



**Asia-Pacific
Economic Cooperation**

2013/SOM3/EPWG/020

Agenda Item: 8.2

Improving Natural Disaster Resilience of APEC SMEs to Facilitate Trade and Investment

Purpose: Information
Submitted by: Chinese Taipei



**5th Emergency Preparedness Working
Group Meeting
Medan, Indonesia
2-3 July 2013**



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The APEC EPWG Meeting

Improving Natural Disaster Resilience of APEC SMEs to Facilitate Trade and Investment




APEC SME
Crisis Management Center SCMO

Chinese Taipei
2nd July 2013



主辦單位 Host
執行單位 Organizer




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Outlines

- 1 • Project Overview
- 2 • Project Outcomes
- 3 • 2013 Deliverables
- 4 • Expected Outcomes in 2013
- 5 • Upcoming Events in 2014


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Project Overview (1/3)

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• Background




SMEs are the lifeblood in APEC Region

- SMEs account for 90% of the businesses and employ well over half of the workforce for the majority of economies in the region


SMEs lack of disaster preemptive knowledge and mechanisms

- From the 311 Earthquake in Japan, more than 300 companies went down in six months, and 90% out of these companies went bankrupt by "Indirect loss or damage" caused by natural disasters.



Chinese Taipei proposed a multi-year project for SMEs to **respond to natural disasters** in APEC region, to **establish reliable supply chains for SMEs** and to ensure the continuity of trade and investment

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Project Overview (2/3)

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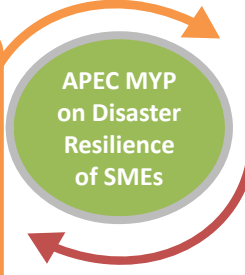
• Linking with APEC 2013 Priorities and SMEMM Themes

APEC 2013 Theme: Resilient Asia Pacific, Engine of Global Growth

APEC 2013 Priorities

- Attaining the Bogor Goals
 - Trade and Investment Liberalization and Facilitation
- Achieving Sustainable Growth with Equity
 - Enhancing SMEs' Global Competitiveness
- Promoting Connectivity

Resilience



Recovery

APEC SMEMM Theme: Enhancing SME Global Competitiveness

- Entrepreneurship development for SMEs
- Empowering SMEs to Expand to International Market
- Increasing Access to Finance for SMEs

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Project Overview (3/3)

- Objective**
Better Emergency Preparedness Is Vital to Resilient Asia-Pacific

To enhance the awareness of SMEs and governments on natural disaster risks
(Policy Framework Model)

To share best practices and assist SMEs to implement disaster preemptive mechanisms
(Business Continuity Plans)

To identify threats and possible solutions for SMEs

- 2013 Deliverables**

FPN & Expert Meeting

Guidebook on SME BCPs

Train-the-trainer Workshop

Policy Framework Model

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Project Outcomes in 2012 (1/2)

- Key Outcomes in 2012**

BCP Survey

Joint Study

FPN Meeting

Expert Meeting

APEC Symposium

Cooperation w/ ADRC	Submission in Mid-October	Role of Focal Points	Participation & Supports	
Survey results from 7 economies	Released in December		Tasks of Experts	Dissemination of Project Info
Report of Survey to all member economies in 2012	We share the results at SMC official website:		Symposium focus on three industries	Monthly Reports
The report is disseminated in March 2013	http://www.apecscmc.org/	Guidelines on Promoting Business Continuity Plans to Strengthen Reliability of Supply Chains		
		Discussions focus on logistics, ICT and auto parts industry		
		The Guidelines have been endorsed in 19 th SMEMM		

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Project Outcomes in 2012 (2/2)

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• 2012 APEC SMEEMM

11 “ We agree that enhancing SMEs’ resilience to natural disasters is essential to establishing reliable supply chains in the APEC region. We support Chinese Taipei’s multi-year project in collaboration with EPWG and other non-APEC stakeholders on promoting Business Continuity Plans for SMEs. ”

12 “ We endorse the adoption of the “Guideline on Promoting SME Business Continuity Plans to Strengthen Reliability of Supply Chains”, which was formulated by an Expert Group in Chinese Taipei. We urge APEC fora and governments to cooperate on assisting SMEs to develop disaster preemptive mechanisms in accordance with the Guideline. ”

13 “ The two multi-year projects of the SMEWG currently being undertaken by the United States on business ethics and Chinese Taipei on disaster resilience should continue to work closely with other APEC fora, including ACT, HWG, LSIF, EPWG, as well as ABAC and other non-APEC stakeholders. ”

