

**SUMMARY REPORT
OF
THE 2nd MEETING OF ASEAN PLUS THREE EMERGENCY RICE RESERVE
(APTERR) COUNCIL**

29-30 MAY 2014; HANOI, VIET NAM

INTRODUCTION

1. The 2nd Meeting of ASEAN Plus Three Emergency Rice Reserve (APTERR) Council was held on 29-30 May 2014 in Hanoi, Viet Nam. The Meeting was organized by the APTERR Secretariat and hosted by Ministry of Agriculture and Rural Development (MARD), Viet Nam.

2. The Meeting was attended by the Members of the APTERR Council and the delegates from ASEAN Plus Three countries. Representatives of the ASEAN Food Security Reserve Board (AFSRB), the ASEAN Food Security Information System (AFSIS), the United Nations World Food Programme (WFP) and the APTERR Secretariat also showed their presence at the meeting. The list of delegates appears in **ANNEX 1**.

3. The Meeting was co-chaired by Mr. Tran Van Cong, Deputy Director-General of the International Cooperation Department, MARD, Viet Nam and Ms. Su-Jin Park, Director of the Food Grain Policy Division, Ministry of Food, Agriculture, Forestry and Fisheries, the Republic of Korea (ROK).

OPENING SESSION

4. H.E.Dr. Le Quoc Doanh, Vice Minister of Agriculture and Rural Development of Viet Nam, delivered his Opening Remarks. He greeted all distinguished delegates and participants from ASEAN Plus Three with warm welcome and congratulated the success of the APTERR Secretariat for the effort to cope with food security issue in the region. He also showed his gratitude toward the Government of Japan and the commitment of ASEAN Plus Three countries for their joint corporation to establish a permanent scheme to battle food security challenge. He also looked forward to seeing the completion of the ASEAN Integrated Food Security Framework and Strategic Plan of Action on Food Security (SPA-FS) of the ASEAN region in the period of 2009-2013 and finalizing a new SPA-FS in the period of 2015-2020 in order to clarify the security mechanisms of the ASEAN food situation and the stronger cooperation among ASEAN and Plus Three countries in responding to the demand of food in times of emergency needs. He ended with the thankful wishes and hopes all delegates to enjoy their time in Hanoi.

CLOSED SESSION

**Agenda Item 1: OPENING STATEMENT BY OUTGOING CO-CHAIRMAN
REPRESENTING THE HOST COUNTRY OF THE 1st MEETING OF
APTERR COUNCIL**

5. Mr. Surasak Pannop, Deputy Secretary General of the Office of Agricultural Economics (OAE), Ministry of Agriculture and Cooperatives of Thailand, expressed his appreciation to Viet Nam's warm welcome and a wonderful hosting of the 2nd Meeting of APTERR Council. He had no doubt on the close cooperation among the ASEAN Plus Three in combating food security would lead to the success of the APTERR Secretariat. He requested the ASEAN Plus Three members to endorse all fundamental documents of the APTERR Secretariat to strengthen the smooth process of the APTERR Secretariat and also guide its way to the right direction. He also announced the result of the APTERR Secretariat's General Manager (GM) recruitment and updated on the progress of the acquisition of legal personality of the APTERR Secretariat under

Thai law. The full text of his Opening Statement appears in ANNEX 2.

**Agenda Item 2: REMARKS BY THE CO-CHAIRMEN OF THE 2nd MEETING OF
APTERR COUNCIL**

6. The Co-Chair from Viet Nam welcomed all the participants to the Meeting. He took this opportunity to thank the outgoing Co-Chair for working and monitoring the work of APTERR. He also extended his thank to the APTERR Secretariat for support on the APTERR function. This Meeting would focus on the review of current status of APTERR operation and the cooperation in the new programme. He agreed to do his best to fulfill the task for the Meeting. Likewise, the Co-Chair from ROK committed to do her best to accomplish the Meeting's tasks. The full text of the Remarks by the Co-Chair from Viet Nam appears in ANNEX 3.

Agenda Item 3: ADOPTION OF AGENDA

7. The Meeting adopted the agenda as amended, which appears in ANNEX 4.

Agenda Item 4: BUSINESS ARRANGEMENT

8. The Meeting was held in plenary. The delegates were given a brief summary on the meeting programme and other arrangements for the Meeting.

**Agenda Item 5: REPORT ON THE CONTRIBUTION TO THE ENDOWMENT FUND
AND OPERATIONAL COST**

9. The APTERR Secretariat report the Meeting on the contribution to the Endowment Fund and Operational Cost. The document and presentation appear in ANNEX 5 and ANNEX 6.

10. The Meeting took note on a request to the APTERR Secretariat to consult with the bank in order to avoid a fee deduction of the transfer of contribution. Meanwhile, the shortfall of the contributions transferred shall be fulfilled by the APTERR Parties whom were charged in compliance to the committed amount stated in the APTERR Agreement.

11. The Meeting requested the APTERR Secretariat to find a better solution, subject to the principle of the APTERR Agreement, to increase the interest of the Endowment Fund in order to improve an efficient fund management to cover its operation cost.

