

Third Session of the Assembly
28-29 October 2019, Seoul

Agenda Item 1.1

Agenda

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ANNOTATIONS TO THE AGENDA

Opening of the session

The Third Session of the Assembly is a regular session of the Assembly held in accordance with Decision 16-I-18R on 28-29 October 2019 in Seoul.

The Session will be opened by the President of the Assembly in accordance with Rule 10.1 of the Rules of Procedure of the Assembly. The President will propose the staff member of the Secretariat in charge of Assembly and Governance to act as a rapporteur.

1. Organizational Matters

1.1 Adoption of the Agenda

The Assembly will be invited to adopt its agenda.

1.2 Membership

In accordance with Article 5 of the Agreement and Decision 3-I-18R, a list of Parties and Observers is contained in document A-02 (III-19R).

Action: The Assembly will be invited to take note of the information and provide further recommendations, if any.

2. Implementation of Strategic Plan 2019-2023

2.1 Plan of Action

In accordance with Decision 5-I-18R on Strategic Plan (2019-2023), the draft plan of action is contained in document A-03 (III-19R).

Action: The Assembly will be invited to consider the proposed revised plan of action and *to adopt decisions*, as appropriate.

2.2 Status of Projects Approved by the Assembly

In accordance with the Decision 10-I-18R and Decision 18-II-19S on approval of projects, the information on the approved project is contained in A-04 (III-19R).

Action: The Assembly will be invited to consider the information and provide further recommendations, if any.

2.3 Project Development and Project Proposals

The information on submitted project proposals and the project concept notes is contained in A-05 (III-19R).

Action: The Assembly will be invited to consider the project proposals and *to adopt decisions*, as appropriate.

2.4 Partnership arrangements with potential partner organizations

In accordance with Decision 12-I-18R, the update on the progress on the arrangements/MOU and activities with partner organizations is contained in document A-06 (III-19R).

Action: The Assembly will be invited to consider the information and provide further recommendations, if any.

2.5 Institutional Review of AFoCO and Secretariat

Following the endorsement of the 2nd Session of the Assembly on the AFoCO Advisory Roundtable, the Secretariat conducted the External Institutional Review as recommended by the AFoCO Advisory Roundtable. The information and report of the External Institutional Review is contained in document A-07 (III-19R).

Action: The Assembly will be invited to consider the report and to provide guidance on further action, as appropriate.

2.6 Update on the progress of Program and Projects

The information on the on-going programs and projects is contained in document A-08 (III-19R).

Action: The Assembly will be invited to consider the information and to provide further recommendations, if any.

3. Effective operation of the Secretariat

3.1 Establishment of Policies

In accordance with Decision 17-II-19S, the draft text was prepared on six policy documents. The information on the introduction is contained in document A-09 (III-19R)

3.1 (a) Policy on Ethics and Conflicts of Interest for Executive Director of the AFoCO Secretariat

The information on the Policy on Ethics and Conflicts of Interest for Executive Director of the AFoCO Secretariat and the proposed text are contained in document A-10 (III-19R).

Action: The Assembly will be invited to consider the proposed policy and *to adopt decisions*, as appropriate.

3.1 (b) Policy on Ethics and Conflicts of Interest for the Assembly of AFoCO

The information on the Policy on Ethics and Conflicts of Interest for the Assembly of AFoCO and the proposed text are contained in document A-11 (III-19R).

Action: The Assembly will be invited to consider the proposed policy and *to adopt decisions*, as appropriate.

3.1 (c) Policy on Anti-Money Laundering and Countering the Financing of Terrorism

The information on the Policy on Anti-Money Laundering and Countering the Financing of Terrorism and the proposed text are contained in document A-12 (III-19R).

Action: The Assembly will be invited to consider the proposed policy and *to adopt decisions*, as appropriate.

3.1 (d) Policy on Information Disclosure

The information on the Policy on Information Disclosure and the proposed text are contained in document A-13 (III-19R).

Action: The Assembly will be invited to consider the proposed policy and *to adopt decisions*, as appropriate.

3.1 (e) Environmental and Social Safeguard Policy

The information on the Environmental and Social Safeguard Policy and the proposed text are contained in document A-14 (III-19R).

Action: The Assembly will be invited to consider the proposed policy and *to adopt decisions*, as appropriate.

3.1 (f) Gender Policy

The information on the Gender Policy and the proposed text are contained in document A-15 (III-19R).

Action: The Assembly will be invited to consider the proposed policy and *to adopt decisions*, as appropriate.

3.2 AFoCO Project Manual

In accordance with Decision 17-II-19S, the information on revision to the Project Manual and related guidelines, (1) Guidelines for Project Monitoring and Evaluation; and, (2) Procurement Guidelines for Projects, are contained in document A-16 (III-19R).

Action: The Assembly will be invited to take note of the information including effective dates and provide further recommendations, if any.

3.3 Plan on arrangements on the Executive Director

In reference to Decision 4-I-18R and Paragraph 1 of Article 9 of the Agreement, the information on the term of the Executive Director is contained in document A-17 (III-19R).

Action: The Assembly will be invited to consider and endorse the existing committee to undertake processes related to the extension of the term or selection of a succeeding Executive Director.

3.4 Update on the Proposal of the Special Self-Governing City Sejong (SSCS) on Relocation of the Secretariat

In accordance with the recommendation of the Second Session of the Assembly, the information on the conditions of the invitation by the SSCS is contained in document A-18 (III-19R).

3.5 Operation of the Secretariat

The report on the progress of activities of the secretariat is contained in document A-19 (III-19R). The report includes operation of the Regional Education and Training Center (RETC), recruitment, capacity building programs such as scholarship, fellowship, STEP, annual and financial report of FY 2018.

Action: The Assembly will be invited to take note of the information and *adopt decisions* as appropriate.

4. Work plan and budget 2020

In accordance with Paragraph 6 of Article 8 of the Agreement, the work plan and budget for the year 2020 and indicative budget for the year 2021 is contained in document A-20 (III-19R).

Action: The Assembly will be invited to consider the proposal, *to adopt decisions*, as appropriate, as appropriate.

5. Preparation of the AFoCO Ministerial Meeting

Recalling Decision 21-II-19S, the AFoCO Ministerial Meeting will be conducted on 30 October 2019. The Preparatory Meeting will be organized after the 3rd Session of the Assembly. The information is contained in document A-21 (III-19R).

Action: The Assembly will be invited to take note of the information.

6. Proposals from Kazakhstan

7. Procedural Matters

7.1 Date and venue of the Session of the Assembly

In accordance with Decision 16-I-18R, the Assembly will be invited to consider and adopt the date and venue of the 4th Session of the Assembly.

7.2 Election of Succeeding Officers

In accordance with Rule 7 of the Rules of Procedure of the Assembly, the President and Vice President shall be elected from among the Parties following a rotation order established based on the date of deposit of their instrument of ratification, acceptance or approval of the Agreement. The information on the order is contained in document A-21 (III-19R).

Action: The Assembly will be invited to elect the succeeding President and the Vice-President.

8. Record on the Session

A draft report of the session will be prepared for adoption.

Action: The Assembly will be invited to consider and adopt the report of the session and authorize its Rapporteur to finalize the report after the Session under the guidance of the President.
