

**Agenda for the 3rd Meeting of the
2nd Bureau of the Asia Pacific
Ministerial Conference on Housing and
Urban Development**

DATE : 29th March, 2009
VENUE : Nairobi, Kenya

AGENDA PAPERS

Nairobi, Kenya

**Agenda for the 3rd Meeting of the Bureau of the Asia Pacific Ministerial
Conference on Housing and Urban Development**

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Item No. 1	:	Ratification of the Minutes of the 2nd Meeting of the Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development	3
Item No. 2	:	Action taken report on the decision of the 2nd Meeting of the Bureau held at New Delhi, India	24
Item No. 3	:	Other Actions taken by the Secretariat subsequent to the 2nd meeting of the Bureau	25
Item No. 4	:	Report on the participation in WUF4, Nanjing, China	74
Item No. 5	:	Permanent Secretariat – Formal Registration process	97
Item No. 6	:	Proposed Structure of the Permanent Secretariat	119
Item No. 7	:	Proposed Structure for requesting financial Support from APMCHUD Member Countries	130
Item No. 8	:	Suggestions for organization of a Regional Conference on Slum Development in Mumbai	140
Item No. 9	:	Proposal of UN-ESCAP for one-day ‘Asia-Pacific Urban Forum 2010’ during the 3rd APMCHUD in Indonesia.	141
Item No. 10	:	Any other item with the permission of the Chair.	147

Item No. 1 : Ratification of the Minutes of the 2nd Meeting of the Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development

The 2nd meeting of the Bureau was held at New Delhi on 13th October, 2008. A copy of the Minutes of the meeting is placed.

The Bureau may consider the Minutes for ratification.

Minutes of the 2nd Meeting of the Second Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development

Date : 13th October, 2008
Venue : New Delhi, Republic of India

Participants :

Members

H.E Mr Mohammad Saeedikia, In Chair
Minister for Housing and Urban Development,
Islamic Republic of Iran &
Chairperson of the APMCHUD

H.E. Mr Vardan Vardanyan
Minister for Urban Development
Republic of Armenia

H.E. Ms. Kumari Selja
Minister for Housing & Urban Poverty Alleviation
Republic of India

HE Ms. (Dr.) Ramalis Subandi Prihandana
Special Deputy Minister of Ministry of People's Housing
Republic of Indonesia

H.E Mr. Rahmatullah Kakar,
Federal Minister of Housing and Works
Islamic Republic of Pakistan

Mr. S.K. Singh, Chief Coordinator of the Bureau &
Joint Secretary (Housing), Ministry of Housing &
Urban Poverty Alleviation, Government of India

Special Invitee from UN-HABITAT

Dr Markandey Rai, Coordinator
Global Parliamentarians UN-HABITAT

Other Participants:

Islamic Republic of Iran

H.E Mr. Manouchehr Khajehdalouie,
Vice Minister, Housing and Urban Development

H.E Mr Seyed Mehdi Nabizadeh
Ambassador Extraordinary and Plenipotentiary
Embassy of the Islamic Republic of Iran
New Delhi

Mr Bardia Navaee
Counsellor,
Embassy of the Islamic Republic of Iran, New Delhi

Mr. Sadegh Sadeghpur
International Affairs Department

The Republic of Armenia

Mr Vardan Torosyan
Head of the Department
Ministry of Urban Development
The Republic of Armenia

H.E. Dr. Ashot Kocharian
Ambassador Extraordinary and Plenipotentiary
Embassy of the Republic of Armenia
New Delhi

Republic of India

Ms. Kiran Dhingra,
Secretary, Ministry of Housing & Urban Poverty Alleviation

Mr Manoj Aggarwal,
Ministry of Housing & Urban Poverty Alleviation

Mr. KL Dhingra, Chairman and Managing Director,
Housing and Urban Development Corporation (HUDCO)

Republic of Indonesia

Dr. Hadi Soetjahyo
Deputy Director for Strategy and Policy Ministry of Public Works

Mr. Otto Riadi, Counsellor,
Embassy of the Republic of Indonesia, New Delhi

Mr Meugah Suriyan Sanggamara
Third Secretary (Economic)
Embassy of the Republic of Indonesia, New Delhi

Islamic Republic of Pakistan

H.E. Mr Shahid Malik
High Commissioner of the Islamic Republic of Pakistan New Delhi

Mr Saleem Iqbal,
Consultant, Ministry of Housing and Works Islamic Republic of Pakistan

Mr Sadiq Khan
First Secretary, High Commission of the Islamic Republic of Pakistan New Delhi

Secretariat of the Bureau of APMCHUD

Dr. P Jayapal,
Executive Director (Urban & Regional Planning),
Housing and Urban Development Corporation Ltd (HUDCO), New Delhi

Mr. Rajesh Goel,
Deputy Chief,
Housing and Urban Development Corporation Ltd (HUDCO), New Delhi

UN-Habitat
Ms. Christine Auclair, UN-Habitat

Welcoming the Members and the representatives of the member Countries, H.E Kumari Selja, Minister for Housing and Urban Poverty Alleviation, Government of India thanked the Chairperson of the Bureau for consenting to have this meeting at New Delhi. Expressing satisfaction on the APMCHUD initiative blossoming into a vibrant mechanism, and increasingly gaining recognition in the sector, she recalled the pronouncement of the Delhi Declaration on the establishment of the Asia-Pacific Ministerial Conference on Housing and Urban Development as well as the preparation of the Enhanced Framework for sustainable urbanization in the Asia-Pacific, outlining the concern areas and corrective measures, comprehensively in the First Asia Pacific Ministerial Conference was held in New Delhi in December 2006. She further recalled that the Delhi Declaration, adopted at the First Conference had set a firm ground for APMCHUD to emerge as a mechanism for collective cooperation in the field of housing and urban development, in addition to outlining the Institutional framework in the form of the Biennial Ministerial Conference, the Bureau as well as the Secretariat.

Outlining the various initiatives taken when India was the Chair of the APMCHUD till May 2008, H.E Kumari Selja indicated that in line with the decision in the Delhi Declaration, the Government of India extended its support to immediately operationalise the Secretariat by providing the space and manning as well as other logistic support for hosting the Bureau Secretariat and also such other requirements to gain a firm ground, to progress further towards achieving the common objectives of sustainable development of human settlements in the Asia Pacific Region. With the cooperation of the member countries, the Bureau also held intense discussions at Nairobi, Amman and Tehran on various aspects relating to the institutional, collaborative and cooperative initiatives that APMCHUD has to address. H.E Kumari Selja also commended the guidance and assistance extended by the UN-HABITAT in such initiatives by participating in all the Bureau meetings and extending guidance on various issues. With such cooperation, she indicated that the APMCHUD Secretariat was fully activated, which has been able to effectively coordinate the activities of the Bureau. She further added that the Secretariat, in addition to launching an exclusive web-site, in accordance with the decision of the APMCHUD, had also initiated discussions with other stake holders such as World Bank, UNDP, UN-ESCAP, DFID, ADB, KfW, etc for strengthening the institutional and cooperative initiatives.

H.E Kumari Selja recalled the significant support extended by His Excellency Mr Mohammed Saeedikia in the organisation of the Second Conference at Tehran which was a major success in not only enlisting participation from the Member countries and also in charting out an Action Plan to move ahead in a focused manner on specific areas towards achieving our objective. H.E specially acknowledged the meticulous planning

of the Conference under direct monitoring of His Excellency Mr Mohammed Saheedikia because of which the entire programme went in a smooth, cordial and businesslike manner.

Appreciating the arrangements that have been made for current meeting, H.E Kumari Selja specially thanked the Embassies and Missions of the member countries of the Bureau for their cooperation in the organization of this event. H.E Kumari Selja welcomed the Members and all the representatives to the historic city of New Delhi and wished a pleasant and happy stay in New Delhi.

The Hon'ble Chairperson of the Bureau, H.E Mohammad Saheedikia, Minister for Housing and Urban Development, Islamic Republic of Iran expressed his gratitude to the Government of India and to H.E. Kumari Selja, Hon'ble Minister for Housing and Urban Poverty Alleviation, Republic of India for hosting this 2nd meeting of the Bureau in this historic and beautiful city of New Delhi. On behalf of the Bureau members, the Chairperson conveyed his appreciation for the personal interest taken by H.E Kumari Selja for the wonderful hospitality and kind courtesies extended to the Bureau members and for facilitating holding of this meeting in a congenial and pleasant atmosphere. The Chairperson recalled the significant efforts taken by India in shaping the APMCHUD initiative to the level it has reached as of now and towards making it a vibrant and focused initiative for achieving the common objectives of Asia Pacific regions in the field of housing and urban development.

Welcoming the members and participants to the 2nd Meeting of the Bureau in New Delhi, he stressed the need for converting the Tehran Declaration and Action Plan into a reality through collective and cohesive efforts. Underlining that the APMCHUD is in a critical juncture to put the vision into reality through collective and cohesive efforts, sought the continued cooperation of all the member countries, as they have always extended, for furthering the collective efforts of APMCHUD towards recognizable results. In this context, he was confident that this meeting would facilitate in firming up actions for putting in place the facilitatory requirements for effective implementation of the Action Plan.

H.E Mohammad Saheedikia, Chairperson further highlighted that this second meeting of the Bureau is being held at an important juncture when the world countries at large are about to meet in Nanjing, China to interact and discuss on urban issues, with particular reference to their harmonious development. The Chairperson opined that this is an opportunity for the APMCHUD to share our views and concerns and also observe and understand the approaches being followed in other Regions as well. The Chairperson shared with the members that the APMCHUD has been given a special privilege to present the views of the Asia Pacific region in the Ministerial Round table at the World Urban Forum meet at Nanjing, China.

H.E Mohammad Saeedikia, Hon'ble Chairperson of the APMCHUD again welcomed the Hon'ble members and the representatives to the Second Meeting of the Bureau and invited the members to share their views before the agenda items are taken up in order.

Thanking the Chairperson, APMCHUD for organisation of the Second meeting of the Bureau, H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works, Islamic Republic of Pakistan expressed his thanks to the Government of India for hosting the event. H.E conveyed his special appreciation to the H.E Kumari Selja, Hon'ble Minister for Housing and Urban Poverty Alleviation, Government of India for the special and personal interest taken in the organisation of the meeting in a wonderful atmosphere.

Underlining that the APMCHUD is a unique forum that addresses the common problems based on shared vision in respect of the urban and rural planning and management, slum upgradation, water supply and sanitation, affordable housing finance with special reference to low income housing and sustainable urbanization, he indicated that the Islamic Republic of Pakistan has constituted a Working Group and has also nominated Experts on the Steering Group constituted to work out modalities for undertaking a feasibility study as outlined in the Action Plan.

The Hon'ble Federal Minister of Housing and Works, Islamic Republic of Pakistan has also shared with the members that the Hon'ble Prime Minister of Pakistan has envisioned a mega Housing Programme for providing 1 million housing for the poorest of the poor, and that towards participating in this major effort, MOUs have been signed with companies from USA, Canada, UK, Malaysia, China, Germany, etc and are also in contact with the Islamic republic of Iran and other countries in this regard. Highlighting the importance of the Public-Private-Partnerships for ameliorating the situation, the Hon'ble Member underlined the focus areas as capacity building, slum up gradation initiatives, provision and improvement of basic services such as water supply, promotion of PPP efforts through Joint Ventures and foreign investors, land banking initiatives, promotion latest technologies, and promotion of disaster resistant construction practices through adoption of appropriate construction methods and building codes.

In this context, the Hon'ble member expressed that the Asia pacific Countries can pool their financial and technical expertise based on a joint and collaborative effort, for achieving the objective of harmonious development. H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works also indicated that Islamic Republic of Pakistan would participate in the Fourth WUF at Nanjing in November, 2008.

Thanking the Chairperson, APMCHUD for the invitation to participate in the Second meeting of the Bureau, HE Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, Republic of Indonesia

expressed her gratitude to Government of India for hosting the event and also for the wonderful arrangements made for the event. Conveying her sincere appreciation of the consistent support extended by the Government of India since birth of the APMCHUD in 2006, HE Special Deputy Minister of Ministry of People's Housing commended the efforts of the Islamic republic of Iran in the successful conduct of the Second Conference of the APMCHUD at Tehran in May 2008. H.E also requested continued cooperation and support of the member countries and UN-HABITAT in the organisation of the 3rd Conference of the APMCHUD in Indonesia.

H.E Ms. (Dr.) Ramalis Subandi Prihandana conveyed to the members that the Republic of Indonesia would present two cases of Best Practices practiced by two Urban Local Bodies in respect of housing and infrastructure development in the World Urban Forum which are very relevant in relation to the Action Plan and that based on the same, bilateral cooperation with other countries is also proposed to be undertaken. In addition, she further indicated that a major event is being organised in the latter half of October in Indonesia, with a focus on green buildings and sustainable urbanization, and extended an invitation to the member countries to participate in the same.

H.E. Mr Vardan Vardanyan, Minister for Urban Development, the Republic of Armenia thanked the chairperson for organizing the meeting at this important juncture. Expressing his gratitude to the Government of India for hosting the event, he conveyed his special thanks to H.E Kumari Selja for the special efforts made in this regard.

