## Annex - 1

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

06 December 2012  
IJSG Secretariat  
Dhaka, Bangladesh.

<table>
<thead>
<tr>
<th>Name and Designation</th>
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<th>Contact Details</th>
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<tr>
<td><strong>Chairman</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 1 Mr. Md. Ashraful Moqbul                     | Ministry of Textiles and Jute                                                          | Tel: 8802- 7167266  
Fax: 8802- 7160600  
E-mail: sectext@bttb.net.bd                                                                 |
| Senior Secretary                              | Government of Bangladesh  
Bangladesh Secretariat, Dhaka                                                             |                                                                                                           |
| **Bangladesh Delegates**                      |                                                                                         |                                                                                                           |
| 2 Major General Humayun Khaled                | 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 |
| Chairman                                      |                                                                                         |                                                                                                           |
| 3 Ms. Shameema Sultana                        | Ministry of Textile & Jute  
Government of Bangladesh  
Bangladesh Secretariat, Dhaka                                                             | Tel: 8802- 7169568, 9342117  
Mob: +8801819691272  
E-mail: shsultana2011@gmail.com                                                                 |
| Additional Secretary (Policy)                 |                                                                                         |                                                                                                           |
| 4 Dr. Kamal Uddin, Director General           | Bangladesh Jute Research Institute (BJRI)  
Manik Mia Avenue, Dhaka-1207                                                                  | Tel: 8802- 9110868, 812192-35/200  
Mob: +8801713-118907  
Fax: 880-2-9118415  
E-mail: birinfo@yahoo.com                                                                 |
| Additional Secretary                         | Department of Jute  
Ministry of Textile & Jute                                                                 | Tel: 8802- 9566714  
E-mail: cazuzh55@yahoo.com                                                                 |
| 5 Mr. Azim Uddin Ahmed Chowdhury, Additional  |                                                                                         |                                                                                                           |
| 6 Mr. Khandaker Mokhlesur Rahman, Executive   | Jute Diversification  
Promotion Centre (JDPC)  
145 Monipuripara, Tejgaon, Dhaka-1215                                                      | Tel: 8802-9145511, 9102269  
Mobile: 01711260158  
E-mail: edjdpc@yahoo.com                                                                 |
| Secretary, director (Admin & Finance)         |                                                                                         |                                                                                                           |
| 7 Mr. Kamran T. Chowdhury, Managing Director, | Jute Spinners Ltd.  
House -98, Road -9/A, Dhanmondi R/A,Dhaka -1209, Bangladesh                              | Tel: 88-02-811199, 88-02-811320, 88-02-8116337  
Fax: 88-02-8129149                                                                 |
| Executive Director                            |                                                                                         |                                                                                                           |
| 8 Mr. Faizur Rahamn Chowdhury, Executive      | Jute Spinners Ltd  
House No 98, Road No. 9A  
Dhanmondi R/A, Dhaka-1209                                                                   | Tel: 8802-8111994, 8113202  
Fax: 8802-811650  
E-mail: shams@agni.com                                                                 |
<table>
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<th>No.</th>
