First Meeting of Project Steering Committee (PSC)
Promoting Quality Timber Production in Smallholders and Community-based Teak and Other Valuable Species Plantations in the Tropics (PP-A/54-331A)

17 September 2024
Best Western Hotel Bangkok, Thailand

Draft Provisional Agenda

16 September 2024:

Arrival of international delegates at Suvannabhumi Airport, Bangkok

Stay overnight at Best Western Hotel, Don Mueang

17 September 2024

As of 30 July 2024

Item	PSC Meeting: 09:30 – 12:00
Item 1	**Opening of the Meeting**
	• Remarks by the donor representatives (Mr. Stephan Wagner, BMEL) • Remarks by the representative of ITTO (Dr. M. Nurudeen Iddrisu, Director of Trade and Industry Division) • Remarks by Kasetsart University (Prof. Kobsak Wanthongchai, Dean of KUFF) • Remarks by the Chairperson of the PSC
Item 2	**Group Photo**
Item 3	**Special presentation: ITTO Sustainable Wood Use** Dr. Tetra Yanuariadi, ITTO Projects Manager)
Item 4	**Review of the project structure and progress (including financial and inputs applied)**

	(i) The project's overall objectives, outputs, work plan, and financial matters (Prof. Yongyut, Project Coordinator) (ii) Report on the first-six months of project implementation (Prof. Yongyut Trisurat, Project Coordinator)
Coffee/Tea Break	
Item 4	**Consideration of the First Yearly Plan of Operation (YPO)**
	Draft YPO (consisting of work plans and consolidated budgets) and proposed budget modification of project implementation will be presented by Prof. Yongyut and be discussed by the members of the PSC.
Item 5	**Recommendations**
	Project Steering Committee will: • Review, evaluate, approve, and adopt reports presented at the PSC meeting • Discuss any issues arising from presentations, including possible modification/improvement to the project implementation and/or the budget • Provide recommendations to contribute to the effective implementation of the project The chairperson may summarize the main recommendations made during the meeting.
Item 6	**Other Business**
	Project Steering Committee will review: • Review the involvement of Teak Project in the 5th World Teak Conference in Kerela, including organizing a special side event • Other business matters
Item 7	**Closing of the Meeting** Dr. M. Nurudeen Iddrisu, Director of Trade and Industry Division
	Lunch 12:00-13:00

13:30-16:30 The First Project Technical Committee (PTC) Meeting Moderated by Chair of PTC (Dr. Suwan Thangmitcharoen, RFD)

- **Review the recommendations from the 1st PSC meeting and follow up actions**
  By Prof. Yongyut Trisurat
- **Review the TORs of the project's consultants and status of recruitment**
  By Prof. Yongyut Trisurat and consultants
- **Discuss the workplan and implementation schedule and proposed Lead Consultants**
  By consultants
- **Review of the work plans of the Thunen Forestry Institute and joint data collection**
  By Thunen Forestry Institute, ITTO and National Coordinators
- **Review of the work plans of the Consultant#3 Legality and data collection**
  By Taiji, IGES, Japan and National Coordinators

- **Expected contributions to the 5th World Teak Conference in Kerela**
  - By All
- **The chairperson may summarize the main recommendations made during the meeting**

Sponsorship:

The Project will support the PSC members and PTC members.

Meeting venues:

- **Best Western Hotel, Bangkok**
- https://www.guestreservations.com/rama-gardens-hotel-bangkok/booking?gclid=CjwKCAjwp6CkBhB_EiwAlQVyxZoiS7tdPozvMRNiRyjnMcRthbhdYZehj3VE

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Note: Venue of the meetings .

Best Western Nada Don Mueang Airport Hotel

235/8 Phahonyothin Road, Anusawari, Bang Khen, Bangkok, Thailand

More detail from QR Code below or https://www.bwnadadonmueang.com