



## **5<sup>th</sup> General Assembly**



**Oct 25th, 2021**

**Virtual Session**

**Goesan County, South Korea**

## Contents

Program Schedule of the 5th IFOAM-Organics Asia General Assembly .....	4
Welcome to the 5 <sup>th</sup> IFOAM-Organics Asia General Assembly .....	5
In Memoriam .....	7
Discussion on Agenda Points of the General Assembly .....	8
Agenda point 1: Election of the GA Chairperson & Officers .....	8
Agenda Point 2: Approval of the 4 <sup>th</sup> GA Minutes.....	8
Agenda Point 3: Approval of the GA Agenda .....	8
Agenda Point 4. Approval of the Internal Auditors' Report .....	10
Agenda Point 5: Financial Report (from Jan 1 <sup>st</sup> 2019 to Dec 31st, 2020) .....	28
Agenda Point 6. Ratification of the Board Decision on the Election Term of the Asia Board .....	29
Agenda Point 7: Presentation of the Board Candidates & Elections .....	30
Agenda Point 8: Appointment of the Internal Auditors .....	41
Agenda Point 9: Amendments of the Working Methods .....	42
Agenda Point 10: Approval of the Work & Budget Plan for 2021 ~ 2024.....	47
Agenda Point 11: Announcement of the Board Elections and Introduction of the New Executive Board.....	50
Agenda Point 12: Others .....	50
Annex I. Minutes of the 4 <sup>th</sup> General Assembly .....	51
Annex II. Vision and Mission Statement of IFOAM Asia .....	61
Appendix III. Working Methods of IFOAM-Organics Asia .....	64
1 Name .....	66
2 Nature of the body .....	66
3 Location of IFOAM Asia.....	66
4 Goals & Objectives of IFOAM Asia.....	66
4.1 Goals.....	66
4.2 Objectives .....	67
5 Membership .....	68
5.1 Membership Requirements.....	68
5.1.1 Common Benefits to all Members .....	68
5.2 Registration / Membership fees.....	70
5.3 Termination of Membership.....	70
5.4 Membership Withdrawal .....	70
5.5 Misconduct by Members .....	70

5.6	Refund .....	70
6	General Responsibilities and Tasks of the Internal Structures of IFOAM-Organics Asia .....	71
6.1	The General Assembly .....	71
6.2	First General Assembly .....	72
6.2.1	Rules of Procedure for General Assembly .....	72
6.2.2	Elections of IFOAM Asia .....	72
6.3	The IFOAM-Organics Asia Board .....	72
6.3.1	Criteria for Board Members .....	73
6.3.2	Requirements for the IFOAM-Organics Asia Board candidates.....	73
6.3.3	Nomination Procedures .....	73
6.3.4	Election Procedures of the IFOAM-Organics Asia Board.....	74
6.3.5	Election and Presentation of the Executive Board .....	74
6.3.6	Term in office.....	74
6.3.7	Tasks of the Board Members .....	74
6.3.8	Tasks of the Auditors .....	75
6.4	IFOAM-Organics Asia Board Meeting .....	75
6.4.1	Quorum .....	75
6.4.2	Decision-making Process.....	75
6.4.3	Meeting Frequency .....	76
6.4.4	Supplementation of Board Members.....	76
6.4.5	Dismissal of Board Members .....	76
6.4.6	Resignation of Board Members .....	76
6.4.7	Executive Board .....	76
6.5	The Secretariat.....	77
6.5.1	Role of the Executive Director.....	77
6.5.2	Other Internal Structures .....	78
6.5.3	Legal and National Law Compliance.....	79
6.6	Finances.....	79
6.6.1	General .....	79
6.6.2	Membership fees .....	79
6.6.3	Project Participation and Fundraising .....	79
6.6.4	Reimbursement of Expenses .....	80
6.7	Management Procedures .....	80
6.8	Meetings .....	81
6.8.1	Meeting cycles and frequency.....	81

6.8.2	Procedures for meetings .....	81
6.8.3	Participation in Board meetings .....	82
6.8.4	Work between meetings and communication .....	82

## Program Schedule of the 5th IFOAM-Organics Asia General Assembly

Time	Contents
14:00~14:20	<b>Opening</b> - Welcoming Speech (Zhou Zejiang, President of IFOAM Asia) - Congratulatory Speeches
14:20~14:25	<b>In Memoriam</b>
14:25~14:30	<b>Election of the GA officers &amp; Adoption of the GA Agenda</b>
14:30~14:35	<b>Adoption of the Minutes of the 4<sup>th</sup> GA</b>
14:35~15:05	<b>Report of the Work Progress &amp; Financial Report (Years 2019 to 2021)</b> - Adoption of the Auditors' Report - Adoption of the Financial report
15:05~15:08	<b>Ratification of the Board Decision on the Term of the Asia Board</b>
15:08~15:30	<b>Board Elections</b> - Speeches by the Board Candidates - Elections - Announcement of the Election Results
15:30~15:40	<b>Break</b>
15:40~15:45	<b>Appointment of the Internal Auditors</b>
15:45~16:15	<b>Amendments of the Working Methods</b>
16:15~16:25	<b>Approval of the Work &amp; Budget Plan for the Years 2021 to 2024</b>
16:25~16:30	<b>Announcement of the New Executive Board Members</b> - Speech by the New President
16:30~16:35	<b>Recognitions</b>
16:35~16:40	<b>Closing Remarks</b>

## Welcome to the 5<sup>th</sup> IFOAM-Organics Asia General Assembly

**Dear IFOAM-Organics Asia Affiliates, Organic Friends and Honored Guests,**

Since we last met in Xichong County in May of 2019, the world has been impacted by the ongoing COVID-19 pandemic and we have learnt to adapt to living under the new normal of social distancing and strict health regulations in our respective countries. Despite delays in projects and ensuing financial constraints, the last two years have been very fruitful for IFOAM-Organics Asia, and we are now back in Goesan County to elect new members for the Asia Board and to prepare for the next few years which include the 10<sup>th</sup> Anniversary of IFOAM Asia in 2022.

Most of the work delegated by our members in the previous General Assembly have been accomplished by our staff under the assistance of the Asia Board. As our staff are located in three different countries, they have been used to working digitally and work carried on as scheduled and planning for events such as the Organic Asia Congress (our biggest event in 2021) has progressed well.

**ALGOA has grown steadily** - with increased numbers of people from local governments and members applying for the Organic Foundation Course (OFC) despite the digital format of the trainings in 2020 and 2021. Participation has also more than quadrupled in the annual ALGOA Summits especially after linking with the GAOD Summits with participation from 46 countries in 2020 despite it being a digital event.

In relation to ALGOA, perhaps the most spectacular success has been working with the League of Organic Agriculture Municipalities, Cities and Provinces of the Philippines (LOAMCP-Ph) to advocate for the **inclusion of PGS into the national organic regulations of the Philippines**. This is a great step in the future development of organic agriculture in the Philippines and the inclusion of non-certified organic farmers into the organic family.

For more organizational consolidation of IFOAM Asia, different sector groups like the “Women in Organic Agriculture in Asia (WOAA)” and the ALGOA Organic Foundation Course Alumni Association (AOAA) have successfully hosted some interesting webinars that brought their respective members together to discuss the major issues and trends in the organic movement. These member meetings have increased the fabric of our organization in these times under the pandemic.

The hope and future of our organization, the **Asia Organic Youth Forum** together with its global partner, Young Organics-Global Network (YOGN) will be hosting the first-ever **World Organic Youth Summit** this coming October and we predict very exciting growth for our young people.

Another interesting development in early 2021 was the **legal registration of our strategic partner, International Network of Organic Farming Organizations (INOFO)**, in Goesan County, South Korea. As we share the same office premises, we are looking forward to working more with INOFO to represent the voices of our organic farmers in Asia.

Finally, this board has concentrated efforts to connect with our members in Asia through personal visits, representations in the diverse events held by our members and through various country meetings of members especially in preparations of the first-ever virtual GA of IFOAM-Organics International. Many members expressed their appreciation of the meetings which allowed them to connect with the board members and staff of IFOAM Asia. It was also a good opportunity for members

to connect with other members in the same country. It is most noteworthy that non-members and representatives from the local governments were also present at the meetings, a positive sign of growing interest in working with IFOAM-Organics Asia.

It is with much hope and expectations that most of us are ending our term as board members and of service to IFOAM-Organics Asia. For our beloved President ZZ, it has been almost ten years of the most loyal service to our organization since 2012 - from the very start of the organization. We are leaving the organization in the excellent hands of our staff and the incoming board. We are certain that IFOAM-Organics Asia will flourish under their careful administration.

**We thank all our members and supporters for giving us the wonderful opportunity to be of service to IFOAM Asia!**

**Organically yours,**

**The IFOAM-Organics Asia Board for the Years 2019 to 2021**

**Zhou Zejiang (President) / Miyoshi Satoko, Indro Surono (Vice-Presidents)**

**Edgardo S. Uychiat, Selina Gan, Sundeep Kamath, Manchul Jung (Board Members)**



from left to right: Edgardo Uychiat (Philippines), Selina Gan (Malaysia), Indro Surono (Indonesia), Zhou Zejiang (China), Miyoshi Satoko (Japan), Sundeep Kamath (India), Manchul Jung (South Korea)

## In Memoriam



**Founding President of IFOAM Asia**

**Prof Dr Suh, Chong Hyuk (1947 ~ 2020)**

**Prof Dr Suh, Chong-hyuk**, the first President of IFOAM Asia, passed on April 22<sup>nd</sup>, 2020, after struggling with a chronic disease. He is survived by his wife and three children. He has been a prominent figure in the organic movements in South Korea for many years and contributed greatly to the establishment of IFOAM Asia and went on to serve as its first President.

Dr Suh also served as the Executive Director-General for the Korea Organizing Committee for the 2011 IFOAM Organic World Congress and was the key person who linked up IFOAM-Organics International and the hosting local governments to make the OWC and related events a great success. Upon, his retirement as the Deputy Director of the Korea Rural Economic Institute (KREI), Dr Suh utilized his numerous years of foreign experience in assisting with organic agriculture project developments in Asia and Africa.

We will continue the work started by Dr Suh and his memory will live on in the organic movements in Asia.



(Dr Suh, on the right, with the Founding Board Members of IFOAM Asia, in Sichuan Ptrovince China, 2014)

## **Discussion on Agenda Points of the General Assembly**

### **Agenda point 1: Election of the GA Chairperson & Officers**

To do: Election of the Chair & Officers

Information: Proposed are:

- Chairperson: Sabyasachi Roy

Other GA Officers:

- Parliamentarian: Ramon Uy Jr.
- Minute Keepers: Karen Marie Gerson, Fatima Trofeo
- Ballot Counters: (if needed) local youths from Goesan County
- Timekeeper: Yuan Hao

### **Agenda Point 2: Approval of the 4<sup>th</sup> GA Minutes**

Please see Annex 1.

### **Agenda Point 3: Approval of the GA Agenda**

To do: Approve Agenda

Information: Proposed are:

- Agenda Point 1: Appointment of the GA Chairperson & officers
- Agenda Point 2: Approval of the 4<sup>th</sup> GA Minutes
- Agenda Point 3: Approval of the GA Agenda
- Agenda Point 4: Internal Auditor's Report on the Work Progress of 2019 ~ 2021
- Agenda Point 5: Financial Report of 2019 ~ 2021
- Agenda Point 6: Ratification of the Board Decision on the Election Term of the Asia Board

- Agenda Point 7: Board Elections
- Agenda Point 8: Appointment of the Internal Auditors
- Agenda Point 9: Amendments of the Working Methods
- Agenda Point 10: Approval of the Work and Budget Plan for 2021~ 2024
- Agenda Point 11: Announcement of the Board Election Results
- Agenda Point 12: Others

## Agenda Point 4. Approval of the Internal Auditors' Report

### Work Progress Report for the Years (2019 to 2021)

#### **Independent Auditors Report**

Organic farming traditionally developed from the early appearance of civilizations in Asia had been replaced with Green Revolution using chemical and pesticide in the modern days and forgotten for a long time. But it reappeared, influenced by world organic movements, bringing together innovative organic farmers, consumers, activists, researchers, and even local governments as well. Through the Work Progress Report for the years of 2019 to 2021, we saw the technical, political, and generational progressions of organic farming in Asia.

Due to pandemic, reports have been presented virtually by the Executive Director of IFOAM Asia, assisted by 2 staff from the secretariats of the Philippines and China Offices and audited by Shinji Hashimoto, Japan and Mathew John, India on 30<sup>th</sup> and 31<sup>st</sup> of August 2021.

#### **ALGOA Organic Foundation Courses and ALGOA Summits**

The Organic Foundation Course (OFC) in April 2019 was held in Goesan County, Korea and continued in September 2020 and June 2021 (virtually). The OFC has been organized with good contents explaining from the historical development of Organic Farming to the latest trends. The OFC started in 2016 and a total number of 255 participants have been trained. The number of participants in each seminar stayed steady with appropriate participation of local government officials. Also, there were good exchanges among the different local governments after the courses, leading to new incentives such as organic school lunch program in New Taipei City. Members see the OFC as a value addition in their IFOAM Asia membership. There has been a good response from the government departments too and some of the trainees even covered their expenses to be part of the training. In November 2020, ALGOA OFC Alumni Association (AOAA) was formed by the graduates of the OFC and in April 2021, AOAA organized the first of its webinars.

This active network of local government led to the 5<sup>th</sup> ALGOA Summit in September 2019 and the 6<sup>th</sup> ALGOA Summit in October 2020. There were more than a hundred foreign guests in the 5<sup>th</sup> ALGOA Summit and more than one thousand participants in the 6<sup>th</sup> ALGOA Summit although the events has been done virtually due to the pandemic. Both events ended up with "Declaration of the 5<sup>th</sup> ALGOA Summit" and "Declaration of the 6<sup>th</sup> ALGOA Summit & Inaugural GAOD Summit". The 6<sup>th</sup> ALGOA Summit also succeeded in the establishment of the three ALGOA Centers - in New Taipei City, the Philippines, and Goesan County. All these centers function independently and hence there is no pressure on the main office. Also, the Global Alliance for Organic Districts was formed, leading the activities of local government networking into a global level.

Organic Farming activities in Asia started with small producers and citizens movements, now growing into the regional levels, and even with influence into local government levels. It is expected to go beyond to the national levels. Under the crisis of climate change and concerns for the future generation, sustainable food production in the harmony with nature is desperately needed not only

in Asia but also globally and ALGOA will be really important for organic activities to go beyond local boundaries into the global arena.

### **Organic Youth Forum**

The 5<sup>th</sup> IFOAM Asia Youth Forum took place in Nagaland, India on November 26<sup>th</sup> to December 1<sup>st</sup> in 2019 and the “5<sup>th</sup> IFOAM Asia Youth Forum Declaration” was announced. Later, the Asian organic Youth Forum aligned with “Young Organics” in Europe and on September 19<sup>th</sup>, 2020, the “Young Organic Global Network” (YOGN) was established. The members of the youth network not only connected organic youth in Asian countries, but also played active roles in IFOAM Asia activities as well as ALGOA. The expectation of them is high and we see in these youth the fruitful future of the organic movements in Asia.

### **Other Activities**

“Women in Organic Agriculture in Asia” (WOAA) has been under discussion and will be formally launched during the 4<sup>th</sup> IFOAM Asia Congress in November 2021.

The organic researchers’ network first centered in China with the establishment of the Xichong Innovation Committee in 2019 with members from 10 countries and including local experts. The book on innovations was published in February 2021.

A need to build a larger platform for organic researchers in Asia led to the establishment of the “Asian Organic Innovation Technology Platform” (OIT), created during the 6<sup>th</sup> ALGOA Summit.

The 4<sup>th</sup> Organic Asia Congress delayed from 2020, has been re-scheduled to November 2021 in Indonesia, bringing all these activities mentioned above together.

There were also local members meeting in Philippines, India, China, Indonesia, Japan, and Asian members promoting exchanges within each region. This was a unique effort in engaging at a country level – each context is different and so allowed the interaction to be more meaningful.

The focus of other activities is important to bring different stakeholders into the organic movement and into our network.

The researchers’ network should be strengthened in the future to enable organic farmers secure their productivity and help conventional farmers converge into organic agriculture.

