



**Pacific Immigration Development Community**  
2022 Regular Annual Meeting  
8 – 10 August, Nadi, Fiji

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**Agenda item 3: Working Procedures and Appointment of the Drafting Committee**

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**Proposed Recommendations**

The Regular Annual Meeting is invited to:

- a) **adopt** the proposed working procedures; and
  - b) **nominate** five members to form the Drafting Committee.
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**Purpose**

The following programme and arrangements are proposed for the 2022 Regular Annual Meeting of the Pacific Immigration Development Community.

**Meeting Times** (these times are flexible and subject to the discretion of the Chair)

**Monday 8 August 2022**

- 0800 Registration of Delegates
- 0900 Opening Ceremony
- 1000 **Morning Tea**
- 1030 Statement by the Chair
- 1035 Working Procedures and Appointment of Drafting Committee
- 1045 Adoption of Agenda
- 1050 Secretariat Report
- 1110 Closed Session
- 1300 **Lunch**
- 1400 Open Session
- 1500 **Afternoon Tea**
- 1520 Open Session
- Adjournment of Meeting

**Tuesday 9 August 2022**

- 0800 Delegates Arriving
- 0900 Meeting Convenes
- Open Session
- 1000 **Morning Tea**
- 1030 Open Session
- 1300 **Lunch**
- 1400 Open Session
- 1500 **Afternoon Tea**
- 1520 Open Session
- 1700 Adjournment of Meeting

### **Wednesday 10 August 2022**

0800	Delegates Arriving
0900	Open Session
1000	<b><i>Morning Tea</i></b>
1030	Open Session
1200	<b><i>Lunch</i></b>
1330	Drafting Committee prepares the Resolutions/Decisions and Conference Communiqué
1500	<b><i>Afternoon Tea</i></b>
1520	Adoption of the 2022 Communiqué and Meeting Ends

#### **Structure of the Sessions**

2. All sessions will be open to Observers except for Sessions 6 and 7 on Day One which are restricted to Members only. Observers can return to the meeting from Session 8 onwards.

#### **Outcomes from the Sessions**

3. The Secretariat shall produce and make available as soon as possible after each Regular Annual Meeting: (a) a Summary of Outcomes and Decisions from the Regular Annual Meeting; and (b) a Chairperson's Communiqué of the Regular Annual Meeting.

#### **Drafting Committee**

4. A Drafting Committee of at least five members is recommended to assist the Secretariat in drafting the outcomes of each session for consideration by Members. Members will be asked to volunteer to join the Drafting Committee. One volunteering Member will be selected to Chair the Committee discussions. Members with more than one delegate are strongly encouraged to volunteer for the Drafting Committee.