



USAID
FROM THE AMERICAN PEOPLE

Quarterly Report

ASEAN Connectivity through Trade and Investment (ACTI)

July - September 2013

Quarterly Report

ASEAN Connectivity through Trade and Investment (ACTI)

Compiled for

USAID/RDM Asia and
The ASEAN Secretariat

Under Contract

AID-486-C-13-00004

Submitted By

James G. Wallar
Chief of Party

September 2013

This publication was produced by Nathan Associates Inc. for review by the United States Agency for International Development

Table of Contents

Introduction and Summary	4
Status of Activities and Progress	5
Work Stream 1: ASEAN Single Window (ASW)	5
Work Stream 2: Trade and Investment	7
Work Stream 3: SME Development.....	8
Work Stream 4: Energy	9
Work Stream 5: ICT	10
Work Stream 6: Burma Specific Activities	11
Implementation Issues and Recommendations	11
ACTI Calendar – Completed and Upcoming Activities	13

Introduction and Summary

ACTI had a quick project start, implementing activities and significantly expanding its initial scope of work to include Burma-specific activities while mobilizing and drafting work plans. To begin substantive engagement, ACTI brought the leads, including subcontractors, for all five ACTI components for the orientation sessions with USAID and the ASEAN Secretariat on July 18 and 19, respectively. These meetings provided an excellent context to understand ASEAN operations and objectives, USAID and the US Mission to ASEAN perspectives, and ACTI's technical approaches. A month later, on August 19, ACTI submitted drafts of the First Annual Work Plan (AWP), the Life of the Project Plan (LOPP), and the Communications Plan to USAID. Two weeks later, ACTI submitted a draft Performance Management and Evaluation Plan (PMEP) to USAID on September 4.

During this same period, ACTI was busy implementing activities. The predecessor project, the US-ASEAN Technical Assistance and Training Facility (FACILITY), had worked with the U.S. Department of Commerce to initiate a long-term training program for industry and regulators to implement the upcoming ASEAN Directive on Medical Devices. ACTI assumed responsibilities for supporting two workshops on medical devices in August. In the same week ACTI work plans were filed, the COP and ASW Lead introduced ACTI to the ASW Technical Working Group and picked up discussions on technical issues, providing a seamless transition from the previous ASEAN Single Window Task Order.

On August 14 USAID added a new component to ACTI for Burma specific activities. In response to USAID's request, ACTI submitted a concept note on September 5th with its approach to the life of an ACTI-focused work stream in Burma and a proposed management and mobilization plan. The concept note proposed economic governance as an overarching theme with specific activities designed to help Burma meet its commitments to implementing the ASEAN Economic Community consistent with its own Framework for Economic and Social Reform.

ACTI benefited from a round of comments and suggestions on its First Annual Work Plan, Communications Plan, and the Burma concept note. For ASEAN activities, ACTI prepared concept notes for each of the five work streams and submitted them to relevant ASEAN Secretariat desk officers who, in turn, forwarded them to their respective ASEAN committees or working groups. ACTI also prepared a list of activities and status of ASEAN committee approvals, which was transmitted to the ASEAN Strategic Planning and Coordination Division and the Burma Deputy Permanent Representative to ASEAN. USAID gave final approval of the First Annual Work Plan on October 11. ACTI submitted a revised concept note on Burma on October 8. On October 17 USAID approved mobilization for the full time resident advisor in Burma.

On the logistical side, ACTI has rented and mobilized office space and is fully staffed. ACTI also had three staff attend USAID's TrainNet course in Bangkok and has developed draft flyers and other communications material for USAID approval.

Status of Activities and Progress

The following is a summary of ACTI project's activities and progress covering the period from July 1st, 2013 through September 30th, 2013, by Work Stream and keyed to activities listed in the First Annual Work Plan and Life of Project Plan. The phases in italics are taken from the First Annual Work Plan.

