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FIFTY-SEVENTH SESSION
29 November – 3 December 2021
Virtual Session

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ANNOTATIONS TO THE PROVISIONAL AGENDA

Item 1 **Opening of the Session**

The Fifty-seventh Session of the Council will be opened by the Chairperson of the Council.

Item 2 **Ascertainment of the Quorum**

The Officer in Charge will report to the Council on the state of the quorum requirement for the start of the Session. Note that as recommended by the IAG, quorum for the virtual session will be determined by confirming the online presence of registered attendees who have submitted valid credentials, consistent with the thresholds established for physical meetings in the ITTA, 2006.

Item 3 **Adoption of Agenda and Organization of Work** [Document ITTC(LVII)/1 Rev.2]

The Council may decide to consider and adopt its Agenda. On the schedule of meetings, the Council may consider the draft schedule distributed under Decision 5(XXII), the advice of the Informal Advisory Group (IAG) and the due consultations in the Chairperson's Coordinating Bureau, which will issue the timetable daily and at more frequent intervals as necessary.

Item 4 **Report on Membership of the Council**

The Officer in Charge will report on the status of membership of the Council.

Item 5 **Proposed Distribution of Votes for the 2022-2023 Biennium** [Document ITTC(LVII)/1 Rev.2 Annex]

The proposed distribution of votes for the 2022 – 2023 biennium, in accordance with Article 10(7) of the ITTA, 2006, is shown in the Annex of the Provisional Agenda [Document ITTC(LVII)/1 Rev.2]. The distribution of votes shall remain in effect for the rest of the biennium, except whenever the membership of the Organization changes or when any member has its voting rights suspended or restored, in which case the Council shall redistribute the votes within the affected category or categories.

In accordance with Article 19(4) of the ITTA, 2006, the approved distribution of votes will be used for the assessment of the contribution of each Member to the Administrative Budget for the 2022 – 2023 biennium.

Item 6 **Admission of Observers** [Documents ITTC(LVII)/Info.3 and ITTC(LVII)/Info.4]

The Council may decide to admit those States and Organizations which request admission to the Session as Observers. Two lists of such applicants will be submitted at the Session for consideration and decision. The first such list shall contain the names of all States and Organizations which have previously been admitted to the Council Sessions and the second those States and Organizations who are applying for admission on the first occasion at this Session.

In accordance with Decision 3(LI), operative paragraphs 2 and 3, the Officer in Charge has reviewed applications for compliance with respective requirements and the results of the initial review will be published on the ITTO website two weeks prior to the Council Session.

The Council will consider the admission of Observers in accordance with Article 16 of the ITTA, 2006 taking into consideration the initial review.

Item 7 **Report of the Informal Advisory Group (IAG) – Decisions 3(XXII), 5(XXVI), 2(XLIX) and 2(LI)** [Document ITTC(LVII)/2]

Pursuant to Decisions 3(XXII), 5(XXVI), 2(XLIX) and 2(LI), and in order to organize its work for the Session, the Council may consider the report of the Thirty-fifth Meeting of the Informal Advisory Group (IAG) as contained in Document ITTC(LVII)/2. The report will be presented to the Council by the Chairperson.

Item 8 **Report of the Credentials Committee**
[Document ITTC(LVII)/3]

The Council may consider and adopt the Report of the Credentials Committee and approve the credentials of delegations.

Item 9 **Implications of the COVID-19 pandemic on ITTO procedures**
[Document ITTC(LVII)/4]

The Council will be briefed on the implications of the COVID-19 pandemic on ITTO procedures.

- (a) Decision 9(XXXI) on matters related holding sessions of Council
The Chairperson will brief the Council on the decision of the ad hoc Advisory Group to hold the Fifty-seventh Session of the Council virtually as contained in the report of the ad hoc Advisory Group [Document ITTC(LVII)/4].
- (b) Procedures and modalities governing the virtual Fifty-seventh Session of the Council in line with the ITTA, 2006 and ITTO Rules of Procedure
The Council may consider the procedures and modalities governing the virtual Fifty-seventh Session of the Council in line with the ITTA, 2006 and ITTO Rules of Procedures as proposed by the IAG.

