

**Report of the
35th Session of the D-8 Commission
10-11 June 2014
Islamabad, Pakistan**

The 35th Session of the D-8 Commission was held from 10th to 11th June 2014 in Islamabad, Pakistan. The meeting was attended by delegates from the People's Republic of Bangladesh, Arab Republic of Egypt, Republic of Indonesia, Islamic Republic of Iran, Malaysia, Federal Republic of Nigeria, Islamic Republic of Pakistan and the Republic of Turkey. The list of participants is attached in **Annex I**.

Agenda Item 1: Opening Statement by H.E. Syed Tariq Fatemi, Special Assistant to the Prime Minister on Foreign Affairs

H.E. Syed Tariq Fatemi, Special Assistant to the Prime Minister on Foreign Affairs formally opened the session and welcomed the D-8 Commissioners and Delegates in Pakistan. He stressed that role of D-8 would be crucial to mark changes in the life of peoples in the region and D-8 could be an effective engine of growth. He hoped that the Commission meeting would review the plan of action and its follow-up implementation so that the outcome was effectively translated into the public domain. His statement is attached in **Annex II**.

Agenda Item 2: Remarks by the D-8 Commissioner of Pakistan

D-8 Commissioner of Pakistan, H.E. Mr. A.S. Babar Hashmi warmly welcomed the delegates to the 35th Session of D-8 Commission. He mentioned that the forum was an excellent opportunity for the member states to work together and more closely to realize the potentials. He stressed on the need to pull up resources for comparative advantage and mutual benefits. His statement is attached in **Annex III**.

Agenda Item 3: Consideration and Adoption of the Draft Agenda

The Commission considered and adopted the agenda of the meeting. The agenda is attached in **Annex IV**.

Agenda Item 4: Presentation of the Report of Activities

D-8 Secretary-General, H.E. Dr. Seyed Ali Mohammad Mousavi, presented a progressive report on the activities of the Secretariat since the last Session of the Commission (**Annex V**).

After the Secretary-General's report, all the Commissioners and Heads of Delegation, while congratulating the Chair as the new D-8 Commissioner of Pakistan and subsequently thanking the Government of Pakistan for hosting the series of Commission and Council meetings and their hospitality, commended the Secretary-General for his efforts to take the D-8 agenda forward.

Agenda Item 5: Review of Calendar of Events for 2014

The Commission considered the Calendar of Events for the second half of 2014. The Commissioners updated the Meeting with regard to the proposed events already reflected in the Calendar and also proposed several other events for the rest of 2014 and 2015. The revised Calendar of Events for 2014 was adopted by the Commission as reflected in **Annex VI**.

The Commission took note of the Secretary-General's and the host country's concern over frequent postponement of meetings and workshops as a result of lack of quorum. The meeting considered the importance of coordination within the national government and subsequent follow-up with the Secretariat to ensure convening of the meetings. The preparation of the concept paper and circulating the date and venue of the events well in advance was stressed.

The meeting took note of the need for a theme for every sectoral meeting to attach high importance and relevance of the exercise and to show the advancement in that field as well as to make it more attractive for member states to participate. The working groups should also focus and follow the general theme of each field of cooperation.

Agenda Item 6: Consideration of the Status of D-8 Legal Instruments

The Secretary-General delivered an introductory statement on the status of the D-8 legal instruments (D-8 Visa Agreement, Trade (PTA) and Customs Agreement, MoU on D-8 Civil Aviation Cooperation, ratification of D-8 Charter). The Commission congratulated Egypt for being the first member state to ratify the Charter and urged upon the member states to follow suit with regard to the Charter and all other concluded legal instruments. The updated table of the status of the legal instruments is attached in **Annex VII**.

Agenda Item 7: Progress report of the D-8 Secretary-General on the implementation of the Visa Agreement

The Secretary-General in his introductory statement focused on the issue of challenges regarding implementation of the Visa Agreement. The Commission also discussed ways and means to facilitate and simplify visa procedures for businessmen, based on inputs furnished by

the Member Countries.

The Commission appreciated Iran for Working Group Meeting of Consular Authorities of D-8 Member States on simplification of Visa Procedure and Turkey for hosting workshop on Information Technologies. They also commended Turkey for the draft of the MoU on Information Technology, particularly e-visa application and cyber security technology and urged the member states to come up with their feedback at the soonest. In this context, the Commission thanked Indonesia for proposing to hold the second Working Group Meeting of Consular Authorities of D-8 Member States on simplification of Visa Procedure in 2015.

Agenda Item 8: Progress Report on EPG Process: D-8 Secretary-General

The Secretary-General briefed the Commission on the EPG process. He informed that at the first EPG meeting held from 15 till 16 May 2014 in Istanbul, the Eminent Persons discussed a range of issues including, D-8 Basic Documents (Statutory, Roadmap, Legal Agreements), D-8 Areas of cooperation (achievements and challenges), Budget and Staff, Coordination among D-8 stakeholders with special focus on Private Sector Cooperation, External Relations and Visibility, Financial Mechanism and introduction of Common Projects, Convention of Sector and Technical Meetings, Possible Enlargement of the organization and Secretariat Premises. The Commission was also informed that the next EPG meeting would be held from 27 to 28 August 2014 in Turkey for finalization of the report of the first meeting as well as their recommendations. The Secretary-General mentioned that the EPG recommendations would be placed before the Council at the sideline of the UNGA in September 2014.

The Commission thanked Turkey for the financial support to hold the EPG process in Istanbul. The Commission also appreciated the Secretariat for arranging the EPG Meeting as well as providing necessary documents to the EPG.

The Secretariat will share the report of the EPG with the Member States after the report is finalized by EPG.

Agenda Item 9: Preparation for the 9th Summit of D-8 (Agenda, Declaration, Communiqué, Theme) to be held in 2014, in Turkey

The Secretary-General, in his introductory statement, informed that the Secretariat was working on preparation of a set of documents, including a draft Communiqué, as decided in the last Commission meeting, besides the Declaration.

Head of delegation of Turkey updated the Commission on the possible date of the Summit which most probably would be held in December 2014 in Turkey.

After deliberation, the Commission went along with the suggested theme of ‘**Trade and Investment for Sustainable Development**’ which might be considered among other topics as the theme for Summit. This was the result of an inter-agency coordination within Turkey about finding a suitable theme for the Summit. The Commission also requested the Delegation of Turkey to convey the tentative date for the Summit at the earliest to ensure participation at the highest level.

Agenda Item 10: Progress Report on obtaining D-8 Observer Status in the United Nations General Assembly

The Secretary-General made his remarks on the steps taken by the Secretariat for obtaining the Observer Status in the UNGA. The Head of delegation of Pakistan informed that following the letter sent by the Permanent Representative of Pakistan to the Secretary-General of the UN, the matter has been included in the provisional Agenda of the 69th session of the UNGA.

The Commission appreciated the efforts of the Secretary-General and Pakistan as the current Chair and requested the Secretary-General and Pakistan to follow up the case for final decision. They also emphasized on the importance of getting the Observer Status for D-8 and for possible future common position on important issues of mutual concern.

Agenda Item 11: Progress Report on priority areas and other areas mentioned in the Charter

Secretary-General, in his introductory remarks, highlighted the importance of the role of private sector in meeting the intra-trade target of US\$ 500 billion by 2018. He also sought clarification from the Commission on how to proceed with the cooperation of member states on priority areas (Energy, Trade, Industry, Transportation and Agriculture) as well as other areas of cooperation mentioned in the Charter and the Roadmap. He encouraged member states to take lead as the coordinator/prime mover country in implementing areas where the organization was lagging behind or had no tangible progress. He reiterated the necessity of active and consistent engagement of all member states in hosting events, sectoral meetings and working group meetings on other areas of cooperation mentioned in the Charter.

The Commission took note of the remarks made by the Secretary-General and agreed on the need to put more efforts on the part of the member states for advancement in priority areas.

The delegations took note of the non-paper tabled by delegation of Egypt concerning cooperation in the field of oil and gas. The non-paper and the proposal would be forwarded by the Secretariat to the member states for the consideration of relevant Ministries/Departments. The non-paper on Energy is attached in **Annex VIII**.

The Commission also took note of the non-paper tabled by the Iranian Delegation on establishing permanent working groups on Trade, Agriculture, Industry and Business Forum. The Secretariat will forward the non-paper to the member states for the consideration of the concerned Ministries/Departments. The non-paper on working groups is attached in **Annex IX**.

The Commission took note of the proposal of the delegation of Malaysia to add Tourism as a priority area of the Organization. The proposal in this regard will be sent by Malaysia to the Secretariat for circulation to the member states in order to seek the views of the relevant Ministries/Departments.

Agenda Item 12: Discussion on the Report of the Secretary-General on D-8 Partnership Status with the International and Regional Organizations

The Secretary-General presented a report on the D-8 partnership with international and regional organizations. After the deliberations on this issue, the Commission commended the active role of the Secretary-General on engagement in external relations and encouraged him to continue with his efforts. They also stressed that the relations with these organizations should be pursued in a more focused manner in order to gain maximum benefit for D-8.