### **Management**

We are also glad to see all the efforts of all Country Offices working together bringing together organic people in Asia. From the first IFOAM Asia office in Korea, now 2 other offices have opened in the Philippines and China. Especially the office in the Philippines will strengthen ALGOA activities and another in China will connect organic researchers in Asia. All presented their involvement for the promotion of organic agriculture during the reports, and we confirmed a good management handling of IFOAM Asia activities. There is a strong buy-in from the staff which is good for long term stability of the organization. They have also taken on specific roles within the organization.

Also, the number of memberships increased since 2015 from 23 members (9 countries) to 227 members (16 countries). There is further potential, but the pandemic has created limitations. Since activities in ALGOA have stayed prominent, membership from the government side may expand in the future.

The IFOAM Asia Board also helped to realize all these programs with success having four board meetings in 2019, six meetings in 2020, and four meetings in 2021 so far. As such, we confirmed that the board meetings have been undertaken in compliance of the working methods of IFOAM Asia and the work reports.

IFOAM Asia has been able to establish a strong and visible presence in the global organic arena. Partnership and collaboration with other regional bodies like IFOAM EU have led to a stronger exchange of ideas and dialogue.

**IFOAM Asia Auditors**

**Shinji Hashimoto & Mathew John**

**5<sup>th</sup> of September, 2021**

**IFOAM-Organics Asia Work Progress Report (June 1<sup>st</sup>,2019 ~ Aug 30<sup>th</sup>,2021)**

**Work Undertaken Based on Approval by the 4<sup>th</sup> IFOAM-Organics Asia GA**

Work Approved	Progress Made	Outcome
<p><b>Capacity-Building - ALGOA Trainings</b></p>	<p><b>1. ALGOA Organic Foundation Courses (April 2019)</b> - Goesan County, South Korea (April)</p>	<p><b>1. The 2019 ALGOA Organic Foundation Course</b> was on the 24<sup>th</sup> of April to 1<sup>st</sup> of May 2019. - Twenty-one delegates from 9 countries and areas underwent a week-long training at Hotel West of Canaan, Goesan Country, South Korea.</p>
	<p><b>2. ALGOA Organic Foundation Courses – Virtual (September 2020)</b></p>	<p><b>2. The 2020 ALGOA Organic Foundation Course</b> was the first virtual OFC due to the pandemic situation. - Twenty-eight trainees from eight countries and areas logged in at ALGOA OFC’s Virtual Training Room from September 18<sup>th</sup> to 24<sup>th</sup>, 2020.</p>
	<p><b>3. ALGOA Organic Foundation Course – Virtual (June 2021)</b></p>	<p><b>3. The 2021 ALGOA Organic Foundation Course</b> was the second time that the OFC was done virtually. - Thirty-seven trainees from 14 countries and areas participated the OFC, an increase of six countries from the previous one.</p>
	<p><b>4. Special training For OFC Alumni and organic youth leaders</b></p>	<p><b>4. Training of Trainers (ToT)</b>  Under the sponsorship of IFOAM Asia Member, AboveFarm China, five alumni of the OFC and one youth leader from Argentina were selected for a three-day in-depth leadership training.</p>

**Evaluation of Capacity-Building Programs (ALGOA Organic Foundation Course)**

Since its inception in 2016, the Organic Foundation Course (OFC) has gained a steady following in many countries as seen from the numbers below. A total of 255 persons have been trained under the OFC.

Year	No of Trainees	Countries / Areas	Ratio (Govt/NGO)	Notes / Venue
2016	25	10	14/11	Goesan
	11	1 (Kizarazu, Japan)	8/3	3-day training for govt officials in Kizarazu
2017	20	12	8/12	Goesan
	30	1 (Kyrgyzstan)	5/25	4-day training in Issykul
	29	18 countries	5/24	Masterclass / Goesan
2018	24	1 (Indonesia)	4/14	Bandung, Indonesia
	27	12	8/19	Goesan
2019	24	10	9/15	Goesan
2020	28	8	7/21	Virtual
2021	37	14	9/28	Virtual
<b>Total</b>	<b>255</b>			

Priority in the selection of the trainees was given to ALGOA members, IFOAM members then to others from like-minded organizations. Three in-country trainings were held. One masterclass was also held.

For future trainings, some alternatives are being considered such as breaking the residential training to two parts to include preparatory online course to be undertaken before the in-person residential training. The in-person residential training will focus more on in-depth training and group work on specific themes to build the capacity of the trainees. Discussions with Goesan County have been positive to the new changes in the training and the budget allocated from 2023 will be adjusted accordingly.

<b>Expanding the Organic Youth Forum</b>	<p><b>1. The 5<sup>th</sup> IFOAM Asia Organic Youth Forum – Nagaland, India (November 26<sup>th</sup> – December 1<sup>st</sup>, 2019)</b></p> <p><b>2. Launch of the Young Organics-Global Network (YOGN) on Sept 19<sup>th</sup> 2020, under the full financial support of Goesan County, South Korea.</b></p>	<p>1. Thirty-two delegates from 9 countries, including three delegates from Europe. This was the first time that the OYF was held in South Asia, and the second OYF to happen in the same year, with the first one held at New Taipei City, Taiwan in March 2019.</p> <p>2. Two major youth groups from Asia and Europe, the <b>Asia Organic Youth Forum</b> and <b>Young Organics</b>, respectively, collaborated to form a global network of youth to connect the boundaries in the name of Organic Agriculture.</p>
--	---	--

### **2019 Declaration of the 5<sup>th</sup> IFOAM Asia Organic Youth Forum**

**We, the graduates of the 5<sup>th</sup> IFOAM Asia Organic Youth Forum** in Dimapur, Nagaland, India, are convinced that the multifaceted character of such organic movement necessitates concerted

national actions for which we, the young leaders, hereby acknowledge the importance and role of the youth and solemnly declare the following:

- That we pledge to contribute to the mission of making the world a better place by promoting the organic farming as a path towards balancing ecology, economic development, and sustainable livelihoods.
- That we will further advocate for collaborative approaches with organic-based organization at local level to implement small-scale farming practices, exposure trips, workshops, seminars and awareness-raising campaigns to influence relevant organic farming.
- That we will promote participation of women and youth in organic farming at the local level by means of capacity building and facilitating their involvement in bridging the gap between generations of farmers.
- That we recognize the urgency and take action on current unsustainable pattern of production and marketing through fair involvement of all related stakeholders.
- That we encourage and learn from one another and ensure food sovereignty and security, safety, and sufficiency for all by promoting organic agriculture.
- That we become patrons for the future organic farming enthusiasts and engage with multiple stakeholders from various sectors to promote organic agriculture to a wider audience
- That we weave local and expert knowledge, as well as traditional knowledge and modern science for the common benefit of organic agriculture
- And that we encourage collection, documentation, and dissemination of all forms of knowledge on innovation and best practices to ensure equality within the organic farming community.

We pledge to carry forward this 5<sup>th</sup> IFOAM Asia Organic Youth Forum Declaration with renewed strength and spread the message of sustainable development goals through organic agriculture.

**We are the catalyst for change! Let's act now!**

**Adopted by the delegates of the 5<sup>th</sup> IFOAM Asia Organic Youth Forum  
On the 28<sup>th</sup> of November 2019  
Dimapur, Nagaland, India**

#### **Inaugural Declaration of the Young Organics – Global Network**

**We, the Young Organics – Global Network**, on this historic day, 19 September 2020, pledge to follow in the footsteps of our organic pioneers to uphold the Principles of Organic Agriculture and to create a more sustainable and just world. We continue the work started by the Asian Organic Youth Forum and Young Organics by joining forces with other young people globally to achieve the goals of our mission:

- To become the voice representing young people in the organic and sustainable agriculture sector;
- To ensure that the pivotal roles of young people are recognized during the policy and decision-making processes to address their complex and multifaceted needs;

- To become an inspirational platform connecting young people in the organic and sustainable agriculture sectors;
- To lead young people from the organic and sustainable agriculture sectors to participate proactively for social and political change,

**We, the Young Organics – Global Network**, believe in the transformation of the current food systems into more sustainable and organic food systems, which prioritizes the well-being of the ecosystems and the health of life on Earth. We also recognise agricultural practices that respect all forms of life based on the Principles of Organic Agriculture - as the best solution to create a more sustainable future.

- In truly organic food systems, the principle of fairness is upheld in the way goods are produced, distributed, and consumed.
- In truly organic food systems, the principle of Care is upheld as the health and well-being of current and future generations are looked after, and the environment is managed in a precautionary and responsible manner without the use of technologies that could cause untold and unknown damage.

**We, the Young Organics – Global Network**, want to restore the pride of our organic farmers who are not just the producers of our food but the protectors of human health and our Mother Earth. Our Organic Farmers are our superheroes! – they are the artisans, doctors and stewards of our health and the planet we live in. Without our organic farmers, we and our planet are at risk.

**We, the Young Organics – Global Network**, call upon the private and the public sectors and all other stakeholders to join us in achieving the following:

- To guarantee that the role of young people is recognised and valued by the decision-makers in our communities and governments;
- To include organic agriculture in the curricula of primary, secondary, and tertiary levels of education;
- To allocate resources for the creation of platforms for research and innovation in organic agriculture to build cross-disciplinary and multisectoral approaches that develop solutions to address environmental and social problems;
- To further support the development, dissemination, and replication of best practices to advocate organic agriculture as a solution to overcome the Climate Emergency and social injustice.

**We, the Young Organics – Global Network**, respect and celebrate diversity and go beyond differences and prejudices, to join hands, minds, and hearts to achieve our goals. We will persevere to become agents of change, to pursue innovations with courage and ingenuity, guided by the Principles of Health, Ecology, Fairness and Care.

**We, the Young Organics – Global Network**, urge everyone to join us in our quest to create a more sustainable future. We cannot do it alone. We all have a common responsibility to Mother Nature

and to our future generations and should not undermine Mother Nature’s ability to provide for the generations to come. We should become One and “be the change that we wish to see in the world.”

**Adopted on September 19, 2020,  
Goesan County, South Korea**

### Evaluation of the Youth Forum and Its Activities

The **Asian Organic Youth Forum** can be seen as one of the most spectacular successes of the work of IFOAM Asia especially in relation to ALGOA. It was **spontaneously organized** by the graduates of the 2016 ALGOA Organic Foundation Course who wanted to take the organic movement forward in Asia. Many of the initiators have grown to become **leaders of the organic sector** in Asia and expected to play a significant role in the global organic movements.

Year	No of Countries Presented	Hosting Local Govt/Venue	Financial Sponsors
2016	7	Changzhou, China	Local govt, First Farm, China
2017	10	Shanghai, China	AboveFarm, Organic & Beyond, China
2018	12	Bislig City, Philippines	Bislig City, Philippines
2019	11	New Taipei City	New Taipei City
	8	Nagaland	Nagaland Organic Konnect, Nagaland State Government, India


A unique characteristic of the Youth Forum was the **linkage with the organic pioneers** in the special sessions called “**Meet the Organic Pioneers**”. The session especially focused on the inspirational journey of our pioneers but was also important in making the youth understand the **history, continuity and the future** of the organic movements started by our pioneers.

**In September 2020**, the Asian Organic Youth Forum went global – linking up with a similar group in Europe called Young Organics to launch the historic “**Young Organics-Global Network (YOGN)**”. This was history in the making as it was the first-ever meeting of the global youth in the organic sector.

**In October 2021**, the **1<sup>st</sup> World Organic Youth Summit** will take place under the generous financial sponsorship of Goesan County, South Korea. Members of the Youth Forum have started to run proactively for leadership positions at the IFOAM World Board and the IFOAM Asia Board.

<b>Formation of Sub-organizations</b>	<b>1. The Women in Organic Agriculture in Asia (WOAA)</b>	<b>1. The Women in Organic Agriculture in Asia (WOAA)</b> is a multi-stakeholder group of women in Asia working to promote organic agriculture. - Functional since January 2021 - To be formally launched during the 4 <sup>th</sup> Organic Asia Congress in Indonesia in November 2021.
---------------------------------------	---	---

	<p><b>2. The ALGOA OFC Alumni Association (AOAA)</b></p>	<ul style="list-style-type: none"> <li>- Regular Meetings to meet and hosting of webinars</li> <li>- (April 2021) Konrad Hauptfleisch, CEO of Starfish Organics on "Fridays for Future and the Organic Movement"</li> <li>- (May 2021) Tobias Bandel, CEO of Soil and More on "Organic Matter matters – how the Financial Sector is pushing for Ecological Farming Practices"</li> </ul> <p><b>2. The ALGOA OFC Alumni Association (AOAA)</b> was formed last November 2020 by the alumni of the ALGOA Organic Foundation Course.</p> <ul style="list-style-type: none"> <li>- The AOAA consists of over 250 trainees of the OFC</li> <li>- Currently, headed by Roy Sabyasachi from Organic Leadership Course 2016 and Cecily Wong from OFC 2018.</li> <li>- (April 2021) Organized an online pre-event for the Kanekos, the winners of the IFOAM and OWA Lifetime Achievement Award</li> <li>- (July 2021) Organized webinar on "Blockchain and Organic Agriculture"</li> <li>- (Oct 2021) Planning to organize the People's Food Summit (Asia)</li> </ul>
<p><b>ALGOA Summits</b></p>	<p><b>1. The 5<sup>th</sup> ALGOA Summit: ALGOA+4 International Summit on Organic Policy (September 18<sup>th</sup> – 20<sup>th</sup>, 2019)</b></p> <p><b>2. The 6<sup>th</sup> ALGOA Summit: Building Alliances Beyond Asia (two events)</b></p> <ul style="list-style-type: none"> <li>- 5<sup>th</sup> Year ALGOA Anniversary (September 18<sup>th</sup>, 2020)</li> <li>+ 6<sup>th</sup> ALGOA Summit (October 12<sup>th</sup> – 16<sup>th</sup>, 2020)</li> </ul>	<p><b>1. The 5<sup>th</sup> ALGOA Summit</b> was historic event as it went global and included participants from 4 other continents. - - More than a hundred foreign guests from all over the world participated at the event and international organizations that were present during the Summit included IFOAM-Organics International, the Intercontinental Network of Organic Farming Organizations (INOFO), the Organic Food Systems Programme of the United Nations (OFSP) and the Food and Agriculture Organization of the United Nations (FAO).</p> <p><b>2. ALGOA celebrated its 5th Anniversary</b> on September 18th, 2020.</p> <ul style="list-style-type: none"> <li>- Registrants for the event came from 30 countries and areas around the world. The ceremony was witnessed by more than one thousand people through</li> </ul>

	<p><b>Establishment of the Global Alliance of Organic Districts (GAOD)</b></p> 	<p>Facebook live, Youtube and Zoom (with simultaneous English and Korean translations).</p> <p>One of the highlights of the ceremony was the designation of <b>three ALGOA Centers</b>: The ALGOA Center for Public Procurement to New Taipei City, The ALGOA Center for Organic Governance to LOAMCP-Ph in the Philippines and the ALGOA Center for Organic Leadership to Goesan County.</p> <p>3. The <b>6<sup>th</sup> ALGOA Summit</b> was the first time that the event has gone virtual due to the pandemic situation.</p> <p>The <b>6<sup>th</sup> ALGOA Summit</b> brought together more than 400 registered people from 46 countries and territories and another 1,600 people viewed the event on Facebook Live.</p> <p>One major highlight of the event was the establishment of <b>the Global Alliance of Organic Districts (GAOD)</b>, an alliance of ALGOA and the International Network of Eco Regions (I.N.N.E.R.) for mutual cooperation.</p> <p>ALGOA President, Mayor Lee Cha Young of Goesan County and Salvatore Basile, President of INNER were nominated as co-Chairs of GAOD.</p> <p>The <b>Five GAOD Books</b> were published after the event to highlight the discussions in the different working groups of GAOD.</p>
<p style="text-align: center;"><b>Declaration of the 5<sup>th</sup> ALGOA Summit</b></p> <p>We, representing the young generation at the ALGOA+4 Summit on this historic day of youth-inspired global climate action, declare:</p> <ul style="list-style-type: none"> <li>• That we recognise the potential of global organic systems to heal and protect the life-giving biodiversity on our planet;</li> </ul>		

- That we combine tradition, innovation and science to ensure a truly sustainable future for all;
- That we honour and appreciate the efforts already undertaken by local governments in Asia to support the development of organic agriculture and food systems through their visionary policies addressing public procurement, nutrition and health such as programs for pregnant women and new mothers. Efforts such as these inspire the rest of the world, and we hope to see them replicated and multiplied around the globe;
- That we express our deepest gratitude for the support that these governments have given to strengthen and empower the organic youth movement in Asia. This pioneering initiative is now expanding around the globe with the creation of the World Organic Youth Forum in 2020.

