

ANNEX – I

LIST OF PARTICIPANTS

Chairman Mr. Subhakirti Majumdar I.A.S
Jute Commissioner
Ministry of Textiles, Government of India
20 B Abdul Hamid Street (5th & 7th floor)
Kolkata 700069, India
Tel: 00 91 33 2220 8496
Fax: 00 91 33 2248 9658
E.mail: jccal@vsnl.com
web: www.jutecomm.com

MEMBERS

Bangladesh Delegate Mr. A F M Sarwar Kamal
Secretary, Ministry of Jute
Government of the People's
Republic of Bangladesh. Dhaka
Tel: 880 2 861 2250
Fax: 880 2 861 8766

Advisor Mr. Mainuddin Ahmed Chowdhury
Joint Secretary (Industry),
Ministry of Jute, Government of the
People's Republic of Bangladesh
Tel: 88 02 861 7273
Fax: 88 02 861 8766

Advisor Mr. Md. Golam Ali Mollah
Deputy Chief
Ministry of Jute, Government of the
People's Republic of Bangladesh
Tel: 880 2 861 5168
Fax: 880 2 861 8760

Advisor Dr. A B M Abdullah
Executive Director,
Jute Diversification Promotion Centre
145 Monipuripara Tejgaon. Dhaka
Tel: 880 2 912 5581
Fax: 880 2 912 5248

Advisor Mr. Md. Abdus Sobhan Sheikh
Director General
BJRI, Manik Mia Avenue,
Dhaka-1207.
Tel: 88 02 911 0868
Fax: 88029118415
Email: bjri@bdmail.net

Advisor Dr. Firoze Shah Sikder
Director (Agriculture)
BJRI, Manik Mia Avenue,
Dhaka-1207.
Tel: 88 02 911 6096
Fax: 88029118415
Email: bjri@bdmail.net

Advisor Mr. Khondaker Atiar Rahman
Director (Technology)
BJRI, Manik Mia Avenue,
Dhaka-1207.
Tel: 88 02 911 1658
Fax: 88029118415
Email: bjri@bdmail.net

European Community

	Representative	Mr. Zillul Hye Razi Economic and Political Affairs Officer, Delegation of The European Commission to Bangladesh, Gulshan, Dhaka.	Tel: 00 88 02 882 4730 Fax: 00 88 02 882 3118 E-mail: razi.hye@bgd.cec.eu
India	Delegate	Mr. Subhakirti Majumdar I.A.S Jute Commissioner Ministry of Textiles, Government of India 20B Abdul Hamid Street (5 th & 7 th floor) Kolkata 700069, India	Tel: 00 91 33 2220 8496 Fax: 00 91 33 2248 9658 E-mail: jccal@vsnl.com web: www.jutecomm.com
Switzerland	Delegate	Mr. Jürg Casserini Head of Mission Chargé d'Affaires a.i. of Embassy of Switzerland in Dhaka Bangladesh.	Tel: 88 02 881 2874-6 Fax: 88 02 882 3872 Email: vertretung.dhaka@ep.admin.ch

ASSOCIATE MEMBER

Sonali Aansh	Mr. Nurul Islam Patwari Managing Director Sonali Aansh Trading(Pvt.) Ltd 18, Rajuk Avenue, Motijheel, Dhaka.	Tel: 88 02 956 3322 Fax: 88 02 956 2076 E-mail: sonali@citechco.net
Bangladesh Bina Handicrafts	Mr. A Hannan Khan Director Bina Hadicrafts, House-70(1 st floor) Harirampur, Mirpur -1, Dhaka-1216	Tel: 88 02 0171106329 Fax: 88 02 913 6510
Concern (Bangladesh)	Ms. Ahmad Barna Marketing Manager Concern, House- 07, Road-12(New) Dhanmondi, Dhaka	Tel: 88 02 811 2795 Fax: 88 02 811 3693 E-mail: barna-ahmad@concernbd.org

OBSERVERS

Cote D' Ivore	Mr. Mitha Sadruddin Asia Representative Cote D' Ivore D 84/1, Block 7, Clifton Karachi, Pakistan	Tel: 00 92 42 582 3121 Fax: 00 92 42 587 7757 E-mail: mitha_s@hotmail.com
---------------	--	--

