

**Fifth Meeting
of the
ICA Regional Assembly for Asia & the Pacific**

**CEBU, PHILIPPINES
21st February 2003**

AGENDA NOTES



**International Co-operative Alliance
Regional Office for Asia & the Pacific
New Delhi-110066. India**

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**International Co-operative Alliance
Regional Office for Asia & the Pacific**

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**5th Meeting of the ICA Regional Assembly for Asia and the Pacific
Cebu (Philippines) : 21st February 2003**

AGENDA NOTES

AGENDA ITEM 01 : OFFICIAL OPENING

Following joint opening ceremony of 2nd ICA Regional Cooperative Forum and Regional Assembly on 19th February, 5th meeting of ICA Regional Assembly will be officially opened on 21st February by Mr. Ivano Barberini, President of ICA. Mr. Ian Macdonald, Director General of ICA may give his remarks. Mr. Mu Li, Vice President of ICA and Chairman of ICA Regional Assembly will chair.

AGENDA ITEM 02 : APPROVAL OF AGENDA

Delegates would be requested to accord formal approval of Agenda.

**AGENDA ITEM 03 : CONFIRMATION OF THE MINUTES OF THE 4TH
MEETING HELD IN SINGAPORE ON 29TH-30TH
JUNE 2000.**

Minutes as enclosed at Annexure-1 were circulated to all the delegates and member organizations. No suggestions/observations/amendments have been received. Minutes may be approved.

**AGENDA ITEM 04 : PERUSAL OF MINUTES OF ICA ROAP STANDING
COMMITTEE MEETINGS SINCE LAST REGIONAL
ASSEMBLY.**

Since last Regional Assembly, five meetings of the Standing Committee were held. Confirmed minutes of these meetings are enclosed at Annexure-2. Necessary follow-up action on these minutes has already been completed. Hon'ble delegates of the Regional Assembly may kindly peruse.

**AGENDA ITEM 05 : ELECTION OF THE MEMBERS OF ICA ROAP
STANDING COMMITTEE.**

According to ICA Regional Assembly Rules (Article 3 (g), ICA Regional Assembly shall elect maximum of six members in addition to Chairperson and two Vice Chairpersons. Since Chairperson of ICA Regional Assembly is Vice President of ICA from Asia-Pacific region, the 5th meeting of ICA Regional Assembly will elect two Vice Chairpersons and six members of Standing Committee.

ICA ROAP Secretariat had already written to member organizations to propose their nominees for election as member of Standing Committee. Information so received will be placed before the Standing Committee which may recommend electoral procedures and proposals for consideration of Regional Assembly.

AGENDA ITEM 06 : PROGRESS REPORT FROM REGIONAL DIRECTOR, ICA ROAP.

Progress Report will be presented before the Regional Assembly.

AGENDA ITEM 07 : APPROVAL OF WORK PROGRAM/BUDGET OF ICA ROAP FOR 2003.

The Work Programme/Budget for 2003 as approved by the Standing Committee is enclosed at Annexure-3. Regional Assembly may kindly approve.

AGENDA ITEM 08 : REPORTS FROM ICA ROAP SPECIALISED COMMITTEES.

Chairpersons of the following Specialised Committees will present their report at the time of Regional Assembly:

- (a) Women's Committee
- (b) Consumer Committee
- (c) Agricultural Committee
- (d) Regional Cooperative Banking Association
- (e) HRD Committee

AGENDA ITEM 09 : REPORT OF THE 6TH COOPERATIVE MINISTERS' CONFERENCE HELD IN NEPAL FROM 3RD TO 7TH APRIL 2002.

The 6th Asia-Pacific Cooperative Ministers' Conference was convened by ICA ROAP in Kathmandu (Nepal) from 3rd to 7th April 2002. The Conference was hosted by His Majesty's Government and Cooperative Movement of Nepal. It was attended by cooperative ministers, government officials, cooperative leaders and chief executives of 17 countries of Asia-Pacific region and eight international organizations. The theme of the Conference was establishing relevant legislation and policy for cooperatives in the new millennium.

Conclusions and Recommendations are enclosed in a printed booklet for perusal of the delegates.

The Conference, in line with its past tradition adopted a Joint Declaration known as "Kathmandu Declaration". The Declaration calls upon the governments to formulate and implement public policy and other sectoral policies that support development of member-based cooperatives.

The Conclusions and Recommendations of the Conference have been circulated to the governments and member organizations of ICA in Asia-Pacific region for taking appropriate action to implement the Recommendations. Regional Assembly may kindly peruse for further suggestions, if any.

**AGENDA ITEM 10 : REPORT AND NEW ISSUES ARISING FROM 2ND
ICA REGIONAL COOPERATIVE FORUM.**

Delegates are aware that 2nd ICA Regional Cooperative Forum hosted by NATCCO of the Philippines has been planned on 19th and 20th February. All the member organizations have been informed. We expect nearly 200 participants in this Cooperative Forum, besides local participants.

The theme of the Forum is " COOPERATIVES: PAST 10 YEARS AND 10 YEARS AHEAD" and sub-themes are the following:

- (a) Asian Values as Reinforcing Element to Strengthen Cooperative Values;
- (b) Cooperatives in Asia-Pacific – An Introspective View;
- (c) Globalisation – Its Impact on Cooperatives in Asia-Pacific; and
- (d) Facing the Future.

Detailed report and issues arising from the Forum will be placed before the Regional Assembly on 21st February.

AGENDA ITEM 11 : REPORT OF 3RD REGIONAL WOMEN'S FORUM.

Report will be placed before the Regional Assembly by the Chairperson of the Women's Forum.

**AGENDA ITEM 12 : REPORT OF 2ND ASIAN COOPERATIVE
RESEARCH CONFERENCE.**

Report will be placed before the Regional Assembly by the Chairperson of the ICA Research Conference.

**AGENDA ITEM 13 : PRESENTATION OF NEW ILO RECOMMENDATION
ON COOPERATIVES (ILO RECOMMENDATION
NO. 193).**

Representative of ILO Geneva will present the new Recommendation on Cooperatives to Regional Assembly.

**AGENDA ITEM 14 : CONSIDERATION OF VENUE AND DATE OF NEXT
MEETING.**

The present meeting of Regional Assembly was due in 2002. However, due to unavoidable administrative reasons, the meeting was postponed to February 2003.

In view of this, the next meeting may either be convened in the last part of year 2004 or early 2005. The Standing Committee may be authorized to fix up the date.

As regards venue, delegates/prospective host member organizations may give their proposal at the time of the meeting.

AGENDA ITEM 15 : CLOSING SESSION

Annexure - I

ANNEXURE - I

MINUTES OF THE 4TH MEETING OF THE ICA REGIONAL ASSEMBLY FOR ASIA & THE PACIFIC SINGAPORE: JUNE 29-30, 2000

Agenda Item 1: Official Opening

The fourth Meeting of the ICA Regional Assembly for Asia and the Pacific was held in Singapore on 29th & 30th June 2000. 100 delegates/observers from Canada, China, India, Indonesia, Iran, Israel, Japan, Korea, Malaysia, Nepal, Philippines, Singapore, Sri Lanka, Tonga, Thailand, Vietnam and ACCU attended the meeting. In addition special invitees from ILO, CCA, DID, CICOPA, AGRITERRA, AARDO also attended the meeting.

Mr. Mu Li, Vice President, ICA, Asia-Pacific, and Mr. Bruce Thordarson, Director-General, ICA officially opened the meeting.

Mr. Mu Li said since last meeting in Seoul in 1998 cooperatives suffered a great deal due to economic crisis, but in spite of this cooperatives survived and played a positive role in economic development in respective countries. This fully revealed the vitality of cooperatives and efforts made by all cooperators. He hoped that after our RA meeting in Singapore, cooperatives can see further development and also the cooperatives in our region can have more cooperation among cooperatives.

In his welcome address, Mr. Tan Kin Lian, Chairman, SNCF, extended warm welcome to all those present and said that SNCF was pleased to co-host the Regional Assembly Meeting with ICA ROAP. He said that two years ago when we assembled in Korea for the third RA meeting, our region was in the midst of financial crisis. The crisis had severe impact on the economies of the region and on the various business entities. Cooperative business was also affected in varying degrees. Through the good offices of ICA we had useful exchange of ideas and discussion on the impact of the crisis on our cooperatives and on the strategies to overcome this difficulties. We also discussed the impact of the crisis on our individual members especially those from the lower income groups and shared ideas how cooperatives could help the members to face the difficult time. Today in most parts of the region we have emerged successful from the crisis and economic prospects are improving. But our cooperatives are now faced with challenges of the different kinds. Two days ago we participated in the First Asia-Pacific Cooperative Forum and deliberated on the theme "Cooperatives in the New Millennium: Are we Changing?" This topic was timely as our cooperatives have to face a new environment with the emergence of the new economy characterized by globalization, liberalization, increased competition, rapid changes and the advanced technology. Our cooperatives also have to meet the highest expectations of our members and customers. We have to respond to their changing needs. We have to be more innovative in improving the range and quality of our services to meet their needs. We have to use latest technology to improve our efficiency. He hoped that this RA in Singapore would foster a useful exchange of ideas and information and contribute to a better understanding of the challenges of the new economy. He wished all participants a very fruitful discussion, a pleasant stay in Singapore and wished all of them a very successful RA.

Mr. Bruce Thordarson, Director-General, ICA, said the meeting we are going to have today is quite different from the Forum that was attended by well over 300 people, or 500 if we include the Research Conference and other meetings. Today It is only the cooperative family, which is gathered here. We are among ourselves and we have to discuss our future direction. This is, as you know, the statutory business meeting of the ICA for the Asia-Pacific Region. ICA changes its rules to give more of a regional approach, to allow cooperatives in the region to decide among themselves how they wanted their region to develop, to look at the work ICA is doing, to decide future strategy and policy for the region. This is the agenda you have today. Mr. Thordarson hoped that it would be a very productive and fruitful RA.

Agenda Item 2: Approval of the Agenda

The agenda, which was updated and circulated at the meeting, was approved and accepted.

Agenda Item 3: Approval of the Minutes of the 1998 Regional Assembly

The minutes of the Third Meeting of the RA held in Seoul, Korea, in October 1998, which had been circulated in advance, was unanimously accepted and confirmed by the Meeting without any corrections.

Dr. Yehuda Paz then presided over the meeting.

Agenda Item 4: Report/Recommendations from the Fourth Meeting of The ICA Executive Council for Asia and the Pacific held in Beijing, October 10, 1999.

The meeting unanimously approved the minutes of the Fourth Meeting of the ICA Executive Council held in Beijing, China, in October 1999, which had been circulated. The Meeting thus confirms and ratifies the abolishment of the Executive Council as per the recommendations of the Fourth Meeting of the ICA ROAP Executive Council.

Agenda Item 5: Amendments of the Rules of the ICA Asia-Pacific Regional Assembly

The proposed amendments to Rules of the ICA General Assembly and to the Regional Assembly (Asia-Pacific), which had been circulated in advance to all members, were unanimously confirmed by the meeting without any further corrections.

Agenda Item 6: Election of ICA Vice President for Asia and the Pacific

Prof. Ungku A. Aziz took the podium and said that the Standing Committee (SC) at its recent meeting has concluded unanimously to recommend Mr. Mu Li for the post of Vice President of ICA (Asia-Pacific), which was accepted unanimously by the meeting with alround of applause. The meeting confirmed that Mr. Mu Li has full expression of confidence and support of all ICA members in Asia and the Pacific.

Agenda Item 7: Election of new Officers/Chairperson for the Regional Assembly

Mr. Yehuda Paz said that the SC at its recent meeting has proposed the names of the following persons of the SC for approval by the RA :

1. **Mr. Mu Li, Chairperson**
2. **Prof. Ungku A. Aziz, Vice Chairperson**
3. **Ms. Hatsuko Omori, Vice Chairperson**
4. **Dr. Yehuda Paz, Member**
5. **Mr. Chung Dae Kun, Member**
6. **Mr B.S. Vishwanathan, Member**
7. **Mr. Tan Kin Lian, Member**
8. **Mr P.A. Kiriwandeniya, Member**
9. **Mr. Lius Carrillo, Member**

The RA approved the above names of the SC as proposed.

Mr. Mu Li then presided over the meeting. He wished that each and every member of the ICA in this region would be more active in participation in the work. He would like to see the newly elected body to play a new role in a consolidated way. Mr. Mu Li then delegated his authority to the following persons, in the spirit of a genuine teamwork:

1. **Prof. Ungku A. Aziz** **Chairperson of the SC & Vice Chairperson of the Regional Assembly**
2. **Mr. Tan Kin Lian** **Vice Chairperson of the SC & Chairperson of the Regional Assembly**
3. **Ms. H. Omori** **Vice Chairperson of SC and the RA**

Mr. Tan Kin Lian, Chairman of the SNCF and having been delegated the Chairmanship of the RA, was then requested to preside over the next session of the meeting.

Agenda Item 8: Progress Report from the Regional Director, and Presentation of the “Strategic Plan of ICA ROAP: 2000-2004”

A printed progress report of the RD was made available during the Regional Assembly. Mr. Robby Tulus, Regional Director of ICA ROAP offered a power-point presentation on the ICA ROAP Progress Report. Copies of the ICA ROAP Strategic Plans were also distributed to all participants.

Agenda Item 9: Remarks by Mr. Mutsutami Harada, President, JA-ZENCHU of Japan

Mr. Mutsutami Harada, President, JA-ZENCHU of Japan, said: “First of all I would like to extend my sincere congratulations to Mr. Mu Li for having been re-elected ICA Vice President for Asia-Pacific as well as to the members of the Standing Committee for their elections. I am convinced of their excellent leadership for the Asia-Pacific Cooperative Movement in the 21st century. It is extremely significant that the last meeting of the 20th century of the ICA Regional Assembly for Asia and the Pacific is

being held here in Singapore, a city that represents Asia in the 21st century. I am very pleased to have the opportunity to exchange views with cooperators of Asia and the Pacific. On the eve of the 21st century, we are increasingly concerned over problems, such as global resources, environment and food crisis. Globalization of economy, on the other hand, threatens to cause cross-border mega competition among businesses, delineating winners and losers with possible consequences of environmental destruction and social unrest.

Faced with these problems, we the Japanese agricultural cooperatives believe that the 21st century should be a century of symbiosis instead of competition. Countries, urban and rural societies, businesses, organizations and people should respect each other and share benefits in trying to achieve sustainable economic development and well-balanced social development.

Japanese agricultural cooperatives are actively promoting the movement of three symbioses, which we started three years ago. They are (i) symbiosis with consumers through supply of safe and reliable food, (ii) symbiosis with the next generation through fulfillment of multifunctional role of agriculture, and (iii) symbiosis with Asia through cooperation for the development of agricultural cooperatives in Asia.

At our triennial convention in October this year, we are going to deepen this movement furthermore by confirming the important role of agriculture for the 21st century, and adopt as our basic policy "the century of agriculture and symbiosis".