• 2012 APEC AMM

42 “ We note the efforts and encourage further work on promoting business continuity plans to enhance the reliability of supply chains. We also recognize that integrated disaster risk financing policies are part of overall disaster response preparedness. ”

• 2012 AELM

“ Highlighting the need for greater coordination and better connectivity in disaster management, we support the idea of promoting and facilitating business continuity and resiliency planning especially among small and medium-sized enterprises. ”

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2013 Deliverables (1/2)

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APEC SCMC as the platform for Knowledge Sharing and Further Collaboration

FPN and Experts of SMEWG

Non-APEC Stakeholders

EPWG Expert Group

FPN & Expert Meeting

Guidebook on SME BCPs

Train-the-trainer Workshop

Policy Framework Model

Monitoring and Dissemination

- APEC SME Crisis Management Center will publish monthly reports of the Expert Group
- Updated information to be announced in APEC SME Crisis Management Center Website: <http://www.apecscmc.org/>

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2013 Deliverables (2/2)

2013 Milestones

12th March
Manila, the Philippines

Educational Guidebook to be finalized by **June**

5th-9th August
Taipei

The 2nd FPN & Expert Meeting

The 2nd Expert Meeting is held in Manila, as a back-to-back event of 36th SMEWG Meeting

SME BCP Guidebook


In cooperation with ADRC, the guidebook including checklists will be finalized by June 2013

Train-the-trainer Workshop

A 5-day train-the trainer workshop will be held in Taipei, inviting seed trainers, BCP experts, and industry seniors

We look forward to your participation in 2013!

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FPN & Expert Meeting (1/5)

The 2nd FPN & Expert Meeting

- Venue:** New World Hotel (Makati City)
- Time:** 12th March 9:00am ~ 5:00pm
- Participants:** Experts and Focal Points from 17 economies
- Meeting Agenda:**

09:00 – 09:30	Registration
09:30 – 09:50	Opening Session & Photo Session
09:50 – 10:15	[SESSION I] 2013 Deliverables of APEC Project on Improving Disaster Resilience of SMEs
10:15 – 10:30	Tea Break
10:30 – 11:30	[SESSION II] Summary Report on Promoting SME BCPs
11:30 – 12:10	[SESSION III] Best Practice Sharing on Disaster Resilience of SMEs
12:00 – 13:30	Lunch
<p>Afternoon Session Moderator: Dr. Wei-Sen Li <i>Co-Chair of Emergency Preparedness Working Group</i></p>	
13:30 – 15:30	[SESSION IV] Reports on the Role of Government and Policy Frameworks in Assisting SMEs to Build BCP
15:30 – 15:50	Tea Break
15:50 – 17:10	[SESSION V] Reports from Important Stakeholders in APEC Region

We appreciate for all our members' contributions!

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FPN & Expert Meeting (2/5)

- Meeting Outcomes
 - 12 Experts and 38 Focal Points from 19 economies of both SMEWG and EPWG participated in the 2nd FPN & Expert Meeting
 - “Guidebook on Promoting SME Business Continuity Plans” are discussed in detail in the meeting for future usage



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FPN & Expert Meeting (3/5)

- Key Conclusions from Survey on BCP Status of APEC SMEs


Potential Threats Vary by Economy

- Potential threats vary depending on the situation: **earthquakes, floods, fires, and blackouts** are the major threats indicated.

BCP Development and Awareness Level of SMEs Is Still Low

- Only 13% of SME respondents have a business continuity plan (BCP) while 34.8% are in the process of developing one. Almost half of respondents do not know anything about BCPs.
- There is a substantial difference in the level of BCP awareness between respondents that have actually experienced a disaster and those that have not.

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 **FPN & Expert Meeting (4/5)**
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- Key Conclusions from Survey on BCP Status of APEC SMEs


Process of BCP Development

- Many indicated that the reason they developed a BCP was:
 - To engage in good business practice
 - To develop a risk management strategy
- Many SMEs refer to general guidelines and effectively use various public support systems in the process of BCP development.


