

## Draft MINUTES OF THE COUNCIL MEETING NO. 1/2024 (as of Sep 13)

### ITEM 1: WELCOME REMARKS

1. H. E. Mr. Chea Chantum of Cambodia's Ministry of Planning - General Secretariat for Population and Development and MI Council Chairperson (the Chair), opened the Council Meeting 1/2024 on August 2, 2023, at 9:00 AM at MI Headquarters in Khon Kaen, Thailand. He welcomed and acknowledged the presence of all GMS government representatives, MI Steering Committee members, representatives of MI Coordinating Agencies, MI Secretariat, and other delegates observing the proceedings.

### ITEM 2: ADOPTION OF THE AGENDA

2. **The Chair asked for comments, concerns, or points of clarification from the members regarding the meeting's agenda. There being none, the members adopted the agenda of the Council Meeting 1/2024.**

### ITEM 3: BUSINESS ARRANGEMENTS

3. Mr. Suriyan Vichitlekarn, MI Executive Director, announced several important points for the attention of the Council including the schedule for group photo, meeting adjournment, lunch arrangements, and study tour for some Governing Board (GB) members. He also informed the Council that the draft minutes of the meeting would be circulated within a month and requested that GB members review and provide feedback within one month of receiving the draft minutes.

### ITEM 4: ADOPTION OF MINUTES OF THE COUNCIL MEETING NO. 2/2023 AND ACTION PROGRESS ON RECOMMENDATIONS FROM GOVERNING BOARD MEETING 2/2023

4. Mr. Suriyan informed the Committee that the minutes of the previous meeting were circulated to the council ahead of time and no comments were received.
5. Cambodia requested to change the wording of line number 107 to "Cambodia accepted the proposed responsibility of hosting the Mekong Forum in 2025, subject to final confirmation by the Cambodia's Government."
6. MI Secretariat acknowledged the concern and agreed to update Item 107 accordingly.

7. **With the agreed amendment, the minutes were adopted as the official record of Council Meeting 2/2023.**

8. Mr. Suriyan reported the progress on recommendations from the Governing Board Meeting 2/2023 including the following:
  - a. On PROSAFE - The transition project for PROSAFE, funded by the New Zealand Government, is under discussion. The status of post-2023 activities is unclear. A representative from New Zealand will provide an update, expected to be discussed further under Agenda Item 6 where a revised work plan and budget will be presented.
  - b. On Mid-Term Review (MTR) of the MI Strategic Plan 2021-2025 -The Council previously decided to form a subcommittee, to conduct a deeper review of the Midterm Review recommendations. The first draft of the action plan, prepared by the Secretariat, has faced delays. The presenter apologized for not submitting it in time and requested more time to consult with the subcommittee before the next Council meeting.

- c. On MI Operations Manual - The MI Operations Manual was officially reviewed and approved by the Council last year. The document has been edited for consistency and circulated to Council members. The Secretariat is prepared to respond to any clarifications if needed during the Council meeting.
- d. On Salary Scale - The last review of the MI salary scale was in 2014. Due to inflation and market rate changes, the Council agreed to adjust the scale. However, the implementation of the new scale has been delayed due to the organization's financial status. It is anticipated that the revised scale will be implemented early next year.
- e. On Multi-year Work Plan - Action has been taken and will report this under *Matters for Consideration*.
- f. ED Performance Evaluation - Action has been taken and will report this under *Matters for Acknowledgement*.

9. **With no additional comments, concerns, or points of clarification from members, the Council noted the action progress on recommendations from the Governing Board Meetings.**

#### ITEM 5: HIGHLIGHTS AND RECOMMENDATIONS FROM THE STEERING COMMITTEE ON MATTERS FOR ACKNOWLEDGEMENT

- 10. These items provided an opportunity for the Council to acknowledge the efforts and progress made under the guidance of the Steering Committee (SC), fostering transparency and understanding of MI's activities. Dr. Narongchai Akrasanee, business representative and Steering Committee Chairman, and Mr. Suriyan Vichitlekarn, MI Executive Director, reported the details to the Council.
- 11. Dr. Narongchai reported on the recent SC meeting held on July 16, 2024. The committee recognized that MI, having been in operation for 27-28 years, has seen an increasing number of subjects and issues, resulting in more extensive documentation. To alleviate the burden on the committee, the meeting schedule was adjusted to allow more time for reviewing materials before reporting to the Council.
- 12. Dr. Narongchai shared key highlights from the SC's discussion including:
- 13. **Program Progress and Delays:** While approximately 60% of approved programs were delivered, there were delays in some areas. The committee emphasized the need to minimize such delays and noted significant improvements in the diversity of MI's operations, with increased participation from member countries and a focus on equitable engagement. Climate adaptation and the reduction of single-use plastics were also highlighted as areas where MI has gained recognition.
- 14. **Institutional Recognition and Development:** MI received the Aziz-UI Haq Rural Development Medal, recognizing its contributions to rural development. Additionally, efforts to enhance staff capabilities continue, with support from Australia. MI has also been active in producing publications and reports on GMS-related matters.
- 15. **Challenges:** The committee identified ongoing challenges, including difficulties in scheduling activities with project partners, attracting qualified applicants for training programs, and the delay in finalizing New Zealand's funding support. Achieving the Opportunity Fund target and improving departmental coordination within MI were also noted as areas needing attention.
- 16. **Expense Management and Activity Plan Adjustments:** Inquiries regarding management expenses were raised, leading to potential adjustments in the activity plan for the second half of the year. The committee acknowledged these matters and will make recommendations to the Council on decisions concerning the activity plan and other issues.