Let me say a few words on WTO agricultural negotiations and rule on trade, that can cause decline of agriculture in some countries but prosperity in only certain other countries, is not a fair or an equitable rule.

What is really needed is to establish a trade rule, which is fair and equitable for all, i.e. food importing as well as exporting countries and developed as well as developing countries, so that agriculture of all countries can co-exist. We should not forget that there is no other sector than agriculture where the identity of each country can be strongly expressed. Needless to say, multi-functionality of agriculture, smooth implementation of agriculture policy, diversity in natural conditions, differences in historical as well as cultural backgrounds of agriculture of each country deserve to be considered.

In closing I would like to express my appreciation of Mr. Robby Tulus, Regional Director of ICA, everyone of ROAP, Mr. Tan Kin Lian, Chairman of Singapore National Cooperative Federation for their outstanding efforts for the organization of this epoch-making meeting. Cooperatives are a movement. We must build such a happy world through our movement."

Agenda Item 10: Reports from Specialized Committees

The 33rd Meeting of the ICA Committee on Agriculture for Asia and the Pacific was held in Singapore on 25th June 2000. Important decisions of the meeting were:

1. Committee felt concerned about the possible negative impact of globalization and WTO policies on small farmers and their cooperatives and called upon ICA ROAP to bring these concerns to forthcoming Agriculture Ministers' Conference convened by FAO in August 2000 in Tokyo.

2. As decided in last meeting, members should take a quick study on Role of Cooperatives in Food Security and Sustainable Agriculture.
2. Committee decided to continue its focus on the role of cooperatives in following areas: - (a) Sustainable Agriculture Development and Food Security, (b) Agriculture & Rural Finance, (c) Agricultural Trade & WTO Policies, (d) Legislative and Institutional Reforms, (e) Capacity Building of Agricultural Cooperatives.

Mr. Deepak Baskota from National Cooperative Federation of Nepal was elected as Chairperson and Mr. Shil-Kwan Lee from National Agricultural Cooperative Federation of Korea as Vice Chairperson of the Committee.

The ICA Consumer Committee held its 33rd meeting at the Mandarin, Singapore, on June 25. Twenty-eight delegates from India, Indonesia, Japan, Philippines, Thailand, Singapore and Vietnam participated. The meeting was opened by Mr. K. Okayasu, Vice Chairperson, in the absence of Mr. K. Tanaka, who could not attend due to illness. Mr. Kurimoto presided over the rest of the session. The meeting discussed the activities of the Committee and elected its new office bearers for a two-year term. Mr. Tanaka and Mr. Okayasu were re-elected as the Chairperson and Vice Chairperson respectively, while Mr. Mohd. Iqbal from Indonesia was elected as the second Vice Chair of the Committee. The Committee meets again in Seoul, Korea, in conjunction with the ICA General Assembly next year.

The ICA Consumer Sub-Committee on University Cooperatives held its 6th meeting on 24th June at Mandarin Hotel, Singapore. Thirty three delegates from 8 countries attended. Besides discussing other important matters, the Committee elected Mr. K. Okayasu, Japan, Chairperson, Prof. Poo Gee Swee, Singapore, Vice Chairperson, Mr. Mohd Iqbal, Indonesia, Vice Chairperson for the next two years. The members of the Committee visited the NTUC Fairprice Co-op Supermarket at Hogan Point, Singapore, on 25th June, 2000, where they studied the operations of the Co-op Supermarket. The next meeting will be held in Seoul, Korea, in 2001, in conjunction with the ICA General Assembly.

The ICA Regional Cooperative Banking Association (RCBA) held its third meeting on 25th June at the Mandarin, Singapore. The meeting reviewed the trends in cooperative banking and finance and deliberated on strategies for widening the membership base of RCBA. The meeting also decided to undertake a study to analyze the trends in cooperative banking in Asia and the Pacific and another study on the Role of NGOs in financial sector. Mr. P.A. Kiriwandeniya of Sri Lanka was elected Chairperson for a two-year term, while the Chairman of Cooperative League of Thailand and Chairman of National Federation of Urban Coop Banks and Credit Societies of India were elected as Vice-Chairpersons. The Committee appreciated the services of the founder Chairperson, Mr. B.S. Vishwanathan.

The ICA Regional Women's Committee had its second meeting at the Mandarin, Singapore, on June 25, 2000. 12 delegates and 41 observers participated at the meeting. Ms. Rahaiah Baharen, chairperson, presided over the session, facilitated by Mr. Juku Ozawa, Secretary. While members made country presentations, the Secretary reported on the activities of the Committee since its first meeting in Seoul, Korea in October 1998. He also presented a work plan for the next two years. The

meeting emphasized the need to appoint contact persons in member organizations and also to get information on cooperative legislation in member countries, which hinders gender equality. The Committee agreed to work closely with AWCF to conduct a survey on the legal situation concerning women's participation. The meeting also suggested that there should be some kind of mechanism for networking between women cooperators within the region. The Committee plans to publish a newsletter at regular intervals, and will be posted on the Website. The meeting re-elected Ms. Rahaiah Baharen, Malaysia and Ms. Hatsuko Omori, Japan, as Chairperson and Vice Chairperson respectively. The meeting also elected Ms. Preema Shanti Sooriyarachchi from Sri Lanka as the second Vice Chairperson. The next meeting of the Committee will take place in 2002 during the next Regional Assembly.

The HRD Committee organized a Seminar on Interactive Learning and Training for the members of the ICA HRD Committee for Asia and the Pacific in Mandarin, Singapore, on 25th June, 2000. The seminar featured a presentation by Dr. Mohd Saimi Mohd Sohod, Chief Executive Officer of the United Multimedia Sdn Bhd, a IT company based in Kuala Lumpur, on the concept and mechanism for learning/training environment and the process involved in creating that environment. The seminar is part of the effort the regional HRD Committee to create interest in information technology and its use in cooperative education and training.

**Agenda Item 11: Report from the Second Regional Women's Forum
And the Asia Pacific Co-operative Research Conference**

The 2nd ICA Asia-Pacific Regional Women's Forum on the theme of "Transcending Glass Ceiling and Glass Ladder in the New Millennium" was held on June 26, 2000 in Singapore. Madam Yu-Foo Yee Shoon, Senior Parliamentary Secretary in the Ministry of Community Development and Sports, Singapore, was the Guest of Honour at the opening. This forum provided an excellent platform to examine and discuss the roles and opportunities for women in the cooperative movement, to identify the obstacles the women face and came up with possible solutions.

Ms. Lydia Johnson, Regional Manager at the Vancouver City Savings Credit Union, presented the Keynote address on the theme. Panelists Ms. Rahaiah Baharen, Mr Paul Sinnappan, Ms. Teresita de-Leon, Mr. Fujioka and Ms. Kamakshi Balakrishnan, gave over-views of the situation in countries of the region. After the panel presentations, delegates were divided into six discussion groups, facilitated by the panelists. The discussions enabled delegates to understand the 'glass ceiling' and 'glass ladder' situation for women and came out with useful suggestions and comments on how to break the glass ceiling and how to make the glass ladder less slippery. The panel session was moderated by Ms. Lota Bertulfo, Coordinator of Asian Women in Cooperative Development Forum. The Forum concluded with definite strategies to achieve participant's goals to advance gender equality in their cooperatives and anticipation for the next meeting.

The First Asian Research Conference was held in Singapore on 24-25 June, 2000 where twenty-six research papers, representing studies on cooperatives undertaken by researchers in Asia (including one from Europe) were presented. The wide range of scientific inquiry included issues on participative democracy, value-based management, gender and youth, strategies and structures, creating employment, renewal and innovation, and supporting community. The Conference was organized

by the ICA Research Committee for Asia and the Pacific and attended by 57 researchers, cooperative leaders and practitioners. Members of the ICA Research Committee headed by Prof. Roger Spear attended the Conference. Mr. Akira Kurimoto, Chairman of the Asian Cooperative Research Forum, led the conference. The next Research Conference will be held in 2002 in conjunction with the ICA Regional Assembly meeting.

Agenda Item 12: Presentation of ILO Recommendation No. 127

Ms. Teresita de Leon, Regional Coordinator, ILO-Coopnet/Coopreform informed the meeting that ILO is an inter-governmental organization of the UN system. It was established in 1920 as an autonomous institution associated with the League of Nations. ILO was founded to advance the cause of social justice and, in so doing, to contribute to the establishment of universal and lasting peace.

ILO now proposes to revise its Recommendation No. 127 which was formulated some time in 1966. It has sent a Questionnaire to cooperative organizations in the Asia-Pacific Region. Based on the answers to the questionnaires received from the cooperative organizations in the region, the ILO will try to revise the Recommendation No. 127. She said except for Japan, no other organization has sent their replies. She requested the ROAP to send this questionnaire to its member organizations in the region and expedite the replies.

Agenda Item 13: Progress report of, and issues emerging from, the Fifth Cooperative Ministers Conference in Beijing, October 1999

Mr. B.D. Sharma at the ICA ROAP presented to the meeting various Resolutions emerging from the Fifth Cooperative Ministers Conference held in Beijing, China, in October 1999. The Ministers' Conference was preceded by a Regional Consultation in Singapore in July 1999. Based on the recommendations of the Regional Consultation, the 5th Cooperative Ministers Conference deliberated and formulated specific recommendations in joint declaration on the following issues: (i) Autonomy and Independence, (ii) Legal Existence, (iii) Recognition (iv) Fair Playing Field, (v) Self-Regulation, (v) Capitalization; (vi) Official Development Assistance; and (vii) Networking. There is a great deal of uniformity on the line of thinking of the representatives of the cooperative movement, experts, academicians who participated in the Forum and the visualizations contained in the recommendations of 5th Cooperative Ministers' Conference.

The Regional Assembly was also apprised of the follow-up action on the recommendations initiated by ICA ROAP. Important of which are as follows:

- (a) Recommendations have been sent to member organizations and national governments in the region.
- (b) In a number of countries in the region, the reform process of cooperative laws has been initiated. To name a few of them, Bangladesh, India, Indonesia, Nepal, the Philippines, and Vietnam are currently working on this reform agenda. Most of the countries feel the need for inclusion of the ICIS in the cooperative law.

- (c) ICA ROAP has initiated second critical study of Cooperative Policy and Legislation in Asia-Pacific Region.
- (d) ICA ROAP has set up its Website for better networking with its member organizations.
- (e) Steps have been initiated to set up Cooperative Data Bank and Information Centre.
- (f) Collaboration with International Development Partners, namely, ILO, FAO (NEDAC), ADB is being intensified.

Agenda Item 14: Report and new issues arising from the First Asia Pacific Cooperative FORUM, June 27-28, 2000

Mr. Romy Villamin of ICA ROAP said that the First Asia Pacific Cooperative Forum was held in Singapore on 27-28 June, 2000 which was inaugurated by H.E. Megawati Soekarnoputri, Vice President of Indonesia. After inauguration, the Forum went in to discussion on Panel Themes, which were Cooperative Governance, Cooperative Legislation, Globalization and Innovation.

ISSUES:

- i. Professional Management
- ii. Uncertain Board/Management Relations
- iii. Restructuring
- iv. Stagnation
- v. Under-capitalization
- vi. Ennui

RESPONSE:

- i. Identity of Cooperatives
- ii. Keeping Focus
- iii. Improved governance
- iv. Government partnership
- v. Alliances – strategic and wholesome relationship between cooperatives, government and private sector.
- vi. Information technology

Participants evaluated the overall conduct and results of the forum. The overall rating was better than average. There was a suggestion that more experts from Asia should be heard in the next forum.

The Forum discussed the following themes :-

- i. Cooperative Governance
- ii. Cooperative Legislation
- iii. Globalization
- iv. Innovation
- v. Capital Mobilization
- vi. Cooperative Trade

Agenda Item 15: Venue and Date of Next Meeting

Mr. Luis Carrillo, Chairman, National Confederation of Cooperatives of the Philippines invited the RA to hold its next meeting, the fifth in the series, in Cebu City, Philippines, in the year 2002. The RA was informed that the SC in its next meeting would take a final decision on this matter and inform the members accordingly.

Agenda Item 16: Remarks/comments by International Partner Agencies

Ms. Lynne Toupin, Chief Executive Officer, Canadian Cooperative Association (CCA), said: "This is my first opportunity to come into your region since becoming the CEO of CCA last year. I have good fortune of meeting you all and to get an overview of the issues, challenges and opportunities for the cooperative movement in this region. I bring you warm greetings from the 32 members of the CCA, which is the apex organization for anglophone cooperatives in Canada.

I want to reaffirm the commitment of Canadian cooperators to the many deep and lasting partnerships we have formed with cooperatives in the Asia-Pacific region.

Last year, with the support of the Canadian International Development Agency, CCA directed 40% of its total financial resources for international cooperative development to the Asia-Pacific region. The challenges we face in Canada are: dealing with increased competition in the marketplace; reducing fragmentation within the cooperative movement; affordability and implementation of new technology; adding value to membership; developing new grassroots cooperatives; increasing diversity of the membership and within the elected leadership; and raising awareness about the value and values of cooperatives.... Canadian cooperatives want to see thriving dynamic cooperative sectors in every country. Our long-term vision is worldwide cooperative reality. We have come along way together, but there is more to be done. As globalization trends continue, we know that our fate and the fates of co-ops everywhere are very-more tightly woven together, we are interdependent, fundamentally reliant on mutual interest and working ever more closely to achieve our shared missions. We must go forward into this new millennium together. CCA therefore pledges its continued alliance with the ICA as we move forward together in cooperation.

Mr. Pierre Giguere, Regional Director, Developpement International Desjardins (DID) said: "DID is celebrating this year its 30th anniversary. It coincides with Movement Desjardins 100th Anniversary. DID is currently present in 27 countries in 4 continents. We intervene in the field of financial intermediation, particularly in savings and credit and increasingly in insurance. Our interventions have been at the outset centered on technical assistance to enhance and at times help create institutional capacities. Over the years, we have moved along with our partners to reflect and become involved in broader socio-economic problematic, such as the Poverty Alleviation Agenda in China and in Vietnam, always looking forward in parallel the need for a partner institution to keep aim on their financial viability. Our aim, part of our mission, is to empower the community (women, farmers, and small entrepreneurs) through access to financial services. To carry out this endeavour: (1) we have high quality experts. We have today staff of over 100 Canadians and 300 national experts from the countries we are working with, (2) we develop innovation methodologies and role, (3) we support innovative research, (4) we develop financial partnership with leaders and organizations. We have some challenging partnership

and presently with the IFC and the World Bank notably. We are involved networking not only on institutional capacity building, but also on the environment, legislation, supervision, notably stimulating and satisfying work being done currently in China, Vietnam with Central Banks of these countries. We are strongly convinced the current situation provides cooperative leaders with great opportunities to which we are looking forward to contribute and participate increasingly. Thanks to the ICA for providing us the opportunities to share ideas on occasions like this to enhance our common understanding and better view of the challenges and the opportunities that Together we are facing.”

