



**ASIA-PACIFIC ASSOCIATION OF AGRICULTURAL RESEARCH
INSTITUTIONS (APAARI)**

EXECUTIVE COMMITTEE MEETING (1/2015)

Rama Gardens Hotel, Bangkok, Thailand
8.30 to 15.30, 12th May 2015

Annotated Agenda

Agenda Item 1: Welcome and Introduction (For Information)

The Executive Committee members and special invitees, observers and APAARI Secretariat staff will be welcomed warmly to this first meeting of the Executive Committee during 2015 by Dr Raghunath Ghodake, recently appointed Executive Secretary of APAARI. This is going to be somewhat special meeting as both the Executive Committee under the Chairmanship of Mr Anan Suwannarat (as officiated by Dr Suwit Chaikiattiyos) and Executive Secretary Dr Raghunath Ghodake will be new to their respective assignments.

The EC members, participants and staff will be formally introduced to the framed agenda and the relevant documents/papers available for the business of the meeting. There will be a number of new members both on the Executive Committee as well as in their positions with their respective parent organizations.

Agenda Item 2: Opening Remarks by Chairman (For Information/ Consideration)

Dr Suwit Chaikiattiyos, Deputy Director General of DOA, Thailand , as officiating Chairman of APAARI on behalf of Mr Anan Suwannarat, Director General of DOA, Thailand will present his Opening Remarks.

He will welcome and recognize all the members and participants. His opening remarks will be about looking forward to be relevant and progressive and highlighting the importance of this pace setting meeting with a view to consolidating gains and charting out strategies and priorities for APAARI in months and years ahead. This will be especially so with the many changes that have happened and are happening within and outside of APAARI and the Asia-pacific region.

Agenda Item 3: Approval of Agenda by the EC (For Decision/Approval)

The already framed agenda as introduced by the Chairman, will be pursued and re-examined by the members and will be approved with appropriate modifications/suggestions and inclusion of any additional agenda items.

The Chairman will request the members to review the framed agenda and suggest appropriate modifications/inclusions in any of the additional agenda items. The Committee will consider and approve the agenda.

Agenda Item 4: APAARI Progress Report November 2014- April 2015 (For Information and Endorsement)

APAARI Executive Secretary will present an interim progress report, covering the period from November 2014 to April 2015. The last two months of 2014 are also covered to highlight only the major events of high significance though these were reported in the July December 2014 progress report.

This report covers the major areas such as Knowledge Management (basically publications), Mobilization of Human Resources and Capacity Building, Membership Drive, Core Planning and Redesigning, Project Planning and Organizing Resources (especially funding and partnership), collaboration with ACIAR and COA, and partnership with and contribution to GFAR and CGIAR, and participation in meetings organized by other organizations/fora.

The EC members will be requested to provide comments, suggestions and to endorse the progress report, so that the contents could be used in the formal full report to be prepared for the period January – June 2015.

Agenda Item 5: Membership and Fee Payment Status (Until 30 April 2015)(For Information and Endorsement)

APAARI Secretariat with advice from Dr Raj Paroda, APAARI Advisor, put in special efforts and implemented a drive on mobilizing membership and raising the membership revenues as the basic requirement of sustaining and growing APAARI activities. There has been a considerable progress and further likely developments in terms of rise in the number of members and fees received.

This will be presented by the Executive Secretary and the Executive Committee will be requested to provide suggestions to help the Secretariat in further mobilization of the membership and endorse the progress made so far.

Agenda Item 6: Audit Report and Audited Financial Statements: 2014 (For Information/ Endorsement)

Interim un-audited financial statements for the period 1 January to 30 September 2014 were presented to the 13th GAM on 1st November 2014. Proper audit of the annual financial statements for 2014 were carried out in early 2015. The audit report and audited financial statements will be presented by the Executive Secretary. .

The Committee will be requested to provide any suggestions, take note and provide its endorsement of the audit report and audited financial statements 2014.

Agenda Item 7: Appointment of External Auditor for Biennium 2015-16 (For Decision/Approval)

On the recommendation made by the 13th GAM of 1 November 2014, the APAARI Secretariat conducted an interview and recommended a firm/company to be appointed as an External Auditor for biennium 2015-16. The recommendation report will be presented by the Executive Secretary to

the Executive Committee for their views and approval of the proposed appointment of the recommended firm to be the APAARI's External Auditor for biennium 2015-16. .

The Committee will be requested to consider, provide any views and approve the proposed appointment of the recommended firm/company to be the APAARI's External Auditor for biennium 2015-16.

Agenda Item 8: Work Plan 2015 (For Decision/Approval)

The APAARI Secretariat developed further a more detailed Work Plan for 2015 from the broad outlined 2015-16 work plan approved by the 13th GAM. The overall plan will be presented by the Executive Secretary followed by presentations of major projects by key specialists/ resource persons (who will be leading the implementation of such projects).

The Committee will be requested to examine, provide suggestions and approve the plan for implementation during the remaining part of the year 2015.

Agenda Item 9: Income Expenditure Plan 2015 -16(For Decision/Approval)

The APAARI Secretariat developed a more detailed Income and Expenditure Plan for 2015-16, from the broad outlined 2015-16 expenditure plan approved by the 13th GAM. The Executive Secretary will present the plan and provide various considerations and implications to be taken into account by the Executive Committee.

The Executive Committee will then peruse the plan, provide any comments/suggestions and approve the plan for implementation during 2015-16.

Agenda Item 10: Composition of Committees (For Decision/Approval)

As there is need to have multi-sector representation on the Executive Committee, there have been proposals to have a representative of the private sector and also representations of the AIRCA (Association of International Research Centres on Agriculture) organizations and Higher Education Organizations. The submissions reflecting such proposals will be presented by the Executive Secretary for considerations, suggestions and approvals by the Executive Committee.

As the tenure of the Steering Committees of APCoAB and APARIS Programs have ended by the close of 2014, there are proposals to consider new appointments to these Committees. These submissions will be presented by the APCoAB Coordinator and APARIS Program Assistant, respectively, for the Committee to consider, modify and endorse the appointments as considered appropriate.

Agenda Item 11: Other Matters(For Consideration/Determination)

Two important current developments that are of high significance to APAARI are i) CGIAR SRF and Phase II CRPs, and ii) development of APAEON under the leadership of FAO RAP. The briefing of these developments will be provided by Mr David Shearer of ACIAR and Dr Subash Dasgupta of FAO, respectively.

The Committee will be requested to take note of, provide comments/suggestions on and help develop any arising actions/contributions.

Agenda Item 12: Concluding Remarks by Chair (For Consideration)

Based on deliberations and discussions during the meeting and by considering the way forward to APAARI's operations, plans, opportunities and challenges, the APAARI Chair (as officiated by Dr Suwit Chaikiattiyos) will present his concluding remarks to the Executive Committee members and participants of the meeting. This may help set the agenda for the next Ex.Com. Meeting.

Agenda Item 13: Vote of Thanks by Executive Secretary

Dr Raghunath Ghodake, Executive Secretary will have the honour of presenting a vote of thanks to all members and special invitees for their participation and those who helped directly/indirectly in organizing the meeting, with a note of looking forward to the extended co-operation and support.