17. Dr. Narongchai invited Mr. Suriyan to present the details of the Activity Report.
18. **Activity Report of 1H, 2024 (Item 5.1)**
19. Mr. Suriyan continued with the details of the first half-year progress and achievements. He reported that:
20. MI has developed MEL tracking systems to monitor activities approved by the Council at the end of last year. Approximately 50% of these approved activities have been completed.
21. Different departments have shown varying levels of progress. For instance, the Agricultural Development and Commercialization Department (ADC) has completed most of its planned activities. However, some new activities are still pending, especially those under the New Zealand Funded Transition Project. It is expected that these activities will be realized, and the approved goals will be met in the second half of the year.
22. Non-program-related activities have been slightly below average due to financial constraints. Once the funding issues are resolved, it is anticipated that these activities will resume in the latter half of the year.
23. In terms of capacity development, MI has conducted 19 events and engaged 700 direct participants across 22 projects. Participant satisfaction is high, with 75% reporting satisfaction. Training quality, increased knowledge, and skill relevance received the highest ratings.
24. Feedback has indicated that the confidence to apply knowledge has been lower than expected. This issue is often related to budget constraints and other factors. Efforts are underway to improve the design and selection of participants to enhance confidence in applying learned skills.
25. Regarding human resources, MI now employs 49 staff members from 11 nationalities. Mr. Suriyan introduced new staff members who joined the organization in the first half of the year. A significant addition was the Director of Sustainable Energy and Environment, Ms. Liu Guohua, who began in mid-May. She has also joined MI's Senior Management Team. He then invited Ms. Guohua to introduce herself.
26. Ms. Liu Guohua expressed gratitude for the opportunity to introduce herself. She shared her background, including her previous work at the Ministry of Foreign Affairs of China and her four-year posting in the region. Ms. Guohua explained her decision to join the organization, highlighting her desire to mobilize resources and contribute effectively to the region's development.
27. The financial performance for the first half of the year shows that MI generated revenue of \$1.4 million. However, expenditures exceeded this amount due to insufficient funds for certain activities. The organization expects to address these issues and has proposed a revised budget and strategy for the remainder of the year.
28. Revenue is increasingly being allocated to long-term projects, following the Council's guidance. Program-related expenditure accounts for approximately 70% of the budget, with operational costs at 27%.
29. Compared to 2023, MI is slightly behind in revenue and earnings. Steps are being taken to address this, including exploring additional projects and opportunities to diversify funding sources.
30. In terms of country contributions, MI has received support from four countries (Cambodia, Myanmar, Thailand, and Lao PDR) as of June, with additional funds received from Vietnam in July. China's contribution is expected to be received this month. Contributions from Lao PDR this year include funds for specific projects, reflecting broader engagement in technical and knowledge services.

31. Revenue sources are currently split approximately 20% from new contributions and 80% from project revenue. There is an aim to adjust this ratio in the future to better align with strategic goals.
32. Mr. Suriyan paused the presentation to hear comments and feedback from the Council.
33. Dr. Narongchai drew the Council members' attention to two major concerns raised by the Steering Committee, including:
34. **Participant Evaluation and Satisfaction:** Dr. Narongchai requested that the page showing the participant satisfaction evaluation be displayed again, saying that the evaluation is crucial as it reflects how participants perceive the usefulness of what they have learned and whether they feel equipped to apply their new knowledge and skills. The application of this knowledge has the lowest rating, highlighting a need for improved participant selection processes and better support from members.
35. **Financial Management:** Attention is also drawn to the financial management statements, specifically the revenue and expenses up to June 2024. The current statement reveals a significant shortfall compared to last year, with a deficit of approximately \$155,000. This highlights ongoing challenges in securing project financing and managing revenue.
36. Dr. Narongchai emphasized the importance of addressing these two issues as discussions continue on the work plan for the second half of the year.
37. The Chair added an additional point regarding the recruitment of participants. The Chair agreed with Dr. Narongchai's observation about the need for better participant selection. It was noted that there may have been some issues with the recruitment process, resulting in participants who, after attending the programs, found it challenging to apply what they had learned in their jobs.
38. The Chair emphasized that it is crucial to carefully select participants who would benefit from the training and be able to apply the knowledge effectively in their roles. This would ensure the relevance and impact of the programs.
39. Dr. Jean-Pierre A. Verbiest, MI's Honorary Advisor, added that it might be helpful for relatively new Council members to receive a brief explanation about opportunity funds. He noted that these are projects for which financing has not yet been secured. There is a risk associated with such projects, as the probability of securing financing may be lower than in the past. Dr. Jean-Pierre suggested briefly explaining how these projects are developed, how they are included in the budget, and the associated risks, so that everyone has a clearer understanding of the process.
40. In response to Dr. Verbiest, Mr. Suriyan explained MI's annual cycle of program planning and budgeting. He noted that each year, the organization started with projects and programs that had already been approved with secured funding. Typically, these constituted about 60% to 70% of the annual revenue required for implementing activities outlined in the work plan.
41. Each year, there was a funding gap of around 30% that needed to be filled by sourcing additional funds. These additional funds could come from traditional funding sources such as China, Thailand, or New Zealand. In cases where multi-year projects were pending new funding, MI sought non-traditional funding sources. This could involve open calls, new or untapped funding sources, and submitting proposals.

42. Given that not every proposal guaranteed secured funding, MI developed what they termed “project funds,” with a success rate of approximately 40%. For instance, if there was a budget gap of \$500,000, MI needed to develop projects worth more than \$500,000, aiming for around \$1.25 million to account for the success rate.
43. MI monitored these projects to track their success. Often, they met or exceeded the target, leading to a significant increase in revenue. In years when the target was exceeded, revenue sometimes jumped by 10-15%. However, there were also times when they could not meet the target. This process of managing project pipelines and opportunity funds required close monitoring by senior management on a quarterly basis.
44. About MI’s training, Thailand raised a concern on how participants could apply what they had learned from the training programs. It was noted that while many training programs are conducted, they often serve as one-off events. To address this, Thailand suggested that there should be follow-up activities or support to ensure that the training was applicable in the participants’ own contexts. This approach would help them effectively use what they learned and apply it locally. If necessary, additional support or consultancy could be provided to help implement the training outcomes more effectively.
45. The Chair responded that it was a valid point to follow up with participants on how they could apply the knowledge and skills from the training in their workplaces.
46. Dr. Verbiest agreed with the suggestion and proposed that project designs should include a provision for follow-up activities. While it might not be feasible for every country or activity, a percentage of the budget could be allocated for follow-up efforts based on the likelihood of the need. This way, support could be provided to ensure that the knowledge gained is effectively applied in specific projects and countries.