Ms. Teresita de Leon, Regional Coordinator, ILO-Coopnet/Coopreform:

The Coopnet programme of the ILO is to facilitate the process of development of self-reliant, vibrant, peoples'-oriented cooperatives. An effective approach to develop such cooperatives is by way of capacity-building of HRD institutions, apex level federations and support agencies through networking, at the regional, national and sub-national levels. Through such Networking, cooperative leaders, managers, trainers and development workers can exchange experiences and expertise, draw upon from each other's resources, and get inspiration and fresh ideas from their counterparts, Networking thus can smoothen the process of development of self-sustaining, self-manged and pro-active cooperatives.

Coopreform stands for Inter-Regional Programme for Structural Reform through Improvement of Cooperative Development Policies and Legislation. The programme aims at to assist in the creation of a enabling environment in which cooperatives and cooperative type organizations can develop as viable member-oriented enterprises. The programme adopts a macro-systems approach whereby technical assistance is provided to improve the economic, socio-political and legal framework necessary for the development of cooperatives and cooperative type organizations. Coopreform provides advisory and information services to institutions involved in the process of structural reform of cooperative movements and facilitates an exchange of experiences made in this field in different regions of the world.

**Agenda Item 17: Closing Session, with keynote address by
Dr. Roberto Rodrigues, President ICA**

Dr. Roberto Rodrigues, President, ICA, said: “At the outset, may I express my deep apologies for my inability to participate in the Cooperative Forum and on the first day of the Regional Assembly due to prior commitments at the General Assembly of the United Nations and elsewhere. As my duties and responsibilities of ICA President and love for Asia and Asian Cooperative Movement compelled me, I am here to be with you, though for a very short period. At the last Regional Assembly we met under the gloom of the financial crisis, which was, shattering Asian economies and putting a big question mark on the suitability of free markets and globalized economy. But this Assembly meets in an environment of hopes and confidences. Asia has started booming again with fast recovery and growth. This has been due to the inherent strength and will of the Asian people whose motto of life is “Never say die even in the Worst situation.”

Recalling my comments at the last Regional Assembly in Korea that we know from the history that cooperatives had always developed and grown during difficult economic situations. Spectacular resilience shown by cooperatives during the financial crisis has proven once again this historical truth. Let us keep it up and

strengthen the cooperative resilience further so as to make cooperatives a bulwark against the future crisis. I take this opportunity to congratulate Asian cooperators and cooperatives for your achievements and resolve to withstand the difficult times.

But challenges are not over. In fact bigger challenges are ahead of us. The spillover impact of globalization that has resulted into increase of poverty, inequities, unemployment is likely to be further intensified with the entry of a number of countries into second stage of economic reforms. A recent study by ILO shows that although globalization has spurred economic growth, it has also brought social tensions and increased poverty. This poses a peculiar challenge before cooperatives, which are expected not only to respond to these problems but also to act as market stabilizing factor. This calls for deepening their concern for community as well as strengthening their competitiveness in the market place. I would, therefore, re-emphasize, as I said in Korea, that if cooperatives were to cope successfully with this situation it must orient their management practices, organizational structure and even behaviour, so as to be more sensitive to the emerging community and market needs. Inculcation of Value Based Professional Management into cooperatives is the need of the hour.

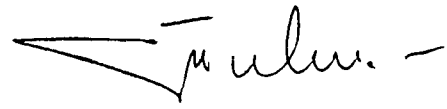
Viewed in this context, organization of Cooperative Forum with the theme "Cooperatives in 21st century: Are We Changing" in conjunction with Regional Assembly is very timely and appropriate. I am sure that the Forum would have identified innovative steps to give momentum to the change process in cooperative movement. I must congratulate Mr. Robby Tulus and his team for organizing the Coop Forum, especially to have H.E. Madam Megawati Soekarnoputri, Vice President of the Republic of Indonesia, to be the Keynote Speaker.

ICA, at global level too, has been making earnest efforts to project the role and potential of cooperatives in mitigating the negative impact of globalization particularly in the fields of employment promotion and social sector development. We have, therefore, deliberately chosen "Employment Promotion" as the theme of this year's 78th ICA International Cooperative Day and 6th UN International Day of Cooperatives, which fall on 1st July 2000. ICA Global in its message has called upon the world community to harness cooperative potential in the area of employment promotion. Statistics published by the UN show that livelihood of nearly half of world's population is made secure by the cooperatives. With nearly 800 million individual memberships, cooperatives generate 100 million jobs.

This potential of cooperatives can be further expanded, if the national governments and political leadership create enabling environment for cooperatives through a conducive policy and legislation framework. The Joint Declaration of 5th Asia-Pacific Cooperative Ministers' Conference reflects this. What is now required is to give a concrete shape to these recommendations and visualizations. I am very much optimistic that Regional Assembly will formulate workable parameters and Action Plan to realize this. I wish you all success.

We must give meaning for our lives. So the meaning of life is learning – learning with love and justice to teach, to help people to build a better world... All of us have learnt a little more here today and by learning we are giving all together a meaning for lives. Learning here today we are all doing our best to better world because our children would be very grateful to us.

The meeting terminated with a vote of thanks to the Chair.

A handwritten signature in black ink, appearing to read 'Robby Tulus', with a horizontal line extending to the right.

New Delhi
4 July, 2000

Robby Tulus
Secretary/Regional Director

Annexure - II

ANNEXURE - II

Minutes of the Standing Committee Meeting Xiamen (China) : 16th January 2001

The following members attended the Standing Committee (SC) Meeting which was held in Mandarin Hotel, Xiamen (China) on 16th January 2001.

In attendance

01. Mr. Mu Li, Vice President, ICA
02. Prof. Ungku A. Aziz, ANGKASA, Malaysia, Chairperson
03. Mr. Chung Dae Kun, NACF, Korea, Member
04. Mr. B.S. Vishwanathan, India, Member
05. Mr. Luis Carrillo, Member, NATCCO, Philippines, Member
06. Ms. Akiko Yamauchi, repr Ms. Hatsuko Omori, Vice Chairperson, Japan
07. Mr. Leow Peng Kui, repr Mr. Tan Kin Lian, Member, Singapore
08. Mr. P.A. Kiriwandeniya, SANASA, Sri Lanka, Member
09. Ms. Rahaiah Baهران, ICA Board Member, Malaysia, Observer
10. Mr. Shil Kwan Lee, NACF Korea, Observer
11. Mr. Chikara Sato, JA-Zenchu, Japan, Observer
12. Mr. Rong Jun, ACFSMC, Interpreter
13. Mr. Robby Tulus, Regional Director, ICA ROAP. - Secretary
14. Mr. K. Sethumadhavan, Planning Officer, ICA ROAP – Record taking

Apologies

Dr. Yehudah Paz, Israel, Member

Opening

Mr. Mu Li said that "I am very delighted to be here to attend the Standing Committee Meeting. This is the 1st month of the new millennium of 21st century. The indication of having this meeting here in Xiamen means we have a very bright future for the cooperative development in Asia and the Pacific. I think our region should make further progress based on unity, consensus and coordination. I take this opportunity to convey our heartfelt thanks to Mr. Robby Tulus for making very good preparations for the meeting. Based on the agreement of the last Standing Committee Meeting in Singapore, I would like to request Professor Ungku A. Aziz to chair the meeting. I wish the meeting all the success".

Professor Ungku A. Aziz said that "I am very honored indeed in running this meeting as Chairperson. I welcome you all to the meeting and I hope we would be able to conduct the meeting efficiently and smoothly".

He further said that the Agenda has been sent to all of you on 13th November 2000 and if there were no suggestion, we would stick to this Agenda.

Agenda 1 : Report from the Regional Director

The Regional Director, Mr. Robby Tulus, presented to the meeting the main activities carried out by ICA ROAP since last June through a power point presentation. A report on the activities of ROAP, which was presented to the ICA Board, was also circulated at the meeting.

Mr. B.S. Vishwanathan appreciated the activities undertaken by ROAP and said that he has been watching the activities of ROAP very closely for the last 20 years and the number of activities have definitely gone up. He also said that RD should spend at least 8 to 10 days in Delhi office in a month.

Professor Ungku A Aziz said that as Mr. Mu Li stated most of us are making use of improved technology and with the improved communication system the travel days of RD should be reduced.

Mr. Leow Peng Kui said that the ICA-ILO-ICFTU Regional Workshop on Employment Generation, Poverty Alleviation and Human Resource Development held in Manila in October 2000 also discussed about the possibility of revising the "ILO Recommendation No.127" and this should be discussed in the next Standing Committee Meeting.

Agenda Item 2 : Update on key results of ICA Board Meeting in Bratislava

Ms. Rahaiah Baheran, ICA Board Member from Malaysia, informed the meeting about the key results of ICA Board Meeting held in Bratislava in October 2000. The main points she same are:

- Mr. Bruce Thordarson has been replaced by a new Director-General (Mr. Karl Fogelstom) from September 2000 and he made a presentation entitled "Walking the Talk" at the Board Meeting.
- ICA Women's Committee has changed its name as "Gender Equality Committee".
- ICA is sending to all MO:s their Gender Policy and requested the MO:s to respond positively.
- Some gender activities will be held in October 2001.
- Youth networking.
- ICA is at present discussing about Group 21 and the details are available with ICA Geneva.

It was decided that changing the name of the Committee should be left to the Regional Women's Committee. Mr. B.S. Vishwanathan said that he is willing to host the Women's Committee Meeting in India, especially in Bangalore.

Agenda Item 3 : Membership issues

RD said that the GEC (Education) Union of Cooperative Syndicates Limited, Myanmar, has been terminated by ICA because for non-payment of its subscription. On a query from a member, it was clarified that they have not paid any subscription to ICA after became the member. They did not even reply to our repeated reminders. Mr. B.S. Vishwanathan said that if there is a specific request, we can recommend it to the ICA Board for leniency and RD is the right person to recommend the case.

Mr. Mu Li informed the meeting that the Taiwan Provincial Farmers' Association (TPFA) has again approached the ICA for Associated Membership. He gave the background of this organisation and wanted the Standing Committee to take a firm decision on TPFA.

Mr. B.S. Vishwanathan from India made the following points. (a) The Taiwan Provincial Farmers' Association (TPFA) is not a cooperative organisation; (b) TPFA is not a national level organisation; (c) TPFA is not a supportive organisation to cooperatives; and (d) There is no unanimity amongst ACFSMC.

Because of the above reasons, TPFA need not be considered for becoming an Associate Member of the ICA.

Mr. P.A. Kiriwandeniya from Sri Lanka agreed to the points made by Mr. B.S. Vishwanathan, and wish to second the motion to decline TPFA's request to become a members of the ICA.

Mr. Luis Carrillo from the Philippines said that since TPFA is not a cooperative, we should reject their application.

Mr. Leow Peng Kui said that we should not entertain their membership application.

Ms. Akiko Yamauchi asked whether do we have the capacity to recommend to the Board. The Chairperson said that the ICA President has referred the matter to the Standing Committee for its comments. She said that she is not authorised to deal with this issue.

Mr. Shil Kwan Lee from Korea said that since there was no formal application from TPFA, hence we could not take a letter to ICA President as an application. The ICA Board does not want to take a decision and they referred the matter to us. Mr. Chung said that we need more time for consultations because a consensus needs to be reached first among Chinese co-operatives before we can admit TPFA as a member. If the latter is reflected in our resolution, then there is no problem.

Based on these discussions the Standing Committee decided to reject the request submitted by the TPFA for ICA membership by consensus.

The following *RESOLUTION* on declining the request for ICA membership submitted by the TPFA of China was unanimously adopted.

RESOLUTION
ON DECLINING THE REQUEST FOR ICA MEMBERSHIP SUBMITTED BY
THE TAIWAN PROVINCIAL FARMERS' ASSOCIATION OF CHINA

Preamble:

On the request of Dr. Roberto Rodrigues, ICA President, during ICA Board Meeting held in Bratislava in the month of October 2000, and in observance of the ICA Rules, the Standing Committee of ICA for Asia and the Pacific in its meeting held in Xiamen on 16th January 2001, deliberated on the request for ICA membership submitted by the Taiwan Provincial Farmers' Association of China (hereinafter referred to as TPFA).

NOTING:

1. The fact finding trip made by the previous ICA ROAP Regional Director, the late Mr. G.K. Sharma, on which he presented a verbal report at the Board Meeting in Prague in 1994 and concluded that the TPFA is not a cooperative organization and, therefore, not eligible to become ICA membership;
2. That the conclusion reached by the late Mr. G.K. Sharma was concurred by the ICA Board;
3. That the All China Federation of Supply and Marketing Cooperatives (hereinafter referred to as ACFSMC) currently represents cooperatives all over China at the ICA, and plays a very active and important role both in the ICA and the Cooperative Movement worldwide;
4. That from the point of view of the international community, Taiwan is an inalienable part of the territory of China;
5. That based on the ICA Rules, the request of TPFA to become a member of the ICA necessitates close consultation with existing member(s) in the same country, in this case ACFSMC, well in advance;

OBSERVING:

6. That no consideration be rendered on this issue until a harmonious consensus is reached among the Chinese Cooperative Movements;
7. That should TPFA be admitted into the ICA in any capacity, ICA will work against the satisfaction of its current member in China, and will always be subjected to the sensitive issue on Taiwan with all its ramifications, and which will badly affect the orderly functioning of the ICA and further damage its internal harmony and unity, or may even lead to serious results such as a split within the ICA organization.

Be it resolved, therefore, that:

The Standing Committee in its meeting on 16th January 2001 in Xiamen, China, **"Declines the request submitted by the TPFA for ICA membership for now on account of the above mentioned considerations, and until harmony and consensus are reached within the Chinese Cooperative Movements"**.

Agenda Item 4 : Contact persons for Gender and Youth issues

RD said that the ICA Regional Women's Committee at its second meeting in Singapore on 25th June 2000 emphasized the need to appoint a contact person in each of ICA member organization, and also to receive information on cooperative legislation in member countries that hinders the pursuit of gender equality. The Committee also agreed to work closely with AWCF to conduct a survey on the legal situation concerning women's participation. It was decided that ROAP should write to ICA MOs in the region to appoint a contact person. The survey on legal situation concerning women's participation should also be one of the topics of the Regional Committee.

Agenda Item 5 : ICA ROAP planned activities for 2001

RD informed the meeting about the planned activities for the year 2001. Mr. B.S. Vishwanathan suggested that ROAP should hold the activities in 8-10 countries, instead of locating it in 3-4 countries.

Mr. P.A. Kiriwandeniya suggested that ROAP should write to all member organisations in Sri Lanka for nominating participants for the programmes being conducted by them. Merely marking a copy of the invitation is not sufficient.