Obstacles Identified

- The main obstacles for many respondents that don't have a written BCP are **"lack of company BCP knowledge and expertise"** and **"lack of information needed for BCP development."**

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 **FPN & Expert Meeting (5/5)**
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- **Guidebook on Promoting SME Business Continuity Plans**

Introduction	Warming-up	BCM Framework
1) BCM Importance for SMEs 2) BCP Concept of SMEs	1) Scenario Checking 2) 10 steps based on ISO22301	

- Step 1:** Determine BCM purpose, scope and team
- Step 2:** Prioritized activities and Recovery Time Objective
- Step 3:** Key resources necessary for prioritized activities
- Step 4:** Risk assessment – know your tragic scenarios
- Step 5:** Do not forget pre-disaster protection and mitigation
- Step 6:** Emergency response to disaster
- Step 7:** BC Strategies to early resumption
- Step 8:** Be financially prepared
- Step 9:** Exercise makes your plan functional
- Step 10:** PDCA cycle for your continuous improvement

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Train-the-trainer Workshop (1/5)

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Time & Venue

- 5-9 August 2013 Sheraton Grande Taipei Hotel

Participants

- Project Experts from both SMEWG and EPWG
- Seed Trainers of Member Economies
- Government Officials
- Local/Regional SMEs
- SME Relevant Organizations



Date	5 August	6 August	7 August	8 August	9 August
Activities	Train-the-trainer Workshop (Open-to -Public)	Train-the-trainer Workshop (Closed Door)			Best Practice Visit for Workshop
Attendees	400 people	60 people	60 people	60 people	60 people

Through utilizing the [“Guidebook on Promoting SME Business Continuity Plans”](#), seed trainers will be taught to further disseminate core concepts of BCPs on ICT, logistic and auto parts industries to assist SMEs.

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Train-the-trainer Workshop (2/5)

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- Meeting Agenda – Day 1 (August 5)**

09:00 – 09:30	Registration
09:30 – 09:45	Opening Remarks & Photo Session
09:45 – 10:25	Keynote Speech I & II
10:45 – 11:00	Tea Break
11:00 – 12:00	[SESSION I] SMEs and the Global Supply Chain Turbulence: Insights from Logistics Industry
12:00 – 14:00	Lunch
14:00 – 15:00	[SESSION II] Establishing Resilient Production Chains with BCPs: Insights from Automobile Industry
15:00 – 15:20	Tea Break
15:20 – 16:20	[SESSION III] Safeguarding Your IT Systems, Backing Up your Supply Chains: Insights from ICT Industry
16:20 – 17:20	[SESSION IV] Establishing SME Business Continuity Plans for Better Global Supply Chains

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 Train-the-trainer Workshop (3/5) Meeting Agenda – Day 2 & 3 (August 6-7)	
Day 2 (6 August)	
09:00 – 09:30	Registration
09:30 – 09:45	Opening Remarks
09:45 – 10:30	Introduction Session
10:30 – 10:45	Tea Break & Social Time
10:45 – 12:15	SESSION I [Guidebook Step 1~2] Understand What You Can Do by BCP
12:15 – 14:00	Welcome Lunch
14:00 – 15:50	SESSION II [Guidebook Step 3~4] Identify Your Priority and Available Resources
15:50 – 16:05	Tea Break
16:05 – 17:05	Scenario Discussion I Case Studies on BCP Applications
Day 3 (7 August)	
09:00 – 10:20	SESSION III [Guidebook Step 5~6] Get Prepared by Building Up Your Own BCP
10:20 – 10:35	Tea Break
10:35 – 12:30	SESSION IV [Guidebook Step 7-8] Find Key Strategies and Financial Arrangements
12:30 – 14:00	Lunch Time
14:00 – 15:25	SESSION V [Guidebook Step 9-10] Continuous Improvement by PDCA Cycle
15:25 – 15:35	Tea Break
15:25 – 16:45	Scenario Discussion II Best Practices on BCP Application

 Train-the-trainer Workshop (4/5) Meeting Agenda – Day 4 & 5 (August 8-9)	
Day 4 - 8 August	
09:00 – 12:00	SESSION VI Draft Session (Finalizing teaching manual and preparation for summary report)
12:00 – 14:00	Lunch Time
14:00 – 15:30	SESSION VII Reporting on the Supplementary Training Materials for 3 Industries
15:30 – 15:40	Tea Break
15:40 – 16:40	SESSION VIII How to Be Globally Competitive and Benefit from BCP
16:40 – 16:50	Q&A
Day 5 - 9 August	
09:30 – 11:30	SESSION IX Practical Application Session (Venue: National Science and Technology Center for Disaster Reduction)
12:00 – 14:00	Farewell Lunch
14:00 – 17:00	Best Practice Visit
14:00 – 15:30	Visit to an SME with developed BCP based in Taipei
15:30 – 17:00	Visit to Taipei 101 (earthquake proof and windproof structure)



