

MINUTES OF THE APAFRI EXECUTIVE COMMITTEE TWENTY-THIRD MEETING

Date : 29 November 2018
Time : 08:30–10:00
Place : PutraJaya, Malaysia
Attendance : As in Appendix I

Min 23.1 Introduction

Action & Information

The Chairman welcomed all the Executive Committee members who were present to this meeting. He was very glad that all members of the current Executive Committee were present.

Information

He also welcomed Mr Kenichi Shono, FAO, who attend this meeting as an observer.

He then reported his participation at the recently concluded IUFRO Board Meeting in University of Oregon, USA; and also the Chinese Academy of Forestry Sixtieth Anniversary Celebration and Workshop in Beijing, China.

Min 23.2 Adoption of the Agenda

The Chairman informed that there were four items to be discussed in the proposed agenda as per distributed documents. It was agreed unanimously to adopt the agenda.

Information

Min 23.3 Confirmation of Minutes of the 22nd Executive Committee Meeting

Dr. Gan KS, the Executive Secretary, took the members through the minutes highlighting only the salient points. The meeting accepted the minutes unanimously.

Information

Min 23.4 Report on APAFRI Activities

Dr. Gan KS reported the activities carried out for the past months since the last meeting. The details are as per Appendix II.

Information

Min 23.5 Report on Financial Statement

The Executive Secretary tabled the June 2018 unaudited financial report, details are in Appendix III.

Information

Responding to questions that persistently repeated by Dr Mohanty that Secretariat should perhaps keep aside a bigger portion from these donors' contributions and service contracts to ensure a longer sustainability of APAFRI as well as the Secretariat. Dr Gan, assisted by Dr Sim, again explained that APAFRI has been registered as a non-profit organization in Malaysia, and enjoys income-tax waiver and also service tax exemption. To maintain that status, retained balance at end of each financial year should theoretically be almost zero.

Information

Moreover, donors' contributions and service contracts are often with very specific apportionments with little flexibility. Donors and international agencies often questioned the quantum of service charges and the secretariat needs to provide lengthy explanations.

However, Dr Gan, stressed that the retained balance over the years, would be more than sufficient to sustain the normal running of the Association comfortably, over at least two years without any additional funding.

The Chairman again thanked the various agencies, especially Forest Research Institute Malaysia (FRIM), National Institute of Forest Science (NIFoS), Food and Agriculture Organization (FAO) and many others, for the financial and in-kind contributions, which had been vital for the sustainability of APAFRI all these years.

Min 23.6 Other Matters

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|----|---|-------------|
| a. | Dr Abd Latif Mohmod mentioned that Malaysia is planning an International Conference on Biodiversity in 2019, and would like APAFRI to take a major role in organizing this event. | APAFRI |
| b. | Dr Abd Latif Mohmod also like APAFRI to be involved in a Mangrove Forest Rehabilitation Project to be coordinated by FRIM in 2019. | APAFRI |
| c. | Dr Mohanty mentioned about an International Conference on Bamboo to be held in 2019, at IPIRTI, Bengaluru, India. The date of Conference has been tentatively scheduled on 10 February 2019. This will be organized as a sequel to the five-day World Bamboo Workshop to be held at Imphal, Manipur, India; 4–8 February 2019. The Secretariat would follow up with him to get more information for sharing with all members. | Secretariat |
| d. | Dr Park mentioned that the new President of IUFRO, Dr John Parotta, had reminded him about getting APAFRI as a regional chapter more involved in IUFRO activities, including planning to participate in the World Congress in Brazil next year. | Secretariat |
| e. | Dr. Gan responding to a question about outdated information kept in the Secretariat, had prompted all present to regular updating the Secretariat about happenings in their institutions. The Secretariat would also send out reminders to get news, updates, etc. to be uploaded onto APAFRI webpages for wider distribution. | Secretariat |

Min 23.7 Concluding Remarks

The Chair thanked everyone present for their involvement and contributions to the meeting.

The meeting was adjourned at 10:00

Attendance list

A. EXECUTIVE COMMITTEE MEMBERS & SECRETARIAT STAFF

Dr Park Jung Hwan National Institute of Forest Science (NIFoS)

Dato' Dr Abd Latif Mohmod Forest Research Institute Malaysia (FRIM)

Mr Uus Danu Kusumah Forestry Environment Research Development and Innovation Agency
(FOERDIA)

Dr B. N. Mohanty Indian Plywood Industries Research and Training Institute (IPIRTI)

Mr Chen Yen-chang Taiwan Forestry Research Institute (TFRI)

Dr Zhao Wenxia Research Institute of Forest Ecology, Environment and Protection (RIFEED-CAF)

Prof Dr Mohd Zakaria University Putra Malaysia (UPM)

Dr Hiroyasu Oka Japan International Research Centre for Agricultural Sciences (JIRCAS)

Mr Tevita Bulai Department of Forestry Fiji (DoF-Fiji)

Dr Gan Kee Seng Executive Secretary, APAFRI Secretariat, c/o FRIM

Dr Sim Heok Choh APAFRI Secretariat, Forest Research Institute Malaysia (FRIM)

B. OBSERVERS

Mr Kenichi Shono Food and Agriculture Organization of United Nations (FAO)

Activities / progress of activities during the months of October 2017 – November 2018