Mr. Leow Peng Kui, in reference to the National Women's Forum in Vietnam, reiterated the principle and procedure that any invitation for participants and/or resource persons should be addressed to the National Cooperative Organisation and not to the individuals directly. The Chairperson concurred and requested that it be recorded and be followed.

Agenda Item 6 : ICA ROAP Budget for the year 2001

A copy of the ICA ROAP budget, presented at and approved by the ICA Board in Rio de Janeiro, Brazil, for the period 1st January to 31st December 2001 was placed for discussion at the meeting.

RD suggested that the strong members (China, Japan, Korea, and Singapore) should support the Singapore Business Office. Last year ACSMC contributed US\$ 20,000 to SBO and hoped that they will contribute this year also. He also said that DG suggested that we should discuss it at the Standing Committee Meeting.

Ms. Akiko Yamauchi informed the meeting that the contribution from JCCU to ROAP would be reduced because of the depreciation of Japanese Yen. The JCCU's total contribution to ROAP for the year 2001 will be US\$ 102,600 only.

Prof. Aziz, followed by comments from Mr. Leow Peng Kui, suggested that we should change the program "ISO Training" to "Quality Management Training", because ISO is a very technical term for certification and does not .

Mr. B.S. Vishwanathan wanted to know how much the ICA Geneva is contributing to ROAP from the subscription. RD said that we are getting only US\$ 32,000 per year. But Mr. Vishwanathan informed the meeting that ICA Geneva had agreed to contribute 30 per cent of the membership subscription collected from the region to ROAP. The meeting suggested that we should make a Resolution to this effect.

Professor Ungku A. Aziz said that we should try to get more money from Geneva (30%) and if this money is not sufficient we are willing to contribute more.

Mr. Shil Kwan Lee said that we should have a unified policy for contribution of additional funds to ROAP.

Mr. Mu Li said that I have been very well informed about the re-distribution of funds from ICA Geneva and have a good knowledge about it. According to my memory ICA should re-distribute 30% to ROAP and if we are not receiving it, we should re-negotiate with them.

It was decided that the Board Members from Asia should represent the views of the Standing Committee at the Board Meeting.

After a lengthy discussion the Standing Committee unanimously approved the following Resolution.

RESOLUTION

The Standing Committee at its Meeting held in Xiamen on 16th January 2001:

1. REGRETS that since the establishment of the ICA ROAP Advisory Committee in Bangalore November 1994 and its subsequent meetings in Singapore (1995) and Kuala Lumpur (June 1996), the proposal to raise the percentage of membership subscription allocated to the Regional Office up to 30% in order to improve the activities in the Region, was discussed with the ICA President and the ICA Director General, and approved by the President, but unfortunately has not been seriously followed up on with the Board of Directors and hence not resolved in a satisfactory manner.
2. Unanimously resolves to RECOMMEND once again to the ICA President and Director General and also to the ICA Board, to consider at the earliest possible time the allocation of 30% of the subscription collected from the Asia Pacific Region to the Regional Office for Asia and the Pacific.

This resolution is passed unanimously by the Standing Committee, composed of the following delegates:

01. *Royal Prof. Ungku A. Aziz, Chairperson, ANGKASA, Malaysia*
02. *Mr. Mu Li, ICA Vice President (Asia Pacific), ACFSMC, China*
03. *Mr. B.S. Vishawanathan, representing NCUI, India*
04. *Mr. Chung Dae Kun, representing NACF, Korea*
05. *Dr. Luis Carrillo, Representing NATCCO, Philippines*
06. *Mr. P.A. Kiriwadeniya, Representing SANASA, Sri Lanka*
07. *Mr. Leow Peng Kui, Representing Mr. Tan Kin Lian, SNCF, Singapore*
08. *Ms. Akiko Yamauchi, Representing Ms. Hatsuko Omori, JCCU, Japan*

Agenda Item 7 : Update on Domus Trust

The RD presented a brief update on the ICA Domus Trust to the meeting. He said "A meeting of the Domus Trust was held in Bratislava on 5th October 2000. The Meeting formally instituted the change of Trustees, namely, Mr. Mu Li succeeding Mr. Yang Deshou, in the capacity of ICA Vice President and Chairman of ICA in Asia and the Pacific; and Mr. Karl J Fogelstrom succeeding Mr. Bruce Thordarson in the capacity of ICA Director-General.

With the successful sale of the Bonow House, it was agreed that the proceeds from the sale should be invested and used in accordance with the plan generated from consultations with Ernst & Young Tax Consulting and Compliance Services. It was stressed that the advice of Ernst & Young TCCS should be the final deciding factor on this matter and that they should be the administrators of all investments. It was agreed that the bulk of the sale amount be invested in NABARD for tax exemption purposes.

The Regional Director-cum Executive Trustee - Mr. Robby Tulus is mandated to continue the search for suitable new premises in New Delhi, having the powers to conclude an acquisition in consultation with the ICA Secretariat and then report back to the full Board of Trustees.

The Trustees agreed to the principle that the Trust should reimburse the ICA, based on invoicing, for all services rendered and expenses incurred in relation to the sale of the Bonow House and the move to new premises. All such invoicing must be reviewed and cleared with Ernst & Young TCCS.

A work plan and budget is being worked out by the Trust, and these work plans and service agreements will be reviewed and cleared with Ernst & Young TCCS".

The members suggested that maximum possible amount should be invested for a longer period and only the interest should be used for activities. RD will present the report about the purchase of land to the Board Meeting in Rome.

Agenda Item 8 : Preparations for the 2nd FORUM and 5th Regional Assembly in CEBU, Philippines

RD said that Dr. Luis Carrillo, Chairman of NATCCO of the Philippines, has agreed to host the 2nd Forum and 5th Regional Assembly in Cebu City, Philippines in 2002. But there is an important activity (Ministers' Conference) in 2002. The members were of the opinion that it will not be feasible for the Secretariat to hold two important activities in 2002.

After discussions the meeting agreed to hold the 2nd Forum and 5th Regional Assembly in Cebu in the 4th week of January 2003. The Regional Director was requested to firm up the dates in consultation with NATCCO.

Agenda Item 9 : Other business arising

1.1. Rochdale Pioneer Award:

The information was noted. It was decided that the Standing Committee members should encourage the member organisations to send suitable candidates (two persons – one man, one woman – every three years) for receiving the Rochdale

Pioneer Award directly to ICA Geneva. The deadline for nomination is 1st April 2001 and the 1st prize will be awarded on the 1st day of the General Assembly in Seoul in October 2001.

1.2. Candidature for the Global Legislative Committee of the ICA Board

At the Board Meeting in Rio de Janeiro, it was announced that the Standing Committee during its meeting in Xiamen would nominate a member for the Global Legislative Committee. After a brief discussion, the meeting authorised Mr. Mu Li, ICA Vice President, to nominate a member for the Global Legislative Committee. He then nominated Ms. Rahaiah Baهران from Malaysia to the Global Legislative Committee.

1.3. ICA Data Base and Statistics

RD said that the ICA ROAP has been proactive in organizing Expert Workshops on the establishment of a Co-op Data Bank. However, when the questionnaire was sent to all ICA members in Asia and the Pacific, the latter have been rather slow in replying to the questionnaire. The statistical information of such Data Base was to be forwarded to ICA Geneva for updating the ICA global statistical information, but we were told that no response has been received from this region

It was felt that the Questionnaire sent by ROAP is very complicated and it requires more time for compilation. However, it was agreed that the Standing Committee members would take necessary action in this regard.

Agenda Item 10 : Date and place of next meeting

The Standing Committee decided to hold its next meeting some time in late May or July. The possible venue could be Kuala Lumpur, Singapore or Bangalore. It was left to the Secretariat to decide about the dates and the venue for the next Standing Committee meeting.

Any Other Matter

RD informed the meeting that the International body charged with managing the Internet announced on 16th November 2000, its selection of .coop as one of only seven new top-level domains (TLD) that will join .com and .org at the end of Internet addresses. This will give cooperatives instant recognition on the Internet and help consumers find the businesses they trust online.

The Internet Corporation for Assigned Names and Numbers (ICANN) approved .coop after a highly competitive application and review process. It found both overwhelming global support for .coop from all sectors of the economy and a clear, unmet need for a unique cooperative identity online.

The net TLD will be restricted for use by only bona fide cooperative businesses, which number more than 750,000 globally with 760 million members. Registration for the .coop domain will be available to cooperatives after mid-2001.

The RIO Cooperative Declaration was circulated at the meeting. RD said that the ICA President and the Board wants to re-promote cooperatives in the new millennium and they want as many signatures as possible as a recognition to cooperatives. Mr. Mats Ahnlund is coordinating this and he will send a letter to all ICA member organisations from Geneva.

Professor Ungku A. Aziz said that the Standing Committee Members should translate it into local languages so that everybody can understand it and try to get the maximum signatures. The meeting agreed to his suggestion.

Virtual HRD - A paper entitled "New Approaches to Management and Leadership Development in Cooperatives" was circulated at the meeting. The information was noted. Professor Ungku A Aziz said that we do not have to pay big money for this and we can do it ourselves. The HRD Committee and Delhi office can do it.

RD read out the e-mail he received from Dr. Yehudah Paz informing his inability to attend the Standing Committee Meeting. The members wished him a speedy recovery.

The Chairperson thanked the Secretariat and the host for the excellent arrangements made for the meeting.

Mr. Mu Li thanked Professor Ungku A Aziz, the Chairperson, for conducting the meeting very smoothly and well in advance. He looked forward to a closer collaboration among the Standing Committee Members.

Agenda Item 11 : Adjournment

The meeting terminated with a vote of thanks to the Chair.

23rd January 2001

Minutes of the Standing Committee Meeting Shanghai (China) : 31 August- 01 September 2001

The following members attended the Standing Committee (SC) Meeting that was held at Jinjiang Hotel, Shanghai (China) on August 31 and September 01, 2001

In attendance

01. Mr. Mu Li, Vice President, ICA
02. Royal Prof. Ungku A. Aziz, ANGKASA, Malaysia, Chairperson
03. Mr. Chung Dae Kun, member, Korea
04. Mr. B.S. Vishwanathan, member, India
05. Dr. Yehudah Paz, member, Israel
06. Mr. Tan Kin Lian, member, Singapore
07. Ms. Akiko Yamauchi, representing Ms. Ito, Vice Chairperson, Japan
08. Dr. P.A. Kiriwandeniya, member, Sri Lanka
09. Ms. Rahaiah Baهران, ICA Board Member, Malaysia, Observer
10. Mr. Shil Kwan Lee, NACF Korea, Observer
11. Dr. S.S. Sisodia, observer
12. Mr. Karl Fogelstrom, Director general, ICA – Special Invitee
13. Mr. Robby Tulus, Regional Director, ICA ROAP- Secretary
14. Mr. Yu Ning, ACFSMC, Observer
15. Mr. Rong Jun, ACFSMC, Observer/Interpreter

Apologies

Representative from NATCCO, Philippines

Agenda Item1: Opening

The Chairperson called the meeting to order, and asked Mr. Mu Li to address the Meeting. Mr. Mu Li extended his warm welcome to all members and guests, and thanked all those who were able to make it to Shanghai. He stressed the importance of this meeting and believed that with the good chairmanship of Prof. Aziz we will be able to achieve all the results as expected.

Professor Ungku A. Aziz opened the meeting with a vote of thanks to the host, and proceeded by asking if the Meeting could approve the Agenda (*Agenda Item 2*) as circulated by ICA ROAP, and to confirm the Minutes of the 7th Meeting of the Standing Committee in Xiamen (*Agenda Item 3*).

The Agenda was accepted, and Minutes confirmed without any question and revision.

He then asked the Regional Director to present his Progress Report.

Agenda Item 04: Report from the Regional Director

The Regional Director (Robby Tulus), presented a series of slides entitled "Retrospect (1996-2001) and Prospects (2001 onwards) of ICA ROAP, assessing past results and future directions by way of a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis.

The progress report was favorably accepted by the meeting, and the meeting commented that it is well structured, coherent and comprehensive. The Chairperson said that the region is very large and we have successfully carried out programs which benefits are felt by members. He invited comments or questions, and said that it would be advisable to have copies made of these slides for the benefit of the Standing Committee members.

Comments on the SWOT analysis:

Mr. Tan Kin Lian concurred with the sub-regional approach in the management structure of ICA ROAP because it brings more focus, but that he will be more in favor of receiving concise report on activities that must be communicated more frequently through email. He commented that it is fine and well to have additional members of ICA recruited with the help of Board members and active members in this region, but that the additional subscriptions that go to Geneva be utilized for this region as well. He also commented on the government's bias towards SMEs, manifesting the government's perception that co-op are not effective instruments to help people. We must make this a key policy issue, and stressed the importance of advocacy.

Dr. Yehudah Paz stated that the impressive analytical report shown in these slides should not only be distributed among the Standing Committee members but also among the larger membership. He emphasized that economic cooperation should be enhanced to cover sectors like tourism, industrial co-ops etc.; ICA ROAP should build more new alliances in addition to the latest one made with ICFTU, and while we have a legislative committee in ICA global, the legislative program of ROAP must be continuously strengthened within the Asia context.

Mr. Kiriwandeniya suggested that it would be a good idea to review the impact of the Co-op Ministerial Conferences held so far. (RD commented that this is an ongoing exercise and will be done in the next one in Kathmandu as well).

HJH Rahaiah Baheran was happy to note that the Manual on Women in Leadership has now been validated, but stressed that the implementation of the manual must be actively promoted. She also mentioned that Gender issues must be an integral part of the discussions at the next Coop Ministers' Conference in Kathmandu.

The Chairperson commented that in the context of the work being done in Asia Pacific, he is not entirely in agreement with Mr. Tan that we should sub-regionalize our work. We should try to combine programming that sweeps across sub-regions from Israel/Iran to those in the Pacific, because co-op is an important instrument to build these links. Prof. Aziz further remarked that we also need to keep the grassroots alive, so large co-operative structures will not lose their contacts with and mandate from the ground level. There are many instances where white-colored professionals and leaders take advantage of the movement but are not supported from the ground up. As a result, they are dependent on government support and remain weak. Therefore, we must always think and bring programs one stage down from the "triangle". Many agricultural co-ops fail because of over-dependence on governments. Therefore, Agriculture Co-ops such as in Korea (NACF) and Japan (JA Zenchu) are now being emulated by ANGKASA in Malaysia because they have not lost their linkages with the grassroots. They knit together and bring all members together.

Mr. Karl Fogelstrom also commended the Progress Report and said that many elements are in full congruence with the ICA Agenda now being envisioned by the Secretariat in Geneva.

Agenda Item 05: Election of ICA Board and President

Mr. Mu Li introduced the Agenda item by giving an account on the Board Meeting in Rome (April) and in Geneva (June), wherein the Election Committee has confirmed two candidates for the post of ICA President, i.e. Dr. Paz (Israel) and Mr. Barberini (Italy). Dr. Paz has since withdrawn his candidacy, hence paving the way for Mr. Barberini to be the only candidate for election of the President. Mr. Mu Li admired the decision made by Dr. Paz since it will make the election very smooth. Mr. Mu Li said that Dr. Paz carries great wisdom and that on behalf of the ICA he wishes to give him the highest respect for his wise decision.

