

Annex - 1

List of Participants of the 15th Session of the Council of IJSG

06 December 2012

IJSG Secretariat

Dhaka, Bangladesh.

	Name and Designation	Address	Contact Details
Chairman			
1	Mr. Md. Ashraful Moqbul Senior Secretary	Ministry of Textiles and Jute Government of Bangladesh Bangladesh Secretariat, Dhaka	Tel: 8802- 7167266 Fax: 8802- 7160600 E-mail: sectext@bttb.net.bd
Bangladesh Delegates			
2	Major General Humayun Khaled Chairman	Bangladesh Jute Mills Corporation (BJMC) Adamjee Court (Annex-1) Motijheel C/A, Dhaka-1000 Bangladesh	Tel: 88-02-9565514, 9553364 Fax: 88-02-9567508, 9564740 E-mail: khd732@yahoo.com , bjmc@btcl.net.bd , jmc.bd@gmail.com
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6	Mr. Khandaker Mokhlesur Rahman Executive Director	Jute Diversification Promotion Centre (JDPC) 145 Monipuripara, Tejgaon, Dhaka-1215	Tel: 8802-9145511, 9102269 Mobile: 01711260158 E-mail: edjdpc@yahoo.com
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European Union Delegates			
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Indian Delegates			
14	Mr. Atri Bhattacharya Secretary,	National Jute Board (NJB), India 3A & 3B, Park Plaza, 71 Park Street, Kolkata-700 016	Tel: 00 91 33 2217 2107/2217 2540/2226 3438 Fax: 00 91 33 2217 2456 E-mail: jute@njbindia.com ; bhattacharya.atri@gmail.com
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Associate Members and Observers			
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Annex - 2

FIFTEENTH SESSION OF THE COUNCIL OF THE INTERNATIONAL JUTE STUDY GROUP (IJSG)

06 December 2012

Dhaka, Bangladesh

PROVISIONAL AGENDA

A. Opening of the Session

1. Ascertainment of quorum
2. Adoption of agenda and organisation of work
3. Credential of delegates:
 - a. Establishment of Credential Committee
 - b. Report of the Credential Committee
4. Admission of Observers
5. Distribution of Votes
6. Confirmation of the Report of the Fourteenth Session of the Council
7. Confirmation of the Report of the Thirteenth PSCB meeting of IJSG
8. Opening Remarks by the Chairperson of the Council
9. Statement by the Secretary General on the activities after the Fourteenth Session of the Council and assessment of the current jute situation and matters relating to membership and associate membership
10. IJSG's video presentation on "Jute - its Promises"

B. Policy Matters

1. Statement by the Member country delegation
2. Statement by the Observers (with prior approval of the Chairperson)

C. Administrative and Financial Matters

1. Amendments in following Regulations/Rules of IJSG
 - a. Staff Regulations and Rules of IJSG; Regulation 3.3
 - b. Provident Fund Regulation of IJSG; Regulation 5.0: Provident Fund Committee
2. Expenditure status of the Administrative budget of the IJSG for the jute year 2012/2013 as on 01 December 2012.

D. Organizational Matters

1. Duration, Extension and Renegotiation of the ToR of the IJSG
 - a. Discussion on the revised 'Draft ToR for IJSG beyond 2014'
 - b. Future steps to initiate discussion at UNCTAD for renegotiation of the ToR of IJSG

E. Other Business

Any other business with the approval of the Chairperson

F. Dates of the Sixteenth Session of the Council

G. Adoption of the Record of Decisions of the Fifteenth Session of the Council (Post lunch)

Annex:

Annex: 1. Council Schedules

Annex: 2. Status of Membership of the Council as on 27 November, 2012

Annex: 3. Provisional List of Documents

FIFTEENTH SESSION OF THE COUNCIL OF THE INTERNATIONAL JUTE STUDY GROUP (IJSG)

Schedule

06 December 2012

<u>Time</u>	<u>Program</u>
09:00 - 09:30	Registration
09:30 - 10:30	Agenda item A and B
10:30 - 11:30	Agenda item C and D
11:30 - 11:50	Tea Break
11:50 - 13:30	Agenda item E, F and G
13.30 - 14.30	Lunch and Closing

