



TWENTIETH SESSION OF THE COMMITTEE ON FORESTRY
Rome, 4 -8 October 2010

**RULES OF PROCEDURE OF THE COMMITTEE AND
CURRENT AND PAST OFFICERS**

COMMITTEE ON FORESTRY

The Committee on Forestry was established by the FAO Conference in 1971 under Article 5 of the Constitution. It held its first session in May 1972.

Membership is open to all Member Nations which notify the Director-General in writing of their desire to become members of the Committee and of their intention to participate in its work. Notification may be made at any time and membership acquired on this basis shall be considered valid unless the Member has not been represented at two consecutive sessions of the Committee, or has notified its withdrawal from it. Members are reminded that if they wish to continue their membership they should complete a "Notification of Membership" form. Such forms may be downloaded from the website <http://www.fao.org/forestry/cofo/63783/en/>

At its 20th Session in October 2010 the Committee adopted changes to its Rules of Procedure as reflected in the attached version. The revised Rules of Procedure were adopted by the Council at its 140th Session (29 November – 3 December 2010).

RULES OF PROCEDURE

Rule I Officers

1. At the first session in each biennium, the Committee shall elect a Chairperson from among the representatives of its Members. The Chairperson and the six Chairpersons of the FAO Regional Forestry Commissions will act as a Steering Committee during sessions. The six Chairpersons of the FAO Regional Forestry Commissions shall act as Vice-Chairpersons. The Chairperson shall remain in office until the election of a new Chairperson. The Vice-Chairpersons shall remain in office until they complete their term as Chairpersons in their respective Regional Forestry Commissions. A newly elected Chairperson of a Regional Forestry Commission shall automatically replace his/her predecessor in the Steering Committee.

1.bis When electing the Chairperson, the Committee shall give due consideration to the desirability of ensuring equitable rotation of the office among the regions.

2. The Chairperson, or in his absence one of the Vice-Chairpersons, shall preside at meetings of the Committee and exercise such other functions as may be required to facilitate its work. In the event of the Chairperson and the Vice-Chairpersons not being able to preside at a meeting, the Committee shall appoint a representative of one of its Members, to take the chair.

2.bis Between sessions, the Steering Committee shall facilitate consultation with Members in relation to agendas, formats and other matters, and perform other actions relevant for ensuring preparations for the sessions.

3. The Director-General of the Organization shall appoint a Secretary who shall perform such duties as the work of the Committee may require.

Rule II Sessions

1. The Committee shall hold sessions as provided in Rule XXXI.3 and 4 of the General Rules of the Organization.

2. Sessions of the Committee shall normally be held once in each biennium, with timing that enables the Programme and Finance Committees to take into consideration the report of the Committee in formulating advice to the Council. Sessions shall be convened by the Director-General in consultation with the Chairperson of the Committee, taking into account any proposals made by the Committee.

3. Notice of the date and place of each session shall normally be communicated at least three months in advance of the session to all Member Nations and Associate Members of the Organization, and to such non-member States and international organizations as may have been invited to attend the session.

4. Each Member of the Committee may appoint alternates and advisers to its representative on the Committee.

5. Presence of representatives of a majority of the Members of the Committee shall constitute a quorum for any action by the Committee.

Rule III Attendance

1. Participation of international organizations in an observer capacity in the work of the Committee shall be governed by the relevant provisions of the Constitution and the General Rules of the Organization,¹ as well as by the general rules of the Organization on relations with international organizations.

2. Attendance by non-member States of the Organization at sessions of the Committee shall be governed by the principles adopted by the Conference relating to the granting of observer status to nations.

3. (a) Meetings of the Committee shall be held in public, unless the Committee decides to meet in private for discussion of any items on its agenda.

(b) Subject to the provisions of sub-paragraph (c) below, any Member Nation not represented on the Committee, any Associate Member or any non-member State invited to attend in an observer capacity a session of the Committee, may submit memoranda and participate without vote in any discussion at a public or private meeting of the Committee.

(c) In exceptional circumstances, the Committee may decide to restrict attendance at private meetings to the representative or observer of each Member Nation of the Organization.