Since the deadline for nominations of the ICA Board was closed on 15th August 2001, Mr. Mu Li requested Mr. Karl Fogelstrom to describe the candidates for the ICA Board elections during the General Assembly in Seoul.

The Director General gave detailed information about the Board election, and indicated that all 4 Vice Presidents from all 4 regions remain the same and will not be subject for election this year. Hence there will be 15 seats to be contested for elections. At this point there are 22 nominations, including 4 women (2 from Europe, one from the Americas, and 1 from Asia Pacific). There are 6 nominations for the Audit Committee, of which 5 will be elected.

There are currently 7 candidates from the Asia Pacific region, in addition to the 5 from the countries currently represented. The current candidates are Dr. S.S. Sidodia from India, Dr. Yehudah Paz from Israel, Mr. M. Harada from Japan, Mr. Chung Dae Kun from Korea, and Ms. HJH Rahaiah Baheran from Malaysia. The two additional candidates are nominated by member-Co-operatives in Sri Lanka and Kuwait.

Mr. Karl Fogelstrom read out the names of all 22 candidates.

After some discussions, ***the Standing Committee resolved that we should recognize the consensus reached earlier by the Standing Committee in that only six candidates, namely from the above mentioned six countries will constitute the representation at the ICA Board, namely Dr. S.S. Sisodia, Dr. Yehudah Paz, Ms. HJH Rahaiah Baهران, Mr. Mu Li (Vice President), Mr. M Harada, and Mr. Chung Dae Kun. The consensus of the Standing Committee is to retain these five candidates (excluding the Vice President whose re-election will take place later) to be elected to the ICA Board from the five countries, namely India, Israel, Malaysia, Japan, and Korea, on account of their outstanding services in this region. ICA ROAP was further directed to circulate to all ICA members in Asia as well as other regions, this consensus.***

AGENDA ITEM 06: ICA PLAN AND BUDGET

The Director General (Mr. Karl Fogelstrom), presented a series of slides on the new Vision and Agenda of the ICA, and he made references to the proximity of many elements of the ICA Agenda with those of ICA ROAP as presented earlier by Robby Tulus.

Mr. Fogelstrom then gave a detailed overview of the financial situation at the Secretariat in Geneva. He described how ICA is "Bleeding" financially these days, on account of the accumulated deficits of previous years (i.e. from the regions, including ROAP which accounts for SFR 115,000 in 1999 and SFR 144,000 in 2000), and for the compensation of personnel who left ICA in Geneva in the year 2000, amounting to SFR 1.1 Million, hence depleting the ICA reserves altogether.

He said this bleeding must be stopped. While the policy on regionalization in 1992 was a good thing, Mr. Fogelstrom said that the financial implication of a regionalized approach was not taken into account. As a result, we now have severe liquidity problems.

On the positive side, we have the dot.COOP as an innovative asset to bank on, and the important renewal of ILO Recommendation 127. On the latter, however, Mr. Fogelstrom felt that the contents seem to be too biased towards the social dimension and tend to favor workers only.

Dr. Yehudah Paz remarked that we must indeed stop the financial "bleeding". It is important to note, however, that the deficit at ICA ROAP was a planned one, and that the ICA Board was conscious about this deficit because the amount was to be replenished with the sale of the Bonow House. Unfortunately, the complications and delayed sale of the Bonow House has exacerbated the situation, and that therefore ICAROAP must be more effective in its financial management. But it must be noted that the deficit was not a result of mismanagement.

To get a clearer picture, Mr. Tan Kin Lian requested more details about the financial figures of the income from subscriptions, total expenses, revenue and development support, and how the deficit was derived. The Director General gave a detailed description of the finances.

Ms. Akiko said that the deficit at ICA poses many questions from all the ICA members in Japan. Members in Japan feel that their big subscription contribution has not resulted in good enough progress. ICA needs to explain to the members in Japan how this deficit issue will be resolved because otherwise they question the merits of being members of the ICA.

Mr. Fogelstrom said that we now have a liquidity crunch in Geneva. In ICA ROAP, fortunately, there are revenues gained from the proceeds of DOMUS Trust investments. The DOMUS Trust Board in Rome has resolved to use the proceeds of US \$ 120,000.00 for the operations of ICA ROAP (not for the Singapore office). This amount must now be used for the operations and programs of ICA ROAP and that measures must be taken to make this fund available as soon as possible. Mr. Vishwanathan agreed and said that we need to seek legal advice from Ernst and Young to make this happen.

(Lunch Break)

Upon resuming the meeting after lunch, Prof. Aziz as Chairperson and Dr. Yehudah Paz reached an agreement to propose a solution to stop the financial "Bleeding" of ICA. The idea came from Prof. Ungku Aziz.

The proposal is to resolve the issue between ICA members in Asia Pacific and the Secretariat in Geneva. Each party will give something and gets something.

In the first place, ICA members in Asia and the Pacific will put enough resources to help "bail out" the deficit at the Secretariat in Geneva as a ONE TIME CONTRIBUTION.

In return, a percentage of the total subscription from Asia Pacific should be returned to the region (ROAP) on an annual basis, decided by a fixed formula.

The above proposal means that members in Asia Pacific will give a blood transfusion to the bleeding vessels in Geneva, and once the bleeding stops we can constitute a formula of redistribution of subscription funds to allow the Secretariat and the Regional Offices to function well without future deficits.

Dr. Paz re-emphasized the fact that we must define two numerical figures:

First: To establish what range is feasible and possible for the "blood transfusion" process;

Second: To define an equitable redistribution of subscription fund in terms of percentage.

This proposal represents a major contribution from the Asia region to the global scene, and it must therefore be seen as Asia taking the lead in helping to solve the financial crisis of the ICA.

Mr. Tan indicated that since the total subscription is SFR 2.2. Million, and the deficit SFR 1.1 Million, the contribution all ICA members have to make is between one half to one year of subscription. In the Asia Pacific region it will be around 20% to 30% of that total.

Mr. Fogelstrom explained about the distribution of subscription money to the regions. SFR 610,000 in total goes back to the region, of which Asia receives SFR 55,000,- Americas SFR 55,000, Europe SFR 310,000, and Africa (2 offices) SFR 190,000.-. The distribution takes into account the spirit of solidarity to support the Africa region, whereas Europe receives the most with 30% of its paid subscription (Asia Pacific will receive SFR 176,000.- if the 30% formula is used).

Hence fixed figures and the time frames must be developed.

Mr. Vishwanathan is of the opinion that pruning the expenses is a more logical way out because if we use the above proposal we may be "bailing out" the mistakes made by other regions and hence difficult to convince our co-operative members to contribute. Ms. Akiko echoed the point raised by Mr. Vishwanathan and said that members in Japan has paid its full dues and would thus be hard to convince to contribute more.

Prof. Aziz pointed out that we must be transparent even to our members to show what actually happens so nothing is hidden underneath the carpet. The question is: are we ready to reform or will continue the bleeding like it is now?

Mr. Mu Li indicated that the financial crisis is a serious one, and he is doubtful that all members, especially the large ones, are willing to contribute the amount even if it is a one time payment. For those paying the minimum subscription it is okay, but the large ones may object. Hence the Standing Committee should adopt a pledge for members to pay a sum to stop the crisis, without having to compel them.

After further discussions, the following will be the recommendation of the Standing Committee:

- 1) To solve the deficit problem of ICA by way of a "one off contribution";
- 2) ROAP should define a formula whereby the proportion of subscription paid by members in Asia Pacific be returned to the region for its operations;
- 3) The time frame has to be determined.

These two problems are linked and must therefore be solved together and not separately.

AGENDA ITEM 07: ICAROAP Singapore Business Office

Mr. Tan Kin Lian read out Annexure-V “Paper on the ICA ROAP Singapore Business Office (SBO)”, and underlined the two options proposed by SNCF:

1. To downsize the current office space from 1,900 Sq feet to 900.
2. To locate the ICA ROAP Business Office at the SNCF premises, and support intended for the infrastructure can be channeled to other significant ICA ROAP projects, which will be considered on a planned program basis.

The Regional Director gave further explanations to the revised budget and the reasons for the deficit, and stresses that a long-term view is important if one need to obtain a feasible return on investment.

Mr. Vishwanathan said that what we need to know first of all is whether the SBO has been beneficial to members. We need to conduct an evaluation in order to know the real situation.

Mr. Tan Kin Lian described the advantages of the SBO from a cost-efficient point of view, but he agrees with Mr. Vishwanathan that an objective evaluation be conducted, and which results and recommendations should be honored.

Ms Akiko made a motion that *ICA ROAP should move to the SNCF premises as soon as possible to cut on costs. This was unanimously approved by the Meeting.*

The meeting decided to form a team of three to undertake the evaluation of the SBO. After some discussions, it was agreed that the Team be composed of Dr. Yehudah Paz as Chairperson, Mr. Vishwanathan (NCUI), and Ms. Akiko Yamauchi (JCCU).

The meeting also places on record its deep appreciation to Mr. Tan Kin Lian and SNCF for their invaluable contribution to making it possible for the ICA ROAP Singapore Office to be opened, and to operate as actively as it does now.

The results of the evaluation and new budget will be presented at the Standing Committee meeting in Seoul in time for the Board to approve it.

The Chair suggested that since we need more time to discuss Agenda Item 08, this Agenda be deferred to the next day on September 01.

AGENDA ITEM 09: OTHER BUSINESS MATTER ARISING

The agenda item on “Succession Planning” to appoint the successor of the ICA Regional Director for Asia Pacific, Mr. Robby Tulus, was discussed. The Chairperson asked Mr. Fogelstrom to explain his views on the matter.

Mr. Fogelstrom said that he has always worked on the principle of reaching the broadest possible consensus, hence he is listening carefully to what the members in Asia Pacific has to say at this Standing Committee meeting. He said he pursued the process in the most transparent way possible.

He further pointed out that after signing the letter to Robby Tulus, in response to his request to take up an earlier retirement as from 1st October 2001, he called on one incumbent he knows well and who is prepared to take up the position as Regional Director. However, after the nomination of Mr. Shil Kwan Lee from NACF, and having received letter of support from 7 countries, he has told the incumbent that the situation has now changed. The incumbent understood it very well. Based on this, it is now clear that the person best supported by the region, and also known very well to the Director General, can take over as Regional Director. Mr. Shil Kwan Lee is therefore the most appropriate person to take this position as Regional Director, and in the meantime Mr. Fogelstrom has appointed Mr. B.D. Sharma to take the role as Acting Regional Director until such time that Mr. Lee is ready to commence his position.

Mr. Mu Li and the Chairperson, on behalf of the Standing Committee, wishes to place on record the deep appreciation to Mr. Karl Fogelstrom for having made the process as smooth as possible, inasmuch as this consensus was a result of his thorough endeavor and good work, and will also mark a good beginning for future co-operation between ROAP and the Secretariat, and further development of the ICA.

The Chairperson further indicated that Robby Tulus is a hard act to follow – to use a Hollywood jargon – and believes that Mr. Lee is just the one to be able to succeed him.

We must therefore record the contribution of NACF to nominate Mr. Shil Kwan Lee as the successor of Mr. Robby Tulus, but more so to appreciate highly the contribution of Mr. Robby Tulus who has made such tremendous contribution to this region.

Mr. Vishwanathan wishes to add that his services be continued as a Senior advisor/consultant to help ICA ROAP with the organization of the Ministers' Conference in Kathmandu. Dr. Paz said that we need to have his services beyond that and that some arrangements need to be made to that effect.

Mr. Fogelstrom added that Robby Tulus' association with the ICA is essential from his point of view and he has appreciated the work of Robby Tulus and expressed it in both verbal manner as well as in writing. He mentioned that the official thanks and recognition to Robby Tulus will be done in Seoul.

Mr. Robby Tulus also asked to place on record his deep appreciation to the Standing Committee, Asia Board members, ICA members, the Director General and all ICA Staff, for the great cooperation rendered to make the job so rewarding and meaningful, and for the kind sentiments raised by the Standing Committee in this Meeting in Shanghai.

The Regional Director proceeded by explaining about the proposal of a Consortium in Asia to become a founding member of DOT.COOP; Due to time constraint the Chair asked that this be discussed the following day.

AGENDA ITEM 09 (continued)

The Meeting resumed on September 01, with a power-point presentation by the Regional Director of the KRA and envisioned OUPUTS/INPUTS for 2002. The Revenues and Expenses Projection for 2001/2002 (Annexure III) was used as reference.

Comments from the Meeting:

Dr. Paz suggested that there should be more programs of ICA ROAP using facilities owned by members in this region. This is echoed by Mr. Vishwanathan, stressing that the VAMNICOM in Pune could be a good place for various programs conducted by ICA ROAP. He also indicated that members should deal with and through ICA ROAP rather than individual countries when it comes to inter-country programs.

Mr. Tan indicated that SNCF has also been sanctioned some funding from the Ministry of Foreign Affairs to conduct training for co-op leaders from the ASEAN countries. He mentioned that ICA ROAP should also do the coordination of this training program, in collaboration with SNCF.

He also indicated that research papers on various global issues that are relevant to co-operative development be used in global and regional workshops for CEO and coop leaders.

Mr. Kiriwandeniya said that long term subsidized credit is available for funding to various countries in Asia and that ICA ROAP could help and take the leadership to coordinate this program.

Prof. Aziz stated that the Independent State of East Timor needs support and that ICA ROAP should seek the cooperation of its members in Australia and perhaps in Portugal, especially in the field of education and training.

Ms. Akiko raised the point in the budget for 2002, and wishes to know how the figures were derived in the projected budget amounts for 2002. The Regional Director explained about the project proposals already prepared for CCA and CICOPA, but that the one for JCCU is yet to be developed. As well, the planning will only be conducted in November with the involvement of the new Regional Director. Ms. Akiko felt that it will be too late, and that ICA ROAP needs to present the project well in advance, because JCCU planning cycle is happening around the same time and that she is afraid the figures will come in too late. The Regional Director thanked Ms Akiko for her information and will work out the budget with the ICA Secretariat well in time before the Board Meeting in Seoul.

Dr. Paz stated the need for us to also seek more membership from Australia, and new members from New Zealand.

Both Mr. Shil Kwan Lee and Mr. Karl Fogelstrom gave an update on the preparations as well as content of the General Assembly in Seoul for information only.

The Regional Director asked the Chair as to how the discussions on DOT.COOP could be advanced at this stage, and the Chair, with the consent of the Meeting, has asked the Secretariat in Geneva to give follow up on the matter of the Founding Member from Asia.

The Chairperson asked Mr. Mu Li to deliver his closing remarks, and Mr. Mu Li believed that it has been a very smooth-going and successful meeting. He appreciated the good results of the meeting through the hard work of all of us in this room under the good chairmanship of Prof. Aziz.

