

**Fourteenth Meeting of the Committee on Projects (COP)****May 15, 2013 (Wednesday)****IJSG Secretariat, Dhaka, Bangladesh****List of Participants**

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## **Fourteenth Meeting of the Committee on Projects (COP)**

**May 15, 2013 (Wednesday)  
IJSG Secretariat, Dhaka, Bangladesh**

### **Adopted Agenda**

#### **A. Opening of the Meeting**

1. Ascertainment of Quorum
2. Adoption of Agenda and Organisation of Work
3. Statement by the Chairperson, Committee on Projects (COP)
4. Statement by the Secretary General, International Jute Study Group (IJSG)

#### **B. Review of the Projects**

1. Status of On-going Projects
2. Updates of the Approved Unfunded Projects and Discussions on New Funding Guidelines of Common Fund Commodities (CFC)

#### **C. Consideration of New Proposals**

#### **D. Review of the Special Account**

#### **E. Other Business**

#### **F. Consideration of Recommendations to be submitted to the Council of the IJSG**

#### **G. Election of the Chairperson and the Vice–Chairperson of COP for the Jute Year 2013-2014**

#### **H. Date of the Fifteenth COP Meeting**

#### **I. Adoption of the Record of Recommendations/ Decisions of the Fourteenth COP meeting**

#### **Annexes:**

- I. Suggested Timetable
- II. Membership Status
- III. Provisional List of Documents

## Notes on the Agenda

### Introduction

At its Thirteenth meeting of the COP held on May 14, 2012 at Dhaka, the Committee authorised the Secretary General, IJSG to fix a suitable date for the fourteenth meeting of the COP in consultation with the Chairperson and Vice Chairperson. Accordingly, the fourteenth meeting of the COP is being convened on **May 15, 2013** at Dhaka, Bangladesh.

### Background of the Committee

Paragraph 10 (a), (b) and (c) of the Agreement Establishing the Terms of Reference of the International Jute Study Group, 2001 set out the terms and functions of the Committee on Projects.

#### **A. Opening of the Meeting**

Chairperson of the COP Additional Secretary, Ministry of Textiles and Jute, Government of the People's Republic of Bangladesh] for the jute year 2012/2013 is expected to open the meeting.

#### **A.1 Ascertainment of Quorum**

The Committee will ascertain that a quorum of members is present. Under **Paragraph 9(g)** of the Agreement Establishing the Terms of Reference of the International Jute Study Group, 2001, the presence of members holding together 1,000 votes is required for the commencement of any Council Session and the presence of members holding together 1,200 votes is required for any decision to be taken by the Council. The same procedure is followed in the COP meeting.

#### **A.2 Adoption of Agenda and Organisation of Work**

The Committee will consider the provisional agenda with amendments, if any, as contained in **Document IJSG/CP(XIV)/1** for adoption. A suggested timetable for the organisation of work is given in **Annex-I**. The status of membership and a provisional list of documents pertaining to this meeting of the COP are given in **Annex-II** and **Annex-III** respectively.

#### **A.3 Statement by the Chairperson, Committee on Projects (COP)**

The Chairperson of the Committee on Projects (COP) will make a statement on the business of COP and the importance of the projects and activities of IJSG.

#### **A.4 Statement by the Secretary General, International Jute Study Group (IJSG)**

The Secretary General of the International Jute Study Group (IJSG) will make a statement on the IJSG's activities related to the projects since the last meeting of the COP.

## **B. Review of the Projects**

The International Jute Study Group (IJSG) has been established as the successor to the erstwhile International Jute Organisation (IJO) with its Headquarters in Dhaka, Bangladesh, to administer the provisions of the Agreement Establishing the Terms of Reference of the International Jute Study Group, 2001. The IJSG is mandated to provide an effective framework for international cooperation in jute and jute products and ensure active participation of the private sector in the development of the jute economy as a whole. The Secretariat is expected to address the issues of poverty alleviation, employment generation and development of human resources, particularly that of women, in the jute sector. The Secretariat is also expected to take steps to increase awareness of the beneficial effects, the gender equality and the climate concerning jute. The ***IJSG is mandated to play a catalytic role to initiate, sponsor, supervise and monitor the projects and related activities through executing and implementing agencies in the member countries.*** On completion of projects and activities, it would disseminate the results through workshops and seminars for entrepreneurship development in diversified jute products in the member countries.