We demand from all stakeholders the following actions:

- Further development and dissemination of organic solutions to the climate crisis;
- Investment in the multiplication of the successful ALGOA model;
- Inclusion of sustainable organic agriculture in the curricula of primary, secondary and tertiary education institutions;
- To indicate that such solutions are the ONLY solutions able to effectively address the current challenges – the conventional paradigm is no longer an option;
- To extend their support to include the development of sustainable and inclusive value chains, addressing all stakeholders in cross-cutting policies;
- To allocate resources to the creation of representative and diverse youth platforms, and through this, create a cross-disciplinary and multisectoral approach to developing solutions – the more diverse the audience, the more extensive will be the understanding and impact of organic solutions.

We want to see the development of legislation that recognizes nature as an equal stakeholder in the sustainability discourse, and that recognizes its unique and pivotal role in the web of life.

In conclusion, we call on local, national, and global governments to set aside their differences, come together for the common good with common purpose, and create a vibrant cooperation to implement these robust solutions to inspire the next generation.

**Adopted on Friday 20 September 2019,  
Goesan County, South Korea**

### **Declaration of the 6th ALGOA & Inaugural GAOD Summits**

**We, the participants from forty-six countries and areas from all over the world**, have gathered virtually, under the banner of “Building Alliances Beyond Asia” at the 6<sup>th</sup> ALGOA and at the inaugural GAOD Summits, to share our experiences and best practices; and to find ways of making the transformations into organic and sustainable food systems in the midst of the COVID-19 pandemic.

Today we celebrate **World Food Day**, and we are faced with the glaring facts about world hunger and how famines and crop failures due to the climate crisis can threaten the lives of millions of people. We are reminded again on how eating nutritious balanced diets can benefit us all.

Food has never been more important. The pandemic has clearly brought to light the importance of local resilient food systems which have successfully provided food to their local communities and maintained the health and well-being of the people.

The sales of organic food have increased more than twenty percent in many countries as people grew more aware of the benefits of safe, healthy, and nutritious organic food to combat the onslaught of COVID-19. **The pandemic should not become a hunger pandemic.**

Elsewhere, where farmers and consumers rely on intermediaries and complex distribution channels, the COVID-19 pandemic has led to widespread food shortages due to the disruption of international and domestic trade of food and the breakdown of logistics in food delivery. The poor and the marginalized have been severely affected and their health and immunity threatened, making them more vulnerable to the threat of the virus.

We welcomed the opportune decision of the Nobel Prize Committee to award the Peace Prize to the World Food Programme (WFP) "for its efforts to combat hunger, for its contribution to bettering conditions for peace in conflict-affected areas and for acting as a driving force in efforts to prevent the use of hunger as a weapon of war and conflict."

Also, we are happy to note the clear message from António Guterres, UN Secretary- General who said that "transforming food systems is crucial for delivering all the Sustainable Development Goals.

Based on the diverse representations at the Summit by notable persons from international organizations like the United Nations Environment Program (UNEP), the Food and Agriculture Organization (FAO) and from local governments, and organic and likeminded groups, and from the in-depth discussions by seven GAOD Working Groups:

**ALGOA and GAOD** agree to undertake the following tasks:

- Collect and disseminate research, best practices, mindsets, and values in Organic Districts facilitating the shift into healthy, sustainable, and inclusive food systems,
- Develop a universally accessible platform on Organic Districts enabling interactions and knowledge sharing from different stakeholders,
- Encourage local governments and other stakeholders to make action plans to develop Organic Districts and to provide access to affordable organic, sustainable food,
- Recognize the multi-functionality of Organic Agriculture to restore relationships in the food system and revitalize local communities through responsible production and consumption,
- Encourage the active participation of young people in the decision-making processes and in global networking as they are the key drivers of innovation and stewards of our future,
- Raise the awareness of the role of women in farming and food systems as they are the protectors of the land and mothers of our future generations.



		<p>This is the expanded version of the Xichong Committee with more experts included from more countries and areas in Asia.</p>
<p><b>Publications Released</b></p>	<p><b>1. ALGOA OFC Reader</b></p> <p><b>2. Five GAOD Books</b></p>  <p><b>3. Book on Organic Innovations</b></p>	<p>1. A basic textbook for the annual ALGOA Organic Foundation Course.</p> <p>- <b>Book 1:</b> Introductory Phase – Pathways for Cooperation and Best Practices of ALGOA Members</p> <p>- <b>Book 2:</b> Covid-19 and Organic Agriculture, Organic food consumption – a step forward for sustainability</p> <p>- <b>Book 3:</b> Work Group Reports from Organic Districts’ Integrated Management, Communication and Youth in Organic Agriculture</p> <p>- <b>Book 4:</b> Work Group Reports from Tourism &amp; Gastronomy, Food Processing and Best Practices of Organic Food Systems</p> <p>- <b>Book 5:</b> Work Group Reports from Regenerative/Organic Farming, Social Issues and Best Practices from the Five Continents</p> <p>“The Innovative Cases of Organic Agriculture in Asia” - a product of the Xichong Organic Innovation Committee.</p>
<p style="text-align: center;"><b>Evaluation on the Formation of a Network of Researchers</b></p> <p>This has evolved from a group under a project (Xichong Innovations Committee) to a larger group of researchers in Asia called the Asian Organic Innovation &amp; Technology Platform (OIT). The members have contributed to a publication on innovations with a second one under planning. The members of OIT also contribute their time as reviewers of conference proceedings and for 2022, the Asia Chapter for the annual FiBL-IFOAM “World of Organic Agriculture.”</p>		
<p><b>Membership</b> - Number of members to</p>	<p>IFOAM-Organics Asia membership has remained stable with steady increases in China. However, with the onset of</p>	<p>1. Increase in Membership (Both International and Asia membership) -2015: 23 members (9 countries)</p>

<p>be expanded to at least 300 by the end of 2019</p>	<p>the pandemic, the growth of membership has been affected.</p>	<p>-2016: 32 members (15 countries)  -2017: 77 members (16 countries)  -2018: 220 members (16 countries)  -2019: 227 members (16 countries)  -2020: 190 members (17 countries)</p> <p>Under the IFOAM-Organics International discussion on membership reform, the Task Force on Membership has recommended that local governments (departments) involved in organic agriculture should be allowed to join as full members.</p>
---	--	--

**Evaluation on Membership**

With the activation of the China and Philippines Offices, the management of the membership has become more effective and structured. It is predicted that with the implementation of “one membership” of IFOAM, membership in Asia will continue to grow. Special membership fees should be set up for farmers’ organizations. Fee schemes should be diversified to guarantee participation from developing countries.

<p><b>Special Projects</b></p>	<p><b>1. 4th Organic Asia Congress (Nov 22<sup>nd</sup> ~ 27<sup>th</sup>, 2021 / Jakarta, Indonesia)</b>  <b>Theme: “Asia Go Organic for a Healthier Planet”</b></p>	<p><b>1. The 4th Organic Asia Congress</b> was scheduled to be held in May 2020 but was moved to November 22<sup>nd</sup> – 27<sup>th</sup>, 2021 because of the pandemic situation.</p> <ul style="list-style-type: none"> <li>- It will be locally organized by Indonesia Organic Alliance together with its partners, Bina Swadaya, Arla Indofood, and Kehati Foundation.</li> <li>- The following events will be held during the 4<sup>th</sup> OAC” <ul style="list-style-type: none"> <li>- Organic Youth Forum</li> <li>- Organic Trade Fair</li> <li>- ALGOA Indonesia Forum</li> <li>- Organic Asia Congress</li> </ul> </li> </ul>
--------------------------------	---	--

**Evaluation of the Organic Asia Congress (OAC)**

In the beginning of its conception, the OAC was planned to be held every 2 years. However, with the generous sponsorships of some central and local governments, the OAC has been held sequentially from 2016 to 2018.

The OAC is the largest gathering of the organic sector in Asia and brings together all the major stakeholders and IFOAM members together, increasing the unity of the movement and the prestige of IFOAM Asia.

The 4<sup>th</sup> OAC was initially scheduled for May 2020 but was postponed to November 2021 because of the pandemic.

<p><b>Other Work Areas</b></p>	<p><b>Participation in the Network Council</b></p>	<p>IFOAM Asia regularly participates in Network Council where representatives from IFOAM regional bodies and sector platforms meet to discuss common interests and issues involving the IFOAM Family.</p>
<p><b>Governance</b></p>	<p><b>1. Board Meetings</b></p>	<p><b>(2019)</b>          June 1<sup>st</sup>: Regular Board          Aug 3<sup>rd</sup>: E-Board          September 21<sup>st</sup>: Regular Board          Nov 1<sup>st</sup>: E-Board</p> <p><b>(2020)</b>          January 21<sup>st</sup>: Regular Board (one-point agenda)          April 8<sup>th</sup>: E-Board          June 12<sup>th</sup>: Regular Board  <b>Aug 8<sup>th</sup>: request for E-Board to be combined with Regular Board Meeting in October by the Secretariat</b>          October 8<sup>th</sup>: Regular Board          December 8<sup>th</sup>: E-board</p> <p><b>(2021)</b>          March 21: E-Board          April 14<sup>th</sup>: Regular Board          July 27<sup>th</sup>: E-board          Sept 6<sup>th</sup>: Regular Board</p>
	<p><b>Offices of IFOAM Asia</b>          1. Main Office</p>	<p>1. The main office is registered at Goesan County, South Korea as a non-profit and tax-free organization.</p>

	2. Country Offices (China/Philippines)	<p>2. IFOAM Asia legally opened its offices in two countries:</p> <p>(China)</p> <ul style="list-style-type: none"> <li>- Shanghai Office</li> </ul> <p>(Philippines)</p> <ul style="list-style-type: none"> <li>- Bacolod City, Negros Occidental</li> <li>- Cagayan de Oro City</li> <li>- The Philippines office is legally registered as a non-profit, non-stock organization.</li> </ul>
--	--	---

### Evaluation on Governance

The operations of IFOAM Asia were divided among the three countries and the work delegation was carried out effectively through online meetings as was the norm in IFOAM Asia even before the pandemic.

Due to project delays caused by the pandemic, the Secretariat decided to focus internally and on personal growth.

The staff submitted proposals and Terms of References for the operations of country Offices, internal accounting/procurement processes and work progress reporting, etc to develop more effectiveness in operations. Seminars were spontaneously organized among the staff to focus on core areas of work such as increasing knowledge and understanding on leadership, SDGs, etc.

### Other Work Progress Report

#### 1. 2022 IFOAM-Goesan International Organic Expo

The Executive Director also in her capacity as the Vice-President of IFOAM-Organics international represented IFOAM in the negotiations of the contract and the overall concept of the Expo. The final contract will be signed on October 15<sup>th</sup>, 2021.

#### Outcomes are as follows:

- IFOAM-Organics International will be one of the co-organizers of the Expo
- IFOAM Asia will be designated by IFOAM-Organics International as the implementing organization to abide by the legal and budgetary requirements of the host country
- Funding has been approved for IFOAM events such as:
  - the 50<sup>th</sup> Anniversary of IFOAM International Conference (includes scientific conference),
  - 2<sup>nd</sup> International Conference on Organic Agriculture Policy,
  - International CSA & PGS Conference,
  - 10<sup>th</sup> Anniversary of IFOAM Asia
  - 5<sup>th</sup> Organic Asia Congress

#### 2. 2022 OFIA Training and Awards Ceremony

Due to the pandemic, on behalf of IFOAM-Organics International, IFOAM Asia Implemented the annual OFIA training for extension agents in June. The lectures were undertaken virtually.

The awards ceremony was also undertaken virtually on Aug 19<sup>th</sup>, 2021 from the Rural Development Administration premises in South Korea.

### **3. Member Meetings**

Due to the uniqueness of the IFOAM-Organics International General Assembly, IFOAM Asia organized a series of member meetings by country to explain the intricacies of the virtual GA. The interactions with members in the specific countries also highlighted the issues and challenges faced by the members.

- Philippines Members Meeting (March 17<sup>th</sup>)
- India Members Meeting (April 29<sup>th</sup>)
- China Members Meeting (May 12<sup>th</sup>)
- Indonesia Members Meeting (June 17<sup>th</sup>)
- Japan Members Meeting (July 13<sup>th</sup>)
- Asia Members Meeting (Aug 18<sup>th</sup>)

### **Evaluation of Other Work**

The work undertaken on behalf of IFOAM-Organics International, signifies the importance in the synergy between a regional body and its mother organization.

As part of the Network Council of IFOAM, it is only natural that IFOAM Asia assists its mother organization in implementing projects that fall in the Asian region especially in the pandemic times. The regional body cannot exist without the mother organization and vice-versa. IFOAM is One and Indivisible in the organic world.

## Agenda Point 5: Financial Report (from Jan 1<sup>st</sup> 2019 to Dec 31<sup>st</sup>, 2020)

### <Balance Sheet>

(USD 1: 1100 won)

Category	Amount (USD)	Remarks
<b>Income</b>	774,593	Including China office For 2020
<b>Expenditure</b>	727,939	
<b>Balance</b>	<b>46,654</b>	

### <Income>

Category	Details	Total (USD)	
<b>Income</b>	Carried over from 2018/2019	62,165	
	Ifoam SoS Support Funds	28,149	
	Projects	New Taipei City	63,000
		Xichong	78,300
		Guohua Exhibiton	12,229
		ALGOA	512,466
	Membership Fees	18,235	
	Others (bank interest)	49.43	
<b>Total</b>		<b>774,593</b>	

### <Expenditure>

Category	Details	Total (USD)
<b>Operations</b>	Salaries, communications, taxes, acoounting fees, bank charges, etc	203,898
<b>Work Travel</b>	Local & Foreign travel	24,710
<b>Projects</b>	ALGOA, New Taipei City, Xichong, Guanho Exhibition	<b>501,331</b>
<b>Total</b>		<b>729,939</b>

## Agenda Point 6. Ratification of the Board Decision on the Election Term of the Asia Board

### Asia Board Decision (Approved on Feb 1<sup>st</sup>, 2021)

The Asia Board received an email from the IFOAM Asia Executive Director on Jan 25<sup>th</sup>, 2021 as follows:

“In the last GA in 2019, it was approved that the **term of the Board Members** be changed from the current **two years to three years** following the same time period as that of the IFOAM-Organics International.

In the amendments of the Working Methods, we added a footnote that the change will be implemented from the 2023 elections.

This is because after 2019 GA, the next GA is this year 2021 and then from 2023, we are in line with the GA of IFOAM-Organics International which falls every three years. However, with the delay of the OWC from 2020 to 2021 and the next GA of IFOAM-Organics International is in 2024.

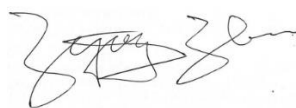
This means that for IFOAM-Organics Asia, we can **implement the new-three-year term from 2021** as the **next GA will be in 2024 - the same year as that of IFOAM-Organics International.**”

The Asia Board **unanimously approves the implementation of the three-year term** of the elected board members to be **effective from the next IFOAM Asia General Assembly scheduled for November 24<sup>th</sup>, 2021**. This decision is based on **Article 6.3 of the IFOAM Asia Working Methods which stipulates:**

#### **6.3 The IFOAM-Organics Asia Board**

*The IFOAM-Organics Asia Board decides all issues not yet determined by the General Assembly. Such decisions are ratified at the next General Assembly.*

**On Behalf of the Asia Board,**



**Zhou Zejiang, President**

## Agenda Point 7: Presentation of the Board Candidates & Elections

**To do: Get to know the candidates and cast votes for 7 candidates**

**Information:** Each candidate will present him/herself orally for two minutes to the IFOAM-Organics Asia affiliates and observers at the GA.

### Progress Report from the Nomination Committee

The call for the Board candidates was announced by IFOAM-Organics Asia on June 15<sup>th</sup>, 2021 through direct email to the members and through its communication platforms – website, Facebook, WhatsApp and Wechat.