**47. There being no additional comments, the Council acknowledged the Activity Report 1H, 2024**

**48. Results of the Mekong Forum 2024 (Item 5.2)**

49. The Chair extended heartfelt congratulations and appreciation to the Mekong Forum 2024 Organizing Committee, as well as the sponsors, including China and New Zealand Aid Programme (NZAP). The Chair recognized their hard work, dedication, and the support of co-hosts and partners, which were instrumental in ensuring the event’s success.
50. The Chair also expressed gratitude to the Council, Steering Committee members, and partners, whose contributions were crucial in making the event impactful and memorable. The successes of the Mekong Forum 2024, including engaging discussions, innovative ideas, and meaningful collaborations, were highlighted as a proof of collective efforts.
51. Mr. Suriyan presented the detailed results of the Mekong Forum 2024. He stated that since the Council and SC members participated in the Mekong Forum, he would not go into extensive detail. He noted that the theme of digitalization, innovation, and technology was very well received. The event attracted diverse participants from various stakeholder groups and secured good sponsorship. The organization of the sessions was well-executed, highlighting the growing recognition and importance of the Mekong Forum.
52. Mr. Suriyan highlighted several key aspects of the forum, including the main technical sessions, exhibitions, technology demonstrations, and the use of digital applications to enhance communication with participants. He provided a brief overview of the event statistics, mentioning that while over 350 registered online, 304 attended the event. This turnout was considered a record for the Mekong Forum. The forum featured 52 speakers, more than half of whom were sponsored by partners, demonstrating the platform’s growing influence. Additionally,

there were 26 exhibitors, and the forum produced 34 actionable recommendations, which need to be followed up with programs.

53. Participants came from 25 countries, and there were 16 sponsors and partners. Mr. Suriyan expressed that MI received increasing recognition and support from the organizing team and others. He hoped the Council would take note of the Secretariat's follow-up plans, including proceedings, activities, and projects aligned with existing initiatives or those about to be implemented.
54. Mr. Suriyan also invited the Council to provide feedback on the forum's format, design, theme, key features, and results to refine and improve future planning. He mentioned that the next Mekong Forum is planned for Cambodia in 2025 and suggested that the Council consider potential themes, such as preparing for longevity, emerging economies, inclusive economic corridors, the bio-circular green economy, multi-sector collaboration, or agendas supporting the 2030 targets like the UN SDGs and the Paris Agreement.
55. Finally, Mr. Suriyan expressed heartfelt thanks on behalf of the Organizing Committee to all the GB members for their support, active participation, and guidance.
56. Mr. Chair noted that the Mekong Forum 2024 was an impressive achievement in terms of organization, issues discussed, and the high level of participant engagement. He observed two key aspects that stood out as particularly important.
57. The first point was the significance of the "In Conversation" activity with Mr. Suriyan and the reporter from Reuters Thailand. Mr. Chair emphasized the need to better publicize MI's work and the importance of its initiatives, as they might not be widely known. He stressed the importance of advertising the work of MI to raise awareness and recognition from external stakeholders.
58. The second point Mr. Chair noted was the introduction of expert dialogues during the forum. He acknowledged that these dialogues had not been done before and found them to be a valuable addition. Bringing in experts from various fields to clarify and guide collaboration among countries is crucial. He expressed his personal impression that these two activities were particularly impactful and suggested maintaining them for future forums.
59. However, he also acknowledged that while these activities are beneficial, they come with high costs. He mentioned that this year MI was fortunate to have substantial sponsorship from the Chinese Government and NZAP, which contributed to the forum's success. Looking ahead, he hoped for continued or even increased support from sponsors to sustain and enhance future activities.
60. Dr. Verbiest expressed his congratulations to the team for organizing the Mekong Forum, noting that he has attended most of the forums over the past decade and found this year's event to be the most effective, largest, and best in recent years. He highlighted how the integration of information technology and digital revolution has profoundly impacted the way issues in agriculture, industry, and other sectors are approached.
61. Dr. Verbiest was particularly struck by how these digital advancements have transformed perspectives on agriculture, a sector MI has been involved in since its inception. He emphasized that these technological changes are shaping the future of agriculture, investment, energy, and environment, making it necessary for MI to incorporate these new ideas into its strategies and programs.
62. He said that the forum was an eye-opening experience, as it showed the importance of focusing on a few key sectors and integrating technology into them. He believed this was a key reason why participation and engagement were higher than in previous Mekong Forums, as the topics discussed resonated deeply with the

attendees. Dr. Verbiest concluded by expressing his appreciation for the excellent work done by the organizing team.

63. Mr. Matthew Allen from NZAP expressed his congratulations to MI for the successful forum. He regretted not being able to attend the first day but was pleased to participate on the second day, where he observed various innovative elements of the program, particularly the Exhibition Hall.
64. Mr. Allen was impressed by the diverse range of partners showcasing different techniques, which highlighted the role of MI as a convener of best practices and innovative thinking. He emphasized that this reflects the direction of MI as a center of excellence and a policy convener, a vision previously articulated by the leadership.
65. He also noted the strong turnout on the first day as a testament to the Forum's success and concluded by offering his congratulations to the entire team for organizing such a successful event.

<b>66. There being no additional comments, the Council acknowledged the Results of the Mekong Forum 2024</b>
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**67. MI's Role in Private Sector Engagement (Item 5.3)**

68. In the interest of time, Dr. Narongchai suggested that the MI Secretariat present only the highlights of the agenda item which focused on how MI can better engage the private sector to enhance the success of its initiatives and address development issues in the GMS.
69. Mr. Madhurjya Kumar Dutta, MI's Director of Trade and Investment Facilitation Department, was invited to present. Mr. Dutta began by expressing his respect to the Chair, Co-chair, members of the MI Council and SC, and colleagues.
70. Mr. Dutta highlighted that MI has been actively working with the private sector across various projects. From 2023 to early 2024, MI conducted a regional study to identify contemporary global issues and their impact on the Mekong region. The study revealed key challenges, particularly in areas such as energy, climate change, and technological disruptions, which are reshaping the landscape of the GMS and attracting global and regional companies to diversify and focus on these issues.
71. Mr. Dutta emphasized the strategic importance of the GMS, with its vibrant economic landscape and numerous initiatives promoting subregional cooperation. He identified common goals where MI can facilitate private sector engagement, particularly in fostering partnerships through forums, meetings, and workshops, advocating for industry best practices, and providing platforms for global companies to interact with policymakers in trade, investment, and sustainable initiatives.
72. He also stressed the importance of public-private partnerships, policy engagement, and the integration of small and medium enterprises (SMEs) in addressing issues like intellectual property, incentives, funding, and regulatory support. Another critical area mentioned was the supply chain, which faced significant disruptions during COVID-19, leading to operational changes. MI can play a role in co-creating projects with global and regional companies to support SMEs in transitioning to green technologies and innovations.
73. Mr. Dutta underlined the need for workforce development in the industrial sector, particularly in preparing for Industry 4.0, which aligns with GMS development goals on human resource development and inclusive growth.
74. He concluded by summarizing that MI has the potential to engage with the private sector in emerging sectors, facilitate investments, co-create projects, and utilize the pilot projects supported by development partners.