### **B.1 Status of On-going Projects**

The Committee will be informed of the progress of the following on-going projects as contained in **Document IJSG/CP(XIV)/2.**

- I. Development and Application of Potentially Important Jute Geo-textiles (CFC/IJSG/21).
- II. Increased Production Efficiency in Small-holder Kenaf Production Systems for Specific Industrial Applications (CFC/IJSG/25).
- III. Small-Scale Entrepreneurship Development in Diversified Jute Products (CFC/IJSG/18).

### **B.2 Updates of the Approved Unfunded Projects and Discussions on New Funding Guidelines of Common Fund Commodities (CFC)**

B.2.1 The updated status of the following approved projects, for which the funding supports were not available, are provided in **Document IJSG/CP(XIV)/3.**

- I. Commercial Application of Effective Simultaneous Dyeing and Finishing Method for Jute, Jute-Cotton Union and Jute-Cotton Blended Fabrics with Reactive Dyes.
- II. Development of Innovative Jute Carry Bags through Adoption of Non-conventional Technologies.
- III. Development of Jute Seed Entrepreneurs through Regional Cooperation.
- IV. Development of Marketing Strategies for Natural Fibre-based Products in view of Changing Global Demand: Special Focus on Jute Products of Bangladesh and India.

- V. Development of Rapid Test Method for Determination of Unsaponifiables in Food Grade Jute Products.
- VI. Life Cycle Assessment towards Establishment of Drivers for Greening the Supply Chain and Addressing Emerging Sustainability Market Drivers.
- VII. Strengthening of Jute Bags Value Chain and its Market Promotion.

B.2.II New operational guidelines and programme of Common Fund for Commodities (CFC) are provided in **Document IJSG/CP(XIV)/4**.

**C. Consideration of New Proposals**

The IJSG Secretariat is presenting the following new proposal(s) for projects for consideration of the COP contained in **Document IJSG/CP(XIV)/5**.

- I. Adapting Sustainability in Jute Supply Chain.
- II. Development of Jute-composites for Construction and Automotive Sectors.

**D. Review of the Special Account**

For consideration of the financial requirement of projects, project proposals and other activities, the IJSG Secretariat will submit the document titled "Review of the Special Account" in **Document IJSG/CP(XIV)/6** containing the following updated financial statements as on April 2013:

- I. Statement of earmarked and un-earmarked funds under the Special Account.
- II. Financial requirements for on-going projects, pipeline projects, project proposals and other activities.

**E. Other business**

The Committee may consider any other items, as deem appropriate.

**F. Consideration of Recommendations to be submitted to the Council of the IJSG**

According to paragraph 10(b) of the Agreement Establishing the Terms of Reference of the International Jute Study Group, 2001, the Committee may make recommendations to the Council relating to the aforementioned agenda as appropriate.

**G. Election of the Chairperson and the Vice–Chairperson for the Jute Year 2013-2014**

Under rule 6 of the Rules of Procedure of the IJSG, the election of the Chairperson and the Vice-Chairperson for a jute year (July-June) shall take place at the last session held in the



preceding jute year. Rule 29 of the same says that the Rules of Procedure of ad-hoc committees and subsidiary bodies shall be those of the Council mutatis mutandis. The present Chairperson, Additional Secretary, Ministry of Textiles and Jute, Government of the People's Republic of Bangladesh and the Vice-Chairperson of the COP, Jute Commissioner, Ministry of Textiles, Government of India, were elected at its Eleventh meeting held on December 8-9, 2010 for the jute year 2010–2011 and Twelfth meeting of COP, held on September 29, 2011, and thirteenth meeting of COP, held on May 14, 2012, unanimously resolved the mentioned personnel to continue for the year of 2012-2013.