All applications have abided the Rules of Procedure as outlined in Article 6.3 of the Working Methods of IFOAM Asia.

#### Report from the Nomination Committee

The formation of the Nomination Committee for the IFOAM Asia Board elections was approved on April 14<sup>th</sup>, 2021 by the IFOAM Asia Board. The Call for the Nomination Committee members was released on April 15<sup>th</sup> on IFOAM Asia social networks, website and through direct email.

After the deadline of the call for the Nomination Committee members, the Asia Board mandated current board member, Selina Gan, as chair and the current vice-presidents, Indro Suro and Miyoshi Satoko as members of the Committee. All the recommended Committee members confirmed that they are not running for the upcoming elections and so are eligible to serve on the Nomination Committee.

The Call for the Candidates for the IFOAM Asia Board (term 2021 to 2024) was first made on July 16<sup>th</sup>, 2021, and then subsequent calls and reminders were made on July 26<sup>th</sup>, Aug 9<sup>th</sup>, Aug 15<sup>th</sup>, Aug 24<sup>th</sup>, Aug 26<sup>th</sup>, Aug 27<sup>th</sup>, and Aug 28<sup>th</sup>, 2021.

The Nomination Committee strived to contact as many IFOAM Asia members as possible in all the member countries to increase participation at the upcoming General Assembly and the board elections scheduled for October 11<sup>th</sup>, 2021, from 14:00 – 17:00 Korean Standard Time.

The Nomination Committee has examined all the documents provided by the candidates and we are happy to announce that all candidates have followed the requirements needed to run for the election.

There are **nine candidates from eight different countries** who submitted by the deadline of Aug 29<sup>th</sup>, 2021. Compared to former elections, there are more candidates from different countries in Asia and this will reflect on the diversity of the countries to be presented in the new board. There are also four women and five men running for the board, showing a more gender-balanced

participation.

The Nomination Committee would like to express our gratitude to all the IFOAM Asia members who have endorsed their candidates to run for the board elections. We would also like to thank the staff of IFOAM Asia who have assisted our work for the past few months.

We wish success to all the candidates in the upcoming Board elections.

On behalf of the Nomination Committee on the September 1<sup>st</sup>, 2021,

*Selina Gan*

Selina Gan  
Chairperson, Nomination Committee

A total of **9 candidature submissions** were received and an overview of the candidates is as follows in alphabetical order of their respective countries:

Candidate	Gender	Country
Qiao Yuhui	F	China
Zhang Tingting	F	China
Mathew John	M	India
Sabastian Saragih	M	Indonesia
Yumiko Fukui	F	Japan
Ji-young Moon	F	Korea (South)
Asan Alymkulov	M	Kyrgyzstan
Edgardo Uychiat	M	Philippines
Athula Priyantha	M	Sri Lanka

## Qiao Yuhui (China)



**Ph.D., Professor, College of Resources and Environment Science, China Agricultural University**

**Qiao Yuhui**, graduated from China Agricultural University with a Ph.D. degree in ecology in 2000. She has worked in China Agricultural University since 1995, mainly engaged in teaching and scientific research in organic / ecological agriculture. She is the member China Organic Technology Expert Working Group (2009-

present); Green Food Review Committee (2006-present); and Member of the International IOAS Accreditation Committee (2009-2019); Member of the Organic Innovation & Technology Platform (OIT) under IFOAM-Asia from 2019.

### **Candidature Statement**

I would like to contribute to the work of the IFOAM Asia Board; I will be available to serve on the Executive Board (at least three months per year commitment to the interests of IFOAM Asia). The following three areas could be done on the organic agriculture movement in Asia:

#### **(1) Research, extension and training on organic techniques, production modes in Asia**

Asian countries have similar natural and cultural background and also have a long history of agricultural civilization, which is the core and origin of organic agriculture. Best organic practice and mode should be studied, summarize, and shared among Asia countries.

#### **(2) Scientific popularization of OA should be enhanced**

Although more and more people are getting to know organic products in Asia year by year, but the awareness of consumers and local government is very weak on the benefit of OA and the true value besides food safety, publicity of OA should be strengthen based on scientific data, so scientific popularization of OA could be the top priority to raise the consumer's awareness and also a sound way to promote the organic market and the support of local government.

#### **(3) Promoting the internal cooperation of organic product trade in Asia**

Market orientation is a key characteristic of organic agriculture development, Asia is the third largest organic market following US and EU, and organic market network could be built to share the organic market information for the market promotion.

Beside the market information, the mutual recognitions and cooperation of Asian countries on organic issues could be strengthening to facilitate the organic trade in Asia. Basic research work could be done to compare the organic regulations among the largest markets in Asia, such as China, Japan, and Korea.

## Zhang Ting Ting (China)



I graduated from China Agricultural University in Agricultural Engineering and China Global Philanthropy Institute in Charity Management and obtained an EMBA from China Europe International Business School (CEIBS). In 2017, I received a scholarship to study philanthropy leadership at Harvard University's Kennedy School of Government, and study English at Georgetown University in 2018.

In 2004, I came into contact with organic agriculture. I worked as an intern at an organic certification consulting agency. We first opened organic training classes in colleges and universities, and trained college students. At the local level, the training of township chiefs, agricultural chiefs, and village chiefs helped several counties with good natural conditions, such as Henan province and Shanxi province, realize organic counties.

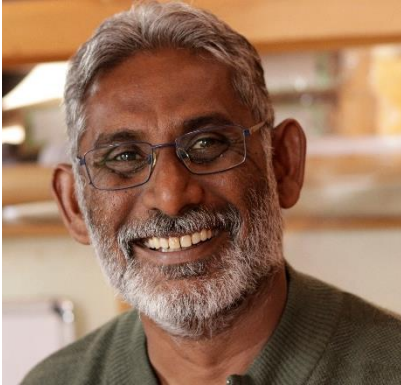
In 2007, I joined an organic entrepreneurial team, Organic and Beyond Corporation (hereinafter OABC). After 15 years of development, OABC has established long-term cooperation with more than 30 organic farms in 13 countries, Colombian organic coffee farm, Japanese organic rice farm, Danish organic dairy farm, Chinese organic tea farm etc. Through the guidance of OABC standards and the platform of OABC gift cards, these excellent organic farm products are offered to Chinese customers. OABC team tells the story of organic, shares the concepts of environmental friendliness, fair trade, and animal welfare behind organic, and establishing a positive cycle of sustainable sharing.

In 2012, dozens of OABC partners were organized to establish the OABC Organic Agriculture Fund. As a volunteer, I devoted my professional knowledge to industry promotion, organized a number of industry salons, translated "World Organic Agriculture Development Trends and Forecasts" for 11 consecutive years, and edited "Organic Agriculture in China". It has established good relationships with IFOAM, FIBL, China's organic regulatory agencies, certification agencies, CSA, PGS, Agricultural University and other research institutions, and organic companies. At the same time, through cooperation with international organizations such as WWF, UNEP, FAO, and local environmental protection organizations in China, we will promote the development of the organic industry in China. In 2021, volunteers are organized to compile a report "Under Carbon Neutral: Organic Agriculture".

2021 is an extraordinary year. The global epidemic has not been completely contained, but it was also a year full of opportunities. China takes carbon neutrality as a national strategy, and organic agriculture as a practitioner of agricultural carbon neutrality is an important solution. It is hoped that stakeholders from all walks of life can realize the ecological value of organic, increase technological innovation research and government investment, enhance market guidance, support the development of the industry and the sustainable ecology of the earth.

I am determined to be a member of the IFOAM Asia Board, voice out on behalf of Chinese organic and Asian organic. Please support me!

## Mathew John (India)



I am a **co-founder of the Keystone Foundation**, a not-for profit organization based in the Nilgiris South India) for close to 30 years. Also, the **co-founder of Last Forest**, the customer engaging institution which provides a market platform for all products that come out from the communities. Our work focuses widely on environmental and rural development issues.

Keystone works primarily with the indigenous communities in the Nilgiri Biosphere Reserve, which is a hot spot under the Man & Biosphere programme of UNESCO. As part of our work in Organic Agriculture, we encourage communities to grow traditional varieties of food crops to meet their nutritional and health requirements. They also grow cash crops to supplement their income. We organize seed banks, harvest festivals, public exhibitions, etc. so that communities and consumers realize the value of such crops and growing methods. As part of Last Forest's team, it is important to take the values and ethics out to the customer so that they make choices of products that are sustainable and eco-friendly. This covers a range of products like honey, bees wax based personal care, etc.

My primary areas of interest are:

- Supporting and providing market platforms for products produced and value added from small farmers, harvesters and artisans, around the country;
- Developing Participatory Guarantee Systems for small and indigenous producers.

I have been on the World Board of IFOAM Organics International for 2 terms (2011-2017) and believe that my contributions were fairly substantial and practical. I was a member of the IFOAM Participatory Guarantee Systems Committee as well as a member of the Executive Committee of the PGS Organic Council (India), which was initiated in 2006.

Presently, the main focus of my work is to develop and find niche markets for produce from the forest and homestead farms. Through this marketing support, I am able to provide support to over 40 groups within India, covering a range of products. Our belief is that we have tremendous potential within our own country to produce and market organic & fair-trade produce, which we need to tap.

I am also involved with fair trade activities, as I believe that both fair trade and organic hold many similar core principles. Running both processes parallel to our systems is crucial as only then does it capture the essence of our spirit within which we try to work. I have been a member of the Executive Council of Fair-Trade Forum – India and was involved in setting up a brand for fair trade shops across India.

I believe this contribution allows me to bring smallholder farmers into the market value chain and by this demonstrable example, link grassroots development work to national strategies. My experience in the development sector of over 30 years will be significant to this process. My experience of working with the existing IFOAM Asia, right from its inception, will prove invaluable.

## Sabastian Saragih (Indonesia)



### Organic background:

- The Board of Trustee member of BITRA Indonesia, an Indonesia NGO works for promoting organic agriculture development in Indonesia and Southeast Asia since 1986, based in Medan – Indonesia.
- The Advisory Board member of Indonesia Organic Alliance since 2017, a network of organics actors in Indonesia and member of IFOAM Asia, based in Bogor – Indonesia.
- The Executive Board member of Institute for Promoting Sustainable Livelihood Approaches, an Indonesia NGO works for promoting local and sustainable agriculture in Indonesia since 2005, based in Yogyakarta – Indonesia.
- The member of Task Force on Good Governance of IFOAM. November 2009 – October 2010.
- Advisory Board member of ASEAN Organic Federation & BIOFACH Southeast Asia.
- Founder and shareholder of BIOCERT Ltd., a certification body based in Bogor – Indonesia.
- Master of Science on Sustainable Agriculture from the Scottish Agricultural College – Aberdeen – UK.
- Publication: “Pertanian Organik: Solusi untuk Hidup Harmoni dan Berkelanjutan” (Organic Agriculture: Solution for Sustainable and Harmony Life), 2008. PT Penebar Swadaya-Jakarta.

### Area of interest to be contributed to the board position:

- To involve green/impact fund in financing organic agriculture development across Asia. Businesses that have an impact on reducing pollution and greenhouse gas emissions, supporting conservation, and reducing social inequality have become a growing business area and one of the best strategies in achieving sustainable development goals. In the last 5 years I have been working intensively in this field and can bring this experience to organic development in Asia.
- To facilitate ALGOA to share experiences on organic agriculture development to other local government association and platform across Asia and build organic market partnership. During the two years from 2018 – 2020, I worked with Raoul Wallenberg Institute, the City of Gwangju, and UCLG ASPAC (United Cities and Local Government Asia Pacific) to promote Human Rights Based Approaches in the context of business and environmental to local governments across Asia Pacific. I will bring this experience to facilitate the promotion of IFOAM Asian and ALGOA's initiatives to other local governments in Asia and build organic market partnership among local governments.
- To develop sustainable financing mechanism for IFOAM Asia and members. Both above contributions could be explored further for developing a financing mechanism for IFOAM Asia and members.

### Availability Statement:

- I can participate in the work of the Board, and to serve on the Executive Board.

## Yumiko Fukui (Japan)



- Founder/President of PLUSLIGION /Organic Inspector
- Advisor appointed by Ministry of Agriculture, Forests and Fisheries of Japan for Organic Processing with diversified working environment for People with Different Abilities (PWDA)

I started the company “PLUSLIGION” in 2008, to support people with disabilities. One of successful example is onion caramelizing, processing organic onion by PWDA. This product is supporting organic farmers as well as people who have difficulty to work by creating a diversified working environment. With this experience of creating jobs and workplaces for PWDA by using organic produces, I have advised more than 100 farmers as an advisor appointed by Ministry of Agriculture, Forests and Fisheries of Japan. In 2013, PLUSLIGION received Universal Social Award by the Governor of Hyogo Prefecture (Province).

I support and promote Organic Agriculture by serving as an organic inspector, also as a committee member of Creative Design City Kobe and Council for Agriculture, Forestry and Fisheries Policy of Hyogo prefecture. I advised Hyogo Prefecture to include the promotion of Organic Agriculture in its 2030 vision and SDGs action.

### **Candidature statement for IFOAM Asia Board**

My first experience with IFOAM Organic Asia was the 4th ALGOA Summit in Korea, 2018. Before that, I had learned about IFOAM Organics International and has been impressed by its work especially the idea of Organic 3.0. I had deep empathy and so I had started to promote Organic 3.0 in Japan.

I had attended to the 2nd Malaysian Organic Conference 2019. Following year, I finished the ALGOA Organic Foundation Course 2020. My involvement to IFOAM Organics Asia continues, now I join the Women for Organic Agriculture in Asia (WOAA) and enjoy sharing knowledge. I will keep supporting this as an expert of “diversity”. I believe my experience of creating opportunity for diverse people can also apply to women, youth, and other people with difficulties.

Early this year, myself with my company had moved from Kobe city to Tamba, a small farming village in Hyogo prefecture. Now I run “ORGANIC HOUSE” as a hub to connect rural and cities, Japan to abroad, farmers and consumers, online and offline.

My knowledge of organic processing, organic inspection, finding jobs for PWDA are all come from connecting opposites. My role as a board member will be connecting different sectors. I hope my specialty to support farmers with processing knowledge will be useful thus helpful for other Asian regions. Finally, with my network to Universities in Japan will help to recruit young people to IFOAM Asia activities, especially OFC and YOGN. I am confident about the benefits of future generation will receive from being a part of IFOAM Asia. I will work on connecting Japan to other Asian countries, and pioneers to newcomers!

## Ji-young Moon (Korea (South))



I am working for Hansalim Cooperative Federation since 2011 in the capacity of the General Manager of Global Solidarity Division.

Hansalim is a cooperative created by producers and consumers to expand organic agriculture in Korea. The reason why Hansalim, which started to save the soil and the environment through organic farming, and to take responsibility for people's healthy food, has been able to continue until now is because producers and consumers cooperated as the same stakeholder. Sustainability of production was realized through guarantee of reasonable production cost, and sustainability of consumption was realized through reasonable pricing. Because production

and consumption are linked, consumers can buy organic food at reasonable prices while organic producers received fair price. This further strengthened mutual trust and transparency between producers and consumers. Hansalim has created Korea's eco-friendly organic agriculture, and as a model of movement, it inspired many groups in other countries as well.

Because Hansalim prioritizes production and consumption in Korea, there were not many exchanges or communication with foreign countries. However, with the 2014 One World Award Gold Award, Hansalim has become a part of the global organic movement and is currently dreaming of global prosperity in organic agriculture by exchanging with many countries. My activities in Hansalim for the past 10 years have been the same. As a person in charge of international solidarity to promote Hansalim, I introduced Hansalim to the organic agriculture and cooperative movement sectors and could communicate and exchange with many countries and created a network. Meeting with various groups was a valuable experience both personally and organizationally in Hansalim. As a director of IFOAM Asia, I would like to expand this experience and contribute to strengthening the organic movement in Asia.

In the era of climate crisis and pandemic, organic agriculture is being talked as an alternative. But it's also becoming unstable due to changes in production environment and consumption patterns. Various approaches are required for organic agriculture to be sustainable in the face of instability. In order to respond, people in all areas (production, distribution, consumption, public and etc) must go beyond the simple food supply chain and participate in the food system for the stable production of healthy food. I am currently working with Hansalim consumer members to create community activities that can overcome the conventional food system and restore the food dignity through stable production of healthy food and organic farming. I think that Korea's experience can contribute to the Asian organic movement. Based on Hansalim's experience, I hope that organic agriculture can take the lead in helping consumers as a co-producer to expand organic farming and creating a good publicity which no one is discriminated against.

