



**Secretariat**  
**Bay of Bengal Initiative for Multi-Sectoral**  
**Technical and Economic Cooperation (BIMSTEC)**

**URGENT**

BIMSTEC/SEC/08/07-2019/07

The Secretariat of the 'Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation (BIMSTEC) in Dhaka presents its compliments to the Ministries of External Affairs/Foreign Affairs of the BIMSTEC Member States and has the honour to refer to the **Second Meeting of the BIMSTEC Permanent Working Committee (BPWC)** held in **Colombo, Sri Lanka** on **10-11 October 2019**.

The Secretariat is pleased to forward herewith the **Report of the Second Meeting of the BPWC** [BIMSTEC/BPWC/02/2019/13] including the following documents:

- (i) Secretariat's estimated budget for FY 2020 [Annex V]
- (ii) Updated draft of the BIMSTEC Charter [Annex VI]
- (iii) Amended text of the Memorandum of Understanding (MoU) between the BIMSTEC Secretariat and the Asian Development Bank [Annex VII]
- (iv) Updated draft template of the Memorandum of Association (MoA) on the Establishment of the BIMSTEC Centres/Entities [Annex VIII]
- (v) Draft calendar of activities/events-2020 [Annex IX]

The Secretariat of the Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation (BIMSTEC) in Dhaka avails itself of this opportunity to renew to the Ministries of External Affairs/Foreign Affairs of the BIMSTEC Member States the assurances of its highest consideration.

  
Dhaka, 15 October 2019

**Ministries of External Affairs/Foreign Affairs of the BIMSTEC Member States**  
**[Kind attention: National Focal Points of the BIMSTEC]**

Copy for kind attention and necessary action to:

**Diplomatic Missions of the BIMSTEC Member States in Dhaka**



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**SECRETARIAT  
BAY OF BENGAL INITIATIVE FOR MULTI-SECTORAL  
TECHNICAL AND ECONOMIC COOPERATION  
DHAKA**

**Second Meeting of the BIMSTEC Permanent Working Committee  
10-11 October 2019  
Colombo, Sri Lanka**

**Report of the Second Meeting of the BIMSTEC Permanent Working Committee**

**Agenda Item 01: Opening of the Meeting**

01. The Second Meeting of the BIMSTEC Permanent Working Committee (BPWC) was held in Colombo, Sri Lanka on 10-11 October 2019.

02. Delegations from the People's Republic of Bangladesh, the Kingdom of Bhutan, the Republic of India, the Republic of the Union of Myanmar, Nepal, the Democratic Socialist Republic of Sri Lanka and the Kingdom of Thailand participated in the Meeting. The list of the participants is at **Annex I**.

03. Ambassador Ravinatha Aryasinha, Foreign Secretary of the Government of the Democratic Socialist Republic of Sri Lanka welcomed all the Delegations to the Meeting and delivered the Inaugural Remarks. In his Remarks, Ambassador Aryasinha expressed deep appreciation to the delegates for their presence in the Meeting. Referring to the Fourth BIMSTEC Summit, he emphasized on early finalization of the BIMSTEC Charter and the rationalization of the sectors. He said that as BIMSTEC has entered into its third decade there is a need to talk about the lacunae and the gaps that have prevented the organization from achieving its potential. He emphasized on working more closely especially in the areas of counter terrorism and transnational crimes. He also emphasized working closely with various international organizations e.g. IORA, ASEAN etc. The full text of the Inaugural Remarks is at **Annex II**.

04. Special Remarks was delivered by the Secretary General of BIMSTEC, Ambassador M Shahidul Islam. In his Remarks, he expressed deep gratitude to the Government of the Democratic Socialist Republic of Sri Lanka for hosting the Second Meeting of the BPWC and thanked the Delegations from all the Member States for attending the Meeting. Referring to the Leaders decisions at the 4<sup>th</sup> BIMSTEC Summit in Kathmandu on 30-31 August 2018 pertaining to institutional reforms and reinvigorating sectoral activities, the Secretary General expressed his firm belief that this Meeting would be able to finalize the BIMSTEC Charter, rationalization of the areas of cooperation with a view to placing before the Fifth BIMSTEC Summit. The full text of the special remarks is at **Annex III**.

**Agenda Item 02: Election of the Chairperson**

05. As per the approved terms of reference of the BIMSTEC Permanent Working Committee, Mr. P.M. Amza, Additional Secretary (Economic Affairs), Ministry of Foreign Affairs, Government of the Democratic Socialist Republic of Sri Lanka, as the Head of Delegation of the Chair country of BIMSTEC, was elected to chair the Meeting.

**Agenda Item 03: Adoption of the Agenda**

06. The Meeting adopted the Agenda, which is at **Annex IV**.

**Agenda Item 04: Discussion on the Secretariat's estimated budget for FY 2020**

07. The Meeting considered the Secretariat's Note on the estimated budget for FY 2020 as contained in the **Document Number BIMSTEC/BPWC/02/2019/02**. After extensive deliberations and examination, the Meeting recommended the Secretariat's estimated budget for FY 2020 amounting to **US\$1,519,770.00 (Annex V)** to the Twentieth Session of the BIMSTEC Senior Officials' Meeting (SOM) for approval. The Meeting also recommended:

- (i) The Secretariat to circulate the Actual Expenditure of FY 2019 among the Member States soon. Thailand will revert in writing to the Secretariat within one month.
- (ii) The Secretariat to submit a detailed proposal on both internal and external audit of the Secretariat's expenditure for consideration of the Member States based on the similar procedures followed by the other international/regional organisations located in South and South East Asia;

**Agenda Item 05: Discussion on the revision of salaries and allowances of the Secretary General, Directors and General Services Staff-I to V**

08. The Meeting deliberated extensively on the proposals submitted by the Secretariat on the revision of salaries and allowances of the Secretary General, Directors and General Services Staff I to V, which is contained in the Secretariat's **Document Number BIMSTEC/BPWC/02/2019/03**. The Meeting felt that there is a need to revise the salaries and entitlements of Secretary General, Directors and General Services Staff. The Meeting recommended the Secretariat to submit a detailed proposal with supporting information and timeline on enhancement of salaries and entitlements of Secretary General, Directors and General Services Staff based on the available data of the similar international/regional organizations located in South and South East Asia, as well as weighted average of salaries/allowances of Diplomatic Missions of the BIMSTEC Member States based in Dhaka.

09. The Meeting approved Secretariat's proposal to grant Provident Fund to its locally recruited staffs under GSS II-V, which is as follows:

Category	Individual contribution	Secretariat contribution
GSS II-V (3 or more years of service)	10% of basic	10% of basic

- (i) Myanmar will convey its comments/concurrence on the matter of Provident Fund.

**Agenda Item 06: Discussion on the finalization of BIMSTEC Charter**

10. The Meeting considered the Note by the Secretariat on the finalization of BIMSTEC Charter as contained in the **Document Number BIMSTEC/BPWC/02/2019/04/Rev.2**. The Meeting discussed the Preliminary Draft texts of the BIMSTEC Charter, which has been revised with comments of Bangladesh, Myanmar, Sri Lanka and Thailand incorporated therein. After detailed discussions and with additional inputs from the delegates of the Member States, the Meeting finalized an updated draft of the BIMSTEC Charter, which is at **Annex VI**. The Meeting also agreed that Member States will convey their comments, if any, on the updated draft of the BIMSTEC Charter to the Secretariat within two months.

**Agenda Item 07: Discussion on the review and rationalization of sectors and sub-sectors of BIMSTEC**

11. The Meeting considered the Note by the Secretariat on the review and rationalization of sectors and sub-sectors of BIMSTEC as contained in the **Document Number BIMSTEC/BPWC/02/2019/05**. After extensive deliberations, the Meeting decided that the Member States will convey their comments and observations on the proposal of rationalization of the areas of cooperation within two months.

**Agenda Item 08: Discussion on the finalization of the Memorandum of Understanding (MoU) between the BIMSTEC Secretariat and the Asian Development Bank**

12. The Meeting considered the Note by the Secretariat on the finalization of the Memorandum of Understanding (MoU) between the BIMSTEC Secretariat and the Asian Development Bank as contained in the **Document Number BIMSTEC/BPWC/02/2019/06**. After detailed deliberations of the comments offered by Thailand, the Meeting agreed to the amended text of the Memorandum of Understanding (MoU) between the BIMSTEC Secretariat and the Asian Development Bank, which is at **Annex VII** and recommended to the Twentieth Session of the BIMSTEC Senior Officials' Meeting (SOM) for endorsement.

**Agenda Item 09: Discussion on the finalization of the Template of the Memorandum of Association (MoA) on the Establishment of the BIMSTEC Centres/Entities**

13. The Meeting considered the Note by the Secretariat on the finalization of the Template of the Memorandum of Association (MoA) on the Establishment of the BIMSTEC Centres/Entities as contained in the **Document Number BIMSTEC/BPWC/02/2019/07**. After detailed deliberations, the Meeting agreed on an updated draft template of the Memorandum of Association (MoA) on the Establishment of the BIMSTEC Centres/Entities which is at **Annex VIII**. The Member States will convey their further comments on the updated draft to the BIMSTEC Secretariat within two months with an objective to finalise the template in the 3<sup>rd</sup> Meeting of the BPWC.

**Agenda Item 10: Discussion on the finalization of Terms of Reference (ToR) of BIMSTEC Eminent Persons' Group (EPG)**

14. The Meeting considered the Note by the Secretariat on the finalization of Terms of Reference (ToR) of BIMSTEC Eminent Persons' Group (EPG) as contained in the **Document Number BIMSTEC/BPWC/02/2019/08**. The Meeting took note of the fact that due to directives given by the Fourth BIMSTEC Summit, some of the proposed Terms of Reference of the EPG are no longer relevant. Accordingly, the Meeting recommended for consideration of the twentieth session of the BIMSTEC Senior Officials' Meeting that instead of a standing EPG, ad-hoc EPG may be proposed by the Secretary General on relevant subject with detailed Terms of References (ToR) for consideration of the BPWC.

**Agenda Item 11: Discussion on the recommendations of the Meetings under sectoral cooperation**

15. The Meeting considered the Note by the Secretariat on the recommendations of the Meetings under sectoral cooperation as contained in the Document Number **BIMSTEC/BPWC/02/2019/09**. After detailed discussions, the Meeting recommended to the Twentieth Session of the BIMSTEC Senior Officials' Meeting (SOM) to discontinue BNNCCTM and continue discussing subject matters of traditional medicines by BTFTM. The Meeting also agreed to consider discussion on BIMSTEC Public Health Forum/Task Force under Public Health Sector. The Secretariat will circulate a concept note in this regard.

**Agenda Item 12: Discussion on the schedule/calendar of BIMSTEC Meetings**

16. The Meeting considered the Note by the Secretariat on the schedule/calendar of BIMSTEC Meetings as contained in the **Document Number BIMSTEC/BPWC/02/2019/10**. The Meeting agreed that the Member States will update the BIMSTEC calendar of activities/events for 2020, which is at **Annex IX**, to be hosted by them, to the Secretariat within one month. The Secretariat will compile the details received from the Member States and will update the BIMSTEC calendar of activities/events-2020 for circulation among the Member States.

**Agenda Item 13: Discussion on the convening/ hosting of the Twentieth Session of the BIMSTEC Senior Officials' Meeting, Seventeenth BIMSTEC Ministerial Meeting and the Fifth BIMSTEC Summit**

17. The Meeting considered the Note by the Secretariat on the convening/hosting of the Twentieth Session of the BIMSTEC Senior Officials' Meeting, Seventeenth BIMSTEC Ministerial Meeting and the Fifth BIMSTEC Summit as contained in the **Document Number BIMSTEC/BPWC/02/2019/11**. The Delegation of Sri Lanka expressed its hope to follow the indicative time-frame to host the Twentieth Session of the BIMSTEC Senior Officials' Meeting, Seventeenth BIMSTEC Ministerial Meeting and the Fifth BIMSTEC Summit in 2020 as proposed by the Secretariat in the BIMSTEC Calendar of Meetings/Events for 2020 under Agenda Item 12.

**Agenda Item 14: Miscellaneous administrative issues needing approval of the BPWC**

18. The Meeting considered Note by the Secretariat on miscellaneous administrative issues brought out by the Secretariat for approval of the BPWC as contained in the **Document Number BIMSTEC/BPWC/02/2019/12**. After extensive deliberations, the Meeting agreed to the following:

- (i) The Secretariat to circulate a detailed proposed Organogram of the BIMSTEC Secretariat duly explaining therein the rationale of the posts being created and the proposed timeline of recruitment of the general services staffs with financial implications;
- (ii) Recommended the expenditure of THB 270,795.60 equivalent to US\$ 8,520.11, relating to emergency medical treatment of the Secretary General of BIMSTEC in Bangkok, Thailand, while on official duty on 22-24 March 2019 for post-facto approval of the Senior Officials' Meeting (SOM);
- (iii) The Secretariat to submit a proposal for consideration by the Member States on guidelines to be followed in case of emergency medical treatment of the Secretariat's officials;
- (iv) The Meeting also urged the Secretariat to explore the possibility of availing medical insurance facility for the Secretary General, Directors and General Services Staffs while on official duty.

**Agenda Item 15: Any Other Matters**

19. Under this Agenda, the Secretariat raised the Technical Assistance (TA) proposal of ADB to carry out the following studies:

- i. Trade Facilitation
- ii. Tourism Potential
- iii. Financing of Connectivity Projects

20. The Secretariat stated that it has received concurrences from Bhutan, Nepal, Myanmar and Thailand to the proposed TA. The Secretariat requested the remaining Member States for conveying concurrences on the proposal of TA and concurrences from all the Member States to the three Concept Notes circulated by the Secretariat on the three proposed studies.

21. The Member States agreed to forward their concurrences/comments on the TA and the Concept Notes at the earliest.

**Agenda Item 16: Date and Venue of the Third Meeting of the BIMSTEC Permanent Working Committee**

22. Sri Lanka will host the Third Meeting of the BIMSTEC Permanent Working Committee (BPWC) in January/February 2020. The exact date of the Meeting will be circulated in due course.

**Agenda Item 17: Consideration and Adoption of the Report of the Second Meeting of the BIMSTEC Permanent Working Committee**

23. The Meeting considered and adopted the Report of the Second Meeting of the BIMSTEC Permanent Working Committee for submission to the Twentieth Session of the BIMSTEC Senior Officials' Meeting (SOM) for approval.

**Agenda Item 18: Closing of the Meeting**

24. The Meeting expressed deep appreciation to the Democratic Socialist Republic of Sri Lanka for the warm hospitality extended to the participants and for the excellent arrangement made for the Meeting. The Chair thanked the delegates for their active participation and their valuable contributions in successful conclusion of the Meeting while the Delegates appreciated the Chair for steering of the Meeting effectively and efficiently.

25. The Meeting also expressed its sincere thanks to the Secretary General and the Secretariat for their hard work and contribution in facilitating the Meeting.

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BAY OF BENGAL INITIATIVE FOR MULTI-SECTORAL  
TECHNICAL AND ECONOMIC COOPERATION  
DHAKA**

**Second Meeting of the BIMSTEC Permanent Working Committee (BPWC)  
10-11 October 2019  
Colombo, Sri Lanka**

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**Annex-II**

**Inaugural Remarks by Mr. RavinathaAryasinha, Secretary/Foreign Affairs on the occasion of the Second Meeting of the BIMSTEC Permanent Working Committee (BPWC), 10 October 2019**

Mr. Secretary General,

Heads of Delegations of the BIMSTEC Member States,

Distinguished Delegates,

I am very pleased to meet some of you with whom I as the Additional Secretary had the privilege of working in the lead up to the last year's Summit in Kathmandu and also met some of you when you came in January, so very warm welcome to you. I feel very personally connected to this project and there in that context I am very happy to be here today welcoming you once again as the Secretary.

In fact this is the second time many of you are attending this meeting in Colombo in furtherance of the mandate given by our leaders in Kathmandu over a year ago when we met there.

BIMSTEC has entered the third decade off the journey embarked in 1997. Since its inception, all Members States collectively worked towards creating an environment conducive for socio-economic development in a spirit of partnership and mutual assistance in identified areas of cooperation. Despite the vast economic promise and that the Bay of Bengal offers to its littoral states and our strategic placements, BIMSTEC has achieved only modest progress in the last 20 years. The Region accounts for 1/4 of the world's population. The collective GDP of BIMSTEC countries remains as US\$ 3 trillion. However, intra-regional trade volume is only 77 billion amounting to only, I understand, 3.7%. Similarly, collective investment in the BIMSTEC Region is only 52.2 billion USD amounting to only about 5%. It will be interesting to also look at the tourism figures, because that would be giving our connections a very interesting area where we could pursue interest.