Mr. Fogelstrom wishes to put on record his deep appreciation to the Standing Committee for having invited him to Shanghai, and for the very fruitful discussions in this 'working' Meeting. There are many things to be learned and he appreciated the substantive discussions, which led to the good results.

Ms Akiko wishes to inform the meeting that the National Federation of University Co-operative Association has applied for membership at the ICA so Japan will soon be represented by one additional member at the ICA. This was much appreciated by the meeting.

Agenda Item 11: DATE & VENUE OF NEXT MEETING

It was decided that the date and venue of the 9th Meeting of the Standing Committee will be on 11th October 2001 in Seoul at 17:00 hours. Mr. Shil Kwan Lee will inform the exact venue of the meeting to all Committee members. The meeting terminated with a vote of thanks to the Chair.

Prepared by:

Approved by:

Robby Tulus
Regional Director, ICA

Royal Prof. Ungku Aziz
Chairperson, Standing Committee

September 2, 2001

Minutes of the Standing Committee Meeting SEOUL (KOREA) : 11th October 2001

The following members attended the Standing Committee (SC) Meeting that was held at the COEX Room 314 AB, Seoul (Korea) on 11th October 2001:

01. Mr. Mu Li, Vice President, ICA
02. Royal Prof. Ungku A. Aziz, ANGKASA, Malaysia, Chairperson
03. Mr. Shil Kwan Lee, representing Mr. Chung Dae Kun, member, Korea
04. Mr. B.S. Vishwanathan, member, India
05. Dr. Yehudah Paz, member, Israel
06. Mr. Leow Peng Kui, Representing Mr. Tan Kin Lian, member, Singapore
07. Ms. Junko Ito, Vice Chairperson, Japan
08. Dr. P.A. Kiriwandeniya, member, Sri Lanka
09. Ms. Rahaiah Baهران, ICA Board Member, Malaysia, Observer
10. Mr. Karl Fogelstrom, Director General, ICA – Special Invitee
11. Mr. Robby Tulus, Regional Director (outgoing), ICA ROAP- Secretary
12. Mr. B.D. Sharma, Regional Director (acting), ICA ROAP
13. Mr. Yu Ning, ACFSMC, Observer
14. Ms. Akiko Yamauchi, Observer
15. Mr. Rong Jun, ACFSMC, Observer/Interpreter

Apologies

Representative from NATCCO, Philippines.

Agenda Item 1: Review and adoption of Minutes of the Shanghai Meeting

The Chairperson, Prof Aziz, opened the meeting and welcomed all members and invitees. He asked the Meeting to review the Minutes of the Standing Committee Meeting held in Shanghai, including the addendum proposed by Messrs. B.S. Vishwanathan and Tan Kin Lian respectively. There being no further comments, the Minutes as well as the said Addendum was approved and adopted (see Appendix 1). The Chairperson asked the Regional Director (outgoing) to report on the follow-up actions taken since the Shanghai Meeting. Mr. Tulus explained that the circular letter to all ICA members, signed by the Chairperson of the Standing Committee, regarding "the consensus of the five candidates from Asia for election to the ICA Board" was duly sent and circulated to all members of the ICA. The preparations and implementation of the Evaluation of the ICA Singapore Business Office was also carried out according to plan.

Agenda Item 2: Report by the Evaluation Committee

The Report of the Evaluation Committee on the Singapore Business Office of ICA ROAP was distributed and read out by the Chairperson, Dr. Yehudah Paz. Dr. Paz expressed his profound thanks to the Evaluation Committee members, the SNCF leadership and staff, the Government of Singapore, and to the Regional Director (outgoing) for their excellent collaboration throughout the evaluation process.

Subject to the above comments, the Meeting reviewed the Report (see Appendix 2) in detail, and appreciated the hard and efficient work done by the Committee. It is a well constructed report and could be accepted in principle. However, the following comments, additions, and amendments were also noted and adopted:

Page 3, Item 2:

Mr. B.S. Vishwanathan proposed the change to read as follows:

*“Noting that little or no formal procedure was followed prior to setting up the Singapore Business Office, the Committee proposes that in the future ICA offices, **including future offices in Asia**, be set up only after full discussion, **including confirmed financial commitment within a defined time frame**, and approval by the appropriate regional governing body in conjunction with the Director General and staff, and only after presentation to the ICA Board”.*

The point is taken that the opening of a new office must be discussed based on *felt and real NEEDS* of members.

Page 3, Sub-item 3.2:

Mr. B.D. Sharma, noting the written views of JCCU, commented that the JCCU sponsorship and decision to locate its coordinator in Singapore must not be construed as a step to establish a parallel administrative structure in the region. It is a matter of principle that no parallel administrative structure should be set in place and dictated upon by any funding agency. The Regional Director has the final and overall responsibility to determine staffing and the place where staff is to be stationed.

Mr. Leow Peng Kui commented that the coordination of ICA offices, in case there is more than one in the region, must be done and guided by the Regional Director. However, efficiency must be taken into account both in the program and financial aspects. He agrees that the Regional Director is the source of decision-making.

Mr. Sharma indicated that the trade initiative, which led to the need of having a business office, was already felt and expressed many years back since the time of (the late) Mr. G.K. Sharma. Hence we need to take a functional approach to the Singapore Business Office, not a structural one.

Under **Sub-item 3.3**, Prof Aziz said that the ASEAN Co-operative Organization (ACO) could be revived under the auspices of the SBO. This is just for consideration by the Committee, because we must first see if such revival is at all feasible.

On **Item 4** (page 4), particularly **Sub-item 4.1**, Mr. Vishwanathan proposed that the Committee submit a request to NTUC Income, through the kind offices of Mr. Tan Kin Lian, to waive further payment and penalty when vacating the current office premises on the fourth floor of the SLF Building. It was further suggested that NTUC Income should also absorb the current office furniture at a reasonable price. Mr. Leow Peng Kui described the standard penalty clause, the three months notice, and the responsibility of tenant for the demolition of partitions. Mr. Vishwanathan also asked to SNCF to support the above proposal.

The Standing Committee wishes to place on record its profound gratitude to Messrs. Leow Peng Kui and Tan Kin Lian for their great support and contribution in making it possible for the move to proceed smoothly.

On **Sub-item 4.3/4.4**, Mr. Leow Peng Kui said that the contribution of Singapore \$ 60,000.00 will be continued till May 31, 2002, and since the original purpose of the contribution was to pay rent of the SBO, there will be some savings accrued from the move to SNCF offices. Dr. Paz indicated that ICA needs to pay for the transition costs, and we need to discuss this with the SNCF as a consequence of the decision made by the Standing Committee, and reflected in the formal agreement as stipulated in item **Sub-item 4.4**.

During the deliberation on the **Staff Structure**, Prof Aziz suggested that the Regional Director should designate one person to head the Singapore Business Office. Acknowledgement should be given to the fact that the HRD Committee secretariat is run from the SBO despite its non-business function. He stressed the point that we must follow the function and not the person. There should not be a watertight compartmentalization because it is a practical appointment, and such appointment (if related to the HRD function) must not be construed as a fixed position.

The Chair proceeded with the Budget discussions. The Standing Committee agreed that the Chairperson should consult with the All China Federation for Supply and Marketing Co-operatives and circulate to members the decision made by ACFSMC regarding their contribution of \$ 10,000. On **Sub-Item 5.c**, the Committee concluded that while the purpose of the Business Office is to generate income through its activities, it is crucial that no deficit should be incurred through its business activities.

On **Item 6**, the Standing Committee agreed that the SBO be reviewed once every two years, but that in the interim the Standing Committee and the Secretariat will guide the Regional Director in conducting those activities that will prevent any future deficit to occur.

Before proceeding with the next Agenda Item, the Standing Committee wishes to place on record their deepest appreciation for the effective work performed by all three members of the Committee, and to the Regional Director (outgoing) for his excellent facilitation.

Agenda Item 3: Update on ICA Board Elections

There being no changes in the program of the General Assembly with regard to the Statutory Business and the Board elections, the Chair and members felt no further need to discuss this Agenda.

Agenda Item 4: Other Business Arising

The Chairperson, Prof. Aziz, brought up the issue of the ICA deficit, and reiterated the agreement reached in Shanghai to add 50% subscription of our members in Asia to cover the loss of reserves of the ICA, and that henceforth 30% of subscription will be returned to the region once the reserves are replenished. He then questioned each and every member of the Standing Committee for their recommitment to this resolve, and all members agreed.

The ICA Director General proceeded with a summary account of the important decisions made by the Finance Committee held in Geneva in September 2001, and explained that a resolution to increase subscription by members will be tabled at the General Assembly. He stressed that the Board is reaching a point of definition for proposing this Resolution for ICA to reestablish its reserve fund, and to receive good returns in the future. The Standing Committee agrees that the future redistribution of funds to the region must include the Asian Standing Committee in the discussions.

Agenda Item 5: Adjournment

The meeting terminated with a vote of thanks to the Chair.

ADDENDUM

Please refer to the draft minutes of the Standing Committee Meeting in Shanghai, of August 31st and September 01, 2001.

The following are proposed additions/amendments:

A. Proposed by Mr. B.S. Vishwanathan

" 1. According to my observation, it was decided that Mr. B.D. Sharma will continue for a further period of one year to support the new Regional Director and also to have Indian Cooperative Movement satisfied. After his retirement his replacement would also be from India.

2. The fulfillment of terms and conditions, as decided in the Standing Committee Meeting, for the purchase of ICA Domus Trust Building".

B. Proposed by Mr. Tan Kin Lian

The following point in the Draft Agenda:

"Akiko made a motion that *ICA ROAP should move to the SNCF premises as soon as possible to cut on costs. This was unanimously approved by the Meeting*",

to be amended as follows:

" ICA ROAP should move to SNCF Premises, or to such other place, in order to cut on costs. The final decision, however, should take into account the recommendation by the Evaluation Committee after it has completed its exercise in early October 2001"

September 9, 2001

**REPORT OF THE EVALUATION COMMITTEE
ON THE
SINGAPORE BUSINESS OFFICE OF ICA ROAP**

A. INTRODUCTION

The Standing Committee of the Asia Pacific region meeting in Shanghai, China in August 31 to September 1, 2001 discussed the present situation and future prospects of the Singapore Business Office (SBO) at length. Because of the importance of the issue for the future activity of the region it was decided to set up a committee charged with further investigating the issue and formalizing recommendations for the standing committee's consideration. The committee, consisting of Dr Y Paz (Chairman), Mr B.S. Vishwanathan and Ms Akiko Yamauchi met in Singapore on October 8 - 10, 2001. During the course of its stay in Singapore it met with:

Mr Tan Kin Lian - Chairman, SNCF

Mr Leow Peng Kui - Chief Executive, SNCF

and other staff members

Mrs Yu-Foo Yee Shoon, Senior Parliamentary Secretary, Ministry of Community Development and Sports and Deputy Chairperson SNCF Board of Trustees.

The committee wishes to record its deep gratitude to Mr Robby Tulus, outgoing Regional Director of ICA ROAP, whose collaboration and work in preparation of the meeting and throughout its sessions were the basis and foundation of its work.

It also wishes to thank SNCF, its Chairman and its Chief Executive for their support and warm hospitality.

B. CONCLUSIONS AND RECOMMENDATIONS

1. Position and function of the Singapore Business Office:

The Evaluation Committee notes the broad program of activities of the Singapore Business Office since its establishment on 10 July 1999, but recognizes that only part of its potential was realized. Therefore, the Committee decided to recommend to the Standing Committee to:

- (a) maintain and continue the operations of the Singapore Business Office; (b) define the central/core function of the Singapore Business Office to be primarily to undertake business and trade activities, within the below mentioned budget parameters and to also further the other objectives set out in the Memorandum of Understanding signed on 5 July 1999. *)

**) The objectives contained in the Memorandum of Understanding may be found in Appendix I.*

2. Procedure for setting up Future Offices:

Noting that little or no formal procedure was followed prior to setting up the Singapore Business Office, the Committee proposes that in the future ICA offices be set up only after full discussion and approval by the appropriate regional governing body in conjunction with the Director General and staff, and only after presentation to the ICA Board.

3. Functions of the Singapore Business Office (SBO)

- 3.1. To coordinate and promote co-operative economic activities, including cross sectoral and interlocking mechanisms for co-operative businesses and other trade related activities;
- 3.2. To serve as the base for the direction and implementation of activities financed and initiated by JCCU, specifically in the field of consumers co-operative development, gender, youth, etc., which activities will be coordinated by the staff person nominated and sponsored by JCCU and stationed in Singapore;
**) It is proposed that a staff member recruited and sponsored by NCUI will support activities relating to gender and youth at the Delhi office. The JCCU coordinator based in Singapore will monitor this work.*
- 3.3. To develop and promote co-operative activities related to the sub-region of South East Asia.

**) The other sub-regions (South, West, and Central; East Asia and the Pacific) are presently coordinated through the Regional Office in New Delhi under the general direction and coordination of the Regional Director.*

- 3.4. Regional activities other than those mentioned above will continue to be directed and coordinated through the regional office in New Delhi. Regional Specialized Committees will continue to be coordinated through the Regional Office in New Delhi unless otherwise requested by their respective chairpersons.

4. STRUCTURE of the Singapore Business Office (SBO):

Physical Structure:

- 4.1. By October 31, the present Singapore Business Office will be closed. (There will be no penalty for the early closure of the SBO as the owners – NTUC Income – has waived further payment and the penalty clause contained in the Tenancy Agreement)
- 4.2. On November 01, 2001, the SBO will re-open in its new location – within the premises of SNCF and utilizing an office space with 4 workstations in the SNCF office. *(If circumstances require, these dates may be moved to November 14 for closure, and November 15, 2001, for re-opening.)*

- 4.3. SNCF has generously agreed to provide support services to the SBO, including the use of equipment, access to meeting room, limited storage space, etc.
- 4.4. A formal agreement with SNCF will be formulated and signed by the above mentioned dates in item 4.2.

Staff Structure

- 4.5. The Regional Director, based in New Delhi, will also be in charge of the SBO, spending time in Singapore as required;
- 4.6. Staff members of the SBO will consist of:

a. Mr. Juku Ozawa -- Director, Special Projects (JCCU Coordinator)

**) Mr. Ozawa will complete his term in March 2002, and his replacement will take up his responsibilities by April 01, 2002.*

b. Mr. Romy Villamin – Director, South East Asia

c. Administrative Assistant – It is proposed to fix this position on a half-time basis.