My experience in the organic movement is a short period of 10 years, but this means that I have a lot of time left to contribute to the organic movement in the future. By serving as a director of IFOAM Asia, I hope to have a broader perspective and momentum to create the future organic movement.

## Asan Alymkulov (Kyrgyzstan)



- Project Coordinator at the BIO-KG Federation of Organic Development – Kyrgyzstan
- 2016 Trainee of the ALGOA Organic Foundation Course
- Founding Member of the Asian organic Youth Forum

In spite of my economic and philological background, I have been involved in organic agriculture for more than 15 years. I have started my organic journey from Public Fund Bio Service as a translator. After a year of involved work, I was trained to a consultant.

In 2014 was invited to join BIO-KG Federation of Organic Development team, the main work of which is to lobby organic agriculture in the country, promote it with practical implementation of organic agriculture in organic aymaks (villages).

As an alumni of ALGOA Organic Leadership Course (2016), I became part of an active group of young people to establish the Asia Organic Youth Forum, which unites youth all over the world under the organic umbrella. In 2018, in the Philippines during Organic Asia Congress I was nominated as an Organic Youth Ambassador.

Currently, the project under my coordination – Organic Aymaks – was awarded the Organic Medal of Honor in 2021 by Xiching County and IFOAM Asia. The project was also awarded the “Equator Initiative Prize” as a best model of sustainable development of rural communities in the same year.

I work closely with farmers and communities in organic aymaks, as well as actively participate in lobbying and promotional campaigns with BIO-KG (FOD, Federation of Organic Development – Kyrgyzstan) team.

**If elected to the IFOAM Asia Board**, I would like to focus on following issues, which I consider to be challenges in the further promotion of organic agriculture:

- Promoting youth engagement and employment in agriculture/ making agriculture attractive for the youth;
- Search for models/practices of land and resource access and redistribution that best support young people to engage in food systems/sustainable food production;
- Integrating traditional practices with modern innovations such as apps, e-payments, etc. Need to raise awareness of the employment opportunities that the sector can offer to young men and women. Youth should be able to understand that agriculture can be a profitable business. For instance, services and input provisions could be a profitable business for youth.

## Edgardo S. Uychiat (Philippines)



### Education

- Graduate of Industrial Management Engineering minor in Mechanical Engineering at De La Salle University, Manila, Philippines.
- Studied German and the Common Agricultural Policy of the European Common Market at Schiller College, Heidelberg, Germany
- Finished Master of Science in Management at Hult School of Management, Boston, Massachusetts.

### Work Experience

- Advocate of organic agriculture and environmental protection
- Current Board Member of iFOAM Asia
- President of Negros Island Sustainable Agriculture and Rural Development (NISARD) Foundation Inc., a non-government organization advocating for and promoting organic agriculture across the island as a vehicle for rural development, food security and poverty alleviation since 2005
- President of FamilyFarms, Inc., a social enterprise producing specialty organic pigmented rice
- Trustee and Treasurer of Philippine Reef and Rainforest Conservation Foundation, Inc.

### Areas of Contribution

- Active advocacy and support in promotion of organic agriculture as a vehicle for rural development, food and bio security, poverty alleviation and environment conservation.
- Develop initiatives for family farmers and fisherfolks have access to the market, get appropriate technical training through season long farmers' field schools, especially the women and the youth.
- Capacitate farmers group into clusters so that it will be easier for them to get credit, access farm mechanization tools and explore ways of setting up joint ventures for certified processing centers.
- To educate the consumers to support the organic producers so that they will have access to affordable nutrient dense food for their family.

If elected, I am willing to serve in the Executive Board.

## Athula Priyantha (Sri Lanka)



### **EDUCATIONAL QUALIFICATION :**

BSc.Sp. (Agriculture) 1988. University of Peradeniya, Sri Lanka

MSc Natural Resource Management 2008. Post Graduate Institute of Agriculture, University of Peradeniya. Sri Lanka

### **ACCOMPLISHMENTS IN ORGANIC SECTOR:**

28 years of working experience:

- Working as inspector for Forest Garden Products Certification service
- Developing farmer groups among small group organic farmers, managing medium scale certified organic farms and estates, managing extension team and ICS team at large scales organic growing, processing and organic export companies.
- Consulting organic farmer associations and organic export companies on developing. Managing and certifying organic farms and small-scale organic farmers.
- Working as committee member and currently Secretary of Lanka Organic Agriculture Movement (LOAM) and Alternative Agriculture committee at National Science Foundation to develop national policies relevant to organic agriculture sector in Sri Lanka.
- President Mihimandala Organic Farmer welfare Society
- Co Chairmen Ecological Farmers Association in Sri Lanka

### **Area in which I would particularly like to contribute to the work of the IFOAM Asia**

- Training and educating, farmers, farmer leaders, extension officers, students on organic farming, organic certification, developing internal control system and preparation of cultivation plans as per marketing demands on organic products
- Developing and strengthening farmer organization on organic sector for producing, processing, group certification and marketing organic products as per the marketing demands
- Developing linkages among different stakeholders in organic sector to achieve objective of supply of safe healthily and nutritional food for all
- Preparation of project proposal for funding agencies for raising funds for organic farming promotion project
- Bringing farmers experiences, voices and ambitions for developing policies and projects related to organic sector to respect the principle of fairness in organic principles
- Implementing, monitoring and preparation of progress report on organic farming sector projects
- Developed synergies among different stockholders for developed organic sector in holistic approach
- Developing polices, rules and regulations related to organic agriculture sector

## Agenda Point 8: Appointment of the Internal Auditors

The Asia Board recommends the following persons as auditors for the term 2021 to 2024:

- **Jane Tsao**



Jane Tsao is the current Vice president of Business Development Department of BIOFarm (China) and CEO of Super Sprouting Inc. (Taiwan). She is also the Executive General Secretary of BIOFarm Institute. She is also the Chief Coordinator of BIOFarm WWOOF project and Global Internship project since 2006.

Jane has been part of the activities of IFOAM-Organics Asia from the beginning when she joined the first meeting that decided on the formation of IFOAM Asia in June 2012. She is also one of the founding sisters of the Women in Organic Agriculture in Asia (WOAA).

- **Shaikh Tanveer Hossain**



Dr. Shaikh Tanveer Hossain has been a long part of IFOAM-Organics Asia from the very beginning, serving as its Vice-President.

He is currently an Ambassador for IFOAM - Organics International, and Asian Local Government for Organic Agriculture (ALGOA). He was awarded the Grand Prize of the Organic Farming Innovation Award (OFIA) in 2011. He has published around 50 scientific articles and serving as a chairman of Xichong Organic Innovation Committee.

He received his PhD in Agriculture from Ehime University, Japan, in 2008.

## Agenda Point 9: Amendments of the Working Methods

### 1. Approve changes in membership

#### Current version (Article 5.1)

-----

**For IFOAM-Organics International affiliates, the following membership criteria apply** which are based on the membership status in IFOAM-Organics International and with an institutional address as per the scope of IFOAM-Organics Asia.

Upon the submission of an application form to IFOAM-Organics Asia, they automatically become members of IFOAM-Organics Asia. Application of membership can be as follows -

- a) Full Members (with voting rights in both IFOAM-Organics International and IFOAM-Organics Asia);
- b) Associate members (no voting rights in IFOAM-Organics International **but have voting rights in IFOAM-Organics Asia**);
- c) Supporters (no voting rights)

**For Non-IFOAM-Organics International Affiliates, the following membership criteria apply:**

- a) Full members (with voting rights in IFOAM-Organics Asia only for a trial period of 2 years. After the trial period, these members have to decide on whether to become members of IFOAM-Organics International to maintain voting rights or become associate members or supporters with no voting rights);
- b) Associate members (organizations with no voting rights);
- c) Supporters (individuals with no voting rights);
- d) Patrons (no voting rights but visibility in IFOAM-Organics Asia events and publications depending on level of membership fees paid annually)

As the motions on “one membership” and “decentralized fee schemes” were approved on Sept 13<sup>th</sup>, 2021, at the IFOAM-Organic International General Assembly, **the above membership criteria will be amended in line with the motions passed.**

**Approval is requested for amendments to be made in the membership criteria and the fee schemes to align with the changes approved by the GA of IFOAM-Organics International.**

#### **W 55: On One Membership**

The GA confirms the World Board changes to policy 23 under point 6 on 'Affiliation & voting rights' to introduce 'One Membership' and to abolish the option of 'supporting associate'. The one membership concept starts from January 2024 and will be developed in accordance with the regional bodies considering existing by-laws, rules of procedure and membership fee schemes.

#### **Rationale of the World Board**

"Membership to IFOAM – Organics International automatically confers membership to the appropriate regional body and, in the case of farmers' organisations, membership to INOFO. For example: an organic farmers' organisation in India that applies to IFOAM would become, after approval, a member of IFOAM - Organics International, IFOAM Asia and INOFO. To allow proper preparation with the SoS the implementation shall start January 2024."

#### **W 56: on Decentralised Membership Fee Setting - changes in policy 9**

The World Board shall change policy 9 effective January 1, 2023 to decentralise the setting of membership fees, in order to be fully implemented by January 2024. The change shall be phased in over a three-year period with a progress report to be presented at the next General Assembly.

1. IFOAM – Organics International, together with the Network Council, will define the member types based on existing (regional) categories. Regional Bodies may select member types that fit their regional needs.
2. Each regional body sets its membership fee structure and fees consistent with its own by-laws and rules of procedure and existing membership fee schemes where applicable.
3. The World Board sets fees for affiliates based in regions without a Regional Body.
4. Each Regional Body is obligated to contribute a proportion of its fees to IFOAM – Organics International based on discussion between the Regional Body and IFOAM – Organics International, which should ensure a minimum income to IFOAM – Organics International and at the same time help the development of the Regional Bodies.
5. IFOAM – Organics International, with the Network Council, will work out the role and relationship of supporters and associates.

#### **Rationale of the World Board**

"The decentralization of the fee scheme is a core component of the network reform agreed upon between IFOAM – Organics International and the Self-organized Structures (SoS). The process to

set the scheme should be transparent for the membership and all network partners. The scheme should be as simple as possible while addressing SoS needs, and the income requirements of both IFOAM – Organics International and the SoS. IFOAM – Organics International provides a framework and process proposal to the Networks Council to implement the decentralized fee scheme”

## **2. Approve inclusion of Advisory Board under Article 6 – addition of Clause 7**

### **Clause 7: Advisory Board**

The IFOAM-Organics Asia Advisory Board (hereafter “AB”) is part of the governance structure of IFOAM-Organics Asia.

The formation of the AB is approved at the 5<sup>th</sup> General Assembly in October 2021 and consolidated as a formal structure of IFOAM-Organics Asia.

#### **7.1 Type**

The IFOAM-Organics Asia Advisory Board (hereafter “AB”) is part of the governance structure of IFOAM-Organics Asia.

##### **7.1.1. Purpose**

The purpose of the AB are as follows:

- Provide expertise and advice,
- Suggest potential projects,
- Provide connections with other like-minded organizations,
- Create fundraising opportunities
- Others

##### **7.1.2. Composition**

The AB are composed of experts from the organic and other relevant sectors.

They are not elected but invited upon recommendations from the current IFOAM-Organics Asia Board (hereafter “Governing Board”, “GB”) and from its members including Asian Local Governments for Organic Agriculture (ALGOA) and Young Organics Global Network (YOGN).

The AB are appointed by the IFOAM-Organics Asia GB.

One member of the AB is selected as Chairperson.

Another member is selected as Secretary. If needed, one staff from the Secretariat may serve in this position.

### **7.1.3. Criteria for AB**

The criteria of the AB are as follows:

- Organic Pioneers,
- Expertise in the organic and relevant sectors,
- Prominent leaders in society and politics,
- Former IFOAM World and Asia Board members,
- Representatives from other like-minded organizations,
- Prominent scholars,
- Others by recommendations.

### **7.1.4. Terms of office**

The term of office is three years and can be extended.

If a member has to resign from unexpected circumstances, the AB may decide to select a new member or leave it empty.

### **7.1.5. Meetings**

The AB shall meet at least once a year. These meetings can coincide with the events of IFOAM-Organics Asia and other organic, social and cultural events.

The meetings can also take place virtually through online meeting platforms.

The President of the GB and the Executive Director of IFOAM-Organics Asia may be invited to the meetings.

Minutes of any AB meetings shall be shared mutually between the AB and the GB.

### **7.1.6. Roles and Responsibilities**

The members of the AB function on an advisory role and provide expertise requested by the GB or the Secretariat.

No financial remuneration of work time is given to the AB members.

The members of the AB may be invited to participate in projects and may receive financial reimbursements, if there is budget allocated.

### **7.1.7. Implementation Plan**

The formation of the first AB will be undertaken by the GB with assistance from the Secretariat.

The GB will communicate with its members and relevant stakeholders requesting recommendations for the formation of the AB.

The first AB should be operational within three months after approval from the General Assembly.

An implementation plan of roles and division of tasks of the AB shall be discussed among the members on the first meeting after appointment.

## Agenda Point 10: Approval of the Work & Budget Plan for 2021 ~ 2024

**To do:** Approve the work and budget plan for 2021~2024.

Information: Refer to Relevant Documents Attached

### **Work Plan 2021~2024**

#### **1. Main Work Areas**

For the years 2021 to 2024, IFOAM-Organics Asia will focus on the following major work areas:

Work Area	Contents	Expected Outcome
<b>Membership</b>	To implement “one membership” and a new fee scheme  - Reference to motions passed at the IFOAM-Organics International GA on “one membership” (motion W55) and “decentralized fee scheme” (motion 56)	Increase in membership and payments  Target membership: 300 paying members
	Increased interaction with members via country-meetings, participation in events, communications, etc	
<b>Consolidated Capacity Building Program</b>	- Joining all existing training programs to provide more diversity and increase efficiency in training	- A common platform for all trainings  - More expertise and more indepth contents provided
<b>ALGOA Centers</b>	ALGOA Center for Organic Leadership	Implementation of two-tier training program <ul style="list-style-type: none"> <li>• Basic online training via a training platform</li> <li>• More in-depth residential training</li> </ul>

	ALGOA Center for School Meals and Public Procurement	<ul style="list-style-type: none"> <li>• Operation of the International Committee on School meals and Public Procurement</li> <li>• Hosting of the international conference on school meals and public procurement</li> <li>• Publication on Best Practices on school meals and public procurement</li> </ul>
	ALGOA Center for Good Organic Governance	<ul style="list-style-type: none"> <li>• Compilation and dissemination of good organic policies of local governments</li> </ul>
<b>Local government Projects</b>	Increase more interactions with local governments	<ul style="list-style-type: none"> <li>• Reach out to more local governments for policy advocacy and training opportunities</li> <li>• Search for possibilities for the establishment of IFOAM training Centers</li> </ul>
<b>Youth</b>	Strengthening of the Asian organic Youth Forum	<ul style="list-style-type: none"> <li>• Increased cooperation with the Young Organics-Global Network</li> <li>• Hosting of the 2<sup>nd</sup> World Organic Youth Summit</li> <li>• Building linkages with the youth in the organic districts of Europe (GAOD members)</li> </ul>
<b>Women</b>	Consolidation of the “Women in Organic Agriculture in Asia”	<ul style="list-style-type: none"> <li>• As a sector platform of IFOAM-Organics Asia with its own governance structure</li> <li>• Training women leaders through virtual seminars and workshops</li> </ul>
<b>INOFO</b>	Reference is to the motions (Motions 55 and 67) passed at the International GA on “one Membership” and that of “IFOAM Regional Bodies (RB) Strengthen and Support the Organic Farmers Organisations in their Regions”	<ul style="list-style-type: none"> <li>• Increased networking with INOFO to engage farmers in projects</li> <li>• And in training opportunities</li> </ul>

<b>Research Network</b>	Expansion of membership to more Asian countries	<ul style="list-style-type: none"> <li>• Strengthening of the Asia Organic Innovation and Technology Platform</li> <li>• Publication of 2<sup>nd</sup> book on organic innovations</li> <li>• Common agenda for research</li> <li>• Field/participatory research with farmers</li> </ul>
<b>Special Projects</b>	<b>10<sup>th</sup> Anniversary of IFOAM-Organics Asia</b>	<ul style="list-style-type: none"> <li>• Evaluation of the 10 years of IFOAM-Organics Asia</li> <li>• Formulation of future strategy plans</li> </ul>
	<b>5th Organic Asia Congress</b>	<ul style="list-style-type: none"> <li>• Will be held on Oct 14<sup>th</sup> to 16<sup>th</sup> as part of the 2022 IFOAM-Goesan International Organic Expo</li> <li>• Funds approved by the local governments of Chungbuk Province and Goesan County</li> </ul>
	<b>2022 IFOAM-Goesan International Organic Expo</b>	<ul style="list-style-type: none"> <li>• IFOAM-Organics Asia designated as the implementing organization for all organic conferences <ul style="list-style-type: none"> <li>- 50<sup>th</sup> IFOAM Anniversary (including scientific conference)</li> <li>- D-100 Event: 2<sup>nd</sup> International Conference on Organic Agriculture Policy</li> <li>- International Conference on PGS and CSA</li> <li>- 6<sup>th</sup> Organic Asia Congress</li> <li>- 10<sup>th</sup> IFOAM Asia Anniversary</li> </ul> </li> </ul>
<b>Others</b>	Other work approved by the board or project acquisitions	<ul style="list-style-type: none"> <li>• Increased financial stability or expertise</li> </ul>

## (Tentative) Budget Plan 2021 ~ 2024

### <Income for 2021~2024>

(Currency rate: 1 USD: 1100 won)

Category	Details	Total (USD)	Remarks
Income	Projects (ALGOA, 2022 Expo, China Projects, etc)	1,103,000	Inclusive of China office
	SoS funds	30,000	Average @ 10,000 per year
	Membership fees	30,000	Average @ 10,000 per year
	<b>Total</b>	<b>1,163,000</b>	

### <Expenditure 2021~2024>

(Currency rate: 1 USD: 1100 won)

Category	Details	Total (USD)	Remarks
Operations	Salaries, taxes, office supplies, etc	398,000	4 full time staff + operations
Projects		765,000	
<b>Total</b>		<b>1,163,000</b>	

### **Agenda Point 11: Announcement of the Board Elections and Introduction of the New Executive Board**

To do: To get to know the new board members.