Indicating that Armania is among the growing economies, he highlighted the efforts of the Government of the Republic of Armania for mitigating the effects of devastation due to natural disaster. In addition, he underlined the special programme being implemented by the Government for provision of educational and health institutions in the country.

Expressing Armenia's continued support for all the efforts under the aegis of APMCHUD, H.E. Mr Vardan Vardanyan offered to host the third meeting of the Bureau in Armenia and requested the members to concur the same.

Dr Markandey Rai, the representative from UN-HABITAT thanked the Government of India for hosting this important event and expressed the appreciation of the UN-HABITAT for extending the invitation for participation for UN-HABITAT as has been done in respect of earlier meetings as well. Conveying the best wishes on behalf of the Executive Director, UN-HABITAT for the success of the meeting, he indicated that the UN-HABITAT attaches a great importance for the APMCHUD as evidenced from the fact that all the Bureau meetings have been represented by the UN-HABITAT. Dr Markandey Rai further expressed his special happiness on participating in this meeting, as it is being held in the place of birth of APMCHUD. Congratulating the APMCHUD on the successful progress since its inception, he underlined that establishment of the

APMCHUD mechanism itself has been a historic event, as the path passed through towards achieving this has not been easy to cross. Congratulating the Government of India and specially H.E Kumari Selja for the significant efforts towards establishment of the APMCHUD mechanism and also for playing a lead role in the pronouncement of the Delhi Declaration as well as formulation of the Advanced Framework for sustainable urbanization in the Asia Pacific Region. Holding of the Bureau meetings at periodic intervals taking up critical issues for giving the APMCHUD a firm ground to grow has been commendable. The meticulous planning and organization of the Second conference of the APMCHUD at Tehran under the direct and personal monitoring of the current Chairperson H.E Mohammad Saeedikia and formulation of the Action Plan are significant steps in the growth of this initiative. He commended the effort by the Permanent Secretariat and the Chief Coordinator Mr S.K. Singh in organizing the successive events successfully making it a vibrant and active Institution. In achieving the Millennium Development Goals, the National Governments have a central role, and for converting these goals into a reality, an active Secretariat is a must. In this process, association of the Permanent Secretariat for experience sharing would be beneficial. With the clear vision portrayed by the APMCHUD and the very active and innovative Secretariat to implement the vision into reality, he expressed that UN-HABITAT has confidence on the progress of the initiative unhindered.

Indicating that agreeing on an Action Plan in Tehran was a major achievement by APMCHUD, and now for implementing the same, the role of the Permanent secretariat is very critical. In this context, he emphasized the need for a comprehensive strengthening of the Permanent Secretariat in New Delhi. Appreciating the efforts made by the Permanent Secretariat in the short span of time, he indicated that the proposal sent by the Secretariat for seeking guidance of the UN-HABITAT has been taken up with utmost importance and the same is under examination by the Experts in the UNHABITAT. He indicated that the UN-HABITAT would request the Chief Coordinator Mr SK Singh to visit the UN-HABITAT and interact with the Experts with a view to finalise the modalities of formalizing the Institutional set up as well as working out modalities of financial contribution from the member countries.

Underlining the critical role of the Secretariat in achieving the objectives, he urged that strengthening the Permanent Secretariat is an urgent necessity. He opined that efforts on knowledge dissemination, data base maintenance and management, development of indicators specifically for the Asia Pacific region, etc are core activities of the Secretariat and this needs to be pursued immediately towards which strengthening of the Secretariat is an imperative.

Dr Markandey Rai further explained on the forthcoming Fourth World urban Forum event at Nanjing, China and urged the member countries to take advantage of the opportunity to share as well as learn experiences in the field of harmonious development of cities. He highlighted that the programme has the round tables of Ministers, and Parliamentarians and there are a number of dialogues on contemporary

themes of relevance in the field of harmonious development of cities at large. There would be a special opportunity for the APMCHUD as well, to share its perception on the harmonious development of cities in the Asia Pacific Region. There are also opportunities for networking during the event.

Once again thanking the Chairperson for the invitation to the meeting, he assured the continued support of UN-HABITAT in all the activities and initiatives of the APMCHUD.

After the brief remarks by the members, the agenda items were taken up for discussion.

Item No. 1 : Ratification of the Minutes of the first Meeting of the Second Bureau held on 14th May, 2008 in Tehran & third Meeting of the first Bureau

The Chief Coordinator indicated that the minutes of the first Meeting of the 2nd Bureau held on 14th May, 2008 in Tehran and the third Meeting of the 1st Bureau were circulated to the members and also the same were posted on the web-site of APMCHUD as well. He further informed that no comments have been received and accordingly placed the same for consideration of ratification.

Recalling that it was specifically decided in Tehran that the 2nd Bureau meeting may discuss the upcoming World Urban Forum event scheduled at Nanjing, China, the Hon'ble Minister of Housing and Urban Poverty Alleviation, India, Kumari Selja suggested that this aspect may be added. This was agreed to by all the Members.

The Hon'ble Federal Minister of Housing and Works, Islamic Republic of Pakistan H.E Mr. Rahmatullah Kakar indicated that the notice given for second meeting at New Delhi was very short and suggested that the meeting intimation should be sent well in advance to enable the members to complete the preparatory requirements comfortably. Agreeing to the need for an advance notice well in advance, HE Kumari Selja, the Hon'ble Minister for Housing and Urban Poverty Alleviation recalled that as per the decision in the Tehran meeting the member countries were to indicate their willingness to host this meeting. As no indication was received from any Member country and as the meeting was to be convened in the context of the WUF in the First week of November, 2008, in consultation with the Hon'ble Chairperson this meeting has been fixed at New Delhi, and this has been the reason for the short notice for the meeting. Appreciating the gesture of the Government of India in this regard, the Chairperson also expressed happiness on the Republic of Armenia expressing its willingness to host the 3rd meeting of the Bureau so much well in advance.

With these two observations the Bureau ratified the minutes included in the agenda.

Item No. 2 : Action taken report on the decision of the second Bureau in its first Meeting

The Chief Coordinator of the Bureau presented the various actions taken in respect of the decisions in the first meeting of the second Bureau. The actions related to the decisions regarding convening of the 2nd meeting of the new Bureau, finalization of the agenda for the 2nd meeting of the Bureau, actions to be taken on the Tehran declaration and the Action Plan for regional cooperation on promoting Sustainable Development among Asia-Pacific countries, soliciting the support and coordination from multi-lateral agencies for the APMCHUD, soliciting the support of the UN-HABITAT for establishment of APMCHUD Secretariat, establishment of sub-regional slum upgrading working groups as per the Action Plan, actions to draw lessons from the valuable experiences of the Islamic republic of Iran and Japan on seismic risk mitigation, establishment of the Asian Disaster Mitigation Centre in Tehran, and follow up on the establishment of APMCHUD's Secretariat at New Delhi.

While on the actions taken on the decision of soliciting support of UN_HABITAT for establishment of APMCHUD Secretariat, the Chairperson of the APMCHUD H.E Mohammad Saeedikia requested the UN-HABITAT to provide its views. Responding to the same, Dr Markandey Rai informed that UN-HABITAT is in receipt of the communication in this regard from the Secretariat of APMCHUD and the same is under study in its Legal Department. On completion of the same, UN-HABITAT would inform its views, suggestions if any to the Secretariat.

On this aspect, the Hon'ble Minister of Housing & Urban Poverty Alleviation, Government of India, HE Kumari Selja suggested that a draft structure for the Secretariat of the APMCHUD at New Delhi should be finalized first in consultation with the Chair and the same could be circulated to the members of the Bureau and the same could be discussed in the next meeting of the Bureau. After its ratification or approval by the Bureau, the finalized structure could be forwarded to the UN-HABITAT for its suggestion before formal registration.

This suggestion was agreed by the Bureau and it was decided that the Secretariat would prepare a draft structure in consultation with the Chairperson and the same would be circulated to the members of the Bureau, which would be taken up for consideration in the next meeting of the Bureau.

Item No. 2.1: Action taken report on the decision of the Third Meeting of the First Bureau

In the Third meeting of the First Bureau, it was decided that the required actions should be taken to ensure a larger participation of member countries in the Second APMCHUD Conference at Tehran. The Chief Coordinator of the Bureau outlined the various actions taken by the Secretariat in consultation and coordination with the Conference Secretariat in Tehran and high lighted that the Conference was well attended with more than 37 countries participated.

Expressing satisfaction on the successful organization and conduct of the Second Conference at Tehran, the Chairperson of the Bureau thanked Mr S.K.Singh, Chief Coordinator of the Bureau and the UN-HABITAT for the excellent cooperation and guidance provided in the successful organization of the event.

Congratulating the Islamic Republic of Iran and the Chairperson for the Impressive organization of the second Conference, and H.E Kumari Selja for organizing the impressive First Conference in December 2006 in New Delhi, H.E. Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, the Republic of Indonesia hoped and requested that similar assistance, guidance and help would be extended to the Republic of Indonesia in organizing the Third conference in 2010. She indicated that the success of the Conference is the success of the Institution.

On behalf of the APMCHUD Secretariat, H.E Kumari Selja, Minister for Housing and Urban Poverty Alleviation, Government of India and on behalf of the Islamic Republic of Iran, the Chairperson H.E Mr Mohammad Saeedikia assured full cooperation for the successful conduct of the Third Conference in Indonesia.

Item No. 2.2 : Actions taken by the New Delhi Secretariat subsequent to the Second Conference of APMCHUD held in Tehran

The Chief Coordinator Mr S.K.Singh explained the gist of various actions taken by the Secretariat subsequent to the Second conference of APMCHUD at Tehran. He indicated that subsequent to the successful organization of the Second conference of APMCHUD at Tehran, which was organised with the kind courtesies of the Government of Islamic Republic of Iran, in line with the decisions taken by the APMCHUD and the Bureau, a number of initiatives have been taken by the Secretariat.

Mr. S.K.Singh indicated that immediately after the Conference, the Secretariat uploaded the Tehran Declaration and the Action Plan evolved by the Second Conference in the web-site of the APMCHUD, for wider dissemination of this important development to all the Members countries of the Asia pacific region. In line with the approval extended by the Conference, the Secretariat sought the guidance of the UN-HABITAT on the Institutional framework and other modalities for the Permanent Secretariat of APMCHUD. This included aspects relating to the legal framework, the formal registration process, fund contribution mechanism from the member countries, etc.

As envisaged by the APMCHUD for enlisting wider support and cooperation from the various stake-holders in the field of housing and urban development including multi-lateral financing Institutions, Mr. S.K.Singh indicated that the Secretariat initiated actions soliciting support from multilateral funding organizations like ADB, World Bank, UNDP, UN-ESCAP, DFID, KfW, etc. In addition, letters to various inter-governmental bodies like ECO, SAARC, etc. seeking their cooperation and support for APMCHUD were also addressed. As a follow up of the same, meetings with the representatives of these major bodies based at New Delhi were organised, towards sensitizing them of the initiatives of the APMCHUD for sustainable development of human settlements in the Asia-Pacific Region, and specifically in regard to the possible options of cooperation. In this regard, he explained to the members that the President of ADB as well as DFID had deputed special representatives to have an understanding of the potential options for extending their support to APMCHUD. It has been indicated to the Secretariat that they would be placing the issue before their respective Boards for further action in this regard.

The Chief Coordinator further explained that towards facilitating close interaction with the member countries of the Bureau, the Secretariat has constituted a Focal group with representatives from the Embassies and High Commissions of the member Countries of the 2nd Bureau, which has been very effective and active in enabling a significant interaction and facilitation for effective functioning of the Bureau. Indicating that several meetings of the Focal group were held on various aspects and placed on record the significant contribution made by each one of the members of the Focal group. While placing the Secretariat's sincere appreciation of their role, he reiterated that without their cooperation, the smooth operations of the Secretariat would not have been possible at all.

In regard to initiating actions towards implementation of the Action Plan adopted at the Tehran conference, Mr. S.K.Singh, Chief Coordinator of the Bureau outlined the various preparatory actions taken by the secretariat on the decisions arrived at the second APMCHUD conference on the five sub themes. The Secretariat, in line with the identified action points for the slum upgradation has requested the Housing Ministers of the Bureau Member Countries for taking action for establishment of Sub-Regional Slum up gradation Working Groups in each of their respective Sub-regions. Similarly for the sub

theme of Urban and Rural Planning & Management, the communications have been issued to the Housing Ministers of the Bureau Member Countries requesting for nomination on the Steering Group to be formulated for taking up Feasibility study on Urban and Rural Planning & Management. Towards the actions for the sub theme on Disaster management, the Governments of Japan and Iran have been requested to provide information for sharing on Best Practices on Disaster Management for posting on the Web-site for wider dissemination.

The Chief Coordinator expressed that it is indeed a matter of privilege for APMCHUD to have been invited to make a presentation in the Fourth World Urban Forum in the Ministerial Roundtable. He indicated that the Secretariat has requested all the member countries to provide their inputs for the collective intervention to be made at Nanjing by the Hon'ble Chairperson. The Secretariat has prepared a draft paper for consideration of the Chairperson.

The Chief Coordinator indicated that the website of APMCHUD is being constantly updated by the Secretariat, and more contributions from the members would be welcome towards making the site more informative and interesting.

