



Annex 2

Fifth Project Management Meeting (PMM5)

Date : 1 November 2011 (Tuesday)
Time : 8.00 a.m – 6.00 p.m
Venue : Oscar Saigon Hotel, Ho Chi Minh City

REVISED AGENDA

1. Welcome Remarks
2. Introduction and Confirmation of the Agenda
3. Confirmation of PMM4 Meeting Minutes and Matters arising
4. Progress of Components
 - a. Indonesia (National Coordinator)
 - b. Malaysia (National Coordinator)
 - c. Philippines (National Coordinator)
 - d. Viet Nam (National Expert)
 - e. Regional (RPEA)
5. Proposed Annual Work Plans and Budgets (AWPB 2012) of Components
 - a. Indonesia
 - b. Malaysia
 - c. Philippines
 - d. Viet Nam
 - e. Regional
6. Calendar of Events for 2012 (January – December)
7. Update on Peatland Fire Management in Brunei Darussalam
8. Update on Peatland Fire Monitoring by Singapore
9. Project management and administration
 - a. Reporting
 - b. Project Reporting Requirements
10. Linkage between APFP and SEApeat activities
11. Confirmation of next meeting(s)
12. Other matters
13. Adoption of Report of PMM5
14. Closing





ASEAN Peatland Forests Project (APFP)

Rehabilitation and Sustainable Use of Peatland Forests in Southeast Asia



Enabling poor rural people
to overcome poverty



GLOBAL ENVIRONMENT FACILITY
INVESTING IN OUR PLANET

Fifth Project Management Meeting (PMM5)

1 November 2011

Venue: Hanoi-Saigon Room, Oscar Saigon Hotel

Tentative Programme

07.30 – 08.00	Registration
08.00 – 08.10	1. Welcome Remarks by APFP Project Director, Dr. Raman Letchumanan, ASEAN Secretariat
08.10 – 08.15	2. Introduction and confirmation of the Agenda by Dr. Raman Letchumanan
08.15 – 08.45	3. Confirmation of PMM4 Meeting Minutes and Matters Arising
08.45 – 09.15	4. Progress Reports a. Progress on Country Components – Indonesia followed with discussion by Mr. Hermono Sigit, National Coordinator b. Progress on Country Components – Malaysia followed with discussion by Mr. Hamdan Napiah, National Coordinator c. Progress on Country Components – Philippines followed with discussion by Ms. Armida P. Andres, National Coordinator
09.15 – 09.45	
09.45 – 10.15	
10.15 – 10.30	Refreshments
10.30 – 11.00	d. Progress on Country Components – Viet Nam followed with discussion by Dr. Le Phat Quoi, (National Expert)
11.00 – 11.30	e. Progress on Regional Component followed with discussion by Ms. Chin Sing Yun, Acting Regional Project Coordinator, RPEA
11.30 – 12.30	Wrap-up Discussion on Progress of Country and Regional Components
12.30 – 13.30	Lunch Break
13.30 – 14.00	5. Annual Work Plans and Budgets (CAWPB 2012) a. Proposed CAWPB for 2012 by Indonesia followed with discussion b. Proposed CAWPB for 2012 by Malaysia followed with discussion c. Proposed CAWPB for 2012 by Philippines followed with discussion
14.00 – 14.30	
14.30 – 15.00	
15.00 – 15.15	Refreshments
15.15 – 15.45	d. Proposed CAWPB for 2012 by Viet Nam followed by discussion
15.45 – 16.15	e. Proposed RAWPB for 2012 by RPEA followed by discussion
16.15 – 16.25	6. Calendar of events for 2012 (Jan- Dec)
16.25 – 16.35	7. Update on Peatland Fire Management in Brunei Darussalam
16.35 – 16.45	8. Update on Peatland Fire Monitoring by Singapore
16.45 – 17.00	9. Project management and administration
17.00 – 17.15	10. Linkage between AAFP and SEApeat activities
17.15 – 17.30	11. Confirmation of next meeting(s)
17.15 – 17.45	12. Other Matters – Next Steps
17.45 onwards	Working session to revise AWPB for respective APFP components
19.30	Dinner (free and easy)