Work Stream 1: ASEAN Single Window (ASW)

Activity 1: Transition to ASW Pilot Project component 2 (full-fledged)

- *Discuss the procurement and installation of software licenses in eligible Member States for the operation of the ASW network infrastructure:* Discussions with the ACTI ASW Lead in the ASW Technical Working Group (TWG) in August suggested that some Member States might want to continue implementing the scaled down pilot. However, in further discussions with the ACTI ASW Lead at the ASW Steering Committee (ASWSC) meeting in September, the ASWSC decided that the procurement and installation of the software licenses would be provided by ACTI-ASW only for the ASW Pilot project full-fledged phase. Member States would be responsible for software license costs during the live implementation following the full-fledged phase. The maintenance of services of the software licenses will cover technical support, warranty, correction of software release errors, enhancement of capabilities, software releases, and optimization.
- *Conduct an independent assessment in compliance with international standards and costing requisites on the viability of the ASEAN Secretariat to host the ASW regional services server on a permanent basis:* The ACTI ASW Lead handed over the ASW servers to the ASEAN Secretariat on September 9. Both servers are online, with a new domain address: rsportal.asean.org. The ASWSC Meeting agreed that eventually Member States would be responsible to host the server during live implementation, whether at the ASEAN Secretariat or a Data Center. The ACTI ASW Lead was asked to submit a concept note containing the scope of the assessment to the 25th Technical Working Group (TWG) Meeting in November.
- *Provide a concept paper on ASW Project Management Office (PMO):* The ASWSC has agreed to recommend to the ASEAN Senior Economic Officials Meeting (SEOM) that a project management and planning team be established and housed within the ASEAN Secretariat to supervise and manage implementation of the ASW. The ASWSC requested the ACTI ASW Lead to draft a concept note for the PMO to the 25th TWG meeting in November for consideration and subsequent endorsement by the ASWSC and transmittal to the SEOM.
- *Complete the TOR for ASW pilot full-fledged following recommendations on prioritized business processes:* ASW TWG Chair provided the latest draft Terms of Reference (TOR) of the ASW Pilot project component 2 (full-fledged) ver. 6.0 at the end of September 2013. The proposed start date would be February 2014 with an end date of March 2015.

Member States were requested to provide feedback on the draft TOR by 18 October after which the latest accepted TOR would be submitted to ASW Steering Committee for their inter-sessional endorsement. ACTI ASW Lead submitted comments on the draft TOR.

- *Purchase a low cost IT application to improve the content management capability of the ASW web portal system to restrict public access to sensitive information:* ACTI ASW Lead coordinated with the ASEAN Secretariat and CREA Inc., the ASW Web Portal contractor, to provide a user access management procedure and flow chart. There were content management issues raised by AMS and ASEAN Secretariat in the August TWG meeting, specifically the uploading of news articles/regular meeting reports for public consumption and treatment of sensitive information. The ASEAN Secretariat also requested ACTI to provide technical maintenance support to stabilize the web port for the duration of the ASW pilot full-fledged phase.

Activity 2: Finalize Legal Framework Agreement (now Protocol for the Legal Framework)

- *Provide a legal consultant to offer further legal advisory services for Member States and the ASW Legal Working Group to finalize the Protocol for the Legal Framework for the ASW by end 2013:* ACTI retained Mr. Bryan Tan to provide legal advisory support to the 21st Legal Working Group Meeting in Singapore in September. Mr. Tan and the ACTI ASW Lead engaged on technical issues with the Working Group which made good progress. It agreed on nine provisions and undertook to complete the remaining two provisions of the Protocol for the Legal Framework for the ASW at their next, and last, LWG meeting in Manado, Indonesia in December.
- *Conduct a legal gap analysis in Burma to assess whether national laws, including e-Commerce legislation, would permit the efficient introduction of a national and ASW following the guidelines of the Protocol for the Legal Framework for the ASW:* Burma Customs had requested assistance for a legal gap analysis to the ASEAN Secretariat. After consultations between the ACTI ASW Lead, the Secretariat, and Burma customs legal experts, Burma Customs invited Prof. Bill Luddy, an ACTI sub contractor, has been invited to conduct the analysis in November.

