



**The Second 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)**

10-12 November 2025
Chiang Mai province, Thailand

Draft Provisional Agenda

9 November 2025:

Arrival of international delegates in Chiang Mai
Stay overnight at designated hotel (TBD)

10 November 2025

As of 10 July 2025

Item	Morning: 09:00 – 12:00
	Arrival of Thai delegates in Chiang Mai
12:00-13:30	Lunch
	PSC Meeting (13:30-17:00)
Item 1	Opening of the Meeting - Welcome Remarks by the donor representatives (BMLEH) - Welcome Remarks by the representative of ITTO - Welcome Remarks by Kasetsart University (Prof. Prateep Duengkae, Dean of KUFF) - Opening Remarks by the Chairperson of the PSC
Item 2	Group Photo

Item 3	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, Regional Project Manager) (ii) Report on the one and a half year of project implementation (3rd Bi-annual report) (Prof. Yongyut Trisurat, Regional Project Manager)
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 – if any of project implementation (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	Concept idea for the project phase III
	Brainstorming/opportunities: Target areas, objectives and outputs (ITTO, donor, and all national coordinators)
Item 7	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
	ITTO Representative
18:00-20:00	Reception dinner
	Stay overnight in Chiangmai (hotel - TBD)
FIELD EXCURSION (11 November 2025)	
AM	Teak-wood industries and/or smallholder plantations
PM	Visit Demonstration plot in Chiangmai
	Stay overnight in Chiangmai (hotel - TBD)
FIELD EXCURSION (12 November 2025)	
	Visit Doi Inthanon National Park
	Stay overnight in Chiangmai (hotel - TBD)
13 November 2025	
	Departure of all delegates to home countries or Bangkok

Contact persons:

Kasetsart University:**Professor Dr. Yongyut Trisurat**

Regional Project Manager
Faculty of Forestry, Kasetsart University
Bangkok 10900, Thailand
Tel: +66 2579-0176
E-mail: fforyyt@ku.ac.th

ITTO:**Dr. Tetra Yanuariadi**

Projects Manager of Trade and Industry
Division
ITTO, Yokohama, Japan
Tel. 81-45-223-1110
Email: tetra@itto.int