Human resource development, including industrial workforce training, remains a key area to ensure productivity aligned with GMS development goals.

**75. There being no additional comments, the Council acknowledged the Report on MI's Role in Private Sector Engagement.**

**76. Completion of Lancang Mekong Business Forum Project (Item 5.4)**

77. Mr. Dutta shared insights on the Lancang-Mekong Business Forum, a five-year project implemented by the Mekong Institute (MI) from 2018 to 2024. The project focused on promoting agribusiness and investment in the processed food sector. He explained that this project was designed in a project-based mode, where each event was closely monitored to assess the results and impacts.

78. The project utilized a three-level intervention format, including the creation of an online platform. This platform invited companies from the GMS to join and share their business interests, facilitating initial networking opportunities. These interests ranged from raw material procurement to joint ventures and research and development (R&D) collaborations.

79. The project's primary goal was to strengthen regional value chains, particularly focusing on enhancing intra-regional trade within the Lancang-Mekong region, as most trade in the GMS is extra-regional. Through this effort, over a thousand companies participated in six events, leading to various forms of collaboration and cooperation. These included not only product sales but also the exchange of expertise, R&D support, technology transfer, internships, apprenticeships, and the formation of joint ventures and partnership initiatives.

80. Mr. Dutta mentioned that a survey conducted earlier in the year showed promising results, encouraging MI to continue this work. As a way forward, MI has formulated a new project to build and utilize a digital platform called the "E-Marketplace." This platform will be powered by artificial intelligence and integrated with a multilingual chatbot that supports the languages of the Lancang-Mekong countries. The AI engine will assist with trade and learning products, aiming to enhance networking among SMEs using digital transformation and innovation.

81. The proposal for this new project has been submitted this year, in collaboration with Thailand's Ministry of Commerce. Mr. Dutta expressed optimism about the opportunity to continue this work, which focuses on enhancing the use of digital technology to promote cross-border trade, cooperation, and integration within the Lancang-Mekong region.

82. He concluded by inviting comments and suggestions from the MI Council members on this initiative.

**83. There being no additional comments, the Council acknowledged the Completion of Lancang Mekong Business Forum Project Report**

**ITEM 6: HIGHLIGHTS AND RECOMMENDATIONS FROM THE STEERING COMMITTEE ON MATTERS FOR CONSIDERATION**

**84. Endorsement of the Revised Activity Plan of 2H, 2024 (Item 6.1)**



85. Dr. Narongchai discussed the Revised Activity Plan submitted to the Steering Committee for consideration, focusing on two key areas: the focus areas for the second half of the year and the expected budget revisions. He emphasized that the revision of the budget and activities would need approval from the Council.
86. He highlighted two major points for the Council to consider: **(1) Focus Areas for the Second Half of the Year** - These are the primary areas that MI will focus on during the latter part of the year; **(2) Budget Revisions** - Dr. Narongchai noted that the revised budget proposal is crucial, but it includes some uncertainties, particularly concerning the expected income during the second half of the year. A significant portion of this uncertainty revolves around the New Zealand project.
87. Dr. Narongchai recommended that the Council consider these points and that further explanation from New Zealand might be needed to clarify the budget uncertainties. He concluded by inviting the Council members to deliberate on these matters, with the understanding that their approval would be necessary for the revised plans and budget.
88. Mr. Suriyan elaborated on the revised work plan, building on Dr. Narongchai's explanation. He highlighted the following key points:
89. Accommodation of New Funds: The major difference in the revised plan is the inclusion of recently received funds or budget allocations. This has allowed for the addition of more projects while maintaining some of the originally planned activities, even though funding for some of these activities has not yet been confirmed. Mr. Suriyan expressed confidence that these would likely be approved or implemented.
90. Project Implementation: A total of 25 projects are expected to be implemented by the end of the year. The recruitment process is aligned with these activities, ensuring that the necessary personnel are in place to execute the projects effectively.
91. Recruitment Updates:
92. Program Director for Agriculture Development and Commercialization: The current Program Director will be retiring soon, and the recruitment process for her replacement will begin this month or next.
93. Monitoring, Evaluation, and Learning (MEL) Manager: The previous MEL Manager has completed his contract, and a new manager has been recruited. The new MEL Manager, Ms. Panhaka Nou, who is present in the meeting, will officially start on September 2. She will be responsible for monitoring, evaluation, learning, and preparing for the evaluation of the current strategic plan and the development of a new one next year.
94. **Endorsement of the Budget Revision 2024 (Item 6.2)**
95. Mr. Suriyan provided a detailed overview of the budget revision, highlighting the key areas and adjustments needed for the rest of the year. Here's a summary of his points:
96. Revenue Expectations: The originally approved budget anticipated total revenue of approximately \$2 million. However, the current projection for this year is to achieve around \$2.5 million. There remains a funding gap of about \$1.2 million that needs to be filled to reach a total revenue of \$3.6 million, which is consistent with the originally approved budget.
97. Sources of Additional Funding: There's hope to receive approximately \$700,000 from New Zealand. If this amount is not fully realized, adjustments to the activities will be necessary. Funding from China is expected by the end of this month. From "Other Sources/General," the initial plan was to secure \$380,000, but it's more

likely that around \$150,000 will be obtained by the end of the year. An agreement with the Global Fund is in the process of being signed for a 2.5-year project amounting to \$3.25 million. For this year, around \$250,000 is expected from this source.

98. Budget Outcome: If the forecasts for filling the funding gap are accurate, the organization should achieve a total budget of \$3.6 million.
99. Expenses are expected to be proportionate to this revenue, with a potential surplus of around \$52,000 by the end of the year. However, some factors remain uncertain, so this projection is not guaranteed.
100. Opportunity Funds: The total planned amount under opportunity funds is \$1.6 million. So far, \$500,000 has been achieved, and it's believed that this number could double by the end of the year, potentially reaching 60% of the planned amount, which would help in filling the funding gap.
101. Mr. Suriyan concluded by summarizing that the revised budget is in line with the originally approved budget, and with the expected surplus and successful realization of opportunity funds, the organization should be in a stable financial position by year-end.
102. Dr. Narongchai suggested proceeding with the endorsement of the revised activity plan and budget first before discussing the next agenda item. He requested the representative from NZAP to share his comments/feedback.
103. NZAP noted that while New Zealand's contribution is typically around NZD 1 million per year, the allocated amount of NZD 700,000 might need review due to exchange rate fluctuations. He suggested that the budget should be adjusted in line with current exchange rates, as the actual amount might come in lower than initially budgeted. He confirmed New Zealand's commitment remains unchanged but highlighted the need to account for inflation and exchange rate variations in the budgeting process.