### **Agenda Point 12: Others**

To do: To discuss any other agenda not approved at the start of the GA.

## Annex I. Minutes of the 4<sup>th</sup> General Assembly

### Minutes of the 4<sup>th</sup> IFOAM Asia General Assembly

1 June 2019

Grand Lotus Hotel, Xichong County, Sichuan Province, China

08:52am: GA officially starts

**Attendees:** 88 members present (42 proxies) out of 112 members (78.57%)

**Opening Remarks:** Dr Zhou Zejiang, President of IFOAM Asia, gives his opening remarks, thanked the members for their support for IFOAM Asia for the past years.

**VIP Guest Speech:** The Vice Mayor of Xichong County says that he “is very happy that the both the Asia Organic Innovation Summit and the IFOAM Asia General Assembly are being held in Xichong County” and the county will continue to support the movement in the coming years.

**Memoriam:** To remember those who passed away since the last General Assembly in 2017, Dr ZZ gave a small speech which was followed by a moment of silence.

#### **AGENDA POINT I: Election of the GA Chairperson and the Officers**

The following people were elected to lead the General Assembly:

Chairperson:	The Chair John (India)
Parliamentarian:	Joy Daniel (India)
Minute Keepers:	Vic Anthony Joseph F. Tagupa (Philippines) Molly Kairaly (India)
Ballot Counters:	Jack Choi (Korea) Maya Stolastika Boleng (Indonesia) Ada Qin (China) Harry Yuan (China)
Time-keeper:	George Kwak (Korea)

The Chair formally opened the General Assembly by outlining the basic protocol for an efficient meeting. All members present to take the position seriously, to feel free to speak, ask or share any concerns. He also pointed out that there is no right or wrong in any question but to clearly raise the card, state organization name as well as name of the speaker and to then proceed to make the point. This is to make the sequence clear and chronological. He then requested Joy to establish that the quorum was correct to proceed with the GA.

Joy established a record 78.5% of the quorum present. 88 members out of 112 participated at the GA, with 46 physically present and 42 members in proxies.

## **AGENDA 1 – APPROVED**

### **AGENDA POINT 2: Approval of the GA Agenda**

Appointment of the GA Chair and officers.

The Chair asked for members to review agenda point 2 and an overview of the points listed. He requested members to raise voting cards to pass the agenda and the points outlined.

## **AGENDA 2 - APPROVED**

### **AGENDA POINT 3: Approval for the Internal Auditor’s Report on Work Progress for the Years 2017 - 2019**

The Internal Auditors Report was introduced by Dr. ZZ. He mentioned that is important to take note of the various challenges that IFOAM Asia is facing such as lack of manpower, inability to follow through with Expert Group Formation, the absence of Board Members from meetings as well as specific roles and responsibilities not clarified. To sum up, he stressed on the importance of creating the best possible relationships and while a lot has been done thus far, there is much more to do and scope for improvement.

The Executive Director, Jennifer Chang, reported on the Work Progress. She highlighted certain outcomes such as the opening of the local organic market in Misamis Oriental, scholarships raised for the Organic High school in Bislig and membership of IFOAM Asia being at 112. She added that the goal is to have 200 paying members by 2020.

Jennifer made special mention of all the additional work and support of the week- long event at Bislig in September 2018, the Organic Youth forums, the TOT of young organic leaders, the auditor Mr. Shinji Hashimoto and last but not least – the Nanjing Organic Youth Forum Office.

The Chair asked for a moment of reflection on the sharing of the Work Progress report and any questions/ clarifications.

### **QUESTION from IFOAM Japan**

Toshi from IFOAM Japan asked if a membership list is published and can be seen on the website. If not, when would it be?

Jennifer answered that currently the database is being synchronized and it will be published soon. She added that the Head office will finalize it soon. The database she wants for IFOAM Asia will be made in such a way that members can contact each other as well and mentioned the current platform for the youth.

## **AGENDA – APPROVED**

### **AGENDA POINT 4: Financial Report from January 1<sup>st</sup> 2017 – Dec 31<sup>st</sup>, 2018**

The Chair invited Jennifer to share the Financial Report. She went over the report which The Chair paused to check for any questions or clarifications.

## **AGENDA – APPROVED**

### **AGENDA POINT 5: Presentation of the Board of Candidates**

The Chair introduced the Board Elections process and mentioned that candidate nominations came in by March 2019. 3 Board members will be elected. He read out the candidate list in an alphabetical order country wise. The four candidates were:

**Tingting Zhang (China), Sundeep Kamath (India), Selina Gan (Malaysia) & Edgardo Uychiat (Philippines)**

3 minutes speeches were made by each candidate.

The Chair explained the process in great detail and called on Jennifer to further outline the correct voting techniques and the vote ballot counting. The main rules were to use a tick mark to show choice of candidate and compulsorily choose 3 names.

### **QUESTION from GOTS Japan**

*Miyoshi from GOTS Japan asked if it is ok to vote for less than 3 name. OK. Jennifer reverted that it is not.*

The Chair continued on and requested all members to follow the two rules in all seriousness as any vote that did not would be counted as 'invalid'. He then called on Dr. ZZ to give the recognitions for the Dr. Shaikh Tanveer Hossein, Patrick Belisario and Organic Slow Life before the counting began.

### **Brief Break for the counting of the ballots**

#### **GA Resumed at 10:35 am**

The Chair resumed the meeting and informed the GA that there were 5 invalid votes in spite of all the explanations. The names of three candidates who won the elections were read out:

Selina Gan from Malaysia, Sundeep Kamath from India & Edgardo Uychiat from the Philippines

The Chair informed the GA that they would leave the room with the old Board to consult and elect the new Executive Board. He requested the Board to convene quickly as the amendments were to be discussed.

## **AGENDA – APPROVED**

### **AGENDA POINT 6: Amendments of the Working Methods**

The Chair explained the working methods layout framework. He stressed that these are very important amendments that are rarely done. He requested members to give it its due importance and to be careful in its handling.

Continuation of working methods:

The Chair explained that a 2/3 of the voting cards present are needed to change or approve any amendments to be passed.

- Vision and Mission statement – APPROVED
- Vision and Mission statement objectives -

### **QUESTION from Bablu Ganguly, Timbaktu Collective**

*Regarding Objective 6 in the amendment, don't we want to put relevant stakeholders also in Objectives as point 8?*

Proposed by Bablu, seconded by Joy Daniel from Lipok Foundation.

## **VISION AND MISSION STATEMENT OBJECTIVES – APPROVED**

### **Article 3 Location of IFOAM Asia**

The Chair mentioned that this was not a legal compliance

**QUESTION from Mr. Thang Do, China Quality Certification Center.** His question was why it could not be registered in China.

Jennifer responded saying that IFOAM Asia is currently registered in South Korea and that we are now looking at the Philippines as NGOs cannot be registered in China.

The Chair added that it is not mandatory to mention the location of IFOAM Asia as when an alternative office is needed it becomes difficult to shift.

**Question from Mr. Thang Do** was that for the development of IFOAM Asia the Chinese need to know where the head office and the branch office will be located.

Dr. ZZ intervened to explain that the IFOAM Asia office can be anywhere in Asia where appropriate conditions are fulfilled. It was thus far in Korea, it can be moved.

Miyoshi, GOTS Japan proposed that the working methods say 'anywhere in Asia'.

Bablu, Timbaktu Collective, was of the opinion that the whole article should not be completely removed. He added that how the location was decided should be mentioned in the article. Also, the fact that it is a NGO should not be removed.

The Chair – the suggestion is to `not delete`. And the additions are to mention the following – someplace in Asia, registered as a non-profit and non-governmental organization and that regional office are to retain their power.

Proposed by Bablu, seconded by Sundeep Kamath, Biodynamic Association of India

#### **LOCATION OF IFOAM ASIA STATUS – APPROVED**

##### **Article 5.2 Registration / Membership Fees**

The Chair was of the opinion that words such as `etc` should not be used.

Bablu suggested that the word sister organization is replaced with `fraternal`.

Jennifer reverted by saying IFOAM Asia is using the same language as the Head Office. Final call is to say `sister organization and any other similar structures`.

Proposed by Sundeep Kamath of Biodynamic Association of India, seconded by Indro Surono, Indonesia Organic Alliance

#### **REGISTRATION / MEMBERSHIP FEES STATUS – APPROVED**

##### **Article 6 General Responsibilities and Tasks of the Internal Structures of IFOAM Organics Asia**

###### **Article 6.1 a**

Dr. ZZ gave a brief context setting. Tanveer added that for clarification in 2021 to confirm that it is for 2 years and that in 2021 everyone stands for election and from 2023 the entire Board stands for re – election and not in a staggered manner.

Bablu had a different opinion on this as he felt the duration is too short. If it is 2+ 2 years then every person is there for 4 years. 3 years shortens the term. He feels that it takes 2 years to just understand how it all even works and that more time is required. From his experience, if a Board Member is serious then we are making some very important decisions. If we can keep it as 4 years then a Board member can participate more effectively. He added that he doesn't feel cost effectiveness makes a big difference.

The Chair added that there are now two separate issues – one about staggered election and the second about the term of the Board.

Miyoshi added that she would also like to ask the members their opinion.

The Chair reiterated that Bablu suggests status quo and questioned if this GA was doing away with this system or not.

The Chair asked if the implications of the term change were considered by the previous Board.

Jennifer responded that it is just the same as IFOAM International.

The Chair asked Joy to intervene – abeyance or continue. He added that there are two options – change from 2 to 3 years or leave it as status quo.

Bablu reconsidered and decided to pass.

## **AGENDA – APPROVED**

### **Article 6.1 General Assembly**

6.1.c : Joy added that any changes of the amendments of the working methods need a 2/3 of majority of the members.

Bablu asked if it is completely aligned with IFOAM International because otherwise it will again have to be redone.

The Chair felt this could be referred to at a later point.

Joy read out the IFOAM International statutes post which the Chair felt this exercise needed more time. He added that we need to mention that notice was given to members and then aligned as per IFOAM International.

Joy proposed the changes, seconded by Miyoshi. It is to be looked at in reference to the IFOAM International statutes and be appropriately added and language to be adjusted accordingly.

Toshi added that members should receive the agenda for the GA some days prior to the meeting.

The Chair proposed that if there are any changes then the agenda should be shared.

Toshi proposed, Miyoshi seconded

Deadline to be decided for submitting GA agenda.

Bablu asked if this is the process to be followed and suggested that the process and timeline should be discussed by the Board and then they should revert to members.

## **AMENDMENT – APPROVED**

### **Article 6.2 First General Assembly**

Bablu felt by removing this we are removing an important part of IFOAM Asia's history from the document. He added that it gives a critical understanding of the historical perspective of the organization. He proposed to retain the text and opposed the deletion.

Bablu proposed, Tanveer seconded

**DECISION – REMAINS AND WILL NOT BE DELETED.**

### **Article 6.2.2 Election of the IFOAM Asia Board**

Tanveer said that if we are restricting members then academics and universities cannot be a part of the Board. He asked how academics can be involved.

The Chair reverted that as per the working methods only member organizations can be included. He added that if the current Board wants to take up the involvement of academics seriously then they should consider it.

**AMENDMENT – APPROVED**

### **Article 6.3 Structure IFOAM Asia Board**

Bablu asked that the voting rights of the co-opted to be defined. E Board shall take all decisions concerning Board members and co-opted members to not have voting rights. Jennifer stated that co-opted people shouldn't have votes.

**CONCLUSION: Co-opted board members to have no votes**

**AMENDMENT – APPROVED**

### **Article 6.3.4 Election Procedures of the IFOAM Asia Board**

The Chair – delete current statement and state that all members are elected every term and that the entire Board is up for re-election every three years and that this will be implemented from 2023.

**AMENDMENT – APPROVED**

### **Article 6.3.5 Election and Presentation of the Executive Board:**

Language consistency

**AMENDMENT – APPROVED**

**Article 6.3.6 Term in Office:**

Change from the current two years to three years to align with the board term of IFOAM International

**AMENDMENT – APPROVED**

**Article 6.3.7 Tasks of the Board Members**

Need to clarify roles of President and Vice-Presidents

**Question from the Floor**

Tanveer – asked if President and 1<sup>st</sup> Vice President can't fulfil duties, can 2<sup>nd</sup> Vice President do it on their behalf?

Jennifer reverted that it is not possible to be flexible on this as it is a legal requirement.

**AMENDMENT – APPROVED**

**Article 6.4.1.3 Meeting Frequency**

Board meetings coinciding with events like Biofach to be deleted

**AMENDMENT – APPROVED**

**Article 6.4.2.1 Dismissal of Board Members**

The Chair added that due process has to be followed for the dismissal and there cannot be any unilateral decisions. He suggested to add a section mentioning the due processes to be followed.

**AMENDMENT – APPROVED**

**6.4.2.2 Resignation of the Board Members**

Resignation of Board members is after submitting a formal letter of resignation and acceptance of the same by the Board. Also, dismissal details to be recorded in minutes of meeting.

**AMENDMENT – APPROVED**

**Article 6.4.3.1 Election of Executive Board**

Term changed to three years

**AMENDMENT – APPROVED**

**Article 6.6.1 General**

The signatory rights are in the hands of the President and the ED. In absence of the President the 1<sup>st</sup> Vice President is to sign.

**AMENDMENT – APPROVED**

**Article 6.6.3 Project Participation and Fund Raising**

Point under b) to be deleted due to overlaps

**AMENDMENT – APPROVED**

**Article 6.7 Management Procedures**

Term changed to three years

**AMENDMENT – APPROVED**

**AGENDA POINT 7: Approval of the Work and Budget Plan for 2019 - 2021**

Jennifer gave an overview of the agenda point.

Bablu asked if IFOAM Asia needs to be a Board member only and if it is not possible to co-opt academics/ scientists to represent in spaces such as TIPI.

The Chair answered that the discussion and concerns cannot be centered around a person- in this context for example, Tanveer from TIPI. Jennifer added that it will be discussed in the 1<sup>st</sup> Board meeting.

