



**ASIA PACIFIC ASSOCIATION OF FORESTRY
RESEARCH INSTITUTIONS**

**MINUTES
EIGHTH GENERAL ASSEMBLY**

**Thursday, 29 November 2018
Pullman Lakeside Hotel
PutraJaya, Malaysia**

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THE EIGHTH GENERAL ASSEMBLY

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OF
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1. INTRODUCTION

The Eighth General Assembly of the Asia Pacific Association of Forestry Research Institutions (APAFRI) was held on 29 November 2018. A list of participants who attended the meeting is attached as Annex I.

Opening Remarks

Dr Park JungHwan, Chairman of the current Executive Committee, welcomed all the participants. While expressing his gratitude to the support shown by the member institutions sending their representatives to this General Assembly, he called upon them to continue participating actively and contributing inputs for the further development of APAFRI.

The Chairman thanked the current Executive Committee members who were present at this General Assembly – Dr Abd Latif Mohmod of Forest Research Institute Malaysia (the Immediate Past Chair), Mr Uus Danu Kusumah of Forestry Environment Research Development and Innovation Agency (Vice Chair), and members: Dr B. N. Mohanty of the Indian Plywood Industries Research and Training Institute (IPIRTI), Prof. Dr. Mohamed Zakaria Hussin of University Putra Malaysia (UPM), Mr Chen Yen-chang of Taiwan Forestry Research Institute (TFRI), Dr Zhao Wenxia of the Research Institute of Forest Ecology, Environment and Protection (RIFEEP-CAF), Dr Hiroyasu Oka of Japan International Research Centre for Agricultural Sciences (JIRCAS), and Mr Tevita Bulai of the Department of Forestry, Fiji (DoF Fiji).

He then invited the official representatives of the 17 member institutions present at this General Assembly to introduce themselves. He also welcomed Mr Kenichi Shono from Food and Agriculture Organization of the United Nations (FAO); and also a few others from several other institutions, who were present as observers.

The Chairman reported that the membership of APAFRI had reached 69 institutional members and 10 affiliate/individual members since it was established more than 20 years ago in 1995. Quite a number of member institutions had never paid membership fees for many years despite regular reminders from the Secretariat. A few had written to the Secretariat that they wished to terminate their membership, while many remained silent. Discounted all these, the current active members totaled 33. The Secretariat has, however continued to list these *non-paying* members in the registry, and had also continued to send them information and publications. Over the years, a few of these *non-paying* members had decided to rejoin for a few years, and later faded away again.

The Chairman mentioned that APAFRI have just been informed that Dr Bambang Trihartono, who represented the Vice Chair: Forestry and Environment Research, Development and Innovation Agency (FOERDIA) of Indonesia, had recently passed away. APAFRI shared the loss of the passing of an eminent forester who has been very active in many regional and international forestry fora.

The Chairman concluded his opening remarks by thanking the funding agencies which had supported APAFRI all these years.

2. AGENDA ITEM 2.1: ADOPTION OF AGENDA

Several of those present proposed and seconded the adoption of agenda which is appended as Annex II.

3. AGENDA ITEM 2.2: APPROVAL OF THE MINUTES OF THE SEVENTH GENERAL ASSEMBLY

The Chairman requested all present to go through the Agenda and Supporting Documents and propose the acceptance of the minutes of the past General Assembly.

It was pointed out that according to Article XII of APAFRI Constitution, Executive Committee shall be elected at the General Assembly from among the members by ballot of all member institutions. Item 9 of the Minutes of the Seventh General Assembly mentioned that the members were elected by 'show of hands' therefore contradicted the Constitution. The members present agreed that the Minutes would need to be amended by deleting the phrase 'show of hands' in all paragraphs in Item 9.

As there were no other queries, the minutes of the Seventh General Assembly was accepted unanimously. The accepted Minutes of the Seventh General Assembly is as per Annex III.

4. AGENDA ITEM 2.3: MATTERS ARISING FROM THE MINUTES

The Chairman pointed out that the matters arising from the minutes of the Seventh General Assembly were as listed on Page 55 of the Agenda and Supporting Documents (Annex IV).

5. AGENDA ITEM 2.4: CHAIRMAN'S REPORT

The Chairman presented the report detailing the activities and programmes for the past three years. During the three-year period, the Executive Committee has met three times. The last meeting, the twenty-third was held in the morning of 29 November 2018. The minutes of these Executive Committee meetings were appended together in the report (Annex V).

Dr Gan Kee-Seng, the Executive Secretary also took the General Assembly through a PowerPoint presentation, highlighting a number of high profile activities during the past years. He expressed his gratitude to various agencies and organizations which had assisted in organizing the numerous activities over the years. With a very small Secretariat, it would be highly unlikely to organize this large number of activities without the support and generous contributions from various donor agencies, regional organizations, member institutions and many others.