**) JCCU covers all salary payments etc. to its Coordinator.*

**) The salary of Mr. Romy Villamin is paid partially by JCCU, and partially by his outside employment as a consultant, and in small measure by the ICA. It may also include cost recoveries from projects.*

**) The salary of the Administrative Assistant is paid by the SBO.*

5. BUDGET (for the year beginning on 1 November 2001)

EXPENDITURES:	US \$
Rent	5,600.00
Admin Assistant	11,500.00
Apartment Subsidy*)	5,200.00
Other operating expenses, Including contingencies	3,500.00

	25,800.00
 REVENUE	
SNCF	16,700.00
ACFSMC **)	10,000.00
JCCU	2,000.00

	28,700.00

*) Paid to Mr. Romy Villamin as his housing allowance

**) Based on preliminary discussions, to be finalized.

Notes to budget:

The above budget indicates the following:

- a) SBO can operate in its new premises without a deficit;
- b) No funding is required from Geneva or from the Regional Office or from the Domus Trust Fund;
- c) Project activities of the SBO must be financed outside of this budget.

5. REVIEW

The work of the SBO should be reviewed and discussed periodically. The Committee suggests that this be done at least once every two years so that an up-to-date report can be submitted to the Standing Committee and to the Regional Assembly.

C. CLOSING STATEMENT

THE COMMITTEE RECORDS ITS PROFOUND GRATITUDE TO SNCF FOR ITS MAJOR AND CONTINUING SUPPORT TO THE SBO, AND TO JCCU FOR THE SCOPE AND SIGNIFICANCE OF ITS CONTRIBUTION TO PROJECT ACTIVITIES IN THIS REGION, AS WELL AS TO THE GOVERNMENT OF SINGAPORE AND ESPECIALLY TO THE MINISTRY OF COMMUNITY DEVELOPMENT AND SPORTS WHICH HAVE EXPRESSED THEIR INTEREST IN SUPPORTING JOINT PROJECT ACTIVITIES OF ROAP & SNCF AT THE SBO, AND HOPES FOR THE REALIZATION OF THIS POTENTIAL.

Respectfully submitted:

Dr. Yehudah Paz
Chairperson

B.S. Vishwanathan
Member

Akiko Yamauchi
Member

RT/10/10/2001

Minutes of the Standing Committee Meeting **Kathmandu (Nepal): 2nd April 2002**

The following members attended the Standing Committee (SC) Meeting that was held at the Board Room of Soaltee Crowne Plaza Hotel, Kathmandu on 2nd April 2002 from 16:00 to 19:00 hours:

01. Mr. Mu Li, Vice President, ICA - Chairperson
02. Mr. Ivano Barberini, President, ICA - Special Invitee
03. Dr. Yehudah Paz, member, Israel
04. Dr. S.S. Sisodia, member, India
05. Dr. P.A. Kiriwandeniya, member, Sri Lanka
06. Mr. Leow Peng Kui, Representing Mr. Tan Kin Lian, Singapore
07. Ms. Akiko Yamauchi, Representing Ms. Junko Ito, Japan
08. Mr. Guillermo P. Cua, Representing Mr. Antonio C. Aranas, Philippines
09. Mr. Jong-Chan Lee, Representing Mr. Chung Dae-Kun, Korea
10. Mr. Jan-Eirik Imbsen, Development Director, ICA Geneva.
11. Mr. Yu Ning, ACFSMC, Observer
12. Mr. Zhang Wangshu, ACFSMC, Observer
13. Mr. Wen Chunhui, ACFSMC, Interpreter
14. Mr. Shil Kwan Lee, Regional Director, ICA ROAP - Secretary
15. Mr. B.D. Sharma, Director (SOWECA), ICA ROAP
16. Mr. Romulo M. Villamin, ICA ROAP SBO.
17. Mr. Juku Ozawa, ICA ROAP SBO.
18. Mr. Jiro Ito, ICA ROAP SBO.
19. Mr. K. Sethu Maddhavan, ICA ROAP. - (Recording)

Agenda Item 01: Opening Remarks

The Chairperson, Mr. Mu LI, opened the meeting and welcomed all members and invitees. Mr. Mu Li said "I am very delighted to have all of you together here before the Ministers' Conference. This Ministers' Conference is very important and we have lot of support from the Nepal Cooperative Movement and Government and the ROAP. At this Standing Committee meeting we will discuss some important points in our region. Through the discussion we can get a consensus. I am also delighted to have the ICA President to attend our meeting". He further recalled that a meeting of ICA President and Vice Presidents held in China last March discussed a lot of things there.

After his welcome remarks, Mr. Mu Li invited Mr. Ivano Barberini to give his remarks.

Mr. Ivano Barberini, ICA President, made a brief account of the work done by the ICA Global Task Force. He said there were 8 candidates for the DG's post and a Consultant Company controlled by cooperatives had been hired to scrutinise/examine their suitability and put before next board meeting. Most probably the next Board Meeting will decide about the parameters for selection

of new DG. He further emphasised that in the emerging context of 21st century, we have to think to restructure ICA at global and regional level to be responsive to new realities. Other priorities would be increasing the membership and evolving need based activity portfolio of ICA. Therefore, a long-term view needs to be taken after careful and objective evaluation of happenings in the world and their impact on cooperatives.

Agenda Item 02: Approval of the Agenda

Mr. Mu Li asked the members whether they had any comments on the Agenda. The Agenda was unanimously approved.

Agenda Item 03: Confirmation of the Minutes of the last Meeting

Mr. Shil Kwan Lee informed the meeting that the minutes were sent to the members on 7th February 2002 and no comments had been received. The minutes were confirmed unanimously.

Agenda Item 04: Activities Carried out by ICA ROAP in 2001

Agenda Item 05: ICA ROAP Work Plan and Budget for 2002

Agenda Item 06: ICA ROAP Singapore Office Budget for 2002

Above three Agenda Items were taken up together with the permission of the Chair. Mr. Lee made a power point presentation on these items. Mr. Lee said that there was no deficit in 2001 in ROAP. However, there would be a deficit of US\$ 46,050 in the SBO which was planned.

Dr. S.S. Sisodia suggested that in order to enable members to formulate their studied comments full information should be supplied to them in advance. Mr. Lee agreed to the suggestion. Mr. Mu Li also appreciated the suggestion and advised the Regional Director to send full information to members in advance.

On a query from Dr. Paz, Mr. Jan-Eirik Imbsen clarified that the revenue and expenses constitutes the core of the office. Therefore, there was a need to have income to meet the core activities. The projects, supported by the development partners, should not only support activity/programme cost, but also share administrative cost for core staff. The new format of reporting would reflect on the accounting system also.

Dr. Paz said that budget should reflect clearly development (programme) budget and administrative budget.

It was mentioned that the revenue of ICA Domus Trust had increased. On a query from Mr. Kiriwandeniya, Mr. B.D. Sharma said that the expenditure incurred out of Domus Trust funds is made on the basis of objects defined in

the Trust Feed. Besides, the Auditors are also consulted. It was further mentioned that Trust funds could not be spent at discretion.

On financial support from Domus Trust for ICA ROAP programme and activities, Dr. S.S. Sisodia suggested that specific proposals should be first brought to Standing Committee. Request to Trust for such purposes could be made only after the Standing Committee's approval has been accorded.

Dr. S.S. Sisodia also said that various issues and information regarding the programme planning should be placed before the Standing Committee to elicit its guide points and comments. Mr. Lee said that normally there were two Standing Committee meetings in a year and all information could be placed at these meetings.

Mr. Jan-Eirik Imbsen clarified that most of the development programmes of ICA ROAP are members and development partners driven rather than demand-driven. They are formulated at the planning meeting, keeping in view the opinions of members expressed at different fora and development partners. Normally the Standing Committee endorses the programme.

Dr. Paz said that the input of the Standing Committee should come both at the planning stage and also at implementation. He opined that programme should be demand-driven. He also said that in the next Standing Committee there should be a half-day discussion about the programmes for 2003.

Mr. Kiriwandeniya said that poverty alleviation, peace and good governance are the three important items for inclusion in the work plan for 2003.

Mr. Jan-Eirik Imbsen said that there should be impact assessment and the new reporting system would give you more information. He also said that generally twice in a year Geneva staff goes to regional offices - one for planning and another for review.

Mr. B.D. Sharma said that the ROAP had formulated Key Result Areas for 2000-2004 which were approved by the Regional Assembly. The work plan was prepared based on these Key Result Areas and the ICA global priorities.

Mr. Ivano Barberini said that in the next board meeting they are going to suggest that a research on what happened in last 10 years and what happens in next 10 years be undertaken.

Mr. Shil Kwan Lee said that there would be a surplus of US\$ 24,500 in the ROAP budget for 2002 subject to availability of consultancy assignments or equivalent amount. If it does not materialise, there will be no surplus. Dr. Paz asked whether the surplus will go to ICA or ROAP.

Mr. Shil Kwan Lee also said that there might be no deficit in Singapore Business Office in 2002. The members suggested that there should be more coop trade promotion activities in the SBO.

Agenda Item 07: Progress on Purchase of Office Building

Mr. Shil Kwan Lee informed that so far the progress was very poor. In the previous meeting SC was informed about the purchase of a building in Defence Colony. We checked about the legality of that building. The owner of the building had not cleared it. An informal market study shows that property prices were showing declining trend. With the same level of budget, a good house could be purchased. So new and better options were being identified. These options may include re-negotiations with the owner of Defence Colony building and simultaneously to identify other buildings. The issue would be placed before ICA Domus Trust meeting day after tomorrow to take a final decision in the matter.

Agenda Item 08: Preparations for 6th Cooperative Ministers' Conference

Mr. B.D. Sharma explained about the preparations for the 6th Cooperative Ministers' Conference to be held in Kathmandu from 3rd April. The theme of the Conference was "Establishing Relevant Policies and Legislation for Cooperatives in the New Millennium". So far participation from 18 countries was confirmed. There may be 11 ministers in total. Total number of delegates may be 200. The 2nd Critical Study was conducted by two consultants in eight countries. The Study would be the basis for deliberations. Mr. Mu Li said that the arrangements for the Conference were very good.

Agenda Item 09: Preparations for ICA Regional Assembly in Cebu

Mr. Shil Kwan Lee informed the meeting that the next Regional Assembly will be held in Cebu (Philippines) in January 2003. The schedule of the meetings are given below:

19 th Jan	:	Arrival of participants
20 th Jan	:	Women's Forum/ Specialised Committee Meetings/ Research Conference.
21 st Jan FN	:	Registration
AN	:	Joint inauguration of Regional Assembly and Forum.
22 nd Jan	:	Coop Forum
23 rd Jan	:	Regional Assembly Meeting
24 th Jan	:	Field visits
25 th Jan	:	Departure of participants

The members wanted more time to decide on the theme for the Regional Assembly. Dr. Paz suggested that 1st day should be devoted to "**what happened in the last 10 years**" and the 2nd day should be devoted to "**what is going to happen in the next 10 years in Asia-Pacific Region**". Ms. Akiko said that she agreed with Dr. Paz's suggestion.

It was decided that the Chairman in consultation with the Regional Director would finalise the theme of the Regional Assembly.

Mr. Ivano Barberini said that ICA Board would be suggested to have a small group of 4-5 persons to implement the decision on proposed research study of trend analysis in last 10 years and future perspectives for next 10 years. Two academicians – one from Canada and one from Asia - to be part of ICA Global Group to be constituted by ICA.

Agenda Item 10: ICA Membership from Asia-Pacific Region

Mr. Shil Kwan Lee informed the meeting that the present membership of ICA ROAP consisted of 52 organisations in 22 countries. The following two organisations were terminated in 2001 – (a) The Malaysian Cooperative Insurance Society (MCIS); and (b) The Sind Government Employees Coop Housing Society, Pakistan. The National Federation of University Cooperative Association (NAFUCA) of Japan was admitted in 2001. New applications for membership had been received from the Cooperative Union of the Philippines and Al-Butain Agricultural Coop Association, Saudi Arabia.

Agenda Item 11: Other Business Matters Arising

Mr. Shil Kwan Lee informed the meeting about the following staff changes:

- The NCUI has seconded one staff member (Ms. Savitri Singh) to work at ICA ROAP from 11th April onwards to look after the gender activities.
- Mr. Juku Ozawa will be returning to JCCU by the end of April 2002 after working with SBO for three years.
- Mr. Jiro Ito has joined the SBO from March 2002 onwards.

Agenda Item 12: Date of Place of Next Meeting

It was decided that the date and place of next meeting be decided by the Chairman in consultation with the Regional Director.

The meeting terminated with a vote of thanks to the Chair at 19:00 hours.

Minutes of the Standing Committee Meeting *Hong Kong : 15th October 2002*

The following members attended the Standing Committee (SC) Meeting that was held at the Hong Kong Gold Coast Hotel, Hong Kong on 15th October 2002 from 10:00 to 17:00 hours:

- | | | | |
|-----|---|---|------------------|
| 01. | Mr. Mu Li, Vice President, ICA | - | Chairperson |
| 02. | Ms. Junko Itoh, member, Japan. | - | Vice Chairperson |
| 03. | Mr. Chung Dae-Kun, member, Rep. of Korea | | |
| 04. | Dr. P.A. Kiriwandeniya, member, Sri Lanka | | |
| 05. | Mr. Guillermo P. Cua, Representing Mr. Manuel Alonzo, Philippines | | |
| 06. | Ms. Rahaiah Baهران, ICA Board Member, Malaysia | | |
| 07. | Ms. Akiko Yamauchi, JCCU, Observer | | |
| 08. | Mr. Jong-Chan Lee, NACF, Observer | | |
| 09. | Mr. Chang-Sik Park, NACF, Observer | | |
| 10. | Mr. Kun-Won Lyu, NACF, Observer | | |
| 11. | Mr. Yu Ning, ACFSMC, Observer | | |
| 12. | Mr. Meng Zhou, ACFSMC, Observer | | |
| 13. | Mr. Wen Chun Hui, ACFSMC, Interpreter | | |
| 14. | Mr. Shil Kwan Lee, Regional Director, ICA ROAP | - | Secretary |
| 15. | Mr. K. Sethu Mадdhavan, ICA ROAP. | - | (Recording) |

Agenda Item 01: Opening Remarks

The Chairperson, Mr. Mu Li, opened the meeting and welcomed all members and invitees. Mr. Mu Li said "I am very delighted to have all of you together here at Hong Kong. Ms. Rahaiah Baهران and myself attended the ICA Board Meeting recently held in Lisbon and ICA Board will pay more attention to the views of the Standing Committee and the Regional Assembly. We will discuss some important issues in our region and the preparations of the next Regional Assembly meeting and other events to be held in Cebu in February 2003".

Agenda Item 02: Approval of the Agenda

Mr. Mu Li asked the members whether they had any comments on the Agenda. The Agenda was unanimously approved.

Agenda Item 03: Confirmation of the Minutes of the last Meeting

Mr. Shil Kwan Lee informed the meeting that the minutes were sent to the members and no comments had been received. The minutes were confirmed unanimously.

Agenda Item 04: Activities Carried Out/ Planned by ICA ROAP in 2002

Mr. Shil Kwan Lee made a power point presentation on the activities carried out from January to September and the activities planned for October to December 2002. He said that we have tried to spread out the activities in most of the countries served by ROAP.

