



## PROJECT NOTIFICATION

Ref. No.: 22-RC-09-GE-RES-A-PN2200084-002

<b>Date of Issue</b>	30 August 2022
<b>Project Code</b>	22-RC-09-GE-RES-A
<b>Title</b>	Research on SME Transformation for Meeting the SDGs
<b>Timing and Duration</b>	October–December 2022 (three months)
<b>Hosting Country(ies)</b>	Not Applicable
<b>Modality</b>	Digital Multicountry
<b>Implementing Organization(s)</b>	APO Secretariat
<b>Participating Country(ies)</b>	All Member Countries
<b>Qualifications of National Experts</b>	Policy analysts or researchers, academic researchers, public policy experts, or practitioners specializing in SME development policy, inclusiveness policies, or practices to meet the SDGs at all levels including firms with a track record of experience, three or more years in the position, and excellent English writing and presentation skills
<b>Qualifications of Chief Expert</b>	Extensive knowledge of SME transformation and development and their linkages with the SDGs, resource efficiency, poverty alleviation, and inclusiveness with a track record of experience and publications in English on those topics
<b>Nomination of National Experts</b>	All nominations must be submitted through National Productivity Organizations of member countries
<b>Closing Date for Nomination of National Experts</b>	30 September 2022

## 1. Objectives

- a. Examine policies and best practices on resource efficiency in SMEs to meet the SDGs.
- b. Review SME transformation strategies by aligning them to the SDGs.
- c. Develop a roadmap for SME transformation to support realization of the SDGs.

## 2. Background

The SME sector plays a dominant role in the economies of all countries. According to the World Bank (2021), SMEs represent 90% of all businesses, absorb more than 50% of employment worldwide, and contribute to up to 40% of GDP in emerging economies. The same report by the World Bank estimated that 600 million jobs will be required by 2030 for accommodating the emerging global workforce.

These give SMEs the potential to promote inclusive, sustainable economic growth, employment, and decent work for all (SDG Goal 8) as well as sustainable industrialization and fostering innovation (SDG Goal 9). One of the means for the SMEs to meet these SDGs goals is by upgrading their resource efficiency practices and management. Resource-efficient operations improve input–output ratios of natural resources, and hence minimizing negative ecological impacts arising from production processes.

This research will map out the strategies and means for increasing the resource efficiency of SMEs, align their operations with national endeavors to meet the SDGs, and develop a roadmap for transforming the sector, therefore enabling APO members to meet the twin objectives of developing their SMEs and meeting the SDGs.

## 3. Scope and Methodology

### Scope

- a. Resource efficiency policies for SMEs
- b. The SDGs and SME transformation
- c. Productivity growth
- d. Green growth
- e. SME development policies

### Methodology

- a. In-country research: Each national expert will collect and analyze data and write a preliminary report based on the research framework circulated prior to the coordination meeting. The reports will be finalized after the coordination meeting.
- b. Coordination meeting of experts: A coordination meeting to finalize the research methodology and framework will be organized. The preliminary reports detailing country-specific situations will be presented in this meeting for feedback from other experts. The virtual sessions will be around three hours each day. The indicative agenda items are:

#### Day 1:

- Research overview
- Research framework
- Methodology and scope
- Data availability and sources
- Preliminary research findings

#### Day 2:

- Agreement on the research framework, format of the final report, and timeline
- Final publication requirements

#### **4. Tasks of Experts**

##### **Chief Expert**

- a. Develop the overall framework and guidelines for the research.
- b. Present the research framework, methodology, and expected outcome of the research report structure during the coordination meeting.
- c. Review the drafts and provide feedback to the national experts to ensure the quality of the work.
- d. Provide support and advice to the national experts in conducting the research.
- e. Prepare the final report and submit it to the APO Secretariat by the deadline.

##### **National Experts**

- a. Collect data at national level following the methodology and framework provided.
- b. Write country reports on the analyses and findings based on the data and information collected.
- c. Present the preliminary analysis during the coordination meeting.
- d. Revise the reports following the agreement during the coordination meeting and reflect the comments of the chief expert and APO Secretariat.
- e. Cooperate with the chief expert to ensure the quality and consistency of the final report.
- f. Submit the reports following the agreed format to the chief expert and APO Secretariat by the deadline.

#### **5. Financial Arrangements**

##### **To be met by the APO**

- a. Honoraria for the chief and national experts.
- b. All assignment and relevant research costs.

##### **To be met by experts or participating members**


All local implementation costs incurred by the national experts when collecting data at the national level.

#### **6. Actions by APO Members**

- a. APO members are requested to nominate candidate national experts before the deadline.
- b. Each nomination must be accompanied by the APO biodata form and uploaded to the APO Document Management System (DMS)/Fleekdrive by the NPO.

#### **7. Actions by the APO Secretariat**

- a. Identify and invite a chief expert to lead the research until its completion.
- b. Coordinate all arrangements related to the research activities.

A handwritten signature in black ink, appearing to read 'Mochtan', with a long horizontal stroke and a sharp upward curve at the end.

Dr. AKP Mochtan  
Secretary-General