

Department of Enterprise, Trade and Employment

Programme of actions to implement the SME Test: Q1 and Q2 2022

1. Develop guidelines and template form to assist in the application of the SME Test

- **1a:** Research international best practice on implementation the SME Test, including OECD and EU data and analysis (Q1 2022)
- **1b:** Draft guidelines to provide practical assistance with the application of the SME Test (Q1 2022)
- **1c:** Create template to provide for a standardised application of the SME Test across Government (Q1 2022)

2. High-level communication:

- **2a:** Letter to issue from Minister of State with responsibility for Trade Promotion, Digital and Company Regulation, Robert Troy TD, to Ministerial colleagues in all Government Departments, advising of the requirement to apply the SME Test to all draft legislation (Q1 2022)

3. Improvements to website:

- **3a:** Enhanced information on SME Test made available on website of Department of Enterprise, Trade and Employment (Q1 2022)

4. Establish Cross-Government network to support the implementation of the SME Test

- **4a:** High-level communication to issue from Secretary General of the Department of Enterprise, Trade and Employment to Secretaries General in all Government Departments requesting that all Departments nominate a point of contact to participate in a cross-Government network to support implementation of the SME Test (Q1 2022)

- **4b:** Hold first meeting of network to provide background to SME Test and the need to implement it to all relevant legislation (Q1 2022)
- **4c:** All Departments to identify any upcoming legislation in 2022 with relevance to SMEs (Q1 2022)

5. Application of SME Test to relevant legislation across Government

- **5a:** Hold meeting with officials in Departments responsible for legislation identified in Action 3c to apply the SME Test using the guidelines and template developed by DETE (Q2 2022)

6. Establish reporting framework

- **6a:** Establish reporting timetable for network contact points to report on uptake during 2022 (Q2 2022)