A quarter of the world's traded goods passes through the Bay of Bengal which expands the sphere of influence of BIMSTEC in the global economic change and creates ample opportunities for all our countries. Unfortunately, so far, we have not identified the gaps and therefore, not tapped into the potential areas. I think it will be interesting to do a comparison between how we have done and how regions like the more advanced regional organizations, I would say the ASEAN and SAARC about which we complain a lot but which still has pretty much about 6.7% to 8% in terms of inter-regional trade. So, I think I pose this not merely as we normally do in opening statements to say the potential but to point to the lacuna. Because I think it is very important that when we go through what we are working on that we try to identify where the gaps are? Sri Lanka also wishes to impress on the need for enhanced cooperation in countering the threat to security such as terrorism and trafficking in person, narcotics and illegal substances within this region for the betterment of our people and future generation.

I am glad to see that in the security area and cooperation on those matters, meetings have been taking place fairly effectively which shows that our officials understand the importance of tangibly getting engaged and getting things done.

Terrorism has taken on a far more challenging outlook at present than the time BIMSTEC adopted the Convention of Countering Terrorism and Transnational Crime in 2004. The 21/4 terrorist attack in Sri Lanka amply demonstrates the evolving complexities of terrorism and the need to have accelerated collaboration in preventing and countering this challenge through increased cooperation between Member States.

While extending our appreciation for the solidarity shown by the countries in the BIMSTEC Region in the aftermath of the attacks, Sri Lanka will work with all Member States to forge more meaningful cooperation in this area and Additional Secretary Amza would during the course of your deliberations be elaborating on this and trying to see the possibilities where we could work even more closely.

We are ready to share Sri Lanka's Lessons Learnt both the positive and the negative as we emerge out of this crisis with the inbuilt resilience that has become characteristics of Sri Lanka even while we grapple with the 30 year separatist conflict until 10 years ago. It is also vital that BIMSTEC initiates interacting and cooperating with Regional Organizations such as ASEAN, IORA, ACD and ACMECS. Because such interactions will ultimately benefit the people of our regions. After all these Associations which emanate from ASIA share similar economic and cultural and social backgrounds.

Allow me to highlight that during the 4th BIMSTEC Summit held in Kathmandu, our leaders affirmed their commitment to strengthening BIMSTEC and emphasized the importance of robust institutional arrangements to effectively steer the regional cooperation under BIMSTEC. At the helm, the focus of all Member States remain at committing to lay the foundation for institutional processes and systems. As the current Chair, Sri Lanka is determined that this responsibility bestowed on us all is fulfilled.

When we met in January 2019, we deliberated on key issues such as the BIMSTEC Charter, Rules of Procedure for BIMSTEC mechanisms, the BIMSTEC Development Fund and the strengthening of the BIMSTEC Secretariat and most importantly the rationalization of areas of cooperation.

However, I was disappointed to learn from the Secretary General's communication to me dated 1st September 2019 that he had not received comments from any member countries on many of the matters. I am also concerned that several meetings have not taken place, due to the lack of participation of Members.

I believe for countries who have to when we devote funds have alternate things we could spend money on that this is quite unacceptable. We must find out why this is happening. Is it the difficulty of sparing people to go for these, is it a money problem or is it a feeling that nothing is going to come out of it and therefore no point of going. I ask this as a Secretary within my Ministry, as I am sure each of you probably should be looking at it from your own institutional one-stage point. When one looks at the programme, it does not inspire too much the people of our Region, and I think I understand this that in BIMSTEC Summits and Ministerial Meetings that you know you have to put on a brave face, but I think in our meetings as Officials we must really roll up our sleeves and try to get to the nuts and bolts. As I see it, the main purpose of the convening of this meeting is to agree on the proposal for rationalizing the already agreed priority areas in order to maximize utilization of resources and to make BIMSTEC a result oriented organization delivering tangible benefits to all our people.



I am thankful to the Secretary General for the effort made on this to try to marry the proposal made from Thailand and that subsequently made by Bangladesh and to evolve with the seven areas which I think is a rational way to go about it. I leave the discussion to finally determine this, but I think we should be committed that we won't leave this room till we have resolved this problem and we should not leave this for another meeting and I urge you to focus your energies on this and in fact I suggested to Additional Secretary that that be brought up early in the Agenda then there is enough time to discuss it, so that, this meeting does not kind of just pass it on for another meeting, and I think that it would be a pity if we do that, so that if we agree on the areas then we have enough time Secretary General when we have the next meeting along with the Secretaries and the Ministers that we would be on a better footing and that somebody who shared the joy of the Kathmandu Summit and the fact that we did a lot of work to try to push and get something concrete on the table.

I think Sri Lanka is determined that we get there and when we have the next Ministerial Meeting that we concretize this, so that then the Summit can really be a purposeful Summit when we next meet.

Sri Lanka is of the view that States should have dedicated areas on which they have expertise and capacity and will be able to lead the discussion. Sri Lanka is very happy to work on the area which we are already working on and I am sure with the seven Directors coming in there will be some very tangible attraction on each one. Finalization of the BIMSTEC Charter is also important if we are to charter the course of this Regional Institution to a new level from its current status. While it is understood that drafting a Charter cannot be rushed, we must realize that the process of rationalization of areas of cooperation, drafting of rules of procedure are all inter-connected. It should go hand-in-hand with the drafting purpose of the Charter and will consolidate the establishment of the solid ground for institutional framework.

In the absence of a concrete decision on either element, it would become difficult and time consuming to focus on the other. All Member States have also reiterated their commitment to deploy a Director each from the respective countries to increase the number of Directorates at the BIMSTEC Secretariat. Sri Lanka through that will be eligible to nominate a Director to the BIMSTEC Secretariat in 2020. But frankly, I am more interested in what he is going to do and that there is a frame where he will be empowered to actually get something done. I am pleased to note that during this Sri Lankan Chairmanship we worked at two meetings and I hope before the next Ministerial Meeting, we will not need to hold any if we work hard enough during the next two days to try to come to grips with the issues at hand.

So, I thank you for your commitment to constructively engage in this process and I urge that the discussions we held in a spirit of solidarity and cooperation and we might not agree on everything but we should not fear thrashing them out among officials, so that when we go back home, we would have at least kicked this into touch where we have some clarity of purpose where BIMSTEC is going and if we are able to do that I think we will be carrying out the expectation placed on all of us and Sri Lanka as the Chair at the Kathmandu Summit. I look forward to your cooperation to Additional Secretary Amza and my very senior team of colleagues whom I have set aside for this purpose to see this through.

I thank you.

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**SECRETARIAT  
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**Special Remarks of the Secretary General of BIMSTEC at the Second Meeting of the  
BIMSTEC Permanent Working Committee  
10-11 October 2019  
Colombo, Sri Lanka**

Ambassador Ravinatha Aryasinha  
Foreign Secretary of the Government of the Democratic Socialist Republic of Sri Lanka,

Distinguished delegates,

Senior officials of the government of Sri Lanka,

Ladies and gentlemen,

Good morning.

01. First of all, I would like to express my sincere thanks and gratitude to the Government of Sri Lanka for hosting the Second meeting of the BIMSTEC Permanent Working Committee (BPWC). I would also like to thank all the delegates from all other Member States for their participation in this important Meeting, which is mandated to deliberate on a large number of issues of significance to BIMSTEC.

02. The 4<sup>th</sup> BIMSTEC Summit Declaration contained several important decisions pertaining to institutional reforms. A major decision was the establishment of this very BIMSTEC Permanent Working Committee (BPWC) “to deal with administrative and financial matters of the Secretariat and the BIMSTEC Centers and Entities, as well as to prepare schedule of meetings, prioritize and rationalize the organization’s activities”. The First Meeting of the BPWC held here in Colombo on 17-18 January 2019 discussed some important agenda items concerning institutional and sectoral reforms and made appropriate recommendations. However, the report of the First BPWC is yet to be endorsed by the Senior Officials’ meeting. The Secretariat wishes to place reports of the First and the Second BPWC Meetings before the Twentieth Session of the Senior Officials’ Meeting when the same is convened.

03. Since the First Meeting of the BPWC, we made some reasonable progress in few areas, namely:

- i. The Director from Nepal has joined the Secretariat in May this year thereby increasing the posted Directors strength in the Secretariat to five.
- ii. The Secretariat has circulated a Concept paper on BIMSTEC development Fund for consideration of the Member States.
- iii. The Secretariat has also circulated a Background Note on rationalization of sectors and sub-sectors of BIMSTEC.

04. However, progress on some issues concerning institutional reforms is not very encouraging. For example, on the draft BIMSTEC Charter we have received comments only from Bangladesh and Myanmar. We are yet to hear from the Member States on the BIMSTEC Development Fund. Similarly, on the template of the MoA on the establishment of the BIMSTEC Centres/Entities, we have received comments only from Bangladesh and Bhutan.

05. From the Secretariat view point, we consider the finalization of the BIMSTEC Charter as the most important agenda of this Meeting. As per the declaration of the Fourth BIMSTEC Summit, the Charter will be adopted in the Fifth BIMSTEC Summit. Accordingly, there is urgency as we expect the Fifth BIMSTEC Summit to take place in 2020. It is also expected that after finalization of the BIMSTEC Charter by the BPWC and by the Senior Officials' Meeting, the same would need further approval by the Member States from their competent authorities as per their internal norms and procedures (most likely involving inter-Ministerial consultation process, which usually takes time) .

06. The Secretariat also views that early finalization of the template of the MoA on the establishment of the BIMSTEC Centres/Entities will help in effective operationalisation of the Centres. So far, we have got approval from Bangladesh (with comments) and Bhutan (without reservations), and we are waiting for concurrence or comments from other Member States.

07. On the subject of Terms of Reference of the EPG, the Secretariat views that the whole issue may need re-deliberation from the necessity perspective due to some clear directions from the Fourth BIMSTEC Summit and its preceding meetings.

08. Some of the agenda items which were discussed in the First BPWC and need further discussions have not been included in the agenda of this Meeting to reduce the burden on the delegates. The Secretariat wishes to include those agenda items including BIMSTEC Procurement Procedures, BIMSTEC Development Fund, Administrative and Disciplinary Rules of the Secretariat, Rules of Procedures etc. in the Third Meeting of the BPWC which we expect to take place early next year.

09. The Secretariat wishes to put on record its deep appreciation for the Member States for timely payment of their assessed contributions towards the budget of the Secretariat. The proposed budget for the Secretariat for the year 2020 is higher than the last year's, primarily because of two reasons: First, a Director from Sri Lanka will join the Secretariat in 2020; Second, the Secretariat proposes to install a video conferencing system in the office. All proposals have been supported by context and justification.

10. It will be good for all of us if we are able to place before the Fifth BIMSTEC Summit some concrete outcome for endorsement, especially on those issues which have been emphasized in the Fourth BIMSTEC Summit, rather than presenting the status of work in progress. The BPWC is composed of senior level officials of Member States, who act as BIMSTEC National Focal Points in their respective capitals. So, we can hope the meeting will produce the maximum.

11. The Secretariat has tried to provide background notes on all important agenda items. I hope that the delegates got the opportunity to examine the notes circulated by the Secretariat, and will actively participate in today's Meeting in order to come up with practical and pragmatic recommendations to the next session of the BIMSTEC Senior Officials' Meeting for consideration. The Secretariat would like to assure the esteemed delegates of our full support in their deliberations during the course of the Meeting. I wish you all the best in your deliberations.

Thank you.

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**SECRETARIAT  
BAY OF BENGAL INITIATIVE FOR MULTI-SECTORAL  
TECHNICAL AND ECONOMIC COOPERATION  
DHAKA**

**Second Meeting of the BIMSTEC Permanent Working Committee  
10-11 October 2019  
Colombo, Sri Lanka**

**Agenda<sup>1</sup>**

***ORGANIZATIONAL AND PROCEDURAL MATTERS***

01. Opening of the Meeting
02. Election of the Chairperson
03. Adoption of the Agenda

***ADMINISTRATIVE AND FINANCIAL ISSUES***

04. Discussion on the Secretariat's estimated budget for FY 2020
05. Discussion on the revision of salaries and allowances of the Secretary General, Directors and General Services Staff-I to V

***REVIEW AND RATIONALIZATION OF INSTITUTIONAL MECHANISM AND SECTORS OF BIMSTEC***

06. Discussion on the finalization of BIMSTEC Charter
07. Discussion on the review and rationalization of sectors and sub-sectors of BIMSTEC
08. Discussion on the finalization of the Memorandum of Understanding (MoU) between the BIMSTEC Secretariat and the Asian Development Bank

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<sup>1</sup>As amended and adopted by the 2<sup>nd</sup> Meeting of the BPWC on 10 October 2019



09. Discussion on the finalization of the Template of the Memorandum of Association (MoA) on the Establishment of the BIMSTEC Centres/Entities
10. Discussion on the finalization of Terms of Reference (ToR) of BIMSTEC Eminent Persons' Group (EPG)
11. Discussion on the recommendations of the meetings under sectoral cooperation

***SCHEDULE/CALENDAR OF BIMSTEC MEETINGS***

12. Discussion on the schedule/calendar of BIMSTEC Meetings

***OTHER ISSUES***

13. Discussion on the convening/ hosting of the Twentieth Session of the BIMSTEC Senior Officials' Meeting, Seventeenth BIMSTEC Ministerial Meeting and the Fifth BIMSTEC Summit
14. Miscellaneous administrative issues needing approval of the BPWC
15. Any Other Matters
16. Date and Venue of the Second Meeting of the BIMSTEC Permanent Working Committee

***REPORT ADOPTION***

17. Consideration and Adoption of the Report of the Second Meeting of the BIMSTEC Permanent Working Committee

***CLOSING OF THE MEETING***

18. Closing of the Meeting

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Estimated Budget for BIMSTEC Secretariat for the Fiscal Year 2020<sup>1</sup>

Object Code	Sub Object Code	Category / Object Title	Approved Budget for the Year of 2019	Estimated Budget for the year of 2020	Remarks
		<b>RECURRENT EXPENDITURE</b>	<b>\$ USD</b>	<b>\$ USD</b>	
<b>1000</b>		<b>Personal Emoluments</b>			
<b>1001</b>	100101	Salaries and Wages	<b>480,000.00</b>	<b>550,495.00</b>	<p>The Secretariat estimated the budget as per the following entitlement:</p> <ol style="list-style-type: none"> <li>1. Secretary General =US\$6250x1x12 = <b>US\$ 75,000.00</b></li> <li>2. Incumbent Directors= US\$4250x5x12= <b>US\$ 255,000.00</b></li> <li>3. Director from Sri Lanka may join from the month of June 2020 , salary for 7 months, US\$4250x1x7 = <b>US\$ 29,750.00</b></li> <li>4. Incumbent Senior Executive Secretaries (SES) = US\$1875x2x12= <b>US\$ 45,000.00</b></li> <li>5. 2 More GSS-I staffs may join in FY 2020= US\$1875x2x12 = <b>US\$ 45,000.00</b></li> <li>6. Another GSS I staff may join from the month of June 2020 = US\$1875x1x7 = <b>US\$ 13,125.00</b></li> <li>7. Salary for 18 staffs at the Secretariat (GSS II-V) = US\$5535x12 = <b>US\$ 66,420.00*</b></li> <li>8. Salary for one Advisor upto July 2020= US\$2000x 7= <b>US\$ 14,000.00</b></li> <li>9. 2 more supporting staffs in GSS II-V categories are expected to be recruited in FY 2020. Thus, US\$7,200.00 (GSS II: US\$320X1X12= 3,840.00; GSS III: US\$280X1X12= US\$3,360.00 ;) would be required.</li> </ol> <p>(*It will increase according to annual increment on basic.)</p> <p><b>Total = US\$ 550,495.00</b></p>

<sup>1</sup>As recommended by the Second Meeting of the BIMSTEC Permanent Working Committee (BPWC) held in Colombo, Sri Lanka on 10-11 October 2019

	100102	Overtime and Holiday Pay	<b>8,500.00</b>	<b>9,000.00</b>	Currently, the Drivers are receiving US\$ 175.00 as overtime per month (maximum). As the Secretariat has four (4) drivers total financial implication(max) will be US\$ 175 x 4 x 12 = US\$ 8,400.00* (*It will increase according to annual increment on basic.)
<b>1003</b>		<b>Other Allowances</b>			
	100301	Representational Allowance	<b>60,000.00</b>	<b>54,600.00</b>	The Secretariat estimated the budget as per the following entitlement: Secretary General: <b>US\$14,400.00(1200X12X1)</b> Incumbent Directors: <b>US\$36,000.00(600X12X5)</b> A new Director from Sri Lanka: <b>US\$ 4,200.00 (600x7x1)</b>
	100302	Educational Allowance	<b>150,000.00</b>	<b>219,000.00</b>	In accordance with the existing provisions of the educations allowances, the Secretary General, Directors and GSS I, shall be entitled to education allowances for a maximum of two children, subject to an annual ceiling of US\$ 12,000.00 per child. While, GSS II-V shall be entitled to BDT 60,000.00 for two children (BDT 30,000 per child). The Secretariat estimated budget amounting to <b>US\$ 2,16,000.00</b> (US\$ 12,000X18) based on 18 children with maximum ceiling for the Secretary General, Directors and GSS I. The Secretariat estimated budget amounting to <b>US\$ 3,000.00</b> for the children of GSS II-V.
	100303	Medical Allowance	<b>40,000.00</b>	<b>40,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	100304	Festival Allowance	<b>7,000.00</b>	<b>7,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	100305	Conveyance Allowance	<b>10,000.00</b>	<b>10,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	100306	Housing Allowance	<b>43,000.00</b>	<b>43,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.