Activity 5: Support Business Process Analysis and Data Harmonization

- *Present the outcome of the cross-border Business Process Analysis (BPA) activity to the ASW Technical Working Group meeting:* The COP and ACTI ASW Lead participated in an August workshop under the ASW Task Order with government and the private sector to ascertain other business documents that could be exchanged through the ASW. Subsequently, ACTI supported the BPA study co-leaders to present the final report to the 25th TWG Meeting in August. The final report was submitted 18 October 2013 for AMS consideration and acceptance.
- *Provide NSW related assistance by the ACTI ASW lead on information process analysis / data mapping as requested by interested AMS:* The ACTI ASW Lead has received a request from the Philippines for technical assistance to conduct an information process analysis and systems mapping for the implementation of its NSW.

Activity 7 - Support Authorized Economic Operators (AEO) Programs

- *Provide an advisor to the Indonesian Coordinating Ministry on the Indonesian National Single Window.* ACTI ASW retained Mr. Ahmad Malkan Lubis to provide advisory and capacity development services to the Indonesia National Single Window (INSW) Team, and in particular, the INSW Secretariat. This activity will support the reduction of the time and cost to import and export by allowing traders to process all necessary documents through the INSW, achieving paperless customs clearance and release.

Work Stream 2: Trade and Investment

Activity 2.5: Support for the Creation and Implementation of ASEAN and National Trade Repositories

- *Prepare a 2014 work plan for Burma as a follow up to the EU's gap analysis which could involve a more detailed scoping mission in 2013, depending on the timing and content of the EU survey results:* The ACTI Chief of Party (COP) and Deputy Chief of Party (DCOP) met with the COP of the EU ARISE project and the ASEAN Secretariat to discuss areas of possible collaboration in moving forward the ASEAN Trade Repository and National Trade Repository projects. ARISE is conducting a survey of ASEAN Member States' progress on establishing National Trade Repositories (NTRs) that is scheduled to be completed in November. ACTI will use the output of this survey to determine the level of intervention required in the establishment of selected national repositories. The ASEAN Secretariat agreed that this would be a bilateral project and put the ACTI T&I lead in contact with the responsible Burma trade official.

Activity 2.7: Build Capacity Medical Device Standards and Conformity Assessment

- *Assist U.S. Department of Commerce in the organization of two in-country (Thailand, Indonesia) medical devices training workshops for regulators and industry experts:* Medical devices regulatory harmonization training to assist ASEAN Member States' implementation of the ASEAN Medical Devices Directive (AMDD) by 2014 is a priority activity for ASEAN and is part of the ASEAN-U.S. Department of Commerce standards work plan. The U.S. Department of Commerce, the Ministry of Health of Thailand, and ACTI supported an August 21-22 workshop in Bangkok on 'Medical Devices Regulatory Harmonization Training'. Ninety one regulators from Thailand and 15 ACTI-funded regulators from Cambodia, Laos and Myanmar participated. Training was conducted by ACTI consultants: Mr. Michael Flood and Mr. Tom Welch, supported by Mr. Jeffrey Gren, Director, Office of Health and Consumer Goods, U.S. Department of Commerce. There were also trainers from GE Healthcare, Stryker Medical Corp, Zimmer Medical Co., and Varian Medical Systems Pacific Inc.
- ACTI organized the second in-country training workshop in Jakarta on August 26-27 where more than 50 medical device regulators from all over Indonesia attended. In conjunction with the training, ACTI also conducted a seminar for the Indonesian medical device

industry on August 28-29, 2013. These workshops are part of the multi-year medical devices training program for ASEAN that will ensure uniform understanding and interpretation of the AMDD.

Activity 2.13: Supporting Outreach to the ASEAN and US Business Communities

- *Attend ASEAN Business Club Forum:* COP attended the Networking ASEAN Forum on August 21 in Singapore sponsored by the ASEAN Business Club. The COP provided USAID the conference background papers and wrote a briefing paper summarizing discussions on obstacles for integration in financial and capital markets, utilities, health care, telecommunications, and aviation. The ASEAN Business Club will present the final sector papers on November 29th in Jakarta.

