

List of participants of the Fourteenth Session of the Council of IJSG

IJSG Secretariat
Dhaka, Bangladesh
May 24, 2012

IJSG Members

Sl.	Name and Address
Council Chairperson	
1.	Ms. Kiran Dhingra Secretary Ministry of Textiles Government of India
Bangladesh Delegates	
2.	Mr. Md. Ashraful Moqbul Senior Secretary Ministry of Textiles and Jute Government of Bangladesh Bangladesh Secretariat, Dhaka
3.	Ms. Shameema Sultana Joint Secretary (Policy) Ministry of Textile & Jute Government of Bangladesh Bangladesh Secretariat, Dhaka
4.	Mr. Azim Uddin Ahmed Choudhury Joint Secretary Director (Admin and Fin) Department of Jute
5.	Mr. Md. Abu Sayed Director (RQC) & Acting Chairman Bangladesh Jute Mills Corporation
6.	Mr. Mohammad Azharul Hoque, Joint Secretary, Ministry of Agriculture.

7.	Mr. Dr. Md. Kamal Uddin Director General BJRI – Dhaka
8.	Mr. Khandaker Mokhlesur Rahman Executive Director Jute Diversification Promotion Centre (JDPC) 145 Monipuripara – Dhaka
9.	Mr. Salauddin Noman Choudhury Director - Economic Affairs Ministry of Foreign Affairs
10.	Mr. Faizur Rahman Chowdhury, Executive Director Jute Spinners Ltd.
11.	Mr. Maqbul Ahmed, Industrial Economic Affairs Ministry of Foreign Affairs.
12.	Mr. Md. Monsurul Alam Deputy Chief Ministry Of Textile and Jute
13.	Mr. Alauddin Vuian, Assistant Secretary (Economic Affairs) Ministry of Foreign Affairs.
14.	Mr. Mohammad Arifur Rahman Asstt. Chief, Ministry of Textile and Jute
Indian Delegates	
15.	Shri Sujit Gulati Joint Secretary Ministry of Textiles Government of India
16.	Mr. B. Shyam First Secretary (Commercial) Indian High Commission in Bangladesh +880-2-9862438 fscm@hcidhaka.org

17.	<p>Mr. Anil Kumar Rai First Secretary (Economics & Projects) Indian High Commission in Bangladesh House No. 2, Road No.142, Gulshan-1, Dhaka +880-2-9889341 eco2@hcidhaka.org</p>
European Union	
18.	<p>Ms Lenka Vitkova Head of Governance, HR and Economic Cooperation Head of the Political, Trade and Information Section Delegation of the European Union to Bangladesh Plot 7, Road 84, Gulshan 2, 1212 Dhaka, Bangladesh</p>
19.	<p>Mr. Zillul Hye Razi Trade Advisor Delegation of the European Union to Bangladesh Plot 7, Road 84, Gulshan 2, 1212 Dhaka, Bangladesh Tel: 880 2 8824730</p>
Morocco	
20.	<p>Mr. Said Kashmi Second Secretary Embassy of Morocco</p>

Associate Members

21.	<p>Mr. Nazmul Huq Chairman Bangladesh Jute Mills Association (BJMA) Adamjee Court, 115-120, Motijheel C/A, Dhaka-1000 Tel: 956 0071-2, Fax: 956 6472 E-mail: bjmajutegood@agnionline.com</p>
22.	<p>A Barik Khan Secretary Bangladesh Jute Mills Association (BJMA) Adamjee Court, 115-120, Motijheel C/A, Dhaka-1000 Tel: 956 0071-2, Fax: 956 6472</p>
23.	<p>Muhammad Shams-uz Zoha Chairman Bangladesh Jute Spinners Association (BJSA) 55/A, Purana Paltan (3rd floor), Dhaka-1000 Tel: 955 1317, 956 9454, Fax: 956 2772 (Tel) E-mail: bjsa_bd@yahoo.com</p>
24.	<p>Md. Mahfuzul Hoque Chairman Bangladesh Jute Association (BJA) 77 Motijheel C/ A, Dhaka-1000 Tel & Fax: 955 2916 E-mail: bjute@bangla.net</p>
25.	<p>Director General Mr. Kamal Uddin Bangladesh Jute Research Institute (BJRI) Manik Mia Avenue, Dhaka - 1207 Tel: 911 0868/811 1931-2, Fax: 911 8415 E-mail: infobjri@yahoo.com; bjriinfo@yahoo.com</p>
26.	<p>Ms. Bertha Gity Baroi Director Corr-The Jute Works House # 27, Road # 119 Block # CES (B), Golshan Dhaka-1212 Tel: 883 7745-7</p>