	100307	Travelling Allowance	<b>5,000.00</b>	<b>5,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	100308	Residential Telephone Allowance	<b>2,000.00</b>	<b>2,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	100309	Liveries Allowance	<b>3,000.00</b>	<b>3,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	100310	Transfer Grant	<b>12,250.00</b>	<b>7,875.00</b>	According to the provision, the Secretary General, Directors and GSS I on deputation shall be granted one month's salary as transfer grant on completion of their tenure with the Secretariat. In FY 2020, Secretary General and 1 GSS -1 will complete their tenures at the Secretariat. Therefore, an amount of <b>US\$7,875.00</b> (Secretary General: US\$ 6000x1, and GSS I: US\$ 1875 x 1) would be needed.
	100311	Internet/Data Allowance	<b>4,900.00</b>	<b>5,555.00</b>	In accordance with the existing provisions, the Secretary General, Directors and GSS I, shall be entitled to internet/data allowance The Secretariat estimated the budget as per the following entitlement: 1. Secretary General = US\$125x1x12 = <b>US\$1,500.00</b> 2. Incumbent Directors= US\$ 40x5x12= <b>US\$2,400.00</b> 3. Director from Sri Lanka may join from the month of June 2020 = US\$ 40x1x7 = <b>US\$280.00</b> 4. Incumbent Senior Executive Secretaries (SES)= US\$ 25x2x12= <b>US\$600.00</b> 5. 2 More GSS I staffs may join in FY 2020 = US\$ 25x2x12 = <b>US\$600.00</b> 6. Another GSS I staff may join from the month of June 2020 = US\$ 25x1x7 = <b>US\$ 175.00</b> <b>Total = US\$ 5,555.00</b>
	100312	Contributory Provident fund	<b>8,150.00</b>	<b>4,500.00</b>	According to the service rules and regulations of the BIMSTEC Secretariat, there shall be Contributory Provident Fund (CPF) constituted and the Funds shall have separate bank account. The Member of Staff's contribution shall consist of a deduction of 10% of his/her monthly basic salary while the Secretariat's contribution to each Member of Staff's Contributory Provident Fund Account shall be equal to the amount of

					<p>subscription by the Member of Staff.</p> <p>However, since Permanent Employee (GSS II-V) is not defined, no contribution towards Provident Fund was made in the Fiscal year 2019 and also earlier. However, the Secretariat proposes to seek concurrence of the Member States to provide provident Fund to the employees who have completed three years of continuous service in the Secretariat under the Agenda Item no 02. Since so far 11 staff of the Secretariat has completed three years of continuous service in the Secretariat, if the Member States agree to the Secretariat's proposal, the total financial implications for the Fiscal year 2020 under this head will be apprx. USD 4500.00.</p>
<b>1101</b>		<b>Traveling Expenses</b>			
	110101	Air Fare	<b>55,000.00</b>	<b>55,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	110102	Combined and Incidental Expenses	<b>60,000.00</b>	<b>60,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	110103	Transport of Personal Effects	<b>15,000.00</b>	<b>20,000.00</b>	<p>According to the existing provision, the Secretary General, Directors and GSS I shall be entitled to the cost of transportation of personal effects by air/surface in their joining and departure the Secretariat.</p> <p>In FY 2020, a new Director and three GSS I are expected to join the Secretariat while, Secretary General and one GSS I will complete their tenure at the Secretariat. Thus, an amount of <b>US\$ 20,000.00</b> (approx.) would be required.</p>
	110104	Transport of Vehicle	<b>4,000.00</b>	<b>6,000.00</b>	According to the existing provision, the Secretariat would require approximately US\$6000.00 (US\$1500X4) for one Director and three GSS I upon their joining of tenure at the Secretariat in FY 2020.
	110105	Children's Educational Passage	<b>2,000.00</b>	<b>2,000.00</b>	<b>No enhancement required.</b> According to the existing provision, a maximum of two (2) dependent children each of the Secretary General and the Directors, and GSS-I left behind in the home country for the purpose of education, are entitled to economy class return air passage once a year by the shortest route to visit their parents in Dhaka. Therefore, the Secretariat proposed an amount of <b>US\$2000.00</b> for Children's Educational Passage.



	110106	Emergency Passage	<b>3,500.00</b>	<b>3,500.00</b>	<b>No enhancement required.</b> According to the existing provision, the Secretary General, Directors and GSS I who are on deputation to the Secretariat may be given emergency passage once in their entire term, in case of death or serious illness of an immediate family member (spouse, parents and children) of the officials. Therefore, the Secretariat proposed an amount of <b>US\$3,500.00</b> for emergency passage.
	110107	Emergency Medical Passage	<b>4,000.00</b>	<b>4,000.00</b>	<b>No enhancement required.</b> According to the existing provision, in case of the Secretary General, Directors and GSS I, requiring treatment outside Bangladesh, within the BIMSTEC Member States, the Secretariat shall pay the return passage by economy class for the patient and one attendant.
	110108	Home Leave Passage	<b>6,000.00</b>	<b>8,000.00</b>	Considering the requirement for new SG, Director from Bhutan, Director from Sri Lanka, Director from Myanmar, SES from Bhutan an approximate amount has been projected.
<b>1201</b>		<b>Supplies</b>			
	120101	Stationary and Office Requisites	<b>8,000.00</b>	<b>9,000.00</b>	Considering the increased strength of the Secretariat and to take into account the general price increase, additional USD 1000.00 is sought over allocation for the fiscal year 2019.
	120102	News Papers, Magazines and Journals	<b>1,000.00</b>	<b>1,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	120103	Fuel and Lubricants	<b>17,000.00</b>	<b>17,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
<b>1301</b>		<b>Maintenance Expenditure for Vehicles</b>			
	130101	Servicing and maintenance of Secretariat vehicles	<b>12,000.00</b>	<b>15,000.00</b>	The existing vehicles of the Secretariat have become old. Therefore, repair and maintenance cost of the vehicles would increase substantially.
	130102	Insurance Premium	<b>3,000.00</b>	<b>3,000.00</b>	<b>No enhancement required.</b>
<b>1302</b>		<b>Maintenance of Buildings and Capital Assets</b>			
	130201	Repair and maintenance (R & M) of Building	<b>8,000.00</b>	<b>8,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.

<b>1401</b>		<b>Communication Services</b>			
	140101	Telecommunications (office Phone)	<b>1,000.00</b>	<b>1,000.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	140102	Postal and Courier Charges	<b>200.00</b>	<b>200.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	140103	ICT Related Expenses	<b>3,500.00</b>	<b>8,500.00</b>	In FY 2019, the actual expenditure will exceed the budgetary allocation. An additional amount of approximately <b>US\$3,500.00</b> would be required for purchasing <b>four laptops</b> in FY 2020. It also may be noted that, the existing computers, printers and photocopy machines of the Secretariat have become old. Therefore, repair and maintenance cost of the machines will go up in the future.
	140104	Maintenance and Hosting of Website	<b>3,000.00</b>	<b>1,000.00</b>	Amount has been projected considering the approximate cost of hosting only.
	140105	Video Conferencing Equipment	<b>N/A</b>	<b>10,000.00</b>	The Secretariat proposes to install a video conferencing system. Market survey has been done by the Secretariat. The cost of the equipment along with installation comes to approx. USD 8500. Additional USD 1500 is to be paid to Bangladesh Tele Regulatory Commission (BTRC).
<b>1402</b>		<b>Hire Charges (Others)</b>			
	140201	Hire Charges of handyman	<b>700.00</b>	<b>700.00</b>	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
<b>1403</b>		<b>Electricity and Water</b>			
	140301	Electricity	<b>12,000.00</b>	<b>14,000.00</b>	The Secretariat premises would be expanded to accommodate new Director from Sri Lanka and additional supporting staffs in FY 2020. Therefore, the electricity consumption is expected to go up.
	140302	Water	<b>2,500.00</b>	<b>2,500.00</b>	<b>No enhancement required.</b> Water and gas bills of the Secretariat for the period from 2014 to 2019 are yet to be received from the concerned authorities of Bangladesh. It may be noted that those bills are pending from 2004. The concerned authorities are currently in the process of segregating the portion of due bills to the Secretariat from the entire bill for the period from 2004-2018. The bills are likely to be settled in FY 2020 for the period from 2014 to 2020.
	140303	Gas	<b>500</b>	<b>500</b>	

1404		Rents			
	140401	Rents	150,500.00	176,875.00	<p>The Secretariat estimated the budget as per the following entitlement:</p> <p>1. Secretary General =US\$5000x1x12 = <b>US\$ 60,000.00</b></p> <p>2. Incumbent Directors=US\$1500x4x12= <b>US\$ 72,000.00</b></p> <p>3. Director from Sri Lanka may join from the month of June 2020 = US\$ 1500x1x7 = <b>US\$ 10,500.00</b></p> <p>4. Incumbent Senior Executive Secretaries (SES) = US\$ 625x2x12= <b>US\$ 15,000.00</b></p> <p>5. 2 More GSS I staffs may join in FY 2020 =US\$ 625x2x12 = <b>US\$ 15,000.00</b></p> <p>6. Another GSS I staff may join from the month of June 2020 =US\$ 625x1x7 = <b>US\$ 4,375.00</b></p> <p><b>Total - US\$ 176,875.00</b></p>
	140402	House Furnishing Grants	16,000.00	17,000.00	<p>According to the existing provision, in respect of unfurnished accommodations, Directors shall be entitled to a one-time lump-sum furnishing grant of US\$ 5,000.00 only while GSS I shall be entitled US\$3,000.00 only.</p> <p>A new Director from Sri Lanka is expected to join the Secretariat in 2020. Thus, US\$5,000.00 would be required. US\$ 12,000.00 (3000X4) would be required for four GSS-I who are expected to join the Secretariat in FY 2020.</p> <p>In view of the above, an amount of <b>US\$ 17,000.00</b> would be required in FY2019.</p>
1405		Other Services			
	140501	Bank Charges	100.00	100.00	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	140502	Security Expenses	5,000.00	5,000.00	Considering the present expenditure trend, no increase in the budget for the fiscal year 2020 is proposed.
	140503	Water Purification System	1,000.00	500.00	Amount is projected for periodical maintenance.

	140504	Others/Miscellaneous	<b>12,000.00</b>	<b>15,000.00</b>	The day-to-day operation of the Secretariat is increasing. Therefore, other Miscellaneous expenditures are expected to increase significantly.
<b>1501</b>		<b>Servicing of Meetings</b>			
	150101	Meetings and Events by the Secretariat	<b>1,500.00</b>	<b>5,000.00</b>	In order to implement the directives of the Leaders of the Fourth BIMSTEC Summit, the Secretariat will organize more meetings and events in FY 2020. Thus, an amount of US\$5,000.00 would be required in FY 2020. In absence of host, the Secretariat may organize few meetings on no hospitality basis. The Secretariat is planning to host few seminars, roundtable meetings, BIMSTEC Lectures etc. at the Secretariat. Besides, regular meetings are held at the Secretariat with different International Organizations, Think Tanks such as ADB, World Bank, UNDP, JETRO, JICA etc. to discuss the possible areas of cooperation.
	150102	BIMSTEC Day Celebration (special Occasion)	<b>7,000.00</b>	<b>7,000.00</b>	<b>No enhancement required.</b>
<b>1601</b>		<b>Publications and Outreach</b>			
	160101	Publications by the Secretariat	<b>500.00</b>	<b>3000.00</b>	The Secretariat will publish the newsletter on regular basis in FY 2020. Additionally the Secretariat is also proposing to publish one book on BIMSTEC with articles from different scholars.
	160102	Outreach and Awareness Programs	<b>4,000.00</b>	<b>4,000.00</b>	<b>No enhancement required.</b>
	160105	Honorarium for the seminars/meetings	<b>1,500.00</b>	<b>1,500.00</b>	<b>No enhancement required.</b>
	160106	Conveyance for Interns	<b>1,500.00</b>	<b>1,500.00</b>	<b>No enhancement required.</b>
<b>Total (USD)</b>			<b>1,256,300.00</b>	<b>1,447,400.00</b>	
<b>Contingencies 5% of the total recurrent (USD)</b>			<b>62,815.00</b>	<b>72,370.00</b>	
<b>Grant Total(USD)</b>			<b>1,319,115.00</b>	<b>1,519,770.00</b>	

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**SECRETARIAT  
BAY OF BENGAL INITIATIVE FOR MULTI-SECTORAL  
TECHNICAL AND ECONOMIC COOPERATION  
DHAKA**

**Second Meeting of the BIMSTEC Permanent Working Committee  
10-11 October 2019  
Colombo, Sri Lanka**

*[As of 11 October 2019]*

**Updated draft text of the BIMSTEC Charter<sup>1</sup>**

**PREAMBLE**

We, the peoples of the Member States of the Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation (BIMSTEC), represented by the Heads of State or Government of the People's Republic of Bangladesh, Kingdom of Bhutan, the Republic of India, the Republic of the Union of Myanmar, Nepal, the Democratic Socialist Republic of Sri Lanka, and the Kingdom of Thailand;

*Reaffirming* the firm commitment to the principles and purposes of BIMSTEC as enshrined in the 1997 Bangkok Declaration;

*Having recognised* the Memorandum of Association (MOA) on the Establishment of the BIMSTEC Permanent Secretariat, done at Nay Pyi Taw, Myanmar on 04 March 2014;

*Having recognised* the Headquarters Agreement between the Government of the People's Republic of Bangladesh and the Secretariat of the Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation (BIMSTEC) done at Dhaka, Bangladesh on 01 November 2015;

*Affirming* the solemn commitment to making the Bay of Bengal Region peaceful, prosperous and sustainable by building on our common strengths through our collective efforts;

*Being convinced* that geographical contiguity, abundant natural and human resources, rich historical linkages and cultural heritage present great potentials for promoting deeper cooperation in identified core areas in the region;

*Acknowledging* that enhanced inter-linkages and inter-dependence within the economies and societies in the BIMSTEC Member States provide greater opportunity to advance regional cooperation;

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<sup>1</sup>As finalized updated by the Second Meeting of the BIMSTEC Permanent Working Committee (Colombo, Sri Lanka, 10-11 October 2019)



*Recognizing* the special needs and circumstances of the least developed and land-locked developing countries in the region and underlining the necessity to provide meaningful support to their development process;

*Reaffirming* strong commitment to making BIMSTEC a dynamic, effective and result-oriented regional organization for promoting a peaceful, prosperous and sustainable Bay of Bengal Region through meaningful cooperation and deeper integration;

*Stressing* the need for a fair, just, rule-based, equitable and transparent international order and reaffirming faith in the multilateralism with the United Nations at the centre and the rule-based international trading system;

*Underscoring* the importance of robust institutional arrangements to effectively steering the process of regional cooperation under BIMSTEC;

*Having regard* to the agreements, MOUs and MOAs concluded among the Member States since the establishment of BIMSTEC in 1997;

*Having regard* to the BIMSTEC Summit Declarations and Statements issued by the BIMSTEC Ministerial Meetings providing directives on vision and priorities of BIMSTEC cooperation and establishing rules, norms and practices for carrying out BIMSTEC activities;

*Recalling* the decision of the Fourth BIMSTEC Summit of 2018 to begin the process of drafting the Charter for the organization, building on the 1997 Bangkok Declaration, defining a long-term vision and priorities for cooperation, clearly delineating roles and responsibilities of different layers of institutional structure and decision-making processes;

*Hereby decide* to establish, through this Charter, the legal and institutional framework for BIMSTEC;

*And to this end*, the Heads of State or Government of BIMSTEC Member States, assembled in Colombo on the occasion of the Fifth BIMSTEC Summit, have agreed to this Charter.