Train-the-trainer Workshop (5/5)

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• Cooperation with Related Organizations

Australia	Japan	New Zealand	Philippines	Chinese Taipei	Thailand	USA
• APEC RSE Section	• ADRC	• Resilient Organizations	• Uni. of the Philippines Los Banos	• NCDR • LRQA	• ADPC	• EWC

Seeking for Your Supports to Our Event on August

Active Participation


Nominate **3 Seed Trainers from ICT, Logistics and Auto Part Industry** of Your Economy

Public-Private Partnership Facilitation

Recommend Related Organization/Participants of Your Economy for Further Cooperation


Registration Open for member economies

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Expected Outcomes

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The 2nd FPN and Expert Meeting is held on 12th March to SME Crisis Monitor, Joint Research Study, Policy Framework Model (PFM), Guidebook, and Train-the-Trainer Workshop .

To establish and finalize SME BCP guidebook that will ultimately serve as a tool for SMEs to develop BCPs.

To host a Train-the-trainer workshop, where seed trainers from member economies will learn how to utilize SME BCP guidebook to train local SMEs in their economies.

To establish a disaster policy framework model that summarize and compile findings from the joint study conduct by the expert during the first stage (2012). The PFM will serve as a guide for APEC governments to reference in assisting SMEs to cope with natural disasters.

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Upcoming Events in 2014

Appreciation for Indonesia's Supports

Seeking for 2 More Volunteer Economies

↑

3 Training Workshops

High Level Policy Dialogue

We would like to **host the High Level Policy Dialogue Meeting in Chinese Taipei in 2014**, inviting senior SME officials, experts, SMEs and SME-related agencies to raise common awareness over APEC region and shed light to further directions of efforts in the future.

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APEC SME Crisis Management Center SCMO

Thank You for Your Attention!

We seek for your supports and participation on 5th ~9th August !

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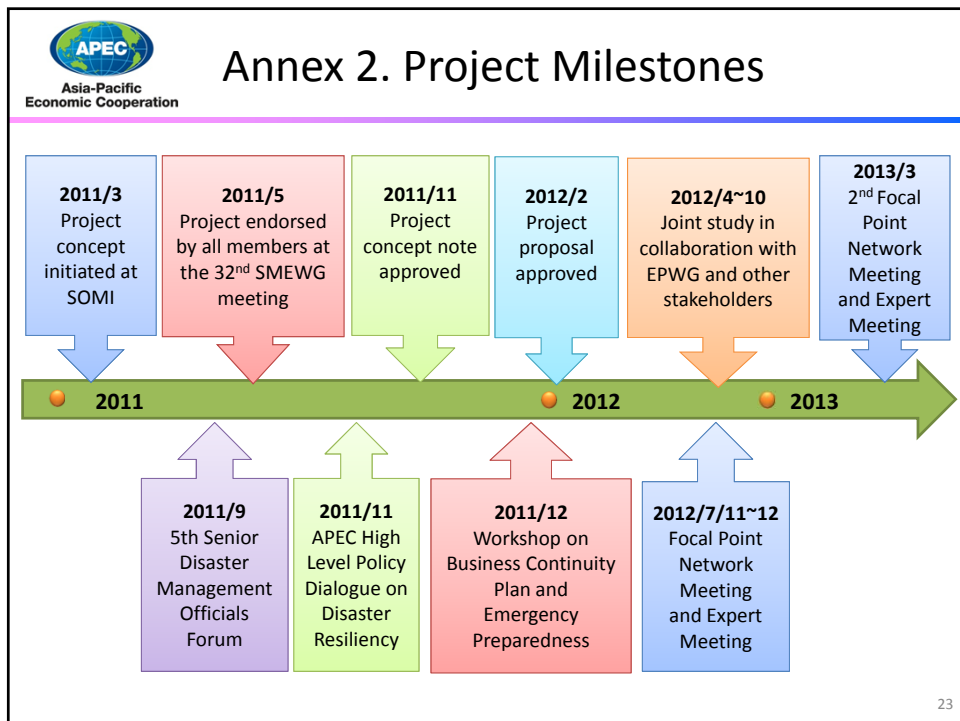
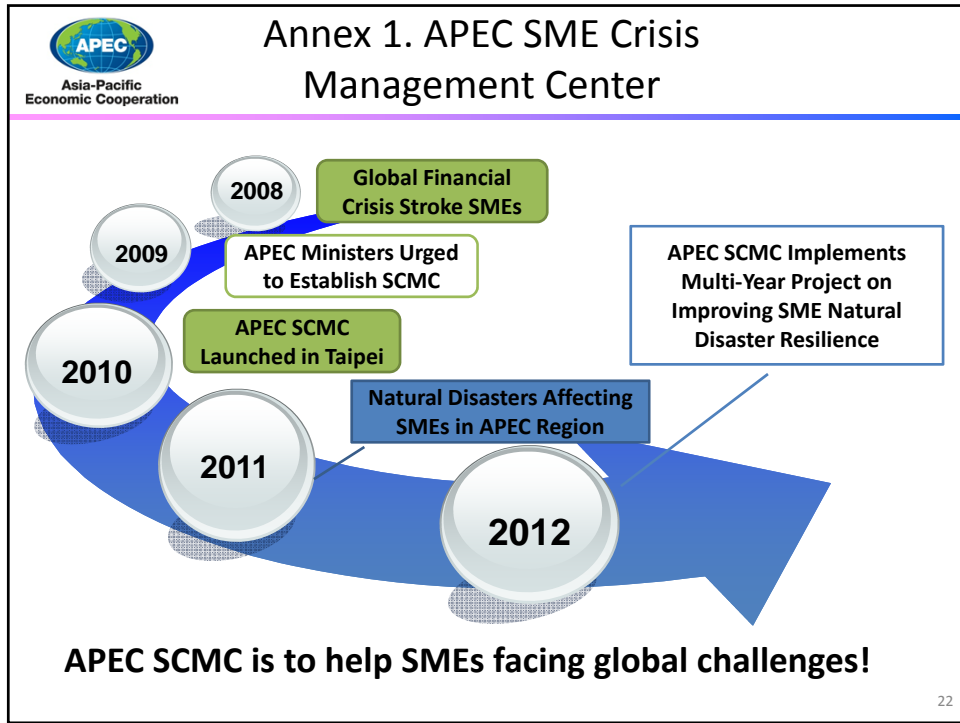
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Ministry of Economic Affairs