The Executive Secretary then continued to discuss the financial report. He explained to the General Assembly that the retained balance had grown steadily during the past couple of years, mainly due to the increased contributions from the major donor/supporting agencies such as FRIM and NIFoS.

Summarizing his report, the Chairman noted that the National Institute of Forest Science (NIFoS, formerly known as Korea Forest Research Institute (KFRI)) has been a major funder for APAFRI activities during the past several years. NIFoS's annual financial contributions had enable APAFRI to provide crucial support to member institutions in organizing activities in the region. The Forest Research Institute Malaysia (FRIM), being the largest funder of APAFRI, has hosted the APAFRI Secretariat since 2000. FRIM besides providing office premises well equipped with Internet and telecommunication facilities, also assigned a senior researcher with an office assistant, to administer the daily operations of the Secretariat.

He went on to thank the United Nations Food and Agriculture Organization (FAO); and all the other agencies, for their financial as well as in-kind contributions to APAFRI.

6. AGENDA ITEM 2.5: Other Businesses

There were some discussions on the issues of membership fees. It has been rather challenging for the Secretariat to collect membership fees from members. Feedbacks indicated that reminders sent often did not reached the relevant person resulting in no action taken to pay membership fees

regularly. Others had mentioned previously that the fee is actually very small and the paperwork involved in paying each year outweighed the amount. Some members had preferred to pay in cash when they turned up at the General Assembly. Moreover as membership collections made up only about 1% of the annual income of the Association, the Secretariat has accorded lower priority too. However, as it is stipulated in the Constitution that members whose fee is not pay for more than 12 months are deemed to be in default and shall not enjoy the membership benefits until the subscription is fully paid. It is therefore necessary that members which are still interested in the association and would like to continue enjoying the benefits should take appropriate action to ensure that their dues are paid up-to-date.

Dr BN Mohanty mentioned that there will be an International Conference on Bamboo next year. APAFRI members are encouraged to participate, and he would send more information to the secretariat for sharing with the members.

Dr Park JungHwan reported that he attended the meeting of the IUFRO Executive Board in University of Oregon last month. The new President of IUFRO, Dr John Parrotta, has requested that APAFRI, as a regional chapter, should keep IUFRO regularly informed of happenings in the region. The secretariat would take necessary actions to link up with the IUFRO Secretariat and share information.

Mr Kenichi Shono from FAO mentioned that the 4th Asia Pacific Forest Week will be held in Incheon, Korea, next year. APAFRI has participated in all the three previous APFW, and FAO would expect APAFRI to be actively involved again in the coming one. Dr Gan responded that APAFRI is a member of the Executive Committee of the Asia Pacific Forest Commission (APFC), and also APAFRI would soon sign an LOA with FAO to carry out several activities related to the Asia Pacific Forest Sector Outlook Study including launching the final report during the APFW next year.

Dr Abd Latif Mohmod, announced that there will be an International Conference on Biodiversity organized by FRIM next year, and he would like to see APAFRI plays an important role in the conference. In addition, FRIM would undertake to rehabilitate a huge mangrove forest in Peninsular Malaysia, and APAFRI could assist in mobilizing some necessary resources.

7. AGENDA ITEM 3.1: DISSOLVING OF CURRENT EXECUTIVE COMMITTEE

In accordance with Article XII of the constitution, Executive Committee members who have already served two terms would not be eligible for re-election. The current Executive Committee members are:

Chairperson	Dr Park JungHwan	* NIFoS
Vice Chairperson	Dr Bambang Tri Hartono	FOERDIA
Immediate Past Chairperson	Dato' Dr Abd Latif Mohmod	FRIM
Members (up to 6)	Dr Hiroyasu Oka	JIRCAS
	Mr Chen Yen-Chang	TFRI
	Mr Semi Dranibaka	*DoFFiji
	Dr Zhao Wenxia	RIFEFP-CAF
	Dr BN Mohanty	*IPIRTI
	Prof. Mohamed Zakaria Hussin	*UPM

* not eligible for re-election

The Chairman expressed his appreciation to the Executive Committee members for their contributions and support during the term of office. He then declared that the term of the present committee terminated and the committee dissolved. As a token of appreciation, he presented a pewter plaque and a certificate of appreciation to each one of them. In return, the Immediate Past Chair, as represented by Dr Abd Latif Mohmod, also presented a plaque and a certificate to Dr Park JungHwan.