## **CHAPTER I PURPOSES AND PRINCIPLES**

### **Article 1 Purposes**

The purposes of the BIMSTEC shall be:

1. To create an enabling environment for rapid economic development through identification and implementation of specific cooperation projects in the already agreed 14 sectors of trade and investment, transport and communications, technology,

tourism, energy, agriculture, fisheries, counter terrorism and transnational crimes, environment and disaster management, climate change, public health, poverty alleviation, culture and people-to-people contact, and such other areas that may be agreed upon by the Member States;

2. To accelerate the economic growth and social progress in the Bay of Bengal region through joint endeavours in a spirit of equality and partnership.
3. To promote active collaboration and mutual assistance on matters of common interest in the economic, social, technical and scientific fields.
4. To provide assistance to each other in the form of training and research facilities in the educational, professional and technical spheres.
5. To cooperate more effectively in joint efforts that are supportive of and complementary to national development plans of Member States which result in tangible benefits to the people in raising their living standards, including through generating employment and improving transportation and communication infrastructure.
6. To cooperate in projects that can be dealt with most productively on a regional basis among the BIMSTEC Member States and that make best use of available synergies.
7. To maintain peace and stability in the Bay of Bengal region through close collaboration in combating international terrorism, transnational organized crimes and trans-boundary security challenges relating to natural disasters, climate change and communicable diseases.
8. To maintain close and beneficial cooperation with existing international and regional organizations with similar aims and purposes.
9. To endeavor to eradicate poverty from the Bay of Bengal region;
10. To establish multidimensional connectivity, promote synergy among connectivity frameworks in the region, as a key enabler to economic integration for shared prosperity;
11. To promote trade and investment as a major contributing factor for fostering economic and social development in the region,
12. To combat terrorism and transnational organized crimes through sustained efforts, cooperation and comprehensive approach involving active participation and collaboration of the Member States;

## **Article 2**

### **Principles**

The BIMSTEC and its Member States, in the pursuit of the purposes stated in Article 1, shall observe the following principles in all the activities:

1. Cooperation within the BIMSTEC will be based on respect for the principle of sovereign equality, territorial integrity, political independence, non-interference in internal affairs, peaceful co-existence and mutual benefit.
2. Cooperation within the BIMSTEC will constitute an additionality to and not be a substitute for bilateral, regional or multilateral cooperation involving the Member States.
3. Cooperation within the BIMSTEC Member States shall be based on renunciation of aggression and of the threat or use of force against any Member State and reliance on peaceful settlement of disputes.

## **CHAPTER II**

### **LEGAL PERSONALITY**

#### **Article 3**

#### **Legal Personality of BIMSTEC**

BIMSTEC as an inter-governmental organization is hereby conferred legal personality.

## **CHAPTER III**

### **MEMBERSHIP**

#### **Article 4**

#### **Members of BIMSTEC**

The Member States of BIMSTEC are the People's Republic of Bangladesh, the Kingdom of Bhutan, the Republic of India, the Republic of the Union of Myanmar, Nepal, the Democratic Socialist Republic of Sri Lanka, and the Kingdom of Thailand.

#### **Article 5**

#### **Rights and Obligations**

1. The Member States of BIMSTEC shall have equal rights and obligations under this Charter.
2. The Member States of BIMSTEC shall take all necessary measures, including enactment of appropriate domestic legislations to effectively implement provisions of this Charter and to comply with all obligations of membership.

3. In case of a serious breach of the Charter or non-compliance, the matter shall be referred to the BIMSTEC Summit for decision. Such decisions shall be made on the basis of consensus.

## **Article 6**

### **Admission of New Members**

1. The process for application and admission to BIMSTEC shall be prescribed by the BIMSTEC Ministerial Meeting.
2. The admission of new member shall be based on the following criteria:
  - (a) The applicant State shall satisfy the conditions of territorial contiguity to, or direct opening into, or primary dependence on the Bay of Bengal for trade and transport purposes, bearing in mind that countries having access to the Andaman Sea also enjoy, by definition, a direct opening into the Bay of Bengal.
  - (b) The applicant State shall agree to abide by this Charter.
  - (c) The applicant State shall possess the ability and willingness to carry out the obligations of Membership.
3. The procedure for admission of new Member States shall be as follows:
  - (a) Any State which desires to become a Member of the BIMSTEC shall submit an application to the Secretary General. Such application shall contain a declaration, made in a formal instrument that the State in question fulfils the eligibility criteria for membership as set out in the Charter and accepts the obligations contained in the Charter.
  - (b) The Secretary General shall, for information, send a copy of the application to the Members of the BIMSTEC and shall include the item in the agenda of the next meeting of the Ministerial Meeting.
  - (c) If the Ministerial Meeting recommends the Applicant State for membership, the Summit shall consider the application for membership.
  - (d) The Secretary General shall inform the Applicant State of the decision of the Summit. If the application is approved, the applicant State shall be admitted to BIMSTEC upon signing of an Instrument of Accession.

## **Article 7**

### **Admission of Observers**

1. The process for application and admission of an Observer to BIMSTEC shall be prescribed by the BIMSTEC Ministerial Meeting.

2. The admission of an Observer shall be based on the following criteria:
  - (a) The applicant State shall satisfy BIMSTEC Member States that the applicant for Observership has shown interest in, and is able to contribute to the activities of BIMSTEC.
  - (b) The applicant international/regional organization shall satisfy BIMSTEC Member States that the applicant for Observership is in a position to contribute to the work programme of BIMSTEC.
  - (c) The applicant State and international/regional organization shall bear in mind that granting of Observer status does not automatically lead to rights to membership.
  - (d) All decisions regarding the admission of observer states and international/regional organizations will be based on unanimity.
3. The procedure for admission of a Observer shall be as follows:
  - (a) Any State, international organization or regional organization desires to become an Observer of the BIMSTEC shall submit an application to the Secretary General. Such application shall contain a declaration, made in a formal instrument that the State or international organization or regional organization in question fulfils the eligibility criteria for observer status as set out in the Charter and accepts the obligations contained in the Charter.
  - (b) The Secretary General shall, for information, send a copy of the application to the Members of the BIMSTEC and shall include the item in the agenda of the next Ministerial Meeting.
  - (c) If the Ministerial Meeting recommends the Applicant State or international organization or regional organization for observer status, the Summit shall consider the application for observer status.
  - (d) The Secretary General shall inform the Applicant State or international organization or regional organization of the decision of the Summit. If the application is approved, observer status shall become effective on the date on which the Summit takes its decision on the application.

## **CHAPTER IV ORGANS**

### **Article 8 BIMSTEC Summit**

1. The BIMSTEC Summit shall comprise the Heads of State or Government of the Member States.

2. The BIMSTEC Summit shall:
  - (a) Be the supreme policy-making body of BIMSTEC;
  - (b) Deliberate, provide policy guidance and take decisions on key issues pertaining to the realization of the objectives of BIMSTEC, important matters of interest to Member States and all issues referred to it by the BIMSTEC Ministerial Meeting and BIMSTEC Sectoral Ministerial Bodies;
  - (c) Address emergency situations affecting BIMSTEC by taking appropriate measures;
  - (d) Decide on application for admission of new Member States and Observers;
  - (e) Authorize the establishment and dissolution of Sectoral Ministerial Bodies and BIMSTEC Centres/Entities;
3. The BIMSTEC Summit Meetings shall be:
  - (a) Held once every two years, preceded by the Ministerial Meeting, and be hosted by the Member State holding the BIMSTEC Chairmanship; and
  - (b) Convened, whenever necessary, as Special Summit to be chaired by the Member State holding the BIMSTEC Chairmanship, at venues to be agreed upon by BIMSTEC Member States.
  - (c) The Chairman of BIMSTEC may, at his own initiative or at the request of a Member State, convene a Special Summit to address an important issue pertaining to the interest of BIMSTEC. The proposal to hold Special Summit shall require concurrence of all Member States.
  - (d) All decisions of the Summit Meetings shall be made on the basis of consensus<sup>2</sup>.

## **Article 9**

### **BIMSTEC Ministerial Meeting**

1. The BIMSTEC Ministerial Meeting shall comprise the External Affairs/Foreign Ministers of the Member States.
2. The BIMSTEC Ministerial Meeting shall have the following powers and functions:
  - (a) Coordinating overall BIMSTEC cooperation;

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<sup>2</sup> May be seen in the context of Article 18

- (b) Prepare the meeting of the BIMSTEC Summit;
  - (c) Coordinate the implementation of agreements and decisions of the BIMSTEC Summit;
  - (d) Coordinate with the Sectoral Ministerial Bodies to enhance policy coherence, efficiency and cooperation with them;
  - (e) Approve the budget of the Secretariat and BIMSTEC Centres/Establishments as proposed by the Senior Officials' Meeting; and
  - (f) Undertake such other functions as may be assigned by the BIMSTEC Summit; and
  - (g) Assess and approve and take action on the deliberations of the BIMSTEC Sectoral Ministerial Meetings.
  - (h) Appoint the Secretary General of BIMSTEC, with the rank and status of an Ambassador, upon the recommendation of the Senior Officials' Meeting.
3. The BIMSTEC Ministerial Meetings shall:
- (a) Meet annually, preceded by the BIMSTEC Senior Officials' Meeting (SOM), and to be hosted by the Member State holding the BIMSTEC Chairmanship; and
  - (b) Convene, whenever necessary, as special meeting to be chaired by the Member State holding the BIMSTEC Chairmanship, at venues to be agreed upon by the Member States.
  - (c) The Chairman of BIMSTEC may, at his own initiative or at the request of a Member State, convene a Special Ministerial Meeting to address an important issue pertaining to the interest of BIMSTEC. The proposal to hold Special Ministerial Meeting shall require concurrence of all Member States.
4. All decisions of the Ministerial Meeting shall be made on the basis of consensus.<sup>3</sup>

## **Article 10**

### **BIMSTEC Sectoral Ministerial Meetings**

1. The BIMSTEC Sectoral Ministerial Bodies shall comprise the relevant Ministers of line Ministries responsible for carrying out the activities of the respective sectors.

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<sup>3</sup> May be seen in the context of Article 18

2. The BIMSTEC Sectoral Ministerial Bodies shall have the following powers and functions:

- (a) Function in accordance with their respective established mandates;
- (b) Implement the agreements and decisions of the BIMSTEC Summit under their respective purview;
- (c) Strengthen cooperation in their respective fields in support of promoting BIMSTEC objectives; and
- (d) Submit report and recommendations to the BIMSTEC Ministerial Meeting for the consideration of the BIMSTEC Summit.
- (e) Assess and approve and take action on the deliberations of the BIMSTEC Sectoral Senior Officials Meeting.

3. The Sectoral Ministerial Bodies shall meet as and when necessary, to be hosted and chaired by the Lead Country of a particular sector. Each Sectoral Ministerial Body may have under its purview the relevant Senior Officials, Sectoral Working Groups and Sub-sectoral Expert Groups/Sub-groups etc., all to be hosted and chaired by the Lead Country of a particular sector.

4. All decisions of the Sectoral Ministerial Bodies and its subsidiary bodies shall be made on the basis of consensus.

### **Article 11** **BIMSTEC Senior Officials' Meeting**

1. The BIMSTEC Senior Officials' Meeting [*BD and MM*] shall comprise Foreign Secretary/Joint Secretary/Director General/Deputy Director General [*MM*] of the BIMSTEC Member States.

2. The Senior Officials' Meeting shall have the following powers and functions:

- (a) Prepare the meeting of the BIMSTEC Ministerial Meeting;
- (b) Follow up and coordinate the implementation of agreements and decisions of the BIMSTEC Ministerial Meeting;
- (c) Coordinate with the Sectoral Bodies in Sectors where there is no Ministerial body;
- (d) Initiate proposals on all administrative and budgetary matters for the consideration of the Ministerial Meeting; and



- (e) Undertake such other functions as may be assigned by the Ministerial Meeting.
  - (f) Assess and approve and take action on the deliberations of the BIMSTEC Permanent Working Committee.
3. The BIMSTEC Senior Officials' Meeting shall be:
- (a) Held once a year, preceding the BIMSTEC Ministerial Meeting, both to be hosted by the Member State holding the BIMSTEC Chairmanship; and
  - (b) Convened, whenever necessary, as special meeting of the Senior Officials' Meeting to be chaired by the Member State holding the BIMSTEC Chairmanship, at venues to be agreed upon by BIMSTEC Member States.
4. All decisions of the Senior Officials' Meeting shall be made on the basis of consensus.<sup>4</sup>

## **Article 12**

### **BIMSTEC Permanent Working Committee**

1. The BIMSTEC Permanent Working Committee (BPWC) shall comprise the Joint Secretary/Director General/Deputy Director General or [representative-TH] acting as the National Focal Point of each BIMSTEC Member State.
2. The BIMSTEC Permanent Working Committee shall have the following powers and functions:
- (a) Deliberate on the administrative and financial matters of the Secretariat and BIMSTEC Centres/Entities;
  - (b) Prepare, in consultation with the Secretariat, schedule/calendar of BIMSTEC meetings;
  - (c) Prioritize and rationalize BIMSTEC activities/projects; and
  - (d) Undertake such other functions as may be assigned by the BIMSTEC Senior Officials' Meeting.
3. The meeting of BIMSTEC Permanent Working Committee (BPWC) shall:
- (a) Be held at least twice a year, both to be hosted by the Member State holding the BIMSTEC Chairmanship;
  - (b) In addition, the Committee shall meet as and when necessary.

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<sup>4</sup> May be seen in the context of Article 18

4. All decisions of the BIMSTEC Permanent Working Committee shall be made on the basis of consensus.<sup>5</sup>

### **Article 13** **BIMSTEC National Focal Point**

1. Each BIMSTEC Member State shall establish a BIMSTEC National Focal Point (NFP) at their respective Ministry of External Affairs/Foreign Affairs.
2. The National Focal Point shall have the following powers and functions:
  - (a) Serve as the national point of contact for all communications including e-mail with the BIMSTEC Secretariat;
  - (b) Be the repository of information on all BIMSTEC matters at the national level;
  - (c) Coordinate the implementation of BIMSTEC decisions at the national level; and
  - (d) Coordinate and support the national preparations of BIMSTEC meetings.

### **Article 14** **Secretary General and the Secretariat**

1. The Secretary General of BIMSTEC shall be appointed by the BIMSTEC Ministerial Meeting, upon recommendation by the Senior Officials Meeting, for a non-renewable term of office of three years, upon nomination by a Member State based on the principle of alphabetical rotation.
2. The Secretary General shall act as the Head of the Secretariat.
3. The Secretary General shall have the following duties and responsibilities:
  - (a) Carry out the duties and responsibilities in accordance with the provisions of this Charter and relevant BIMSTEC instruments, protocols and established practices and directives of the Member States through different mechanisms;
  - (b) Coordinate, facilitate and monitor progress in the implementation of BIMSTEC agreements and decisions, and submit annual report on the work of the organization to the BIMSTEC Ministerial Meeting;
  - (c) Participate in meetings of the BIMSTEC Summit, BIMSTEC Ministerial Meeting, BIMSTEC Sectoral Ministerial meetings and other relevant BIMSTEC meetings;

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<sup>5</sup> May be seen in the context of Article 18

- (d) Present the views of BIMSTEC and participate in meetings with external parties in accordance with approved policy guidelines and mandate given to the Secretary General;
- 4. The BIMSTEC Secretariat shall comprise of the Secretary General, Directors and such other staff as may be required and approved by the Member States.
- 5. In performance of their duties, the Secretary General and the staff shall:
  - (a) uphold the highest standards of integrity, efficiency and competence;
  - (b) not seek or receive instructions from any government or from any other authority external to the Organization and government or external party outside of BIMSTEC; and
  - (c) refrain from any action which might not commensurate with their respective position as BIMSTEC Secretariat officials.
- 6. The Secretary General and the Secretariat will not comply with any instruction from any individual Member State other than through BIMSTEC collective mechanism to maintain the exclusive character of the Secretary General and the Secretariat.

#### **[Article 15]**

#### **Other subsidiary bodies**

Subsidiary bodies including BIMSTEC centres/entities, as may be found necessary may be established in accordance with this Charter. Separate Agreements shall be signed for the establishment of such centres/entities.] [\[Myanmar will come back with its comments and observations to retain this Article upon consultation with line Ministries\]](#)

### **CHAPTER V IMMUNITIES AND PRIVILEGES**

#### **Article 16**

#### **Immunities and Privileges of the Secretary General and staff on deputation of the BIMSTEC Secretariat**

- 1. The Secretary General and staff on deputation of the BIMSTEC Secretariat participating in official BIMSTEC activities or representing the BIMSTEC in the Member States shall enjoy such immunities and privileges as are necessary for the independent exercise of their functions.
- 2. The immunities and privileges under this Article shall be laid down in a separate BIMSTEC agreement.

## Article 17

### Immunities and Privileges of the officials on BIMSTEC duties

1. The officials of the Member State participating in official BIMSTEC activities in the Member States shall enjoy such immunities and privileges as are necessary for the exercise of their functions.
2. The immunities and privileges of the officials on BIMSTEC duties shall be governed by the 1961 Vienna Convention on Diplomatic Relations or in accordance with the national laws of the BIMSTEC Member States concerned.