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<th>Address</th>
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<tr>
<td>9</td>
<td>Mr. Maqbul Ahmed</td>
<td>Industrial Economist</td>
<td>Room# 1107, Building#6, Bangladesh Secretariat, Dhaka-1000</td>
<td>Tel: 8802-7168028, Fax: 8802-7160600, Mob: +8801675398116, E-mail: <a href="mailto:maqbul2009@gmail.com">maqbul2009@gmail.com</a>, a <a href="mailto:maqbul@unido.org">maqbul@unido.org</a></td>
</tr>
<tr>
<td>10</td>
<td>Begum Vikarun Nessa</td>
<td>Joint Secretary,</td>
<td>Ministry of Agriculture, Government of Bangladesh Secretariat, Dhaka</td>
<td>Tel: 8802-7164174, 9010285, Mob: +880173-2080022</td>
</tr>
<tr>
<td>11</td>
<td>Mr. Md. Robiul Islam</td>
<td>Assistant Secretary,</td>
<td>Ministry of Foreign Affairs, Segunbaghica, Dhaka</td>
<td>Tel: 8802-9556020-9, Fax: 8802-9555283, E-mail: <a href="mailto:ronee1411@yahoo.com">ronee1411@yahoo.com</a>, <a href="mailto:robiul.islam.234@gmail.com">robiul.islam.234@gmail.com</a></td>
</tr>
<tr>
<td>12</td>
<td>Mr. Andrew BARNARD</td>
<td>First Secretary</td>
<td>European Union delegation to Bangladesh, House 7, Road 84, Gulshan 2, Dhaka - 1212, Bangladesh</td>
<td>Tel: 8802-8824730, Fax: 8802-8823118, E-mail: <a href="mailto:andrew.barnard@eeas.europa.eu">andrew.barnard@eeas.europa.eu</a></td>
</tr>
<tr>
<td>13</td>
<td>Mr. Pierre BUYSSCHAERT</td>
<td>Head of Delegation of the European Union to Bangladesh</td>
<td>European Union delegation to Bangladesh, House 7, Road 84, Gulshan 2, Dhaka - 1212, Bangladesh</td>
<td>Tel: 8802-8824730, Fax: 8802-8823118</td>
</tr>
<tr>
<td>14</td>
<td>Mr. Atri Bhattacharya</td>
<td>Secretary,</td>
<td>National Jute Board, (NJB), 3A &amp; 3B, Park Plaza, 71 Park Street, Kolkata-700 016</td>
<td>Tel: 00 91 33 2217 2107/2217 2540/2226 3438, Fax: 00 91 33 2217 2456, E-mail: <a href="mailto:jute@njbindia.com">jute@njbindia.com</a>, <a href="mailto:bhattacharya.atri@gmail.com">bhattacharya.atri@gmail.com</a></td>
</tr>
<tr>
<td>15</td>
<td>Mrs. Arti Kanwar</td>
<td>Deputy Jute Commissioner</td>
<td>National Jute Board, (NJB) India</td>
<td>Tel: 00 91 33 2217 2107/2217 2540/2226 3438, Fax: 00 91 33 2217 2456</td>
</tr>
<tr>
<td>16</td>
<td>Mr. R. Masakui</td>
<td>First Secretary (Eco. &amp; Projects)</td>
<td>High Commission of India, House # 2 Road # 142 Gulshan 1, Dhaka</td>
<td>Tel: 88029889341, Fax: 88028833668/9893050, E-mail: <a href="mailto:eco@hcidhaka.org">eco@hcidhaka.org</a></td>
</tr>
<tr>
<td>17</td>
<td>Mr. Md. Mainul Hoque,</td>
<td>Director (PMI), JDPC</td>
<td>Jute Diversification Promotion Centre (JDPC) 145 Monipuripara, Tejgaon, Dhaka-1215</td>
<td>Tel: 88029116731, Mob: +8801913-383180, Fax: 8802 9121523, E-mail: <a href="mailto:edjdpc@yahoo.com">edjdpc@yahoo.com</a></td>
</tr>
<tr>
<td>18</td>
<td>Mr. M. A. Sabur Miah</td>
<td>Executive Director</td>
<td>Altu Khan Jute Mills Ltd, Nasir trade center</td>
<td>Tel: 8802-9612087, 9612089, Mob: +88 01730-359638</td>
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<td>No.</td>
<td>Name</td>
<td>Position/Location</td>
<td>Contact Information</td>
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| 19  | Mr. Md. Ruhul Amin Khandaker | Royal Inspection International Ltd. Baitul Khair (3rd floor) 48/A-B Purana Paltan, Dhaka | Tel: 8802-7126126  
Fax: 88029559531  
E-mail: royalone@bdcom.net; royal@bdcom.com |
| 20  | Mr. Md. Abu Sayed Director | Bangladesh Jute Mills Corporation (BJMC) Adamjee Court, 115-120 Motijheel C/A, Dhaka-1000 | Tel: 8802 9565519, 9899756  
Fax: 8802-9567508  
E-mail: bjmc.bd@gmail.com; masayed1954@gmail.com |
| 21  | Mr. Md. Ahmed Hussain        | Nawab Abdul Malek Jute Mills (BD) Ltd. Ebco Chamber 9-K Motijheel C/A (1st floor) Dhaka-1000 | Tel: 8802-9551754, 7121108, 7126141  
Mob: +8801711-538103  
Fax: 8802-9564757  
E-mail: namjute@citechco.net; hossain@citech.net |
| 22  | Mr. Shahidul Karim          | Bangladesh Jute Spinners Association (BJSA) 55/A, Purana Paltan (3rd floor), Dhaka-1000 | Tel: 8802-9551317  
Fax: 8802-9562772  
E-mail: bjsa_bd@yahoo.com |
| 23  | Mr. Gilbert Watt            | Golden Eagle Mackie (UK) Ltd. (UK Office of Zhejiang Golden Eagle Co., Ltd.)/Unit 2 Antrim Line Business Park, Sentry Lane, Mallusk, Newtownabbey. BT36 4XX, Belfast, UK. | Tel: 0044 (0) 289083 9313  
Fax: 0044 (0) 289083 5338  
E-mail: sales@goldeneaglemackie.co.uk |
| 24  | Dr. Md. Firoze Shah Sikder  | Lal Teer Seed Ltd. Anchor Tower 108, Bir Uttam C.R. Dutta Road Dhaka-1205 Bangladesh | Tel:+88 02 8619521  
Mob:+8801742092115  
E-mail: firoze.sikder@multimodebd.com; firoze.sikder@hotmail.com |