The Chief Coordinator assured that the Secretariat, with the guidance of the Hon'ble Chairperson and the members, would continue to pursue initiatives towards achieving the objective of sustainable human settlements as outlined in the Tehran Action Plan.

The Bureau noted the actions taken by the Secretariat subsequent to the Second Conference of APMCHUD held in Tehran, and registered its appreciation of the consistent efforts being made by the Secretariat under the guidance of the Chairperson, towards maintaining and continuing the momentum of growth.

Item No. 3: The proposed structure for requesting financial support from APMCHUD Member countries

The Chief Coordinator Mr S.K.Singh presented that as of now, the Government of India is providing the initial support for operationalization of the permanent secretariat at new Delhi and with the proposed manifold activities in regard to implementation of the Action Plan, etc, it is imperative that a significant corpus would need to be established. Accordingly, the item proposes to solicit the contributions of the member countries of APMCHUD.

Agreeing that it would be necessary to firm up this aspect for sustainability in the long run, H.E. Kumari Selja, Hon'ble Minister of Housing & Urban Poverty Alleviation, Government of India opined that it would appropriate to defer this item till the process of firming up the structure for the Secretariat is completed, as it would be premature to

propose the financial support before the likely requirement is fully firmed up. As the process of finalizing the structure is on, it would be proper to defer this item till then.

Thanking for the suggestion, the Hon'ble Chairperson agreed that this item could be deferred till the structure is finalised and the fund requirements could be linked to the decision on the structure. H.E sought the opinion of the Hon'ble members in this regard.

Agreeing to the suggestion to defer the item till the structure is firmed up, H.E. Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, the Republic of Indonesia suggested that it would be required to work out a programme as well as likely benefits to the member countries, which would facilitate the countries to decide on it. H.E also indicated that as each country would have to undergo a process and follow a procedure to gain approval for the contributions and budget it, the item should be dealt with a sense of urgency. Pakistan representative also endorsed the idea of Indonesia.

Agreeing to the suggestion for firming up the structure and also the need for finalizing the fund requirements early as well to put the Secretariat in the action mode, H.E Mr Vardan Vardanyan, Minister for Urban Development, the Republic of Armenia opined that these activities need to be pursued simultaneously so that on finalization of the structure, the fund requirements are firmed up immediately.

Thanking the members for their views, the Chairperson agreed with the overall view of the members that this item could be deferred till the structure and its implications are finalized.

Item No. 4 : **Adoption of the Logo for APMCHUD**

The Chief Coordinator Mr. S.K.Singh explained that the first and second conferences of APMCHUD have used logos for the conferences which have been evolved for the events in the absence of an approved logo for APMCHUD. He indicated that APMCHUD would need to have a logo finalized for enabling the same to be printed on stationary and publicity material and other documentation to be brought out by the APMCHUD. In this regard, he indicated that a few alternatives have been worked out keeping the spirit of the logos used during the two conferences, namely the family with a background of the Asia-Pacific region covered by a roof depicting a shelter made up of the indicative continents, thereby imbibing the essence of sustainable housing and urban development in the region. After detailed discussions on alternative samples and the extent these represent and portray the essence of the ideals of the historic APMCHUD initiative, the Bureau unanimously agreed on the following to be the official logo of the APMCHUD.

It was decided that the approved Logo should be sent to all the members. It was further decided the approved logo would be used for the Third conference of APMCHUD in Indonesia.

In regard to using the connotation, H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works, Islamic Republic of Pakistan suggested that this also needs to be firmed up for use uniformly hereafter. In view of the fact that the connotations have gained a significant popularity and acceptance already in view of the two successful conferences it has been agreed to use the connotation 'Asia-Pacific Ministerial Conference on Housing and Urban Development' with its abbreviation as APMCHUD.



Item No. 5 : **Proposals for implementation of the Second APMCHUD
Action Plan**

The Chief Coordinator indicated the Action Plan for Regional Cooperation on promoting Sustainable urban development among Asia-Pacific Countries approved and adopted in the Second Conference of the APMCHUD at Tehran had identified five major areas for specific actions. This related to urban and rural planning and management, urban slums upgradation, delivery of Millennium Development Goals for water and sanitation, financing sustainable housing - enhancing affordability and quality of low income housing, and development of sustainable urbanization with a focus on natural disasters. He explained that communications have been addressed to all the Bureau member countries to indicate their willingness to identify professionals/experts who could as member of the respect working group/steering group may help in taking the activities further.

In this regard, the Chairperson indicated that it is necessary that actions be initiated by each of the member countries at their country level on the identified themes. The activities of the individual countries could be synchronized through the working groups with the help of the Secretariat in the form of documents at the sub-regional levels, which could then be shared for use among all the countries. Thus, H.E opined that the basic action lie at each country level to initiate at the first instance. H.E Mr Mohammad Saeedikia indicated that the Government of Iran has already constituted five Working groups which have held several round of discussions.

In this regard, Hon'ble Minister of Housing and Urban Poverty Alleviation, Government of India, Kumari Selja agreed that the basic action lie with the respective countries. H.E opined that the actions and progress on each of theme need to be synthesized at the sub-regional level through the coordination mechanism under the aegis of the permanent Secretariat and such documents could be circulated for wider dissemination among all the countries.

In the above context, the Chairperson suggested that the member countries may go through the proposal and convey their willingness to contribute through the mechanism of sub-regional Committees on the 5 themes identified. Such participation need not be in person but through exchange of material on experiments and experiences. At appropriate intervals, the team from the Permanent Secretariat may visit the countries and assemble the material for further dissemination. Accordingly, the Chairperson further suggested that the Secretariat may first seek the comments of the Bureau members and bring up the proposal in the next meeting.

Agreeing to the proposal, H.E Kumari Selja suggested that the Bureau members could convey their comments to the Chief Coordinator. H.E felt that the proposal to share the experiences with the Secretariat which would take action to consolidate the same and share with all the countries is a workable one.

In this regard, H.E Ms. (Dr.) Ramalis Subandi Prihandana, Indonesia enquired whether the practices and Institutions quoted in the item for capacity building (page 102) such as Indonesian Capacity Building Network (InaCapNet), Padang, and the PERPAMSI Jakarta are the ones finally recognized by APMCHUD. H.E inquired whether this is to be construed as a proposal or a recognition, as the Government would also like add to the list of Institutions and experiences in the best practices list for further propagation. The Chief Coordinator clarified that the examples quoted are from the documentation of the second conference and are only indicative, and that this is recognition of the effort and not a proposal.

H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works, Islamic Republic of Pakistan is in agreement with the approach suggested for progressing further on the Action Plan and indicated that the Government of Islamic Republic of Pakistan has already nominated its experts to be on the Steering Committees proposed by the Secretariat.

Concluding the discussions on this item, the Chairperson expressed that urgent actions are required to move further ahead towards implementation of the Action Plan evolved in Tehran. Towards this, the Hon'ble Chairperson requested the members to forward their views, comments and suggestions to the Secretariat, and also their willingness to be on the Working groups/Steering groups. H.E also urged for taking actions on the 5 major themes identified for action at each country level and share the same with the Secretariat for consolidation and sharing with member countries.

The Bureau agreed that subsequent to receipt of the comments from the member countries, this item would be taken up in the next meeting.

Item No. 6 : Correction of the section under Working group five in the Tehran Action Plan

The Chief Coordinator Mr S.K.Singh presented the item indicating that the Working group five of the Tehran Action Plan dealt with the 'development of Sustainable urbanization with a focus on Natural Disasters' and the actions proposed included a) undertake feasibility studies for the creation of a disaster loan fund, b) draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation, c) design and implement training programmes in safe construction methods, d) establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region, and e) establish a programme for city twinning to support cities affected by disasters and provide the required support whenever needed.

In this regard, he indicated that the Government of Islamic republic of iran would like certain modifications/corrections.

While discussing on the proposal, Hon'ble Minister of Housing and Urban Poverty Alleviation, Government of India, Kumari Selja opined that the Tehran Declaration and the Action Plan having been approved by the APMCHUD, possibly any corrections in their contents also may have to be undertaken only at the APMCHUD level. H.E also indicated that India has a Disaster Mitigation Centre at the central level and its experiences could be shared with the member countries. The Hon'ble Federal Minister, Islamic Republic of Pakistan also indicated that with the recent devastating earthquake in Pakistan, its experience in rehabilitation and disaster mitigation could be shared with member countries.

Thanking the member countries for agreeing to share their experiences in the field of disaster mitigation, the Chairperson deferred the proposal for correction in the Action Plan.

Item No.7 : Proposal for the effective participation of the regional countries in the Fourth World Urban Forum in Nanjing, China

The Chief Coordinator presenting the item indicated that the Chairperson of the APMCHUD has been requested by the WUF to share the perceptions and views on the theme of harmonious cities. Accordingly, the Chairperson will be making a statement on behalf of APMCHUD.

The Chairperson indicated that a draft intervention statement has been prepared on behalf of the APMCHUD and members may like to provide comments if any. The draft intervention statement for the WUF was circulated in the meeting.

The Hon'ble Minister, India indicated that India would be represented by a delegation in the World urban Forum at Nanjing. H.E agreeing that it is a good opportunity to present the collective view point of APMCHUD felt that the members may go through the draft intervention document and provide their with in a period of say a week so that the same are incorporated well in advance before the event.

Dr Markandey Rai indicated that WUF is a major event in the urban sector and that there would be participation from similar other Inter-Governmental bodies from Africa and South America and as such is an good opportunity to learn about their structure, action plan etc. Accordingly, Dr Rai suggested that APMCHUD should have a good representation in the event. He underlined that the delegations in addition to Government representation may also comprise all possible stake holders in the urban sector such as private sector, NGOs, etc.

The Hon'ble Minister for Housing and Urban Poverty Alleviation, Government of India Kumari Selja assured that India would have a large participation in the event. H.E indicated that a major interaction is proposed to be held shortly with the participating stake holders to evolve unified views for presentation in the WUF.

HE Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, the republic of Indonesia highlighted that a delegation with representation from central Government as well as a large number of cities would participate in the WUF. H.E indicated that before the WUF, there are major events scheduled in Indonesia in the real estate and Habitat sector, the proceedings of which would form the background for its views in the WUF at Nanjing.

H.E Mr Mohammad Saeedikia indicated that in addition to the Government representation, the delegation from the Islamic Republic of Iran would comprise the Heads of the 5 Committees on the focal themes of Action Plan, NGOs, urban local Bodies, etc.

It was decided that the Hon'ble members may forward their comments on the draft intervention document circulated in the meeting by 25th October, 2008 so that the same are considered by the Chairperson for incorporation in the document for presentation in the World urban Forum on behalf of the APMCHUD.

Item No. 8 : Adoption of the time and place of the third meeting of the second Bureau on the sidelines of WUF4 in Nanjing, China

In view of the expected participation of most of the Bureau member countries in the World Urban Forum in Nanjing during 3-6th November, 2008, the possibility of holding a meeting of the Bureau at Nanjing at the sidelines of WUF meet was discussed.

It was agreed that the time available being short, though the members could meet informally depending on the possibility, the efficacy and need for holding a full-fledged Bureau meeting was felt difficult. It was also agreed that there are no proposal that need immediate consideration in such a short time.

In regard to the date for the next meeting of the Bureau in Armenia, it was felt that one opportunity is to hold the same with due regard to the UN-Governing Council meeting scheduled in March/April 2009. It was further decided that the meeting would be scheduled in the month of February 2009 based on the convenience of the host country and other member countries. It was decided that the date will be finalized by the Secretariat well in advance.

Item No. 9 : Adoption of the structure of the working groups

The Chief Coordinator indicated that this item has already been discussed as part of item 5 in the agenda already and accordingly no separate discussion has been held.

Item No.10: Adoption of the changes to the terms of reference for the secretariat of APMCHUD and the adoption of the description and terms of reference for the rotational secretariat of the Bureau

In the light of the decision on strengthening of the Permanent Secretariat, it was decided to stipulate that 'All the policy papers received in the Secretariat shall be compiled by the Secretariat and put up to the Chairperson and also to be shared among the Bureau members'.

Item No. 11: Any other item with the permission of the Chair.

Concluding the 2nd Bureau meeting of the Bureau of APMCHUD, the Chairperson H.E. Mohammad Saeedikia, Hon'ble Minister for Housing and Urban Development, the Islamic Republic of Iran, conveyed his appreciation and thanks to the Government of India for hosting this meeting and the excellent hospitality and courtesies extended to the members, and also to the Government of Republic of Armenia for indicating its willingness to host the 3rd meeting of the Bureau. H.E thanked all the member countries and UN-HABITAT for their participation in the meeting and expressed confidence that with collective will and wisdom, the APMCHUD would reach new heights in achieving its common goals for the well being of the citizens of the Asia-Pacific region at large. H.E assured all possible cooperation to the Republic of Indonesia in the successful organization of the 3rd Conference of APMCHUD as the success of the Conference would bring in prosperity to the Asia pacific region. He thanked the Chief Coordinator of the Bureau for excellent coordination efforts made in the successful conduct of the meeting.

The Second meeting of the 2nd Bureau ended with a vote of thanks to the Chair.