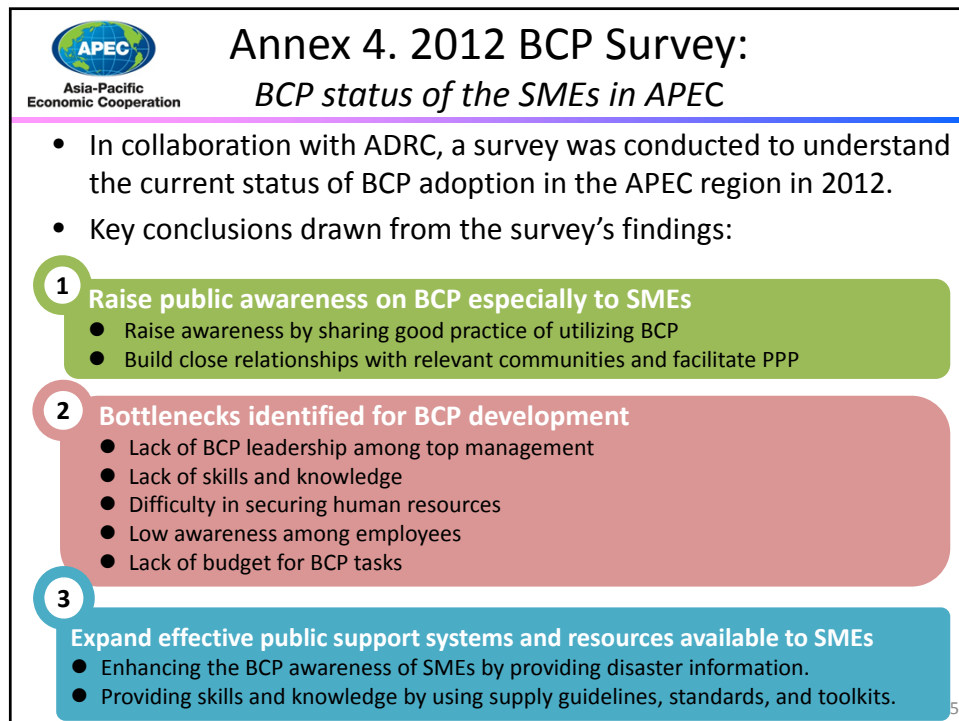
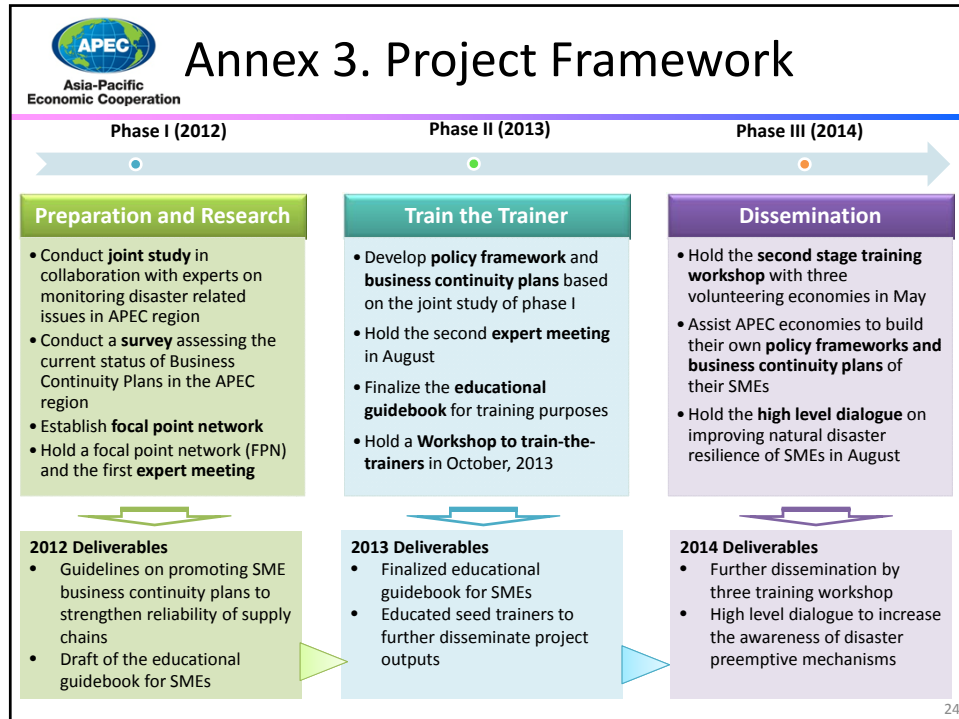
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Organizer




