

## **The APEC Chemical Dialogue Terms of Reference**

### 1. The Mandate for the Dialogue

At the November 2000 APEC Ministerial Meeting in Brunei, “Ministers welcomed the initiative to establish a Chemical Dialogue comprising government and industry representatives” and said that “[s]uch public-private sector dialogues were important for improving the mutual understanding of key imperatives for the development of future policy and for enhancing the competitiveness of the industry.”

### 2. The Purpose of the Dialogue

- 2.1. The Chemical Dialogue (“CD” or “Dialogue”) is an exchange of views (conducted at a series of meetings) in accordance with the Ministerial mandate between private sector chemical industry representatives and appropriate government officials who are involved in developing trade and trade-related regulatory policy within APEC member economies. Accordingly, the Dialogue will discuss trade and trade-related regulatory issues affecting the competitiveness and sustainable development of the industry in the Asia-Pacific region. The Dialogue will progressively develop a work program according to priorities identified by industry and officials in the course of their joint discussions, which may focus on non-tariff measures, trade facilitation, and economic and technical cooperation related to the chemical industry in the Asia-Pacific region.
- 2.2. Based on these discussions, the Dialogue will develop recommendations to facilitate trade in the chemicals sector and enhance the competitiveness and sustainable development of the industry in the region. Some APEC member economies may choose to move more quickly than others in terms of implementing recommendations as is consistent with APEC’s flexible, voluntary and consensus oriented approach to trade facilitation and economic and technical cooperation.

### 3. The Structure of the Dialogue

- 3.1. The work program and outcomes of the Dialogue will be reported to the Committee on Trade and Investment (CTI) and, where appropriate, through the CTI to APEC Senior Officials, Ministers, and Leaders. The work program and outcomes may also be conveyed to the APEC Business Advisory Council (ABAC) and other relevant APEC fora.
- 3.2. The Dialogue will meet twice a year, with the precise schedule determined each year to allow flexibility. Typically, the Dialogue meetings will be held on the margins of APEC’s first and third senior officials meetings each year, unless otherwise agreed by the Dialogue. The proposed schedule of meetings in any one year will be agreed and deposited with the APEC Secretariat in a timely manner for inclusion in the APEC calendar.
- 3.3. The Dialogue meetings will involve appropriate representatives of the chemical sector and of APEC member economies. Each economy will be represented by two delegates – a representative from the government and a representative from the private sector – at each Dialogue meeting. Each economy is responsible for identifying its representatives.
- 3.4. The Dialogue will be supported by a Regulators’ Forum which will operate as a sub-forum of the Dialogue. The Forum will serve to bring together chemical regulators from APEC economies to share information and knowledge on chemical management practices, and promote opportunities for collaboration to address issues of mutual concern. The Forum’s work will be governed by a terms of reference approved by the Dialogue and its work program and outcomes will be submitted to the Dialogue and will form a core component of the Dialogue’s work for potential reporting to the CTI. Consistent with the public-private nature of the Dialogue, industry will participate in, and contribute to, the work of the Forum.

- 3.5. The industry representatives will host an Industry Pre-Meeting (“IPM”) in advance of each Dialogue meeting to develop recommendations for the Dialogue’s consideration. The IPM will be chaired by the Industry Co-Chair.

#### 4. Administration of the Dialogue

- 4.1. The Dialogue will be Co-Chaired by a representative of the chemical industry and a representative from the public sector to coordinate private sector views and public sector positions. Co-Chairs would be selected by the Dialogue from a list of nominees to serve for a term of up to two years, which can be extended by the Dialogue’s agreement.
- 4.2. To facilitate the work of the Co-Chairs of the Dialogue each member economy is invited to designate up to two contact points to coordinate that member economy’s participation in the Dialogue.
- 4.3. The names of the Co-Chairs and contact details, as well as at least two contact points from each economy, will be deposited with the APEC Secretariat by the Dialogue coordinator. The Dialogue’s Program Director from the Secretariat will be responsible for ensuring that these contact points remain current and that each economy has a minimum of one current lead contact.
- 4.4. The Dialogue will review its terms of reference at least every two years and revise them as appropriate to guide its ongoing work.
- 4.5. The Dialogue’s sub-fora, including the Forum as well as any virtual working groups approved by the Dialogue, will agree on terms of reference to govern their work which will be approved by the Dialogue. The sub-fora will regularly review and revise these terms of reference to ensure they remain relevant.
- 4.6. The CD has a term of four years starting from SOM1 2018. At the expiration of this, and any subsequent term, the mandate of CD and these terms of reference shall be reviewed by CD and the Committee on Trade and Investment (CTI), and a recommendation on renewal shall be put to Senior Officials for approval.
- 4.7 A quorum for the CD meetings shall constitute a representative, from industry or government, from 14 APEC economies. Should the CD fail to meet its quorum for two consecutive regularly scheduled meetings, it shall be referred to Senior Officials for a review of whether the CD should continue.

#### Version History

Initially Endorsed	May 30-31, 2001
Rev. 1	January 2015
Rev. 2	<i>In progress</i>