A. Conferences/Workshops/Seminars/Meetings Organized/Supported

In Year 2017

1. Forest Fire Management Training, 15–22 October, Seoul, Korea (NIFoS, UNISDR)
2. 27th Session of the Asia-Pacific Forestry Commission (APFC), 23–27 October, Colombo, Sri Lanka (FAO, APAFRI)
3. The 10th International Conference on Traditional Forest Knowledge and Culture in Asia, 31 October – 3 November, Seoul, Korea (CAF, NIFoS, APAFRI)
4. Wood and Biofiber International Conference 2017 (WOBIC2017), 16–17 November, Selangor, Malaysia (UPM)

In Year 2018

1. Asia Pacific Forest Genetic Resources Programme (APFORGEN) Workshop, 25 – 28 March, Kunming, China (APFORGEN, APAFRI)
2. International Workshop on Forest Landscape Restoration and Resilience to Climate Change in Northeast Asia, 9 – 13 April, Beijing, China (Seoul National University, APAFRI)
3. International Workshop on Forest Long Term Ecological Research (FLTER) in East-Asia Regions, 3 - 7 September, Mongolia (National University of Mongolia, APAFRI)
4. Training Workshop on Plant Tissue Culture Techniques, 10 – 14 September, Suwon, Korea (NIFoS, APAFRI)
5. International Workshop on Nursery, Silviculture, Forest Restoration and Sustainable Management in Central Asian and Northeast Asia, 15 – 19 October, Tashkent, Uzbekistan (National University of Mongolia, APAFRI)
6. Forest Sector Outlook Study Technical Workshop, 26 – 27 September, Bangkok, Thailand (FAO, APAFRI)
7. Mini Training on “Improving Capacity Building of Forest Pest and Disease Experts at South East Asia Region”, 24 – 29 September, Hanoi, Vietnam (UGM)
8. Program for the Establishment of Asia Forest Research Network (AFRN), 25 October, Beijing, China (IUFRO, Seoul National University, APAFRI)
9. International Symposium on Forest and Landscape Restoration, 25 – 26 October, Seoul, Korea (NIFoS, APAFRI)

B. Other activities

1. NIFoS's 2018 International Contribution to APAFRI

The NIFoS 2018 contribution to APAFRI has been allocated for the implementation of these planned activities:

1. Hands-on Training Workshop in Plant Tissue Culture Techniques
2. International Symposium on Genetic Conservation and Restoration of Endangered Forest Tree Species in Asia-Pacific Region
3. Support for the Conference and Workshop to Activate the Platform on the Asian Network of Traditional Forest Knowledge (ANTFOK)
4. Workshop on Nursery, Silviculture, Forest Restoration and Sustainable Management in Central Asian and Northeast Asia
5. Establishment of Asia Forest Research Network (AFRN)
6. International Symposium on Forest and Landscape Restoration- Korean Successful Case for the Green World
7. International Workshop on Forest Long Term Ecological Research (FLTER) in East-Asia Regions
8. Technical support for Establishment of Forest Tree Breeding Populations for Recovering the Devastated Sites

2. *FAO contribution*

FAO has awarded a contract through the signing of an agreement with APAFRI for provision of Asia-Pacific Forest Sector Outlook Study (APFSOS) III (Phase 1). All planned activities should be carried out in 2018.

- 1) First Meeting of the Advisory Committee of Asia-Pacific Forestry Outlook Study III, 26 – 27 April 2018, FAO Regional Office for Asia and the Pacific, Bangkok, Thailand
- 2) Forest Sector Outlook Study Technical Workshop, 26 – 27 September, RECOFTC, Bangkok, Thailand
- 3) Second Advisory Committee Meeting of the Third Asia-Pacific Forest Sector Outlook Study (APFSOS III), and the T-FGD Meeting, 13 – 15 November 2018, Bogor, Indonesia.
- 4) Meeting to Finalize the Report, 17 – 21 December 2018, Bangkok, Thailand

C. Newsletters

1. APAFRI Newsletter No. 40 December 2017
2. APAFRI Newsletter No. 41 June 2018

D. Secretariat APAFRI

Accounts closing and auditing

- The 2017 accounts were closed, and the set of draft accounts have been audited by the professional auditing firm.

ASIA PACIFIC ASSOCIATION OF FORESTRY RESEARCH INSTITUTIONS

Balance Sheet
As of 30 June 2018

ASSET	<u>30-Jun-18</u>	<u>31-Dec-17</u>
Current Assets	USD	USD
Checking/Savings		
Cash at bank BC - Kepong	5,541	41,754
Total Checking /Saving	<u>5,541</u>	<u>41,754</u>
Other Current Assets		
Cash in hand	1,513	2,095
US cash in hand	1,531	2,172
Fixed deposit	590,239	354,795
Total Other Current Assets	<u>593,282</u>	<u>359,063</u>
Total Current Assets	598,823	400,817
Fixed Assets		
Computer	666	666
Furniture & Fittings	243	243
Office Equipment	254	254
Total Fixed Assets	<u>1,163</u>	<u>1,163</u>
TOTAL ASSETS	<u>599,986</u>	<u>401,980</u>
LIABILITIES & EQUITY		
Accumulated fund	401,980	217,062
Net income	198,006	184,918
Total Equity	<u>599,986</u>	<u>401,980</u>
TOTAL LIABILITIES & EQUITY	<u>599,986</u>	<u>401,980</u>