Item No. 2 : **Action taken report on the decision of the 2nd Meeting of the Bureau held at New Delhi, India**

Decision taken	Action taken
The Secretariat to prepare a draft structure in consultation with the Chairperson and the same would be circulated to the members of the Bureau	A draft structure has been prepared and has been circulated as agenda item for the 3rd meeting.
The approved Logo to be sent to all the members. It was further decided the approved logo would be used for the Third conference of APMCHUD in Indonesia.	The logo has been forwarded to all members and also to the Indonesia Govt for use during the Third conference.
Urgent actions are required to move further ahead towards implementation of the Action Plan evolved in Tehran. Towards this, the Hon'ble Chairperson requested the members to forward their views, comments and suggestions to the Secretariat, and also their willingness to be on the Working groups/Steering groups.	The Secretariat has not yet received any comment in this regard from the members
The Hon'ble members may forward their comments on the draft intervention document for the WUF IV circulated in the meeting by 25 th October, 2008.	Comment was received from the Hon'ble minister from Indonesia. The address was made by the Hon'ble Chairman in the WUF IV and was very well appreciated.
The meeting would be scheduled in the month of February 2009 based on the convenience of the host country and other member countries. It was decided that the date will be finalized by the Secretariat well in advance.	The 3rd meeting was scheduled for Feb 23-24, 2009 at Yerevan, Armenia, in accordance with the decision of the bureau & convenience of the Govt of Armenia, which however was later rescheduled to be held on 29 th March, 2009 at Nairobi, Kenya in conjunction with the 22 nd Governing Council Meeting scheduled to be held from 30 th March to 3 rd April, 2009.
All the policy papers received in the Secretariat shall be compiled by the Secretariat and put up to the Chairperson and also to be shared among the Bureau members.	The same has been noted by the Secretariat for compliance.

Item No. 3 : **Other Actions taken by the Secretariat subsequent to the 2nd meeting of the Bureau**

Date	Action
20.10.2008	Letter to Chairperson of APMCHUD and Minister for Housing and Urban Development, Islamic Republic of Iran indicating about the specific slot allotted in the World Urban Forum - High Level Segment, Ministers' Round Table at Nanjing, China and also seek the approval for printing and distribution of the Background paper in the Forum.
20.10.2008	Letter to Minister for Housing and Urban Development, Islamic Republic of Iran alongwith draft minutes of the 2 nd Bureau Meeting
22.10.08	Minutes of the Focal group meeting of representatives from the Embassies and High Commissions of the member Countries of the 2 nd Bureau was held
29.10.2008	Letter to Chairperson regarding acceptance of Draft intervention as proposed by Chairperson for the World Urban Forum at Nanjing
30.10.2008	Minutes of the Second Meeting of the Bureau held at New Delhi on 13 th October, 2008, forwarded to all the members of the APMCHUD & posted on the website
4.11.2008 5.11.2008	Participation in the High Level Segment, Ministers' Round Table at Nanjing, China & Distribution of Background paper & Speech of Chairman
11.11.2008	Letter to Executive Director, UN-HABITAT seeking guidance concerning to APMCHUD Structure, formal registration and related legal requirements as well as financial sharing pattern by the member countries
11.11.2008	Letter to UN-ESCAP conveying appreciation on the initiatives being taken up by UN-ESCAP and informing about Chief Coordinators participation in the World Urban Forum and meeting with Dr. Yap Kioe Sheng, Chief and Dr. Adnan Hameed Aliani of UN-ESCAP.
11.11.2008	Letter to UN-ESCAP for one-day 'Asia-Pacific Urban Forum 2010' in the 3 rd APMCHUD in Indonesia, in the forthcoming Bureau meeting.
14.11.2008	Letter to United Cities and Local Governments Asia Pacific Regional Section (UCLG ASPAC), CITYNET, Cities Alliance and Regional Office for Asia and the Pacific (Fukuoka) seeking their collaboration and cooperation to APMCHUD & UN-Habitat in improving the human settlements conditions in the Asia-Pacific region.

17.11.2008	Letter to Dy. Minister of Ministry of Housing & Urban Development, Tehran, Iran appreciating their initiatives for 'promoting innovative slum settlement improvement strategies towards promotion of inclusive and harmonious cities' and proposal for organizing a Regional Workshop for sharing of experiences and best practices in the field of slum development, and also offering Secretariat's cooperation for this initiative.
17.11.2008	Letter to Ambassador of Armenia to India regarding the convenient date for holding the third meeting of the 2 nd Bureau in Armenia, as decided in the 2 nd Bureau of APMCHUD held at New Delhi on 13 th October, 2008.
19.11.2008	Meeting of the Focal group of representatives from the Embassies and High Commissions of the member Countries of the 2 nd Bureau was held
22.12.2008	Letter received from Mr. Mohamed Halfani of UN-HABITAT advising Chief Coordinator to organize his visit to Nairobi between 15-31 January, 2009 for a meeting with their Senior Legal Advisor and other experts.
29.12.2008	Letter received from the Embassy of the Republic of Armenia in India regarding confirmation of holding the next meeting of the Bureau of APMCHUD in the last ten days / week of February, 2009 in Yerevan, Armenia
28.01.2009	Invitation letter sent by the Secretariat to the Hon'ble Bureau Members for the meeting to be held on 24 th February, 2009 at Yerevan, Armenia
03.02.2009	Invitation letters (addressed by Hon'ble Minister of Urban Development, Republic of Armenia to the Hon'ble Bureau Members) forwarded by the Secretariat for the meeting to be held at Yerevan, Armenia
04.02.2009	Invitation letters (addressed by Chairperson, Hon'ble Minister of Housing and Urban Development, Islamic Republic of Iran) forwarded to the Hon'ble Bureau Members by the Secretariat for the meeting to be held at Yerevan, Armenia
14.02.2009	Letters sent by the Secretariat to all the Hon'ble members indicating reschedulement of the Third Meeting of the 2 nd Bureau to be held at Nairobi, Kenya
24.02.2009	Letters forwarded to all the Hon'ble Members regarding reschedulement of the meeting to be held at Nairobi Kenya
09.03.2009	Confirmation received from the Hon'ble Chairperson regarding the firm date for holding the 3 rd Meeting of the Second Bureau at Nairobi, Kenya on 29 th March, 2009 for initiating further action in this regard by the Secretariat.
09.03.2009	Approval received from the Hon'ble Chairperson for the Agenda for the 3 rd Meeting of the 2 nd Bureau

SUNIL KUMAR SINGH
Joint Secretary (Housing) &
Chief Coordinator, Bureau of APMCHUD
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D.O. No.APMCHUD/BUREAU/2008
January 28, 2009

**Sub: Asia-Pacific Ministerial Conference on Housing and Urban
Development – Third Bureau Meeting at Yerevan, Armenia**

Excellency

Further to the discussions in the last meeting, I would like to inform that the Honourable Chairperson, Mohammad Saeedi Kia, Minister of Housing and Urban Development, Government of Iran has confirmed the date for meeting at Yerevan, Armenia to be on 23rd February which could be followed by visits to some housing and urban development projects on 24th February, 2009 for the members. The formal invitation is being sent separately.

We would request you to kindly coordinate and facilitate the participation of the Hon'ble Minister in the Third Bureau Meeting at Yerevan, Armenia.

We look forward to the participation of the Hon'ble Minister in this important meeting at Yerevan, Armenia.

With best regards,

Yours sincerely,

Sd/-

(SUNIL KUMAR SINGH)

To all the Hon'ble Members of the Bureau

РЕСПУБЛИКА АРМЕНИЯ
МИНИСТЕРСТВО ГРАДОСТРОИТЕЛЬСТВА
МИНИСТР



REPUBLIC OF ARMENIA
THE MINISTRY OF URBAN DEVELOPMENT
MINISTER

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Կառավարական տուն 3,
0010, г. Ереван, пл. Республики, Дом Правительства 3,
Government House 3, Republic Square,
Tel.: 589080 Fax: 523200
www.mud.am
E-mail: info@mud.am

03.02.09 N 40-28/309

To: H. E. Mr. Sultan Bin Hassan Al Dosari
Minister of Labour and Social Affairs
State of Qatar

Excellency,

As you are kindly aware, the 3rd Meeting of the Second Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) is scheduled to be held in Yerevan, Armenia.

It is my proud privilege to extend an invitation to you for your personal participation in the Bureau Meeting on February 24, 2009.

We would highly appreciate the confirmation of your presence at the meeting and the list of delegation via e-mail: armineham@yahoo.com , for appropriate arrangements.

The agenda for the meeting would be separately forwarded by the Secretariat.

I look forward to your participation at the Meeting.

Please accept, Excellency, the assurances of my highest consideration.

Yours sincerely,

V. Vardanyan

Minister of Urban Development of RA

A. Hambardzumyan
(374 10) 520943

In the Name of God

Subject: Third Meeting of the Second Bureau of APMCHUD

Excellency,

At the outset, I would like to convey my sincere gratitude for your continued support for the initiatives of the APMCHUD.

I am delighted to inform you that APMCHUD has actively participated in the World Urban Forum (WUF) held in Nanjing, China and the outcomes have been very encouraging. It was indeed an honour for the APMCHUD to be given a specific slot for intervention in the World Urban Forum -High Level Segment- Ministers' Round Table at Nanjing, China. It was my privilege to make a presentation on the perceptions and views of APMCHUD on the theme of *Harmonious Urbanization* in the Asia -Pacific Region, in my capacity as Chairman of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD).

Further, as agreed during the Second meeting of the Bureau of the APMCHUD on 13th October, 2008 at New Delhi, the Third meeting of the Second Bureau is scheduled to be held in Armenia in February, 2009. I would like to inform you that the Government of Armenia has graciously consented to host the next meeting of the Bureau on 24th February 2009 in Yerevan, Armenia. Moreover, some site visits to the local Housing and Urban Development Projects are being planned in consultation with the Government of Armenia for the members in the afternoon of the mentioned date.

It is my privilege to extend an invitation to your Excellency to participate in the Third Meeting of the Bureau. I look forward to receiving confirmation in this regard.

It is worth mentioning that the agenda for the meeting will be separately forwarded by the Secretariat.

With regards,

Mohammad Saeedi Kia
Minister of Housing and Urban Development
Islamic Republic of Iran &
Chairman, APMCHUD



Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
5th Floor, HUDCO Bhawan
India Habitat Centre, Lodhi Road
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No. APMCHUD/Bureau/2009

Dated : 14th February, 2009

Sub : Third Meeting of the 2nd Bureau scheduled to be held at Yerevan, Armenia on
24th February, 2009

Excellency

The Chairperson of the Bureau is extremely thankful to the Government of Armenia for the immediate response in agreeing to host the Third meeting of the Bureau at Yerevan, Armenia on 24th February, 2009. The Hon'ble members of the Bureau are also fully aware of the various advance and proactive actions already taken by the Government of Armenia for the successful hosting of this meeting.

In this regard, the 22nd Governing Council meeting of the UN-HABITAT is scheduled to be held shortly at Nairobi, and as per the past practice, a Bureau meeting is arranged along with the Governing Council meeting as well. Accordingly, a considered view has been taken by the Hon'ble Chairperson of the Bureau that in view of the 22nd Governing Council meeting of the UN-HABITAT at Nairobi shortly, the second meeting of the Bureau (scheduled at Yerevan, Armenia) could be held along with the 22nd Governing Council meeting at Nairobi. This has been particularly felt appropriate as the time gap available is short.

Accordingly, the Third meeting of the 2nd Bureau scheduled at Yerevan on 24th shall be held at Nairobi along with the 22nd Governing Council meeting of the UN-HABITAT. The Fourth meeting of the Bureau shall be held at Yerevan based on a date decided thereafter.

On behalf of the Chairperson, APMCHUD and Hon'ble Members of the Bureau and also on behalf of the secretariat, I would like to convey our sincere appreciation for the proactive actions taken by the Government of Armenia for holding the meeting at Yerevan, and apologize for the inconvenience in view of the reschedulement.

We look forward to your continued cooperation.

With kind regards

Yours sincerely,

Sd/-

(S K Singh)

To all the Hon'ble Members of the Bureau

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD &
Joint Secretary (Housing)
Executive Secretariat
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India Habitat Centre, Lodhi Road
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No. APMCHUD/Bureau/2009

Dated : 24th February, 2009

Sub : Third Meeting of the 2nd Bureau - rescheduled to be held at Nairobi.

Excellency

Further to the communication from the APMCHUD Secretariat regarding the reschedulement of the Third meeting of the Bureau at Yerevan, Armenia on 24th February, 2009, a communication from the Chairperson of APMCHUD, H.E. Mr. Mohammad Saeedi Kia, Minister of Housing and Urban Development, Islamic Republic of Iran to the members of the Bureau is enclosed.

The rescheduled meeting is proposed to be held at Nairobi in conjunction with the 22nd Governing Council meeting. The details in this regard would be forwarded to you separately.

We look forward to your continued cooperation.