With regards to formation of sub organizations Jennifer gave an outline of the situation so far and IFOAM Asia's future plans.

The Chair asked if it would be easier to just call the sub organization – in this case INOFO as INOFO Asia. Jennifer responded saying that option was already suggested and vetoed at the Head Office by Louise.

All the remaining points were read out with a mention of membership goals being able to reach 300 (currently at 200). Special work areas, the Goesan International Organic Expo and the tentative budget was shared and approved.

**AGENDA – APPROVED**

**AGENDA POINT 8: Announcement of the Board Election Results:**

**Newly Elected:** Selina Gan, Sundeep Kamath, Edgardo Uychiat

**New EBoard Members:** Zhou Zejiang (President), Miyoshi Satoko (1<sup>st</sup> Vice-President), Indro Surono (2<sup>nd</sup> Vice-President)

**AGENDA POINT 9: Approval of the Work and Budget Plan for 2019 – 2021:**

**AGENDA – APPROVED**

**13:22** Chair of the GA officially declared the GA closed

## Annex II. Vision and Mission Statement of IFOAM Asia

IFOAM-Organics ASIA

# IFOAM-Organics Asia Vision and Mission Statement

Approved on June 28<sup>th</sup>, 2013  
Amended on June 1<sup>st</sup>, 2019

# **IFOAM-Organics Asia Vision and Mission Statement**

## **VISION**

IFOAM-Organics Asia envisions to nurture and represent Organic or “Life Agriculture” in Asia in its full diverse cultural, economic and ecological context;

Upholds the principle of “Organic” or “Life Agriculture” to support both human life and ecology;

Recognizes family farms as the core unit of farming communities and as stewards of nature.

## **MISSION**

Thereby, IFOAM-Organics Asia aims at improving the conditions of farmers, laborers, women, youth, indigenous and other marginalized groups;

Restoring nature’s balance and capability;

Working in partnerships with relevant stakeholders, like-minded organizations and governments;

Contributing towards building sustainable societies.

## **GOALS**

**1. Policy advocacy:** IFOAM-Organics Asia will work actively towards advocacy of Organic Agriculture and to help or facilitate governments and government agencies to formulate comprehensive policies on Organic Agriculture in their respective countries and/or regions.

**2. Market and Development:** IFOAM-Organics Asia aims to develop and promote domestic and regional markets for organic and related products in Asian countries.

**3. Consumer Awareness:** IFOAM-Organics Asia will develop programs to enhance and increase awareness of organic foods and products and its benefits among consumers at all levels.

**4. Research and Development:** IFOAM-Organics Asia recognizes the critical need for scientific research, education, and development in relation to organic production, processing and marketing to benefit organic farmers/producers in Asia.

## **OBJECTIVES**

1. To build up unity, alliances, and collaborations in Asia with the public, policy stakeholders and governments to ensure that Organic or Life Agriculture is given due importance.
2. To advocate the interests and concerns of “Family Farmers” in order to protect and represent them in government and public policies.
3. To promote Organic or Life Agriculture as tool to end poverty and for attaining basic food sovereignty, security, and safety.
4. To recognize the different approaches of guarantee systems and work towards its acceptance and promotion among all Asian countries.
5. To research, collect, document, and disseminate information and knowledge to all stakeholders of Organic or Life Agriculture in Asia.
6. To ensure fairness and social justice for all social classes who labor in agriculture, in particular disadvantaged, and marginalized groups.
7. To foster the involvement of youth as they are the future of Organic or “Life Agriculture” in Asia.
8. To work in partnership with relevant stakeholders, like-minded organizations, and governments.

## Appendix III. Working Methods of IFOAM-Organics Asia

IFOAM-ORGANICS ASIA

# Working Methods of IFOAM-Organics Asia

Statutes and Rules

Approved on June 28<sup>th</sup>, 2013  
Amended on June 1<sup>st</sup>, 2019

# Definitions

---

**Life Agriculture** The term “Organic Agriculture” is defined in Asian countries in local vernaculars by words which literally translate to “Life Agriculture” (“life” being synonymous with “not death”).

This term has a broader meaning which is not encompassed by the word “Organic” which can also be used to describe “Organic Chemistry” - also the source of most agro-chemicals and pesticides. The ethos of the presence of “Life” in agriculture takes it closer to nature. Some examples of the words are –

जैविकखेती (“JaivikKheti”, Hindi, India),

생명농업(生命農業) “saengmyongnongeup”, the same characters used in China, Japan, Korea, Taiwan & Vietnam).

**Family Farmer** Most farmers in Asian countries live off the farm with their families. The Family contributes equally in the process of agriculture. Hence a unit of the farming is thus a family and not just an individual farmer. A set of families can then form a community. Since land holdings are small per family, a large number of families can coexist in a small village.

**Roberts Rules of Order** Robert's Rules of Order is the standard for facilitating discussions and group decision-making. Source - <http://www.portlandonline.com/oni/index.cfm?a=22969&c=29020>

---

**Scope of IFOAM-Organics Asia** North Asia, South Asia, Southeast Asia, East Asia, (Central Asia, Australia, New Zealand & Oceania)

**IFOAM-Organics International** The International Office of the global organic movements based in Bonn, Germany. [www.ifoam.bio](http://www.ifoam.bio)

# Working Methods of IFOAM-Organics Asia

---

## 1 Name

The name of the IFOAM regional body is IFOAM-Organics Asia.

## 2 Nature of the body

IFOAM-Organics Asia is a regional self-organized structure within IFOAM-Organics International, organizing IFOAM affiliates and supporters of Organic Agriculture in Asia. It is formed as per statutes defined in “Policy regarding IFOAM Self-Organized Structures”[1] and adheres to the Manual given by IFOAM-Organics International for the same[2].

## 3 Location of IFOAM Asia

The Secretariat of IFOAM-Organics Asia is located within Asia. Regional offices shall be approved by the IFOAM-Organics Asia Board and established when considered necessary. IFOAM-Organics Asia shall be registered as a Not for Profit and Non-Government Organization.

## 4 Goals & Objectives of IFOAM Asia

The following are the broad objectives which underline the functioning of IFOAM-Organics Asia. These goals and objectives are based on the Vision and Mission Statement of IFOAM-Organics Asia [1]. These goals and objectives are listed here again as -

### 4.1 Goals

1. **Policy advocacy:** IFOAM-Organics Asia will work actively towards advocacy of organic agriculture and to help or facilitate governments and government agencies to formulate comprehensive policies on Organic Agriculture in their respective countries and/or regions.
2. **Market and Development:** IFOAM-Organics Asia aims to develop and promote domestic and regional markets for organic and related products in Asian countries.

3. **Consumer Awareness:** IFOAM-Organics Asia will develop programs to enhance and increase awareness of organic foods and products and its benefits among consumers at all levels.
4. **Research and Development:** IFOAM-Organics Asia recognizes the critical need for scientific research, education, and development in relation to organic production, processing, and marketing to benefit organic farmers/producers in Asia.

## **4.2 Objectives**

1. To build up unity, alliances and collaborations in Asia with the public, policy stakeholders and governments to ensure that Organic or Life Agriculture is given due importance;
2. To advocate the interests and concerns of “Family Farmers” in order to protect and represent them in government and public policies.
3. To promote Organic or Life Agriculture, as tool to end poverty and for attaining basic food sovereignty, security, and safety.
4. To recognize the different guarantee systems and work towards its acceptance and promotion among all Asian countries.
5. To research, collect, document, and disseminate information and knowledge to all stakeholders of Organic or Life Agriculture in Asia.
6. To ensure fairness and social justice for all social classes who labor in agriculture, in particular disadvantaged, and marginalized groups.
7. To foster the involvement of youth as they are the future of Organic or “Life Agriculture” in Asia.
8. To work in partnership with relevant stakeholders, like-minded organizations, and governments.

## 5 Membership

### 5.1 Membership Requirements

Membership is open to all affiliates, associates and supporters of IFOAM-Organics International, and organizations and individuals involved in organic agriculture that have an institutional address as per the scope of IFOAM-Organics Asia.

The IFOAM-Organics Asia Board decides upon the admission of members, associates, and supporters. It may expel affiliates that act against the objectives or interests of IFOAM-Organics International and /or of IFOAM-Organics Asia such as advocating or supporting the use of GMOs or intentionally using GMOs in organic production systems; the use of chemicals that threaten the integrity of organic production and processing, including the production of agrochemicals for such use; cruelty to animals; violation of human and laborers' rights, etc.

The decision of membership rejection may be appealed to IFOAM-Organics International.

#### 5.1.1 Common Benefits to all Members

Members of IFOAM-Organics Asia enjoy a number of benefits and services:

1. **Access to Networking Opportunities:** Exchange ideas and develop partnerships with other members of IFOAM-Organics Asia;
2. **Participation in the Organic Decision Making:** Participate in the processes shaping the agenda for the Asian & global organic movements;
3. **Resources & Discounts:** Access to website, database, publications, and events. Benefit from discounts of up to 30%;
4. **Partnering Opportunities: Partner with IFOAM-Organics Asia** for joint projects or initiatives;
5. **Visibility:** Be listed on the IFOAM-Organics Asia website and see your logo appear in the IFOAM-Organics Asia Executive Directory. Share your stories through our publications or host an IFOAM-Organics Asia event.

**Memberships are of three categories –**

**Full Membership (with voting rights)**– is offered to organizations promoting organic agriculture and which have an institutional address as per the scope of IFOAM-Organics Asia. Their activities must be endorsed by two full IFOAM-Organics Asia members.

**Associate Membership (no voting rights)** – is offered to organizations that are promoting organic agriculture and have an institutional address as per the scope of IFOAM-Organics Asia.

No Voting rights are offered to associate members. However, associate members with IFOAM-Organics Asia for more than 1 year can apply for Full Membership, subject to approval by the IFOAM-Organics Asia Board.

**Supporters** – are individuals who promote organic agriculture. No Voting rights are offered to Supporters.

**For IFOAM-Organics International affiliates, the following membership criteria apply** which are based on the membership status in IFOAM-Organics International and with an institutional address as per the scope of IFOAM-Organics Asia.

Upon the submission of an application form to IFOAM-Organics Asia, they automatically become members of IFOAM-Organics Asia. Application of membership can be as follows -

- d) Full Members (with voting rights in both IFOAM-Organics International and IFOAM-Organics Asia);
- e) Associate members (no voting rights in IFOAM-Organics International **but have voting rights in IFOAM-Organics Asia**);
- f) Supporters (no voting rights)

**For Non-IFOAM-Organics International Affiliates, the following membership criteria apply:**

- e) Full members (with voting rights in IFOAM-Organics Asia only for a trial period of 2 years. After the trial period, these members have to decide on whether to become members of IFOAM-Organics International to maintain voting rights or become associate members or supporters with no voting rights);
- f) Associate members (organizations with no voting rights);
- g) Supporters (individuals with no voting rights);
- h) Patrons (no voting rights but visibility in IFOAM-Organics Asia events and publications depending on level of membership fees paid annually)

## **5.2 Registration / Membership fees**

A member must pay registration and membership fees which have been approved by the General Assembly of IFOAM-Organics Asia.

Any Asian member of IFOAM-Organics International upon the submission of an application form in writing will automatically become members of IFOAM-Organics Asia.

New members are charged with 50% of the membership fees if their membership is approved after June 30<sup>th</sup>. There are no discounts for registration fees.

## **5.3 Termination of Membership**

Membership shall be terminated in one of the following conditions –

- a) When a member submits a notice of withdrawal in writing, three months prior to the end of the year;
- b) When an individual member dies, or a member organization is disbanded;
- c) When a member fails to pay membership fee for one year;
- d) When the board decides to terminate membership of a member

## **5.4 Membership Withdrawal**

Members can withdraw from IFOAM-Organics Asia at their discretion upon submitting a written notice of withdrawal to the President of IFOAM-Organics Asia.

## **5.5 Misconduct by Members**

When a member of IFOAM-Organics Asia submits a formal letter on the misconduct of another member, the IFOAM-Organics Asia Board will make an objective and fair decision regarding the matter. The decision may be appealed to IFOAM-Organics International for mediation.

## **5.6 Refund**

Registration and membership fees, or payments of other kinds, shall not be refunded.

## **6 General Responsibilities and Tasks of the Internal Structures of IFOAM-Organics Asia**

The official organs of IFOAM-Organics Asia are the **General Assembly**, the **IFOAM-Organics Asia Board**, and the **Secretariat, Country Offices**, and other organizational structures such as working groups, task forces, committees, advisory groups, sector platforms, sub-organizations, sister organizations and any other similar structures shall be set up by the IFOAM-Organics Asia Board if the tasks at hand require the necessary formation or nomination of such structures or advisors. Internal rules of procedure for the formation of such groups shall be set up when considered necessary.

The Executive Director assisted by a Secretariat carries out their decisions and is responsible for the management and operation of IFOAM-Organics Asia.

### **6.1 The General Assembly**

- a) A General Assembly shall be held at least every three years. It is announced in writing by the IFOAM-Organics Asia Board and will be announced three months in advance. The IFOAM-Organics Asia Board may invite non-members as observers to the GA.
- b) The General Assembly elects a Chair of the GA from the attending full members. Board members are elected by vote at by the General Assembly.
- c) The General Assembly votes by simple majority. Voting is open or by secret ballot, if so requested by one member. Each member has one vote. Associate members cannot vote. Each sector platform, sub-organization and sister organization has one vote each. Votes by written proxy are permitted, but restricted to a total of five votes per person.
- d) Representatives of IFOAM-Organics Asia Members must prove that they are authorized to vote on behalf of an IFOAM-Organics Asia Member and that the IFOAM-Organics Asia Member has paid all necessary membership fees.
- e) Decisions of the General Assembly are recorded in Minutes, which are signed by the Chair and distributed to all the members and to IFOAM-Organics International. On the written request of 25 % of the members, the IFOAM-Organics Asia Board, an extraordinary General Assembly shall be called.
- f) Any changes in the amendments of the working methods should require two-thirds of the majority of the votes given.

## **6.2 First General Assembly**

- a) After the approval for formation of IFOAM-Organics Asia by the World Board of Global IFOAM, the First General Assembly shall convene within 6 months of approval.
- b) The total number of full members available in IFOAM-Organics Asia shall be considered for the board.

The members shall address the following as part of first General Assembly–

- a) Selection of the Board
- b) Selection of the Executive Board
- c) Approval of the Work Plan and Finances

### **6.2.1 Rules of Procedure for General Assembly**

#### **6.2.1.1 Quorum**

Quorum shall be declared for the General Assembly at 25%. In case the quorum is not met, there will be an adjournment for 30 minutes and the meeting is re-convened and the quorum is the number of people present in person and in proxies.

#### **6.2.1.2 Meeting Rules of Procedures**

The meeting will be conducted according to the Chair's copy of Robert's Rules.

### **6.2.2 Elections of IFOAM Asia**

The following officers from member organizations are elected –

- a) Seven board members (elected by simple majority vote at the General Assembly);
- b) One auditor will be approved by the General Assembly;
- c) Executive Board members (mutually elected by the Board);

## **6.3 The IFOAM-Organics Asia Board**

The IFOAM-Organics Asia Board decides all issues not yet determined by the General Assembly. Such decisions are ratified at the next General Assembly.

The IFOAM-Organics Asia Board is composed of the seven elected members who are representatives of member organizations and up to 4 more persons may be co-opted based on the recommendations of the elected board but these co-opted board members have no voting rights.

The elected board members shall decide on the tenure and terms of the co-opted board members.

### **6.3.1 Criteria for Board Members**

- a) Candidates for election of the board can be self-nominated and seconded by two full members of IFOAM-Organics Asia.
- b) A candidate shall represent an organization that is a full member of IFOAM-Organics Asia. The candidate can be the head or a representative mandated by the organization to act in the capacity of a board member of IFOAM-Organics Asia.