NON-GOVERNMENTAL ORGANISATION

Bangladesh Jute Association	Mr. Mahfuzul Hoque Chairman, BJA, Dhaka	Tel: 880 2 955 2916 Fax: 880 2 956 1122
--------------------------------	--	--

	Mr. Puspendu Mohan Saha Member, Executive Committee. BJA, Dhaka	Tel: 88 02 956 7980 Fax: 88 02 711 2659 E-mail: ijtco@accesstel.net
	Mr. Sirajul Hoque Prodhan Secretary, BJA, Dhaka	Tel: 880 2 955 2916
Bangladesh Jute Spinners Association	Mr. Shahidul Karim Secretary, BJSa, Dhaka	Tel: 880 2 955 1317 Fax: 880 2 956 2772
The Pakistan Jute Mills Association	Mr. Azhar M. Peracha Chairman The Pakistan Jute Mills Association (Executive Director, Habib Jute Mills Ltd.) 4 th Floor, Rahman Plaza, Shahra-e-Fatima Jinnah, Lahore, Pakistan	Tel: 00 92 42 630 4984 Fax: 00 92 42 636 8723 E-mail: hjml@lhr.comsats.net.pk
	Mr. Muhammad Jamil Hussain Vice – Chairman The Pakistan Jute Mills Association (Executive Director Thal Jute Mills Ltd.) 4 th floor, Siddiquesons Tower, 3 Jinnah C.H. Society, Shaah Faisal, Karachi Pakistan	Tel: 00 92 21 431 2030 Fax: 00 92 21 431 2318 E-mail: jamil@hoh.net
	Mr. M.Tariq Bawany The Pakistan Jute Mills Association C.E.O, Latif Jute Mills Ltd 6 Nadir House, Chundrigar Rd. Karachi, Pakistan	Tel: 00 92 21 242 7806-9 Fax: 00 92 21 241 4790 E-mail: bawany@khi.comsats.net.pk
<hr/>		
IJSG Secretariat	Mr. T Nanda Kumar Secretary General	Tel: 880 2 912 5581 Fax: 880 2 912 5248-9
	Dr. G Mohiuddin Project Leader	Tel: 880 2 912 5581 Fax: 880 2 912 5248-9
	Mr. Shish Haider Chowdhury Finance & Admin. Officer	Tel: 880 2 912 5581 Fax: 880 2 912 5248-9
	Mr. Siddiqur Rahman Operations Officer	Tel: 880 2 912 5581 Fax: 880 2 912 5248-9

ANNEX-II

ADOPTED AGENDA

- A. Opening of the Session
 - 1. Ascertainment of quorum
 - 2. Election of Chairman and Vice-Chairman for the year 2002/2003
 - 3. Adoption of agenda and organisation of work
 - 4. Statement by the Secretary General, International Jute Study Group (IJSG)
 - 5. Report on Membership of the Committee on Projects
- B. Review of projects and other activities
 - 1. Completed projects and activities
 - 2. Ongoing project
 - 3. Pipeline projects
 - 4. Approved unfunded projects
- C. Consideration of project proposals and project ideas
 - 1. Project proposals
 - 2. Project ideas
- D. Review of the Special Account
 - 1. Situation of the Special Account
 - 2. Financial requirements for Project, Pre-project and other activities
- E. Consideration of Recommendations to be submitted to the Council of the IJSG
 - 1. Recommendations on project proposals and project ideas
 - 2. Recommendations on priorities
 - 3. Recommendation on commercialization
 - 4. Any other recommendations
- F. Other business
- G. Dates of the Second Meeting of the COP
- H. Adoption of the Record of Recommendations/Decisions of the First Meeting of the COP