With kind regards

Yours sincerely,

Sd/-

(S K Singh)



تاریخ 2009/Feb/22

جمهوری اسلامی ایران

شماره 62721/100/02

وزیر مسکن و شهرسازی

In the Name of God

Subject: The Third Meeting of the 2nd APMCHUD Bureau

Excellency

At the outset, I would like to place on record my sincere appreciation for the extensive efforts of the Republic of Armenia to organize for the third meeting of the Second APMCHUD Bureau. As already communicated by the Secretariat and upon the request of Her Excellency, the Minister of Housing and Urban Poverty Alleviation of the Government of India, Ms. Kumari Selja to slightly reschedule the third meeting of the Bureau, the meeting will be held along with the forthcoming 22nd Governing Council Session at Nairobi. As you are aware, the Honorable Members would in any case, be participating in the GC meeting in Nairobi and hence, as per the tradition, it would be prudent to hold this meeting of the Bureau at Nairobi itself. Thus, the subsequent meeting of the Bureau would be held at Yerevan, Republic of Armenia. The Secretariat would be forwarding details for the meeting separately.

While conveying our sincere appreciation for the considerable arrangements made by the Government of Armenia and particularly by the Honorable Minister HE Mr. Vardanyan, I would like to apologize for the inconvenience caused in view of the rescheduling.

With kind regards

Yours sincerely,

Mohammed Saeedi-Kia
Minister for Housing & Urban Development,
Islamic Republic of Iran, &
Chairperson of the Bureau of APMCHUD

APMCHUD - World Urban Forum - Background paper

SK Singh
to minister, Mersedeh, Mersedeh, awaa98

SUNIL KUMAR SINGH
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D.O. No.APMCHUD/BUREAU/2008
October 20, 2008

Sub: Asia-Pacific Ministerial Conference on Housing and Urban Development

Excellency

It is indeed an honour for the APMCHUD to be given a specific slot for intervention by the Chairperson in the World Urban Forum - High Level Segment, Ministers' Round Table at Nanjing, China. While we are awaiting the comments of the members on the documents prepared by your good self for the intervention, the secretariat has also drafted a base paper in this regard. We would like to suggest that the background paper may be considered for tabling at the event.

On receipt of your approval, the Secretariat would take action for getting the same printed and for distribution during the World Urban Forum - High Level Segment, Ministers' Round Table at Nanjing, China.

With kind regards,

Yours sincerely,

Sd/-

(SUNIL KUMAR SINGH)

H.E. Mohammad Saeedi Kia
Minister for Housing and Urban Development
Shahid Khodami Ave., Vanak Sq.
Tehran
Islamic Republic of Iran

APMCHUD - Draft Minutes for the Second Meeting of the Bureau

SK Singh

to minister, Mersedeh, Mersedeh, awaa98, bcc: P, bcc: Rajesh

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D.O. No.APMCHUD/BUREAU/2008
October 20, 2008

Sub: Asia-Pacific Ministerial Conference on Housing and Urban Development

Excellency

The Secretariat is indeed highly obliged for your kind support and guidance for the success of the Second Bureau meeting of the APMCHUD on 13th October, 2008 at New Delhi, India.

The Secretariat has drafted the minutes for the Second Bureau meeting of the APMCHUD on 13th October, 2008 at New Delhi, and the same are enclosed for your kind perusal and consideration.

The minutes would be circulated to the members and also hosted on the website on receipt of your kind approval

With kind regards,

Yours sincerely,

Sd/-

(SUNIL KUMAR SINGH)

H.E. Mohammad Saeedi Kia
Minister for Housing and Urban Development
Shahid Khodami Ave., Vanak Sq.
Tehran
Islamic Republic of Iran

**Minutes of the meeting of the Focal Group of representatives from the
Embassies/High Commissions in Delhi of the member countries of the
2nd Bureau of the APMCHUD**

Venue : Office of the Joint Secretary (Housing) &
Chief Coordinator, Bureau of the APMCHUD

Date & Time : October 22, 2008 at 4.00 PM

Present :

- Mr. Bardia Navaee, Second Counsellor, Embassy of the Islamic Republic of Iran
- Mr Meugah Suriyan Sanggamara, Third Secretary (Economic), Embassy of the Republic of Indonesia
- Mr Biju Mathew, Public Relations Officer, Embassy of Armenia
- Mr. S.K. Singh, JS(H), Govt. of India & Chief Coordinator, Bureau of the APMCHUD

- Dr. P. Jayapal, Executive Director, HUDCO
- Mr. Rajesh Goel, Deputy Chief, HUDCO

At the outset, the Chief Coordinator and Joint Secretary (Housing) thanked all the members of the Focal Group for their immense contribution towards the success of the second bureau meeting of APMCHUD held on 13th October, 2008 at New Delhi. Further, the Chief Coordinator indicated that the minutes of the same have been forwarded to the Honourable Chairperson for approval, after receipt of which the same would be sent to the members of the Bureau and also posted on the website by the Secretariat. The Chief Coordinator requested Mr. Navaee to help expediting the approval by the Chairperson.

The Chief Coordinator also informed the focal group members that the Secretariat has circulated the draft intervention in the World Urban Forum, as prepared by the Honourable Chairperson, for comments of the members. The draft was also circulated to the members during the Second Bureau Meeting. The Chief Coordinator requested the focal group members to liaise with their respective ministers for expediting the comments on the same by 25th of October, 2008, which could be then forwarded to the Chairperson for appropriate incorporation in his intervention at the World Urban Forum.

It was also informed that the Secretariat has prepared a background paper on behalf of Asia Pacific Region for World Urban Forum. The same has been forwarded to the Hon'ble Chairperson for consideration, which after the receipt of

the approval, would be got printed and circulated during the World Urban Forum - High Level Segment, Ministers' Round Table at Nanjing, China.

Regarding the next meeting of the Bureau, the Chief Coordinator indicated that as decided in the Second Meeting of the Bureau, the next meeting would be held in Armenia in February, 2009. The representative from Armenia was requested to indicate the possible dates for holding the meeting which would then be forwarded to the Hon'ble Chairperson for his approval. The meeting notice for 3rd Bureau Meeting could then be sent to the members at an early date, since some of the members had expressed that the notice for the Second Bureau Meeting was short.

Regarding the Agenda for the 3rd Bureau Meeting, the Chief Coordinator indicated that subsequent to the approval of the minutes of the Second Bureau Meeting, the draft agenda for 'Permanent Secretariat – Formal Registration process' and 'Proposed Structure of the Permanent Secretariat' would be forwarded to the Hon'ble Chairperson as decided in the Second Bureau Meeting. He also indicated that an item on the status of preparation for 2010 conference of APMCHUD at Indonesia could also be placed in the 3rd Bureau Meeting.

The Chief Coordinator also informed the members of the focal group that a meeting of the multi lateral agencies for soliciting support for the APMCHUD is proposed to be convened shortly.

The Chief Coordinator while concluding the meeting, thanked the members of the focal group for their continued support in the effective functioning of the APMCHUD and its Secretariat.

from **SK Singh** <jshupa@gmail.com>
to minister@mhud.gov.ir,
Mersedeh Amini Jadid <mersedeh.aminijadid@gmail.com>,
Mersedeh Amini Jadid <mersedeh_a@hotmail.com>,
s_sadeghpur@yahoo.com

date Wed, Oct 29, 2008 at 11:50 AM
subject Intervention at WUF by Chairperson APMCHUD
mailed-bygmail.com

Excellency

As desired during the second meeting of the Bureau, the Secretariat had forwarded the draft intervention proposed by your excellency for the World Urban Forum at Nanjing, to all the members of the Bureau for their comments and suggestions. We would like to indicate that the Secretariat has so far not received any comment from any of the member, and it is presumed that the members have accepted the draft circulated.

We are also keenly awaiting your kind approval of the minutes of the second meeting of the Bureau, for circulating to the members and also for hosting on the website of APMCHUD

With kind regards

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD
and Joint Secretary (Housing)
Government of India

SUNIL KUMAR SINGH
Joint Secretary (Housing) &
Chief Coordinator, Bureau of APMCHUD
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D.O. No.APMCHUD/BUREAU/2008
October 30, 2008

**Sub: Asia-Pacific Ministerial Conference on Housing and Urban
Development – Minutes of the Second Meeting of the Bureau**

Excellency

I am privileged to enclose herewith the minutes of the second Meeting of the Bureau of APMCHUD held on 13th October, 2008 at New Delhi. The same has also been posted on the website of APMCHUD (www.apmchud.com).

We look forward to meeting you at the World Urban Forum at Nanjing, China during 3-6 November, 2008.

With regards,

Yours sincerely,

Sd/-

(SUNIL KUMAR SINGH)

To All the Members of Bureau

Minutes of the 2nd Meeting of the Second Bureau of the Asia Pacific Ministerial Conference on Housing and Urban Development

Date : 13th October, 2008
Venue : New Delhi, Republic of India

Participants :

Members

H.E Mr Mohammad Saeedikia, In Chair
Minister for Housing and Urban Development,
Islamic Republic of Iran &
Chairperson of the APMCHUD

H.E. Mr Vardan Vardanyan
Minister for Urban Development
Republic of Armenia

H.E. Ms. Kumari Selja
Minister for Housing & Urban Poverty Alleviation
Republic of India

HE Ms. (Dr.) Ramalis Subandi Prihandana
Special Deputy Minister of Ministry of People's Housing
Republic of Indonesia

H.E Mr. Rahmatullah Kakar,
Federal Minister of Housing and Works
Islamic Republic of Pakistan

Mr. S.K. Singh, Chief Coordinator of the Bureau &
Joint Secretary (Housing), Ministry of Housing &
Urban Poverty Alleviation, Government of India

Special Invitee from UN-HABITAT

Dr Markandey Rai, Coordinator
Global Parliamentarians UN-HABITAT

Other Participants:

Islamic Republic of Iran

H.E Mr. Manouchehr Khajehdalouie,
Vice Minister, Housing and Urban Development

H.E Mr Seyed Mehdi Nabizadeh
Ambassador Extraordinary and Plenipotentiary
Embassy of the Islamic Republic of Iran
New Delhi

Mr Bardia Navaee
Counsellor,
Embassy of the Islamic Republic of Iran, New Delhi

Mr. Sadegh Sadeghpur
International Affairs Department

The Republic of Armenia

Mr Vardan Torosyan
Head of the Department
Ministry of Urban Development
The Republic of Armenia

H.E. Dr. Ashot Kocharian
Ambassador Extraordinary and Plenipotentiary
Embassy of the Republic of Armenia
New Delhi

Republic of India

Ms. Kiran Dhingra,
Secretary, Ministry of Housing & Urban Poverty Alleviation

Mr Manoj Aggarwal,
Ministry of Housing & Urban Poverty Alleviation

Mr. KL Dhingra, Chairman and Managing Director,
Housing and Urban Development Corporation (HUDCO)

Republic of Indonesia

Dr. Hadi Soetjahyo
Deputy Director for Strategy and Policy Ministry of Public Works

Mr. Otto Riadi, Counsellor,
Embassy of the Republic of Indonesia, New Delhi

Mr Meugah Suriyan Sanggamara
Third Secretary (Economic)
Embassy of the Republic of Indonesia, New Delhi

Islamic Republic of Pakistan

H.E. Mr Shahid Malik
High Commissioner of the Islamic Republic of Pakistan New Delhi

Mr Saleem Iqbal,
Consultant, Ministry of Housing and Works Islamic Republic of Pakistan

Mr Sadiq Khan
First Secretary, High Commission of the Islamic Republic of Pakistan New Delhi

Secretariat of the Bureau of APMCHUD

Dr. P Jayapal,
Executive Director (Urban & Regional Planning),
Housing and Urban Development Corporation Ltd (HUDCO), New Delhi

Mr. Rajesh Goel,
Deputy Chief,
Housing and Urban Development Corporation Ltd (HUDCO), New Delhi

UN-Habitat
Ms. Christine Auclair, UN-Habitat

Welcoming the Members and the representatives of the member Countries, H.E Kumari Selja, Minister for Housing and Urban Poverty Alleviation, Government of India thanked the Chairperson of the Bureau for consenting to have this meeting at New Delhi. Expressing satisfaction on the APMCHUD initiative blossoming into a vibrant mechanism, and increasingly gaining recognition in the sector, she recalled the pronouncement of the Delhi Declaration on the establishment of the Asia-Pacific Ministerial Conference on Housing and Urban Development as well as the preparation of the Enhanced Framework for sustainable urbanization in the Asia-Pacific, outlining the concern areas and corrective measures, comprehensively in the First Asia Pacific Ministerial Conference was held in New Delhi in December 2006. She further recalled that the Delhi Declaration, adopted at the First Conference had set a firm ground for APMCHUD to emerge as a mechanism for collective cooperation in the field of housing and urban development, in addition to outlining the Institutional framework in the form of the Biennial Ministerial Conference, the Bureau as well as the Secretariat.

Outlining the various initiatives taken when India was the Chair of the APMCHUD till May 2008, H.E Kumari Selja indicated that in line with the decision in the Delhi Declaration, the Government of India extended its support to immediately operationalise the Secretariat by providing the space and manning as well as other logistic support for hosting the Bureau Secretariat and also such other requirements to gain a firm ground, to progress further towards achieving the common objectives of sustainable development of human settlements in the Asia Pacific Region. With the cooperation of the member countries, the Bureau also held intense discussions at Nairobi, Amman and Tehran on various aspects relating to the institutional, collaborative and cooperative initiatives that APMCHUD has to address. H.E Kumari Selja also commended the guidance and assistance extended by the UN-HABITAT in such initiatives by participating in all the Bureau meetings and extending guidance on various issues. With such cooperation, she indicated that the APMCHUD Secretariat was fully activated, which has been able to effectively coordinate the activities of the Bureau. She further added that the Secretariat, in addition to launching an exclusive web-site, in accordance with the decision of the APMCHUD, had also initiated discussions with other stake holders such as World Bank, UNDP, UN-ESCAP, DFID, ADB, KfW, etc for strengthening the institutional and cooperative initiatives.

