



# Asia-Pacific Network for Sustainable Forest Management and Rehabilitation

APFNet/SC/2012/01

## Announcement

### Second Meeting of the APFNet Interim Steering Committee

18 April 2012 Beijing, China

#### **Background**

During the *Launch and the First Meeting of the APFNet Interim Steering Committee* in June 2011, the APFNet Interim Steering Committee was formally set up as the advisory body to APFNet, the composition of the APFNet Interim Steering Committee was agreed upon and the Rules of Procedure was adopted at the meeting. Other substantive outcomes of the first meeting include suggestions for revision of APFNet Strategic Plan 2011-2015 and the Operational Framework of APFNet.

In accordance with the Rules of Procedure, the Interim Steering Committee is mandated to meet annually to discuss important issues on APFNet development and make recommendations accordingly. The *Second Meeting of the APFNet Interim Steering Committee* will be held with organizing assistance from the APFNet Secretariat.

#### **Date and venue**

**Date:** 18 April 2012 (19 April for the Third Annual Meeting of APFNet Focal Points and 20 April for an optional field trip)

**Venue:** the APFNet Secretariat: 6<sup>th</sup> Floor, No. 12, Futong dongdajie, Wangjing area, Chaoyang district, Beijing, 100102, P.R. China (望京阜通东大街 12 号宝能中心)

#### **Expected meeting outcomes**

The meeting will:

1. Review APFNet Annual Work Plan 2012 and make recommendations;
2. Review APFNet membership development procedures and make recommendations;
3. Adopt Expansion Procedures of APFNet Interim Steering Committee and review the invitation to ITTO to join the Interim Steering Committee.

#### **Major agenda items**

This meeting will be chaired by Madam Yin Hong, Chair of the Interim Steering Committee and Vice Minister of State Forestry Administration. An official or a consultant may be invited to facilitate the discussion. Tentative meeting agenda items will include:

1. Opening remarks and adoption of the meeting agenda;
2. Update on the progress of APFNet in 2011 and introduction to the 2012 work

- plan as well as discussions surrounding the work plan;
3. Review the proposed expansion of the Interim Steering Committee and improve the Rules of Procedure;
  4. Review the APFNet membership development procedure and improve the Operational Framework of APFNet;
  5. Setting the time & venue of the next meeting;
  6. Conclusion.

**Working language** English

### **Funding mechanism**

Representatives are encouraged to cover the expenses of attending the meeting; while if self-funding is difficult, one participant from a developing economy is eligible to apply for funding from the APFNet Secretariat. The funding includes a return economy class airfare to Beijing, transfers from the airport to the hotel and accommodation during the meeting, as well as a certain amount of per diem according to APFNet regulations.

### **Meeting Documents**

Meeting documents for review and comments will be distributed soon.

### **Accommodation**

Reservations of accommodation can be made for representatives in the International Bamboo and Rattan Tower Hotel (IBRT): *No. 8, Futong dongdajie, Wangjing area, Chaoyang district, Beijing* nearby (望京阜通东大街 8 号国际竹藤大厦).

**For more inquiries and funding application**, please contact:

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