ANNEX - III

LIST OF DOCUMENTS

IJSG/CP(I)/1	Provisional Agenda and Notes
IJSG/CP(I)/2	Situation on the completed projects and activities of the former IJO
IJSG/CP(I)/3	Progress report on on-going project
IJSG/CP(I)/4	Position of approved fully/partially funded pipeline projects
IJSG/CP(I)/5	Position of approved unfunded projects
IJSG/CP(I)/6	Establishment of a Library and Resource Centre at the IJSG Secretariat
IJSG/CP(I)/7	Design and Development of a Web Site about IJSG
IJSG/CP(I)/8	Modification of project "Strengthening Jute and Kenaf Seed Production and Distribution Systems including Private Sector Participation" to include a Jute/Kenaf Seed Certification Mechanism/System
IJSG/CP(I)/9	Promotion of Diversified Jute Products through NGOs
IJSG/CP(I)/10	Review of the Special Account
IJSG/CP(I)/11 Rev.1	Record of Recommendations/Decisions of the First Meeting of the COP
IJSG/CP(I)/12	Report of the Proceedings of the First Meeting of the COP

ANNEX - IV

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

STATUS OF MEMBERSHIP OF THE COUNCIL AS ON 26 NOVEMBER 2002

<u>Non-EC Countries</u>		<u>Date</u>
Bangladesh	Definitive Acceptance	04.07.2001
India	Acceptance	25.04.2002
Switzerland	Acceptance	04.03.2002
<u>European Community and its Member States*</u>	Definitive Acceptance	26.04.2002
Austria		
Belgium		
Denmark		
Finland		
France		
Germany		
Greece		
Ireland		
Italy		
Luxembourg		
Netherlands		
Portugal		
Spain		
Sweden		
United Kingdom		

(*) Represents all the 15 members of the European Community.

ANNEX-V

RECORD OF RECOMMENDATIONS/DECISIONS ADOPTED BY THE COMMITTEE ON PROJECTS (COP)

1. The Committee unanimously elected Mr. Subhakirti Majumdar (India) and Mr. Mainuddin Ahmed Chowdhury (Bangladesh) as Chairman and Vice-Chairman respectively of the Committee on Projects (COP) for the year 2002-2003.
(Agenda Item A)

2. The Secretariat presented a report on the **30 completed Projects and activities with a short description of each project of the former International Jute Organisation (1984-2002)**, as contained in document **IJSG/CP(I)/2**. The Committee noted the comments of the delegates on the completed projects and activities. It was decided that copies of available reports/manuals of completed projects be sent to interested member countries/associate members. **(Agenda item B.1)**.

3. The Secretariat presented a progress report of the on-going project “**Biotechnological Application of Enzymes for Making Paper Pulp from Green Jute/Kenaf (The Whole Plant)**”, as contained in document **IJSG/CP(I)/3**”. The Committee noted the progress report and emphasised the need for commercialisation of the technologies. The Committee also noted the observation of delegates that IJSG needs to evaluate the different technologies available. **(Agenda item B.2)**.

4. The Secretariat presented the approved, fully funded pipeline project entitled, “**Material Optimisation and Process Up-scaling for Commercialisation of Jute Reinforced Polyolefines**”, as contained in document **IJSG/CP(I)/4** ”. The Committee noted the details and recommended that the project may be started as soon as possible after completion of necessary formalities. **(Agenda item B.3)**

5. The Secretariat presented the position of the approved fully funded pipeline project entitled, “**Small Scale Entrepreneurship Development in Diversified Jute Products**”, as contained in document **IJSG/CP(I)/4**. The Committee noted the contents and recommended that the project may be started as soon as possible after completion of the necessary formalities. **(Agenda item B.3)**

6. The Secretariat presented the position of the approved unfunded project on “**Environmental Assessment of Jute Agriculture – Phase-II**”, as contained in document **IJSG/CP(I)/5 - Annexure-I**. The Committee decided to accord a low priority to this project. Copies of the document will be sent to Governments of Bangladesh and India for examining the possibility of taking up the relevant components at the national level. **(Agenda item B.4)**

7. The Secretariat presented the position of the approved unfunded project on “**Molecular Evaluation of Jute Germplasm**”, as contained in document **IJSG/CP(I)/5 -Annexure-II**. The Committee decided that the project document

should be sent to the Governments of Bangladesh and India for their comments before proceeding further in the matter. **(Agenda item B.4)**