## CHAPTER VI DECISION MAKING

### Article 18 Consensus

1. Decision making in BIMSTEC shall be based on consensus.
2. [Member States may agree on areas of cooperation, in which meetings, events, seminars, workshops, exhibitions could be considered with a quorum of 5 out of 7 Member States or the matters agreed by the all the Member States.] [Bangladesh]  
Or,  
2. [In the matters other than adoption of new members, observers, holding its Summit, appointment of Secretary General, creation of sectors/entities/centres and budgetary/financial (wherever contributions of all Member States are required), the matters agreed by all the Member States, quorum for meetings, events, seminars, workshops, exhibitions could be considered 5 out of 7 Member States.] [India and Sri Lanka]

## CHAPTER VII DISPUTE SETTLEMENT

### Article 19 Peaceful settlement of dispute

Member States shall endeavor to resolve peacefully all disputes through dialogue, consultation and negotiation.

## CHAPTER VIII ADMINISTRATIVE AND PROCEDURAL MATTERS

### Article 20 Chairman of BIMSTEC

1. The Chairmanship of BIMSTEC shall rotate based on the alphabetical order of the English names of Member States. The changeover of Chairmanship shall take place during the Summit meeting in a manner whereby the Member State chairing BIMSTEC shall host BIMSTEC Summit and hand over the chairmanship to the Member State next in alphabetical order.

2. The Member State assuming the Chairmanship shall chair:

- (a) The BIMSTEC Summit and related summits and retreats;
- (b) The BIMSTEC Ministerial Meetings;
- (c) The BIMSTEC Senior Officials' Meetings; and
- (d) The BIMSTEC Permanent Working Committee

3. The Member State holding the Chairmanship of BIMSTEC shall actively promote and enhance the interests of BIMSTEC through policy initiatives, coordination, consensus building and cooperation. The Chairman shall represent the organization to external partners.

### **Article 21**

#### **Working language of BIMSTEC**

English shall be the working language of BIMSTEC.

## **CHAPTER IX**

### **BUDGET AND FINANCING**

#### **Article 22**

##### **General Principles**

1. BIMSTEC shall establish financial rules and procedures to ensure observance of sound financial management and budgetary discipline.
2. Financial accounts shall be subject to internal and external audits.

#### **Article 23**

##### **Operational budget and finances of the Secretariat**

1. The Secretariat shall be provided with the necessary financial resources to perform its functions effectively.
2. The operational budget of the Secretariat shall be met by the BIMSTEC Member States through annual contributions, as per the rate determined by the Ministerial Meeting, which shall be remitted in a timely manner.
3. The Secretary General shall prepare the annual operational budget of the BIMSTEC Secretariat for approval by the Ministerial Meeting upon the recommendation of the Senior Officials' Meeting.

4. The Secretariat shall operate in accordance with the financial rules and procedures determined by the Ministerial Meeting upon the recommendation of the Senior Officials' Meeting.

## **CHAPTER X EXTERNAL RELATIONS**

### **Article 24 Conduct of External Relations**

1. BIMSTEC shall develop friendly relations and mutually beneficial dialogue, cooperation and partnerships with countries and sub-regional, regional and international organizations and institutions.
2. The external relations of BIMSTEC shall adhere to the purposes and principles set forth in this Charter.
3. In the conduct of external relations of BIMSTEC, Member States shall coordinate and endeavor to develop common positions and pursue joint actions.
4. BIMSTEC may conclude agreements with countries or sub-regional, regional and international organizations and institutions. The procedure for concluding such agreements shall be prescribed by the BIMSTEC Ministerial Meeting.

## **CHAPTER XI FINAL PROVISIONS**

### **Article 25 Signature, ratification, depositary and entry into force**

1. This Charter shall be signed by all BIMSTEC Member States.
2. This Charter shall be subject to ratification by all BIMSTEC Member States in accordance with their respective internal procedures.
3. Instrument of ratification shall be deposited with the Secretary General who shall promptly notify all Member State of each deposit.
4. This Charter shall enter into force on the thirtieth day following the deposit of the seventh instrument of ratification with the Secretary General of BIMSTEC.

## **Article 26**

### **Amendments**

1. Any Member State may propose amendments to the Charter. Proposed amendments to the Charter shall be submitted by the Ministerial Meeting to the BIMSTEC Summit for its decision.
2. Amendments to the Charter agreed by consensus by the Summit shall be ratified by all Member States in accordance with Article 25.
3. An amendment shall enter into force on the thirtieth day following the deposit of the last instrument of ratification with the Secretary General.

## **Article 27**

### **Terms of reference and rules of procedure**

Unless otherwise provided for in this Charter, the BIMSTEC Ministerial Meeting shall determine the terms of reference and rules of procedure and shall ensure their consistency.

## **Article 28**

### **Review**

This Charter may be reviewed five years after its entry into force or as otherwise determined by the BIMSTEC Summit.

## **[Article 29]**

### **Interpretation and implementation of the Charter**

1. Upon request of any Member State, the interpretation of the Charter shall be undertaken by BIMSTEC Secretariat in accordance with the rules of procedure determined by the BIMSTEC Ministerial Meeting.

2. Subject to the approval of the Member States, parties to dispute may request the Chairman of BIMSTEC, to provide good offices, conciliation and mediation to settle any dispute arising out of the interpretation or implementation of the Charter.

3. Headings and titles used through this Charter shall only be for the purpose of reference. [\[The Member States will come back later on this Article\]](#)

## **Article 30**

### **Legal Continuity**

1. All treaties, conventions, agreements, declarations and other BIMSTEC instruments which have been in effect before the entry into force of this Charter shall continue to be valid.

2. In case of inconsistency between the rights and obligations of Member States under such instruments and this Charter, this Charter shall prevail.

### **Article 31** **Original Text**

The signed original text of the Charter in English shall be deposited with the Secretary General of BIMSTEC, who shall provide a certified copy to each Member State.

### **Article 32** **BIMSTEC Assets**

The assets and funds of the organization shall be vested in the name of BIMSTEC.

### **Article 33** **BIMSTEC Flag**

The BIMSTEC Flag shall be as shown in Annex-I.

### **Article 34** **BIMSTEC Emblem**

The BIMSTEC Emblem shall be as shown in Annex-II.

### **Article 35** **BIMSTEC Day**

The sixth of June shall be observed as BIMSTEC Day.

### **[Article 36]** **Use of the name of BIMSTEC**

The name of “BIMSTEC” shall strictly be used only in respect of the meetings and events agreed by the Member States.] [\[All Member States accepted this Article, while Myanmar will come back with its comments and observations.\]](#)

Done in Colombo on the – day of – in the year Two Thousand and Twenty, in a single original in the English language.

**For the People’s Republic of Bangladesh**

(Name and designation of the Head of Government)



**For the Kingdom of Bhutan**

(Name and designation of the Head of Government)

**For the Republic of India**

(Name and designation of the Head of Government)

**For the Republic of the Union of Myanmar**

(Name and designation of the Head of Government)

**For Nepal**

(Name and designation of the Head of Government)

**For the Democratic Socialist Republic of Sri Lanka**

(Name and designation of the Head of State)

**For the Kingdom of Thailand**

(Name and designation of the Head of Government)

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**Annex VII**

**MEMORANDUM OF UNDERSTANDING**

between

**ASIAN DEVELOPMENT BANK**

and

**The BAY OF BENGAL INITIATIVE FOR MULTI-SECTORAL TECHNICAL AND  
ECONOMIC COOPERATION SECRETARIAT**



#### **A. The Cooperation Partners**

1. The Asian Development Bank (hereinafter referred to as "ADB") and the Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation Secretariat (hereinafter referred to as "BIMSTEC Secretariat"), hereinafter jointly referred to as the "Parties", and separately as a "Party";

- i. Considering that the ADB is a regional development bank that aims for an Asia and Pacific free from poverty and fosters economic growth and cooperation in Asia and the Pacific, contributes to the acceleration of the process of economic development and poverty reduction in its developing member countries, and supports regional cooperation and integration in BIMSTEC region through the Greater Mekong Subregion (GMS) Program and the South Asia Sub regional Economic Cooperation (SASEC) Program;
- ii. Further considering BIMSTEC is a regional organization comprising seven Member States (five deriving from South Asia, including Bangladesh, Bhutan, India, Nepal, Sri Lanka, and two from Southeast Asia, including Myanmar and Thailand) lying in the littoral and adjacent areas of the Bay of Bengal with a purpose of harnessing shared and accelerated growth through mutual co-operation in different areas of common interests by utilizing regional resources and geographical advantages;
- iii. Recognizing that the Parties are already collaborating on a number of mutually beneficial initiatives, including the carrying out of the BIMSTEC Transport Infrastructure and Logistics Study, the development of the BIMSTEC Master Plan for Transport Connectivity, and the development of the BIMSTEC Master Plan for Gird Interconnection; and
- iv. Convinced that a broader and deeper cooperation on the basis of complementarity, institutional strengths and comparative advantages, and mutual benefit will be helpful in further promoting regional cooperation and integration, and achieving prosperous, inclusive, resilient, and sustainable growth and poverty reduction in the BIMSTEC region.

2. Now therefore the Parties have agreed to the present Memorandum of Understanding (hereinafter referred to as the "MOU").

#### **B. Guiding Principles**

3. ADB and the BIMSTEC Secretariat will collaborate to achieve targeted development objectives toward a prosperous, inclusive, resilient, and sustainable BIMSTEC region. Collaboration between the Parties will be guided by the following principles:

- i. Results-oriented operations that are built on transparent relationships between the two Parties;
- ii. Any activities conducted under this MOU are subject to their inclusion in each organization's respective program of work and budget and the availability of resources; and

- iii. Any cooperation between the Parties will jointly focus on shared strategic and operational priorities.
- iv. The objective of this MoU is to formalize a non-exclusive framework of cooperation between ADB and BIMSTEC.

### C. Areas of Cooperation

4. The Parties will endeavor to collaborate in areas of mutual interest, including but not limited to the following:

- i. Transport connectivity and financing;
- ii. Energy connectivity and trade;
- iii. Trade facilitation;
- iv. Tourism promotion; and
- v. Economic corridor development.

5. A work plan specifying activities that will be mutually undertaken will be prepared. It will be reviewed and updated through regular consultation and review process coordinated by designated focal points of the Parties.

### D. Forms of Cooperation

6. ADB and the BIMSTEC Secretariat will cooperate by various means, in accordance with their respective rules and procedures (including those related to confidentiality and access to information), including but not limited to the following:

- i. Exchange of information, including relevant data as appropriate;
- ii. Conduct of analytical work including data collection in support of research activities;
- iii. Publication of knowledge products;
- iv. Consultation and policy dialogue;
- v. Organization of knowledge sharing and capacity development activities; and
- vi. Other forms as mutually agreed by the Parties.

### E. Financial Obligation

7. Nothing in this MOU obligates either party to expend funds or to enter into any contract, assistance agreement, or other financial obligation. Any activity involving reimbursement or contribution of funds between the Parties shall be handled in accordance with ~~each Party's policies and procedures, applicable laws, regulations and procedures.~~ mutually agreed terms.

8. Future collaboration and funds: In the event that opportunities are identified for collaboration involving the provision or management of funds or other resources of either Party, these will be implemented pursuant to a separate written agreement in accordance with the practices and procedures of the two organizations.

### F. Contribution of ADB and the Partner to the Partnership

9. The Parties may cover the direct and indirect costs incurred in planning and managing the activities under this MOU. ADB will not transfer any funds and each party under this MoU is responsible for meeting their own expenses in accordance with their respective policies and procedures.

**Comment [2nd BPWC1]:** As BIMSTEC is yet to have its policies and procedures, applicable laws, regulations and procedures involving reimbursement or contribution of funds, Member States in the 2<sup>nd</sup> BPWC recommended deletion of this phrase and replace it with an appropriate text. Upon consultation with ADB, the Secretariat proposes to delete the phrase "*each Party's policies and procedures, applicable laws, regulations and procedures.*" and replace it with "*mutually agreed terms.*"

**G. Monitoring, Review, and Consultation Mechanisms**

10. The Parties recognize the importance of periodic consultations to review the planning, implementation, and outcomes of their cooperation activities, and to discuss challenges and opportunities. The Parties agree to hold such consultations periodically as required to assess the progress of any ongoing cooperation activities.

**H. Focal Point Information**

11. ADB and the BIMSTEC Secretariat agree to designate the following as the primary focal points for the activities under this MOU:

For ADB:

Director of Regional Cooperation and Operations Coordination Division  
South Asia Department  
6 ADB Avenue, Mandaluyong City 1550,  
Metro Manila, Philippines  
Telephone: +63-2-6324001  
E-mail:

For BIMSTEC Secretariat:

XXXXXX  
XXXXXX  
XXXXXX  
Tel: +XXXXXXXXXXXX

12. Either Party may, by written notice to the other Party, designate additional focal points or substitute a focal point indicated in this MOU.

**I. Legal Status**

13. This MOU is not intended to and does not create any legally binding obligations on either Party.

**J. Privileges and Immunities**

14. Nothing in this MOU shall be construed as an express or implied waiver, renunciation, or other modification of any immunities, privileges, or exemptions of ADB accorded under the Agreement Establishing the Asian Development Bank.

**K. Effective Date and Termination and Amendments**

15. This MOU will take effect from the date on which it is signed by the authorized representative of the Parties. This MOU will terminate five years after the date on which it becomes effective unless terminated by either Party giving at least six months prior written notice to the other Party. The termination of this MOU will not affect the completion of any project undertaken by the Parties prior to the termination thereof, or the full execution of any cooperation activity that has not been fully executed at the time of termination, unless otherwise agreed in writing.

16. This MOU may be amended by mutual written agreement of the Parties.

**L. Independent decision-making autonomy**

17. No provisions herein are intended to interfere in any way with ADB's and BIMSTEC Secretariat's independent decision-making autonomy with regard to their own respective affairs and operations.

**M. Settlement of Disputes**

18. Any dispute between the Parties relating to the interpretation or implementation of this MOU will be resolved amicably through consultation and negotiation between the Parties and without reference to any third party or international court or tribunal.

**N. Name, Emblem, or Trademarks**

19. Neither Party shall use the name, emblem or trademarks of the other Party, its subsidiaries and/or affiliates, or any abbreviation thereof, in connection with its business or for public dissemination without the prior express written approval of the other Party. Subject to the foregoing, each Party agrees to acknowledge the role and contribution of the other Party in all public information documentation relating to instances of cooperation under this MOU.

**O. Confidentiality**

20. The terms of this MOU and any information, however, recorded or preserved, provided by one Party to the other Party under it, are not confidential and may be made public, subject to any exceptions to disclosure under ADB's Public Communication Policy (2011) or BIMSTEC Secretariat's specific requirements communicated time to time. The remaining/ unsolved issues shall not be published.

21. Intellectual Property: The Parties acknowledge that the activities under this MOU may result in a product subject to intellectual property rights. In this regard:

- the Parties agree to negotiate and agree upon appropriate intellectual property provisions in each case, based on the nature of the activity and the financial and/or intellectual contribution made by each Party, and to set out the intellectual property provisions in a separate written agreement; and

- each Party shall retain ownership of the intellectual property rights in any of its respective existing materials or work product that is shared with the other Party in connection with activities under this MOU.

In witness whereof, the Parties, each acting through its duly authorized representative, have signed this MOU on \_\_\_\_\_, in two original counterparts in English.

**FOR AND ON BEHALF OF  
THE ASIAN DEVELOPMENT BANK**

**FOR AND ON BEHALF OF  
THE BAY OF BENGAL INITIATIVE FOR  
MULTI-SECTORAL TECHNICAL AND  
ECONOMIC COOPERATION  
SECRETARIAT**

\_\_\_\_\_  
Mr. Shixin Chen  
Vice President (Operations 1)

\_\_\_\_\_  
Mr. M. Shahidul Islam  
Secretary General

**Annex VIII**



**SECRETARIAT  
BAY OF BENGAL INITIATIVE FOR MULTI-SECTORAL  
TECHNICAL AND ECONOMIC COOPERATION  
DHAKA**

*[As of 11 October 2019]*

**UPDATED DRAFT TEXT OF THE TEMPLATE MEMORANDUM OF  
ASSOCIATION (MoA) ON THE ESTABLISHMENT OF BIMSTEC  
CENTRE/ENTITY<sup>1</sup>**

[The nature/title of the instrument establishing a BIMSTEC Centre will generally be a Memorandum of Association (MoA), but such instrument can also be a Memorandum of Understanding (MOU) or an Agreement, as may be decided by the Member States.]

**Preamble**

The Governments of the People's Republic of Bangladesh, the Kingdom of Bhutan, the Republic of India, the Republic of the Union of Myanmar, Nepal, the Democratic Socialist Republic of Sri Lanka and the Kingdom of Thailand, the Member States of the Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation (BIMSTEC);

**Desirous** of concluding a Memorandum of Association (hereinafter referred to as "MoA") to define the terms and conditions of the establishment and operation of the BIMSTEC Centre [full name];

Have agreed as follows:

**Article 1**

**Establishment of the BIMSTEC Centre/Entity**

1. The BIMSTEC Centre for [full name of the Centre/Entity] (hereinafter referred to as the "Centre") is hereby established within the framework of BIMSTEC, of which it shall be an integral part. The date of operationalization of the Centre shall be decided in accordance with Article 10 of this MoA.
2. The Centre shall have its seat in [city], [country] (hereinafter referred to as the "Host Country").