| 25  | Ms. Deng Qin                | Chenzhou Xiangnan Jute & Sisal Products Ltd. 51#,Industrial North Avenue, Chenzhou, Hunan China 423000 | Tel: +86-735-2823096  
Fax: +86-735-2296892 |
| 26  | Mr. Masudur Rahman          | Chenzhou Xiangnan Jute & Sisal Products Ltd 51#,Industrial North Avenue, Chenzhou, Hunan China 423000 | Tel: +86-735-2823096  
Fax: +86-735-2296892 |
| 27  | Mr. Wang Weifeng            | Chenzhou Xiangnan Jute & Sisal Products Ltd. 51#,Industrial North | Tel: +86-735-2823096  
Fax: +86-735-2296892 |
<table>
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<th>Phone</th>
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<tr>
<td>28</td>
<td>Mr. Abdul Mannan</td>
<td>Sonali Boyan Shilpo&lt;br&gt;62/1 Chowala&lt;br&gt;Narsingdhi&lt;br&gt;Bangladesh</td>
<td>Tel: 794-9253375&lt;br&gt;E-mail: <a href="mailto:sonaliboyanshilpo@gmail.com">sonaliboyanshilpo@gmail.com</a></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>Mr. Syed Md. Hussain</td>
<td>Mawada Traders&lt;br&gt;96/1, Moneshwar Road&lt;br&gt;(Ground floor) Zigatola&lt;br&gt;Dhaka-1209</td>
<td>Tel: 8802-9663419, 9673283&lt;br&gt;Mob:+88 01711-533762&lt;br&gt;Fax: 8802-8623181&lt;br&gt;E-mail: <a href="mailto:mawada@bangla.net">mawada@bangla.net</a></td>
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<tr>
<td>30</td>
<td>Dr. Syed Md. Zainul Abedin</td>
<td>Tasrif Enterprise&lt;br&gt;17, Tallabag,&lt;br&gt;Mohammadpur&lt;br&gt;Sher-e-Bangla Nagar.&lt;br&gt;Dhaka-1207</td>
<td>Mob: +880 01711352060&lt;br&gt;Email: <a href="mailto:zabed54@gmail.com">zabed54@gmail.com</a></td>
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<tr>
<td>31</td>
<td>Mr. Md. Sharf Uddin Khandakar</td>
<td>Afnan Jutex&lt;br&gt;118 Elephant Road 6th floor&lt;br&gt;Bata Signal&lt;br&gt;Dhaka-1205</td>
<td>Tel: 8802-8612911&lt;br&gt;Mob: +8801678098811</td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Mr. Abdullah Al Baten</td>
<td></td>
<td>Mob: +8801684889907</td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Ms. Mary Grace V. Villamayon</td>
<td>Philipine Embassy&lt;br&gt;House No 17, Road No 7&lt;br&gt;Baridhara, Dhaka</td>
<td>Tel: 8802-9881590&lt;br&gt;E-mail: <a href="mailto:philemb2@aknetbd.com">philemb2@aknetbd.com</a></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Mr. Vyacheslav A. Ermolaev</td>
<td>Embassy of Russian federation&lt;br&gt;House 9 Road 79&lt;br&gt;Gulshan -2 Dhaka&lt;br&gt;bangladesh</td>
<td>Tel: 8802-988-011&lt;br&gt;E-mail: <a href="mailto:rusembbd@gmail.com">rusembbd@gmail.com</a></td>
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<td>35</td>
<td>Mr. Mohammad Zahurul Islam</td>
<td>Ministry of Textile &amp; Jute&lt;br&gt;Government of Bangladesh&lt;br&gt;Bangladesh Secretariat,&lt;br&gt;Dhaka</td>
<td>Tel: 8802- 7169568, 9342117</td>
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<td>36</td>
<td>Mr Nurul Islam Patwari</td>
<td>Sonali Aansh Industries Ltd&lt;br&gt;18, Rajuk Avenue (Lal Bhaban)&lt;br&gt;Stadium Gate GPO box:&lt;br&gt;515 Dhaka</td>
<td>Tel: 8802-9563322&lt;br&gt;Mob: +8801711591789&lt;br&gt;Fax: 88029562076&lt;br&gt;E-mail: <a href="mailto:sonali@bol-online.com">sonali@bol-online.com</a></td>
<td></td>
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<tr>
<td>37</td>
<td>Mr. F.H. Bhuiya</td>
<td>Janata jute mill&lt;br&gt;South Avenue Tower,&lt;br&gt;7, Gulshan Avenue,&lt;br&gt;Gulshan-1, Dhaka-1212</td>
<td>Tel: 88-02-9888698&lt;br&gt;Fax: 88-02-9881027, 9888419&lt;br&gt;E-mail: <a href="mailto:sales@janata-sadat-jute.com">sales@janata-sadat-jute.com</a></td>
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<tr>
<td>38</td>
<td>Mr. Md. Asaduzzam</td>
<td>Bangladesh Jute Research Institute (BJRI)&lt;br&gt;Manik Mia Avenue,&lt;br&gt;Dhaka-1207</td>
<td>Tel: 8802- 9110868, 812192-35&lt;br&gt;Fax: 880-2-9118415&lt;br&gt;E-mail: <a href="mailto:bjriinfo@yahoo.com">bjriinfo@yahoo.com</a></td>
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<td>39</td>
<td>Dr Md. Shahidullah</td>
<td>Director</td>
<td>Bangladesh Jute Research Institute</td>
<td>Tel: 8802-9110868, 812192-35&lt;br&gt;Fax: 880-2-9118415&lt;br&gt;E-mail: <a href="mailto:bjrinfo@yahoo.com">bjrinfo@yahoo.com</a></td>
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<td>Manik Mia Avenue, Dhaka-1207</td>
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<td>40</td>
<td>Mr. Md. Eab Ali Biswas</td>
<td></td>
<td>Ministry of Textile &amp; Jute Government of Bangladesh</td>
<td>Tel: 8802-7169568, 9342117</td>
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**IJSG Official**