Agenda Item 13: Exchange of views on the Visibility of the Organization through Mainstream Media, Website and Social Media

The Secretary-General presented the status of the Organization's visibility and its crucial role for the success of the Organization.

The Commission commended the Secretary-General for his efforts and initiatives and encouraged him to continue in this regard to enhance the visibility of the Organization.

Agenda Item 14: Consideration and Adoption of the Budget 2015 as well as consideration of the shortcomings of financial and administrative Regulations reflected in Statutory Documents

The Secretary-General presented the proposed budget for 2015. He elaborated in his presentation on the need for filling up the vacant positions that had been lying vacant in the Secretariat. He stressed that the absence of adequate staff members in the Secretariat stalled its pace of work in the fullest capacity and requested the Commission to positively consider the proposed budget for 2015 for the provision of adequate resources to meet the staff requirements of the Secretariat.

The Commission reviewed the budget proposal for 2015 and a Working Group was formed to address this issue. As a result of the efforts of the Working Group as well as the informal consultations amongst the Heads of delegation, final agreement was reached and it was

decided to adopt the provisional budget for 2015 at the same level of budget which was approved for 2014, i.e. € 676, 728. Other additional requirements as proposed by the Secretariat in its original proposal will be sent by the Secretariat subsequently to the member states in order to meet the minimum requirements of staff remunerations, other emoluments and other essential expenditures. The Secretariat will send this requirement to the member states immediately and the member states should respond to the Secretariat within 45 days.

The Secretary-General also briefed the Commission on the shortcomings of financial and administrative regulations reflected in the Statutory Documents.

The Commission took note of the report of the Secretary-General on financial and administrative issues and mandated the Secretariat to examine the issues and prepare a report while considering relevant provisions in similar international and regional organizations. The report would be submitted to the next session of the Commission.

Agenda Item 15: Consideration of the Auditing Report for year 2011 and 2012

The auditing report for year 2011 and 2012 was presented before the Commission. The Secretary-General informed the Commission that auditors audited the Secretariat and they made some recommendations in their report. He referred to the observations of the auditing team that the Organization should comply with GAAP standards.

The Commission took note of the auditors' reports and their recommendations and requested the Secretary-General to follow through the recommendations reflected in the Audit Report. The Commission agreed to the professional accounting requirements as per the GAAP standards and in this regard asked the Secretary-General to prepare a formal proposal to be considered by the Commission in the next meeting. The report of the auditors is attached in **Annex X**.

Agenda Item 16: Date and Venue of the 36th Session of the Commission

The Head of delegation of Turkey informed the Commission that the 36th Session of the Commission will precede the 17th Meeting of the Council and 9th Summit. The dates and venue would be communicated in due course.

Agenda Item 17: Any Other Business

Under this agenda item:

- 1) The Secretary-General expressed his sincere gratitude and appreciation to the esteemed Government of Islamic Republic of Pakistan for hosting the series of Commission, Council and Summit Meetings during the last 2 years and for the very warm and gracious

hospitality extended to all the participants.

- 2) He extended his deep appreciation to the esteemed Government of the Federal Republic of Nigeria, especially to H.E. Ambassador Dr. Martin Ihoeghian Uhomoibhi, Permanent Secretary of the Ministry of Foreign Affairs of Nigeria and the D-8 Commissioner, for their cordial, generous and continuing support for the organization. Ambassador Martin's initiative on the establishment of Permanent Mission of Nigeria to D-8 and the voluntarily increase of financial contribution by the Nigerian Government to the Organization was also acknowledged with gratitude.
- 3) He appreciated the generous gesture of the Government of Turkey for providing new premises to the D-8 Secretariat;
- 4) He also informed the Commission members that from now onwards the mode of communication between the Secretariat and the Member States would be through electronic means.
- 5) The Secretary-General congratulated H.E. Mr. Tarik Ahsan for his new Ambassadorial assignment in Colombo and thankfully acknowledged his cordial and continuous support as the D-8 Commissioner.

Agenda Item 18: Consideration and Adoption of the Report of the 35th Session of the Commission

The Commission considered and adopted the Report of the 35th Session of the Commission.

Concluding Remarks by the Chairman

The 35th D-8 Session of the Commission was closed on 11 June 2014.

The Chairman expressed his deep appreciation and thankfulness to all delegates for the productive discussions and commended the constructive outcome of the deliberations.

Commissioners and Heads of Delegations expressed their high appreciation to the Islamic Republic of Pakistan for the excellent arrangements in organizing the 35th Session of the Commission as well as for the series of Commission and Council Meeting during the last 2 years. The Commission also appreciated the Secretariat for its valuable work and support rendered to make the event successful.

The concluding remarks of the Chairman are attached in **Annex XI**.

**Report of the
36th Session of the D-8 Commission
04-05 June 2015
Islamabad, Pakistan**

The 36th Session of the D-8 Commission was held from 04th to 05th June 2015 in Islamabad, Pakistan. The meeting was attended by delegates from the People's Republic of Bangladesh, Arab Republic of Egypt, Republic of Indonesia, Islamic Republic of Iran, Malaysia, Federal Republic of Nigeria, Islamic Republic of Pakistan and the Republic of Turkey. List of participants is attached in **Annex I**.

Agenda Item 1: Opening of the Meeting: Welcome Statement by H.E. Syed Tariq Fatemi, Special Assistant to the Prime Minister on Foreign Affairs

H.E. Syed Tariq Fatemi, Special Assistant to the Prime Minister on Foreign Affairs inaugurated the session and delivered his opening speech. His speech is attached in **Annex II**.

Agenda Item 2: Consideration and adoption of the Draft Agenda

The Commission considered and adopted the agenda of the meeting as attached in **Annex III**.

Agenda Item 3: Statement by the D-8 Secretary-General

H.E. Dr. Seyed Ali Mohammad Mousavi, D-8 Secretary-General delivered statement whereby he highlighted salient issues of the Organization. His statement is attached in **Annex IV**.

Agenda Item 4: Remarks by the D-8 Commissioner of Pakistan

H.E. Mr. Ahmad Naseem Warraich, D-8 Commissioner of Pakistan, warmly welcomed the delegates to the 36th Session of D-8 Commission and made a statement which is attached in **Annex V**.

Agenda Item 5: Progress Report on Activities since June 2014

D-8 Secretary-General presented a comprehensive report on the activities of the Secretariat since the last Session of the Commission (**Annex VI**). The Commission considered and took note of the report. The Commission also commended Secretary-General for his efforts, especially towards enhancement of the visibility of the Organization.

Agenda Item 6: Review of Calendar of Events for 2015

Secretary-General presented the Calendar of Events for 2015. He also discussed postponement of meetings.

The Commission considered the Calendar of Events for second half of 2015. The Commissioners/Heads of delegations updated the Meeting with regard to the proposed events already reflected in the Calendar for the rest of 2015. Revised Calendar of Events for 2015 was adopted by the Commission as reflected in **Annex VII**.

The Commission also discussed frequent postponement of meetings and workshops. The issue was discussed in the 35th session whereby stress was given on better coordination as well as circulation of concept paper and meeting documents well in advance. The Commission reiterated the same and emphasized on better coordination between the Secretariat and office of Commissioners in D-8 Capitals.

Agenda Item 7: Discussion on effectiveness of the Ministerial and Working Group Meetings

Secretary-General presented a report on the meetings held in sectoral cooperation and discussed the challenges.

The Commissioners/Heads of delegations took note of the report including suggestions made by the Secretary-General in this regard. The meeting requested the Secretary-General to update the report with more in-depth analysis and present the same in the next Commission session.

The Commission noted that trade being the principal means of cooperation in the D-8, the organization should further streamline its focus to key areas of cooperation having relevance to all Member States. The Commission also suggested that Member States may volunteer to do in-depth study on D-8 sectoral cooperation and propose measures for restructuring the present format for more effectiveness.

Agenda Item 8: Progress Report on External relations including Report on the D-8 Observer Status in the United Nations General Assembly

Secretary-General informed the Commission of the progress made during last year in external relations of the Organization, including grant of observer status in the United Nations General Assembly. The list of external relations is reflected in **Annexes VIII** and **IX**, respectively.

The Commission appreciated the efforts of the Secretary-General and commended Permanent Missions of D-8 Member States in New York for their efforts toward securing the observer status

in the UNGA. The Commission encouraged the Secretary-General to continue his efforts in realizing benefits from D-8 external relations. It was also noted that representatives of the D-8 Member States in the UN may meet occasionally and calibrate their positions on common grounds.

Agenda Item 9: Consideration of the Status of D-8 Legal Instruments

Secretary-General updated the meeting with the latest status of ratification of the D-8 Charter as well as of other legal instruments. He highlighted the challenges the Organization is facing with in this regard.

The Commission took note of the progress made in implementation of D-8 legal instruments.

Commissioners/Heads of delegations updated the meeting with current status of the legal instruments. In particular, updates given by individual Member States on the Charter are appended below:

Charter: Delegation of Bangladesh informed that the opinion of the Ministry of Law, Justice and Parliamentary Affairs had been received on the ratification of the Charter and was sent to the Cabinet for approval. Some typographical errors in the Charter were also highlighted.

