canine Screening Workshop" was held in Auckland, New Zealand, on March 18-19, 2013. The workshop included a canine demonstration and presentations on passenger screening canine, cost/benefit analysis, explosive storage/transport/handling, and canine handler best practices. Over 35 policy and technical experts from thirteen APEC member economies participated in the workshop. Best practices such as deployment as part of a larger team, a national statutory* framework and joint training were identified. Common challenges included availability and purchasing of new canines, training costs and infrastructure.

2014 Progress:

- *Follow-on workshop in the Philippines on bus passenger security (with assistance from TPTWG). Over 50 participants attended from 12 economies. Participants discussed bus security policy,*

challenges, best practices, and recent bus terrorism incidents. Participants also received a toolbox of security measures and a sample security planning and assessment guide.

2015 Progress: Activities yet to be agreed/defined and implemented.

Comments: It was not possible to obtain sufficient information on the projects to draw meaningful conclusions. Surveys of member economies were inconclusive, mainly due to the very low number of responses to questions related to this pillar.

Pillar V Advance Passenger Information

Original Ideas on What the Pillar on Advance Passenger Information Might Do

By receiving passenger information in advance of travel, APEC economies could expedite the processing of legitimate travelers through ports of entry and focus on those requiring additional scrutiny. Building upon the previous work on API in the BMG, APEC Senior Officials call on relevant APEC fora to undertake work to identify the challenges APEC economies face in implementing API systems. This effort would lead to develop a lessons learned/best practices document.

The identified lessons learned and best practices could then serve as the foundation and guide for future capacity building activities on API systems in interested APEC economies.

APEC Senior Officials also note that API could possibly be applied to aviation security screening that is conducted before travelers are allowed to board aircraft, and requests that the BMG and TPTWG explore possible opportunities as appropriate for joint cooperation on the use of API for both immigration processing and passenger security screening purposes. This effort would be led by the BMG, with cooperation from the CTWG.

Objectives Agreed by Pillar on Advance Passenger Information

API systems can help economies expedite the processing of legitimate travelers through ports of entry and focus on those requiring additional scrutiny. Over the long-term, it is expected that the BMG will consider holding workshops or other capacity building activities to support API implementation.

2012 Objectives:

- to identify lessons learned and best practices in implementing API systems
- to use those lessons learned and best practices as a foundation and guide for future capacity building activities in interested APEC economies
- identify challenges in establishing and implementing API systems via a questionnaire, compile responses and present to the BMG and CTWG
- consider the value of holding APEC workshops or other capacity building activities to further assist economies in overcoming challenges to API implementation.

2013 Objectives:

- Identify lessons learned and best practices in implementing API systems and,

- based on results, determine the value of holding APEC workshops or other capacity building activities to further assist economies in overcoming challenges with API implementation.

2013 Progress:

The BMG, in cooperation with the CTWG, is leading this work. Thus far, the BMG has:

- Approved a project proposal on developing a lessons learned document on implementing systems (SOM II 2012). Also approved and responded to a questionnaire in support of the proposal;
- The BMG responses to the API questionnaire were presented at the BMG meeting at SOM III 2013. (Survey Results to Questionnaire on Identifying Challenges to Implement API Systems 2013/SOM3/BMG/012). Those responses will provide the foundation for the lessons learned document, which is currently being drafted.

2014 Progress:

The BMG and CTWG are:

- developing a lessons learned document on implementing advance passenger information (API) and passenger name record (PNR) systems
- based on the results of the questionnaire, the BMG will consider holding capacity building activities to support API and PNR implementation.

2015 Progress/Objectives:

The BMG and will:

- finalize a lessons learned document on implementing advance passenger information (API) and passenger name record (PNR) systems.
- based on the results of the questionnaire, the BMG will consider holding capacity building activities to support API and PNR implementation.

Survey responses and consultations with stakeholders underlined this area as extremely important for member economies and for industry partners but highlight missed opportunities for tight partnership amongst APEC, member economies, and industry partners so that APEC helps member economies create the infrastructure and policies needed to implement the systems driven primarily by industry partners but which requite strong political backing from member economies and from APEC.

Pillar VI Checked Baggage Facilitation

Original Ideas on What the Pillar on Checked Baggage Facilitation Might Do

In addition to facilitating travel of passengers, APEC would explore the potential for developing a public-private effort to explore ways to facilitate delivery of checked baggage to passengers when they arrive at their final destination or (if applicable) for re-checking during transit, specifically in regards to passengers who are members of port of entry trusted traveler programs.

- Explore expedited delivery of checked baggage to members of trusted traveler programs, working with airports, airlines and other private sector actors.

- Develop APEC Best Practices for Baggage Facilitation, working with the private sector.
- Improve luggage tracking/notification systems, potentially as public-private partnership under an APEC Airports Partnership and consider use of RFID baggage technology. Such an effort could be based on existing industry studies and RFID baggage tag programs conducted in other economies.

APEC Senior Officials request that the TPTWG study this issue in consultation with the BMG and SCCP as appropriate, and explore the potential for developing projects on this issue, working closely with the private sector and other relevant stakeholders.

Objectives Agreed by the Pillar on Checked Baggage Facilitation

2012 Objectives:

- Explore the potential for developing a public-private effort to facilitate delivery of checked baggage to passengers when they arrive at their final destination and/or rechecking during transit.
    - As a part of this process, reach out to potential key partners such as IATA, which holds guest status within the TPTWG.
- Explore the possibility of leveraging IATA's "Simplifying the Business" program, noted above in relation to the APP, to also support TFI's Checked Baggage Facilitation efforts. (IATA has a Baggage Improvement Program, which involves industry and airports from around the world in an effort to address all causes of baggage mishandling. TPTWG, working with CTWG and SCCP, would seek to develop synergies with IATA and other stakeholders).

2013 Objectives/Progress:

- The TPTWG set out to assess leveraging IATA's "Simplifying the Business" program.
- The TPTWG found that the IATA program is not a model that can be effectively replicated in the APEC context.

2014 Objectives/Progress*:*

- APEC continued to seek ways to add value to this pillar, as many international organizations and associations are already working in this space.

2015 Objectives/Progress:

- APEC continued to seek ways to add value to this pillar, as many international organizations and associations are already working in this space, however there are no 2015 activities planned.

TFI Steering Council (established 2012)

2013 Objectives:

The TFI Steering Council (SC) represents the five relevant APEC fora and is led by a TFI coordinator. It would hold regular meetings (virtually or on the margins of other meetings) to coordinate, discuss progress, and strategize the TFI.

It would develop a TFI work plan (in consultation with other identified sub-for a) to submit to SCE and CTI and SOM1 in 2013 that will:

- outline the short and long-term goals of each component
- note key challenges
- identifie stakeholders
- track projects.

2013 Progress:

- 2103 TFI Steering Council's report to SCE
- High Level Policy Dialogue on Travel Facilitation (October 2013)
  Through 2013, Indonesia has led discussion under the Tourism Working Group on ways to enhance travel facilitation for tourists. On October 1, 2013, Indonesia hosted a High Level Policy Dialogue on Travel Facilitation with discussion cutting across multiple TFI pillars. UNWTO, WTTC, PATA, IATA, and PECC also attended.
- Discussion examined best practices in APEC economies for visa facilitation, advance passenger information, trusted traveler programs, and ways to make airports friendlier to travelers. A joint statement summarizing full outcomes = is available on the APEC website: http://www.apec.org/Meeting-Papers/Ministerial-Statements/High-Level-Policy-Dialogue/2013_travel.aspx

2014 Objectives: (2014/TWG44/008)

Success in 2014 will be defined as:

- The TFI Council's report to SCE at the final SOM identifies significant progress across all six activities areas and indicates that all initiatives will be completed by 2015.

2014 Progress:

- The Macao (ministerial) Declaration on Building a New Future for Asia-Pacific Tourism Cooperation and Development (September 13, 2014) encourages APEC member economies to continue to implement the APEC Travel Facilitation Initiative. (2014/TMM8/002)
- Council reports identify significant progress is some of the TFI pillars.