	<p>Fax: 988 3641 E-mail: mail@cjwbd.com</p>
27.	<p>Mr. Sabur Miah Managing Director ALTU khan jute mills ltd. Nasir Trade Centre (level-12) 300/4, Bir Uttam C.R. Datta Road (Sonargoan Road) Hatirpool, Dhaka-1215, Bangladesh Tel: 01730359638</p>
28.	<p>Mr. Rezaul Karim Chairman, PSCB & Proprietor S. N. Jute International Apt # 302, House # 18, Road # 6 Dhanmondi-R/A, Dhaka-1205</p>
29.	<p>Quamrul Ahsan Kaiser PH.D. Sarah Composite Mills Ltd. 416 road No. 30 New DOHS Mohakhali Dhaka 1206</p>
30.	<p>Syed Nazmus Sakib Executive Mawada Traders 96/1, Moneshwar Road (Ground Floor) Zikatola Dhaka - 1209</p>
31.	<p>Abdul Quayyum Secretary Bangladesh Jute Association BJA Bhaban, 77, Motijheel C/A (2nd Floor) Dhaka 1000</p>
32.	<p>Fazlul Huq Bhuiyan Director Janata Jute Mills LTD. Sadat Jute Industries LTD. 7 Gulshan Aveneue (7th floor) Road – 3 Gulshan – 1 Dhaka – 1212</p>

	Cell: 01713 078416
33.	Faquir Mohammad Ishtiaque Sr. Executive Green Group of Companies 416 road No. 30 New DOHS Mohakhali Dhaka 1206
34.	Engr. Md. Helal Uddin Executive Director Supreme Jute & Knitex Ltd. H – 98, Road – 9A (New) Dhanmondi R/A Dhaka - 1209
35.	Sayeed Kaiser Jute villa

Embassies/High Commissions in Dhaka, Bangladesh Invited for 14th Session of the Council

Sl.	Country	Name and Address
36.	Bhutan	Mr. Dorji Rinchhen Tread counselor Royal Bhutanese Embassy House No.12 CEN, Road No.107 Gulshan, Dhaka 1212, Bangladesh
37.	Denmark	Mr. Hasrun-ru Rashed Senior Program Officer Agricultural Growth and Employment Programme Embassy of Denmark House 1, Road 51 Gulshan 2, Dhaka 1212, Bangladesh
38.	Philippines	Ms. Mary Grace Billamayor CDA Embassy of the Republic of the Philippines House # 17, Road # 7 Baridhara, Dhaka, Bangladesh
39.	Russia	Dr. Anatoly Davydenko Charge d’Affairs Embassy of the Russian Federation House No - NE (J) 9, Road No.-79 Gulshan-2, Dhaka, Bangladesh

International Organizations

Sl.	Organization	Name and address
40.	(CIRDAP)	Mr. Hossain Shahabaz Director Pilot Project Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP) Chameli House 17 Topkhana Road Dhaka -1000
41.	(SAC)	Dr. Abul Kalam Azad Director SAARC Agriculture Centre (SAC) BARC Complex, New Airport Road, Farmgate, Dhaka 1215, Bangladesh
42.	(SAC)	Dr. SK Pal Deputy Director (Agriculture) BARC Complex, New Airport Road, Farmgate, Dhaka 1215, Bangladesh
43.	(UNIDO)	Mr. Zaki Uz Zaman, PhD Head of UNIDO Operations in Bangladesh IDB Bhaban (6 th Floor) E/8-A, Begum Rokeya Sharani Sher-e-Bangla Nagar, Agargaon, Dhaka 1207 Bangladesh
44.	FAO	M. Badrul Arefin National Consultant FAO Representative in BD House - 37, Road - 8 Dhanmondi R/A Dhaka - 1205