H.E Kumari Selja recalled the significant support extended by His Excellency Mr Mohammed Saeedikia in the organisation of the Second Conference at Tehran which was a major success in not only enlisting participation from the Member countries and also in charting out an Action Plan to move ahead in a focused manner on specific areas towards achieving our objective. H.E specially acknowledged the meticulous planning of the Conference under direct monitoring of His Excellency Mr Mohammed Saieedikia because of which the entire programme went in a smooth, cordial and businesslike manner.

Appreciating the arrangements that have been made for current meeting, H.E Kumari Selja specially thanked the Embassies and Missions of the member countries of the Bureau for their cooperation in the organization of this event. H.E Kumari Selja welcomed the Members and all the representatives to the historic city of New Delhi and wished a pleasant and happy stay in New Delhi.

The Hon'ble Chairperson of the Bureau, H.E Mohammad Saeedikia, Minister for Housing and Urban Development, Islamic Republic of Iran expressed his gratitude to the Government of India and to H.E. Kumari Selja, Hon'ble Minister for Housing and Urban Poverty Alleviation, Republic of India for hosting this 2nd meeting of the Bureau in this historic and beautiful city of New Delhi. On behalf of the Bureau members, the Chairperson conveyed his appreciation for the personal interest taken by H.E Kumari Selja for the wonderful hospitality and kind courtesies extended to the Bureau members and for facilitating holding of this meeting in a congenial and pleasant atmosphere. The Chairperson recalled the significant efforts taken by India in shaping the APMCHUD initiative to the level it has reached as of now and towards making it a vibrant and focused initiative for achieving the common objectives of Asia Pacific regions in the field of housing and urban development.

Welcoming the members and participants to the 2nd Meeting of the Bureau in New Delhi, he stressed the need for converting the Tehran Declaration and Action Plan into a reality through collective and cohesive efforts. Underlining that the APMCHUD is in a critical juncture to put the vision into reality through collective and cohesive efforts, sought the continued cooperation of all the member countries, as they have always extended, for furthering the collective efforts of APMCHUD towards recognizable results. In this context, he was confident that this meeting would facilitate in firming up actions for putting in place the facilitatory requirements for effective implementation of the Action Plan.

H.E Mohammad Saeedikia, Chairperson further highlighted that this second meeting of the Bureau is being held at an important juncture when the world countries at large are about to meet in Nanjing, China to interact and discuss on urban issues, with particular reference to their harmonious development. The Chairperson opined that this is an opportunity for the APMCHUD to share our views and concerns and also observe and understand the approaches being followed in other Regions as well. The Chairperson shared with the members that the APMCHUD has been given a special privilege to present the views of the Asia Pacific region in the Ministerial Round table at the World Urban Forum meet at Nanjing, China.

H.E Mohammad Saeedikia, Hon'ble Chairperson of the APMCHUD again welcomed the Hon'ble members and the representatives to the Second Meeting of the Bureau and invited the members to share their views before the agenda items are taken up in order.

Thanking the Chairperson, APMCHUD for organisation of the Second meeting of the Bureau, H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works, Islamic Republic of Pakistan expressed his thanks to the Government of India for hosting the event. H.E conveyed his special appreciation to the H.E Kumari Selja, Hon'ble Minister for Housing and Urban Poverty Alleviation, Government of India for the special and personal interest taken in the organisation of the meeting in a wonderful atmosphere.

Underlining that the APMCHUD is a unique forum that addresses the common problems based on shared vision in respect of the urban and rural planning and management, slum upgradation, water supply and sanitation, affordable housing finance with special reference to low income housing and sustainable urbanization, he indicated that the Islamic Republic of Pakistan has constituted a Working Group and has also nominated Experts on the Steering Group constituted to work out modalities for undertaking a feasibility study as outlined in the Action Plan.

The Hon'ble Federal Minister of Housing and Works, Islamic Republic of Pakistan has also shared with the members that the Hon'ble Prime Minister of Pakistan has envisioned a mega Housing Programme for providing 1 million housing for the poorest of the poor, and that towards participating in this major effort, MOUs have been signed with companies from USA, Canada, UK, Malaysia, China, Germany, etc and are also in contact with the Islamic republic of Iran and other countries in this regard. Highlighting the importance of the Public-Private-Partnerships for ameliorating the situation, the Hon'ble Member underlined the focus areas as capacity building, slum up gradation initiatives, provision and improvement of basic services such as water supply, promotion of PPP efforts through Joint Ventures and foreign investors, land banking initiatives, promotion latest technologies, and promotion of disaster resistant construction practices through adoption of appropriate construction methods and building codes.

In this context, the Hon'ble member expressed that the Asia pacific Countries can pool their financial and technical expertise based on a joint and collaborative effort, for achieving the objective of harmonious development. H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works also indicated that Islamic Republic of Pakistan would participate in the Fourth WUF at Nanjing in November, 2008.

Thanking the Chairperson, APMCHUD for the invitation to participate in the Second meeting of the Bureau, HE Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, Republic of Indonesia expressed her gratitude to Government of India for hosting the event and also for the wonderful arrangements made for the event. Conveying her sincere appreciation of the consistent support extended by the Government of India since birth of the APMCHUD in 2006, HE Special Deputy Minister of Ministry of People's Housing commended the efforts of the Islamic republic of Iran in the successful conduct of the

Second Conference of the APMCHUD at Tehran in May 2008. H.E also requested continued cooperation and support of the member countries and UN-HABITAT in the organisation of the 3rd Conference of the APMCHUD in Indonesia.

H.E Ms. (Dr.) Ramalis Subandi Prihandana conveyed to the members that the Republic of Indonesia would present two cases of Best Practices practiced by two Urban Local Bodies in respect of housing and infrastructure development in the World Urban Forum which are very relevant in relation to the Action Plan and that based on the same, bilateral cooperation with other countries is also proposed to be undertaken. In addition, she further indicated that a major event is being organised in the latter half of October in Indonesia, with a focus on green buildings and sustainable urbanization, and extended an invitation to the member countries to participate in the same.

H.E. Mr Vardan Vardanyan, Minister for Urban Development, the Republic of Armenia thanked the chairperson for organizing the meeting at this important juncture. Expressing his gratitude to the Government of India for hosting the event, he conveyed his special thanks to H.E Kumari Selja for the special efforts made in this regard.

Indicating that Armania is among the growing economies, he highlighted the efforts of the Government of the Republic of Armania for mitigating the effects of devastation due to natural disaster. In addition, he underlined the special programme being implemented by the Government for provision of educational and health institutions in the country.

Expressing Armenia's continued support for all the efforts under the aegis of APMCHUD, H.E. Mr Vardan Vardanyan offered to host the third meeting of the Bureau in Armenia and requested the members to concur the same.

Dr Markandey Rai, the representative from UN-HABITAT thanked the Government of India for hosting this important event and expressed the appreciation of the UN-HABITAT for extending the invitation for participation for UN-HABITAT as has been done in respect of earlier meetings as well. Conveying the best wishes on behalf of the Executive Director, UN-HABITAT for the success of the meeting, he indicated that the UN-HABITAT attaches a great importance for the APMCHUD as evidenced from the fact that all the Bureau meetings have been represented by the UN-HABITAT. Dr Markandey Rai further expressed his special happiness on participating in this meeting, as it is being held in the place of birth of APMCHUD. Congratulating the APMCHUD on the successful progress since its inception, he underlined that establishment of the APMCHUD mechanism itself has been a historic event, as the path passed through towards achieving this has not been easy to cross. Congratulating the Government of India and specially H.E Kumari Selja for the significant efforts towards establishment of the APMCHUD mechanism and also for playing a lead role in the pronouncement of the Delhi Declaration as well as formulation of the Advanced Framework for sustainable

urbanization in the Asia Pacific Region. Holding of the Bureau meetings at periodic intervals taking up critical issues for giving the APMCHUD a firm ground to grow has been commendable. The meticulous planning and organization of the Second conference of the APMCHUD at Tehran under the direct and personal monitoring of the current Chairperson H.E Mohammad Saeedikia and formulation of the Action Plan are significant steps in the growth of this initiative. He commended the effort by the Permanent Secretariat and the Chief Coordinator Mr S.K. Singh in organizing the successive events successfully making it a vibrant and active Institution. In achieving the Millennium Development Goals, the National Governments have a central role, and for converting these goals into a reality, an active Secretariat is a must. In this process, association of the Permanent Secretariat for experience sharing would be beneficial. With the clear vision portrayed by the APMCHUD and the very active and innovative Secretariat to implement the vision into reality, he expressed that UN-HABITAT has confidence on the progress of the initiative unhindered.

Indicating that agreeing on an Action Plan in Tehran was a major achievement by APMCHUD, and now for implementing the same, the role of the Permanent secretariat is very critical. In this context, he emphasized the need for a comprehensive strengthening of the Permanent Secretariat in New Delhi. Appreciating the efforts made by the Permanent Secretariat in the short span of time, he indicated that the proposal sent by the Secretariat for seeking guidance of the UN-HABITAT has been taken up with utmost importance and the same is under examination by the Experts in the UNHABITAT. He indicated that the UN-HABITAT would request the Chief Coordinator Mr SK Singh to visit the UN-HABITAT and interact with the Experts with a view to finalise the modalities of formalizing the Institutional set up as well as working out modalities of financial contribution from the member countries.

Underlining the critical role of the Secretariat in achieving the objectives, he urged that strengthening the Permanent Secretariat is an urgent necessity. He opined that efforts on knowledge dissemination, data base maintenance and management, development of indicators specifically for the Asia Pacific region, etc are core activities of the Secretariat and this needs to be pursued immediately towards which strengthening of the Secretariat is an imperative.

Dr Markandey Rai further explained on the forthcoming Fourth World urban Forum event at Nanjing, China and urged the member countries to take advantage of the opportunity to share as well as learn experiences in the field of harmonious development of cities. He highlighted that the programme has the round tables of Ministers, and Parliamentarians and there are a number of dialogues on contemporary themes of relevance in the field of harmonious development of cities at large. There would be a special opportunity for the APMCHUD as well, to share its perception on the harmonious development of cities in the Asia Pacific Region. There are also opportunities for networking during the event.

Once again thanking the Chairperson for the invitation to the meeting, he assured the continued support of UN-HABITAT in all the activities and initiatives of the APMCHUD.

After the brief remarks by the members, the agenda items were taken up for discussion.

Item No. 1 : Ratification of the Minutes of the first Meeting of the Second Bureau held on 14th May, 2008 in Tehran & third Meeting of the first Bureau

The Chief Coordinator indicated that the minutes of the first Meeting of the 2nd Bureau held on 14th May, 2008 in Tehran and the third Meeting of the 1st Bureau were circulated to the members and also the same were posted on the web-site of APMCHUD as well. He further informed that no comments have been received and accordingly placed the same for consideration of ratification.

Recalling that it was specifically decided in Tehran that the 2nd Bureau meeting may discuss the upcoming World Urban Forum event scheduled at Nanjing, China, the Hon'ble Minister of Housing and Urban Poverty Alleviation, India, Kumari Selja suggested that this aspect may be added. This was agreed to by all the Members.

The Hon'ble Federal Minister of Housing and Works, Islamic Republic of Pakistan H.E Mr. Rahmatullah Kakar indicated that the notice given for second meeting at New Delhi was very short and suggested that the meeting intimation should be sent well in advance to enable the members to complete the preparatory requirements comfortably. Agreeing to the need for an advance notice well in advance, HE Kumari Selja, the Hon'ble Minister for Housing and Urban Poverty Alleviation recalled that as per the decision in the Tehran meeting the member countries were to indicate their willingness to host this meeting. As no indication was received from any Member country and as the meeting was to be convened in the context of the WUF in the First week of November, 2008, in consultation with the Hon'ble Chairperson this meeting has been fixed at New Delhi, and this has been the reason for the short notice for the meeting. Appreciating the gesture of the Government of India in this regard, the Chairperson also expressed happiness on the Republic of Armenia expressing its willingness to host the 3rd meeting of the Bureau so much well in advance.

With these two observations the Bureau ratified the minutes included in the agenda.

Item No. 2 : Action taken report on the decision of the second Bureau in its first Meeting

The Chief Coordinator of the Bureau presented the various actions taken in respect of the decisions in the first meeting of the second Bureau. The actions related to the decisions regarding convening of the 2nd meeting of the new Bureau, finalization of the agenda for the 2nd meeting of the Bureau, actions to be taken on the Tehran declaration and the Action Plan for regional cooperation on promoting Sustainable Development among Asia-Pacific countries, soliciting the support and coordination from multi-lateral agencies for the APMCHUD, soliciting the support of the UN-HABITAT for establishment of APMCHUD Secretariat, establishment of sub-regional slum upgrading working groups as per the Action Plan, actions to draw lessons from the valuable experiences of the Islamic republic of Iran and Japan on seismic risk mitigation, establishment of the Asian Disaster Mitigation Centre in Tehran, and follow up on the establishment of APMCHUD's Secretariat at New Delhi.