**104. With no additional comments, the Council approved the Revised Activity Plan of 2H, 2024 (Item 6.1) and the Budget Revision 2024 (Item 6.2)**

**105. Endorsement of the Audited Financial Report 2023 (Item 6.3)**

106. The audited financial report for 2023 was presented, offering an overview of MI's financial health and compliance with regulatory requirements. There were no material audit findings in MI's Financial Statement for 2023. The total revenue exceeded the forecasted revenue due to the inclusion of a few approved projects that were not originally accounted for in the forecast. The review confirmed MI's strong financial standing in 2023 and will guide future budgeting and planning.

**107. With no comments, the Council approved the Audited Financial Report 2023 (Item 6.3)**

**108. Endorsement of the Results of Executive Director Performance Evaluation 2023 (Item 6.4)**

109. Dr. Narongchai presented the evaluation of the Executive Director (ED) for 2023, conducted by a three-member committee, which included himself as the facilitator, along with representatives from Thailand and China. The committee gave a high score, with the ED achieving 90% of the set targets for 2022, indicating a successful performance.

110. For 2023, the Key Performance Indicators (KPIs) were discussed and negotiated with the ED, focusing on four main areas: financial target of USD 4 million, quality of activity delivery, strategic plan for 2021-2025, and enhancing the visibility and profile of the organization. Each KPI was given equal weight of 25%. Dr. Narongchai emphasized that the financial target would be the most challenging, noting the organization's previous success before the downturn caused by the COVID-19 pandemic.
111. He asked the Council members if these KPIs for 2023 were acceptable and invited any questions or comments.
112. Mr. Suriyan expressed his gratitude for the ongoing support from the Council, not just during the meetings but throughout the entire process. He emphasized that the achievements are a reflection of teamwork and the collective effort of everyone involved, including those working behind the scenes. Mr. Suriyan humbly acknowledged that these accomplishments are not solely his but shared by the entire team.
113. He further committed to delivering even more for MI, recognizing the growing expectations from stakeholders and development partners. Despite the challenges ahead, he is determined to turn these opportunities into successes and elevate MI's standing. He concluded by affirming his commitment to doing his best for the organization, while acknowledging that the results will speak for themselves at the end of the year.
114. The Chair expressed his appreciation for Mr. Suriyan's contributions, noting that everyone is pleased to have him to lead the MI Secretariat. The Chair observed that Mr. Suriyan has performed exceptionally well and specifically mentioned his valuable assistance during Cambodia's Chairmanship.

**115. With no comments, the Council approved the Results of Executive Director Performance Evaluation 2023 (Item 6.4)**

#### **Group Photo and Refreshment Break**

#### **ITEM 7: RECOMMENDATIONS AND COMMITMENTS OF COUNCIL MEMBERS AND KEY DEVELOPMENT PARTNERS**

116. The Chair invited the Council Members to share their recommendations and commitments based on the deliberations. The Chair noted that the members shall submit the full report to the MI Secretariat. Below is the summary of each country report:
- 117. Mr. Zhang Shijin, representing His Excellency Mr. Wang Hao, China**
118. The representative from China, Mr. Zhang Shijin, Director General of Foreign Affairs of Yunnan Provincial People's Government, expressed appreciation for the reports presented by the Chairman and Mr. Suriyan. He acknowledged the progress made by MI in the first half of the year and emphasized the importance of the Council meeting in facilitating MI's future work, consolidating consensus, and promoting regional integration.
119. Mr. Zhang highlighted MI's role as a significant regional platform for human resource development and a multi-party institution in the region. He suggested that MI should delve deeper into understanding the political, social, economic, and cultural aspects of each country in the GMS to provide effective policy consultation services and implement successful projects.
120. Using China as an example, Mr. Zhang discussed recent political developments, particularly the Third Plenary Session of the 20th Central Committee of the Communist Party of China (CPC). He elaborated on China's modernization drive and its focus on opening up the capital, labor, and commodity markets to the outside world.

Mr. Zhang proposed that MI conduct research on international rules and systems to find commonalities and differences with China.

121. He also mentioned the need for talent exchange, particularly in law, arbitration, and science and technology, and suggested that MI should focus on this aspect of human resource development.

122. Mr. Zhang proposed three key areas for MI's future work:

123. In-depth Analysis of Regional Needs: MI should identify and address the specific needs of each GMS country.

124. Capacity Building Improvement: MI should enhance its capacity to meet the development needs of the region by engaging stakeholders and mobilizing resources effectively.

125. Tailored Project Topics: MI should ensure that its projects are more precise and tailored to the local demands and needs of each country, while also following global trends in science and technology.

126. Lastly, Mr. Zhang reaffirmed Yunnan Provincial People's Government's continued support for MI's work.

**127. Mr. Inthasone Thirakul, representing Mr. Somboun Sihanath, Lao PDR**

128. The representative from Lao PDR, Mr. Inthasone, began by congratulating MI for successfully organizing the Mekong Forum 2024, noting the event's excellent organization and the valuable recommendations that emerged. He expressed gratitude for the warm welcome and hospitality extended to him and his delegation during their participation in the forum, the MI Steering Committee meeting, and the MI Council meeting.

129. Mr. Inthasone shared that it was his first visit to MI and his first time attending the MI Council meeting, representing Mr. Somboun, who could not attend due to other commitments. He conveyed Mr. Somboun's apologies for his absence.

130. He commended MI for completing its planned activities and its efforts in financial mobilization, which reflect MI's strong status as an important regional organization in the GMS, despite facing difficulties and challenges. He expressed confidence that MI would continue to maintain its good performance in ongoing and future work.

131. Lao PDR highly values MI's contribution to implementing cooperation projects and programs under MI's strategic plan (2021-2025), particularly in human resources development. Mr. Inthasone emphasized the crucial role of human resource development in the success of government policies, strategies, and MI's work plan. He reaffirmed Lao PDR's commitment to supporting and cooperating with MI in capacity building and human resources development.

132. He extended his thanks to all development partners for their funding and support in successfully implementing past projects and activities. He also expressed hope that these partners would continue to support the region's development in the future.

133. Mr. Inthasone proposed welcoming MI and development partners to visit Lao PDR for detailed discussions with relevant government agencies on current and new projects. He reassured MI of Lao PDR's continued support and cooperation, emphasizing the importance of focusing on priority areas based on national socio-economic development plans.