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<tr>
<td>41</td>
<td>Mr. Bhupendra Singh</td>
<td>Secretary General</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel : 8802-9124887&lt;br&gt;8802-9124884&lt;br&gt;8802-9125581-5&lt;br&gt;Fax :8802-9125248-9 (2 lines)&lt;br&gt;E-mail : <a href="mailto:secy.gen@jute.org">secy.gen@jute.org</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>145 Monipuripara, Near Farmgate Tejgaon Dhaka-1215, Bangladesh</td>
<td></td>
</tr>
<tr>
<td>42</td>
<td>Dr. Chandan Kumar Saha</td>
<td>Operations officer</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel : 8802-9124883 (Direct)&lt;br&gt;8802)9125581-5 Ext. : 106&lt;br&gt;Fax : 8802) 9125248-9 (2 lines)&lt;br&gt;E-mail : <a href="mailto:projects@jute.org">projects@jute.org</a></td>
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<td>145 Monipuripara, Near Farmgate, Tejgaon Dhaka-1215, Bangladesh</td>
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<tr>
<td>43</td>
<td>Mr. Md. Saifur Rahman</td>
<td>Executive Secretary</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel : 8802-9125247 (Direct)&lt;br&gt;8802-9125581-5 Ext. : 102,123&lt;br&gt;Fax : 8802-9125248-9 (2 lines)&lt;br&gt;E-mail : <a href="mailto:ex.secy@jute.org">ex.secy@jute.org</a></td>
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<td>145 Monipuripara, Near Farmgate, Tejgaon Dhaka-1215, Bangladesh</td>
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<tr>
<td>44</td>
<td>Mr. Rajib Mitra Jones</td>
<td>Secretary</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel : 8802-9124886 (Direct)&lt;br&gt;8802-9125581-5 Ext. : 122&lt;br&gt;Fax : 8802-9125248-9 (2 lines)&lt;br&gt;E-mail : <a href="mailto:secy@jute.org">secy@jute.org</a></td>
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<td>145 Monipuripara, Near Farmgate, Tejgaon Dhaka-1215, Bangladesh</td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>Ms. Suriya Ferdous</td>
<td>Senior Project Assistant</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel: 8802-9125581-5 Ext. : 114&lt;br&gt;Fax : 8802-9125248-9 (2 lines)&lt;br&gt;E-mail : <a href="mailto:spa@jute.org">spa@jute.org</a></td>
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<td>145 Monipuripara, Near Farmgate, Tejgaon Dhaka-1215, Bangladesh</td>
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</tr>
<tr>
<td>46</td>
<td>Mr. Satya Ranjan Roy</td>
<td>Information Technology Assistant</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel:8802-9125581-5 Ext. : 111&lt;br&gt;Fax :(880 2) 9125248-9 (2 lines)&lt;br&gt;E-mail : <a href="mailto:admin@jute.org">admin@jute.org</a></td>
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<td>145 Monipuripara, Near Farmgate, Tejgaon Dhaka-1215, Bangladesh</td>
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<tr>
<td>47</td>
<td>Ms. Shermin Ferdoushy</td>
<td>Staff Assistant</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel : 8802-9124887 (Direct)&lt;br&gt;8802-9125581-5 Ext. : 108&lt;br&gt;Fax : 8802-9125248-9 (2 lines)&lt;br&gt;Email : <a href="mailto:ps@jute.org">ps@jute.org</a></td>
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<td>145 Monipuripara, Near Farmgate, Tejgaon Dhaka-1215, Bangladesh</td>
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<tr>
<td>48</td>
<td>Ms. Safinoor Sagorika</td>
<td>Library and Resource Centre Assistant</td>
<td>International Jute Study Group (IJSG)</td>
<td>Tel: 88029125581-5 Ext. : 124&lt;br&gt;Fax :8802-9125248-9 (2 lines)&lt;br&gt;Email : <a href="mailto:library@jute.org">library@jute.org</a></td>
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<td>145 Monipuripara, Near Farmgate, Tejgaon</td>
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<tr>
<td>49</td>
<td>Mr. Muhammad Zakir Hossain</td>
<td>Admin and Protocol Assistant</td>
<td>Dhaka-1215, Bangladesh</td>
<td>Tel : 8802-9125581-5 Ext. : 110 Fax : 8802-9125248-9 (2 lines) Email : <a href="mailto:protocol@jute.org">protocol@jute.org</a></td>
</tr>
<tr>
<td>50</td>
<td>Mr. Mohammad Salah Uddin Dipu</td>
<td>Finance Assistant</td>
<td>Dhaka-1215, Bangladesh</td>
<td>Tel : 8802-9125581-5 Ext. : 109 Fax : 8802-9125248-9 (2 lines) Email : <a href="mailto:fin@jute.org">fin@jute.org</a></td>
</tr>
<tr>
<td>51</td>
<td>Mr. A.T.M. Jahangir Alam</td>
<td>Project Assistant</td>
<td>Dhaka-1215, Bangladesh</td>
<td>Tel : (880 2) 9125581-5 Ext. : 115 Fax : (880 2) 9125248-9 (2 lines) Email : <a href="mailto:pa@jute.org">pa@jute.org</a></td>
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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
   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: 3. Provisional List of Documents
FIFTEENTH SESSION OF THE COUNCIL OF THE INTERNATIONAL JUTE STUDY GROUP (IJSG)