The Committee may wish to elect the Chairperson and the Vice-Chairperson for the jute year 2013–2014 for conducting the business of the COP including meetings.

**H. Dates of the Fifteenth Meeting of the COP**

The Committee may wish to consider date(s) of its Fifteenth meeting in the last quarter of 2013, taking due account of all relevant factors.

**I. Adoption of the Record of Recommendations/Decisions of the Fourteenth COP Meeting**

The draft Record of Recommendations/Decisions of the fourteenth meeting of the COP will be circulated in **Document IJSG/CP(XIV)/7** for adoption by the Committee. The full report of the meeting will be circulated in due course by the Secretariat for information of Members, Associate Members and Observers in **Document IJSG/CP(XIV)/8**.

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Annex – I

**Fourteenth Meeting of the Committee on Projects (COP)**

May 15, 2013 (Wednesday)  
IJSG Secretariat, Dhaka, Bangladesh

**Timetable**

<b>May 15, 2013 (Wednesday)</b>		
Morning	09.30 - 10.00	Registration
	10.00 - 11.00	Agenda A, B
	11.00 - 11.20	Tea/Coffee
	11.20 - 13.00	Agenda C, D
<b>13.00 - 14.00</b>		<b>Lunch</b>
Afternoon	14.00 – 14.30	Agenda E, F
	14.30 - 15.00	Agenda G, H
	15.00	Tea/Coffee

Annex – II

**Fourteenth Meeting of the Committee on Projects (COP)**

May 15, 2013 (Wednesday)  
IJSG Secretariat, Dhaka, Bangladesh

**Status of the Membership of the Council as on January 31, 2013**

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

Annex – III

**Fourteenth Meeting of the Committee on Projects (COP)**

**May 15, 2013 (Wednesday)**  
**IJSG Secretariat, Dhaka, Bangladesh**

**Provisional List of Documents**

IJSG/CP(XIV)/1Rev.1	Provisional Agenda and Notes
IJSG/CP(XIV)/2	Progress Report on On-going Projects
IJSG/CP(XIV)/3	Updates of the Approved Unfunded Projects
IJSG/CP(XIV)/4	New Funding Guidelines of CFC
IJSG/CP(XIV)/5	Consideration of New Proposals for Projects
IJSG/CP(XIV)/6*	Review of the Special Account
IJSG/CP(XIV)/7**	Draft Record of Recommendations/ Decisions of the Fourteenth Meeting of the COP
IJSG/CP(XIV)/8**	Final Report of the Fourteenth Meeting of the COP

(\*) To be circulated during the meeting

(\*\*) To be circulated following conclusion of the meeting

## **Fourteenth Meeting of the Committee on Projects (COP)**

**May 15, 2013 (Wednesday)  
IJSG Secretariat, Dhaka, Bangladesh**

### **List of Documents**

IJSG/CP(XIV)/1Rev.1	Provisional Agenda and Notes
IJSG/CP(XIV)/2	Progress Report on On-going Projects
IJSG/CP(XIV)/3	Updates of the Approved Unfunded Projects
IJSG/CP(XIV)/4	New Funding Guidelines of CFC
IJSG/CP(XIV)/5	Consideration of New Proposals for Projects
IJSG/CP(XIV)/6	Review of the Special Account
IJSG/CP(XIV)/7	Record of Recommendations/ Decisions of the Fourteenth Meeting of the COP
IJSG/CP(XIV)/8	Report of the Fourteenth Meeting of the COP

## **Fourteenth Meeting of the Committee on Projects (COP)**

**May 15, 2013 (Wednesday)  
IJSG Secretariat, Dhaka, Bangladesh**

### **Record of Recommendations/Decisions**

#### **Status of On-going Projects**

- 1. Agenda item B.1.I Development and Application of Potentially Important Jute Geotextiles (CFC/IJSG/21)**

The Committee noted the progress of the project and advised the project partners to complete the project as per schedule.

- 2. Agenda item B.1.II Increased Production Efficiency in Small-holder Kenaf Production Systems for Specific Industrial Applications (CFC/IJSG/25)**

The Committee took note on the progress of the project.