Mr. Kiriwandeniya said that insurance sector and banking sector should be included in the next year's work plan. Mr. Lee said that ROAP would try to collaborate with ICMIF. Mr. Lee also said that ROAP would pay more attention to trade. For this purpose two studies will be conducted this year. Korea will conduct one study for Japan, China and Korea and the other by Iran for India, Kuwait, Iran, Pakistan and Sri Lanka.

Mr. Mu Li said that ROAP has done a good job in 2002 under the leadership of Mr. Shil Kwan Lee. He further said that the seminars and training courses conducted by ROAP are very useful for the development of cooperatives in the region. He expected more involvement of member organisations for this purpose.

Agenda Item 05: Financial Report for 2002

Mr. Shil Kwan Lee presented the financial report for 2002. He informed the meeting that there would be no deficit at ROAP and SBO for the year 2002.

Mr. Mu Li said that according to the Finance Committee report the financial situation of the ICA is not very good because of historic reasons. ICA has taken some measures by increasing the subscription and paying the subscription in advance. One of the reasons for the deficit is exchange loss when the members pay their subscription in CHF. The Task Force will continue to pay more attention to the financial situation of ICA. At the end of December a Financial Committee meeting will be held. At this meeting the Finance Committee will come up with a clear picture of the ICA's financial position. After the Finance Committee meeting, there will be a partial Board Meeting in January. The decision made at this Meeting will be proposed to the next ICA Board Meeting to be held in Shanghai.

Ms. Rahaiah Baهران said that if there is any exchange loss, it should be settled every year. She also said that the contributions from MOs in kind have not been included in the Financial Report.

Mr. Cua said that if we want a strong ICA we should have a strong Regional Office and good networking.

Mr. Lee said that there was no deficit in 2001 in ROAP. However, there was a deficit of US\$ 46,050 in the SBO which was planned.

Agenda Item 06: ICA ROAP Work Plan and Budget for 2003

Mr. Shil Kwan Lee presented the ICA ROAP Work Plan (in sector-wise) and Budget for 2003.

Ms. Rahaiah Baهران said that the Executive Committee meeting of the ICA Global Gender Equality Committee was going to hold its meeting in Cebu on 18th February. She also said that ROAP should officially write to ANGKASA for hosting the Youth Seminar in Malaysia in 2003.

Mr. Yu Ning informed the meeting that ACFSMC in collaboration with ROAP would hold an international trade fair and exhibition in Beijing in October 2003 for three days. About 1,000 participants from 25 countries (including the participants from 31 Provinces in China) are expected to attend. Many cooperative experts will be invited to this trade fair and exhibition. In China there are 54,000 enterprises and they would be able to provide the products needed by our cooperatives.

Mr. Kiriwandeniya said that no activity on micro credit has been included in the Work Plan. Mr. Lee informed the meeting that our activities are mainly donor-based. However, we will try to include micro finance and poverty alleviation. Mr. Cua suggested that information technology is very important and some activities may be included in the next year's Work Plan – may be joint venture.

Mr. Mu Li said that we should try to give more attention to Central Asian countries. So far we have not paid much attention to them.

Some members said that the indirect contributions received from MOs have not been included in the Budget. Mr. Shil Kwan Lee said that he would report the indirect contributions received from MOs to the next Regional Assembly in Cebu.

Mr. Shil Kwan Lee also said that there would be no deficit in ROAP and Singapore Business Office in 2003.

Agenda Item 07: Progress on Purchase of Office Building

Mr. Shil Kwan Lee informed the meeting that ICA Domus Trust has acquired a new building in the heart of New Delhi near Diplomatic Enclave at 9 Aradhana Enclave, Sector 13, R.K. Puram, New Delhi-110066. The material used for construction of the building was of very high quality with all modern fittings and lift. The building has been constructed on a plot area of 370 square yards and the built up area is 11,000 square feet consisting of basement, ground, first, second and third floors. For two years we were in a rented building. The short-term deposit of Rupees 50 million has been used for purchase of this building. The Sale-Deed has been registered on 7th October 2002 and we have taken possession of the building. From November 2002 we will start functioning from the new building. The ICA Regional Office for Asia and the Pacific (ROAP) will now be located in this building.

Agenda Item 08: Preparations for ICA Regional Assembly/Coop Forum

Mr. G. Cua made a presentation on the Cebu events. He wanted to know the number of participants and the programme of the Forum for making necessary preparations. Mr. Shil Kwan Lee agreed to send these to him as soon as possible. A schedule of events to be held in Cebu was also circulated. The following changes were suggested:

- The Standing Committee Meeting will now be held from 17:00 to 19:00 hours on 18th February.
- The Executive Committee meeting of the ICA Global Gender Equality Committee will be held on 19th February from 09:30 to 12:30 hours.

Agenda Item 09: ICA Membership from Asia-Pacific Region

Mr. Shil Kwan Lee informed the meeting that the present membership of ICA ROAP consisted of 52 organisations in 22 countries. The following organisations have been terminated in 2002 due to non-payment of subscriptions:

- The Fiji Cooperative Union, Fiji.
- The Indonesian Workers' Cooperative Alliance, Indonesia.
- The Coop Blue Square Consumer Coop of Israel, Israel.
- Union of Agricultural Products Coop Societies of Kuwait, Kuwait.
- The Malaysian Coop Insurance Society, Malaysia.
- Mongolian Association of Private Herders' Cooperatives, Mongolia.

The Cooperative Union of the Philippines (CUP) has decided to rejoin the ICA and made some partial payments.

Associate Membership of Cooperative College of Malaysia

Mr. Mu Li informed the meeting that the membership issue of the Cooperative College of Malaysia was going on for quite some time now. In the last ICA Board Meeting held in Lisbon, this matter came up for discussion again. The ICA Board then referred the membership issue of the Cooperative College of Malaysia to ICA ROAP Standing Committee for its decision. The Standing Committee discussed the matter thoroughly and it was decided that ROAP should write to ANGKASA for their opinion.

Since it has been the general practice that we ask our existing members in the countries to seek their views on the application of a new member, RD was requested to write to ANGKASA as soon as possible so that we can inform ICA Geneva accordingly.

Agenda Item 10: Review of Cooperative Movements in the Region

The following members made brief presentation about their cooperative movements:

- Ms. Akiko Yamauchi, Japan
- Ms. Rahaiah Baheran, Malaysia
- Dr. P.A. Kiriwadeniya, Sri Lanka
- Mr. Chung Dae-Kun, Rep. of Korea
- Mr. Guillermo P. Cua, Philippines
- Mr. Mu Li, China

Agenda Item 11: Other Business Matters Arising

Mr. Shil Kwan Lee informed the meeting that according to the Rules, the Standing Committee has to be reconstituted every two years. According to the practice, the Standing Committee presents a list to the Regional Assembly. At the Regional Assembly meeting held in Singapore in 2000, the Standing Committee was reconstituted.

The meeting decided that ROAP should give this information to all member organisations. The dead line could be end of **January 2003**. The Standing Committee will short-list the members at its meeting on 18th and present the final list to the Regional Assembly on 21st February.

Mr. Shil Kwan Lee also informed the meeting about the following staff changes:

- Mr. Romulo M. Villamin, Director (SEA) has completed his assignment with the ICA ROAP on 31st August 2002.
- Mr. B.D. Sharma, Director (SOWECA) has retired from ROAP on 30th June 2002. Effective 1st July he has been appointed as Senior Consultant in ICA Domus Trust.
- The present staff strength of ICA ROAP is eight (8) including deputation from NCUI, NACF and JCCU.

Agenda Item 12: Date of Place of Next Meeting

It was decided that the next meeting of the Standing Committee would be held in Cebu on 18th February 2003 from 17:00 to 19:00 hours.

The meeting terminated with a vote of thanks to the Chair at 17:00 hours.

Annexure - III

ICA ROAP WORK PLAN FOR 2003

S.#	Name of the Activity	Time Frame	Venue
	<i>Seminars/Workshops/Conferences/Studies</i>		
01	2 nd ICA Regional Cooperative Forum.	19-20 Feb.	Cebu
02	5 th Regional Assembly Meeting.	21 st Feb.	Cebu
03	Development Partners Forum.	22 nd Feb.	Cebu
04	RCBA Seminar on Finance & Banking.	23-24 Feb.	Cebu
05	Women's Forum	18 th Feb.	Cebu
06	3 rd Regional Workshop on Management of Consumer Coops.	July	Singapore
07	Regional Youth Seminar.	August	Malaysia
08	Trainers Training of Women Leaders	February	India
09	HRD Seminar on Financial Coops	May	Sri Lanka
10	Sub-regional workshop on Strengthening Agri. Coops for South-Asia sub-region.	March	Sri Lanka
11	Sub-regional workshop on Strengthening Agri. Coops for ASEAN sub-region.	April	Indonesia
12	National workshops on Agricultural Coop Development.	May	India, Nepal, Bangladesh.
13	National workshops on Agricultural Coop Development.	June	Indonesia, Thailand, Vietnam.
14	3 rd Critical Study on Coop Policy and Legislation.		
15	Regional Consultation on Coop Legislation and Policy.	October	Kuwait
16	Fact finding mission to investigate the existing situation of coops sector in Afghanistan.	March	Afghanistan
17	International Forum on Rebuilding of Coops in Afghanistan.	May	Iran
18	International Trade Fair and Forum.	October	China
19	Trade Union/Coop Top Leaders Conference.	September	Singapore

S.#	Name of the Activity	Time Frame	Venue
	Specialised Committees' Activities		
20	2 nd Asian Cooperative Research Conference.	18-19 Feb.	Cebu
21	Women's Committee Meeting	18 th Feb.	Cebu
22	Consumer Committee Meeting.	18 th Feb.	Cebu
23	Agricultural Committee Meeting.	18 th Feb.	Cebu
24	Meeting of RCBA.	18 th Feb.	Cebu
25	HRD Committee Meeting.	19 th Feb.	Cebu
26	9 th Meeting of ICA Consumer Sub-committee on University/College Coops.	August	Kuala Lumpur
27	APHCO Board Meeting and General Assembly.		
28	Standing Committee Meetings.	Feb/Sept.	Cebu/KL

S.#	Name of the Activity	Time Frame	Venue
	Training Courses		
29	1 st part of the Training Course on Management of Agricultural Coops.	14 th January to 8 th March.	India and Thailand.
30	2 nd part of the Training Course on Management of Agricultural Coops.	9 th March to 19 th April.	Japan
31	3 rd ICA-Japan Training Course for Women Leaders.	Sep-October	Thailand and Japan/
32	Training Course for Board Members of Consumer Coops.	June	Japan
33	Training Program for managers of consumer coops.	September	Miyagi, Japan
34	Training Program for managers of consumer coops.	October	Tokyo
35	ISO Training.	May	Singapore

ICA REGIONAL OFFICE FOR ASIA AND THE PACIFIC
Revenues and Expenses Projection for 2003

Description	Amount US Dollars
Revenues:	
Contribution from Member Organisations	0.00
Support from Head Office	50,155.00
Over head covered by programs	92,792.00
Contribution from NACF (Korea)	30,000.00
Registration Fees (RA/Coop Forum)	20,000.00
TOTAL	192,947.00
Expenses not covered by programs:	
Office expenses (including audit fees)	19,655.00
Administrative payroll	125,000.00
Communications	6,000.00
Travel expenses not covered by programs.	30,000.00
Project Development	10,000.00
Contingency	2,292.00
TOTAL	192,947.00
SURPLUS	0.00
Budget of programs to be negotiated-2003	
ILO Geneva	100,000.00
DID, Canada	12,000.00
TOTAL	112,000.00
Negotiated (2003)	
MAFF, Government of Japan	549,325.00
Japanese Consumers Coop Union (JCCU)/NFUCA (8,000)	99,200.00
Ministry of Social Affairs and Labour, Govt. of Kuwait	136,400.00
Ministry of Cooperatives, Government of Iran.	30,712.00
AGRITERRA, Netherlands	83,600.00
Developpement International Disjardins, Canada	6,000.00
TOTAL	905,237.00

SINGAPORE OFFICE BUDGET FOR 2003

Description	Amount US Dollars
<u>INCOME:</u>	
SNCF, Singapore	16,700.00
ACFSMC, China	10,000.00
JCCU, Japan	2,000.00
TOTAL	28,700.00
<u>EXPENSES:</u>	
Office Rent	7,000.00
Office Expenses	6,000.00
Communications	3,500.00
International Coop Trade Fair and Forum	3,500.00
Travel Expenses not covered by programs	7,000.00
Contingency	1,700.00
TOTAL	28,700.00
SURPLUS	-

1 US\$ = S\$ 1.80

11th December 2002

ICA STATEMENT OF COOPERATIVE IDENTITY

DEFINITION

A cooperative is an autonomous association of persons united voluntarily to meet their common economic, social and cultural needs and aspirations through a jointly-owned and democratically-controlled enterprise.

VALUES

Cooperatives are based on the values of self-help, self-responsibility, democracy, equality, equity and solidarity. In the tradition of their founders, cooperative members believe in the ethical values of honesty, openness, social responsibility and caring for others.

PRINCIPLES

The Cooperative Principles are guidelines by which cooperatives put their values into practice.

First Principle : Voluntary and Open Membership

Cooperatives are voluntary organisations, open to all persons able to use their services and willing to accept the responsibilities of membership, without gender, social, racial, political or religious discrimination.

Second Principle : Democratic Member Control

Cooperatives are democratic organisations controlled by their members, who actively participate in setting their policies and making decisions. Men and women, serving as elected representatives, are accountable to the membership. In primary cooperatives, members have equal voting rights [one member, one vote], and cooperatives at other levels are also organised in a democratic manner.

Third Principle : Member Economic Participation

Members contribute equitably to, and democratically control, the capital of their cooperative. At least a part of that capital is usually the common property of the cooperative. Members usually receive limited compensation, if any, on capital subscribed as a condition of membership. Members allocate surpluses for any or all of the following purposes: developing their cooperatives, possibly by setting up reserves, part of which at least would be indivisible; benefiting members in proportion to their transactions with the cooperative; and supporting other activities approved by the membership.

Fourth Principle : Autonomy and Independence

Cooperatives are autonomous, self-help organisations controlled by their members. If they enter into agreements with other organisations, including governments, or raise capital from external sources, they do so on terms that ensure democratic control by their members and maintain their cooperative autonomy.

Fifth Principle : Education, Training and Information

Cooperatives provide education and training for their members, elected representatives, managers, and employees, so that they can contribute effectively to the development of their cooperatives. They inform the general public – particularly young people and opinion leaders – about the nature and benefits of Cooperation.

Sixth Principle : Cooperation among Cooperatives

Cooperatives serve their members most effectively and strengthen the Cooperative Movement by working together through local, national, regional and international structures.

Seventh Principle : Concern for the Community

Cooperatives work for the sustainable development of their communities through policies approved by their members.