**Agenda Item 6: REPORT ON THE RECRUITMENT OF THE GENERAL MANAGER
(GM)**

12. The APTERR Secretariat presented the result of the recruitment of the GM to the Meeting for endorsement. The document and presentation appear in ANNEX 7 and ANNEX 8.

13. The Meeting endorsed the result of the recruitment of the GM and appointed Mr.Wiroj Saengbangka as the GM of the APTERR Secretariat. The Meeting thanked Ms.Nongnooch Deetae for all of her hard work and outstanding contribution as the Acting GM of the APTERR Secretariat since the APTERR was in the preparatory stage in 2010 and become the permanent mechanism. The Meeting, also, congratulated Mr.Wiroj on being appointed as the

GM of the APTERR Secretariat.

14. The Meeting agreed that the term of the newly appointed GM will start after the signing of the Contract Agreement. During the transition period, the Meeting agreed that the Acting GM (Ms.Nongnooch Deetae) will continue her duty as the head of the APTERR Secretariat.

15. The Meeting took note that the APTERR Secretariat will send the draft Contract Agreement to the APTERR Council as soon as possible for consideration. The APTERR Council will send their comments to the APTERR Secretariat within two weeks. After finalizing the draft Contract Agreement, the APTERR Council will authorize the APTERR Council member from the host country of the APTERR Secretariat to be their representative to sign the Contract Agreement with the newly appointed GM.

Agenda Item 7: CONSIDERATION OF THE 3rd REVISED DRAFT ADMINISTRATIVE REGULATIONS

16. The APTERR Secretariat presented the 3rd revised draft Administrative Regulations. The document and presentation appear as **ANNEX 9** and **ANNEX 10**.

17. The Meeting made some revisions to the document as follows:

- To remove the phrase “but not limited to” from the duties and responsibilities of the GM and Deputy General Managers (DGMs) of the APTERR Secretariat since there is already a provision requiring the GM and DGMs to perform other functions as may be necessary to carry the APTERR Agreement into effect.

- The tenure of office for the DGMs can be extended.

- To add more detailed definition to the calculation of the starting salary for the professional and operational level of the APTERR Secretariat Staff. The higher education degree benefits can be maintained in the condition that the degree must be relevant to job functions and be obtained from widely recognized institutions.

- Minor revisions to the Administrative Regulations also were made based on the comments and suggestions of the Meeting.

18. The Meeting took note of various suggestions for further improvement on the document as follows:

- The document needs to be thoroughly discussed. There are still technical and legal issues that need to be further reviewed.

- The meeting suggested that the Administrative Regulations should be ready before the Special Senior Officials Meeting of the 13th Meeting of the ASEAN Ministers on Agriculture and Forestry Plus Three (SSOM-13th AMAF Plus Three) which is scheduled to be held in August this year in Malaysia.

Agenda Item 8: CONSIDERATION OF THE 2nd REVISED DRAFT RULES AND PROCEDURES OF FINANCIAL MANAGEMENT OF THE APTERR SECRETARIAT

19. The APTERR Secretariat presented the 2nd Revised Draft Rules and Procedures of

Financial Management of the APTERR Secretariat. The document and presentation appear in **ANNEX 11** and **ANNEX 12**.

20. The Meeting took note of various suggestions for further improvement on the document as follows:

- The details of minor and major changes in the document are varied and scattered so delegates of each country would like to conclude their main concerns.

- The main concerns of delegates can be categorized into three points as follows: the APTERR's administrative costs, GM's employment and the APTERR's legal personality.

- Administrative costs cover the deduction of transfer fee for the APTERR funds, the returns of the Endowment fund, the benefit and allowances for the APTERR secretariat staff.

- The GM's employment details in the Contract Agreement shall be prepared and other benefits, that the GM would receive, shall be clearly stated in the GM Contract Agreement. Another concern raised was the need to set a limit for the GM to write-off assets or unretrieved cash amounts, and to explore the need for a security deposit from a successful vendor in tender documents.

- The Meeting agreed to arrange a specific purpose workshop (by organizing a group of professionals from member countries to discuss about the concerned topic in document) as an alternative to settle down the remaining issues in both the Administrative Regulations and the Rules and Procedures of the Financial Management of the APTERR Secretariat. Afterward, the working group will submit the finalized documents to the APTERR Council for approval and endorsement.

- The workshop shall be conducted at the APTERR Secretariat's office around the last week of June 2014. The Agenda of the Meeting will focus on the substantive of financial, technical and legal issues concerning both documents. The APTERR Secretariat is responsible for facilitating the workshop. The APTERR Secretariat shall send the invitation letter to all member countries and the ASEAN Secretariat. The absence of member countries will be considered as an acceptance to the final result of the workshop.

21. The Meeting agreed that the airfare class of the GM will depend on the travel times/duration. If the flight is less than nine hours, the GM shall take the economy class. If the flight is nine hours or over, the GM shall be entitled to the business class. The rest of the APTERR secretariat members shall only take the economy class.