**AGREEMENT ESTABLISHING THE TERMS OF REFERENCE OF THE INTERNATIONAL JUTE STUDY
GROUP, 2001**

STATUS OF MEMBERSHIP OF THE COUNCIL AS ON 27 NOVEMBER 2012

<u>Members</u>	<u>Status of Accession</u>	<u>Date</u>
Bangladesh	Definitive Acceptance	04.07.2001
India	Acceptance	25.04.2002
European Union*	Definitive Acceptance	26.04.2002

(*) Represents all the following 27 member countries:

Austria
Belgium/Luxembourg
Bulgaria
Denmark
Finland
France
Germany
Greece
Ireland
Italy
Netherlands
Portugal
Spain
Sweden
United Kingdom
Cyprus
Czech Republic
Estonia
Hungary
Latvia
Lithuania
Malta
Poland
Romania
Slovak Republic
Slovenia

Kingdom of Morocco [04.01.2012]

(Formal acceptance of Kingdom of Morocco is yet to be processed)

ANNEX - 3

PROVISIONAL LIST OF DOCUMENTS

C/(XV)/1	Provisional Agenda and Notes
C/(XV)/2*	Distribution of Votes
C/(XV)/3*	Status of Associate Membership of the IJSG
C/(XV)/4*	Discussion on revised 'Draft ToR for IJSG beyond 2014'
C/(XV)/5***	Expenditure status of administrative budget for the jute year 2012-13
C/(XV)/6*	Record of Decisions/Recommendations of the Fifteenth Council Session
C/(XV)/7**	Report of the Fifteenth Council Session

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- (*) To be circulated shortly or during the Session
(**) To be circulated following conclusion of the Session
(***) For Members only

Annex - 3

RECORD OF DECISIONS OF THE FIFTEENTH SESSION OF THE COUNCIL OF THE INTERNATIONAL JUTE STUDY GROUP (IJSG)

Decision I (XV)

(Agenda item A.3.a - Establishment of Credential Committee)

The Council of the IJSG:

Noting the limited number of membership and recalling the decisions taken at its previous Sessions;

Decides:

- a) Not to elect a Credentials Committee but to entrust the responsibility to the Secretary General of the IJSG to check the appropriate documents and report back to the Council in the beginning of the Session.
-

Decision II (XV)

(Agenda item A.4 - Admission of Observers)

The Council of the IJSG:

Noting the presence of observers;

Decides:

- a) to accept the representative of Philippines and Russian Federation as observers according to paragraph 14(c) of the Agreement Establishing the Terms of Reference of the IJSG.
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Decision III (XV)

(Agenda item A.5 - Distribution of votes)

The Council of the IJSG:

Noting the contents of the Secretariat document C/(XV)/2, on Distribution of Votes to the Administrative Budget for 2012-13;

Decides:

- a) to approve the distribution of votes for the jute year 2012/13.

Decision IV (XV)

(Agenda item A.6 - Confirmation of the Report of the Fourteenth Session of the Council)

The Council of the IJSG:

Noting the content of Annex A; the 'Report of the Fourteenth Session of the Council';

Decides:

- a) to approve the 'Report of the Fourteenth Session of the Council of IJSG.'

Decision V (XV)

(Agenda item A.7 - Confirmation of the Report of the Thirteenth PSCB meeting of IJSG)

The Council of the IJSG:

Noting the content of Annex B, the Report of the Thirteenth PSCB meeting of IJSG

Noting the comments of the Chairman of PSCB

Decides:

- a) to approve the Report of the Thirteenth meeting of the PSCB of IJSG.
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Decision VI (XV)

(Agenda item A.9 – Statement by the Secretary General on the activities after the Fourteenth Session of the Council and assessment of the current jute situation matters relating to membership and associate membership)

The Council of the IJSG:

Noting the new initiatives and the ongoing activities of IJSG, its achievements and future strategies;

Noting the progress on the membership issue made with other potential member countries;

Noting the Annex-2 of document C/(XV)/1 containing the present status of Membership of IJSG;

Noting the contents of the IJSG Secretariat document C/(XV)/3, concerning the “Status of the Membership”;

Noting the invigorating initiative taken by the Secretariat in increasing the number of the Associate Members of the IJSG;

Noting further that the Secretary General has accepted the Associate Membership of 12 (twelve) associations/entities provisionally approved by the Council;

Considering the efforts made to persuade potential member countries and to increase the associate membership of the Group;

Decides:

- a) to continue the efforts for getting more members;
- b) to reiterate its appeal to non-member countries issued at the Third session of the Council
- c) to request all existing members to make collective efforts for new membership.
- d) to approve the Associate Membership of twelve associations/entities provisionally accepted by the Secretary General, as given in the List-B of the document C/(XV)/3;
- e) to request the Secretariat and the PSCB to continue their efforts for further increasing the associate membership of the IJSG.