- 3. Agenda item B.1.III Small Scale Entrepreneurship Development in Diversified Jute Products (CFC/IJSG/18)**

The Committee noted the status of the project.

#### **Updates of the Approved Unfunded Projects**

- 4. Agenda item B.2.I.I Commercial Application of Effective Simultaneous Dyeing and Finishing Method for Jute, Jute-Cotton Union and Jute-Cotton Blended Fabrics with Reactive Dyes**

Noting comments of the members, the Committee suggested to drop the project.

- 5. Agenda item B.2.I.II Development of Innovative Jute Carry Bags through Adoption of Non-conventional Technologies**

The Committee noted the status of the project and seeing its importance, suggested IJSG to take up the project with respective governments. The Committee also decided not to continue with the project at IJSG and CoP forum.

- 6. Agenda item B.2.I.III Development of Jute Seed Entrepreneurs through Regional Cooperation**

The Committee noted the comments of the delegates and suggested IJSG to send the project proposal to the Government of Bangladesh and India for implementing it as a country specific project with the assistance of possible funding sources like JICA, GAFSP etc.

- 7. Agenda item B.2.I.IV Development of Marketing Strategies for Natural Fibre-based Products in view of Changing Global Demand: Special Focus on Jute Products of Bangladesh and India**

The Committee decided to drop the project.

- 8. Agenda item B.2.I.V Development of Rapid Test Method for Determination of Unsaponifiables in Food Grade Jute Products**

Noting comments of the delegates, the Committee decided to drop the project.

- 9. Agenda item B.2.I.VI Life Cycle Assessment towards Establishment of Drivers for Greening the Supply Chain and Addressing Emerging Sustainability Market Drivers**

The Committee decided to drop the project.

- 10. Agenda item B.2.I.VII Strengthening of Jute Bags Value Chain and its Market Promotion**

The Committee noted the status of the agenda and kept the project under consideration till USAID decision is done.

- 11. Agenda Items B.2.II New operational guidelines and programme of Common Fund for Commodities (CFC)**

Noting comments of the delegates and status of the agenda, the Committee advised IJSG to circulate the guidelines formally to member governments so that govt. organizations and private entities could submit their projects directly to CFC.

<b>Consideration of New Proposal for Projects</b>
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- 12. a) Agenda Item C.I Adapting Sustainability in Jute Supply Chain**
- b) Agenda Item C.II. Development of Jute-composites for Construction and Automotive Sectors**

Noting comments of the delegates and status of the agenda, the Committee suggested the IJSG Secretariat to develop the 'Strategy Action Paper' on the mentioned issues and forwarded to the Governments and relevant stakeholders for implementation.

- 13. Agenda item D Review of the Special Account**

The Committee took note of the position of the Special Account.

- 14. Agenda item F Consideration of Recommendations to be submitted to the Council of IJSG**

The Committee on Projects:

- a) Requested the Secretariat to place the record of recommendations/ decisions of the Fourteenth meeting of the COP [Doc. IJSG/CP(XIV)/7] before the Council at its next Session for information.

**15. Agenda item G Election of the Chairperson and the Vice-Chairperson for the jute year 2013-2014**

The Committee unanimously elected the present Chairperson, Additional Secretary (Policy), Ministry of Textiles & Jute, Government of Bangladesh and the Vice-Chairperson, Jute Commissioner, Ministry of Textiles, Government of India to continue for the jute year 2013-2014.

**16. Agenda item H Dates of the Fifteenth meeting of the COP**

The Committee authorised the Secretary General to fix a suitable date for the Fifteenth Meeting of the COP in consultation with the Chairperson and Vice Chairperson of the COP and inform all in due time.

**17. Agenda item I Adoption of the Record of Recommendations/ Decisions of the Fourteenth meeting of the COP**

The Committee adopted the Record of Recommendations/ Decisions of the **Fourteenth** meeting of the COP as contained in **Doc. IJSG/CP(XIV)/7**. The full report of the meeting will be circulated in due course by the Secretariat for information of Members, Associate Members and Observers in **Doc. IJSG/CP(XIV)/8**.