8. The Secretariat presented the position of the approved unfunded project on **“Study of the Factors Limiting the Yield of Jute and Kenaf”**, as contained in document **IJSG/CP(I)/5 - Annexure-III**. The Committee decided that the project may be deferred for the time being. **(Agenda item B.4)**
9. The Secretariat presented the position of the approved unfunded project on **“Varietal Improvement of Jute and Kenaf Through the Use of Genetic Engineering Techniques”**, as contained in document **IJSG/CP(I)/5 - Annexure-IV**. The Committee decided that the project may be deferred for the time being. **(Agenda item B.4)**
10. The Secretariat presented the position of the approved unfunded project on **“Development of Technologies for Organic Cultivation and Safe Primary Processing of Jute and Kenaf”**, as contained in document **IJSG/CP(I)/5 - Annexure-V**. The Committee noted the comments of the delegates and recommended that the project may be revised in consultation with the Governments of Bangladesh and India and re-formulated in two parts as (a) **“Safe Primary Processing of Jute and Kenaf”** and (b) **“Improving Processes in the Manufacture of Jute Products”** to meet the standards and requirement of major importing countries particularly with reference to health and safety standards in major markets like USA, Europe and Japan. **(Agenda item B.4)**
11. The Secretariat presented the position of the approved unfunded project on **“An Assessment of the Technical and Market Potential of Controlled Permeability Formwork Liners (CPFL) Manufactured Using Nonwoven Jute”**, as contained in document **IJSG/CP(I)/5 - Annexure-VI**. The Committee decided that copies of the project document may be sent to Governments of Bangladesh and India and their comments obtained. This project could then be incorporated in the project mentioned in paragraph 15. **(Agenda item B.4)**
12. The Secretariat presented the position of the approved unfunded project on **“Jute Market Promotion of Jute Goods in Japan – a new three year programme (1999/2000 - 2001/2002)”**, as contained in document **IJSG/CP(I)/5 - Annexure-VII**. The Committee approved the project for seeking funding from the Government of Japan/other donors. **(Agenda item B.4)**
13. The Secretariat presented the project proposal entitled, **“Development of Hybrid Varieties of Jute and Kenaf”**. The Committee noted the comments of delegates and recommended that the project may be circulated to the Governments of Bangladesh and India for further comments. **(Agenda item C.I)**
14. The Secretariat presented the project proposal entitled **“Breeding of Kenaf and Jute for Pulp and Paper”**. The Committee accorded a high priority to this project and

- recommended that this proposal may be circulated to members for further comments and suitably revised for consideration of the COP at its next meeting. The Committee also authorised the Secretary General to explore funding possibilities for this project. **(Agenda item C.I).**
15. The Secretariat presented the project proposal entitled **“Development and Application of Potentially Important Jute Geotextiles”** and the project entitled **“Market Development and Promotion of Jute Goods in Western Europe – A new three year project”**. The Committee noted the support of all member countries and the Pakistan Jute Mills Association and approved the project idea with the recommendation that these two projects and the project mentioned in paragraph 11 may be combined into a single comprehensive project and possibilities of accommodating Australia, New Zealand and USA markets in the project be explored. The detailed project report may be placed in the next COP meeting. The Committee also authorised the Secretary General to explore the possibilities of funding from donor agencies for this or a part of the project. **(Agenda item C.I)**
 16. The Secretariat introduced the project proposal entitled **“Characterisation, Monitoring and Control of the Pollutants Generated during Mechanical Processing of Jute”**. The Committee recommended that the project may be sent to the Governments of Bangladesh and India for seeking comments from interested jute mills. **(Agenda item C.I).**
 17. The Secretariat introduced the project entitled **“Development of Environmentally-friendly Jute Polymer Materials for Diverse Applications”**. The Committee decided that the project need not be considered at this stage. **(Agenda item C.I).**
 18. The Secretariat introduced the project entitled **“Sustainable Human Resources Development for the Management of Jute Industry”**. The Committee noted the support from India, Bangladesh and Pakistan Jute Mills Association and approved the project with the recommendation that it should be scaled down incorporating the inputs from the jute mills. The Committee took note of the suggestion of the delegate of Bangladesh that training infrastructure for the jute industry should also be included. **(Agenda item C.I)**
 19. The Secretariat introduced the project entitled **“Funding Commercial Projects”**. The Committee decided that the project may be referred to the concerned Government authorities. It may be processed further only if Governments of member countries recommend the proposal. **(Agenda item C.I)**
 20. The Secretariat presented the new project idea entitled, **“Establishment of a Library and Resource Centre”**, as contained in document **IJSG/CP(I)/6** at a cost of US\$