22. The Meeting agreed that the GM shall be entitled to housing allowance when the GM does not currently reside in the city where the Secretariat's office is located.

Agenda Item 9: REALISATION OF WORK PLAN AND BUDGET PLAN FOR FISCAL YEAR 2013

23. The APTERR Secretariat presented the realisation of work plan and budget plan for fiscal year 2013. The document and presentation appear in **ANNEX 13** and **ANNEX 14**.

24. The Meeting endorsed the realisation of work plan and budget plan for fiscal year 2013.

Agenda Item 10: PROPOSED WORK PLAN AND BUDGET PLAN FOR FISCAL YEAR 2014

25. The APTERR Secretariat presented the work plan and budget plan for fiscal year 2014. The document and presentation appear in **ANNEX 15** and **ANNEX 16**.

26. The Meeting endorsed the work plan and budget plan for fiscal year 2014.

27. The Meeting agreed that the Acting GM of the APTERR Secretariat can use the contribution to the Operational Cost fund from 1 April 2014. The Meeting, also, advised the APTERR Secretariat to make good any temporary advancement from the Japanese project fund used for the operating cost of APTERR Secretariat after 1 April 2014, and to ensure proper approval procedures for permission for the temporary advancement of the Japanese Project Fund.

28. The Meeting took note that the annual Meeting of the APTERR Council shall be held earlier in the year before the end of financial year to enable facilitation of budget approval for the next financial year.

Agenda Item 11: REPORT ON THE IMPLEMENTATION OF TIER 3 PROGRAMME

29. The representatives from Lao PDR and the Philippines presented the reports on the Implementation of Tier 3 Programme in their countries during 2013-2014. The document and presentation appears appear in **ANNEX 17 -20**.

30. The Meeting took note of the reports on the Implementation of Tier 3 Programme in Lao PDR and the Philippines.

31. The Meeting also took note on the lessons learnt from experiences of the implementation of Tier 3 Programme in Lao PDR and the Philippines by aiming to improve the existing APTERR mechanism to be a faster response to the needs of people during acute and emergency situations.

Agenda Item 12: UPDATE ON THE IMPLEMENTATION OF TIER 3 PROGRAMME IN THE PHILIPPINES (TYPHOON HAIYAN)

32. The representative from the Philippines presented the progress on the implementation of Tier 3 Programme to help people affected by typhoon Haiyan in the Philippines, which appears in **ANNEX 21**.

33. The Meeting took note of the progress on the implementation of Tier 3 Programme in the Philippines.

Agenda Item 13: OTHER MATTERS

34. The Meeting was updated on the progress of the development of the draft of 2nd Phase of AIFS Framework and SPA-FS (2015-2020) related to APTERR, which appears in **ANNEX 22**.

35. The Meeting took note on the concerns about the recommendation of the draft 2nd Phase of AIFS-Framework and SPA-FS (2015-2020) as well as the suggestions providing to the APTERR Secretariat on forwarding those concerns to the ASEAN Secretariat.

36. The Meeting requested the APTERR Secretariat to classify the meeting documents whether they are for information, consideration or endorsement.

37. The Meeting urged the government of Thailand on an acquisition of legal personality of the APTERR Secretariat. In the meantime, the Meeting was informed that the APTERR Secretariat is fully and smoothly operated under the Thai law by using the legal personality of the OAE until the legal personality of the APTERR Secretariat is fully obtained.

38. The Meeting took note that the APTERR Secretariat will consult with the Department of Treaties and Legal Affairs, Ministry of Foreign Affairs of Thailand on the legal implication of contract entered into by the APTERR Secretariat prior to the acquisition of its legal personality.

Agenda Item 15: DATE AND VENUE OF THE 3rd MEETING OF APTERR COUNCIL

39. The Meeting noted that the 3rd Meeting of APTERR Council shall be hosted by Brunei Darussalam around February 2015. The APTERR Secretariat in collaboration with Brunei Darussalam will announce the date and venue of the meeting.

ACKNOWLEDGEMENTS

40. The Co-Chair from Viet Nam thanked the Meeting for accomplishing all the agenda within a day. He also summarized the outcomes of the Meeting. Meanwhile, the Co-Chair from ROK reiterated that the Meeting has served as a meaningful occasion to lay the groundwork for an effective full operation of the APTERR Secretariat. She believed that the APTERR mechanism will improve the understanding of the regional food security issue through enhancing the mutual exchange cooperation. Also, she expressed her congratulations to the GM of the APTERR Secretariat and ROK is looking forward to work with him. In her closing remarks, she thanked the Co-chair from Viet Nam as well as the APTERR Secretariat for preparing the extraordinary Meeting. Her thanks also went to Ministry of Agriculture and Rural Development of Viet Nam for a warm hospitality to all the participants during their stay in Hanoi, Viet Nam. The full text of the Closing remarks by the Co-Chair from Viet Nam appears in **ANNEX 23.**

41. The Meeting was held in the spirit of the ASEAN Plus Three co-operation and cordiality.

29 May 2014, Hanoi, Viet Nam