134. He acknowledged MI's dedication to organizing projects and activities in GMS countries and appreciated the close coordination with national focal points. However, he requested that MI inform national focal points about activities being organized in each country prior to implementation.

135. He concluded by thanking everyone for their attention.

**136. Dr. Aung Moe Chai, representing Director General Dr. Marlar Myo Nyunt, Myanmar**

137. The representative from Myanmar, Dr. Aung Moe Chai, began by congratulating MI on the successful organization of the Mekong Forum 2024 and for the progress made during the first half of the year. Dr. Aung expressed gratitude for MI's warm welcome and for including Myanmar in all MI activities.

138. Dr. Aung emphasized that all MI activities should ensure participation from all member countries. However, he noted that Myanmar's participation in training programs has been limited due to donor preferences. He requested MI's support in ensuring that Myanmar is included in future activities, stressing the importance of leaving no one behind in regional development efforts.

**139. Mr. Wattanawit Gajaseni, Thailand**

140. Mr. Wattanawit Gajaseni began by expressing his gratitude on behalf of the MI Council Member from Thailand. He thanked the Chair and the MI team for organizing the MI Council Meeting and for extending warm hospitality. He also congratulated MI on the success of the Mekong Forum 2024, noting that the event highlighted the critical importance of digitalization, innovation, and technology in various sectors such as agriculture, healthcare, education, and services.

141. Mr. Wattanawit emphasized that TICA, as the focal agency for Thailand's international development cooperation, integrates digitalization, innovation, and technology into its development efforts to accelerate progress toward the UN's 2030 Agenda for Sustainable Development. He underscored Thailand's commitment to international development cooperation by fostering human security in four key areas: Food, Health, Employment, and Energy & Environment.

142. He then made several recommendations:

143. **Public-Private Partnerships:** Acknowledging that resource mobilization is increasingly limited, Mr. Wattanawit stressed the importance of partnerships between the public and private sectors. Such collaborations are crucial to expanding opportunities for farmers and small entrepreneurs, enhancing their growth and competitiveness in the market.

144. **Member States' Commitment:** He emphasized the continued importance of Member States' commitment to collaborating with MI, both in-kind and financially. He urged Member States to actively engage in the next MI Strategic Plan for 2026-2030.

145. **Combating Transnational Crimes:** Mr. Wattanawit echoed the Deputy Permanent Secretary's remarks from the Mekong Forum 2024, emphasizing the need for collective efforts to combat transnational crimes. He highlighted the negative impact of issues such as money laundering, online gambling, telecom fraud, online scams, and other cybersecurity concerns on sub-regional development growth.

146. **Collaboration with Development Partners:** Lastly, he stressed the importance of collaboration with development partners to share knowledge, innovations, technology, and R&D. He noted that such collaboration would help narrow the digital divide, making digital tools accessible and affordable for all people.

147. Mr. Wattanawit concluded by thanking the Chair for the opportunity to speak.

**148. Mr. Nguyen Viet Ha, representing Mrs. Nguyen Yen Hai, Vietnam**

149. Mr. Nguyen Viet Ha began by recognizing the critical role of connecting various GMS platforms. He noted that there are numerous GMS mechanisms and platforms in the region, and he believes that MI is playing a vital role in linking these platforms for all member countries. He also emphasized MI's role as a strategic advisor to GMS member countries, particularly in formulating policies to address challenges such as climate change adaptation and keeping pace with trends in digitization and the 4th Industrial Revolution.

150. Vietnam appreciates the role and operations of MI and actively participates in its activities, as well as fulfilling its financial contributions to the institute. Mr. Nguyen concurred with other members on the importance of human capital as a key factor for member countries to focus on, enabling them to leverage the new wave of the 4th Industrial Revolution. He emphasized the need to pool resources to keep up with and advance alongside other countries.

151. He concluded by expressing his hope that MI would successfully complete all its objectives for the year 2024 in the second half of the year and thanked everyone for their attention.

**152. Mr. Matthew Allen, NZAP**

153. Mr. Matthew Allen began by echoing the sentiments shared by the delegate from Yunnan, emphasizing the value that MI brings to the region by leveraging and sharing the expertise that exists within its Member States. He noted that events like the Mekong Forum demonstrate the wealth of knowledge and experience that can be shared among Mekong countries, and highlighted MI's crucial role in facilitating this exchange of best practices both within the region and from across the globe.

154. As MI strives to achieve its mission of enhanced regional cooperation and integration, Mr. Allen agreed on the importance of focusing on the specific needs of Member States. However, he also stressed the need for MI to broaden its perspective, identifying regional opportunities and addressing barriers to integration and cooperation. He expressed confidence in MI's strategic plan for 2021-2025, noting the organization's ambition to address these challenges.

155. Addressing New Zealand's support for MI, Mr. Allen reiterated New Zealand's ongoing commitment. He mentioned that discussions have been ongoing regarding the form of New Zealand's future support, including the possibility of providing more flexible and programmatic assistance to support MI's broader work plan. Mr. Allen mentioned a recent proposal for an interim project that is under consideration by New Zealand's head office. He also expressed interest in exploring more strategic partnerships between New Zealand and MI, allowing the organization the freedom to pursue its priorities as outlined in its strategic plan.

156. Mr. Allen concluded by reaffirming New Zealand's long-standing relationship with MI, dating back to its origins, and expressed his eagerness to work closely with MI's leadership in the coming months to solidify this partnership.

**157. Associate Professor Nawarat Wara-aswapati, representing Assoc. Prof. Charnchai Panthongviriyakul, Khon Kaen University (KKU)**

158. Associate Professor Nawarat Wara-aswapati began by congratulating MI on its achievements and the successful organization of the Mekong Forum 2024. She reaffirmed KKU's commitment to continue supporting and

collaborating with MI, particularly in the areas of research and development across various aspects. She highlighted the strong partnership between KKU and MI, which has resulted in several funded collaborative projects over the years. Associate Professor Nawarat expressed hope for expanding this collaboration, particularly in the fields of the creative economy and other areas that can contribute to the development of the GMS.

159. She concluded by expressing her gratitude and looking forward to continued cooperation with MI.

**160. Dr. Narongchai Akrasanee, Business Representative and MI Steering Committee Chairman**

161. Dr. Narongchai expressed his appreciation for the success of the Mekong Forum 2024, calling it the best forum so far. He eagerly anticipates the next Mekong Forum, scheduled to be held in Cambodia in 2025, and is confident it will surpass the recent event.