2015 Objectives/Progress (2015 Report to the SCE/USA)

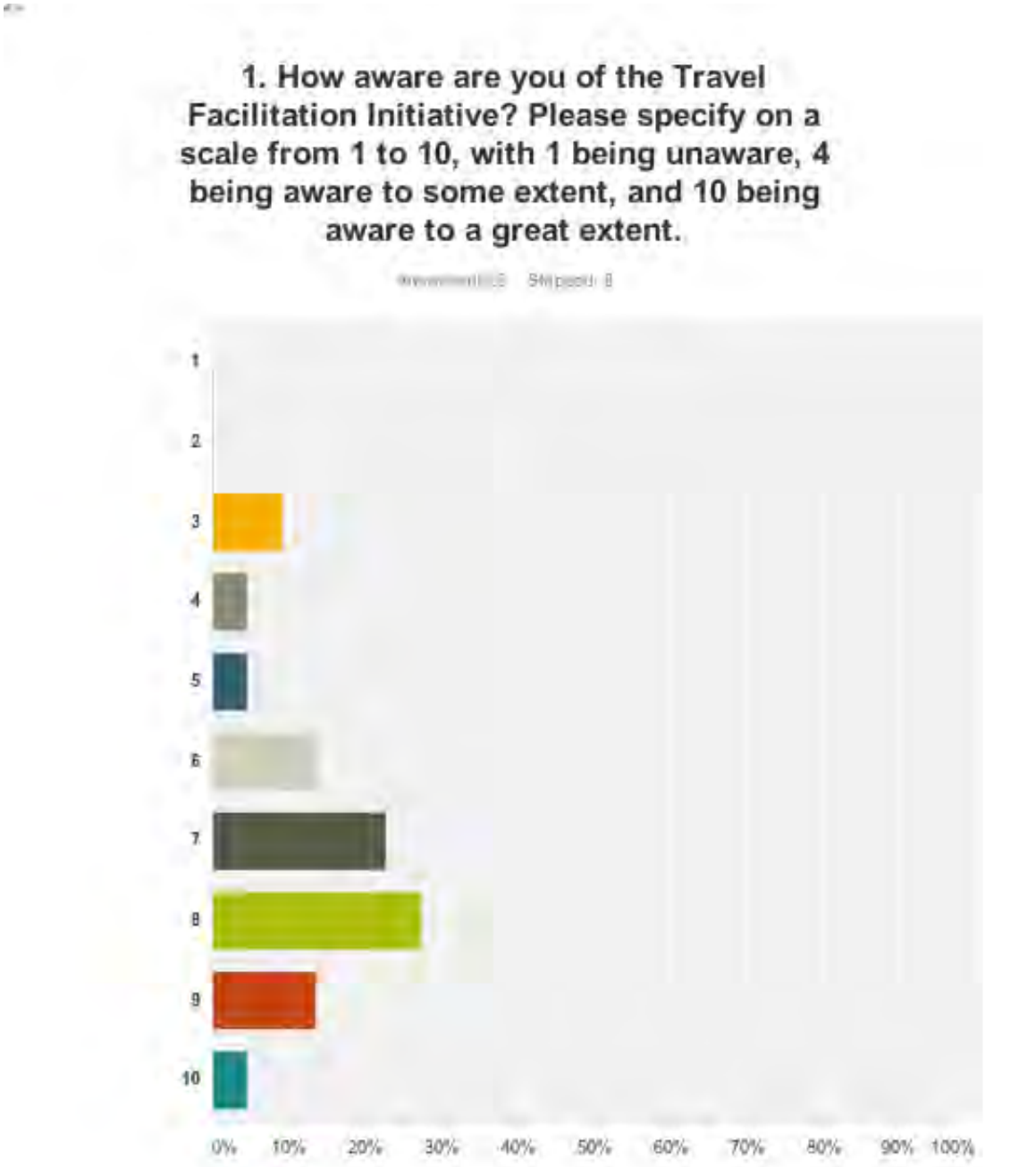
- The Steering Council mandate has been extended until 2017.
- It seeks nomination of working group Representatives for 2016 (for the Steering Council) and a volunteer economy to take over as TFI Coordinator for 2016-2017
  (the United States has held the position since 2012).

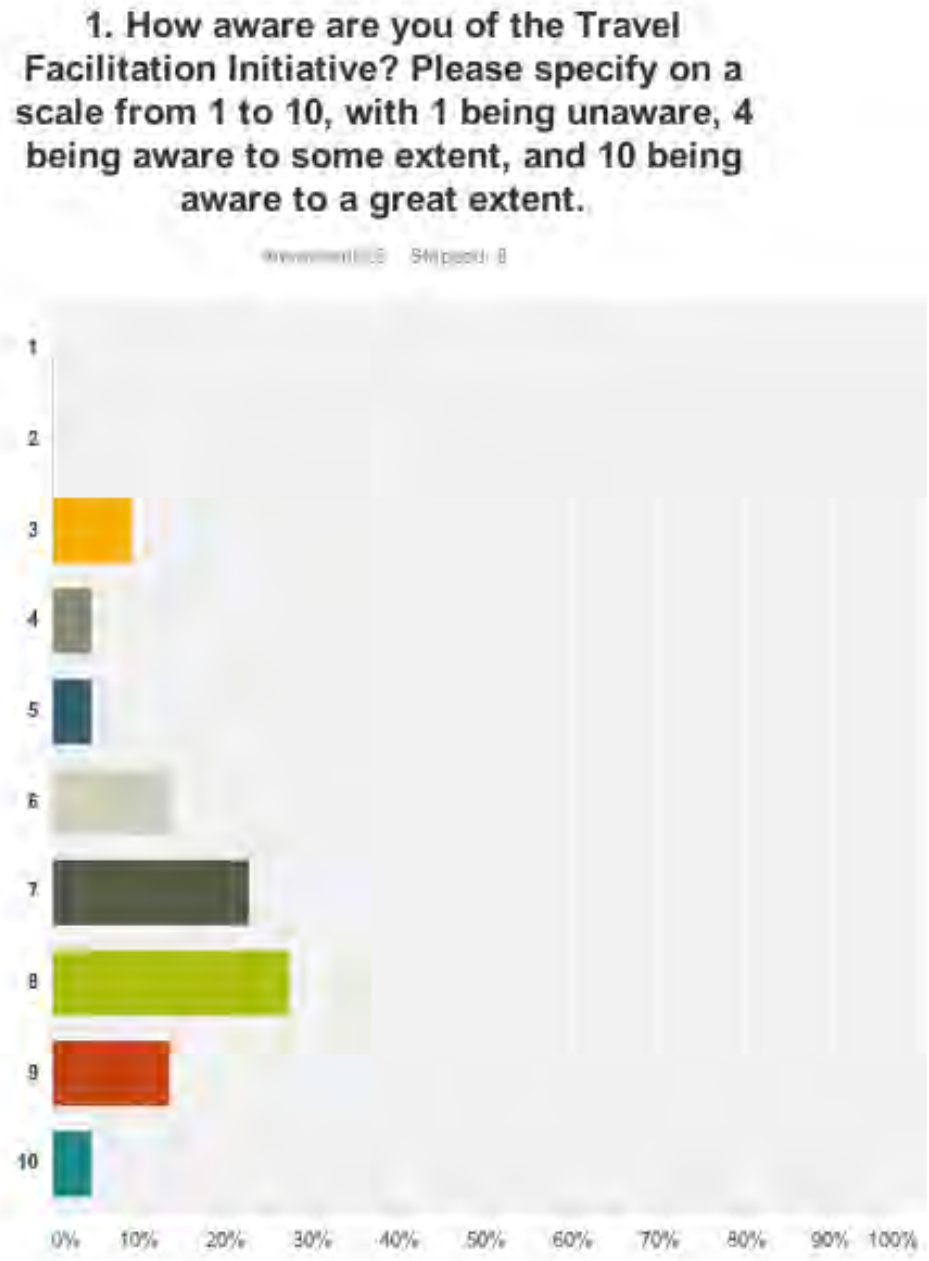
APPENDIX 6. LIST OF PEOPLE CONSULTED

Name	Role/Organization
Mr. Rock Cheung	US State Department – original drafter of the TFI launch document
Mr. Andrew Lloyd	Program Director, Project Management Unit, APEC Secretariat
Mr. Ibrani Situmorang	Ex- Program Director (TWG), APEC Secretariat
Mr. Christopher Clement	US Department of Transportation and Steering council representative TPTWG
Ms. Margaret Williamson	U.S. Customs and Border Protection and Steering Council representative SCCP
Ms. Melanie Crosswell	Australian Department of Foreign Affairs and Steering Council representative TWG
Ms. Stephanie Wood	US Customs and Border Protection and Steering Council representative BMG
Ms. Jennifer Aguinaga	US Department of Commerce and previous Steering Council representative for TWG (also Deputy Lead Shepherd for TWG)
Mr. John Foster	US Department of State and CTWG representative
Ms. Helen Marano	World Travel & Tourism Council (WTTC)
Mr. Vinoop Goel	Regional Director - Airport, Passenger, Cargo & Security, International Air Transportation Association (IATA)
Mr. Toshihiko Osawa	Technical Officer, World Customs Organization (WCO)