Rule IV Agenda and documents

1. The Director-General, in consultation with the Chairman of the Committee, shall prepare a provisional agenda and shall normally circulate it at least two months in advance of the session to all Member Nations and Associate Members of the Organization and to all non-member States and international organizations invited to attend the session.

2. All Member Nations and Associate Members of the Organization may request the Director-General, normally not less than 30 days before the proposed date of the session, to insert an item in the provisional agenda. The Director-General shall thereupon circulate the proposed item to all Members of the Committee, together with any necessary papers.

¹

It is understood that in this context the terms "Constitution" and "the General Rules of the Organization" are to be taken to include all general rules and policy statements formally adopted by the Conference and intended to supplement the Constitution and the Rules, such as the "Statement of principles relating to the granting of observer status to nations" and the general rules regarding relationships between the Organization and governmental and non-governmental organizations.

3. The Committee in session may by general consent amend the agenda by the deletion, addition or modification of any item, provided that no matter referred to it by the Council or on the request of the Conference be omitted from the agenda.

4. Documents not already circulated shall be dispatched with the provisional agenda, or as soon as possible thereafter.

Rule V Voting

1. Each Member of the Committee shall have one vote.

2. The decisions of the Committee shall be ascertained by the Chairman who, upon the request of one or more Members, shall resort to a vote, in which case the pertinent provisions of Rule XII of the General Rules of the Organization shall apply *mutatis mutandis*.

Rule VI Records and papers

1. At each session the Committee shall approve a report to the Council and Conference embodying its views, recommendations and decisions, including, when requested, a statement of minority views. The Committee shall make every effort based on the information provided to ensure that recommendations are precise and can be implemented. Any recommendation adopted by the Committee which affects the programme or finances of the Organization or concerning legal or constitutional matters shall be reported to the Council with the comments of the appropriate subsidiary committees of the Council.

2. Reports of sessions shall be circulated to all Member Nations and Associate Members of the Organization and to non-member States invited to attend the session, as well as to interested international organizations entitled to be represented at the session.

3. The Comments of the Committee on the report of any of its subsidiary bodies and, if one or more Members of the Committee so request, the views of those Members, shall be incorporated into the Committee's report. If any Member so requests, this part of the Committee's report shall be circulated as soon as possible by the Director-General to the States or international organizations which normally receive the reports of the subsidiary body in question. The Committee may also request the Director-General, in transmitting the report and records of its proceedings to Member, to call particular attention to its views and comments on the report of any of its subsidiary bodies.

4. The Committee shall determine the procedure in regard to press communiqués concerning its activities.

Rule VII Subsidiary bodies

1. In accordance with the provisions of Rule XXXI.10 of the General Rules of the Organization, the Committee may, when necessary, establish subcommittees, subsidiary working parties or study groups, subject to the necessary funds being available in the relevant chapter of the approved budget of the Organization, and may include in the membership of such subcommittees, subsidiary working parties or study groups Member Nations and Associate Members that are not Members of the Committee. The Council may admit to membership of subcommittees, subsidiary working parties and study groups established by the Committee States which, while not Member Nations of the Organization, are members of the United Nations, any of its specialized agencies or the International Atomic Energy Agency.

2. Before taking any decision involving expenditure in connection with the establishment of subsidiary bodies, the Committee shall have before it a report from the Director-General on the administrative and financial implications thereof.

3. The Committee shall determine the terms of reference of its subsidiary bodies, which shall report to the Committee. The reports of the subsidiary bodies shall be made available for information to all members of the subsidiary bodies concerned, all Member Nations and Associate Members of the Organization, non-member States invited to the sessions of the subsidiary bodies and to interested international organizations entitled to attend such sessions.

Rule VIII Suspension of Rules

The Committee may decide to suspend any of the foregoing Rules of Procedure, provided that 24 hours' notice of the proposal for the suspension has been given and that the action contemplated is consistent with the Constitution and the General Rules of the Organization.² Such notice may be waived if no Member objects.

Rule IX Amendment of Rules

The Committee may, by a two-thirds majority of the votes cast, amend its Rules of Procedure, provided that such amendment is consistent with the Constitution and the General Rules of the Organization. No proposal for the amendment of these Rules shall be included in the agenda of any session of the Committee unless notice thereof has been dispatched by the Director-General to Members of the Committee at least 30 days before the opening of the session.