Work Stream 3: SME Development

Activity 3.1: Conduct Analytical Assessments in Five Focal Areas under the SME Work Stream

- *(1) Conduct desk research of existing relevant materials of status of SME services in ASEAN Member States and (2) Develop research-based questionnaires in conjunction with USAID, send to, and collect from, selected groups of SME stakeholders and enablers in collaboration with the SME Agencies in the less developed AMS:* ACTI-SME has completed desk research and developed research-based questionnaires for Cambodia, Lao PDR, Burma, and Viet Nam. These draft questionnaires were submitted to USAID as part of the request for technical approval for SME assessment missions.

Activity 3.3: Training and Outreach for Sector Focused Group of SMEs

- *Participate in APEC Policy Partnership on Women and the Economy (PPWE) Access to Capital Workshop:* The two-day APEC Access to Capital Workshop on Financial Products to Support Women-owned Business was held in Bali on September 15-16, 2013. The APEC Technical Assistance and Training Facility (TATF) and ACTI projects collaborated on this workshop that explored how governments could increase access to finance for women entrepreneurs. Held on the margins of the APEC Senior Finance Officials and Finance Deputies Meeting, the workshop discussed policies and regulations as well as outreach and capacity building strategies. ACTI SME Lead participated in the exchange of views on innovative ways to mobilize assistance, such as through public-private partnerships. Around 48 delegates attended, including representatives from ASEAN Member States that are not APEC member economies: Cambodia and Lao PDR, funded by ACTI; and Burma, funded by TATF.

Activity 3.15 - Raise Gender Awareness

- *Engage with the ASEAN Women Entrepreneurs Network:* ACTI SME Lead held a meeting with the ASEAN Secretariat on September 20, 2013 to discuss collaboration between the ACTI-SME and the ASEAN Women Entrepreneurs' Network. Proposals for possible future

collaboration include conducting research on the number of women entrepreneurs and their contributions to various sectors; enhancing women's capacity in expanding and starting their businesses; and organizing the first conference for the ASEAN Women Entrepreneurs' Network in 2014. The Secretariat will introduce the program of ACTI-SME to the members of the Network.

Activity 3.16 - Promote Youth-oriented Training and Entrepreneurship

- *Conduct Youth Entrepreneurs trainings on ICT and the ASEAN Economic Community:* In July the COP met with the Executive Director of the ASEAN Foundation to discuss possible collaboration. As a follow up, the ACTI-SME Lead met with the Foundation to discuss potential joint work on (i) the training of young SME entrepreneurs to improve their businesses by using ICT, based on the Microsoft curriculum and (ii) a seminar on Future Young Entrepreneurs Facing the ASEAN Community 2015 on 5 December 2013 in Jakarta, Indonesia, to be conducted in collaboration with the Hewlett Packard. The ASEAN Foundation drafted a concept note on the seminar on the ASEAN Economic Community 2015 for SMEs and ASEAN Young Entrepreneurs in Indonesia. ACTI provided additional input and revisions to the concept note and prepared a proposal for USAID approval.

Activity 3.26 – Conduct Consultations and Networking with Other Stakeholders:

- *Conduct consultations with the USAID-USABC for a public private partnership:* On August 7, the ACTI SME Lead participated in a discussion with US-ASEAN Business Council (USABC) staff and members and Mr. Michael Silverman of USAID to explore gathering all USABC members' corporate social responsibility activities under a USABC umbrella and to scale them up with USAID technical assistance. USABC ASEAN Chair, Mr. Sam Kim, indicated his intention to announce a program at the ASEAN Economic Ministers Meeting in Brunei at the end of August. The ACTI SME lead provided suggestions for the USABC's draft statement on the "USAID-USABC Public Private Partnership for ASEAN SME Development in Preparation for the AEC 2015" and submitted them to Mr. Michael Silberman.

