



### Provisional Agenda

*Board members are reminded of their duty to declare any direct or indirect pecuniary interest which may relate to matters under discussion.*

No.		Item	Responsibility
1.	9.00-9.05	Opening Prayer	Chair
2.	9.05-9.15	Opening of meeting, welcome, meeting business and matters arising	Chair and Secretariat
3.	9.15-10.00 (45 mins)	<b>PIDC Board Committee Meetings:</b> a) <b>Governance Committee</b> (i) Communication Plan	
	10-10.30	<b>MORNING TEA</b>	
3	10.30 – 11.15 (45 mins)	b) <b>Audit and Risk Committee</b> (i) PIDC Financial Update (ii) Procurement Policy and Travel Policy (iii) Membership Subscription Review Report	
	11.15 – 12.00pm (45 mins)	c) <b>Human Resource Committee</b> (i) Secretariat Staff Benefits and Conditions Review Report (ii) Stocktake Review Report	
4.	12.00 – 1.00pm (1 hr)	<b>Strategic Focus Area 4: Governance and Secretariat Support</b> a) Secretariat Activity Update b) Financial Update c) Stocktake Consultancy Update d) Membership Contribution Fund Review Report e) Procurement and Travel Policy f) Communication Plan g) Secretariat Staff Benefits and Conditions h) PIDC Draft Budget and Annual Workplan July 2024 – June 2025	Chair/ Secretariat/ Open Discussion
	1.00 – 2.00pm	<b>LUNCH</b>	
5.	2.00 – 2.30pm (30 mins)	<b>Strategic Focus Area 2: National Immigration Strengthening</b> a) PIDC-IOM Project: Online Report & Information Sharing Platform	
6.	2.30 – 3.00pm (30 mins)	<b>PIDC Board Committee Updates</b> – Committee Chairs will be invited to report on their meetings and issues discussed noting that the actual recommendations will be tendered to guide Board discussions during specific Agenda Items. a) Human Resource Committee b) Audit & Risk Committee c) Governance Committee	Committee Chairs
	3.00 – 3.30pm	<b>AFTERNOON TEA</b>	
7.	3.30 – 4.00pm	Regular Annual Meeting 2024 Update	Secretariat/Open Discussion
8.	4.00 – 4.10pm	Other Business	Chair/Open Discussion
9.	4.10 – 5.00pm	Review Recommendations	Open Discussion
10.	5.00pm	Meeting Closes	Chair