Delegation of Malaysia proposed to add following phrase at the end of article 24.1:

‘in accordance with domestic law, rules and regulations of the Member States of the D-8.’

Delegation of Pakistan conveyed that the process of internal consultation is at its final stage.

After detailed discussion on typographical errors and Malaysia’s proposal for addition of new phrase, the Commission decided the following:

i. The Secretariat will issue a Note Verbale to all the Member States clarifying the following:

The title ‘Secretariat’ has three separate articles viz. Article 9, Article 10 and Article 11, outlining the Secretariat, the Secretary-General and the Secretariat staff, respectively; 4th Paragraph in Article 12 starts with serial no. 4; 3rd Paragraph in Article 24 begins with serial no. 3.

ii. Malaysia will circulate its proposal to add new phrase in article 24.1 to the Member States through the Secretariat for their views.

Status of the Legal Instruments and the list of the Instruments are reflected in **Annex X** and **Annex XI**, respectively.

Agenda Item 10: Discussion on the vacant posts in the Secretariat

Current status of filled-in and vacant posts in the Secretariat was presented by the Secretary-General. He emphasized the need to fill up vacant posts as per the approved organogram of the Secretariat.

The Commission took note of the Secretary-General's report. While the Commission was supportive of filling-up of the vacant posts gradually, it decided to discuss this issue under agenda item no. 12.

Agenda Item 11: Consideration of the update of the Statutory Document(s)

Secretary-General presented a detailed report and briefed the Commission on shortcomings of the Statutory Documents.

The Commission recognized the shortcomings in the Statutory Documents and decided to discuss proposed changes in the next session of the Commission. The Commission requested the Secretary-General to reflect changes as per the agreed budget and submit revised report to the next session of the Commission.

Proposed changes in the Statutory Documents are attached in **Annex XII**.

Agenda Item 12: Consideration and Adoption of 'Budget 2016'

Secretary-General presented proposed budget for 2016 along with different financial implications in different scenarios for filling up vacant posts (reflected in **Annex XIII**).

The Commission agreed on the provisional budget for 2016 for a total amount of € 888,272 as per scenario number four proposed by the Secretariat. The agreed budget is attached in **Annex XIV**.

Agenda Item 13: Discussion on the EPG Recommendation

The Secretary-General updated the Commission on the EPG process and expressed his appreciation to Turkey for their support in hosting EPG meetings in Istanbul. He emphasized that the implementation of EPG recommendations is of high importance to shift the Organization to a higher level.

The Commission commended the Secretary-General for his successful effort for the EPG process. The Commission took note of the report and discussed the recommendations given by

the EPG members as well as ways such recommendations could be implemented.

Following decisions were reached in this regard:

- i. A special session of the Commission with Pakistan as the Chair will be held on 08-09 October 2015 in Istanbul; and
- ii. The special session of the Commission will discuss the draft ‘Plan of Action’ prepared by the Secretariat based on the EPG recommendations, finalize it and recommend the same to the Council for its consideration as outcome document for the upcoming Summit. It will also discuss the date and venue of the next Summit in the special session.

Agenda Item 14: Discussion on 2nd meeting of the Council on the sideline of the 70th UNGA in New York

Secretary-General informed the Commission that the first meeting of the Council of Ministers was held in New York in September 2014 in the sideline of the 69th UNGA in New York, USA. He presented the agenda for the second meeting scheduled in September this year.

The Commission reviewed the agenda and recommended that meetings on the sidelines of the UNGA shall be held as special meetings whenever the Member States so decide. Following was decided as the primary agenda item for the Council’s special meeting on the sidelines of the 70th UNGA:

‘Enhancing D-8 cooperation in the context of implementation of Post-2015 development agenda’

A revised draft agenda is attached in **Annex XV**.

Agenda Item 15: Discussion on the 17th session of the annual Council of Ministers

The draft agenda of the 17th session of the annual D-8 Council of Ministers was presented to the Commission. The Commission discussed the draft agenda of the meeting and recommended to the Council for its consideration (**Annex XVI**).

The Commission agreed to discuss the date and venue of the 37th session of the Commission and the 17th session of the Council in the special session of the Commission in Istanbul.

Agenda Item 16: Discussion on the 9th D-8 Summit

The Secretary-General presented a comprehensive report on the efforts for hosting the 9th Summit. Fact Sheet on Summit is reflected in **Annex XVII**.

The Commission discussed the matter in detail and it was decided to deliberate on it during the special session of the Commission scheduled on 8-9 October 2015 in Istanbul.

Agenda Item 17: Date and venue of the 37th session of the Commission Meeting

The Commission will decide the date and venue of the 37th session of the Commission in the special session of the Commission scheduled on 8-9 October 2015.

Agenda Item 18: Any other Business

Under this agenda item, the Secretary-General highlighted the following points:

i. Sustainable Development Agenda (SDG) Goals

Secretary-General presented the report of his visit to United Nations Industrial Development Organization (UNIDO) annexed at **XVIII**.

ii. D-8 Secretariat Premises

Secretary-General updated the Commission with the process of Secretariat relocation and profoundly thanked the Ministry of Foreign Affairs of Turkey in this regard.

iii. Appreciation to Ambassador Ibukun A. Olatidoye

Secretary-General registered his appreciation to Ambassador Ibukun A. Olatidoye for his support during his tour of duty as Permanent Representative of Nigeria to the D-8.

Proposal by Malaysia on inclusion of tourism in D-8 priority areas

The Commissioner of Malaysia tabled the concept paper as annexed at **XIX** to include Tourism in the D-8 priority areas of cooperation. The Commission decided to endorse the proposal for the consideration of the Council and its final adoption at the next Summit.

Agenda Item 19: Consideration and Adoption of the Report of the 36th Session of the Commission

The Commission considered and adopted the Report of the 36th Session of the Commission.

Concluding Remarks by the Chairman

The 36th D-8 Session of the Commission was closed on 05 June 2015.

The Chairman expressed his deep appreciation to all for productive discussions and commended constructive outcome of the deliberations.

Commissioners and Heads of delegations also expressed their high appreciation to the Islamic Republic of Pakistan for excellent arrangements in the organization of the 36th Session of the Commission. The Commission also appreciated the Secretariat for its valuable work and support rendered to the event.

**Report of the
Special Session of the D-8 Commission
10-11 October 2015
Istanbul, Turkey**

The Special Session of the D-8 Commission was held from 10th to 11th October 2015 in Istanbul, Turkey. The meeting was chaired by the Commissioner of Pakistan and attended by delegates from the People's Republic of Bangladesh, Arab Republic of Egypt, Republic of Indonesia, Islamic Republic of Iran, Malaysia, Federal Republic of Nigeria, Islamic Republic of Pakistan and the Republic of Turkey. The list of participants is attached in **Annex I**.

Agenda Item 1: Opening of the Meeting

The Chair officially declared the meeting open at Conference Room of Biz Cevahir Hotel.

The Commission condemned the bombings of 10th October 2015 in Ankara and expressed deep condolences to and expressed solidarity with the Republic of Turkey. The Commission also condemned terrorism in all its forms and manifestations. Later, a minute of silence was observed in memory of the victims.

Agenda Item 2: Consideration and Adoption of the Draft Agenda

The Commission considered the agenda. The Commissioner of Malaysia proposed to add the following in the any other business of the draft agenda:

- i) Proposed amendment in Article 24(1) of the Charter; and
- ii) Replacement of Director I.

The Commission adopted the agenda as attached in **Annex II**.

Agenda Item 3: Statement by the D-8 Secretary-General

H.E. Dr. Seyed AliMohammad Mousavi, D-8 Secretary-General, delivered his statement by welcoming the Commissioners, Heads of Delegations and other members of delegation. He emphasized the importance of the 9th Summit as well as outcome documents (**Annex III**).

Agenda Item 4: Statement by the D-8 Commissioner of Pakistan

H.E. Ambassador Sahebzada Ahmed Khan, D-8 Commissioner of Pakistan and Chair of the meeting, delivered his statement whereby he reaffirmed Pakistan's commitment as current Chair of the Organization and expressed confidence that the Commission would decide the date and the venue of the 9th D-8 Summit. His statement is attached in **Annex IV**.

Agenda Item 5: Discussion on the Date and Venue of the 9th D-8 Summit

The Commissioners and Heads of delegation discussed different aspects of the Summit in detail. They examined several options and extensively deliberated on the subject.

With regard to the hosting of the 9th Summit, the Head of Delegation of Turkey stated that Turkey would inform, by 30th November 2015, of its position on this matter. Considering the fact that it is becoming late for the Summit to be held, the Commission felt the need to put in place an alternative arrangement with a view to ensuring that the 9th Summit takes place. In the event Turkey is not in position to host the Summit, and as a fallback position, it was agreed at the meeting that the Chair of the Commission should consult and invite Member States in alphabetical order, to express their willingness to host the 9th Summit. In their response alphabetically, the Commissioners/Heads of delegations informed that they were not in a position to host the Summit. However, when it came to the turn of the Commissioner of the Islamic Republic of Iran, he graciously indicated the readiness of his country, at the request of the membership of the D-8 to positively consider the request. The Commissioner of the Islamic Republic of Iran promised to refer the request to his Capital for positive consideration. The response of the Islamic Republic of Iran will come from Tehran in due course and subject to the definitive response of the Republic of Turkey.