8. AGENDA ITEM 3.2: ELECTION OF EXECUTIVE COMMITTEE 2018–2021

The current Executive Secretary then proceeded with the election of the new Executive Committee for 2018–2021.

For the post of Chair of the Executive Committee, NIFos nominated FRIM. As there was no other nomination, Dr Abd Latif Mohmod representing FRIM shall serve as the Chair of the APAFRI Executive Committee 2018–2021.

NIFoS nominated FFPRI (Japan) and ERDB nominated FOERDIA to be the Vice-chair. As Mr Uus Danu Kusumah representing FOERDIA declined to be nominated, Dr Hiroshi Tanaka representing FPRDI shall serve as Vice-chair of the APAFRI Executive Committee 2018–2021.

Two member institutions, RIFEED-CAF and TFRI (Taiwan), were nominated to the position of Executive Committee Member representing the East Asian sub-region. The members present voted RIFEED-CAF, which was represented by Dr Zhao Wenxia.

Three member institutions, FPRDI, KU and FOERDIA, were nominated for the position of Executive Committee Member representing the Southeast Asian sub-region. Mr Uus Danu Kusumah, representing FOERDIA, was voted in by the members.

Being the only representative from the South Asia region which is eligible for election, Dr Syam Visawanath representing Kerala FRI shall therefore be the Executive Committee member representing the South Asia sub-region in the APAFRI Executive Committee 2018–2021.

As there were no eligible member from the Pacific sub-region at the General Assembly, it was agreed that the slot be given to other sub-region.

There were three members: TFRI (Taiwan), FPRDI and KU, which were nominated earlier but not voted into the Executive Committee. The members present unanimously consented to vote them. Hence, Mr Chen Yen-Chang (TFRI), Dr Felix Tamolang (FPRDI) and Dr Kobsak Wanthongchai (KU) shall serve as members of the Executive Committee 2018-2021.

The new Executive Committee of the Association for 2018–2021 elected by the Eighth General Assembly is per Annex VI.

9. AGENDA ITEM 3.3: APPOINTMENT OF INTERNAL AUDITORS 2015–2018

ERDB and Bioversity International were unanimously elected to be the Internal Auditors 2018–2021.

10. ADDRESS BY INCOMING CHAIRMAN

Dr Abd Latif Mohmod thanked the members present for electing FRIM as the Chair of APAFRI Executive Committee 2018–2021.

Dr Abd Latif Mohmod announced that he would retain Dr Gan Kee-Seng, the Director of Forest Products Division, FRIM, as the Executive Secretary of APAFRI. He would also suggest to the FRIM's governing board to reengage Dr Sim Heok-Choh on a part-time basis to assist in the running of the Secretariat.

11. CLOSING BY EXECUTIVE SECRETARY

Dr Gan Kee-Seng, the current Executive Secretary, expressed his sincere thanks and gratitude to all present for making this General Assembly a very successful and fruitful gathering of members.

He also thanked the Immediate Past Chairman for the support that NIFoS had rendered to the Secretariat all these years.

With these remarks, he declared the Eighth General Assembly of APAFRI adjourned.

THE EIGHTH GENERAL ASSEMBLY

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ANNEX I

**ATTENDANCE
AT
THE EIGHTH GENERAL ASSEMBLY**

ATTENDANCE AT THE EIGHTH GENERAL ASSEMBLY

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ANNEX I

**APAFRI EXECUTIVE COMMITTEE MEMBERS
2018–2021**



APAFRI EXECUTIVE MEMBERS 2018-2021

Chair:

Forest Research Institute Malaysia (FRIM)

Dato' Dr Abd Latif Mohmod

Vice Chair:

Forestry and Forest Products Research Institute (FFPRI)

Dr Hiroshi Tanaka

Immediate Past Chair:

National Institute of Forest Science (NIFoS), Republic of Korea

Dr Park JungHwan

Committee:

- 1- **Research Institute of Forest Ecology, Environment and Protection (RIFEED-CAF)**
Dr Zhao Wenxia
- 2- **Forestry and Environment Research Development and Innovation Agency (FOERDIA)**
Mr. Uus Danu Kusumah
- 3- **Kerala Forest Research Institute (KFRI)**
Dr. Syam Viswanath
- 4- **Taiwan Forestry Research Institute (TFRI)**
Mr Chen Yen-Chang
- 5- **Faculty of Forestry, Kasetsart University**
Dr Kobsak Wanthongchai
- 6- **Forest Products Research and Development Institute (FPRDI)**
Dr. Felix B. Tamolang

Internal Auditor:

- 1- **Bioversity International**
Dr. Riina Jalonen
- 2- **Ecosystems Research and Development Bureau (ERDB)**
Dr. Bighani M. Manipula