162. He made two recommendations for future forums:

163. Inclusive Economy Corridors and Informal Trade: He highlighted the increasing importance of these topics due to initiatives like China's Belt and Road, which are developing new connectivity and economic corridors in the region.

164. Priority Agenda and Supporting Mechanisms for GMS to 2030: He emphasized the need for greater private sector participation in this area, as private sector activities are expected to grow along these new economic corridors.

**165. Dr. Jean-Pierre A. Verbiest, MI's Honorary Advisor, addressed the meeting with several key points:**

166. Dr. Jean-Pierre A. Verbiest commended the Executive Director and the MI team for their excellent work, noting that each year's performance seems to surpass the last. He emphasized the challenge of maintaining high standards year after year.

167. Dr. Jean-Pierre raised concerns about increasing project delivery costs, which have risen by more than 20%. He recommended a detailed review of these costs and how they are calculated to address uncertainties and improve budgeting.

168. He highlighted the valuable lessons learned from the Mekong Forum, suggesting that these should inform revisions to the current strategy and contribute to planning for the next strategic period.

169. To enhance MI's visibility and profile, Dr. Verbiest proposed organizing a senior briefing in Bangkok. This event would involve ambassadors from GMS countries, ASEAN, major donor countries, and other stakeholders. The goal would be to showcase MI's history, achievements, and future plans, potentially increasing engagement and support.

170. He encouraged showcasing MI's activities to potential partners and donors, suggesting that this could lead to increased support and collaboration.

171. Dr. Jean-Pierre concluded by reaffirming his support for MI and emphasizing the importance of these strategic initiatives.

**172. Mr. Anouj Mehta, representing Mr. Winfried Wicklein, Asian Development Bank (message delivered by the MI Secretariat on his behalf)**

173. In his message, Mr. Anouj Mehta highlighted the urgent need for the GMS to focus on several key areas as it approaches 2030. He emphasized the importance of developing policies and an enabling environment that support greater regional cooperation and integration (RCI). This includes building capacity for government and local agencies involved in RCI, enhancing engagement with the private sector, and improving green and climate finance. Mr. Anouj noted that while governments should focus on investing in infrastructure, the private sector plays a crucial role in utilizing this infrastructure and expanding supply chains and services.
174. ADB recognizes MI vital role in facilitating the design and implementation of RCI initiatives, organizing dialogues among stakeholders, and fostering collaboration to expand financial mechanisms supporting RCI. Looking ahead, ADB is eager to collaborate with MI and other development partners to enhance synergies across priority RCI topics such as transboundary haze pollution and cross-border value chains. Mr. Anouj proposed that MI organize topic-based consultations and dialogues to align strategies and maximize the benefits and impacts of RCI initiatives in the region.
- 175. H.E Mr. Chea Chantum, Cambodia**
176. H.E. Mr. Chea Chantum expressed gratitude to the co-chairs, Dr. Narongchai, and fellow council members. He extended his appreciation to MI, particularly Mr. Suriyan and the staff, for their dedicated work and the successful celebration of the Mekong Forum 2024.
177. Mr. Chantum acknowledged the contributions of all council members and partners, emphasizing the importance of their support. He expressed hope that New Zealand and China will continue their support for MI in the coming years.
178. He strongly supported the continuation of the Mekong Forum, which brings together diverse stakeholders to address sustainable development issues. He highlighted the importance of regional cooperation and human capacity development and suggested that MI focus on integrating IT and addressing priority areas such as labor mobility and cross-border migration.
179. Mr. Chantum reaffirmed Cambodia's commitment to promoting MI as a key institution for human resource development, policy advisory, and regional cooperation. He pledged continued cooperation with MI and other regional partners to implement the planned programs and projects.
180. Finally, he confirmed Cambodia's commitment to organizing the Mekong Forum in 2025 and working together to advance the shared goals of MI.

#### **ITEM 8: APPOINTMENTS**

##### **181. Appointment of Council Members (Term: August 5, 2024 - August 4, 2027)**

182. Mr. Suriyan addressed the council regarding the upcoming transition of council members, noting that the term of the current council lasts for three years and ends on August 1. He indicated that MI had communicated with GMS governments and development partners to request nominations for new council members.

183. He outlined the nominations received:

##### **184. GMS Appointments**

185. **Cambodia - H.E. Mr. Chea Chantum**, Secretary General, General Secretariat for Population and Development, Ministry of Planning

186. **China - H.E. Mr. Wang Hao**, Vice Governor of Yunnan Province



- 187. **Lao PDR - Mr. Somboun Sihanath**, Director General, Department of Economic Affairs, Ministry of Foreign Affairs
- 188. **Myanmar - Dr. Malar Myo Nyunt**, Director General, Foreign Economic Relations Department, Ministry of Investment and Foreign Economic Relations
- 189. **Thailand - Mr. Wattanawit Gajaseni**, Director General, Thailand International Cooperation Agency, Ministry of Foreign Affairs
- 190. **Vietnam - Mrs. Nguyen Yen Hai**, Deputy Director General, Foreign Economic Relations Department, Ministry of Planning and Investment

**191. Development Partners:**

- 192. **Mr. Matthew Allen**, New Zealand Aid Programme
- 193. **Mr. Winfried Wicklein**, Asian Development Bank

**194. Academic Representatives:**

- 195. **Dr. Narongchai Akrasanee**, MFC Asset Plc. (A proposal to appoint Dr. Narongchai as an academic representative due to his extensive contributions and expertise. This appointment is for an individual rather than an institution.)
- 196. **Assoc. Prof. Charnchai Panthongviriyakul**, M.D, President, Khon Kaen University

**197. Business Representative:**

- 198. **Mr. Oudet Souvannavong**, ASEAN Business Advisory Council (ASEAN-BAC) Council Founding Member (Mr. Oudet, previously Chairman of the GMS Business Council and currently a member of the RC and Business Advisory Council, is proposed as the business representative. His experience in regional and sub-regional business collaborations is expected to be valuable.)

**199. Honorary Advisors:**

**200. Dr. Jean-Pierre A. Verbiest**

201. Additionally, Mr. Suriyan noted that Dr. Tej Bunnag, due to his current role as Secretary General of the Thai Red Cross Society, would not be able to continue as an honorary advisor. Therefore, there will be no new honorary advisor proposed at this time.