The Commission, therefore, agreed on the following:

- i) The Republic of Turkey will inform, latest by 14th December 2015, its position on the date and venue of the 9th Summit;
- ii) The Islamic Republic of Iran will confirm its position after Turkey's response; and
- iii) Reaffirmed the practice, and rotation principle as contained in the Charter.

Agenda Item 6: Discussion on the draft of "Plan of Action"

The Commission discussed the draft "Plan of Action" and decided the following:

- i) A progress report on the Roadmap will be prepared by the Secretariat for

- consideration of the leadership in the next Summit.
- ii) Secretariat will develop draft guidelines on the “D-8 Cooperation Framework” for discussion in the next session of the Commission.
- iii) The Secretariat will develop concept paper on the recommendation of the EPG for the establishment of “Feasibility and General Purpose Fund” for discussion in the next session of the Commission.

Agenda Item 7: Discussion on the Date and Venue of the 17th Session of the Council of Ministers and the 37th Session of the Commission

The Commission agreed that the next Chair, i.e. Turkey/Iran, will organize 17th Session of the Council of Ministers and 37th Session of the Commission in due course. They also agreed that, in accordance with prevailing practice, the next Chair as host of the 9th Summit will preside over the Commission and the Council Meetings before the 9th Summit.

Agenda Item 8: Any Other Business

Under this agenda item, the following issues were discussed and decided:

- i) Calendar of Events 2015

Secretary-General briefed the Commission with the status of the Calendar of Events for 2015 and requested an update on all events for the rest of 2015.

The Commission reviewed the Calendar of Events and updated the following:

- Egypt will host the 5th Ministerial Meeting on Industry in 2016. Exact date will be communicated in due course.
- Malaysia will host the 3rd High Council Meeting of D-8 TTEN on 1-2 December 2015.
- Pakistan will host the 4th Supervisory Meeting on PTA in the first quarter of 2016. Exact date will be communicated in due course.
- Turkey is likely to host the 1st Ministerial Meeting on Energy on the first week of May 2016, 4th D-8 Expert Working Group Meeting on Shipping, 2nd SOM on Tourism and 4th Task Force Meeting on Technology in the first quarter of 2016.

- ii) Recruitment of Professional Accountant and Programme Officer

Secretary-General conveyed that recruitment of Professional Accountant and Programme

Officer was agreed upon in the 36th session of D-8 Commission. He presented the draft job description for above-mentioned posts.

The Commission reviewed and approved the job description of Professional Accountant which will be attached to the annexure of the D-8 Staff Regulations (**Annex V**).

The Commission reviewed and approved the job description of Programme Officer (**Annex VI**) and agreed to the following procedure for recruitment:

- The Secretariat will advertise through Ministries of Foreign Affairs of the Member States, specifying the requisite qualifications and experience for the position and subsequently shortlist the applications.
- The Secretary-General will present the short-list and recommendation to the next Commission for final decision.

iii) D-8 Budget

Secretary-General registered his gratitude and appreciation to all D-8 Member States for their continuous support to the D-8 Secretariat. He thanked Bangladesh, Indonesia, Iran, Malaysia, Pakistan and Turkey for sending their annual contribution to the D-8 Secretariat Budget of 2015 (**Annex VII**). He mentioned that last quarter of the year had been reached and requested other Member States to fulfil their commitment in this regard.

iv) Relocation of the Secretariat

Secretary-General informed the Commission that plans are underway by the relevant authorities of Turkey for the relocation of the Secretariat to its new premises in Istanbul.

v) Malaysia's proposal on the Charter

The Commissioner of Malaysia requested for an official reaction by the Member States on the proposed amendment in Article 24(1) of the Charter.

In their preliminary reaction, Member States took note of the request and suggested that if agreed, the proposal should be contained in an Annex to the Charter. Furthermore, Member States were requested to clear with their relevant legal authorities.

vi) Recall of Director I

Commissioner of Malaysia informed that its Director I has been recalled by the Government of Malaysia to join on 01 January 2016. He also informed that a successor would be named as soon as possible to complete the term. The Commission took note and

expressed no objection.

The Commission agreed in principle to amend Annex III of the Staff Regulations in order to include airfare for the family members of the Secretary-General and the Directors. It was decided that the Secretariat would send a note verbale to the Member States for endorsement within one month.

Concluding Remarks by the Chairman

The Special Session of the Commission was closed on 11 October 2015.

The Chairman expressed his deep appreciation and thanked all delegates for productive discussion and commended constructive outcome of the deliberations.

Commissioners and Heads of Delegations also appreciated the Secretariat for excellent arrangements in the organization of the Special Session of the Commission.

**Report of the
37th Session of the D-8 Commission
16-17 April 2016
Istanbul, Turkey**

The 37th Session of the D-8 Commission was held from 16th to 17th April 2016 in Istanbul, Turkey. Commissioners/Representatives of all the D-8 Member States attended the Session. The list of participants is contained in **Annex I**.

Agenda Item 1: Opening of the Meeting:

H.E. Mr. Ahmad Naseem Warraich, D-8 Commissioner of Pakistan and Chair of the meeting, officially declared the meeting open at Hilton Istanbul Bosphorus Hotel.

Agenda Item 2: Consideration and Adoption of the Draft Agenda

The Commission considered and adopted the agenda of the meeting, attached as **Annex II**.

Agenda Item 3: Presentation of progress report on activities since June 2015 by D-8 Secretary-General

H.E. Dr. Seyed Ali Mohammad Mousavi, D-8 Secretary-General, delivered his statement by welcoming the Commissioners/Representatives and other members of delegation. In his Report, he highlighted the activities of the Organization from June 2015 till April 2016. The Report is attached as **Annex III**.

The Commission thanked the Secretary-General for the comprehensive report. The Commission noted that the schedule of the meetings should be circulated well in advance along with the agenda and expected tangible outcome that could help improve participation. Commissioners/Representatives updated the Commission with the latest status of ratification of D-8 Charter which is as follows:

Commissioner of Bangladesh – Ratification is in advance stage;

Commissioner of Indonesia - Ratification of the D-8 Charter will be placed in Parliament soon;

Commissioner of Malaysia – Views from the office of Attorney General of Malaysia are necessary before it could be submitted to the Cabinet to decide on the ratification; and

Representative of Turkey - The Parliamentary Committee on Foreign Affairs had discussed the

ratification of D-8 Charter and hopefully it will be ratified soon.

Agenda Item 4: Statement by the Chair

In his opening statement, H.E. Mr. Ahmad Naseem Warraich, D-8 Commissioner of Pakistan and Chair of the meeting, warmly welcomed the delegates to the 37th Session of D-8 Commission while highlighting the continued global economic challenges and stressing the need of further efforts for mutual cooperation among D-8 Member States during the difficult economic times.

Agenda Item 5: Discussion on the next Principal Organ Meetings

The Commissioner of Islamic Republic of Iran informed that Islamic Republic of Iran accepted the proposal to host the 9th Summit. He informed the Commission of the Summit and preceding meetings as per the following schedule:

- i. 38th Session of the Commission will be held on 3rd December 2016.
- ii. 17th Session of Council of Foreign Ministers will be held on 4th December 2016.
- iii. 9th Summit will be held on 5th December 2016 in Islamic Republic of Iran.

The Commissioner of Islamic Republic of Iran also informed that the invitation letters to the Heads of State/Government, Agenda and Work Program would be sent to the Member States soon. He requested the Commissioners/Representatives to seek confirmation of participation by the Heads of State/Government in the Summit. Since the Summit would coincide with the 20th anniversary of the establishment of the D-8 Organization, the Commission decided that a set of outcome documents would be drafted by the Secretariat in consultation with Islamic Republic of Iran, taking into account the achievements and challenges of the Organization and presented to the D-8 Leadership.

The Commission expressed its profound appreciation to the Islamic Republic of Iran for graciously agreeing to host the 9th D-8 Summit and hoped that the Summit would be an important milestone for the Organization.

The Commission, after detailed deliberation, agreed on the following:

- i. Special Session of the Commission with Pakistan as the Chair would be held on **19-20 July 2016** in Istanbul;
- ii. The Commission would discuss outcome documents of the Summit for the consideration of Council of Foreign Ministers and subsequent submission to the Summit;
- iii. The Secretariat would work closely with Islamic Republic of Iran to propose a theme for consideration of the Commission in the Special Session; and

- iv. The Commission reiterated the ‘rotation principle’ as agreed in the Special Session of the Commission in October 2015 in Istanbul. Accordingly, Republic of Turkey would assume the Chair of the 10th D-8 Summit.

Agenda Item 6: Update on Calendar of Events for 2016/2017

The Secretary-General updated the Commission on the Calendar of Events for 2016 and 2017. He also highlighted the Ministerial Meetings that were held in 2016 and the confirmed events for 2017.