While on the actions taken on the decision of soliciting support of UN_HABITAT for establishment of APMCHUD Secretariat, the Chairperson of the APMCHUD H.E Mohammad Saeedikia requested the UN-HABITAT to provide its views. Responding to the same, Dr Markandey Rai informed that UN-HABITAT is in receipt of the communication in this regard from the Secretariat of APMCHUD and the same is under study in its Legal Department. On completion of the same, UN-HABITAT would inform its views, suggestions if any to the Secretariat.

On this aspect, the Hon'ble Minister of Housing & Urban Poverty Alleviation, Government of India, HE Kumari Selja suggested that a draft structure for the Secretariat of the APMCHUD at New Delhi should be finalized first in consultation with the Chair and the same could be circulated to the members of the Bureau and the same could be discussed in the next meeting of the Bureau. After its ratification or approval by the Bureau, the finalized structure could be forwarded to the UN-HABITAT for its suggestion before formal registration.

This suggestion was agreed by the Bureau and it was decided that the Secretariat would prepare a draft structure in consultation with the Chairperson and the same would be circulated to the members of the Bureau, which would be taken up for consideration in the next meeting of the Bureau.

Item No. 2.1: Action taken report on the decision of the Third Meeting of the First Bureau

In the Third meeting of the First Bureau, it was decided that the required actions should be taken to ensure a larger participation of member countries in the Second APMCHUD Conference at Tehran. The Chief Coordinator of the Bureau outlined the various actions taken by the Secretariat in consultation and coordination with the Conference Secretariat in Tehran and high lighted that the Conference was well attended with more than 37 countries participated.

Expressing satisfaction on the successful organization and conduct of the Second Conference at Tehran, the Chairperson of the Bureau thanked Mr S.K.Singh, Chief Coordinator of the Bureau and the UN-HABITAT for the excellent cooperation and guidance provided in the successful organization of the event.

Congratulating the Islamic Republic of Iran and the Chairperson for the Impressive organization of the second Conference, and H.E Kumari Selja for organizing the impressive First Conference in December 2006 in New Delhi, H.E. Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, the Republic of Indonesia hoped and requested that similar assistance, guidance and help would be extended to the Republic of Indonesia in organizing the Third conference in 2010. She indicated that the success of the Conference is the success of the Institution.

On behalf of the APMCHUD Secretariat, H.E Kumari Selja, Minister for Housing and Urban Poverty Alleviation, Government of India and on behalf of the Islamic Republic of Iran, the Chairperson H.E Mr Mohammad Saeedikia assured full cooperation for the successful conduct of the Third Conference in Indonesia.

Item No. 2.2 : Actions taken by the New Delhi Secretariat subsequent to the Second Conference of APMCHUD held in Tehran

The Chief Coordinator Mr S.K.Singh explained the gist of various actions taken by the Secretariat subsequent to the Second conference of APMCHUD at Tehran. He indicated that subsequent to the successful organization of the Second conference of APMCHUD at Tehran, which was organised with the kind courtesies of the Government of Islamic Republic of Iran, in line with the decisions taken by the APMCHUD and the Bureau, a number of initiatives have been taken by the Secretariat.

Mr. S.K.Singh indicated that immediately after the Conference, the Secretariat uploaded the Tehran Declaration and the Action Plan evolved by the Second Conference in the web-site of the APMCHUD, for wider dissemination of this important development to all the Members countries of the Asia pacific region. In line with the approval extended by the Conference, the Secretariat sought the guidance of the UN-HABITAT on the Institutional framework and other modalities for the Permanent Secretariat of APMCHUD. This included aspects relating to the legal framework, the formal registration process, fund contribution mechanism from the member countries, etc.

As envisaged by the APMCHUD for enlisting wider support and cooperation from the various stake-holders in the field of housing and urban development including multi-lateral financing Institutions, Mr. S.K.Singh indicated that the Secretariat initiated actions soliciting support from multilateral funding organizations like ADB, World Bank, UNDP, UN-ESCAP, DFID, KfW, etc. In addition, letters to various inter-governmental bodies like ECO, SAARC, etc. seeking their cooperation and support for APMCHUD were also addressed. As a follow up of the same, meetings with the representatives of these major bodies based at New Delhi were organised, towards sensitizing them of the initiatives of the APMCHUD for sustainable development of human settlements in the Asia-Pacific Region, and specifically in regard to the possible options of cooperation. In this regard, he explained to the members that the President of ADB as well as DFID had deputed special representatives to have an understanding of the potential options for extending their support to APMCHUD. It has been indicated to the Secretariat that they would be placing the issue before their respective Boards for further action in this regard.

The Chief Coordinator further explained that towards facilitating close interaction with the member countries of the Bureau, the Secretariat has constituted a Focal group with representatives from the Embassies and High Commissions of the member Countries of the 2nd Bureau, which has been very effective and active in enabling a significant interaction and facilitation for effective functioning of the Bureau. Indicating that several meetings of the Focal group were held on various aspects and placed on record the significant contribution made by each one of the members of the Focal group. While placing the Secretariat's sincere appreciation of their role, he reiterated that without their cooperation, the smooth operations of the Secretariat would not have been possible at all.

In regard to initiating actions towards implementation of the Action Plan adopted at the Tehran conference, Mr. S.K.Singh, Chief Coordinator of the Bureau outlined the various preparatory actions taken by the secretariat on the decisions arrived at the second APMCHUD conference on the five sub themes. The Secretariat, in line with the identified action points for the slum upgradation has requested the Housing Ministers of the Bureau Member Countries for taking action for establishment of Sub-Regional Slum up gradation Working Groups in each of their respective Sub-regions. Similarly for the sub

theme of Urban and Rural Planning & Management, the communications have been issued to the Housing Ministers of the Bureau Member Countries requesting for nomination on the Steering Group to be formulated for taking up Feasibility study on Urban and Rural Planning & Management. Towards the actions for the sub theme on Disaster management, the Governments of Japan and Iran have been requested to provide information for sharing on Best Practices on Disaster Management for posting on the Web-site for wider dissemination.

The Chief Coordinator expressed that it is indeed a matter of privilege for APMCHUD to have been invited to make a presentation in the Fourth World Urban Forum in the Ministerial Roundtable. He indicated that the Secretariat has requested all the member countries to provide their inputs for the collective intervention to be made at Nanjing by the Hon'ble Chairperson. The Secretariat has prepared a draft paper for consideration of the Chairperson.

The Chief Coordinator indicated that the website of APMCHUD is being constantly updated by the Secretariat, and more contributions from the members would be welcome towards making the site more informative and interesting.

The Chief Coordinator assured that the Secretariat, with the guidance of the Hon'ble Chairperson and the members, would continue to pursue initiatives towards achieving the objective of sustainable human settlements as outlined in the Tehran Action Plan.

The Bureau noted the actions taken by the Secretariat subsequent to the Second Conference of APMCHUD held in Tehran, and registered its appreciation of the consistent efforts being made by the Secretariat under the guidance of the Chairperson, towards maintaining and continuing the momentum of growth.

Item No. 3: The proposed structure for requesting financial support from APMCHUD Member countries

The Chief Coordinator Mr S.K.Singh presented that as of now, the Government of India is providing the initial support for operationalization of the permanent secretariat at new Delhi and with the proposed manifold activities in regard to implementation of the Action Plan, etc, it is imperative that a significant corpus would need to be established. Accordingly, the item proposes to solicit the contributions of the member countries of APMCHUD.

Agreeing that it would be necessary to firm up this aspect for sustainability in the long run, H.E. Kumari Selja, Hon'ble Minister of Housing & Urban Poverty Alleviation, Government of India opined that it would appropriate to defer this item till the process of firming up the structure for the Secretariat is completed, as it would be premature to

propose the financial support before the likely requirement is fully firmed up. As the process of finalizing the structure is on, it would be proper to defer this item till then.

Thanking for the suggestion, the Hon'ble Chairperson agreed that this item could be deferred till the structure is finalised and the fund requirements could be linked to the decision on the structure. H.E sought the opinion of the Hon'ble members in this regard.

Agreeing to the suggestion to defer the item till the structure is firmed up, H.E. Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, the Republic of Indonesia suggested that it would be required to work out a programme as well as likely benefits to the member countries, which would facilitate the countries to decide on it. H.E also indicated that as each country would have to undergo a process and follow a procedure to gain approval for the contributions and budget it, the item should be dealt with a sense of urgency. Pakistan representative also endorsed the idea of Indonesia.

Agreeing to the suggestion for firming up the structure and also the need for finalizing the fund requirements early as well to put the Secretariat in the action mode, H.E Mr Vardan Vardanyan, Minister for Urban Development, the Republic of Armenia opined that these activities need to be pursued simultaneously so that on finalization of the structure, the fund requirements are firmed up immediately.

Thanking the members for their views, the Chairperson agreed with the overall view of the members that this item could be deferred till the structure and its implications are finalized.

Item No. 4 : **Adoption of the Logo for APMCHUD**

The Chief Coordinator Mr. S.K.Singh explained that the first and second conferences of APMCHUD have used logos for the conferences which have been evolved for the events in the absence of an approved logo for APMCHUD. He indicated that APMCHUD would need to have a logo finalized for enabling the same to be printed on stationary and publicity material and other documentation to be brought out by the APMCHUD. In this regard, he indicated that a few alternatives have been worked out keeping the spirit of the logos used during the two conferences, namely the family with a background of the Asia-Pacific region covered by a roof depicting a shelter made up of the indicative continents, thereby imbibing the essence of sustainable housing and urban development in the region. After detailed discussions on alternative samples and the extent these represent and portray the essence of the ideals of the historic APMCHUD initiative, the Bureau unanimously agreed on the following to be the official logo of the APMCHUD.

It was decided that the approved Logo should be sent to all the members. It was further decided the approved logo would be used for the Third conference of APMCHUD in Indonesia.

In regard to using the connotation, H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works, Islamic Republic of Pakistan suggested that this also needs to be firmed up for use uniformly hereafter. In view of the fact that the connotations have gained a significant popularity and acceptance already in view of the two successful conferences it has been agreed to use the connotation 'Asia-Pacific Ministerial Conference on Housing and Urban Development' with its abbreviation as APMCHUD.



Item No. 5 : **Proposals for implementation of the Second APMCHUD
Action Plan**

The Chief Coordinator indicated the Action Plan for Regional Cooperation on promoting Sustainable urban development among Asia-Pacific Countries approved and adopted in the Second Conference of the APMCHUD at Tehran had identified five major areas for specific actions. This related to urban and rural planning and management, urban slums upgradation, delivery of Millennium Development Goals for water and sanitation, financing sustainable housing - enhancing affordability and quality of low income housing, and development of sustainable urbanization with a focus on natural disasters. He explained that communications have been addressed to all the Bureau member countries to indicate their willingness to identify professionals/experts who could as member of the respect working group/steering group may help in taking the activities further.

In this regard, the Chairperson indicated that it is necessary that actions be initiated by each of the member countries at their country level on the identified themes. The activities of the individual countries could be synchronized through the working groups with the help of the Secretariat in the form of documents at the sub-regional levels, which could then be shared for use among all the countries. Thus, H.E opined that the basic action lie at each country level to initiate at the first instance. H.E Mr Mohammad Saeedikia indicated that the Government of Iran has already constituted five Working groups which have held several round of discussions.

In this regard, Hon'ble Minister of Housing and Urban Poverty Alleviation, Government of India, Kumari Selja agreed that the basic action lie with the respective countries. H.E opined that the actions and progress on each of theme need to be synthesized at the sub-regional level through the coordination mechanism under the aegis of the permanent Secretariat and such documents could be circulated for wider dissemination among all the countries.

In the above context, the Chairperson suggested that the member countries may go through the proposal and convey their willingness to contribute through the mechanism of sub-regional Committees on the 5 themes identified. Such participation need not be in person but through exchange of material on experiments and experiences. At appropriate intervals, the team from the Permanent Secretariat may visit the countries and assemble the material for further dissemination. Accordingly, the Chairperson further suggested that the Secretariat may first seek the comments of the Bureau members and bring up the proposal in the next meeting.

Agreeing to the proposal, H.E Kumari Selja suggested that the Bureau members could convey their comments to the Chief Coordinator. H.E felt that the proposal to share the experiences with the Secretariat which would take action to consolidate the same and share with all the countries is a workable one.

In this regard, H.E Ms. (Dr.) Ramalis Subandi Prihandana, Indonesia enquired whether the practices and Institutions quoted in the item for capacity building (page 102) such as Indonesian Capacity Building Network (InaCapNet), Padang, and the PERPAMSI Jakarta are the ones finally recognized by APMCHUD. H.E inquired whether this is to be construed as a proposal or a recognition, as the Government would also like add to the list of Institutions and experiences in the best practices list for further propagation. The Chief Coordinator clarified that the examples quoted are from the documentation of the second conference and are only indicative, and that this is recognition of the effort and not a proposal.

H.E Mr. Rahmatullah Kakar, Federal Minister of Housing and Works, Islamic Republic of Pakistan is in agreement with the approach suggested for progressing further on the Action Plan and indicated that the Government of Islamic Republic of Pakistan has already nominated its experts to be on the Steering Committees proposed by the Secretariat.