- 25,000. The Committee approved the project idea with the modification that a suitable financial provision be made for bringing out investor friendly/user friendly, attractive brochures for projects and important products. The Committee recommended to the Council that the project be financed out of the accumulated balance in the IJSG Special Account. (**Agenda item C.2.a**)
21. The Secretariat presented the new project idea entitled, “**Design and Development of a Web Site for IJSG**”, as contained in document **IJSG/CP(I)/7**. The delegate of India stated that their decision on the request of IJSG will be communicated within a week. The Committee approved the project idea and recommended sanction of the required amount to the Council. (**Agenda item C.2.b**)
 22. The Secretariat presented the new project idea “**Strengthening Jute and Kenaf Seed Production, Certification and Distribution Systems with Private Sector Participation**”, as contained in document **IJSG/CP(I)/8**. The Committee noted the comments of the delegates and recommended that the project idea may be sent to the Governments of Bangladesh and India for their suggestions. (**Agenda item C.2.c**)
 23. The Secretariat introduced the new project idea “**Promotion of Diversified Jute Products through NGOs**”, as contained in document **IJSG/CP(I)/9**. The Committee noted the comments of delegates and recommended that project idea should be revised as “**Development and Promotion of Diversified Jute Products**” and placed in the Private Sector Consultative Board meeting also for suggestions. In addition, suggestions/inputs may be called for from Government of Bangladesh (JDPC) and Government of India (JMDC/NCJD) and the project be re-formulated and put up in the next meeting of the COP. (**Agenda item C.2.d**)
 24. The Secretariat presented a BJRI project concept paper entitled “**Mechanisation and Optimization of a Jute Blending Technique in Conventional Jute Processing System**”. The Committee decided that the concept paper should be sent to Government of France, JMDC and IJIRA, India and a revised paper be submitted for consideration in the next COP meeting. (**Agenda item C.2.e**)
 25. The Secretariat presented an IJIRA project idea entitled “**A New Road Map for Jute Industry**”. The Secretary General explained the possibilities of obtaining funding from the CFC and the Government of Netherlands for (a) holding a seminar in Amsterdam/Geneva in which major European buyers/users of jute could be invited to speak on their perspectives of the future of jute products especially in the context of the new environmental concerns, followed by (b) a conclave of international technical experts meeting in India and Bangladesh with participation by local scientists and industry to draw-up a road map for the future. The project may cost less than US\$ 100,000. The Secretary General was authorised to finalise the project and seek funding. (**Agenda item C.2.e**)
 26. The Secretariat introduced the “**Review of the Special Account**”, as contained in document **IJSG/CP(I)/10**. The Committee noted the position of the Special Account.

(Agenda item D).

27. The Secretariat introduced a discussion paper entitled “**A Strategy for the Jute Sector – Some Ideas**”. The Committee noted the comments of the delegates and recommended that the paper may be suitably revised incorporating the suggestions of the delegates particularly with regard to improvement of technology and machinery, compliance with standards in international markets and Technical Textiles.
(Agenda item E.4)

28. The Committee also noted the absence of a Directory of Suppliers of Jute/Jute Products. The Secretariat was advised to take the necessary steps in the matter.
(Agenda item E.4)

29. The Committee welcomed the suggestion of the Secretary General and approved the formation of a Consultative Committee consisting of representatives of Member Governments, research institutions, associate members and donor agencies to initiate project ideas, formulate and scrutinize project proposals. The Committee authorised the Secretary General to form a Consultative Committee after inviting nominations from all concerned. **(Agenda item E.4)**

30. The Committee decided to request the Secretary General to fix a suitable date during the months of April/May 2003 for the Second Meeting of the Committee on Projects .
(Agenda item G)

31. The Committee adopted the draft Record of Decisions and Recommendations of the Meeting as contained in document **IJSG/CP(I)/11 Rev. 1** and requested the Secretariat to circulate the full report to all Members and Observers in due course.
(Agenda item H)