Work Stream 4: Energy

The main objective of the ACTI Energy Work Stream is to increase capacity of ASEAN Member States to facilitate delivery of clean energy and energy efficient technologies to their citizens through implementation of current and future versions of the United States-ASEAN Energy Cooperation Work Plan in consultation with the U.S. Department of Energy (DOE). Subcontractor ICF International held one meeting in Washington, D.C. with the DOE expert and contacted the State Department for a follow up meeting.

Work Stream 5: ICT

Activity 5.1 – Improve Legal and Regulatory Competitiveness, and Create an Improved Enabling Environment for ICT that will lower user cost.

- *Coordinate with ASEAN Telecommunications Regulatory Council and ASEAN Senior Telecommunications Officials (TELSOM) to identify priority projects ACTI could support:* ACTI worked with ASEC to identify TELSOM projects that ACTI could support in 2014. These included guidelines on Over The Top management policy, ICT skills upgrading and development, ICT human resource demand, and cloud computing. ASEC reached out to AMS to solicit feedback on ACTI's offer of assistance.

Activity 5.4: Promote ACTI to Regional ICT Partners:

- *Attend TELSOM retreat in Burma in September to initiate discussion of regional and AMS priorities and action planning for 2014:* ACTI-ICT Lead and DCOP briefed the TELSOM Retreat on proposed ICT activities and the experience of the USAID Global Broadband and Innovations (GBI) program. The ACTI team also briefed Ms. Leslie Marbury, Director of Economic Growth Office of USAID/Burma to on the ACTI-Burma specific activities.

Activity 5.5: Improve broadband access and connectivity, especially in rural areas:

- *Provide project design and training for the Lao PDR Ministry of Post and Telecommunications capacity building issues:* The COR for the GBI conducted a scoping exercise in Lao (11-18 Sept 2013), in consultation with USAID and U.S. Embassy in Vientiane, and clarified Lao PDR's interest in capacity building activities. ACTI ICT coordinator followed up with the ASEAN Secretariat, who, in turn, indicated to Lao PDR ACTI's potential interest in carrying forward such training.

Activity 5.6: Advance Affordable and Attractive ICT and Broadband Adoption

- *Prepare a work plan to support implementation of a demonstration project using TV White Space (TVWS) technology for providing broadband connectivity in rural areas in partnership with GBI, and Indonesia's Ministry of Communications and Information Technology (MCIT) and USO, and in coordination with USAID Jakarta:* ACTI ICT subcontractor, Integra, along with NetHope and Microsoft, are working in partnership under the GBI program to foster the use of available radio spectrum currently allocated to UHF TV broadcasting for rural connectivity applications (known as TV White Space or TVWS). The ASEAN Secretariat has contacted Indonesia expressing ACTI's interest in possible collaboration to carry this work forward.
- *Monitor the outcomes from the TV White Space pilot program in the Philippines to promote broadband connectivity to schools and provide support, if requested, in coordination with USAID Manila:* The Philippines has the lead for an ASEAN ICT Fund

project to promote broadband connectivity to schools within ASEAN through TV White Space technology and new emerging technologies. After ACTI submitted its work plan in the form of a concept note to TELSOM, the ASEAN Secretariat informed ACTI that the Philippines Department of Science and Technology expressed an interest in exploring possible ACTI collaboration, particularly in the area of facilitating public-private partnership.

Work Stream 6: Burma Specific Activities

The following activities were not in the First Annual Work Plan as they were added by USAID when the draft work plan was close to being finalized. After the Burma specific activities work plan is finalized around the end of February, they will be rolled into ACTI's Second Annual Work Plan.

Activity 6.1 Concept Note for Life of the Project (two year program) in Burma

- *Draft concept Note for Burma specific activities:* In response to USAID's request of August 14 ACTI submitted a concept note on September 5 for ACTI centered activities in Burma during the life of a two year project. The note included a proposal for project management and mobilization. On September 20, USAID provided comments on the draft. ACTI revised the draft taking into account results of an initial scoping mission (see below) and submitted the text to USAID on October 8. On October 17, USAID approved the mobilization of the long-term resident advisor who will take up a full time position in Yangon on December 2.
- *Conduct scoping Mission:* From September 25 to October 3 Steve Parker, the proposed long term resident advisor for Burma specific activities, and David Quinn, ACTI Operations Manager and Trade Specialist, conducted an initial scoping mission to Burma. They met with officials from USAID, GIZ, The Asia Foundation, and World Bank and attended a seminar on Open Government Partnership. The results of this mission fed into the revised concept note.
- *Organize a commercial Law Seminar:* During the scoping mission ACTI provided to USAID a detailed outline and objectives for a commercial law seminar requested by the Attorney General.