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<sup>1</sup>As amended by the Second Meeting of the BIMSTEC Permanent Working Committee (BPWC) held in Colombo, Sri Lanka on 10-11 October 2019



## **Article 2**

### **Legal Personality**

The Centre, as an inter-governmental organization, shall possess legal personality as may be necessary for the exercise of its functions and the achievement of its purposes including *inter alia* the capacity to enter into contract, acquire and dispose of property, and be a party to legal proceedings.

## **Article 3**

### **Purposes and Functions**

1. The purposes of the Centre shall be [preferably one sentence]
2. The Centre shall perform the following functions:

## **Article 4**

### **Governance and Organizational Structure**

#### **A) Governing Board**

1. There shall be a Governing Board (hereinafter referred to as the "Board") which shall have overall responsibility for the policy direction and supervision of the Centre.
2. The Board shall have the following composition:
  - i. The Board shall consist of the Leaders of the Sectoral Senior Officials' Meeting from the relevant sector. It shall be up to the State concerned to decide the term of office of the Member of the Board.
  - ii. One representative from the Foreign Ministry of the Host Country shall be a Member of the Governing Board.
  - iii. A representative of the BIMSTEC Secretariat shall be an ex-officio Member of the Board.
3. The Chairperson of the Board shall be appointed out of its Members according to the alphabetical rotation of the names of the Member States. The Chairperson shall have a one-year term or until such time as the next Board Meeting is held.
4. The Board shall have the following responsibilities:
  - i. To formulate policies and oversee the functions of the BIMSTEC Centre/Entity

- ii. To make rules, procedures and regulations as may be required for functioning of the BIMSTEC Centre/Entity
  - iii. To adopt an annual schedule of activities, programmes and budget
  - iv. To consider the structure, recruitment and staffing of the Centre
  - v. To consider any matter referred to it by the Member States from time to time
  - vi. To provide to the BIMSTEC Member States through the Secretariat annual report containing substantive information on the progress of the various programme undertaken by the BIMSTEC Centre and its output/result
5. The Board shall meet at least once a year. Special meetings may be called by the Chairman at the request of any Member of the Board. The Board will follow a harmonized set of rules and procedures in the conduct of its work or procedures. GB meeting may preferably be held before submission of the budget of the Centre to the BIMSTEC Permanent Working Committee (BPWC).
  6. The Executive Director of the BIMSTEC Centre/Entity shall be the Member-Secretary of the Board.
  7. The International airfare of GB Members shall be borne by the respective Member States and the local hospitality shall be borne by the respective Centre.

**B. Executive Director**

1. A full time Executive Director shall be responsible and accountable for the management of the Centre/Entity in respect of administration, finance, planning and implementation of all tasks/activities/projects and all other functions that may be directed by the Board.
2. The Executive Director shall have a term of office of three (3) years. The extension of one more term may be provided with the approval of all Member States.
3. The General Services Staff shall be nationals of the Parties recruited locally, except for General Services Staff in Category-I who would be recruited regionally, through open competition, and shall be appointed by the Executive Director. [As decided by the 2<sup>nd</sup> BPWC Meeting, the Secretariat suggested the wording according to the Article 7 (General Services Staff) of the MoA on the Establishment of the BIMSTEC Permanent Secretariat]
4. The First Executive Director of the BIMSTEC Centre shall be from [Host Member State] and shall be appointed by the Government of [Host Member State].

Subsequent Executive Directors shall be appointed from among the nationals of BIMSTEC Member States by the Governing Board upon approval of the BIMSTEC Ministerial Meeting.

5. The Executive Director shall be assisted by professional and supporting staff as may be necessary to carry out the assigned responsibilities and functions.

**Note:** In case, India's proposal in relation to Article 6.1 to be adopted, India's proposal that the Executive Director for the Centre concerned will be from the Host Government, while other categories of the staffs may be from other Member States. If Bangladesh's proposal to be adopted, the above article will remain unchanged.

### **Article 5** **Reporting Mechanism**

1. The Head/Executive Director, shall submit its annual report to the BPWC and/or to the Sectoral Senior Officials Meeting.
2. Recruitment and Staffing arrangements/norms as finalized by the Governing Board shall be placed by its Head/Executive Director before the BIMSTEC Permanent Working Committee for consideration, who will, in turn, place it before the BIMSTEC Senior Officials Meeting and the Ministerial Meeting.
3. Any administrative and budgeting/financial issue concerning the functioning of the BIMSTEC Centre needing attention of the Member States shall be submitted to the BIMSTEC Permanent Working Committee by the Head/Executive Director.

### **Article 6** **Funding**

1. The budget of the BIMSTEC Centre/Entity shall have three components:
  - (a) Capital Expenditure, which will include:
    - (i) the physical infrastructure including buildings and its major maintenance, throughout by the host Government
    - (ii) equipment, furniture and vehicles for the initial 05 years of the host Government.
  - (b) Institutional Expenditure, which will include salaries, perquisites, office expenditure, stationery etc. by all the Member States.
  - (c) Programme Expenditure, which will include direct expenditure on the programme activities of the Centre. This cost will also include honorarium of the faculty and engagement of consultancy services by all the Member States

Or

The expenditures towards establishments as well as operational/programming cost of the Centre shall be borne by the host Member State. [India]

- i. **Grants from the BIMSTEC Development Fund:** The BIMSTEC Centre/Entity shall be eligible to receive grants from the proposed BIMSTEC Development Fund for their projects/schemes.
  - ii. **Establishment of Endowment Funds/Corpus Fund:** The Member States may also establish an Endowment Fund for each BIMSTEC Centre/Entity to generate funds for the programme activities. While the contribution to the Fund will be voluntary and the amount of contribution will be decided by each Member State according to its convenience, all contributions will be paid within a stipulated timeframe.
  - iii. The BIMSTEC Centre/Entity may seek and generate funds from within and other possible funding sources including development/technical assistance, as approved by the Senior Officials' Meeting (SOM) on a case by case basis, to finance its programmes and activities.
  - iv. The BIMSTEC Centre/Entity shall render services to the Member States free of charge. However, specific services as decided by the Governing Board would be on actual cost basis. The BIMSTEC Centre/Entity may also generate funds from the sale proceeds of publication and services.
2. The following procedure shall be followed by the BIMSTEC Centre/Entity for approval of Institutional Expenditures and Programme Expenditures:
- a) The BIMSTEC Centre/Entity shall follow a Budget Cycle from January to December.
  - b) The Executive Director of the BIMSTEC Centre/Entity will submit the annual budget (Institutional Expenditure and Programme Expenditure) of the Centre/Entity before the Governing Board for approval.
  - c) The proposed Budget will be placed by the Executive Director of the BIMSTEC Centre/Entity before the BIMSTEC Permanent Working Committee Meeting to be held in the month of November. The BIMSTEC Permanent Working Committee shall seek approval of BIMSTEC Senior Officials' Meeting on the Budget of the BIMSTEC Centre/Entity. In case the BIMSTEC Senior Officials Meeting is not scheduled before February of the next year, the budget will be released by the Member States based on the recommendations of the BIMSTEC Permanent Working Committee. As and when the next BIMSTEC Senior Officials Meeting is held, the BIMSTEC Permanent Working Committee will place the BIMSTEC Centre/Entity Budget before the Senior Officials Meeting for information and ex-post facto endorsement.

- d) The budget of the first year of the operation of a BIMSTEC Centre/Entity will be prepared by the Government of the host Member State and submitted to the BIMSTEC Permanent Working Committee.
- e) The host Member State will provide the institutional expenditure for a maximum period of one year from the date of confirmation of the physical infrastructure including building and furniture.
- f) The Executive Director of the BIMSTEC Centre/Entity shall open a bank account in a bank recommended by the Governing Board.

## **Article 7**

### **Auditing of the Accounts**

1. The Accounts of the BIMSTEC Centre/Entity shall be audited by such persons as may be nominated by the Governing Board.
2. While submitting Budget proposal for the succeeding year before the BIMSTEC Permanent Working Committee, the Audited Accounts and the Utilization Certificate as per the format given in Annexure-I of the previous year will also be submitted for consideration of the BIMSTEC Permanent Working Committee. For example, for consideration of the Budget for the year March 2021-February 2022, Audited Accounts and the Utilization Certificate of the year March 2019 - February 2020 will be placed before the BIMSTEC Permanent Working Committee who will in turn place the Audited Accounts before the BIMSTEC Senior Officials Meeting and the Ministerial Meeting.

## **Article 8**

### **Privileges and Immunities**

The Host Country shall grant to the Centre/Entity and its staff on deputation privileges and immunities as may be necessary for the performance of their duties and functions. The privileges and immunities under this Article shall be laid down in a Host Country Agreement/Headquarters Agreement.

## **Article 9**

### **Language**

English shall be the working language of the Centre/Entity.

## **Article 10**

### **Operationalization of the Centre**

The BIMSTEC Centre/Entity shall become operational upon fulfillment of the following:

- i. The Host Member State shall confirm the readiness of the physical infrastructure including building and furniture to commence operation of the BIMSTEC Centre/Entity. The confirmation of the fulfillment of the Host Country obligation in respect of Capital Expenditures shall be communicated by the host Member State to all the Member States through the BIMSTEC Secretariat.
- ii. The Host Member State shall release the Institutional Expenditure for the first year of operation of the Centre/Entity to a temporary account to be operated by the Foreign Ministry or by the Sectoral Ministry. [To be adjusted according to the paragraph 6.1]

### **Article 11 Amendment**

1. Any Member State may propose, in writing, amendments to this Memorandum of Association.
2. The Governing Board of the BIMSTEC Centre/Entity may also recommend amendment to the provisions of the due to administrative or operational or any other reasons. The recommendation of amendment will be placed by the Chairman of the Governing Board before the BIMSTEC Permanent Working Committee.
3. An amendment to this Memorandum of Association shall require approval of the BIMSTEC Ministerial Meeting and shall come into effect on such date, as may be specified.
4. The amendment will be part of the original MoA, each being numbered as Amendment no 1 and so on and to be affixed with the MoA.

### **Article 12 Settlement of Dispute**

1. Any dispute concerning the interpretation or implementation of this MoA shall be settled amicably through consultations or negotiations among the Member States.

### **Article 13 Termination**

1. The BIMSTEC Summit may decide to close down a BIMSTEC Centre/Entity due to administrative, operational or any other reasons.
2. The BIMSTEC Permanent Working Committee shall recommend to the BIMSTEC Senior Officials Meeting on modalities of utilization of the balance amount left under the Institutional Expenditure and the Programming Expenditure while the capital assets of the BIMSTEC Centre/Entity shall be taken over by the host Member State.

**Article 14**  
**Final Provisions**

1. This shall enter into force on the date of its signature.
2. This shall be deposited with the Secretary General.

In witness thereof, the undersigned, being duly authorized by their respective Governments, have signed this MoA.

Done at .....on....., in Eight originals, in the English language, each text being equally authentic.

**For the Government of the People's Republic of Bangladesh**

.....

**For the Government of the Kingdom of Bhutan**

.....

**For the Government of the Republic of India**

.....

**For the Government of the Republic of the Union of Myanmar**

.....

**For the Government Nepal**

.....

**For the Government of the Democratic Socialist Republic of Sri Lanka**

.....

**For the Government of the Kingdom Thailand**

.....

**Annexure-1**

**Form of Utilization Certificate**

Certified that out of USD..... of allotment given by the Member States for meeting Institutional Expenditure and Programme Expenditure during the year ..... in favour of the BIMSTEC centre.... and USD..... on account of unspent balance of the previous year, a sum of USD. .... has been utilized for the purpose of ..... for which it was allotted and that the balance of USD ..... remaining unutilized at the end of the year will be adjusted towards the allotment due from the Member States during the next year .....

Certified that I have satisfied myself that the conditions on which the Member States have allocated budget, have been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was allotted.

Kinds of checks exercised:

- 1.
- 2.
- 3.
- 4.
- 5.

Signature of Executive Director

Name of Executive Director

Date

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## ANNEX -IX

BIMSTEC CALENDAR OF MEETINGS/EVENTS FOR 2020<sup>1</sup>

	Title of the Meeting	Venue	Time Frame	Remarks
<b>CORE BIMSTEC MEETINGS</b>				
1.	Third Meeting of the BIMSTEC Permanent Working Committee	Sri Lanka	February 2020	As per para 12 (iii) of the Report of the Eighth Meeting of the BIMSTEC Joint Working Group on the Establishment of the BIMSTEC Permanent Secretariat (10 July 2018, Colombo, Sri Lanka), the BIMSTEC Permanent Working Committee (BPWC) will meet at least twice a year, once in November and once prior to the BIMSTEC Senior Officials' Meeting. In addition, the Committee will meet as and when necessary. The Report was circulated by the Secretariat <i>vide</i> Note no BIMSTEC/SEC/08/07 dated 24 January 2019.
2.	20 <sup>th</sup> Session of the BIMSTEC Senior Officials' Meeting (SOM)	Sri Lanka	February 2020	As per para 11 of the Report of the Preparatory Meeting to the 17 <sup>th</sup> BIMSTEC Senior Officials' Meeting (SOM) [03-04 March 2015, Dhaka, Bangladesh), the SOM should be held once back-to-back with the Ministerial Meeting and as and when required. The Report was circulated by the Secretariat <i>vides</i> Note no BIMSTEC/SEC/08/01 dated 08 March 2015. Besides, at the Fourth BIMSTEC Ministerial Meeting (21 December 2001, Yangon, Myanmar), the Ministers reaffirmed the decision that in order to facilitate effective monitoring and coordination of BIMSTEC activities, future SOM meetings may be held bi-annually, before the Ministerial Meetings in February, and later as per mutual convenience of Member Countries during the same year.

<sup>1</sup>The Secretariat prepared and submitted to the Second Meeting of the BIMSTEC Permanent Working Committee (Colombo, Sri Lanka, 10-11 October 2019)

3.	Fourth Meeting of the BIMSTEC Permanent Working Committee	Sri Lanka	October 2020	As per para 12 (iii) of the Report of the Eighth Meeting of the BIMSTEC Joint Working Group on the Establishment of the BIMSTEC Permanent Secretariat (10 July 2018, Colombo, Sri Lanka).
4.	21 <sup>st</sup> Session of the BIMSTEC Senior Officials' Meeting (SOM)	Sri Lanka	August/October 2020	As per para 11 of the Report of the Preparatory Meeting to the 17 <sup>th</sup> BIMSTEC Senior Officials' Meeting (SOM) [03-04 March 2015, Dhaka, Bangladesh).
5.	17 <sup>th</sup> BIMSTEC Ministerial Meeting	Sri Lanka	August/October 2020	As per para 11 of the Report of the Preparatory Meeting to the 17 <sup>th</sup> BIMSTEC Senior Officials' Meeting (SOM) [03-04 March 2015, Dhaka, Bangladesh), the BIMSTEC Ministerial Meeting should be held once a year in a specified month.
6.	Fifth BIMSTEC Summit	Sri Lanka	August/October 2020	As per para 11 of the Report of the Preparatory Meeting to the 17 <sup>th</sup> BIMSTEC Senior Officials' Meeting (SOM) held in Dhaka on 03-04 March 2015, the Summit should be held every two or three years depending on the convenience of the BIMSTEC Leaders. The Report was circulated by the Secretariat <i>vides</i> Note no BIMSTEC/SEC/08/01 dated 08 March 2015.

