

Fourth Session of the Assembly
25-26 November 2020, Virtual

Agenda Item 1.1

Agenda

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(*for Decision on budget reallocation for FY 2020*)

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Annotations to the Provisional 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. Due to COVID-19 situation, the schedule has been moved to November.

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 (IV-20R).

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

1.3 Information on the establishment of the subsidiary body

According to Article 7 of the Agreement on the Establishment of AFoCO, the information note on the subsidiary body and cases of UN conventions and other international organization is presented.

Action: The Assembly will be invited to take note of the information and provide further guidance and recommendations to develop a plan for establishment of a subsidiary body, as appropriate.

2. Implementation of Strategic Plan 2019-2023

2.1 Follow-up actions on the Recommendations of the Institutional Review of AFoCO and Secretariat

Following the Institutional Review as reported at the 3rd Session of the Assembly, the plan on the implementation of the recommendations was developed and will be reported for information.

Action: The Assembly will be invited to take note of the information and provide further guidance and endorsement to implement the plan for implementation of recommendations.

2.2 Revised strategic framework of AFoCO

The revised strategic framework of AFoCO which will present the overarching vision, mission, and the strategic priorities of the organization will be presented.

Action: The Assembly will be invited to consider and endorse the proposed strategic framework.

2.3 A plan to enhance policy relevance of AFoCO's operation (for Decision)

The information on plan to enhance policy relevance of AFoCO's operation will be presented.

Action: *The Assembly will be invited to consider and to adopt a Decision on the proposed plan.*

2.4 Update on the activities related to resource mobilization

The information on the activities related to resource mobilization, including the resource mobilization performance and donor relations, including progress on applications to ODA-eligibility under OECD-DAC, application to GCF application, submission to call for proposals, development of joint programs, exploring potential partnerships, and outlines of the Resource Mobilization Strategy will be presented.

Action: *The Assembly will be invited to take note of the information and provide further guidance and recommendations, as appropriate.*

2.5 Updates on the on-going programs/projects and final evaluation of completed projects

The information and updates on the on-going programs and projects will be presented.

Action: *The Assembly will be invited to take note of the information and provide further guidance and recommendations, as appropriate. The Assembly members may provide further updates, if necessary.*

2.6 Updates on the capacity building activities

The information and updates on the on-going capacity building activities will be presented.

Action: *The Assembly will be invited to take note of the information and provide further guidance and recommendations, as appropriate.*

2.7 Project Development and Project Proposals

2.7.1 Status of Projects Approved by the Assembly

In accordance with the Decision 10-I-18R, Decision 18-II-19S, Decision 23-III-19R on approval of projects, the information on the approved project will be presented.

Action: *The Assembly will be invited to take note of the information and provide further guidance and recommendations, as appropriate.*

2.7.2 Approval of new projects (for Decision)

The information on submitted project proposals will be presented.

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

2.7.3 Information on Annual Project Development Schedule 2021-2022

In accordance with the project cycle, the information on the project development schedule will be presented. Information and status of concept notes will be updated.

Action: The Assembly will be invited to take note of the information and provide further guidance and recommendations, as appropriate

2.7.4 Updates on the new and potential projects and programs

The information and updates on the new and potential projects will be presented.

Action: The Assembly will be invited to take note of the information and provide further guidance and recommendations, as appropriate

2.8 Updates on Communication Activities

The information on activities relating to communications and publications of AFoCO will be updated.

Action: The Assembly will be invited to take note of the information and provide further guidance and recommendations, as appropriate.

3. Effective operation of the Secretariat

3.1 Amendment of the Staff Regulations (for Decision)

In accordance with Regulation 25.3 of the Staff Regulation, proposal on the amendment of the Staff Regulations will be proposed for consideration and decision of the Assembly.

Action: The Assembly will be invited to consider and to adopt a Decision, as appropriate.

3.2 Amendment of the Financial Regulations (for Decision)

In accordance with Regulation 11 of the Financial Regulation, proposal on the amendment of the Financial Regulations will be proposed for consideration and decision of the Assembly.

Action: The Assembly will be invited to consider and to adopt a Decision, as appropriate.

3.3 Enhancement of AFoCO Project Manual and related guidelines

The information on updated Project Manual and related guidelines will be presented.

Action: The Assembly will be invited to take note of the information and the respective effective dates.

3.4 Appointment of the Executive Director (for Decision)

Following Decision 31-III-19R on Arrangements on the Executive Director, the activities of the Executive Director Selection Committee will be updated for appointed of the Executive Director.

Action: The Assembly will consider the recommendation of the Executive Director Selection Committee and adopt a Decision, as appropriate.

3.5 Updates on Operations and Activities of the Secretariat

The report on the general operations of the Secretariat will be presented. The annual and financial report of 2019 will be shared. The information note will include budget re-allocation for operational expenditures in FY2020 for decision.

Action: The Assembly will be invited to take note of the information. Further, the Assembly will be invited to consider and adopt a Decision on the budget re-allocation for FY 2020. (for Decision on budget reallocation for FY 2020)

4. Work plan and budget 2021 (for Decision)

In accordance with Paragraph 6 of Article 8 of the Agreement, the work plan and budget for the year 2021 and indicative budget for the year 2022 will be presented.

Action: The Assembly will be invited to consider the proposal and to adopt a Decision, as appropriate.

5. Procedural Matters of the Assembly

5.1 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.

5.2 Date and venue of the Sessions of the Assembly (Special Session and Regular Session)

The Assembly may consider having two sessions of the Assembly in 2021, a special session during the occasion of the World Forestry Congress and a regular session in October. In accordance with Decision 16-I-18R, the Assembly will be invited to consider and adopt the date and venue of sessions to be organized in 2021.

6. Other matters

6.1 Introduction to the World Forestry Congress (WFC) preparation status - contents for each theme

The ROK will share information on the preparation status of WFC and what will be discussed in each of the detailed topics and special events.

6.2 Presentation of appreciation plaque by the Assembly to the Executive Director of AFoCO (to be taken up during the closing of the session)

The President of the Assembly will present a appreciation plaque to Mr. Chencho Norbu for the contribution and commitment.

7. Summary Record of the Session

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

Action: The Assembly will be invited to consider and adopt the record of discussion and authorize the Secretariat to finalize the report after the Session under the guidance of the President.

Closing of the session

Assembly will take up agenda 6.2 Presentation of a appreciation plaque by the Assembly to the Executive Director of AFoCO.

The President will officially close the Session.