The Commission considered the Calendar of Events for 2016 and 2017. The Commissioner of Indonesia briefed the Commission on preparations for the 2nd Working Group Meeting of Consular Authorities on Simplification of Visa Procedure in the second half of 2016. In this regard, he requested the Member States to forward a list of at least 50 businessmen each for consideration of the 2nd Working Group. Updated Calendar of Events for 2016 and 2017 is attached as **Annex IV**.

Agenda Item 7: Discussion on achievements and challenges in Sectorial Cooperation

The Secretary-General presented a comprehensive Report on sectorial cooperation as per **Annex V** and stressed the need for revision in approach/structure for sectorial cooperation. He highlighted, among others, the importance of Member States acting as a Prime Mover/Pioneer/Coordinator. He noted the need for participation in the meetings at an appropriate level and timely announcement of meeting schedule.

The Commissioners/Representatives thanked the Secretary-General for the Report and requested him to include the ideas, in consultation with Islamic Republic of Iran, in Summit documents.

Agenda Item 8: Progress Report on External Relations including discussion on obtaining observer status in the OIC

The Secretary-General informed the Commission of the progress made during last year in external relations of the Organization. The list of external relations is reflected in **Annex VI**. He also proposed to obtain the observer status of the OIC.

The Commission took note of the Report and commended the Secretary-General for his efforts to enhance D-8 relations with important international and regional partners. The Commission noted that establishment of external relations should have strong correlation with the mandate and objective of the Organization. It also underlined the need for periodic reviews on the effectiveness of external relations with international/regional organizations.

The Commissioners/Representatives requested the Secretary-General to submit the request for observer status in the OIC to the OIC Secretariat in accordance with rules of both the Organizations.

Agenda Item 9: Presentation of the Audit Report 2013-2014

The Secretary-General presented a Report to the Commission on the audit carried out by the auditors from Pakistan and Turkey. The Report prepared by the Audit team as well as comments and feedback made by the Secretariat is attached as **Annex VII**.

The Commissioners/Representatives requested the Secretary-General and the Secretariat to follow the proposals and comments made by the auditors while appreciating the Secretary-General for his efforts to improve financial management of the Organization. The Commission agreed with the audit recommendation for converting deposit account into General Reserve Fund (GRF). The Commission requested the Secretary-General to prepare a mechanism on the governance of the GRF for the consideration of the Commission in the upcoming Special Session.

Agenda Item 10: Discussion on the vacant posts of the Secretariat

The status of recruiting of two vacant posts in the Secretariat was presented by the Secretary-General. Keeping in view the requirements of the Organization and observations made by the Audit team in their latest audit report, he proposed changing the nomenclature of Professional Accountant to Executive Assistant III and accordingly revising the job description in order to recruit a suitable candidate who would pursue work in sectorial cooperation. The Secretary-General also informed that 3 (three) candidates out of 110 applications were shortlisted for the position of Program Officer. He requested the Commission to finalize appointment of one candidate along with future recruitment procedure. He also proposed that the practice of “alphabetical rotation” might also be followed for appointment of Program Officer in successive cases.

The Commission approved the Secretary-General’s proposal for renaming and revising the work of Professional Accountant to Executive Assistant III (**Annex VIII**).

On the issue of appointment of Program Officer, in accordance with the recommendation of the Secretary-General, the Commission appointed Ms. Damla Hacıbrahimoglu from Turkey in the position of Program Officer in accordance with the terms and conditions for the post and the Statutory Documents of the Organization and decided the following rules for the future appointments of Program Officer:

- i. Practice of alphabetical rotation will follow for successive appointments for the position after completion of term of the incumbent from Turkey;

- ii. Member State following the alphabetical order will submit at least 3 (three) candidates for the Secretary-General to make recommendation to the Commission for appointment of a candidate;
- iii. In the event, the incumbent Program Officer does not complete his/her term, the sending Member State may send another suitable replacement to complete the term;
- iv. In case, the Member State in the alphabetical order does not submit any candidates for the post, the turn will be given to the following Member State in the alphabetical order and so on; and
- v. Six months before the completion of the term of the post, the Member State in the next alphabetical order shall submit the names of the most suitable candidates to the Commission for approval.

Agenda Item 11: Consideration of the update of the Statutory Document(s)

Pursuant to the decision in the 36th Session, the Secretary-General presented a proposal to the Commission to revise the Staff Regulations and the Financial Regulations. He highlighted, in particular, the issue of airfare for family members of Directing Staff and mentioned that the Commission had already agreed in its Special Session on entitlement of airfare for family members of Directing Staff upon joining and relinquishing the post.

The Commission discussed the proposed amendments in detail and agreed on the entitlement for airfare for the Directing and Professional Staff as per the following conditions:

- i. The Directing and Professional Staff must complete at least two-third length of their tenure of service in the Secretariat in order to be eligible for final return ticket;
- ii. Spouse and maximum 4 (four) children aged not more than 18 years will be entitled to airfare during joining and return after completion of tenure of service.

The Commission requested the Secretary-General to present to the next regular Session a report on the Statutory Documents with revisions, while keeping in view the comments made by the Member States during the Commission's 37th Session, and practice in other organizations and Member States as well as the financial implication of the suggested revisions, where possible.

Agenda Item 12: Discussion on the draft guideline on “Cooperation Framework” and “Feasibility and General Purpose Fund”

The Secretary-General, with reference to the Special Session of the Commission held on 10-11 October 2015, presented to the Commission the draft guidelines on the “D-8 Cooperation Framework” and concept paper on the “Feasibility and General Purpose Fund”.

The Commission considered the documents and decided that the Member States would share their views on the papers prepared by the Secretariat within 30 (thirty) days from this meeting

date and the Secretariat would revise the papers taking into account the views received from the Member States and submit to the Commission in its Special Session in July 2016.

Agenda Item 13: Submission of the Budget Realization Report for 2015

The Secretary-General submitted the Budget Realization Report for 2015 attached as **Annex IX**.

The Commissioners/Representatives took note of the report and appreciated the Secretary-General for his efforts in prudently spending the budget of the Secretariat. The Commission decided that the Secretariat would prepare a report on unspent fund for the consideration of the Commission in the Special Session within the draft budget for 2017.

Agenda Item 14: Consideration of the proposed Budget for 2017

The Secretary-General presented proposed budget for 2017 as enclosed in **Annex X**.

The Commission noted the proposed budget and decided the following:

- i. Proposed budget for 2017 would be submitted in the Special Session of the Commission in July 2016;
- ii. Proposed budget would be presented alongside the adopted budget of the previous year highlighting proposed changes;
- iii. The table showing change in Member States' contribution alongside percentile figures would also be prepared.

Agenda Item 15: Information on upcoming Directing Staff (Secretary-General and Director I)

The Secretary-General informed the Commission of completion of the term of current Secretary-General and Director-I by the end of 2016.

The Delegates from Malaysia and Nigeria informed the Commission of the following updates:

- i. Commissioner of Malaysia informed that the details of the candidate for the post of Secretary-General beginning office in January 2017 had been finalized and would be forwarded to the Secretariat for circulation among the Member States.
- ii. Representative of Nigeria informed that the process of identifying best suited candidate for the position of Director-I was ongoing and its outcome would be soon communicated to the Secretariat for circulation to the Member States.

Agenda Item 16: Any Other Business

Under this agenda item, following issues were raised:

- i. The Secretary-General updated the Commission with the latest information on the relocation of the Secretariat to new premises. He informed that the proposed relocation in an independent building namely, *Tas Mektap*, was no longer available. He also noted that fresh efforts in exploring suitable venue for relocation would be followed.

The Representative of Turkey informed that the Turkish Ministry of Foreign Affairs would assist the Secretariat in identifying better premises for its relocation.

Under this Agenda Item, the Commissioner of Malaysia informed that based on the decision of the previous session of the Commission, the paper to add Tourism as one of the D-8 priority areas had been updated and would soon be circulated through the Secretariat.

The Representative of Egypt briefed the Commission on the forthcoming 5th D-8 Ministerial Meeting on Industry to be held in Cairo on 9-11 May 2016 and Task Force Meetings on the sidelines. She stressed the importance of active and high level participation by the Member States and the private sector in the Meeting.

Agenda Item 17: Consideration and Adoption of the Report of the 37th Session of the D-8 Commission

The Commission considered and adopted the Report of the 37th Session of the Commission.

Concluding Remarks by the Chairman

The 37th D-8 Session of the Commission was closed on 17 April 2016.

The Chairman expressed his deep appreciation to the delegations for their support, deliberation and important contributions to the discussion that had resulted in constructive outcome.

Commissioners and Representatives also expressed their high appreciation to the Chair for his competent chairing and appreciated the Secretariat for all arrangements and its valuable work and support rendered to the event.

**Report of the
Special Session of the D-8 Commission
6-7 September 2016
Istanbul, Turkey**

The Special Session of the D-8 Commission was held from 6-7 September 2016 in Istanbul, Turkey. The meeting was chaired by the Commissioner of Pakistan and attended by delegates from all the Member States. The list of participants is attached as **Annex I**.

Agenda Item 1: Opening of the Meeting

H.E. Mr. Ahmad Naseem Warraich, D-8 Commissioner of Pakistan and the Chair of the meeting, officially declared the meeting open at Mercury Meeting Room in Hilton Istanbul Bosphorus Hotel.