TRADE AND INVESTMENT				
7.	22 <sup>nd</sup> Meeting of Trade Negotiating Committee (TNC)	Bhutan	November-December 2019	<p>The 21<sup>st</sup> Meeting of the BIMSTEC Trade Negotiating Committee (TNC) (Dhaka, Bangladesh, 18-19 November 2018) agreed to hold the 22<sup>nd</sup> Meeting of the TNC within one month after receiving schedule of concessions under the BIMSTEC Agreement on Trade in Goods from all Member States. However, Myanmar has submitted their Tariff Reduction Schedule-TRS in HS 2017 version to the Secretariat, while the schedules of concession in HS2017 version from other Member States are still awaited.</p> <p>Besides, 21<sup>st</sup> TNC Meeting requested Bhutan to explore the possibility of hosting the 22<sup>nd</sup> TNC Meeting. Accordingly, the Government of Bhutan proposed to host the 22<sup>nd</sup> TNC, not only once, three times (24-25 April 2019, 05-06 June 2019 and 07-08 August 2019) but the Meeting was postponed due to inconvenience of the Member States.</p>
8.	23 <sup>rd</sup> Meeting of Trade Negotiating Committee (TNC)	TBC	October 2020	<p>22<sup>nd</sup> meeting may be held in 2019 and next TNC meeting will be held in 2020 as decided by 22<sup>nd</sup> TNC meeting</p>

9.	20 <sup>th</sup> Meeting of the BIMSTEC Working Group on Rules of Origin	Bhutan	November-December 2019	<p>The 19<sup>th</sup> Meeting of the BIMSTEC Working Group on Rules of Origin (WG-ROO) (New Delhi, India, 21-22 January 2019) felt that there is an urgent requirement of scheduling the next Meeting of the WG-ROO, preferably within two/three months. Upon consultation with the Member States, the Secretariat will circulate the date and venue of the Meeting in due course. However, the Secretariat is yet to get the host Member State to convene 20<sup>th</sup> Meeting of the WG-ROO.</p> <p>[Concurrently with the 22<sup>nd</sup> TNC]</p> <p>It may be noted that in order to facilitate in-depth and focused discussion on each of the FTA related Agreements, the 21<sup>st</sup> TNC Meeting decided that the Working Groups under TNC may hold Meetings as and when convenient to make progress on specific agreements. However, the Working Groups will continue to submit their Reports to the TNC Meeting for endorsement.</p>
10.	9 <sup>th</sup> Meeting of the BIMSTEC Working Group on Trade in Services	Bhutan	November-December 2019	[Concurrently with the 22 <sup>nd</sup> TNC]
11.	9 <sup>th</sup> Meeting of the BIMSTEC Working Group on Investment	Bhutan	November-December 2019	[Concurrently with the 22 <sup>nd</sup> TNC]
12.	19 <sup>th</sup> Meeting of the BIMSTEC Working Group on Legal Experts	Bhutan	November-December 2019	[Concurrently with the 22 <sup>nd</sup> TNC]
13.	3 <sup>rd</sup> Meeting of the BIMSTEC Working Group on Customs Cooperation	Bhutan	November-December 2019	[Concurrently with the 22 <sup>nd</sup> TNC]

14.	3 <sup>rd</sup> Meeting of the BIMSTEC Working Group on Trade Facilitation	Bhutan	November-December 2019	[Concurrently with the 22 <sup>nd</sup> TNC]
15.	10 <sup>th</sup> Meeting of the BIMSTEC Working Group on Investment	Sri Lanka	August 2020	The 21 <sup>st</sup> TNC Meeting requested Sri Lanka to host the 9 <sup>th</sup> Meeting of the BIMSTEC Working Group on Investment within first half of 2019. Since, the 9 <sup>th</sup> Meeting of the Working Group is expected to be held concurrently with the 22 <sup>nd</sup> TNC Meeting, therefore, Sri Lanka may host the 10 <sup>th</sup> Meeting of the Working Group.
16.	5 <sup>th</sup> BIMSTEC Senior Trade and Economic Officials' Meeting (STEOM)	Bangladesh	November-December 2019	At the 20 <sup>th</sup> Meeting of the TNC (Khon Kaen, Thailand, 07-09 September 2015), the Delegation of Bangladesh stated that the dates for the 5 <sup>th</sup> STEOM and 6 <sup>th</sup> TEMM will be notified upon completion of the three agreements and protocol related to BIMSTEC FTA
17.	6 <sup>th</sup> BIMSTEC Trade and Economic Ministers' Meeting (TEMM).	Bangladesh	November-December 2019	
18.	8 <sup>th</sup> BIMSTEC Business Forum Meeting	Bangladesh	November-December 2019	At the 7 <sup>th</sup> Meeting of the BIMSTEC Business Forum (BBF) held in New Delhi, India on 21 July 2016, the Delegation of Federation of Bangladesh Chambers of Commerce and Industry (FBCCI) informed that FBCCI will host the 8 <sup>th</sup> Meeting of the BBF in Dhaka in 2017. However, the Meeting is yet to be hosted by FBCCI.
19.	7 <sup>th</sup> BIMSTEC Economic Forum Meeting	Bangladesh	November-December 2019	The Sixth Meeting of the BIMSTEC Economic Forum (BEF) held in Bangkok, Thailand on 24 February 2011, agreed that the 7 <sup>th</sup> Meeting of BEF will be held in Bangladesh back-to-back with the STEOM and TEMM.
<b>TECHNOLOGY</b>				

20.	Fifth Meeting of the BIMSTEC Expert Group on the Establishment of BIMSTEC Technology Transfer Facility	Sri Lanka	December 2019	The 4 <sup>th</sup> Meeting of the BIMSTEC Expert Group on the Establishment of BIMSTEC Technology Transfer Facility (TTF) held in Colombo, Sri Lanka on 21-22 November 2017, finalized the draft text of the Memorandum of Association (MoA) on the Establishment of BIMSTEC TTF. The Meeting also recommended that the Member States to expeditiously complete their internal procedures for signing of the MoA at the Fourth BIMSTEC Summit, which is expected to be held in Nepal at an early date of 2018. However, the Secretariat has received concurrence to the finalized draft text of the MoA from all the Member States while readiness to sign the MoA is still awaited from Bhutan.
21.	First Meeting of the Governing Board of the BIMSTEC Technology Transfer Facility	Sri Lanka	March 2020	The 4 <sup>th</sup> Meeting of the Expert Group on the establishment of the BIMSTEC TTF recommended that the First Meeting of the Governing Board shall: Adopt the Rules and Procedures of the BIMSTEC TTF; Adopt the recruitment Rules and Procedures of the Executive Director and other staff; Approve the annual plan of activities and the budget of the TTF
<b>ENERGY</b>				

22.	First Meeting of the BIMSTEC Grid Interconnection Coordination Committee (BGICC),	Bhutan (proposed by Secretariat) Not be possible	11-12 February 2020 (proposed by Secretariat)	<p>As per Article 3 of the MoU for Establishment of the BIMSTEC Grid Interconnection, the Parties shall designate their national representative(s) to constitute the BGICC.</p> <p>The First Meeting of the BIMSTEC Expert Group on Energy (1<sup>st</sup> EGME) (Nay Pyi Taw, Myanmar, 28-29 March 2019) highlighted the importance of having the First Meeting of the BGICC before holding the Second Meeting of the BIMSTEC Expert Group on Energy (2<sup>nd</sup> EGME).</p> <p>In this regard, the Secretariat has received nominations of designated National Representatives to constitute the BGICC from <i>Bangladesh, Myanmar, Sri Lanka and Thailand</i>.</p>
23.	Second Meeting of the BIMSTEC Expert Group on Energy (2 <sup>nd</sup> EGME).	Sri Lanka (proposed by Secretariat)	05-06 May 2020	<p>The First Meeting of the BIMSTEC Expert Group on Energy (1<sup>st</sup> EGME) (Nay Pyi Taw, Myanmar, 28-29 March 2019) considered on the holding of the Second Meeting of the BIMSTEC Expert Group on Energy based on the BIMSTEC practice of hosting the BIMSTEC Sectoral Meetings in alphabetical rotation.</p> <p>Accordingly, the Secretariat will communicate the date and venue for the Second Meeting of the BIMSTEC Expert Group on Energy after holding the First Meeting of BGICC in consultation with the Member States.</p>

24.	First Meeting of the Governing Board of the BIMSTEC Energy Centre (BEC)	India	19-20 November 2019 (proposed by Secretariat)	<p>As per the Article 3 of the MoA among BIMSTEC Member Countries for Establishment of BEC (signed on 22 January 2011, Nay Pyi Taw, Myanmar), the Governing Board shall meet <u>once a year</u>.</p> <p>The First Meeting of the BIMSTEC Expert Group on Energy (1<sup>st</sup> EGME) (Nay Pyi Taw, Myanmar, 28-29 March 2019) proposed that India, the host Member State, to explore possibilities of holding the First Meeting of the Governing Board of the BIMSTEC Energy Centre (BEC). The 1<sup>st</sup> EGME recommended that the First Meeting of the Governing Board of the BEC may discuss the overall funding, institutional mechanisms, work plan as well as modalities of the effective functioning of the Centre.</p> <p>In this regard, the Secretariat has received updated nominations of the Principal and Alternate Members of the BEC from <i>Bangladesh, Bhutan, Myanmar, Sri Lanka and Thailand</i>.</p>
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25.	Fifth BIMSTEC Senior Officials' Meeting on Energy (5 <sup>th</sup> SOM-E)	Nepal	21-22 December 2019 (proposed by Secretariat)	<p>The Fourth Meeting of the BIMSTEC Senior Officials on Energy (4<sup>th</sup> SOM-E)(Nay Pyi Taw, Myanmar, 11-12 January 2017) agreed to convene the Senior Officials' Meeting on Energy (SOM-E) at least <u>once a year</u>, as directed by the Second BIMSTEC Energy Ministers' Meeting (2<sup>nd</sup> BEMM) held in Bangkok, Thailand on 05 March 2010.</p> <p>The 4<sup>th</sup> SOM-E appreciated the offer by the Delegation of Nepal for hosting the Third BIMSTEC Energy Ministers' Meeting (3<sup>rd</sup> BEMM) on 30-31 March 2017 preceded by the 5<sup>th</sup> SOM-E.</p> <p>The dates were later postponed and the new dates i.e. 08-09 February 2018 for 5<sup>th</sup> SOM-E and 3<sup>rd</sup>BEMMwere again postponed.</p> <p>Therefore, as per the recommendations of the First Meeting of the BIMSTEC Expert Group on Energy (1<sup>st</sup> EGME) (Nay Pyi Taw, Myanmar, 28-29 March 2019), the Secretariat has requested Nepal to convey the dates of the holding of the 5<sup>th</sup> SOM-E and 3<sup>rd</sup>BEMM at the earliest.</p>
26.	Third BIMSTEC Ministerial Meeting on Energy (3 <sup>rd</sup> BEMM)	Nepal	23 December 2019 (proposed by Secretariat)	
<b>TOURISM</b>				

27.	2 <sup>nd</sup> Meeting of the BIMSTEC Working Group on Tourism	Dhaka, Bangladesh	12-13 February 2020 or 26-27 February 2020	At the Second BIMSTEC Tourism Ministers' Roundtable and Workshop held in Kathmandu, Nepal on 29 August 2006, Bangladesh agreed to host the 2 <sup>nd</sup> Meeting of the BIMSTEC Working Group on Tourism and the 3 <sup>rd</sup> BIMSTEC Tourism Ministers' Roundtable.
28.	3 <sup>rd</sup> BIMSTEC Tourism Ministers' Roundtable			
29.	3 <sup>rd</sup> Meeting of the BIMSTEC Working Group on Tourism	TBC	October 2020	2 <sup>nd</sup> meeting of BIMSTEC Working Group on Tourism was postponed from 2019 so when held in February 2020, it will decide date, venue and host.
30.	4 <sup>th</sup> BIMSTEC Tourism Ministers' Roundtable	TBC	October 2020	3 <sup>rd</sup> BIMSTEC Tourism Ministers' Roundtable was postponed from 2019, so when held in February 2020, it will decide date, venue and host.
31.	BIMSTEC tourism conclave	Nepal	April -May 2020	At the Fourth BIMSTEC Summit, Nepal offered to host the BIMSTEC Tourism Conclave.
32.	Second Meeting of the BIMSTEC Network of Tour Operators	Sri Lanka	February 2020	The First Meeting of the BIMSTEC Network of Tour Operators (New Delhi, India, 07 July 2017) agreed that Sri Lanka and Bangladesh will host the Second and Third Meeting of BIMSTEC Network of Tour Operators in 2018 and in 2019 respectively.
33.	Third Meeting of the BIMSTEC Network of Tour Operators	Bangladesh	November 2020	
FISHERIES				

34.	Third Meeting of the BIMSTEC Expert Group on Fisheries	Thailand	01-02 December 2019 (proposed by Secretariat)	<p>The First and Second Meetings of the Expert Group on Fisheries were held in Thailand in 2001 and 2005 respectively. Thailand is the Lead Country for BIMSTEC Fisheries Cooperation.</p> <p>Moreover, the Paragraph 21 of Sectoral Review annexed to the 4<sup>th</sup> BIMSTEC Summit Declaration under the heading of “Fisheries” stated that “Stress on continued cooperation in conservation, management and sustainable use of marine resources in the region; agree to deepen cooperation in fisheries to ensure food security and improve livelihoods of people in our region and task the relevant national agencies to explore the possibility of meaningful collaboration to promote sustainable marine fisheries and direct the relevant authorities to explore how the landlocked Member States can benefit from inland fisheries.”</p>
<b>AGRICULTURE</b>				
35.	Eighth Meeting of the BIMSTEC Expert Group on Agricultural Cooperation(8 <sup>th</sup> EGMAC)	India	17-18 March 2020 (proposed by Secretariat)	<p>The Seventh Meeting of the BIMSTEC Expert Group on Agricultural Cooperation (7<sup>th</sup> EGMAC)(Dhaka, Bangladesh, 24-25 April 2019) welcomed the offer of India to host the Eighth Meeting of the BIMSTEC Expert Group on Agricultural Cooperation in early 2020.</p>
36.	Workshop on "Encouraging Private Sector Participation especially in Value-Chain Management for Agricultural Products	Colombo, Sri Lanka	9-10 June 2020 (proposed by Secretariat)	<p>The First BIMSTEC Senior Officials' Meeting on Agriculture (1<sup>st</sup> SOM-A) (Nay Pyi Taw, Myanmar, 11 July 2019) requested Sri Lanka and Thailand to convey the timeframe and venue on holding of Second and Third Workshops/events under the common project of "Encouraging Private Sector Participation especially in Value-Chain Management for Agricultural Products.</p> <p>Sri Lanka has conveyed its willingness to host the Workshop in June 2020.</p>

37.	Workshop on Encouraging Private Sector Participation especially in Value-Chain Management for Agricultural Products	Thailand	04-05 August 2020 (proposed by Secretariat)	The First BIMSTEC Senior Officials' Meeting on Agriculture (1 <sup>st</sup> SOM-A) (Nay Pyi Taw, Myanmar, 11 July 2019) requested Sri Lanka and Thailand to convey the timeframe and venue on holding of Second and Third Workshops/events under the common project of "Encouraging Private Sector Participation especially in Value-Chain Management for Agricultural Products.
38.	Second BIMSTEC Ministerial Meeting on Agriculture (2 <sup>nd</sup> BAMB) preceded by the Second BIMSTEC Senior Officials' Meeting on Agriculture (2 <sup>nd</sup> SOM-A)	India (proposed by Secretariat)	09-11 February 2021 (proposed by Secretariat)	The First BIMSTEC Ministerial Meeting on Agriculture (Nay Pyi Taw, Myanmar, 12 July 2019) agreed to convene the BIMSTEC Ministerial Meeting on Agriculture once in two years. The 1 <sup>st</sup> BAMB tasked the Secretariat to coordinate with the Member States to finalize date and venue of the Second BIMSTEC Ministerial Meeting on Agriculture (2 <sup>nd</sup> BAMB).
39.	BIMSTEC Seminar on Climate Smart Farming System	India	11-13 December 2019	The Paragraph 20 of Sectoral Review annexed to the 4 <sup>th</sup> BIMSTEC Summit Declaration under the heading of "Agriculture" welcomed the offer of India to host the BIMSTEC Seminar on Climate Smart Farming System in 2019.
40.	BIMSTEC Workshop on the Role of the Public-Private Partnership in Developing Value Chains through Post-Harvest Management.	Bhutan (proposed by Secretariat ) to be hosted as proposed	20-21 October 2020	The First BIMSTEC Ministerial Meeting on Agriculture (Nay Pyi Taw, Myanmar, 12 July 2019) tasked the Secretariat to coordinate with the Member States to finalize the date and venue for holding the BIMSTEC Workshop on the Role of the Public-Private Partnership in Developing Value Chains through Post-Harvest Management".

41.	Second Workshop on Promotion of Agriculture Trade and Investment among BIMSTEC Member States	Bangladesh	27-28 January 2020	At the First BIMSTEC Senior Officials' Meeting on Agriculture (1 <sup>st</sup> SOM-A) (Nay Pyi Taw, Myanmar, 11 July 2019), the delegation of Bangladesh informed the Meeting that Bangladesh will host the "Second Workshop on Promotion of Agriculture Trade and Investment among BIMSTEC Member States" either in <i>October 2019 or January 2020</i> .
42.	Third Workshop on Good Agricultural Practices (GAP)	Myanmar	07-08 September 2020 (proposed by Secretariat)	The First BIMSTEC Senior Officials' Meeting on Agriculture (1 <sup>st</sup> SOM-A) (Nay Pyi Taw, Myanmar, 11 July 2019) requested Myanmar to convey the timeframe and venue on holding of the Third Workshop on Good Agricultural Practices (GAP) with the expertise including mobilization of resource persons from Thailand.