²

See footnote to Rule III, paragraph 1.

OFFICERS OF THE COMMITTEE ON FORESTRY

I. Current (elected at the Twentieth Session, 2010)

Chairperson	Anders Lönnblad (Sweden)
First Vice-Chairperson	Donatien N'Zala (Congo)
Vice-Chairs (representing remaining regional forestry commissions)	Karma Dukpa (Bhutan) Josué Morales Dardón (Guatemala) Ahmed Ridha El Fekih Salem (Sudan) Jim Farrell (Canada)

II. Past

Nineteenth Session (2009)

Chairperson	Abigail Kimbell (United States of America)
First Vice-Chairperson	Darlington Duwa (Zimbabwe)
Vice-Chairs (representing remaining regional forestry commissions)	Minh Thoa Pham (Viet Nam) Maria da L.C.F. Conceição Ferreira (Portugal) Kubilay Özyalçin (Turkey) Camilo González (Ecuador)

Eighteenth Session (2007)

Chairperson	G.K. Prasad (India)
First Vice-Chairperson	Sally Collins (United States of America)
Vice-Chairs (representing remaining regional forestry commissions)	Arlito Cuco (Mozambique) Alain Chaudron (France) Alexandros Christodoulou (Cyprus) Héctor Miguel Abreu Aquino (Dominican Republic) Neil Hughes (Australia)

Seventeenth Session (2005)

Chairperson	Abdelazim Mirghani Ibrahim (Sudan)
First Vice-Chairperson	David S. Rhodes (New Zealand)
Vice-Chairs (representing remaining regions)	Félix Dakou (Mali) Liu HongCun (China) Aarne Reunala (Finland) Carlos M. Rodríguez Echandi (Costa Rica) Dale Bosworth (United States)

Sixteenth Session (2003)

Chairperson	Flávio Miragaia-Perri (Brazil)
First Vice-Chairperson	Ján Ilavský (Slovak republic)
Vice-Chairs (representing remaining regions)	Yvan Hardy (Canada) David Rhodes (New Zealand) Henri Djombo (Republic of Congo) Mohammed Saeid Noori Naeini (Islamic Republic of Iran) A.H.N. Jayasekara (Sri Lanka)

Fifteenth Session (2001)

Chairperson	Lael Bethlehem (South Africa)
First Vice-Chairperson	José María Solano López (Spain)
Vice-Chairs (representing remaining regions)	Ulla Karjalainen (Australia) María Angela Andrade Pérez (Colombia) Abdelazim M. Ibrahim (Sudan) Plodprasop Suraswadi (Thailand) DeAndra Beck (USA)

Fourteenth session (1999)

Chairperson	Jan Heino (Finland)
First Vice-Chairperson	H.M. Bandaratillake (Sri Lanka)
Vice-Chairs (representing remaining regions)	Fidel Ramos Perera (Cuba) Mansur Mabruk Seghayer (Libyan Arab Jamahiriya) El Hag Makki Awouda (Sudan) Valdis E. Mezainis (USA) Rob Rawson (Australia) José Antonio Prado (Chili)

Rapporteur

Thirteenth session (1997)

Chairperson
 First Vice-Chairperson
 Vice-Chairs
 (representing remaining regions)

Rapporteur

Yvan Hardy (Canada)
 Víctor Sosa Cedillo (Mexico)
 Dato' Ismail Awang (Malaysia)
 A. Kane (Senegal)
 Ridha El Fekih (Tunisia)
 E. Wermann (Germany)
 Peter Thomas (Australia)
 H.O. Abdel Nour (Sudan)

Twelfth session (1995)

Chairperson
 First Vice-Chairperson
 Vice-Chairs
 (representing remaining regions)

Rapporteur

John Valentine (New Zealand)
 Abeerullah Jan (Pakistan)
 J. Ilavský (Slovak Republic)
 R. Fallah (Iran, Islamic Republic of)
 P. Medrano Rojas (Chile)
 M. Raditapole (Lesotho)
 Y. Hardy (Canada)
 W.F. Sheridan (United Kingdom)

Eleventh session (1993)

Chairperson
 First Vice-Chairperson
 Vice-Chairs
 (representing remaining regions)