APPENDIX 7. SURVEY RESULTS

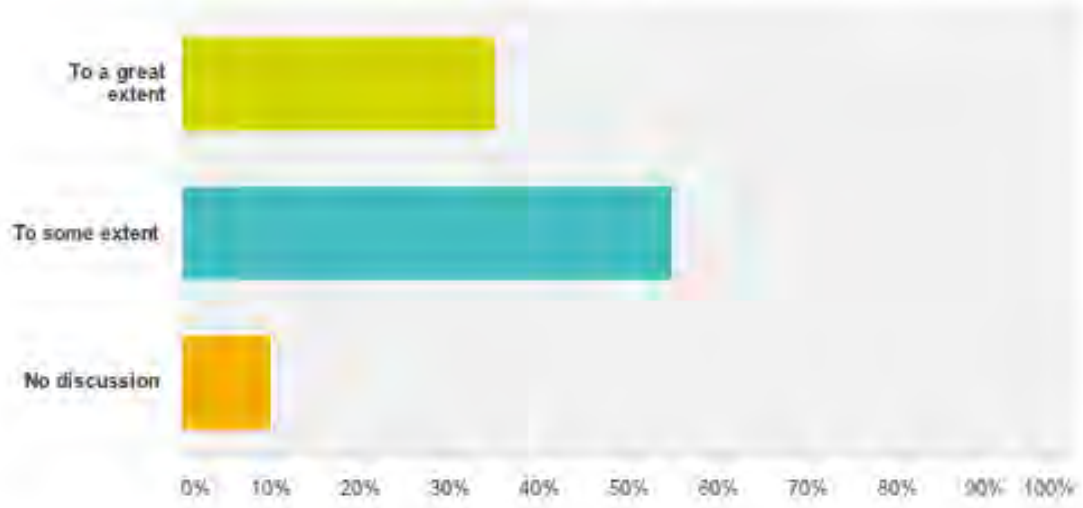
A survey was distributed to APEC members via the five APEC fora engaged in implementing the TFI: TWG, BMG, TPTWG, SCCP and CTWG.



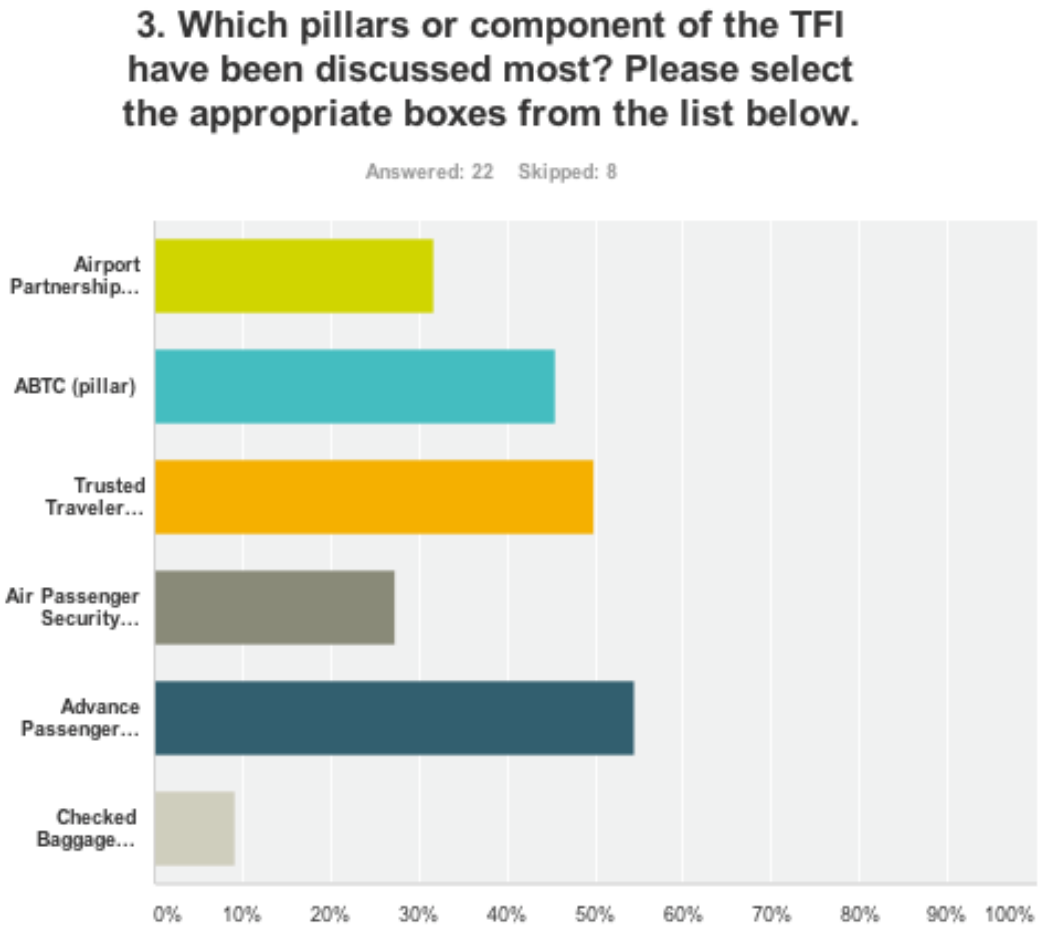

1. How aware are you of the Travel Facilitation Initiative? Please specify on a scale from 1 to 10, with 1 being unaware, 4 being aware to some extent, and 10 being aware to a great extent.
1
2
3
4
5
6
7
8
9
10
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%

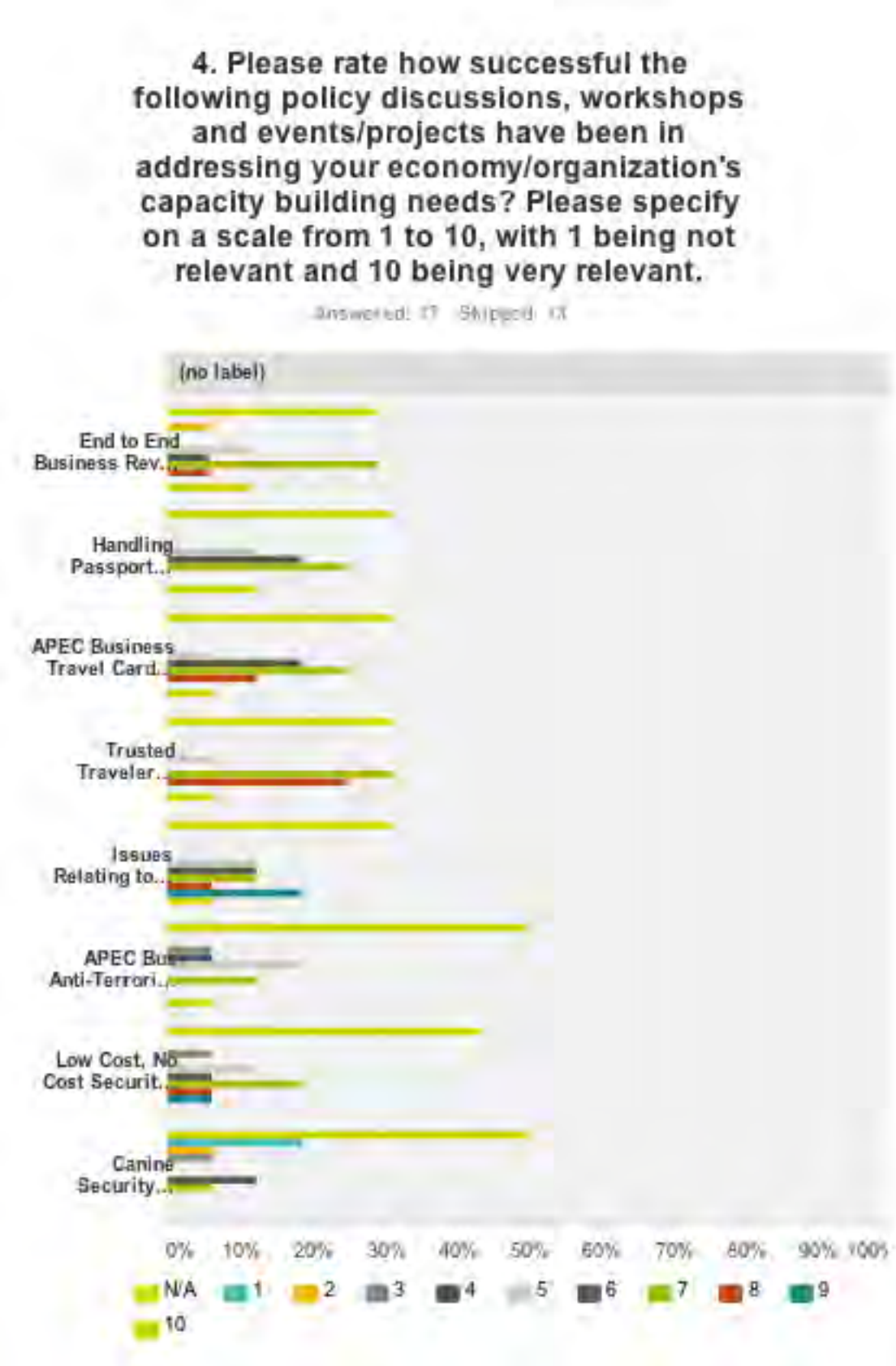
2. In the past 24 months, to what extent has the Travel Facilitation Initiative been part of the discussions at your forum meetings?