Implementation Issues and Recommendations

ACTI has gained traction in its ASW, T&I, SME and Burma activity specific work streams but less in Energy and ICT. Part of the reason may be the different levels of interest in working with ACTI. The SME Working Group approved the concept note quickly. The ASW TWG and Steering Committee worked closely with the ACTI ASW Lead on developing the draft work plan. Several committees are responsible for Trade and Investment activities complicating the approval process. The Coordinating Committee on Services approved the proposed activity for their sector. The work on standards is part of the agreed work plan of the U.S. Department of Commerce and ASEAN Coordinating Committee on Standards and Quality. The

ASEAN Secretariat advised that the proposed activities on self-certification and trade repositories need not be submitted to the ATIGA Coordination Committee for approval as they are bilateral activities in response to specific requests to the ASEAN Secretariat from AMS.

Approval of the concept note for Energy should be pro forma as the work follows the U.S. DOE-ASEAN Energy Cooperation Work Plan. But the change in the U.S. DOE lead for ASEAN and U.S. Government shutdown might have slowed engagement. On ICT, despite attending the TELSOM retreat, members have not shown great interest, with a few important exceptions. The ASEAN TELSOM gets considerable attention from other dialogue partners that have formal consultations with the TELSOM. ACTI will continue to work with the ASEAN Secretariat to explore concrete areas for engagement.

Another logistical challenge has been the slow process for issuing of service visas for ACTI staff. Although USAID sought formal approval of ACTI in June, delays in the approval process meant that ACTI staff started up the project on short-term visas. This has created complications. ACTI has sought to minimize project costs by having short-term visas secured on the return from business trips. This has worked for professional staff but not one family member. USAID has approved covering the costs of ACTI staff to collect their service visa in their home countries (Singapore for U.S. staff). To date, Dennis Pantastico and Noordin Azhari have received notification that they can proceed to collect their visas. The process for other staff remains pending.

ACTI Calendar – Completed and Upcoming Activities

Date	Work Stream	Event or Activity	Location	Staff/Consultant	Note
20-23 August	ASW	ASW 24 th Technical Working Group (TWG) Meeting	Hanoi	Dennis and Jim W. / Kenneth and Peter	<i>Completed</i>
21-22 August	T&I	Medical Device Workshop for Regulators (T, C, L)	Bangkok	Noordin/M.Flood/Tom Welch	<i>Completed</i>
23 August	T&I	Medical Device Workshop for Industry	Bangkok	Noordin/M.Flood/Tom Welch	<i>Completed</i>
26-27 August	T&I	Medical Device Workshop for Indonesian Regulators	Jakarta	Noordin/M.Flood/Tom Welch	<i>Completed</i>
29-30 August	T&I	Medical Device Workshop for Industry	Jakarta	Noordin/M.Flood/Tom Welch	<i>Completed</i>
22-23 August	ACTI	ASEAN Business Club- Network ASEAN Forum	Singapore	James Wallar	<i>Completed</i>
28-30 Aug	ACTI	USAID TraiNet/VCS/ADS Policy Training	Bangkok	Shinta, Maria and Siti	<i>Completed</i>
3-5 September	IDEA	2 nd ASEAN TELSOM-ATRC Leaders' Retreat	Yangon	Noordin/Otto	<i>Completed</i>
5-8 September	APEC	Policy Partnership of Women and the Economy	Bali	James Wallar	<i>Completed</i>
10-12 September	ASW	ASW 20 th Legal Working Group (LWG) Meeting	Singapore	Bryan Tan and Dennis	<i>Completed</i>