#### CULTURAL COOPERATION

43.	Third BIMSTEC Senior Officials' Meeting on Culture (3 <sup>rd</sup> SOM-C)	Bhutan	April 2020	The Second BIMSTEC Ministerial Meeting on Culture (2 <sup>nd</sup> BCMM) preceded by the Second BIMSTEC Senior Officials' Meeting on Culture (2 <sup>nd</sup> SOM-C) as well as 1 <sup>st</sup> BIMSTEC Cultural Festival are scheduled to be held in Dhaka, Bangladesh on <b>07-09 December 2019</b> .
44.	3 <sup>rd</sup> BIMSTEC Ministerial Meeting' on Culture	TBC	April 2021	
45.	2 <sup>nd</sup> BIMSTEC Cultural Festival	TBC	April 2021	
46.	Second Meeting of the BIMSTEC Expert Group on Culture	Bangladesh	May 2020	

#### PUBLIC HEALTH

47.	3 <sup>rd</sup> Meeting of the BIMSTEC Task Force on Traditional Medicine (3 <sup>rd</sup> BTFTM)	Nepal	16-17 December 2019 (proposed by Secretariat) January 2020	At the Second Meeting of the BIMSTEC Task Force on Traditional Medicine (2 <sup>nd</sup> BTFTM) held on 24-25 January 2019 in Nay Pyi Taw, Myanmar, the Delegation of Nepal informed that Nepal will propose to host the 3 <sup>rd</sup> BTFTM Meeting, possibly within October/November, otherwise in December 2019.
48.	Fifth Meeting of the BIMSTEC Network of National Centers on Coordination in Traditional Medicine (5 <sup>th</sup> BNNCCTM)	India	2021	The Fourth Meeting of the BIMSTEC Network of National Centers on Coordination in Traditional Medicine (BNNCCTM) held on 16-17 June 2019 in Dhaka, Bangladesh, welcomed the offer of India to host the Fifth Meeting of the BNNCCTM in 2021, <i>subject to the approval of continuation of the BNNCCTM by the SOM.</i>
49.	Second BIMSTEC Conference on the Protection of Traditional Knowledge and Genetic Resources	Sri Lanka	25-26 February 2020 (proposed by Secretariat)	At the Second Meeting of the BIMSTEC Task Force on Traditional Medicine (2 <sup>nd</sup> BTFTM) held on 24-25 January 2019 in Nay Pyi Taw, Myanmar, the Delegation from Sri Lanka suggested that bi-annual BIMSTEC Conference on Traditional Medicine be made a regular event so that Member States can share their advancement in traditional medicine and good practices, including research and innovation on regular basis.
<b>PEOPLE TO PEOPLE CONTACT</b>				
50.	Fourth Meeting of the BIMSTEC Expert Group on Visa	Sri Lanka	30-31 March 2020 (proposed by Secretariat)	At the Special Session of the BIMSTEC Senior Officials' Meeting (S-SOM) held in Kathmandu, Nepal on 11 August 2018, Sri Lanka expressed their readiness to host the Fourth Meeting of the BIMSTEC Expert Group on Visa Matters.

51.	Fifth Meeting of the BIMSTEC Network of Policy Think Tank (5 <sup>th</sup> BNPTT)	India	26-27 December 2019	At the Fourth Meeting of the BIMSTEC Network of Policy Think Tanks (4 <sup>th</sup> BNPTT) held on 27-28 December 2018 in Thimphu, Bhutan, the Delegation of India informed that India will host the Fifth Meeting of the BIMSTEC Network of Policy Think Tanks.
<b>POVERTY ALLEVIATION</b>				
52.	Fourth BIMSTEC Ministerial Meeting on Poverty Alleviation	TBC	July 2020	The Third BIMSTEC Ministerial Meeting on Poverty Alleviation (3rd BMM-PA) held in Colombo on 20 December 2017, requested the Secretariat to consult with the Member States and circulate the date and venue of the Fourth BIMSTEC Ministerial Meeting on Poverty Alleviation in due course. However, the Secretariat is yet to get an offer from a Member State to host the said Meeting.
53.	Fourth Meeting of the BIMSTEC Senior Officials' on Poverty Alleviation	TBC	July 2020	The Third Meeting of the BIMSTEC Senior Officials' Meeting on Poverty Alleviation (3rd SOM-PA) held in Colombo, Sri Lanka on 19 December 2017, decided that the date and venue of the Fourth BIMSTEC Senior Officials' Meeting on Poverty Alleviation (4th SOM-PA) will be circulated to the Member States through the Secretariat in due course. However, the Secretariat is yet to get an offer from a Member State to host the said Meeting.
54.	Second Meeting of the BIMSTEC Expert Group on Poverty Alleviation	India	March 2020	At the First Meeting of the BIMSTEC Expert Group on Poverty Alleviation held in Kathmandu, Nepal on 01 November 2017, the delegation of Experts decided to hold the BIMSTEC Expert Group Meeting on Poverty Alleviation on annual basis and welcomed the offer made by the delegation of India to host the Second Meeting of the Expert Group in 2018, for which the timeframe will be proposed by the host in due course of time.

COUNTER TERRORISM AND TRANS NATIONAL CRIME				
55.	First Meeting of the BIMSTEC Home Secretaries preceding the First Home Ministers meeting	India	04 February 2020	
56.	First Meeting of the BIMSTEC Home Ministers	India	05 February 2020	<b>Ref:</b> Para 11 of the Fourth BIMSTEC Summit declaration (Sectoral), the Leaders decided to hold meeting at the level of BIMSTEC Home Ministers.
57.	First Preparatory Meeting to the Fourth Meeting of the BIMSTEC National Security Chiefs	Myanmar	23 March 2020	<b>Ref:</b> Para 33 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019.
58.	Fourth Meeting of the BIMSTEC National Security Chiefs	Myanmar	24 March 2020	<b>Ref:</b> Para 39 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019.
59.	Ninth Meeting of the BIMSTEC Joint Working Group on Counter Terrorism and Transnational Crime (JWG-CTTC)	Thimphu, Bhutan	09-10 December 2019 March 2020	Bhutan proposed to host the Meeting on 6-7 August 2019. Due to inconvenience of some of the Member States, the meeting has been postponed to 22-23 October 2019. However, Myanmar expressed inconvenience to the new dates.
60.	Tenth Meeting of the BIMSTEC Joint Working Group on Counter Terrorism and Transnational Crime (JWG-CTTC)	India	24-25 November 2020	
61.	First Meeting of the Expert Group on Himalayan Science Council	India	5-6 December 2019	<b>Ref:</b> Para 25.07 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, the meeting is to take place in the second half of 2019 in India.
62.	First Meeting of the BIMSTEC Expert-Group on Establishment of Database for Information System Sharing	Colombo, Sri Lanka	20-21 January 2020	<b>Ref:</b> Para 25.09 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, the meeting was to take place



				in the second half of 2019 in Colombo.
63.	Sixth Meeting of the BIMSTEC Sub-Group on Prevention of Illicit Trafficking in Narcotic Drugs, Psychotropic Substances and Precursor Chemicals	Sri Lanka	20-21 April 2020	As per the approved ToR, Sub-Group will meet annually to review the progress. As per para 22 of the Report of the Fifth Meeting of the Sub Group held in Kathmandu, Nepal on 23 May 2018, delegation of Sri Lanka agreed to further discuss the subject internally and agreed to convey to the Secretariat decision in this regard. Alphabetically the Sixth Meeting of the Sub Group may take place in Sri Lanka. The Secretariat has been issuing reminders to Sri Lanka. Last reminder was sent on 19 August 2019.
64.	Ninth Meeting of the BIMSTEC Sub-Group on Legal and Law Enforcement Issues	Sri Lanka	12-13 May 2020	<b>Ref:</b> Para 20 of the Report of the Eighth Meeting of the Sub Group held in Kathmandu, Nepal on 29-30 October 2018, delegation of Sri Lanka agreed to discuss the subject internally and agreed to convey to the Secretariat decision in this regard. Alphabetically the Eighth Meeting of the Sub Group may take place in Sri Lanka. The Secretariat has been issuing reminder to Sri Lanka. Last reminder was sent on 19 August 2019.
65.	Second Meeting of the Sub Group on Countering Radicalization and Terrorism	Bangladesh (suggested by Secretariat)	18 August 2020	First Meeting was held in India, the Lead Shepherd of the Sub Group. Alphabetically the Second Meeting of the Sub Group may take place in Bangladesh.
66.	Twelfth Meeting of the BIMSTEC Sub-Group on Anti-Money Laundering and Combating the Financing of Terrorism	Bhutan/Secretariat (suggested by the Secretariat)	11-12 November 2020	According to the approved ToR, Sub-Group will meet annually to review the progress. Since the Eleventh Meeting was held in Bangkok, Thailand on 3-4 September 2019, the Twelfth Meeting, as per alphabetical rotation may take place in Bangladesh. However, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh vide NV dated 26 September 2019 communicated to the Secretariat inability to host the Twelfth meeting

				of the sub group in 2020 due to hosting of the 23 <sup>rd</sup> Annual meeting of Asia Pacific Group on Anti Money Laundering in Dhaka. Bangladesh will host the 13 <sup>th</sup> meeting in 2021.
67.	Working Group Meeting on Space Security Cooperation among the Member States	India	14-15 January 2020	<b>Ref:</b> Para 25.02 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, first Meeting of the Working Group is to be held in 2019.
68.	First Meeting of the BIMSTEC Expert Group on Cyber Security Cooperation among the Member States	India	17-18 March 2020	<b>Ref:</b> Para 25.05 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, India has offered to host the first meeting of the Expert Group.
69.	First Meeting of the BIMSTEC Working Group on Maritime Cooperation	India	04-05 March 2020	<b>Ref:</b> Para 25.01 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, first Meeting of the Working Group is to be held in 2019.
70.	Capacity Development programme for the Security Personnel of the BIMSTEC Member States	India	16-18 June 2020	<b>Ref:</b> Para 25.08 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, capacity development programme for the security personnel is to take place in 2020.
71.	Second Regional Dialogue of BIMSTEC Think Tanks on Security Cooperation	India	26-27 November 2019	<b>Ref:</b> Para 32 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, the Meeting welcomed India's offer to host the Second Dialogue.
72.	Conference on Counter Radicalization among the Member States	India	07 January 2020	<b>Ref:</b> Para x of the Report of the Second Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 08 August 2018, India offered to hold the Conference in 2018.
73.	Capacity building program	Banglade	8-10	<b>Ref:</b> Para 23(i) of the Report of the

	on AML/CFT for the Law Enforcement Agencies of the BIMSTEC Member States	sh	September 2020	Eleventh Meeting of the Sub Group on Anti Money Laundering and Combating the Financing of Terrorism held in Bangkok on 3-4 September 2019, circulated by the Secretariat vide the Note no BIMSTEC/SEC/12/06/03 dated 16 September 2019.
74.	Training programme for the BIMSTEC countries on Money Laundering and Financing of Terrorism	India	20-22 May 2020	<b>Ref:</b> Para 23(iii) of the Report of the Eleventh Meeting of the Sub Group on Anti Money Laundering and Combating the Financing of Terrorism held in Bangkok on 3-4 September 2019, circulated by the Secretariat vide the Note no BIMSTEC/SEC/12/06/03 dated 16 September 2019.
75.	Workshop/training for the BIMSTEC Member States	Thailand	8-10 September 2020	<b>Ref:</b> Para 23(vii) of the Report of the Eleventh Meeting of the Sub Group on Anti Money Laundering and Combating the Financing of Terrorism held in Bangkok on 3-4 September 2019, circulated by the Secretariat vide the Note no BIMSTEC/SEC/12/06/03 dated 16 September 2019.
<b>CLIMATE CHANGE</b>				
76.	BIMSTEC Experts' Workshop on Climate Change	Bangladesh	March 2020	At the Fifteenth BIMSTEC Ministerial Meeting held in Kathmandu, Nepal on 11 August 2017 welcomed the offer of the Government of Bangladesh to convene the BIMSTEC Experts' Workshop on Climate Change in 2017. Accordingly, Bangladesh proposed to host the BIMSTEC Experts' Workshop on Climate Change on 27-28 December 2017, which was later postponed till February 2018. The fresh date is awaited from Bangladesh.
77.	First Meeting of the Inter-governmental Expert Group		May 2020	<b>Ref:</b> Paragraph 14 of the Sectoral Review as annexed to the Fourth BIMSTEC Summit Declaration, which stipulates:  "Express our serious concerns over environmental degradation, adverse impact of climate change and global

				warming on the fragile Himalayan and mountain eco-systems and their inter-linkages with the Bay of Bengal and Indian Ocean and resolve to strengthen cooperation to protect and preserve the environment to address, inter alia, the adverse impact of climate change on the lives and livelihoods of our peoples; explore the possibility to establish an Inter-governmental Expert Group to develop a plan of action for collective response to climate change for the region; reaffirm our commitments to operationalize the Paris Agreement, in accordance with principle of common but differentiated responsibilities and respective capabilities (CBDR & RC), taking into account different national circumstances and equity.”
<b>TRANSPORT AND COMMUNICATION</b>				
78.	Fourth Meeting of The BIMSTEC Transport Connectivity Working Group (BTCWG)	India (suggested by Secretariat)	12-13 December 2019	
79.	Fourth Meeting of The BIMSTEC Transport Connectivity Working Group (BTCWG)	Bangkok (suggested by Secretariat)	07-08 July 2020	
80.	Second Working Group Meeting of the BIMSTEC Coastal Shipping Agreement	India (Suggested by Secretariat)	30-31 January 2020	
81.	Second Working Group Meeting to negotiate the Draft Text of the Motor Vehicles Agreement for the Regulation of Passenger, Personnel and Cargo Vehicular Traffic between and among BIMSTEC Member States/ First Meeting to discuss a Framework Agreement on Transit, Transshipment and Movement of Vehicular	India (suggested by Secretariat)		

	Traffic between and among the BIMSTEC member States.			
82.	Working Group on Information Technology and Communication	India	02-03 June 2020	<b>Ref:</b> para 5 of the Fourth BIMSTEC Summit declaration (Sectoral), the Leaders decided to establish an Working Group to deal with information technology and communication related matters. India agreed to host the First Meeting of the Working Group.
<b>ENVIRONMENT AND DISASTER MANAGEMENT</b>				
83.	First Meeting of the BIMSTEC Expert Group to develop a plan of action to improve preparedness and coordination for responding to natural disasters in the Bay of Bengal region	India	19-20 February 2020	<b>Ref:</b> para 25.06 of the Report of the Third Meeting of the National Security Chiefs circulated by the Secretariat vide Note no BIMSTEC/SEC/12/11 dated 17 April 2019, First Meeting of the Expert Group will be held in India.
84.	Preparatory meeting to second BIMSTEC Disaster Management Exercise	India	13 November 2019	As per the Agenda of Action of the BIMSTEC Leaders' Retreat held in Goa in 2016, BIMSTEC Disaster management Exercise is to be held annually. Hon'ble Prime Minister of India in his speech in the 4 <sup>th</sup> BIMSTEC Summit held in Kathmandu, Nepal on 30-31 August 2018 proposed that India is also ready to host the second annual BIMSTEC Disaster Management Exercise
85.	Second BIMSTEC Disaster Management Exercise	India	18-21 February 2020	
<b>BLUE ECONOMY</b>				
86.	First Meeting of the Inter Governmental Expert Group	BIMSTEC Secretariat	27-28 April 2020	<b>Ref:</b> Para 29 of the Fourth BIMSTEC Summit declaration (Sectoral), the Leaders decided to establish an Inter-governmental Expert Group to develop an action plan on blue economy, keeping in mind the special needs and circumstances of the landlocked Member States.
<b>OTHER EVENTS</b>				
87.	Conference on Combating Drug-Trafficking for BIMSTEC Countries	India		Hon'ble Prime Minister of India in his speech in the Fourth BIMSTEC Summit proposed to organize a conference within the BIMSTEC frame-work on issues related to narcotics. Initially scheduled to be held in India in the second fortnight

				of September 2019, but has been postponed.
88.	Hackathon on Blue Economy	India	07-08 April 2020	Hon'ble Prime Minister of India in his speech in the 4 <sup>th</sup> BIMSTEC Summit held in Kathmandu, Nepal on 30-31 August 2018 proposed that India will organize a Hackathon for youth from all BIMSTEC countries on Blue Economy
89.	Tri Services Humanitarian Assistance and Disaster Relief Exercise of BIMSTEC countries.	India	13-16 October 2020	Hon'ble Prime Minister of India in his speech in the 4 <sup>th</sup> BIMSTEC Summit held in Kathmandu, Nepal on 30-31 August 2018 proposed that India will host a Tri Services Humanitarian Assistance and Disaster Relief Exercise of BIMSTEC countries.
90.	BIMSTEC Band Festival	India		Hon'ble Prime Minister of India in his speech in the 4 <sup>th</sup> BIMSTEC Summit held in Kathmandu, Nepal on 30-31 August 2018 proposed that India wishes to host a BIMSTEC Youth Summit and a BIMSTEC Band Festival
91.	BIMSTEC Youth Summit	India		Hon'ble Prime Minister of India in his speech in the 4 <sup>th</sup> BIMSTEC Summit held in Kathmandu, Nepal on 30-31 August 2018 proposed that India wishes to host a BIMSTEC Youth Summit and a BIMSTEC Band Festival

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