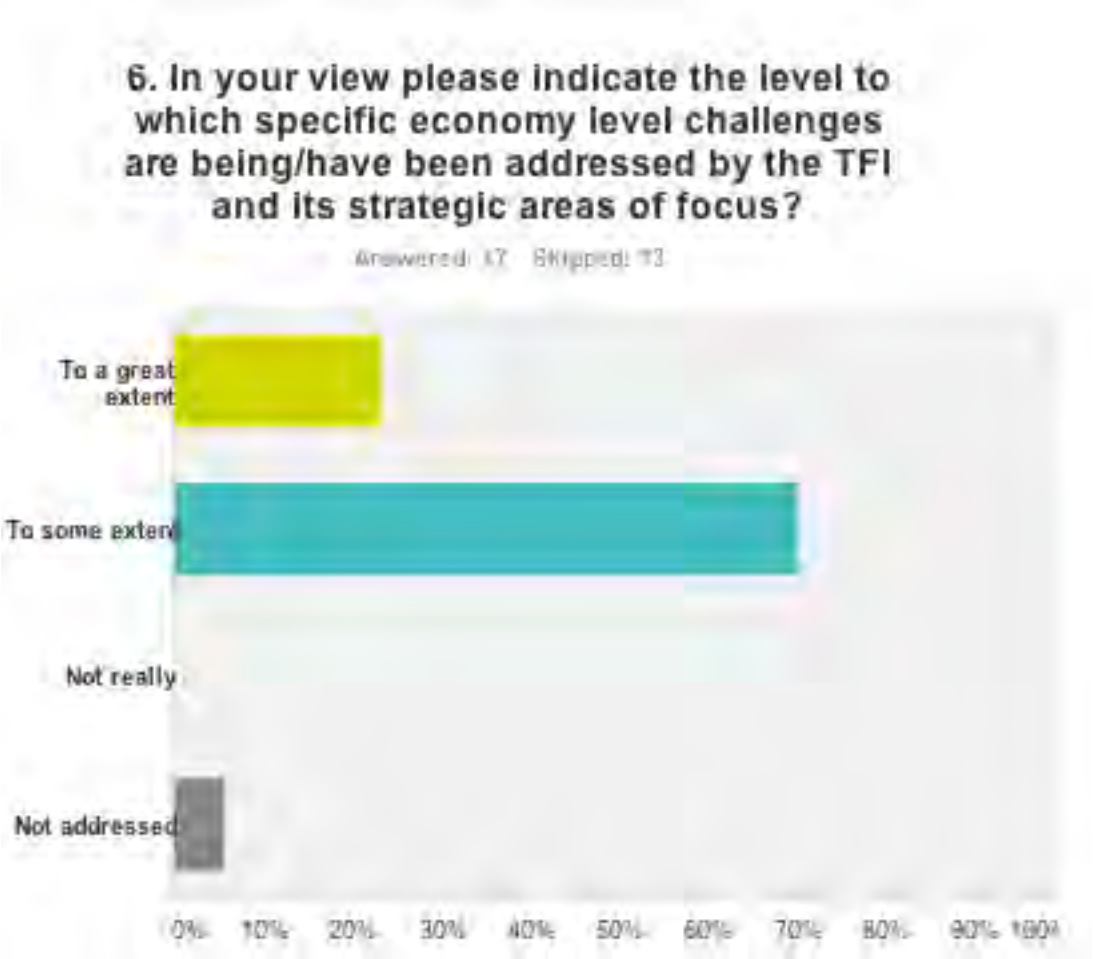
Answered: 20 Skipped: 10

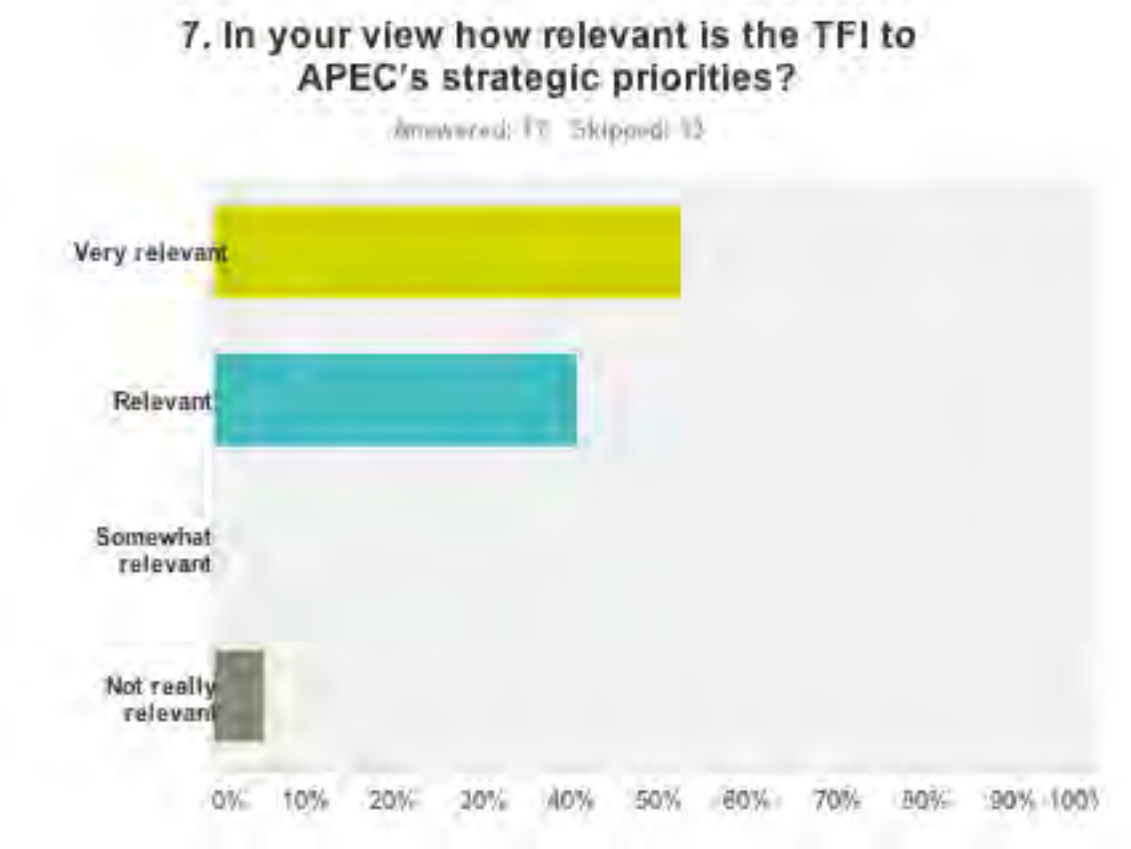


Answer Choices	Responses	
To a great extent	35.00%	7
To some extent	55.00%	11
No discussion	10.00%	2
Total		20


3. Which pillars or component of the TFI have been discussed most? Please select the appropriate boxes from the list below.
Answered: 22 Skipped: 8
Airport Partnership...
ABTC (pillar)
Trusted Traveler...
Air Passenger Security...
Advance Passenger...
Checked Baggage...
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%

