

as the Action Agenda. Next year, the APEC meetings will be hosted by the Philippines. Canada will host the APEC summit and ministerial meetings in 1997.

Structure

- APEC operates by consensus. The forum's chair, which rotates annually among all members, is responsible for hosting the annual meeting of foreign affairs and economic ministers and, since 1993, the leaders meeting. Every second APEC meeting is held in one of the member countries of the Association of South East Asian Nations (ASEAN). Senior officials meet regularly between the APEC meetings to carry out decisions and make recommendations.
- APEC has three committees: the Committee on Trade and Investment, the Economic Committee and the Budget and Administrative Committee. It also has 10 sectoral working groups and several ad hoc groups working on such issues as the environment and small- and medium-sized enterprises. The working groups promote practical co-operation in such broad areas as transportation, telecommunications and human resource development.
- In 1992, APEC ministers set up the non-governmental Eminent Persons Group (EPG) to develop a vision of trade in the region to the year 2000. The EPG released its third report, entitled *Implementing the APEC Vision*, in August 1995. The contents of the report are being considered by the 18 APEC leaders and will be discussed at their November 19 meeting in Osaka. Canada's representative at the EPG is John S. MacDonald, President of MacDonald Dettwiler.
- The business community has direct input into the APEC process through the Pacific Business Forum, whose 35 members are business representatives appointed by APEC leaders. Their role is to identify issues that APEC should address to facilitate regional trade and investment and to develop business networks. Canada's representative on the Pacific Business Forum is Tim Reid, President of the Canadian Chamber of Commerce.
- To support APEC's activities, a permanent secretariat was established in Singapore in 1993. Its small staff of professionals, seconded by member economies, is responsible for the administration of the APEC central fund, which supports projects initiated by APEC working groups. The executive director of the secretariat, who is seconded from the member economy in the APEC chair, serves for one year. The deputy executive director is appointed by the economy designated to assume the chair the following year. Canadian career diplomat Jack Whittleton will become deputy executive director in January 1996 and