### **6.3.2 Requirements for the IFOAM-Organics Asia Board candidates**

- a) The candidate is able to prepare for and attend the Board meetings and to participate in the work of the Board (at least 20 working days per year).
- b) The candidates shall indicate whether they are also available to serve on the Executive Board; those candidates prepared to serve on the Executive Board must be able to dedicate approximately three months per year commitment to the interests of IFOAM Asia.
- c) The candidate has good communication skills and is able to speak and read English.
- d) The candidate is willing to look and step beyond one's personal interests.
- e) The candidacy is endorsed in writing by 2 full members of IFOAM Asia.
- f) The candidate writes a candidacy statement no longer than one page (or 500 words) containing:
  - A short curriculum vitae focused on activities in the organic movement.
  - A short description of the area in which (s)he would particularly like to contribute to the work of the IFOAM-Organics Asia Board and can optionally give her/his opinion on major IFOAM-Organics Asia positions and the IFOAM-Organics Asia program for the coming term.
- g) The candidate submits a photograph, suitable for publication.
- h) Generally, all activities for the IFOAM-Organics Asia Board are voluntary work with no time reimbursement foreseen, unless specified otherwise by the IFOAM-Organics Asia Board decisions. When necessary, travel, meals and accommodation costs will be borne by IFOAM Asia.

### **6.3.3 Nomination Procedures**

- a) The call for candidates is made at least 3 months prior to the General Assembly. Requirements and deadline for submission will be clearly defined as to meet the requirements listed in the Working Methods.
- b) A Nomination Committee is appointed by the IFOAM-Organics Asia Board to oversee the election. Separate terms of reference shall be set up for the Nomination Committee.

- c) The candidates submit their candidacies within the deadline for submissions to the IFOAM-Organics Asia Secretariat. Nominations for the candidates must be submitted two months before the date of the actual General Assembly.
- d) The candidacies are screened to ensure that they fulfill the requirements.
- e) If a submission is not complete, the Executive Director ensures that the submission is completed no later than 10 days after notification.
- f) The IFOAM-Organics Asia Board will be consulted if the Executive Director deems a candidacy not to fulfill the requirements before it is finally rejected.
- g) Any rejection of candidacies shall be based on the statutes or on this policy.
- h) The Executive Director forwards a candidacy once it is accepted or rejected to the Nomination Committee.
- i) The IFOAM-Organics Asia Board shall be informed about the status of candidacies.
- j) Candidates shall be presented in IFOAM-Organics Asia's Internal Letters and/or in special announcements and to the General Assembly.

#### **6.3.4 Election Procedures of the IFOAM-Organics Asia Board**

- a) The IFOAM-Organics Asia Board is elected by written vote.
- b) Each member must vote for 7 candidates. The ballot paper with less or more than 7 names is invalid.
- c) The first 7 candidates who have received the highest votes get elected.
- d) The board election shall take place every three years<sup>1</sup>.

#### **6.3.5 Election and Presentation of the Executive Board**

- a) The elected Board members choose an Executive Board during the same General Assembly.
- b) Before the end of the General Assembly, the IFOAM-Organics Asia Board presents the newly elected Executive Board to the General Assembly.

#### **6.3.6 Term in office**

- a) The term of office for Board Members is three years.
- b) Any vacancies in the IFOAM-Organics Asia Board will be filled / appointed by the Board.

#### **6.3.7 Tasks of the Board Members**

- a) The Board elects the Executive Board and monitors the execution of the tasks based upon the decisions of the General Assembly and the Board meetings.
- b) The President represents the organization and coordinates the overall tasks of the organization.

---

<sup>1</sup> To start from 2023.

- c) The Vice-Presidents assist the President and in the absence of the President, the first Vice-President (assigned in the first board meeting after the elections) shall undertake the duties of the President.
- d) In legal or financial issues, the President and a Vice President represent IFOAM-Organics Asia. The board has the final authority in all matters of IFOAM-Organics Asia. The Executive board is the next line in authority for all matters.
- e) On behalf of IFOAM-Organics Asia, all members of the board should seek opportunities to raise funds or negotiate projects or contribute in-kind during their term to contribute to the finances for the operations of the organization.
- f) The Board should actively support the Secretariat to ensure timely payment of the agreed membership fee.

### **6.3.8 Tasks of the Auditors**

- a) Audit the implementation of tasks conducted by the board members.
- b) Audit and monitor the finances of the organization.
- c) Write a report to the General Assembly on the execution of tasks by the Board and the financial /property management of IFOAM-Organics Asia.
- d) Convene a board meeting or a General Assembly, if considered necessary, to write a report on any significant violations of the statutes of IFOAM-Organics Asia or any governmental laws.
- e) Report to the government or the competent authorities upon discovering illegitimate activities in the dealings of tasks or properties of the organization or significant violations of the statutes of IFOAM-Organics Asia or any governmental laws.

## **6.4 IFOAM-Organics Asia Board Meeting**

### **6.4.1 Quorum**

The IFOAM-Organics Asia Board shall convene with the presence of at least 50% of its members. In the event the quorum is not met, the executive board can decide whether to continue discussion or postpone the meeting.

### **6.4.2 Decision-making Process**

The IFOAM-Organics Asia Board takes decisions by simple majority with acceptable quorum and by open vote. On the request of three Board members, a meeting is called with six weeks' notice. It can be in the form of an internet online meeting such as Skype or webinar as deemed suitable by the board.

### **6.4.3 Meeting Frequency**

- a) The IFOAM-Organics Asia Board will meet at least twice a year. Extra Board meetings can be called at the discretion of the President or at the request of one-third of the board members.
- b) Auditors are not part of the Board but can be invited to Board meetings, if considered necessary.

### **6.4.4 Supplementation of Board Members**

New board members must be filled or appointed by the Board if an absence in the number of incumbent board members occurs due to dismissal, accident, illness, or resignation.

### **6.4.5 Dismissal of Board Members**

IFOAM-Organics Asia board members who do not participate in two successive board meetings are liable to be dismissed from the board after issuance of suitable show cause notice. A board member can be dismissed under one of the following conditions -

- a) Neglect of duties or behavior inappropriate for the position of a board member of IFOAM-Organics Asia.
- b) When found discrediting IFOAM-Organics Asia, and IFOAM-Organics International or acts against its purposes of both organizations. Due process will be followed, and the dismissed member may appeal to IFOAM-Organics International for mediation.
- c) When found unable to fulfill the designated duties due to serious illness or injuries.
- d) On submission of a formal letter of resignation and acceptance by the board.

### **6.4.6 Resignation of Board Members**

- a) Members can resign on submission of a formal letter of resignation and acceptance by the board. The details of the dismissal are recorded in the minutes of the board meeting.

### **6.4.7 Executive Board**

- a) An Executive Board of IFOAM-Organics Asia Board consists of the President and two vice-presidents who are mutually elected by the Board members. The Executive Board aids the Executive Director in the daily management of IFOAM-Organics Asia.
- b) The Executive Board supervises the Executive Director and steers together with the Executive Director, the processes of IFOAM-Organics Asia, being also responsible for high level representation. It develops overall strategy and sets detailed objectives.
- c) The Executive Board shall be small enough to be an effective decision-making body.
- d) The Executive Board executes tasks of the organization based upon the Working Methods and decisions from board meetings.

#### **6.4.7.1 Election of Executive Board**

- a) The IFOAM-Organics Asia Board mutually elects an Executive Board consisting of the President and two Vice-Presidents. The Board appoints the officers at the first meeting after a General Assembly.
- b) The term of office is three years and must to be endorsed by the Board every three years.
- c) Candidates for the Executive Board can be a self-nominated or can be proposed by another Board member.
- d) The Executive Board members cannot be from the same country.
- e) All full members of the Board will be asked to vote. A 2/3 majority vote is required for the appointment in the first round, simple majority in the second round.
- f) In terms of procedure, the President should be elected first, followed by the two Vice-Presidents.

#### **6.4.7.2 Dismissal of the Executive Board Member**

Should an Executive Board member fail to fulfill their responsibilities, they may, as a last resort, be removed by a 2/3 majority vote of no confidence by the Board.

### **6.5 The Secretariat**

The Secretariat is headed by the Executive Director and is responsible for administration, fundraising, advocacy work, coordination and facilitation of content work, and general administration as an organization.

#### **6.5.1 Role of the Executive Director**

- a) The Executive Director is appointed by the IFOAM-Organics Asia Board and is the person between Executive Board and the Secretariat and therefore, also accountable to it. He/she is responsible for managing IFOAM-Organics Asia and for operational work and has to translate the decisions of the General Assembly and the IFOAM-Organics Asia Board into results. He/she has full freedom of decision-making powers within the framework of the approved strategy, objectives, positions, budgets, day to day activities and general procedures of IFOAM-Organics Asia.
- b) The Executive Director must not have any personal affiliations to any political party, organization, country, or religion that would bias decisions towards IFOAM-Organics Asia.

### **6.5.1.1 Oversight of the Executive Director**

- a) The Executive Director is the link between the office and Executive Board and therefore also accountable and responsible to the Executive Board. He/she is responsible for managing IFOAM-Organics Asia and acting in his/her mandate and competence.
- b) Further responsibilities are regulated in the employment contract, job description and job assignment.
- c) The person responsible for all matters regarding the Executive Director's employment (contracts, salaries, training, holidays, etc) is the President.
- d) The President should evaluate at least once a year in cooperation with the Executive Director his/her performance and should agree on yearly objectives.
- e) Members of the Board cannot appoint the Executive Director for special tasks without a decision from Board or Executive Board.

### **6.5.1.2 Flexibility in Work**

- a) The IFOAM-Organics Asia office in Seoul, Republic of Korea is the main working place, but work can also temporarily be done at other locations if it does not influence the work. In such cases, the Executive Director should be reachable by e-mail or telephone.
- b) Expenditures paid to the Executive Director should be verified by the President/accountant in the Secretariat. That includes per diem payment for travelling, lobbying and other expenditures.
- c) Overtime (hours or days) should generally be claimed against working time on the principle one hour for one hour. However, while the applicable working-hours legislation must be respected, a certain amount of overtime should be considered normal for the job. The Executive Director shall keep a record of working hours and report to the Executive Board if requested.

### **6.5.2 Other Internal Structures**

- a) Other internal structures such as working groups, task forces, committees, advisory groups, etc. shall be set up by the IFOAM-Organics Asia board if the tasks at hand require the necessary formation or nomination of such structures or advisors.
- b) Internal rules of procedure for the formation of working groups, task forces, committees, advisory groups, sector platforms, sub-organizations, and other similar structures etc. shall be set up when considered necessary.

### **6.5.3 Legal and National Law Compliance**

The Secretariat shall ensure that legal compliance pertaining to law of the country is adhered to. For this purpose, the Executive Board may appoint an appropriate auditing agency.

## **6.6 Finances**

### **6.6.1 General**

- a) The Executive Director is responsible for managing the IFOAM-Organics Asia accounts. The mandate to sign on behalf of IFOAM-Organics Asia is given to the President (or the first Vice-President) and the Executive Director.
- b) The Executive Director countersigns the expenditures of the staff. The President countersigns the Executive Director's expenditures.
- c) The Executive Director oversees the day-to-day financial management of IFOAM-Organics Asia, keeping within the approved budget. In liaison with the accountant, he/she ensures the keeping of accurate and up-to-date financial records and accounts.
- d) The budget approved by the Board, provides the framework and guideline in addition to these working methods.
- e) The financial situation with regards to the approved budget should be accounted for at every Board meeting. If a Board meeting is not convened for a period exceeding four months, the accounts should be presented to the Executive Board.
- f) Advocacy expenditures by office staff must be substantiated by receipts. Every extra cost will be reimbursed as long as the budget is sufficient. Costs and benefits for IFOAM-Organics Asia have to be balanced.

### **6.6.2 Membership fees**

- a) For both IFOAM-Organics International and IFOAM-Organics Asia members, the membership fees are centrally invoiced by the International Office in Germany.
- b) For IFOAM-Organics Asia members only, the membership fees are invoiced by the IFOAM-Organics Asia Secretariat.

### **6.6.3 Project Participation and Fundraising**

- a) The Secretariat is responsible for managing, implementing, and following up projects, and for preparing applications. The Secretariat is also responsible for fundraising activities, with the mandate to act in line with the different strategies and objectives of the organization.

- b) The Secretariat has the general mandate to undertake fundraising activities as long as they are in line with the IFOAM-Organics Asia strategy and work priorities.
- c) The Board and Executive Board have to be regularly informed about fundraising activities (at least twice a year).
- d) In the case of projects that need to be subcontracted to organizations and/ or individuals and to ensure a transparent process and avert conflicts of interest, a tendering process should be initiated, if considered necessary.
- e) During the tender process, a Selecting Team should be set up and should include at minimum one member of the Executive Board or Board. The Selecting Team will set up the appropriate terms of reference for the tender and decide on all the details concerning the tender.

#### **6.6.4 Reimbursement of Expenses**

If not otherwise agreed with IFOAM-Organics Asia, the Expenses Reimbursement Form must be returned within six weeks after the last day of the respective travel. Reimbursements related to projects have to be approved by the Executive Director and will only be made when accompanied by the original receipts and invoices. A Daily Subsistence Allowance (per diem) will be provided for persons /staff traveling on IFOAM-Organics Asia business in line with the conditions agreed beforehand with the Secretariat of IFOAM Asia.

#### **6.7 Management Procedures**

- a) A routine shall be set up to further develop strategies and to deal regularly with the development of those strategies.
- b) The Executive Board decides on detailed objectives for each working year based on overall strategy and strategic goals decided by the Board. The Secretariat is in charge of formulating and drafting these before the start of concerned year.
- c) An annual review may be undertaken to identify and close any activities or procedures that have become redundant.
- d) A three-year general work plan should be devised at latest before the General Assembly (GA). This will include a budget and a work program to be discussed and approved by the GA.

## **6.8 Meetings**

### **6.8.1 Meeting cycles and frequency**

- a) The Board will meet at least twice a year. It will concentrate on the overall strategic direction of the IFOAM-Organics Asia, scrutinizing reports of activities and other information. It will also adopt content positions to be finalized as part of the meeting.
- b) Extraordinary Board meetings may be called should the need arise. This will be at the discretion of the President, Vice President(s) and any of the full members of the Board. Notice of such extraordinary meetings must be communicated to the whole membership of the Board.
- c) The Secretariat (or in urgent cases the President) can decide to shift a meeting date or place, at a minimum of 4 weeks before the meeting is scheduled to occur (except in cases of force majeure). The change should be communicated to all Board members in good time.
- d) The Executive Board will have meetings every two months. Online conferences continue to play an important part, but two physical meetings are envisaged per year prior to the IFOAM-Organics Asia Board meetings.
- e) Travel costs should be reimbursed but this depends on successful funding.

### **6.8.2 Procedures for meetings**

- a) Relevant information for the meeting and the agenda shall be communicated to the participants at least two weeks but preferably one month before the meeting.
- b) Relevant papers shall be communicated to the participants at least two weeks before the meeting.
- c) Drafts and other working materials are considered internal documents and should not be distributed outside of IFOAM-Organics Asia internal structure (this includes Board members, Secretariat, and IFOAM-Organics International Head Office contact person).
- d) The discretion on publications made generally available shall lie with the Executive Director in consultation with the Executive Board.
- e) Documents such as Minutes of the meeting shall be circulated only to relevant stakeholders and attendees of such meetings.
- f) Any request for internal documents of the board shall be routed through the Executive Director and released with permission from the executive board.

### **6.8.3 Participation in Board meetings**

- a) Board members that are not able to participate in a meeting shall inform the President/Executive Director of the reason.
- b) Observers can participate in all meetings, but the Board reserves the right to hold a session in confidence if it feels this is necessary.
- c) All participants have the right to speak in the meetings, but only elected delegates can vote.
- d) Members unable to participate in two consecutive board meeting shall be issued a show-cause notice and their membership from the board may be liable for cancellation.

#### *6.8.3.1 Meeting Rules of Procedures*

The meeting will be conducted according to the Chair's copy of Robert's Rules.

### **6.8.4 Work between meetings and communication**

- a) E-mail is the preferred means for communication of written material between meetings.
- b) The agenda of the Executive Board should be forwarded to the Board beforehand and the minutes afterwards.
- c) The Secretariat is responsible for ensuring efficient communication and should push forward further developments in use of modern technologies and methods.

## **References**

[1] IFOAM, *Policy Regarding IFOAM Self-Organized Structures*, IFOAM, 2012.

[2] IFOAM, "MANUAL FOR IFOAM REGIONAL BODIES & IFOAM SECTOR PLATFORMS," IFOAM, 2012.

[3] IFOAM-Organics Asia Working Group, *IFOAM-Organics Asia Mission Statement*, 2012.