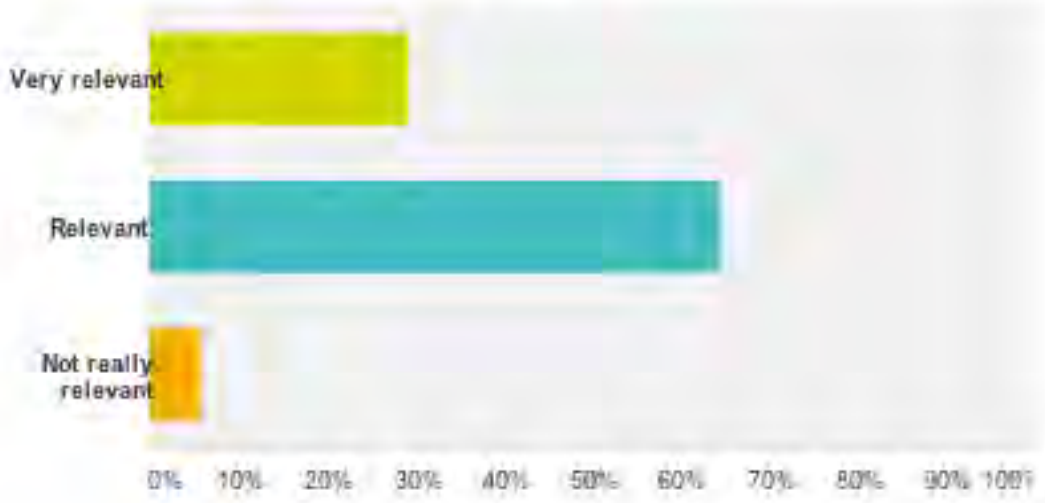

4. Please rate how successful the following policy discussions, workshops and events/projects have been in addressing your economy/organization's capacity building needs? Please specify on a scale from 1 to 10, with 1 being not relevant and 10 being very relevant.
(no label)
End to End Business Rev...
Handling Passport...
APEC Business Travel Card...
Trusted Traveler...
Issues Relating to...
APEC Bus... Anti-Terrori...
Low Cost, No Cost Securit...
Canine Security...
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%
N/A
1
2
3
4
5
6
7
8
9
10


6. In your view please indicate the level to which specific economy level challenges are being/have been addressed by the TFI and its strategic areas of focus?
Answered: 17 Skipped: 73
To a great extent
To some extent
Not really
Not addressed
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%

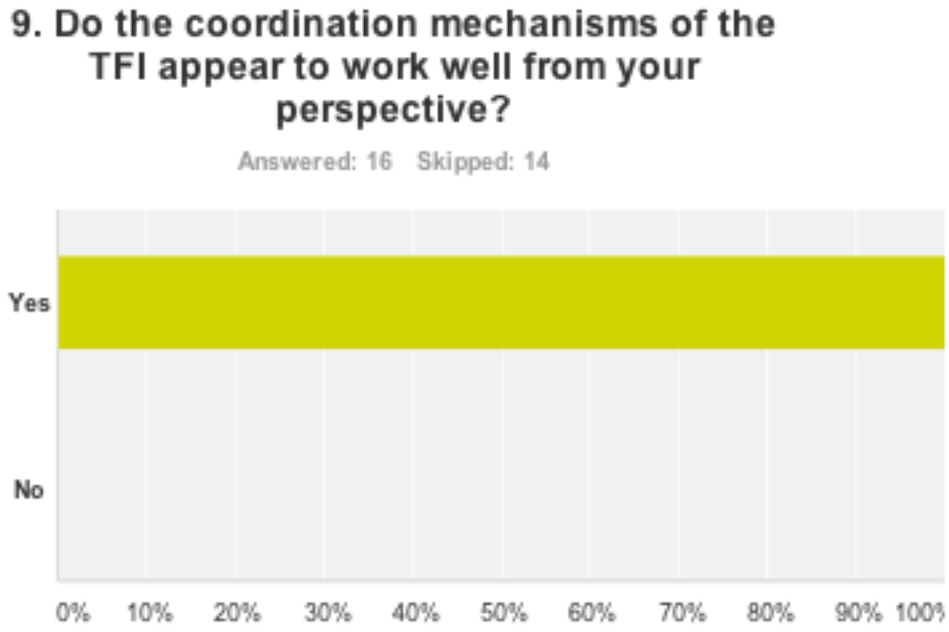

7. In your view how relevant is the TFI to APEC's strategic priorities?
Answered: 17 Skipped: 13
Very relevant
Relevant
Somewhat relevant
Not really relevant
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%

8. In terms of relevance, please indicate how the TFI and its pillars are relevant in terms of your group's Strategic Plan or medium term plans.

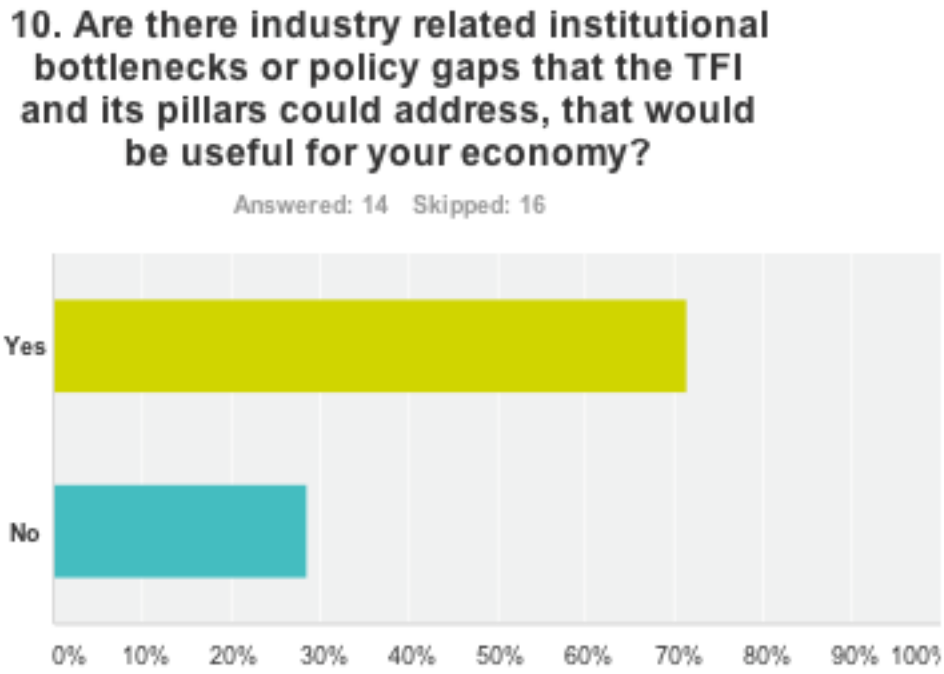
Answered: 17 Skipped: 11



Answer Choices	Responses	
Very relevant	29.41%	5
Relevant	64.71%	11
Not really relevant	5.88%	1
Total		17

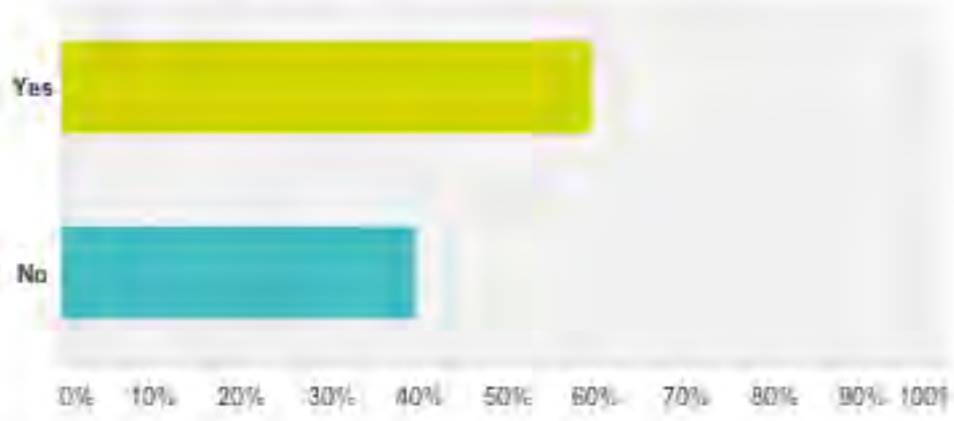


(almost 50% of respondents did not respond to this question.)



11. Are you aware if the objectives and strategic direction of the TFI complement the work undertaken by industry groups or international organisations working in the area of travel facilitation?

Answered: 15 Skipped: 15



Answer Choices	Responses	
Yes	60.00%	9
No	40.00%	6
Total		15

APPENDIX 8. LIST OF DOCUMENTS REVIEWED

1. **APEC Policy and Background Documents:**

- APEC 2011/CSOM/010, – APEC Travel Facilitation Initiative; Submitted by: United States to the Concluding Senior Officials' Meeting, Hawaii, United States, 8-9 November 2011
- 2011/CSOM/009; "APEC Consolidated Counter-Terrorism and Secure Trade Strategy"; Submitted by: CTWG, TPTWG, BMG, SCCP; at the Concluding Senior Officials' Meeting; Hawaii, United States; 8-9 November 2011
- APEC 2012/TWG41/023, Conference on Travel Facilitation Initiatives; Submitted by: Philippines; 1st Tourism Working Group Meeting Khabarovsk, Russia ; 21-22 July 2012
- APEC 2012/TMM7/006; TFI Steering Council; Submitted by: United States; 7th Tourism Ministerial Meeting Khabarovsk, Russia; 24 July 2012.
- APEC 2012/TMM7/007, Travel Facilitation Initiative Paper; Submitted by: United States Forum Doc. No.: 2011/CSOM/010 7th Tourism Ministerial Meeting Khabarovsk, Russia 24 July 2012.
- APEC "Report to Implement the APEC Connectivity Blue Print" Nov 2014
  APEC Senior Officials' Meeting (SOM) Friends of the Chair on Connectivity, APEC Policy Support Unit (PSU).
- APEC Bali High Level Dialogue and ensuing Ministerial Statement
  http://www.apec.org/Meeting-Papers/Ministerial-Statements/High-Level-Policy-Dialogue/2013_travel.aspx
- APEC Macao Declaration on Building a New Future for Asia-Pacific Tourism Cooperation & Development; 2014/TMM8/002 ; Agenda Item:13 ; Purpose: Information; Submitted by: China ; 8th Tourism Ministerial Meeting Macao, China 13 September 2014
- APEC Guidebook on APEC Projects (Version 11)

2. **TFI Progress Reports 2013, 2014 and 2015.**
3. **Key documents under each pillar:**

Airport Partnership Program

- Developing Traveller-friendly airports project proposal (TWG/ TWG 01 2015) and related documentation
- Workshop material on Tourist Friendly Airport Program Solo, Indonesia, April 2013.