202. China raised a point regarding the nomination of the business representative. They observed that there was a change in the representation, noting that the business representative now proposed is from Lao PDR, whereas previously there had been different expectations. They requested MI to elaborate on the reasons for this change and to explain the nomination procedure. China also indicated that this clarification might require additional time for them to make a final decision on approving the nominee for the MI Council members, rather than making an immediate decision.

203. Mr. Suriyan explained that the nomination process typically involves a review towards the end of the term to consider potential revisions. In this case, the engagement with academic institutions has been less active in recent terms. Therefore, a decision was made to consider a new academic representative who could provide more value.

204. The selection process for the business representative also took into account that it was challenging to identify a suitable individual. As a result, Mr. Oudet was proposed due to his extensive experience and longstanding work with the Mekong Institute.

205. Mr. Suriyan acknowledged that some countries may need more time to confirm their approval of the new business representative and suggested that the Council allow some additional time for this specific point while proceeding with other appointments.

206. Mr. Suriyan suggested two approaches: (1) **Council Member Appointments:** The Council can proceed with endorsing all council member appointments except for the business representative. This will allow MI to communicate the updated Council membership. (2) **Business Representative:** For the business representative position, the Council will allow up to one month for countries to finalize their decisions. This extension will enable a thorough review and confirmation.

207. Dr. Jean-Pierre commented that the proposed business representative, Mr. Oudet, has extensive experience and involvement in the GMS program and related initiatives, including ASEAN and cross-border transport. His deep regional knowledge and connections make him a strong candidate.

**208. The Council agreed to approve the appointments of the council members, except for the Business Representative, as proposed.**

**209. For the Business Representative, the Council will allow up to one month for final confirmation of the new business representative. During this time, the current business representative will continue in their role. Once the confirmation is made, the new representative will be notified and the Council will be informed of the update.**

#### **210. Appointment of Steering Committee Chairman (Term: August 5, 2024 - August 4, 2027)**

211. The Chair proceeded to the next agenda item concerning the appointment of the Steering Committee Chair. He handed the floor to Mr. Suriyan, who outlined the need for the Council to decide whether to appoint a new chair for the Steering Committee or continue with the current chair. Historically, MI has benefited from the dedicated service of the current chair, Dr. Narongchai, who has extensive knowledge of the organization and regional development.

212. Mr. Suriyan proposed the reappointment of Dr. Narongchai as the Chair of the Steering Committee, citing his expertise and successful coordination of MI's activities. He invited any objections or alternative nominations from the Council members.

**213. With no objections or additional nominations, the Council agreed to reappoint Dr. Narongchai as the Chair of the MI Steering Committee**

#### **ITEM 9: DATE AND VENUE OF GOVERNING BOARD MEETING NO. 2/2023**

214. The Council tentatively scheduled the next GB meetings as follows:

- a. Online SC Meeting 2/2024: November 19, 2024, Online (14:00PM- 16:30PM)
- b. Special SC Meeting 2/2024: December 16, 2024, Phnom Penh, Cambodia (16:00PM - 17:00PM)
- c. Council Meeting 2/2024: December 17, 2024, Phnom Penh, Cambodia (09:00AM - 12:00PM)

#### **ITEM 10: OTHER MATTERS**

215. Mr. Matthew Allen announced that his tenure at the Embassy will conclude on December 21. He expressed his desire to attend the final Council meeting of the year but acknowledged that his last week in office might prevent

him from being present. He took the opportunity to thank his fellow Council members for their engagement over the past three years. He assured that New Zealand's commitment will continue and expressed his gratitude, wishing everyone the best for the future.

216. Myanmar has proposed inviting MI to participate in the upcoming GMS Ministerial Meeting to be held during the GMS Summit in Kunming, China. This suggestion aims to enhance collaboration and ensure the Institute's valuable input and perspective are included in the discussions.

### ***Adjournment***

**The meeting adjourned at 12:35 NN.**

### **ANNEX 1. List of Attendees**

<b>COUNCIL MEMBERS</b>
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Chairman and Representative of Cambodia	<b>H.E. Mr. Chea Chantum</b> Secretary-General General Secretariat for Population and DEVELOPMENT Ministry of Planning Phnom Penh, Cambodia
People's Republic of China	<b>Mr. Zhang Shijin</b> representing H.E Mr. Wang Hao, China
Government of Lao PDR	<b>Mr. Inthasone Thirakul</b> representing Mr. Somboun Sihanath, Lao PDR
Government of the Republic of the Union of Myanmar	<b>Dr. Aung Moe Chai</b> representing Dr. Marlar Myo Nyunt, Myanmar
Royal Thai Government	<b>Mr. Wattanawit Gajaseni</b> Director-General, Thailand International Cooperation Agency (TICA), Ministry of Foreign Affairs
Government of Viet Nam	<b>Mr. Nguyen Viet Ha</b> representing Mrs. Nguyen Yen Hai, Vietnam
Business Representative	<b>Dr. Narongchai Akrasanee</b> Chairman MFC Asset Management Plc. Bangkok, Thailand
New Zealand Aid Programme	<b>Mr. Matthew Allen</b> First Secretary for Development and Representative of the New Zealand Aid Programme
Khon Kaen University	<b>Associate Professor Nawarat Wara-aswapati</b> , representing Assoc. Prof. Charnchai Panthongviriyakul
Honorary Advisor	<b>Dr. Jean-Pierre A. Verbiest</b> Policy Advisor
Mekong Institute (non-voting member)	<b>Mr. Suriyan Vichitlekarn</b> Executive Director, Mekong Institute
<b>OBSERVERS</b>	
MI Steering Committee Members, Members of MI Coordinating Agencies and their delegation, and other Representatives under the offices of the Council members	
<b>MEKONG INSTITUTE SENIOR MANAGEMENT TEAM</b>	
Mr. Madhurjya K. Dutta Director, Trade and Investment Facilitation Department	
Ms. Liu Guohua Director, Sustainable Energy and Environment Department	
Mr. Rithy Buth Director, Finance and Operations Department	
<b>MEETING SECRETARIAT</b>	
Ms. Panhaka Nou Monitoring, Evaluation, and Learning Manager (incoming)	

Ms. Pornwilai Pumira External Relations and Protocols Manager
Ms. Jian Wang Program Manager, Sustainable Energy and Environment Department
Ms. Anusara Tanpitak Communications Manager
Ms. Anna Leigh Anillo Communications Coordinator
Mr. Joel Emmanuel Manalo Communications Officer
Mr. Tanadech Sriwanchai Executive Assistant
Mr. Narathip Dahan IT Officer
Mr. Ratchaphon Tansura IT Assistant