**FOURTEENTH SESSION OF THE COUNCIL OF THE
INTERNATIONAL JUTE STUDY GROUP (IJSG)
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. Formal acceptance of the Kingdom of Morocco as a member country to IJSG
5. Admission of Observers
6. Distribution of Votes to the Administrative Budget of IJSG for 2012/2013
7. Confirmation of the Report of the Thirteenth Session of the Council
8. Opening Remarks by the Chairperson of the Council
9. Statement by the Secretary General on the activities after the Thirteenth Session of the Council and assessment of the world jute situation and related matters
10. IJSG video presentation on “Jute - its Promises”

B. Membership Matters

1. Report of the Secretary General on membership of IJSG
2. Approval of resolutions on
 1. Resolution 01: Prior approval of Membership of Government of Turkey
 2. Resolution 02: Fixation of votes and membership contribution fee for the countries for which reliable jute statistical details for calculating ‘Coefficient of Jute related Importance (COJI)’ are not available.
3. Authorization to the Secretary General to accept the letter of accession from prospective member countries and complete the formalities
4. Status of Associate Membership of IJSG

C. Policy Matters

1. Presentation of country papers on jute related issues
2. Statement by the Members and the Observers
3. Discussions on important issues identified by IJSG for advice of the Council
4. Confirmation of Decisions/Recommendations of the Twelfth meeting of the Private Sector Consultative Board (PSCB)

5. Confirmation of Decisions/Recommendations of the Thirteenth Meeting of the Committee on Projects (CoP)
6. Discussion on comments on the evaluation report by the Members and Observers

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'
2. IJSG Annual Work Plan 2012-13

E. Administrative and Financial Matters

1. Staff Matters and related issues
 - a. Proposal for renaming the existing post of 'Administration and Finance Assistant'
2. Announcement of contributions to the Special Account
3. Financial resources of the Special Account
4. Approval of the Administrative budget of the IJSG for the jute year 2012/2013
5. Audit report for the year 2010-11
6. Appointment of Auditor for the year 2011-12
7. Election of Chairman and Vice-Chairman of the Council for 2012-13

F. Other Business

1. Discussions and the approval of revised Internship Policy of IJSG and
2. Any other business with the approval of the Chairperson

G. Dates of the Fifteenth Session of the Council

H. Adoption of the Record of Decisions of the Fourteenth Session of the Council

Enclosures:

Annex: 1. Council Schedules

Annex: 2. Status of Membership of the Council as on March 23, 2012

Annex: 3. Provisional List of Documents

COUNCIL OF THE INTERNATIONAL JUTE STUDY GROUP (IJSG)

Fourteenth Session

Council Schedule

Date: May 24, 2012

Morning	09:00 - 09:30	Registration
	09:30 - 11:00	Agenda item A (Opening of the Session)
	11:00 - 11:30	Agenda item B
	11:30 - 11:50	Tea Break
	11:50 - 13:30	Agenda item C and D
	13.30 - 14.30	Lunch
Afternoon	14.30 - 15:45	Agenda item D (Contd.) and E
	15.45 - 16:00	Tea Break
	16:00 - 16:45	Agenda item E
	16:45 - 17:30	Agenda items F, G and H

ANNEX - 2**AGREEMENT ESTABLISHING THE TERMS OF REFERENCE OF THE INTERNATIONAL
JUTE STUDY GROUP, 2001****STATUS OF MEMBERSHIP OF THE COUNCIL AS ON MARCH 23, 2012**

<u>Members</u>	<u>Status of Accession</u>	<u>Date</u>
Bangladesh	Definitive Acceptance	04.07.2001
India	Acceptance	25.04.2002
Morocco		04.01.2012
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

PROVISIONAL LIST OF DOCUMENTS

C/(XIV)/1	Provisional Agenda and Notes
C/(XIV)/2*	Distribution of Votes
C/(XIV)/3*	Status of Associate Membership of the IJSG
C/(XIV)/4*	Discussion on 'Draft ToR for IJSG beyond 2014'
C/(XIV)/5*	IJSG Annual Work Plan 2012-13
C/(XIV)/6*	Staff matters and related issues
C/(XIV)/7*	Financial resources of the Special Account
C/(XIV)/8*	Administrative budget for the jute year 2012-13
C/(XIV)/9*	Audit report for the year 2010-11
C/(XIV)/10*	Draft Internship Policy of IJSG
C/(XIV)/11*	Record of Decisions/Recommendations of the Fourteenth Council Session
C/(XIV)/12**	Report of the Fourteenth Council Session

(*) To be circulated shortly or during the Session

(**) To be circulated following conclusion of the Session