APEC Business Travel Card (BMG)

- CTI 09 2013A – Supporting Continued Growth in Trade and Facilitation – End to End Business Process Review of the APEC Business Travel Card Scheme project proposal and related documentation
- BMG working papers: 2015/SOM1/BMG/010 19 - ABTC System Passport Changes Project Proposal ; Submitted by: Australia 2015
- CTI 21 2014 (BMG) – Handling Passport Changes in the ABTC System Project Proposal (no TFI mention) (312K, APEC (300K)/Australia (self funded project)
- CTI 22 2014 (BMG) APEC Business Travel Card Programme Management Assistance Project and related documentation

Trusted Traveller Program

- Project to Develop Trusted Traveler Characteristics 2014/SOM1/BMG/010 Submitted by USA (February 2014).

Facilitation of Air Passenger Security Screening

- Canine Security workshop documents (agenda, evaluation summary, participants, Presentation)
- Low Cost No Cost project documentation
- Bus Security Workshop workshop documents

Advance Passenger Information (API)

- Project Proposal to Develop Best Practices on Implementing Advance Passenger Information Systems Russia May 2012
- Lessons learned project on APIS February 2015 BMG/1/009
- WCO presentation on the PNR workshop (SCCP meeting, 28-29 August 2015)

4. **Fora level documentation:**
   - Independent Assessment of the APEC TWG (2014)
   - High Level Policy Dialogue on TFI (2013/TWG43/007/) and Joint Statement of APEC High Level Policy Dialogue on Travel Facilitation - http://www.mlit.go.jp/common/001015264.pdf
   - Traveller Friendly Airport: TWG 01 2015 project documentation.
5. **Documents relating to industry groups:**
   - http://onlinepubs.trb.org/onlinepubs/acrp/acrp_syn_048.pdf
   - Airport Cooperative Research Program "How Airports Measure Customer Satisfaction (2013)"

WCO (World Customs Organisation)

- WCO Newsletter No 77, June 2015: **http://www.wcoomd.org/en/media/wco-news-magazine/~/media/8C15C4D2F4784FF9A09FA65E62B83599.ashx**
- "API/PNR 2 key words on the global security agenda" by SG Kunio Mikuriya,
- "Challenges and Opportunities of Passenger Data Systems"

- "Indonesia's experience Exchange System" by Mr. Agung Krisdiyanto, Directorate of Enforcement and Investigation, Indonesian Customs.
- **"The French API-PNR programme"** by Mr. Christophe Hypolite, PNR MISSION, general directorate of customs.
- **"Japan's new approach to Passenger Name Records" by Hideharu Tanaka,**

IATA

- IATA – International Traveler Scheme - Recommended Practice https://www.iata.org/whatwedo/stb/Documents/rp1701-traveler-scheme-2012.pdf

WTTC

- Travel and Tourism – Economic Impact 2014 – Asia Pacific
- http://www.wttc.org//media/files/reports/economic%20impact%20research/regional%20reports/asia_pacific2014.pdf
- "Travel and Trade linkages: Analysis of trends worldwide & within Asia-Pacific" (2014) **www.tourismeconomics.com** http://www.wttc.org/-/media/files/reports/policy%20research/wttc_travel_trade_v4-w.pdf
  "The Impact of Visa Facilitation on APEC Economies" (2013) http://www.wttc.org/research/policy-research/visa-facilitation
- The G20 study, "The Impact of Visa Facilitation on Job Creation in the G20 Economies"

ACI

- Website: http://www.aci-asiapac.aero
- http://www.aci.aero/Airport-Service-Quality/ASQ-Home on Airport Service Quality:

ICAO

- Website: http://www.icao.int
- http://www.icao.int/publications/journalsreports/2014/MRTD_Report_Vol10_No1.pdf on Passport Control
- Traveller identity verification data, sharing the identity triangle, mobile solutions.

Asia-Pacific Economic Cooperation

2016/SOM1/BMG/010
Agenda Item: 13

Proposed Standard Centralized Frequently Asked Questions for APEC Business Travel Card Clients

Purpose: Consideration
Submitted by: Canada

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

Business Mobility Group
2016/SOM I/ABTC WG

Client Service Framework

Proposed Standard Centralized Frequently Asked Questions (FAQs) for APEC Business Travel Card Clients

Submitted by Canada
February 2016

Business Mobility Group
2016/SOM 1/ABTC WG

Purpose

The purpose of this deck is to:

- Review progress to date on Frequently Asked Questions (FAQ) Surveys;
- Propose a set of revised standard centralized FAQs; and
- Seek approval from Business Mobility Group (BMG) members on revised FAQs.

Business Mobility Group
2016/SOM 1/ABTC WG

Background

- As part of Canada's work on the Client Service Framework assessment, and following suggestions from member economies, Canada led a review of member economies' FAQ documents to assess content and determine future needs.
- The main goal of this review was to ensure that APEC Business Travel Card (ABTC) clients have the most helpful information possible on available FAQ Web sites.
- Canada presented a deck summarising economies' feedback at the last BMG in Cebu, Philippines. An updated deck, including feedback from additional economies, was distributed inter-sessionally in November 2015.
- Based on feedback received, economies agreed that a set of revised standard centralized FAQs, on the ABTC Web site, would be beneficial to clients. Canada committed to reviewing and proposing this revised set of FAQ questions.

Business Mobility Group
2016/SOM 1/ABTC WG

Benefits of Centralized Standard FAQs

As several economies have noted, there are benefits to having a set of standard FAQs applicable to all economies on the ABTC web page:

- It provides clients with a central location to access general information on the ABTC scheme;
- It is a transparent manner in which to provide useful information to all clients; and
- It provides program applicants with information on similarities and differences between economies' ABTC programs.

Business Mobility Group
2016/SOM 1/ABTC WG

Economies' Views on Centralized Standard FAQs

- Most economies felt that the following should be addressed in the standard centralized FAQs:
  - General overview;
  - List of participating economies;
  - Transitional members;
  - Benefits; and
  - Responsibilities.

- For the most part, economies felt that the following should be addressed in individual economies' FAQs:
  - Eligibility;
  - Fees;
  - Application process;
  - Lost or damaged cards; and
  - Contact information.

- See the chart in **Annex A** for economies' responses.

Business Mobility Group
2016/SOM 1/ABTC WG

Content of Standard Centralized FAQs

- Economies noted that while some questions and answers could be specific to individual economies, a high-level response to some questions could be beneficial for clients.

- For instances, questions pertaining to eligibility, contact information, processing times, etc., could be formulated in a general manner to provide high-level ABTC information. Examples include:
  - Basic eligibility criteria;
  - General contact information for ABTC issues;
  - Average processing times;
  - General process once an application is approved by a home economy.

- These questions could better guide clients and set realistic expectations when applying for ABTC cards.

Business Mobility Group
2016/SOM 1/ABTC WG

Additional Content

Economies made additional suggestions of content that could be included as part of the standard FAQs:

- Information on action to be taken by clients should their passport expire or need to be replaced.
- Information on using the ABTC card for leisure/tourist purposes.
- The BMG also discussed the creation of a chart illustrating the common and disparate elements between member economies. The inclusion of this chart would assist clients in better navigating the system, and would be a useful addition to the APEC FAQ Web page.

Business Mobility Group
2016/SOM 1/ABTC WG

Proposed Standard Centralized FAQs

- The following slide is a proposed draft set of standard centralized FAQs that could be included on the ABTC Web site.
- Canada carefully considered economies' comments provided through the FAQ surveys as well as the APEC Business Travel Card Operational Framework in redrafting the standard centralized FAQs.
- FAQ questions have either been added, changed or eliminated to ensure clients' basic concerns are addressed and only general information applicable to all economies is provided.
- The standard set of FAQs does not replace the need for individual economies' FAQs. The latter provides the abilities for economies to provide specific information on their application and process system.

