



Pacific Immigration Development Community
2021 Regular Annual Meeting & Special General Meeting
29/30 June 2021 – Samoa Time (Videoconference)

Agenda item 2: Working Procedures & Appointment of Drafting Committee

Proposed Recommendations

Members are invited to **adopt** the proposed working procedures and nominate five Members to form the Drafting Committee.

Purpose

The following programme and arrangements are proposed for the 2021 Regular Annual Meeting (RAM) and Special General Meeting (SGM) of the Pacific Immigration Development Community.

Meeting Times

2. The meeting agenda will be held according to a scheduled timetable that the Chair will advise Members of prior to the commencement of the meeting. Members are advised that these times are flexible and subject to the discretion of the Chair.

Outcomes from the Sessions

3. The Secretariat, in consultation with the Chair and Drafting Committee, will prepare the RAM and SGM report. The Chair's summary is provided to Members at the conclusion of the meeting and the full RAM and SGM report will be collated and uploaded for Members after the meeting.

Drafting Committee

4. A Drafting Committee of at least five Members are 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.