Item 10 **Relevant Committee-related agenda items**
[Document ITTC(LVII)/5]

- (a) Market Discussion
The Trade Advisory Group will propose a topic and agenda for a virtual 2021 Market Discussion which will be shared with members prior to the event.
- (b) Report of the Fifty-sixth Expert Panel for Technical Appraisal of Project Proposals
The Council will receive the report of the Fifty-sixth Expert Panel as contained in Document ITTC(LVII)/5.
- (c) Relevant Committee agenda items
Time will be made available under this agenda item for virtual sessions of the Committees. Committee agendas and related documents will be made available to members on the ITTO website in accordance with the timelines agreed by Council.

Item 11 **Matters related to Article 19 of the ITTA, 2006 on the Administrative Account**
[Document ITTC(LVII)/6]

Pursuant to Article 19 of the ITTA, 2006, the expenses necessary for the administration of the ITTA, 2006 shall be reflected in the Administrative Budget and shall be met by annual contributions paid into the Administrative Account by members in accordance with Article 19, paragraphs 4, 5 and 6. The Secretariat will provide a report on recent developments in member payments to the Administrative Account and Council will discuss factors contributing to the increase in delayed or non-payments and possible ameliorative measures. The discussion will consider the implications of delayed/non-payment of assessed contributions for the current and future functioning of the Organization, including (inter alia) the operations of the Secretariat, members' voting rights and Council decision-making, and members' eligibility to apply for project funding.

Item 12 **Extension of the ITTA, 2006**
[Document ITTC(LVII)/7]

Pursuant to Article 44 of the ITTA, 2006, the Council may wish to consider extending the ITTA, 2006 for a period of five years.

Item 13 **Matters related to Article 14 of the ITTA, 2006 regarding the selection, election and recruitment of the Executive Director of ITTO – Decision 5(LVI)**
[Document ITTC(LVII)/8]

Pursuant to Decision 5(LVI), the Council will receive the report of the Panel established to examine the applications for the position of Executive Director as contained in Document ITTC(LVII)/8).

All shortlisted candidates have been invited to make a presentation to the virtual Fifty-seventh Session of the Council.

The Council will discuss the indicative shortlist of candidates prepared by the panel and proceed to select the next Executive Director, if not by consensus, by special vote in accordance with Articles 12 and 14 of the ITTA, 2006.

Item 14 **ITTO Strategic Action Plan 2022 – 2026 – Decision 3(LVI)**
[Documents ITTC(LVII)/9, ITTC(LVII)/10 and ITTC(LVII)/Info.8]

The Council will receive and consider for adoption the draft ITTO Strategic Action Plan covering the period 2022-2026 prepared by the Working Group comprising three members from producer countries, three members from consumer countries, one representative each from the Civil Society Advisory Group (CSAG) and from the Trade Advisory Group (TAG).

Item 15 **Progress Report on the implementation of the ITTO Biennial Work Programme 2021-2022 – Decisions 9(XXXIV) and 2(LVI)**
[Documents ITTC(LVII)/11, ITTC(LVII)/12 and ITTC(LVII)/16]

The Council will receive the overall progress report on the implementation of the ITTO Biennial Work Programme for 2021 – 2022 with detailed presentations on selected BWP activities to follow.

Item 16 **Matters related to Article 15 of the ITTA, 2006 on cooperation and coordination with other organizations**
[Document ITTC(LVII)/13]

The Council will be updated on ITTO collaboration and consultation with other relevant international and regional organizations and institutions, past and present, including examples of how ITTO projects/activities have been instrumental in leveraging funding for substantially larger follow-up projects funded by other international and/or multi-lateral organisations in some countries.

Item 17 **Implementation of ITTO's New Financing Architecture, Phase II – Decision 4(LVI)**
[Document ITTC(LVII)/14]

- (a) The Council will receive the progress report on the implementation of ITTO's new financing architecture, Phase II as contained in Document ITTC(LVII)/14.
- (b) The Council will consider the formal terms of reference developed by the Advisory Board in accordance with Decision 4(LVI) as appended to Document ITTC(LVII)/14.

Item 18 **Special Account and Bali Partnership Fund**
[Document ITTC(LVII)/15]

- (a) Pledges to the Special Account and the Bali Partnership Fund.
The Chairperson may invite Members and Observers to announce any new contributions they may wish to pledge to the Special Account and the Bali Partnership Fund.
- (b) Report of the Panel on Sub-Account B of the Bali Partnership Fund.
The Council will decide whether it is necessary for the Panel on Sub-Account B of the Bali Partnership Fund established under Decision 4(XXX) to meet during the virtual session, taking account of the resources available. If the panel does meet during the virtual session to consider actions/activities, pre-projects and projects that are eligible for funding under Sub-Account B, the Council may consider and adopt the recommendations contained in its report [Document ITTC(LVII)/15].