Proposed New Standard Centralized FAQs

	Current FAQs		Revised FAQs
		1	What is an ABTC Card?
1	Which APEC economies participate in the scheme?	2	Which APEC economies participate in the scheme?
2	How are the transitional members different from fully participating members?	3	What is a transitional member and how is this different from a fully participating member?
		4	Which APEC economies are transitional members?
3	What are the benefits of holding an ABTC?	5	What are the benefits of holding an ABTC Card?
4	Do I still need a visa for entry into APEC economies?	6	Do I still need a visa for entry into APEC economies?
		7	Can I only use my card to travel to economies that are listed on the back of my card?
5	How can my entry process be expedited?	8	What is the general process once my application is approved by my home economy?
		9	What is the average amount of time to get an ABTC Card?
6	Am I eligible for an ABTC?	10	What are the general eligibility criteria for ABTC membesr?
7	Am I considered a bona fide business person?	11	***Should be covered under the eligibility questions***
8	What is the length of stay entitlement for ABTC holders?	12	How long is the ABTC card valid for?
9	What will be the fee for the ABTC issuance?	13	***Should be covered under individual economies' FAQs***
10	What should be done in the case of ABTC loss?	14	What should be done if I lose my ABTC?
11	Can ABTC holders be denied entry?	15	What are my responsibilities as an ABTC card holder?
12	How can I renew the card?	16	How do I apply for an ABTC card?
13	What should be done if I have a problem with the issuance of the card?	17	Who should I contact if I have general or specific questions about the ABTC Card?
		18	What should I do if my passport expires or is replaced?
		19	Can I use the APEC card for tourist visits?

Current FAQs Proposed FAQs Proposed Elimination of Questions

Next Steps

- Approval from BMG members is being sought on the proposed changes to the standard FAQs.
- Once changes to the FAQs are finalized, a set of responses will need to be drafted.
  - Responses will need to be vetted through BMG members to ensure they align with economies' ABTC programs.
- Would there be any volunteers willing to assist in the revision of the FAQ responses based on the approved set of questions?

Annex A - Results of Survey on Content for Standardised Centralized FAQs

	Sgp.	China	Can	Aus	New Zealand	Chile	Hong Kong	Mal	Mex.	PNG	US	Peru	Korea
General Overview	●	●	●	●			●	●	●		●	●	
Eligibility	●	●		▲	▲	●	▲	●	▲	●	▲	●	▲
List of Participants	●	●		●								●	
Transitional Members	●		●	●							●		
Fees	▲					▲				▲		●	
Benefits	●	●		●		●				●		●	
Processing Time	●					●			▲			●	
Application Process	▲			●		▲		▲	▲	▲			▲
Renewal												●	
Lost or damage Cards	▲			●	▲							●	
Contact info	▲				▲				▲			●	
Length of stay		●								●		●	
Responsibilities		●				●	●		●	●			

Legend
● Economy felt question should be addressed in a centralized FAQ
▲ Economy felt question pertains to their economy only

Annex B – General Results of Economies' Surveys

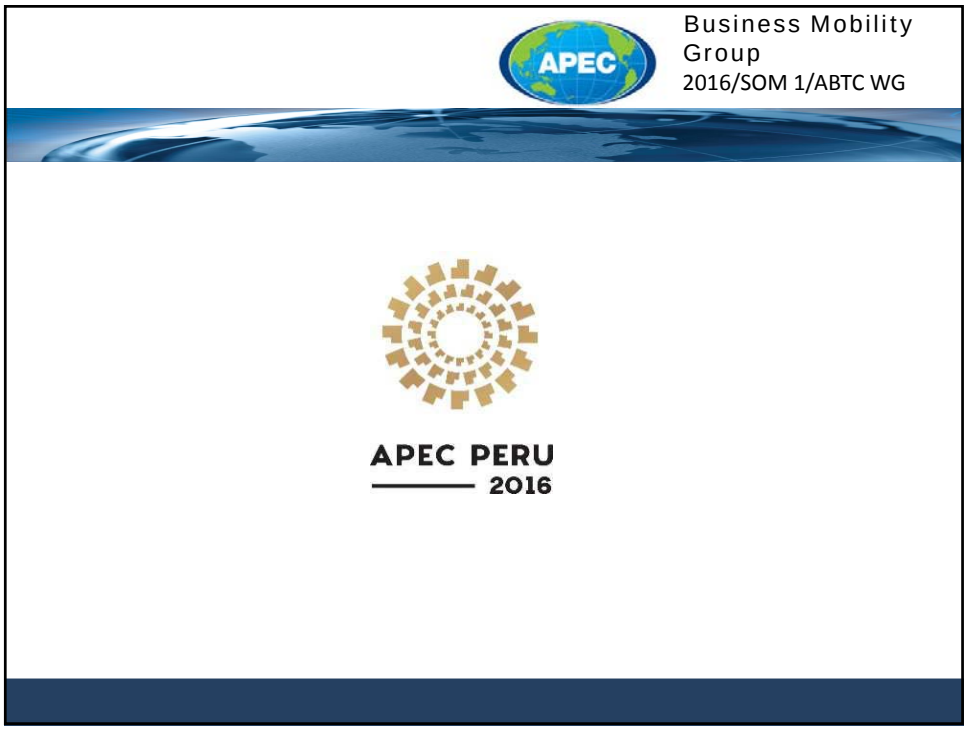
	US	Hong Kong*	Australia	Mexico	New Zealand	Malaysia	Peru*	Canada
Accessibility								
FAQs	√	x	√	√	√	√	x	√
Website	cbp.gov	http://www.immd.gov.hk/eng/services/visas/apec_business_travel_card.html	http://www.immi.gov.au/Business/Pages/apec-travel-card.aspx	http://www.inm.gob.mx/index.php/page/ABTC_FAQ	http://www.dol.govt.nz/immigration/knowledgebase/item/1324	www.imi.gov.my	http://www.rree.gob.pe/servicioalciudadano/Paginas/Tarjeta_ABTC.aspx	http://www.cbsa-asfc.gc.ca/prog/abtc-cvaa/menu-eng.html
Paper Format	x	√	x	x	x	x	x	x
Language	English	Chinese and English	English	Spanish	English	Malay and English	Spanish	English and French
Frequency of Review and Update	As needed	As needed	As needed	Periodic review	Period review	Periodic review	Annual review	As needed
Input from Clients on FAQs	Online	Hotline, fax or email	Online	Email	Email	In-Person	N/A	Email
Link to FAQs from the ABTC site	√	√	√	√	√	x	√	Gov. of Canada website only
Content								
Eligibility	√	√	√	√	x	√	√	√
List of Participating Economies	Not mentioned	√	√	√	√	Not mentioned	√	√
Application Process	√	√	√	√	√	√	√	√
Fees	√	√	√	x	√		√	√
Benefits	√	√	√	√	√	√	x	√
Rights and Responsibilities	√	√	√	√	√	√	x	x
Possible Issues Encountered	x	x	√	√	√	√	x	x
Renewal Process	√	x	x	x	√	√	√	√
Lost or Stolen Card	x	x	√	√	√	√	x	x
Recourse Mechanism	√	√	x	√	x	√	x	√
Future ABTC								
FAQs that could be applicable to all economies	ABTC Scheme and general overview, list of participating economies and transitional members, benefits such as access to APEC fast lanes, preclearance conditions, rights and responsibilities,							
What FAQ relates to your economy only	Majority of FAQs relates to the U.s. only	Eligibility	Business assessment criteria	Application process and eligibility	eligibility and old criminal records	Application process and pre-clearance	N/A	Transitional members info
Benefits to having one set of standard FAQs on APEC ABTC website	√	√	√	√	√	√	√	√

*Countries have no FAQs; feedback based on general information provided on their website
Note: Where economies mentioned the information was available on their website only, it was marked with X as its not part of the FAQs