Agenda Item 2: Consideration and Adoption of the Draft Agenda

The Commission considered and adopted the agenda of the meeting as per **Annex II**.

Agenda Item 3: Statement by the D-8 Secretary-General

H.E. Dr. Seyed Ali Mohammad Mousavi, D-8 Secretary-General, delivered his statement by welcoming the Commissioners, Heads of Delegations and other members of delegation. In his statement, he highlighted the importance of the 9th Summit, principal organ and sectoral meetings. The statement is attached as **Annex III**.

Agenda Item 4: Statement by the Chair (D-8 Commissioner of Pakistan)

H.E. Mr. Ahmad Naseem Warraich, D-8 Commissioner of Pakistan and Chair of the meeting, delivered his statement and welcomed the delegates to the Special Session of D-8 Commission. He reaffirmed commitment to the D-8 and stated that Member States attached high importance to the Organization.

The Commissioners/Heads of Delegations delivered their statements and reaffirmed Member States' commitment to the Organization.

Agenda Item 5: Discussion on the 9th D-8 Summit

The D-8 Secretary-General briefed the Commission on the status of the 9th Summit. He

highlighted the importance of holding the Summit. He noted that goals and objectives of partnership and growth in harmony could be reassured should the Summit take place timely.

The Commissioners and Heads of Delegation discussed different aspects of the Summit. After detailed discussion, the Commission reaffirmed its consensus to follow the principle of rotation and the practice of maintaining alphabetical order with regard to holding the Summit. The Commission requested the Delegation of Turkey to take note of the consensus view of the Commission regarding the principle which the Organization had been following since the 1st Summit and to convey to the political leadership in Turkey for positive consideration to hold the 9th Summit in 2017. The Commission also hoped that the Government of the Republic of Turkey would be able to announce the date and venue for the 9th D-8 Summit in the upcoming Council Meeting on the sideline of the 71st UNGA.

The background note and statement of Secretary-General are attached as **Annex IV**.

Agenda Item 6: Discussion on the regular session of the Council of Foreign Ministers in the sideline of the 71st UNGA

The D-8 Secretary-General briefed the Commission on the proposed meeting of the Council of Foreign Ministers which is scheduled to be held on the sideline of the 71st UNGA. He informed that the Chair had secured a venue for the Council meeting on 23 September 2016 and requested the Commissioners/Heads of Delegation for their efforts to secure the presence of the Foreign Ministers. The statement of D-8 Secretary-General is attached as **Annex V**.

The draft agenda of the proposed 17th session of the D-8 Council of Ministers was presented to the Commission. They discussed the agenda items for the Council meeting, decided that it be designated as special session instead of a regular session, keeping in view that the meeting should focus only on urgent agenda items. The revised draft agenda proposed by the Commission for the consideration of the Council is attached as **Annex VI**.

Agenda Item 7: Review of the Calendar of Events for 2016

The D-8 Secretary-General updated the Commission on the Calendar of Events for 2016. He also highlighted the Ministerial Meetings that were held in 2016.

The Commission considered the Calendar of Events for 2016 and 2017. Commissioner of Iran provided the meeting with the Administrative Note for the “Mayors Meeting D-8 Capitals and Metropolitan Cities” and requested the Commissioners/Heads of Delegation to encourage participation of invited Mayors from selected D-8 cities. The Administrative Note is attached as **Annex VII**. Head of Delegation of Turkey requested the Commissioners/Heads of Delegation for

the efforts to ensure participation of the relevant Chambers of Commerce in the D-8 CCI Izmir Meeting scheduled in October 2016. Updated Calendar of events for 2016 and 2017 is attached as **Annex VIII**.

Agenda Item 8: Consideration of the status of D-8 Legal Instruments

The D-8 Secretary-General presented the latest status of D-8 Legal Instruments and the Commissioners/Heads of Delegation updated the Commission with the measures taken for ratification and implementation of the D-8 instruments. The statement of Secretary-General is attached as **Annex IX**.

The Commissioner of Bangladesh informed that internal procedure for ratification of D-8 Charter had almost been completed and hoped that Bangladesh would ratify the Charter by this year. He also informed that Bangladesh attached high importance to the D-8 PTA and that the ratification process of PTA had also commenced.

Delegation of Egypt informed that Egypt had certain reservations on the D-8 visa agreement and the D-8 PTA.

Delegation of Malaysia informed that Malaysia would update the Member States on the latest measures taken to implement the D-8 PTA. He also requested the Commissioners/Heads of Delegation for positive consideration of the proposed amendment to Article 24 of the Charter.

The Delegation of Pakistan informed that Pakistan had also started implementation of D-8 PTA.

Head of Delegation of Turkey informed that Turkey had started implementation of D-8 PTA among the contracting parties.

Agenda Item 9: Consideration and Adoption of the Proposed Budget for 2017

The D-8 Secretary-General presented the budget proposal for 2017 which is attached as **Annex X**. The Commission reviewed the proposal and agreed to it with the exception of the increase in the maintenance of 'Building' head. The Commission approved provisional budget for a total amount of €899,984.00 for 2017. The agreed budget is attached as **Annex XI**.

The Secretary-General underlined the importance of timely payment of contributions by the Member States noting that some Member States had yet to make their assessed contribution for 2016.

Agenda Item 10: Submission of the Budget Realization Report for 2015

The Secretary-General presented the Budget Realization Report for 2015 which the Commission took note of. The Budget Realization Report is attached as **Annex XII**.

Following the decision of the 37th Session of the Commission, the Secretariat prepared a draft Terms of Reference (ToR) for the governance of General Reserve Fund. The Commission reviewed the draft ToR and agreed on the following:

- a) The revised ToR for the governance of General Reserve Fund as attached as **Annex XIII** was approved; and
- b) The Secretariat would revise the paper on feasibility fund with an introduction in light of the discussion held in this Meeting.

Agenda Item 11: Discussion on appointment of Directing Staff (Secretary-General and Director-I)

The D-8 Secretary-General updated the Commission on the appointment of the next Secretary-General and its implications pursuant to the Charter and the Staff Regulations. He noted that appointment of Secretary-General was to be approved by the Summit.

Attention was also drawn on the separation clause in the Staff Regulations. As per Article 20, Chapter VIII of the Regulations, separation from the Secretariat takes the form of superannuation at the age of 60 years.

The Commission discussed Article 20 of the Staff Regulations and agreed to amend it by putting an asterisk after clause ‘e’ of Article 20 followed by the explanation that ‘the superannuation at the age of 60 years will not be applicable to the position of the Secretary-General’.

The Commission took note of the Charter provisions on the appointment of the Secretary-General and agreed that the next Secretary-General from Malaysia would commence his four-year term after the 9th Summit and that the incumbent Secretary-General should continue in office until the next Summit.

Consequently, the Commission agreed to propose that the Council of Foreign Ministers in its 2nd Special Session accord its endorsement of the appointment of H.E. Ku Jaafar Ku Shaari, the Malaysian candidate for the post of D-8 Secretary-General, whom it considered qualified for the post. It also recommended that the Council may be pleased to approve the continuation in office

of the incumbent Secretary-General until the 9th Summit.

Agenda Item 12: Any Other Business

Under this agenda item, following issues were raised:

- i. The Secretary-General updated the Commission with the latest information on the relocation of the Secretariat to a new premises. He recalled the Delegations' visit to the Secretariat on 6 September 2016 and noted that the Secretariat should be relocated to a new, suitable and spacious premises in order to enable the Secretariat discharge its work more effectively and efficiently. The Commission thanked the Republic of Turkey for providing support to the D-8 Secretariat and appealed for the provision of a suitable venue for the Secretariat premises at the earliest. The Head of Delegation of Turkey informed the meeting of the continued efforts of the Turkish authorities in finding an expeditious solution to the matter.
- ii. The Commissioner of Bangladesh observed that D-8 was at the beginning of second phase of its life cycle. It, therefore, was important to appropriately address the issues of perception, visibility, relevance and effectiveness of the Organization. He mentioned that the SDGs could be taken into account while enhancing cooperation amongst Member States. He also suggested that models for project funding such as, the Nordic Development Fund and ECO could be studied for D-8 project financing. The Commissioner of Iran also noted that D-8 priorities should be harmonized with the SDGs. The Commissioner of Malaysia mentioned that focused programs and activities should be identified for cooperation. He also highlighted the need for stocktaking of the progress achieved under sectoral cooperation. The Head of Delegation of Turkey opined that relevant agencies and academia should be linked to conduct feasibility studies for the establishment of the proposed D-8 Research Center.

After brainstorming, the Chair concluded that a concept paper incorporating all the recommendations of the EPG and discussion held in this meeting would help conceptualize the idea of concrete actions and projects in the second phase of the life cycle of the Organization. The Chair requested the Secretary-General to prepare a concept paper on this matter and present it for discussion in the next session of Commission.

Agenda Item 13: Date and venue of the 38th Session of the Commission

The Commission agreed to hold the 38th Session on 14-15 March 2017 in Turkey.