Schedule

06 December 2012

<table>
<thead>
<tr>
<th>Time</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 - 09:30</td>
<td>Registration</td>
</tr>
<tr>
<td>09:30 - 10:30</td>
<td>Agenda item A and B</td>
</tr>
<tr>
<td>10:30 - 11:30</td>
<td>Agenda item C and D</td>
</tr>
<tr>
<td>11:30 - 11:50</td>
<td>Tea Break</td>
</tr>
<tr>
<td>11:50 - 13:30</td>
<td>Agenda item E, F and G</td>
</tr>
<tr>
<td>13:30 - 14:30</td>
<td>Lunch and Closing</td>
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AGREEMENT ESTABLISHING THE TERMS OF REFERENCE OF THE INTERNATIONAL JUTE STUDY GROUP, 2001

STATUS OF MEMBERSHIP OF THE COUNCIL AS ON 27 NOVEMBER 2012

<table>
<thead>
<tr>
<th>Members</th>
<th>Status of Accession</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bangladesh</td>
<td>Definitive Acceptance</td>
<td>04.07.2001</td>
</tr>
<tr>
<td>India</td>
<td>Acceptance</td>
<td>25.04.2002</td>
</tr>
<tr>
<td>European Union*</td>
<td>Definitive Acceptance</td>
<td>26.04.2002</td>
</tr>
</tbody>
</table>

(*) 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

-----------------------------------------------------------
(* ) 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.

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.

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.

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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

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

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.

**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.