Annex B – General Results of Economies' Surveys Con't

	Singapore	China	Chile	Papua New Guinea**	Korea	Indonisia
Accessibility						
FAQs	√	√	√	√	√	√
Website	https://eabtc.ica.gov.sg/eabtc/xhtml/info/Faq.xhtml	http://cs.mfa.gov.cn/zggmcg/apecshlxk/cjwd_660489/	www.extranjeria.gov.cl	www.immigration.gov.pg	http://abtc.kita.net	www.imigrasi.go.id)
Paper Format	X	√	N/A	√	X	X
Language	English	Chinese	Spanish	English	Korean	Indonisian
Frequency of Review and Update	As needed	As needed	Quarterly	August 2015	As needed	As needed
Input from Clients on FAQs	Website/email/ hotline	Phone/letter/ email	Email/Phone	Email/phone/in-person	Website	Yes
Link to FAQs from the ABTC site	√	X	Yes - but outdated	√	√	√
Content						
Eligibility	√	√	√	√	√	√
List of Participating Economies	√	√	√	x	√	√
Application Process	√	√	√	√	√	√
Fees	√	√	√	√	√	√
Benefits	√	√	√	X	X	√
Rights and Responsibilities	√	√	√	√	√	√
Possible Issues Encountered	√	X	√	N/A - In-person application only	X	√
Renewal Process	√	√	√	√	√	X
Lost or Stolen Card	√	√	√	X	X	X
Recourse Mechanism	X	X	X	X	√	X
Future ABTC						
FAQs that could be applicable to all economies	General overview, benefits, pre-clearance, passport changes, rights and responsibilities, list of participating economies, transitional members information, average processing time, length of stay				N/A	N/A
What FAQ relates to your economy only	fees, contact info and hours of operation	N/A	Application process, fees, obtaining bona fide business person certificate	Application process, APEC members' accompanying Dependents, fees	Application process, eligibility criteria	N/A
Benefits to having one set of standard FAQs on APEC ABTC website	√	√	√	√	Need both standard centralized FAQs and economies' individual FAQs	√

**Papua New Guinea is in the process of reviewing their FAQs
Note: Where economies mentioned the information was available on their website only, it was marked with X as its not part of the FAQs



Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/011
Agenda Item: 12

Indonesia Economy Report

Purpose: Information
Submitted by: Indonesia

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

90 COUNTRIES WITH FREE VISIT VISA FACILITIES

1. South Africa
2. Aljazair
3. United States of America
4. Angola
5. Argentina
6. Austria
7. Azerbaijan
8. Bahrain
9. Netherland
10. Belarusia
11. Belgium
12. Bulgaria
13. Cekoslovakia
14. Denmark
15. Dominika
16. Estonia
17. Fiji
18. Finlandia
19. Ghana
20. Hongaria
21. India
22. England
23. Irlandia
24. Islandia
25. Italia
26. Japan
27. Germany
28. Canada
29. Kazakhstan
30. Kirgistan
31. Kroasia
32. South Korea
33. Kuwait
34. Latvia
35. Lebanon
36. Liechtenstein
37. Lithuania
38. Luxembourg
39. Maldives
40. Malta
41. Mexico
42. Egypt
43. Monaco
44. Norwegia
45. Oman
46. Panama
47. Papua New Guinea
48. France
49. Poland
50. Portugal

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51. Qatar
52. China
53. Rumania
54. Rusia
55. San Marino
56. Saudi Arabia
57. New Zealand
58. Seychelles
59. Siprus
60. Slovakia
61. Slovenia
62. Spain
63. Suriname
64. Swedia
65. Swiss
66. Chinese Taipei
67. Tanzania
68. Timor Leste
69. Tunisia
70. Turki
71. Uni Emirat Arab
72. Vatikan
73. Venezuela
74. Yordania
75. Yunani
76. Thailand
77. Malaysia
78. Singapore
79. Brunei Darussalam
80. Philippine
81. Chile
82. Marocco
83. Peru
84. Vietnam
85. Equador
86. Cambodia
87. Lao
88. Myanmar
89. Hongkong SAR
90. Macao SAR

- Maximum stay : 30 days
- Can not be extendable
- Can not be converted to another type of stay permit

fppt.com

- Indonesia now is looking forward to join International Civil Aviation Organization (ICAO) Public Key Directory (PKD) member.
- To expand more immigration offices which issuing Indonesian e-passport.

fppt.com

New Terminal 3 Ultimate
Soekarno Hatta International Airport Jakarta

More Autogates and Immigration Counters

fppt.com

APEC Business Travel Card

Period 01 September 2015 – 31 January 2016

Foreigner Applicant	**: 33.928**
Approved	**: 7.351**
Declined	**: 51**
Still processing	**: 26.526**
Indonesian Applicant	**: 455**

ABTC active card for Indonesian : 3.206

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Asia-Pacific
Economic Cooperation

2016/SOM1/BMG/012
Agenda Item: 2

APEC Peru 2016 Priorities

Purpose: Information
Submitted by: Peru

APEC PERU 2016

Business Mobility Group Meeting
Lima, Peru
23 February 2016

Asia-Pacific Economic Cooperation

APEC PERU 2016

APEC PERU 2016 PRIORITIES

QUALITY GROWTH AND HUMAN DEVELOPMENT

FOUR PRIORITIES

A) Advancing REI and Quality Growth

B) Enhancing the Regional Food Market

C) Towards the Modernization of MSMEs in the Asia-Pacific

D) Developing Human Capital

MAINSTREAMING THE 2016 APEC PRIORITIES

REIG : Advancing Regional Economic Integration and Growth
MSME : Towards the Modernization of MSMEs in the Asia-Pacific
HCD : Developing Human Capital
RFM : Enhancing the Regional Food Market

SOM Steering Committee on ECOTECH	REIG	MSME	HCD	RFM
ATCWG		o	o	o
ACTWG	o	o		
CTWG	o	o		
EPWG	o	o	o	o
EWG	o	o	o	o
EGILAT	o	o		o
GOFD	o		o	
HWG	o	o	o	o
HRDWG	o	o	o	o
MTF		o		o
OFWG		o		o
PPSTI	o	o	o	o
PPWE	o	o	o	o
SMEWG	o	o	o	o
TELWG	o	o		
TWG	o	o	o	o
TPTWG	o	o		o

MAINSTREAMING THE 2016 APEC PRIORITIES

REIG : Advancing Regional Economic Integration and Growth
MSME : Towards the Modernization of MSMEs in the Asia-Pacific
HCD : Developing Human Capital
RFM : Enhancing the Regional Food Market

Committee on Trade and Investment	REIG	MSME	HCD	RFM
AD	o	o		
BMG	o	o		o
CD	o	o		o
ECSG	o	o		o
GOS	o	o	o	o
IPEG	o	o		
IEG	o	o		o
LSIF	o	o	o	o
MAG	o	o		o
SCCP	o	o		o
SCSC	o	o		o

A) Advancing REI and Quality Growth
Areas of work and deliverables for 2016

1. Free Trade Area of the Asia-Pacific (FTAAP)
2. Bogor Goals Assessment and SOM Dialogue (SOM3)
3. Global Value Chains
4. Trade Facilitation
5. Implementation of APEC's Strategy for Strengthening Quality Growth.
6. Ongoing work on services, connectivity blueprint and structural reform.

B) Enhancing the Regional Food Market
Areas of work and deliverables for 2016

SUSTAINABILITY	**MARKET ACCESS**
INVESTMENT & INFRASTRUCTURE	**ENABLING SERVICES**

B) Enhancing the Regional Food Market
Food Security Ministerial Meeting (FSMM)

Piura, 26-27 September 2016

B) Enhancing the Regional Food Market

FSMM Expected Deliverables

Policy recommendations or actions on:

- market access and trade facilitation, including food safety;
- rural development for food security;
- investment in infrastructure and enabling services, and
- capacity building

Conference on Climate Smart APEC Food System

CEOs – Ministers Dialogue

Ministerial Declaration

C) Towards the Modernization of MSMEs in the Asia-Pacific

Areas of work and deliverables for 2016

1. Promoting innovation and MSMEs connectivity
2. Moving forward to integration and development through productive infrastructure
3. Integration of green MSMEs into global value chains
4. Internationalization of MSMEs and their integration in GVCs

C) Towards the Modernization of MSMEs in the Asia-Pacific
43° SMEWG and SME Ministerial Meeting (SMEMM)

Lima, 5-9 September 2016

C) Towards the Modernization of MSMEs in the Asia-Pacific
SMEMM Expected Deliverables

Policy recommendations or actions on:

- Foster e-commerce ecosystem, as a strategy to increase SME participation in markets
- Strengthening existing public and private capacities for the development of green policies

APEC E-Commerce Forum

Conference on Enhancing APEC Green SMEs in GVCs

Ministerial Declaration

D) Developing Human Capital
Areas of work and deliverables for 2016

Higher and Technical Education

Employability & Skills for Work

Educational, Scientific, Technological and Innovative Capabilities

D) Developing Human Capital
6th APEC Education Ministerial Meeting (AEMM)

Lima, 4-6 October 2016

D) Developing Human Capital
AEMM Expected Deliverables

- **Report on Actions and Projects Since the 5th AEMM**
- **APEC Education Strategy 2016-2020**
- **Base Line Report on Current Education Status in the Region**
- **Joint Ministerial Declaration**

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Thank you!

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