Agenda Item 14: Consideration and Adoption of the Report of the Special Session of the D-8 Commission

The Commission considered and adopted the Report of the Special Session of the Commission.

Concluding Remarks by the Chairman

The Special Session of the Commission was closed on 7 September 2016.

The Chairman expressed his deep appreciation to all the Delegates and thanked them for productive discussion. He also commended the constructive outcome of the deliberations.

Commissioners and Heads of Delegations also appreciated the Secretariat for the excellent arrangement and support in organizing the Special Session of the Commission.

**Report of the
38th Session of the D-8 Commission
17-18 August 2017
Istanbul, Turkey**

The 38th Session of the D-8 Commission was held on 17-18 August 2017 in Istanbul, Turkey. The meeting was chaired by the Commissioner of Pakistan and attended by Commissioners/delegates from all the Member States. The list of participants is attached as **Annex I**.

Agenda Item 1: Opening of the Meeting

H.E. Mr. Ahmad Naseem Warraich, D-8 Commissioner of Pakistan and the Chair of the meeting, officially declared the meeting open at Bosphorus Meeting Room in Intercontinental Hotel.

Agenda Item 2: Consideration and Adoption of the Draft Agenda

The Commission considered and adopted the agenda of the meeting as per **Annex II**.

Agenda Item 3: Progress report on activities since April 2016 by D-8 Secretary-General

H.E. Dr. Seyed Ali Mohammad Mousavi, D-8 Secretary-General, delivered his statement by welcoming the Commissioners, Heads of Delegation and other members of delegation. In his statement, he highlighted the activities of the Organization since April 2016. He also highlighted the matters as per agenda items to be discussed in this meeting. The statement is attached as **Annex III**.

Agenda Item 4: Statement by the Chair (D-8 Commissioner of Pakistan)

H.E. Mr. Ahmad Naseem Warraich, D-8 Commissioner of Pakistan and Chair of the meeting, delivered his statement and welcomed the delegates to the 38th Session of D-8 Commission. He appreciated the Republic of Turkey for announcing 20 October 2017 as the date for the 9th D-8 Summit and expressed firm belief that the next Chair of the D-8 would take the Organization to a higher standard of achievement.

Agenda Item 5: Update on the Calendar of Events for 2017

The D-8 Secretary-General updated the Commission on the Calendar of Events for 2017. He mentioned that so far only Bangladesh held the 4th TTEN meeting. He expressed concern over the declining trend in holding meetings and events.

The Commission considered the Calendar of Events for 2017 and 2018.

Commissioner of Bangladesh informed that the request to hold the 6th Agricultural Ministerial Meeting in Dhaka had been sent to the Ministry of Agriculture of Bangladesh and their response would be duly conveyed to the Secretariat.

Head of Delegation of Nigeria informed that Nigeria was committed to holding the 6th Ministerial Meeting on Industry in Abuja in 2017 and further information would be shared with the Secretariat soon.

Delegation of Pakistan informed that Pakistan would hold 11th DGCA meeting in November 2017 and the date for Customs Working Group Meeting would be conveyed to the Secretariat soon.

Commissioner of Turkey stated that ascertaining the date for the D-8 Summit showed Turkey's commitment to the Organization; he encouraged other Member States to host more meetings in D-8 priority and other areas.

Updated Calendar of events for 2017 and 2018 is attached as **Annex IV**.

Agenda Item 6: Discussion on the 9th D-8 Summit Documents

The Secretary-General presented the draft Declaration, Post-2017 D-8 Plan of Action, Cooperation Framework, Feasibility and General Purpose Fund and Istanbul Roadmap 2030 as next Summit outcome documents. The documents are enclosed as **Annex V**.

The Commission discussed the documents at length and Commissioners/Heads of Delegation made general and specific comments on the draft documents. After detailed discussion on all the documents, the Commission decided the following:

Istanbul Declaration:

- This would be one of the outcome documents of the upcoming Summit;
- The word 'moderation' would be added after 'solidarity' in the second Paragraph of the Preamble; and
- Observation made by the Member States would be incorporated in the document and circulated by the Secretariat.

Post-2017 D-8 Plan of Action:

- This would be one of the outcome documents of the upcoming Summit;
- Secretariat would circulate the revised Plan of Action based on the discussion held during this commission session and invite Member States input on the revised draft.

Cooperation Framework:

- The Commission would discuss this document in its future session(s) in light of the provisions of the D-8 Charter and other statutory documents;
- Any ideas needing amendments in the Charter or establishment of additional bodies would be omitted.

“Feasibility and General Purpose Fund”:

- The Summit will express its support in the outcome document(s) of the Istanbul Summit to the establishment of a D-8 Fund to support projects. Details of the Fund will be worked out by the Commission and the Council subsequently.

Istanbul Roadmap 2030:

- This would be one of the outcome documents of the upcoming Summit;
- In light of the discussion of the 38th session, the Secretariat would redraft and circulate to Member States a concise and more focused document keeping the six identified priority areas of cooperation in view.
- Member States wishing to make comments on the document, should send their feedback to the Secretariat at the earliest possible.

Agenda Item 7: Discussion on the sideline events of 9th D-8 Summit

The Secretary-General mentioned that the host countries in earlier D-8 Summits conventionally organized a number of sideline events on the margin of the Summit such as, meetings of Central Bankers, Private Sectors etc.

The Commissioner of Turkey informed that Turkey, in principle, was agreeable to holding such events. He added that they were consulting relevant authorities which would organize these events and also awaiting instructions from Hon’ble President in this regard. He mentioned that Member States would be shared with the latest information on sideline events soon.

Agenda Item 8: Discussion on the Agenda of the 17th session of the Regular Council of Ministers and the Summit

The Commission discussed the Agenda of the 17th Regular session of the Council and agreed that the Council would be focused primarily on the Summit and its outcome documents. After detailed discussion, the Commission agreed on the revised agenda of the Council and proposed it for consideration of the Council. The agreed agenda is attached as **Annex VI**.

Agenda Item 9: Consideration and adoption of the proposed budget for 2018 and Audit Report for 2015-2016

The Secretary-General presented the budget proposal for 2018 which is attached as **Annex VII**. He underlined the importance of timely payment of contributions by Member States noting that some were yet to make their assessed contribution for 2016 and 2017.

The Commissioners and Heads of Delegation reviewed the budget proposal and agreed to the following:

- The Secretariat would present the revised budget proposal for 2018 keeping in view the need for more solid justifications for any increase while incorporating a new column reflecting actual expenditure under each sub-head.

The Commission took note of the Audit Report for 2015-2016 and agreed the following:

- Address the audit observations, including internal controls;
- Present concept paper on addressing the matter of budget deficit/surplus.
- Re-advertise the vacancy announcement for professional accountant;

The report is attached as **Annex VIII**.

Agenda Item 10: Consideration of the status of the D-8 Legal Instruments

The Secretary-General presented an update on the ratification, implementation and operationalization of the D-8 Legal Instruments. His statement is attached as **Annex IX**.

The Commissioner of Turkey informed that Turkey had exhausted internal procedure for ratification of the Charter and the Instrument of Ratification would be submitted to the Secretariat in due course.

The Commission took note of the status of the D-8 legal instruments.

Agenda Item 11: Progress report on External Relations including updating the observer status in the OIC

The Secretary-General presented a report on D-8 external relations and visibility efforts, including the observer status process in the OIC. He requested the Member States to make individual efforts to expedite the observer status process in the OIC. He also requested the Commissioner of Turkey to invite the Islamic Development Bank (IDB) to the Summit.

The Commission took note of the report and commended the efforts of the Secretary-General for outreach activities and noted that the arrangements for external relations might be guided by the provisions of the D-8 Charter and relevant rules and regulations.

Agenda Item 12: Date and venue of the Special Session of the D-8 Commission for finalizing the Summit documents

The Commission decided to hold the Special Session of the Commission on 2-3 October 2017 in Istanbul to discuss and finalize the outcome documents of the 9th D-8 Summit. Turkey accepted the Chairman's proposal to chair the Special Session of the Commission.

Agenda Item 13: Any Other Business

Under this agenda item:

- iii. The Commission took note of the Secretary-General's statement on the need for timely payment of budget contribution by all Member States.
- iv. On the matter of education grants for more than two children of Directing staff, the Commission decided to follow the current practice of education grant payments only for two children.
- v. In response to an update by the Secretary-General on relocation of the Secretariat, the Commissioner of Turkey while agreeing with the need for the relocation, stated that the relevant department of the Ministry of Foreign Affairs was working on the matter in coordination with the Secretariat.
- vi. In response to an update by the Secretary-General on the opening of the position of the Director-II on 01 May 2018 and as per the rotation principle, the Head of Delegation of Egypt informed the Commission that Egypt will present its nomination in due time.
- vii. In order to ensure a smooth transition, the Commission decided that the incumbent Secretary-General would continue in office until 31 December 2017 and the next Secretary-General would assume responsibility on 01 January 2018 and submit the decision, if necessary, to the Council in its regular session.

- viii. In accordance with Article 5 of the Staff Regulations, the Commission requested the Secretariat to present a report on review of the staff strength of the Secretariat in the first regular session of the Commission after the 9th D-8 Summit.