財團法人臺灣經濟研究院
Taiwan Institute of Economic Research

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Annex 5. Joint Study in 2012

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	<div style="background-color: #c00000; color: white; padding: 2px 5px; display: inline-block;">Australia</div> Don Gunasekera <ul style="list-style-type: none"> Maintaining Competitiveness of SMEs – Australia 	
	<div style="background-color: #008000; color: white; padding: 2px 5px; display: inline-block;">Japan</div> Takahiro Ono <ul style="list-style-type: none"> Current disaster resilient status of SMEs and policy recommendations in Japan 	
	<div style="background-color: #4b0082; color: white; padding: 2px 5px; display: inline-block;">New Zealand</div> Erica Seville <ul style="list-style-type: none"> Improving the resilience of SMEs: Policy and Practice in New Zealand 	
	<div style="background-color: #0070c0; color: white; padding: 2px 5px; display: inline-block;">Philippines</div> Salvador P. Catelo <ul style="list-style-type: none"> Enhancing MSMEs' Resilience to Natural Disasters: The Case of the Philippines 	
	<div style="background-color: #ff8c00; color: white; padding: 2px 5px; display: inline-block;">Chinese Taipei</div> Wei-Sen Li <ul style="list-style-type: none"> Aids of Information and Communications to Affected Business 	
	<div style="background-color: #800000; color: white; padding: 2px 5px; display: inline-block;">Thailand</div> Aslam Perwaiz <ul style="list-style-type: none"> SMEs in Disaster Preparedness-Resilient Investment for Resilient Communities in Post-Thailand 2011 Floods 	
	<div style="background-color: #008000; color: white; padding: 2px 5px; display: inline-block;">United States</div> Allen Clark <ul style="list-style-type: none"> Policy Recommendations on SME Disaster Resilience: US Agricultural SMEs 	


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Annex 6. Monthly Reports

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APEC SME Monitor



SME Development

Global Trends

SME Challenges

SME News

SME Policy

Expert Perspectives

Welcome to APEC SCMC Website

<http://www.apecscmc.org>

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