Hassan Osman Abdel Nour (Sudan)
 Oluf Aalde (Norway)
 A. N. Nkoulou (Cameroon)
 A. Mukerji (India)
 F. Prillewitz (Netherlands)
 J. Valentine (New Zealand)
 O. Carrero Niño (Venezuela)

Tenth session (1990)

Chairperson
 First Vice-Chairperson
 Vice-Chairs
 (representing remaining regions)

Ivonne García (Dominican Republic)
 J. C. Mercier (Canada)
 I. Mutungirehe (Rwanda)
 N. M. Prasad (India)
 A. Grammont (France)
 Hassan Osman Abdel Nour (Sudan)
 J. Valentine (New Zealand)

Ninth session (1988)

Chairperson
 First Vice-Chairperson
 Vice-Chairs
 (representing remaining regions)

Konisi Tabu Yabaki (Fiji)
 Ben Kakoma (Zambia)
 Neils Stamm (Austria)
 Washington Zuñiga Trelles (Peru)
 Pong Leng-Ee (Thailand)
 F. Dale Robertson (USA)
 Abderrazak El Adab (Tunisia)

Eighth session (1986)

Chairperson
 First Vice-Chairperson
 Vice-Chairs
 (representing remaining regions)

N. N. Sanogho (Mali)
 M. Caballero (Mexico)
 J. C. Mercier (Canada)
 F. Prillewitz (Netherlands)
 Saryono (Indonesia)
 A. Familton (New Zealand)
 Kamal Osman Khalifa (Sudan)

Seventh session (1984)

Chairperson
 First Vice-Chairperson

G. D. Holmes (United Kingdom)
 C. L. Bhatia (India)

Vice-Chairs
(representing remaining regions)

E. M. Mnzava (Tanzania)
H. H. Kugler (Argentina)
R. Herring (Canada)
M. R. Agag (Libya)
D. R. Gregory (Australia)

Sixth session (1982)

Chairperson
First Vice-Chairperson
Vice-Chairs
(representing remaining regions)

R. M. Peterson (USA)
N. D. Bachketi (India)
Ch. Lohourignon Zagote (Côte d'Ivoire)
G. D. Holmes (United Kingdom)
M. Silva Reis (Brazil)
J. Saadallah (Tunisia)
G. M. O'Neill (New Zealand)

Fifth session (1980)

Chairperson
First Vice-Chairperson
Vice-Chairs
(representing remaining regions)

A. M. Khattak (Pakistan)
R. M. Peterson (USA)
O. M. Mburu (Kenya)
E. V. Cortes (Philippines)
V. Benvenuti (Italy)
J. Kenkins (Nicaragua)
A. Kirkland (New Zealand)

Fourth session (1978)

Chairperson
First Vice-Chairperson
Vice-Chairs
(representing remaining regions)

M. A. Flores Rodas (Honduras)
Abdel Aziz Bayoumi (Sudan)
C. Cárdenas (Mexico)
E. V. Cortes (Philippines)
A. W. Duggan (Ireland)
A. G. Hanson (Australia)
K. Kese (Ghana)

Third session (1976)

Chairperson
First Vice-Chairperson
Vice-Chairs
(representing remaining regions)

S. K. Seth (India)
M. A. Al Jabouri (Iraq)
D. Baba (Chad)
M. J. Conway (New Zealand)
M. A. Flores Rodas (Honduras)
J. A. Mistrík (Czechoslovakia)
J. S. Stokes (Canada)

Second session (1974)

Chairperson
First Vice-Chairperson
Vice-Chairs
(representing remaining regions)

A. M. Oseni (Nigeria)
D. A. N. Cromer (Australia)
Reinaldo de Jesús Araujo (Brazil)
Y. Betulaud (France)
Kamal Osman Khalifa (Sudan)
D. R. Redmond (Canada)
M. Soedjarwo (Indonesia)

First session (1972)

Chairperson
First Vice-Chairperson
Vice-Chairs
(representing remaining regions)

H. K. Seip (Norway)
E. A. Takacs (Argentina)
B. Dioum (Senegal)
T. N. Srivastava (India)
M. A. Shirazi (Iran)
G. P. Thomas (Canada)
D. A. N. Cromer (Australia)