Agenda Item 14: Consideration and Adoption of the Report of the 38th Session of the D-8 Commission

The Commission considered and adopted the Report of the 38th Session of the Commission.

Concluding Remarks by the Chairman

The 38th Session of the Commission was closed on 18 August 2017.

The Chairman expressed his deep appreciation to all the Delegates and thanked them for productive discussion. He also commended the constructive outcome of the deliberations.

Delegation of Turkey requested high-level participation by Member States in the 9th D-8 Summit.

Commissioners and Heads of Delegations also appreciated the Secretariat for the excellent arrangement and support in organizing the 38th Session of the Commission.

**Report of the
Special Session of the D-8 Commission
2-3 October 2017
Istanbul, Turkey**

The Special Session of the D-8 Commission was held on 2-3 October 2017 at the Hilton Bosphorus Hotel in Istanbul, Republic of Turkey. The meeting was chaired by the Acting Commissioner of Turkey and attended by Commissioners/Delegates from all the Member States. The list of participants is attached as **Annex I**.

Agenda Item 1: Opening of the Meeting

H.E. Mr. Ata ul Munim Shahid, D-8 Commissioner of Pakistan, officially declared the meeting open.

Agenda Item 2: Consideration and Adoption of the Draft Agenda

The Commission considered and adopted the agenda of the meeting as per **Annex II**.

Agenda Item 3: Handover of Chairmanship to Turkey

As agreed upon in the 38th session of the Commission, D-8 Commissioner of Pakistan handed over the Chairmanship of the D-8 Commission to H.E. Ambassador Kerem A. Kiratli, Acting Commissioner of Turkey.

Agenda Item 4: Statement by the Secretary-General

H.E. Dr. Seyed Ali Mohammad Mousavi, D-8 Secretary-General, delivered his statement by welcoming the Commissioners, Heads of Delegation and other members of Delegation. In his statement, he laid importance to the need for finalization of the draft outcome documents of the upcoming Summit. The statement is attached as **Annex III**.

Agenda Item 5: Statement by the Chair (D-8 Acting Commissioner of Turkey)

H.E. Ambassador Kerem A. Kiratli, Acting Commissioner of Turkey and Chair of the meeting, delivered his statement and welcomed the Delegates to the Special Session of D-8 Commission. He thanked the Islamic Republic of Pakistan for D-8 leadership during the last four and a half years and appreciated the progress made during this period. He expressed hope that the 9th Summit would infuse renewed dynamism into the work of the organization in its new life cycle

while celebrating its 20th anniversary with the highest level of participation from the Member States.

Agenda Item 6: Discussion and finalization of the 9th D-8 Summit Documents

The Secretary-General presented the draft Declaration and D-8 Istanbul Plan of Action for consideration as outcome documents in the next Summit. The documents are enclosed as **Annex IV**.

The Commission discussed the documents at length and Commissioners/Heads of Delegation made general and specific comments on the draft documents and agreed that the draft document on the Roadmap would be considered and adopted in the 10th Summit. After detailed discussion on all the documents, the Commission finalized the text of the draft Declaration and agreed to further discuss Paragraphs 28-32 in the 39th session of the Commission.

The Commission also endorsed, in principle, the D-8 Istanbul Plan of Action and agreed that the Secretariat in consultation with the host country would work further to reflect certain actions (Trade facilitation, Tourism and Energy) based on the agreed Istanbul Declaration 2017. Both the agreed draft Declaration and the D-8 Istanbul Plan of Action are attached as **Annex V** and **Annex VI**, respectively.

Agenda Item 7: Briefing by the D-8 Summit Coordinator on the 9th D-8 Summit and its sideline events

The Coordinator for the 9th Summit in the Ministry of Foreign Affairs of Turkey briefed the Meeting with details of the Summit. He mentioned that the Administrative Arrangements for the Summit, the Council and the Commission had been sent to the Member States and elaborated on the logistic as well as protocol arrangements. He also mentioned that the Ministry of Foreign Affairs of Turkey would convene a briefing session on Summit preparation for the D-8 Missions on 4 October 2017 in Ankara. He mentioned that Member States would be thereby updated in due time. He requested the Member States to confirm at the earliest possible their level of participation.

Agenda Item 8: Any Other Business

Under this agenda item:

1. The Commission was presented with the draft agenda of the 39th Commission, 17th Council and 9th Summit. The Commission reviewed the draft agenda and agreed on the proposed draft agenda as attached in **Annex VII**.

2. The Commissioner of Nigeria informed that the 6th Ministerial Meeting on Industry would be held on 14-16 November 2017 in Abuja and requested Ministerial delegation from all the Member States.

3. The Commissioner of Pakistan informed that the 11th DGCA meeting would be held on 27-28 November 2017 in Islamabad and invited all Member States for their participation.

Agenda Item 9: Consideration and Adoption of the Report of the Special Session of the D-8 Commission

The Commission considered and adopted the Report of the Special Session of the Commission.

Concluding Remarks by the Chairman

The Chairman expressed his deep appreciation to all the Delegates and thanked them for productive and fruitful discussion. He also commended the constructive outcome of the deliberations. He requested the highest-level participation by Member States in the 9th D-8 Summit.

The Chairman, Commissioners and Heads of Delegation also appreciated the Secretariat for hosting the Special Session of the Commission and the excellent arrangement for organizing the Meeting.

The Special Session of the Commission was closed on 3 October 2017.

**Report of the
39th Session of the D-8 Commission
17-18 October 2017
Istanbul, Turkey**

The 39th Session of the D-8 Commission was held on 17-18 October 2017 at the Lutfi Kırdar International Convention and Exhibition Center in Istanbul, Republic of Turkey. The meeting was chaired by the Commissioner of Turkey and attended by Commissioners/Delegates from all the Member States. The list of participants is attached as **Annex I**.

Agenda Item 1: Opening of the Meeting

H.E. Ambassador Sedat Önal, D-8 Commissioner of Turkey and Chair of the meeting, officially declared the meeting open.

Agenda Item 2: Adoption of the Draft Agenda

The Commission considered and adopted the revised agenda of the meeting as per **Annex II**.

Agenda Item 3: Statement by the Secretary-General

H.E. Dr. Seyed Ali Mohammad Mousavi, D-8 Secretary-General, delivered his statement by welcoming the Commissioners, Heads of Delegation and other members of Delegation. In his statement, he underscored the importance of the need to finalize the draft outcome documents of the upcoming Summit. The statement is attached as **Annex III**.

Agenda Item 4: Statement by the Chair (D-8 Commissioner of Turkey)

H.E. Ambassador Sedat Önal, D-8 Commissioner of Turkey and Chair of the meeting, delivered his statement and welcomed the Delegates to the 39th Session of D-8 Commission. He expressed hope that the 9th Summit would infuse renewed dynamism into the work of the Organization in its new life cycle.

Agenda Item 5: Consideration and adoption of the proposed budget for 2018

The Secretary-General presented the budget proposal for 2018 which is attached as **Annex IV**. He underlined the importance of timely payment of contributions by Member States noting that some were yet to make their assessed contribution for 2016 and 2017.

The Commissioners and Heads of Delegation reviewed the budget proposal and agreed to it. Agreed budget for 2018 is attached as **Annex V**. The Commission requested the remaining Member States to pay assessed contribution at the earliest.

Agenda Item 6: Discussion and finalization of the 9th D-8 Summit Documents

The Secretary-General presented the draft D-8 Istanbul Plan of Action and the Istanbul Declaration 2017 to the Commission to be recommended to the Council of Ministers as outcome documents for the 9th Summit. The documents are enclosed as **Annex VI**.

The Commission discussed the documents at length and finalized draft texts of the D-8 Istanbul Plan of Action and the Istanbul Declaration 2017 and recommended to the Council for their consideration in the 17th Session. Both the agreed drafts of the D-8 Istanbul Plan of Action and the Istanbul Declaration 2017 are attached as **Annex VII** and **Annex VIII**, respectively.

Agenda Item 7: Consideration of the Agenda of the 17th Session of the Regular Council of Ministers

The Commission discussed the Agenda of the 17th Regular session of the Council. After detailed discussion, the Commission agreed on the revised agenda of the Council and proposed for consideration of the Council. The agreed agenda is attached as **Annex IX**.

Agenda Item 8: Any Other Business

No item was discussed under this agenda item.

Agenda Item 9: Date and venue of the 40th Session of the D-8 Commission

The Delegate of Turkey informed that the exact date and venue of the 40th session of the Commission would be conveyed to the Secretariat in due course.

Agenda Item 10: Consideration and Adoption of the Report of the 39th Session of the D-8 Commission

The Commission considered and adopted the Report of the 39th Session of the Commission.

Concluding Remarks by the Chairman

The Chairman expressed his deep appreciation to all the Delegates and thanked them for their contributions.

Commissioners and Heads of Delegation thanked the Government of the Republic of Turkey for their hospitality and appreciated the excellent arrangements in hosting the 39th Session of the Commission. They also appreciated the Secretariat for its excellent work.

The 39th Session of the Commission was closed on 18 October 2017.