



Asia-Pacific Network for Sustainable Forest Management and Rehabilitation

APFNet/Board/ENG/2015/02

Provisional Agenda

Establishment, and First Meeting of the APFNet Board of Directors

8-9 April 2015

Office of the APFNet Secretariat, Beijing, China

7 April, Tuesday: *Arrival of participants and welcoming reception hosted by the Secretariat*

Time: 18:00 – 19:30

Address: the office of the APFNet Secretariat

Day 1: 8 April, Wednesday

0730 - 0800	Registration & distribution of the meeting package
Part I: Establishment of the Initial Board of Directors Mr Qu Guilin, Executive Director of APFNet and Secretary of the Board	
0800 – 0830	Adoption of the agenda Introduction of Directors Presentation of Certificates of Appointment Congratulation and brief overview of the responsibilities of the Board of Directors
0830 – 0840	Brief introduction to the evolving institutional arrangement of APFNet -- <i>Mr Qu Guilin, Executive Director, Secretary of the Board</i>
0840 – 0900	Discuss and adopt the Procedure of Electing the Chair of APFNet's Initial Board of Directors
0900 – 0910	Nomination of candidates
0910 – 0920	Elect Chair
0920 – 0930	Inaugural remarks by the Chair
0930 – 1000	<i>coffee break (group and individual photo shoot)</i> APFNet and FAO MoU signing ceremony (invite all the Directors to witness the signing)

Part II: First Meeting of the Initial Board of Directors	
Chair of the Board	
1000 - 1005	Adoption of the agenda
Item 1 - Update on the APFNet's Accomplishments	
1005 - 1020	Overview of key accomplishments of APFNet since its establishment -- <i>Mr Qu Guilin, Executive Director, Secretary of the Board</i>
1020 - 1030	Q&A
Item 2 - Adoption of the Rules of Procedures of the Board of Directors	
1030 - 1050	Discuss the draft Rules of Procedure of the Board of Directors
1050 - 1100	Adopt the Rules of Procedure of the Board of Directors
Item 3 - Adoption of the Governance Structure of APFNet	
1100 - 1105	Review and adopt the Governance Structure of APFNet
Item 4 - Review of the draft framework of the Strategic Plan 2016-2020	
1105 - 1110	Brief introduction to the draft framework of the Strategic Plan 2016-2020 -- <i>Mr Qu Guilin, Executive Director, Secretary of the Board</i>
1110 - 1130	Review the draft framework, discuss and make recommendations
Item 5 - Review of the draft framework of administrative and financial regulations of APFNet	
1130 - 1140	Review the draft framework of staff regulations, financial management rules, accounting and reporting policies, make recommendations and authorize the Secretariat to further develop those regulations for adoption next time
Item 6 - Review of the work plan and annual budget of 2015	
1140 - 1200	Review the work plan and annual budget of 2015, discuss and make recommendations
Item 7 - Review the Procedures for the Development of APFNet Membership	
1200 - 1210	Review the Procedures for the Development of APFNet Membership and authorize the Council for adoption and implementation
Item 8 - Discuss the appointment of the Executive Director	
1210 - 1220	Recommend the Board to authorize the Secretariat to develop plan and procedure of appointing the Executive Director
1220 - 1230	Other matters if any
Closing session	
1230 - 1250	Discuss date and venue of the second meeting Summarize and finalize the Board Decisions of the First Meeting

1250 - 1400	<i>Buffet lunch, Floor 3, IBRT hotel</i>
1430 – 1540	Go to <i>Zhongnanhai</i> (Central and Southern Seas, central government of P. R. China)
1600 – 1645	<i>Meeting with H.E. Mr Wang Yang, Vice Premier of the State Council of P. R. China at the Ziguangge (Throne Hall of the Effulgent Pole-star)</i>
1800 – 1830	<i>APFNet Fund donation ceremony: Lecture Hall, Floor 16, IBRT hotel</i>
1800 – 1930	<i>Dinner: Small Banquet Hall, Floor 3, IBRT hotel</i>

Day 2: 9 April, Thursday

<i>Field trip</i>	
0820	Gather at the lobby of IBRT hotel;
0830 – 1000	Go to the APFNet project site by minibus;
1000 – 1130	Visit to the site of APFNet pilot project of water conserving forests at the Miyun watershed, suburban area of Beijing and attend the project launching ceremony;
	Plant trees collectively by all Directors;
1130 – 1230	Lunch, near the project site
1230 – 1400	Back to the IBRT hotel

From 10 April: Departure