



Pacific Immigration Development Community
2019 Regular Annual Meeting
4 – 6 June, Rarotonga, Cook Islands

PIDC(19)RAM.5

Agenda item 5: Working Procedures & Appointment of the Drafting Committee

Proposed Recommendations

The PIDC 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 2019 Regular Annual Meeting of the Pacific Immigration Development Community.

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

Tuesday 4th June 2019

- 0800 Registration of Delegates
- 0900 Opening Ceremony
- 0930 Statement by the Outgoing Chair
- 0945 Statement by the Incoming Chair
- 1000 **Morning Tea**
- 1015 Working procedures and Appointment of the Drafting Committee
- 1025 Adoption of the Agenda
- 1030 Secretariat Report on Activities
- 1100 Closed Session
- 1230 **Lunch**
- 1330 Open Session
- 1500 **Afternoon Tea**
- 1700 Open Session
- Adjournment of Meeting

Wednesday 5th June 2019

- 0800 Delegates Arriving
- 0900 Meeting Convenes
- Open Session
- 1045 **Morning Tea**
- 1115 Open Session
- 1230 **Lunch**
- 1330 Open Session
- 1500 **Afternoon Tea**
- 1700 Open Session

Adjournment of Meeting

Thursday 6th June 2019

- 0800 Delegates Arriving
- 0900 Meeting Convenes
Open Session
- 1045 ***Morning Tea***
- 1100 Open Session
- 1200 ***Lunch***
- 1300 Drafting Committee prepares the Resolutions/Decisions and Conference
Communiqué
- 1500 ***Afternoon Tea***
- 1520 Adoption of the 2019 Communiqué and Meeting Ends

Structure of the Sessions

2. All sessions will be open to Observers except for Session 8 on Day One which is a Closed Session restricted to Members only. Observers can return to the meeting at the completion of Session 8.

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 Conference Members. Members will be asked to volunteer to join the Drafting Committee and select a Chair to guide discussions. Members with more than one delegate are strongly encouraged to volunteer for the drafting Committee.