Date	Work Stream	Event or Activity	Location	Staff/Consultant	Note
15-16 September	SME	APEC PPWE Access to Capital Workshop	Bali	Thitapha	<i>Completed</i>
17-19 September	ASW	ASW 11 th Steering Committee (SC) Meeting	Nha Trang, Vietnam	Dennis, David Murray	<i>Completed</i>
20 September 2013	ACTI	Meeting with DSG AEC	Jakarta	COP & DCOP	<i>Completed</i>
25 September-3 October	Burma	Scoping Mission to Burma	Yangon & Nay Pyi Taw	Steve Parker and David Quinn	<i>Completed</i>
28-29 October	T&I	Workshop on US Dietary/Health Supplements Regulations	Singapore	David Quinn/Maria	<i>Approved (delayed)</i>
28-29 October	T&I	Medical Devices Regulatory Harmonization Workshop	Hanoi	COP, Michael Flood, Timothy Ulatowski	<i>Approved</i>
31 October	T&I	Medical Devices Regulatory Harmonization Workshop	Ho Chi Minh City	COP, Michael Flood, Timothy Ulatowski	<i>Approved</i>
December / January	ASW	ASW National Level Information Analysis for Interested AMS	Manila	Dennis	<i>Approval required</i>
11-15 November	SME	Analytical Assessment Mission to Vietnam and Cambodia	Hanoi and Phnom Penh	Thitapha / Michael Blakeley	<i>Approved</i>

Date	Work Stream	Event or Activity	Location	Staff/Consultant	Note
12-13 November	T&I	Workshop on Self-Certification of Origin for Myanmar (TBC)	Yangon	Noordin Azhari / Maria	<i>Approved</i>
18 November	ICT	ITU Connect Asia Pacific Summit	Bangkok	Bob Otto / David Quinn	<i>Approval required</i>
21 – 30 November	ASW	Legal Gap Analysis for Myanmar	Yangon	Prof. Bill Luddy or Brian Tan	<i>Approval required</i>
21 - 22 November	SME	2nd Analytical Assessment Mission to Myanmar and Laos (back-to-back)	Vientiane, Laos	Thitapha / Michael Blakeley	<i>Approval required</i>
25 – 27 November		Consultation with the SME Working Group Meeting	Yangon		
25 - 26 November	SME	Consultation with the SME Working Group Meeting	Yangon	Thitapha	<i>Approval required</i>
November 21-22nd	Burma	Commercial Law Workshop	Nay Pyi Taw	Steve Parker	<i>Approval required</i>
26-29 November	ASW	ASW 25th Technical Working Group Meeting	Penang	Dennis / Tim Buehrer	<i>Approval required</i>
27-28 November	T&I	Workshop on Services (TBC)	Luang Prabang	DCOP / Jane Brockman	<i>Approval required</i>
October – 31 November	Burma	ACTI Burma Mobilization	Yangon & Nay Pyi Taw	Steve Parker	<i>Approved</i>

Date	Work Stream	Event or Activity	Location	Staff/Consultant	Note
		Steve Parker – Jakarta Consultation (17-18 Oct)			
2 -3 December	SME	USABC and USAID Meeting on PPP	Singapore	Thitapha	<i>Approval required</i>
3 - 5 December	ASW	ASW 21st Legal Working Group	Bali / Manado	Dennis	<i>Approval required</i>
December	ASW	Multi Agency Risk Management National Workshop	Jakarta	Dennis	<i>Approval required</i>
5 December	SME	ASEAN Foundation Seminar on AEC 2015 for young entrepreneurs	Jakarta	COP / Thitapha	<i>Approval required</i>
2nd week of December	SME	ASEAN Foundation Train-The Trainer for youth entrepreneurs back-to-back with one basic training course	Bandung	Thitapha	<i>Approval required</i>
3rd-4th week of December 2013	SME	Three (3) basic training courses for young entrepreneurs with the ASEAN Foundation	Bandung	Thitapha	<i>Approval required</i>