Decision VII (XV)

(Agenda item C.1. a. Staff Regulations and Rules of IJSG; Regulation 3.3)

The Council of the IJSG:

Noting the comments of the delegates;

Noting that the term ‘regular’ goes well with the nature of employment rather than the term ‘permanent’ for the contractual employees of IJSG;

Considering the necessity of the proposed changes in the staff Regulations/Rules of IJSG;

Decides:

- a) to replace the word ‘permanent’ with ‘regular’ in Regulation 3.3 of Staff Regulations and Rules of IJSG and wherever it appears in the staff Rules and Regulation of IJSG and elsewhere it is applicable.

Decision VIII (XV)

(Agenda item C.1.b. REGULATION 5.0 (Provident Fund Committee) of Provident Fund Regulation of IJSG and Rule 501 (Provident Fund) of Staff Regulations and Rules of IJSG)

The Council of the IJSG:

Noting the comments of the delegates;

Noting that the proposed structure of Provident Fund (PF) Committee will be more appropriate in managing the provident fund;

Decides:

- a) to approve the Provident Fund (PF) committee as following:

Provident Fund Committee:

- 1) Secretary General: Chairman of PF Committee (representing Professional Staff)
- 2) Project and Operations officer: Member of PF Committee (representing National Officer)
- 3) Finance Assistant: (ex-officio) Member of PF Committee
- 4) Two representative from General staff: Members of PF Committee

Decision IX (XV)

(Agenda item C.2 Expenditure status of the Administrative budget of the IJSG for the jute year 2012/2013 as on 01 December 2012.

The Council of the IJSG:

Noting the content of IJSG Secretariat document C/(XV)/5 presenting the expenditure status of the Administrative budget of IJSG for the jute year 2012/2013 as on 01 December 2012.

Decides:

- a) to take a note of the stated expenditure status of the of the Administrative budget of IJSG for the jute year 2012/2013 as on 01 December 2012
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Decision X (XV)

(Agenda item D.1.a. Discussion on revised 'Draft ToR' for IJSG beyond 2014)

The Council of the IJSG:

Noting the comments of Bangladesh delegates

Noting the comments of Indian delegates

Noting the views of European Union delegates

Decides:

- a) Appreciates the views of the Government of Bangladesh for their commitment to continue the IJSG after 2014.
 - b) Appreciates the Indian delegation for their support to the draft ToR and request Indian delegation to formally communicate their views on the draft ToR
 - c) Appreciates the support of EU till April 2014 and express gratitude for the supports provided so far and also appreciates their goodwill for a future of IJSG without EU as a member beyond 2014
 - d) Request the Governments of Bangladesh, India and the IJSG Secretariat for intensifying their efforts for new membership and continue to work for a future of the existing organization
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Decision XI (XV)

(Agenda item D.1.b. Future Steps to initiate discussion at UNCTAD for renegotiation of the ToR of IJSG)

The Council of the IJSG:

Noting the comments of the member delegates;

Decides:

- a) to drop the agenda.
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Decision XII (XV)

(Agenda item F. Date(s) of the Sixteenth Session of the Council of the IJSG)

The Council of the IJSG

Decides:

To convene its Sixteenth Session of the Council in May 2013. The actual date(s) of the Council Session will be decided in consultation with the Chairperson and the Member Countries.

Decision XIII (XV)

(Agenda item G- Adoption of the Record of Decisions of the Fifteenth Session of the Council)

The Council of the IJSG:

Decides:

To adopt the Record of Decisions of the Fifteenth Session of the Council as contained in document **C/(XV)/6** and to authorize the Secretariat to prepare and circulate the Report of the Council Session in document **C/(XV)/7** as soon as possible to all Members, Associate Members and Observers.