Item 19 **Reports of the Committees**

The Council will be updated on relevant Committee-related issues and have before it the Reports of the Associated Sessions of the Committees presented by the respective Chairpersons. The Council may consider and adopt the recommendations contained in each of the Reports.

Item 20 **Election of Chairperson and Vice-Chairperson of the Council for 2022**

The Council may decide after due consultations, to elect a Chairperson and Vice-Chairperson for 2022. Under Article 8 of the ITTA, 2006, the Council is required to elect a Chairperson and Vice-Chairperson for each calendar year, one from among the representatives of producer countries, and the other from among the representatives of the consumer countries. Under Article 8, paragraph 3, these offices are required to

alternate each year between the two categories of Members, provided, however, that this shall not prohibit the re-election of either or both, under exceptional circumstances by the Council.

Item 21 **Dates and Venues of the Fifty-eighth and Fifty-ninth Sessions of the Council and the Associated Sessions of the Committees**

In order to maintain the established practice of setting Session dates and venues eighteen months or more in advance to facilitate logistical arrangements, the Council may wish to reconfirm/set the dates and venues of its Fifty-eighth and Fifty-ninth Sessions.

Item 22 **Decisions and Report of the Session**

The Council shall consider the proposed Decision(s) and adopt it/them in accordance with the procedures and modalities governing the virtual Fifty-seventh Session of the Council in line with the ITTA, 2006 and the ITTO Rules of Procedure, as adopted under Agenda Item 9(b). In accordance with Rule 33 of the Rules of Procedure, a report on the proceedings shall be prepared by the Secretariat and shall be circulated to all Members as soon as possible.

Item 23 **Closing of the Session**

Following any final statements by Delegates, the Chairperson will close the Fifty-seventh Session of the Council.

Annex

PROPOSED DISTRIBUTION OF VOTES FOR 2022-2023 BIENNIUM

PRODUCER MEMBERS

	<u>2021</u> <u>No. of Votes</u>	<u>2022/2023 Biennium</u> <u>No. of Votes</u>
Africa		
Benin	22	21
Cameroon	22	22
Central African Republic	22	22
Congo	22	22
Côte d'Ivoire	22	22
Democratic Republic of the Congo	22	22
Gabon	22	22
Ghana	22	22
Liberia	21	21
Madagascar	22	21
Mali	21	22
Mozambique	22	22
Togo	21	21
Asia & Pacific		
Cambodia	24	21
Fiji	14	14
India	28	29
Indonesia	90	95
Malaysia	83	73
Myanmar	30	26
Papua New Guinea	42	44
Philippines	15	15
Thailand	49	52
Vietnam	16	16
Latin America/Caribbean		
Brazil	121	127
Colombia	23	24
Costa Rica	13	13
Ecuador	19	19
Guatemala	12	12
Guyana	16	16
Honduras	11	12
México	24	24
Panamá	13	13
Peru	29	28
Suriname	15	15
Trinidad and Tobago	10	10
Venezuela	20	20
TOTAL:	1,000	1,000

CONSUMER MEMBERS

	2021 <u>No. of Votes</u>	2022/2023 Biennium <u>No. of Votes</u>
Albania	10	10
Australia	16	16
China	291	305
European Union	344	337
Austria	10	10
Belgium	15	15
Bulgaria	10	10
Croatia	10	10
Cyprus	10	10
Czech Republic	11	11
Denmark	11	11
Estonia	10	10
Finland	10	10
France	25	25
Germany	19	19
Greece	11	11
Hungary	10	10
Ireland	13	13
Italy	20	19
Latvia	10	10
Lithuania	10	10
Luxembourg	10	10
Malta	10	10
Netherlands	30	25
Poland	11	11
Portugal	13	13
Romania	10	10
Slovakia	10	10
Slovenia	10	10
Spain	14	13
Sweden	11	11
Japan	144	130
New Zealand	11	11
Norway	10	10
Republic of Korea	63	66
Switzerland	11	11
United Kingdom	27	28
United States of America	73	76
TOTAL:	1,000	1,000