Concluding the discussions on this item, the Chairperson expressed that urgent actions are required to move further ahead towards implementation of the Action Plan evolved in Tehran. Towards this, the Hon'ble Chairperson requested the members to forward their views, comments and suggestions to the Secretariat, and also their willingness to be on the Working groups/Steering groups. H.E also urged for taking actions on the 5 major themes identified for action at each country level and share the same with the Secretariat for consolidation and sharing with member countries.

The Bureau agreed that subsequent to receipt of the comments from the member countries, this item would be taken up in the next meeting.

Item No. 6 : Correction of the section under Working group five in the Tehran Action Plan

The Chief Coordinator Mr S.K.Singh presented the item indicating that the Working group five of the Tehran Action Plan dealt with the 'development of Sustainable urbanization with a focus on Natural Disasters' and the actions proposed included a) undertake feasibility studies for the creation of a disaster loan fund, b) draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation, c) design and implement training programmes in safe construction methods, d) establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region, and e) establish a programme for city twinning to support cities affected by disasters and provide the required support whenever needed.

In this regard, he indicated that the Government of Islamic republic of Iran would like certain modifications/corrections.

While discussing on the proposal, Hon'ble Minister of Housing and Urban Poverty Alleviation, Government of India, Kumari Selja opined that the Tehran Declaration and the Action Plan having been approved by the APMCHUD, possibly any corrections in their contents also may have to be undertaken only at the APMCHUD level. H.E also indicated that India has a Disaster Mitigation Centre at the central level and its experiences could be shared with the member countries. The Hon'ble Federal Minister, Islamic Republic of Pakistan also indicated that with the recent devastating earthquake in Pakistan, its experience in rehabilitation and disaster mitigation could be shared with member countries.

Thanking the member countries for agreeing to share their experiences in the field of disaster mitigation, the Chairperson deferred the proposal for correction in the Action Plan.

Item No.7 : Proposal for the effective participation of the regional countries in the Fourth World Urban Forum in Nanjing, China

The Chief Coordinator presenting the item indicated that the Chairperson of the APMCHUD has been requested by the WUF to share the perceptions and views on the theme of harmonious cities. Accordingly, the Chairperson will be making a statement on behalf of APMCHUD.

The Chairperson indicated that a draft intervention statement has been prepared on behalf of the APMCHUD and members may like to provide comments if any. The draft intervention statement for the WUF was circulated in the meeting.

The Hon'ble Minister, India indicated that India would be represented by a delegation in the World urban Forum at Nanjing. H.E agreeing that it is a good opportunity to present the collective view point of APMCHUD felt that the members may go through the draft intervention document and provide their with in a period of say a week so that the same are incorporated well in advance before the event.

Dr Markandey Rai indicated that WUF is a major event in the urban sector and that there would be participation from similar other Inter-Governmental bodies from Africa and South America and as such is an good opportunity to learn about their structure, action plan etc. Accordingly, Dr Rai suggested that APMCHUD should have a good representation in the event. He underlined that the delegations in addition to Government representation may also comprise all possible stake holders in the urban sector such as private sector, NGOs, etc.

The Hon'ble Minister for Housing and Urban Poverty Alleviation, Government of India Kumari Selja assured that India would have a large participation in the event. H.E indicated that a major interaction is proposed to be held shortly with the participating stake holders to evolve unified views for presentation in the WUF.

HE Ms. (Dr.) Ramalis Subandi Prihandana, Special Deputy Minister of Ministry of People's Housing, the republic of Indonesia highlighted that a delegation with representation from central Government as well as a large number of cities would participate in the WUF. H.E indicated that before the WUF, there are major events scheduled in Indonesia in the real estate and Habitat sector, the proceedings of which would form the background for its views in the WUF at Nanjing.

H.E Mr Mohammad Saeedikia indicated that in addition to the Government representation, the delegation from the Islamic Republic of Iran would comprise the Heads of the 5 Committees on the focal themes of Action Plan, NGOs, urban local Bodies, etc.

It was decided that the Hon'ble members may forward their comments on the draft intervention document circulated in the meeting by 25th October, 2008 so that the same are considered by the Chairperson for incorporation in the document for presentation in the World urban Forum on behalf of the APMCHUD.

Item No. 8 : Adoption of the time and place of the third meeting of the second Bureau on the sidelines of WUF4 in Nanjing, China

In view of the expected participation of most of the Bureau member countries in the World Urban Forum in Nanjing during 3-6th November, 2008, the possibility of holding a meeting of the Bureau at Nanjing at the sidelines of WUF meet was discussed.

It was agreed that the time available being short, though the members could meet informally depending on the possibility, the efficacy and need for holding a full-fledged Bureau meeting was felt difficult. It was also agreed that there are no proposal that need immediate consideration in such a short time.

In regard to the date for the next meeting of the Bureau in Armenia, it was felt that one opportunity is to hold the same with due regard to the UN-Governing Council meeting scheduled in March/April 2009. It was further decided that the meeting would be scheduled in the month of February 2009 based on the convenience of the host country and other member countries. It was decided that the date will be finalized by the Secretariat well in advance.

Item No. 9 : Adoption of the structure of the working groups

The Chief Coordinator indicated that this item has already been discussed as part of item 5 in the agenda already and accordingly no separate discussion has been held.

Item No.10: Adoption of the changes to the terms of reference for the secretariat of APMCHUD and the adoption of the description and terms of reference for the rotational secretariat of the Bureau

In the light of the decision on strengthening of the Permanent Secretariat, it was decided to stipulate that 'All the policy papers received in the Secretariat shall be compiled by the Secretariat and put up to the Chairperson and also to be shared among the Bureau members'.

Item No. 11: Any other item with the permission of the Chair.

Concluding the 2nd Bureau meeting of the Bureau of APMCHUD, the Chairperson H.E. Mohammad Saeedikia, Hon'ble Minister for Housing and Urban Development, the Islamic Republic of Iran, conveyed his appreciation and thanks to the Government of India for hosting this meeting and the excellent hospitality and courtesies extended to the members, and also to the Government of Republic of Armenia for indicating its willingness to host the 3rd meeting of the Bureau. H.E thanked all the member countries and UN-HABITAT for their participation in the meeting and expressed confidence that with collective will and wisdom, the APMCHUD would reach new heights in achieving its common goals for the well being of the citizens of the Asia-Pacific region at large. H.E assured all possible cooperation to the Republic of Indonesia in the successful organization of the 3rd Conference of APMCHUD as the success of the Conference would bring in prosperity to the Asia pacific region. He thanked the Chief Coordinator of the Bureau for excellent coordination efforts made in the successful conduct of the meeting.

The Second meeting of the 2nd Bureau ended with a vote of thanks to the Chair.



Sunil Kumar Singh
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भारत सरकार
आवास और शहरी गरीबी
उपशमन मंत्रालय

GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION

नई दिल्ली-110011, तारीख 200
New Delhi-110011, Dated the 200

D.O. No.APMCHUD/2ND BUREAU/2008
November 11, 2008

Excellency,


On behalf of the Asia Pacific Ministerial Conference on Housing and Urban Development. (APMCHUD), I would like to convey our congratulations and sincere appreciation to the UN-HABITAT for the successful organization of the World Urban Forum IV at Nanjing during 3-6th November 2008. The event was a major success in enabling the participants from World over in sharing their perceptions, experience and expertise on the common issue of achieving harmonious development of cities. I would like to specially convey our thanks for the opportunity provided by the UN-HABITAT to APMCHUD to present its view on this important theme in the WUF-IV.

As per the decision taken in the 2nd Conference of APMCHUD held in Tehran in May 2008, the Bureau of APMCHUD is finalizing the structure of the permanent Secretariat at Delhi and in this regard, we had requested for the guidance of UN-HABITAT in regard to issues concerning its structure, formal registration and related legal requirements as well as the modalities/method of contributions from the member countries to the APMCHUD. I am enclosing a copy of the communication for your perusal. We would request an expeditious guidance in this regard, as the Bureau has decided to consider the issue comprehensively in its forthcoming Bureau meeting to be scheduled in Armenia shortly.

We look forward to your continued kind support in making this mechanism a vibrant entity towards effectively addressing the common objective of sustainable development of human settlements in the Asia-Pacific region.

With kind regard

Yours sincerely


Sunil Kumar Singh

Ms. Anna Tibaijuka
Executive Director
UN-Habitat
Nairobi, Kenya

Copy to: Mr. Mohammed Halfani, UN-Habitat



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D.O. No.APMCHUD/2ND BUREAU/2008
November 11, 2008

Excellency,

On behalf of the Asia Pacific Ministerial Conference on Housing and Urban Development. (APMCHUD), I would like to convey our sincere appreciation on the various initiatives being taken up UN-ESCAP under your leadership.

As desired by UN-ESCAP, I had participated in twelfth regional Consultative meeting on Good Urban Governance organized by UN-ESCAP on 4th November, 2008 at Nanjing during the World Urban Forum event. I had an opportunity to interact extensively with Dr Yap Kioe Sheng, Chief, Poverty Reduction Section and Dr Adnan Hameed Aliani, Sustainable Urban Development Unit, Environment and Development Division of UN-ESCAP.

During the meeting, the proposal of UN-ESCAP to organize a one-day 'Asia-Pacific Urban Forum 2010' during the forthcoming 3rd Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) in Indonesia was discussed. We propose to take up this item in the forthcoming Bureau meeting of the APMCHUD scheduled to be held in the month of February 2009 in Armenia. I would suggest that a formal proposal in this regard may please be forwarded to us early so that the same is considered by the Bureau.

We look forward to your continued support in the activities of the APMCHUD towards effectively addressing the common objective of sustainable development of human settlements in the Asia-Pacific region.

With kind regards

Yours sincerely


12/11/08
Sunil Kumar Singh

Ms. Noeleen Heyzer
Under Secretary General of the United Nations and
The Executive Secretary of UN-ESCAP
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No. APMCHUD/Bureau/3/2008

Dated : 14th November, 2008

Excellency,

It was indeed a pleasure meeting you at Nanjing during the World Urban Forum IV. As I had indicated to you briefly, the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) was established in pursuance of the decisions in the First Asia-Pacific Ministerial Conference held in New Delhi during 13-16th December 2006, wherein the Delhi Declaration on the establishment of the Asia-Pacific Ministers Conference on Housing and Urban Development (APMCHUD) was pronounced. Copy of the 'Enhanced Framework on Implementation of Sustainable urbanization in Asia-Pacific' and the 'Delhi Declaration on the Establishment of APMCHUD' as well as other details on APMCHUD are available on its web-site (www.apmchud.com). The Secretariat of APMCHUD is located at New Delhi and the contact details are as under:

Office of the Secretariat of APMCHUD
HUDCO Bhawan, 4th Floor
Housing and Urban Development Corporation Ltd (HUDCO)
India Habitat centre, Lodhi Road
New Delhi 110 003, India
e-mail: apmchud.bureau@gmail.com

As we briefly discussed, there is a potential for extensive cooperation between APMCHUD and UCLG ASPAC in the field of promoting sustainable human settlements. In the context of the rapid urbanization and need to promote sustainable and harmonious cities in the Asia Pacific region, there is a need for synergise our efforts by undertaking collaborative initiatives for achieving our common objectives in the human settlements development sector.

The APMCHUD looks forward for an active working relationship with UCLG ASPAC and I am sure with significant collaboration and cooperation among us, a substantial progress could be achieved in improving the human settlements conditions in the Asia-

Pacific region. I look forward to receive your continued significant positive cooperation, towards promoting sustainable human settlements in our Asia-Pacific Region.

With best regards

Yours sincerely

Sd/-

(Sunil Kumar Singh)

HE Emeritus Mayor Peter Woods OAM
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No. APMCHUD/Bureau/3/2008

Dated : 14th November, 2008

Excellency,

It was indeed a pleasure meeting Ms. Bernadia Irawati Tjandradewi from CITYNET at Nanjing during the World Urban Forum IV. As I had indicated to her briefly, the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) was established in pursuance of the decisions in the First Asia-Pacific Ministerial Conference held in New Delhi during 13-16th December 2006, wherein the Delhi Declaration on the establishment of the Asia-Pacific Ministers Conference on Housing and Urban Development (APMCHUD) was pronounced. The copy of the 'Enhanced Framework on Implementation of Sustainable urbanization in Asia-Pacific' and the 'Delhi Declaration on the Establishment of APMCHUD' as well as other details on APMCHUD are available on its web-site (www.apmchud.com). The Secretariat of APMCHUD is located at New Delhi and the contact details are as under:

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HUDCO Bhawan, 4th Floor
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India Habitat centre, Lodhi Road
New Delhi 110 003, India
e-mail: apmchud.bureau@gmail.com

In view of the common objectives, there is a potential for extensive cooperation between APMCHUD and CITYNET in the field of promoting sustainable human settlements. In the context of the rapid urbanization and need to promote sustainable and harmonious cities in the Asia Pacific region, there is a need for synergise our efforts by undertaking collaborative initiatives for achieving our common objectives in the human settlements development sector.

The APMCHUD looks forward for an active working relationship with CITYNET and I am sure with significant collaboration and cooperation among us, a substantial progress could be achieved in improving the human settlements conditions in the Asia-Pacific

region. I look forward to receive your continued significant positive cooperation, towards promoting sustainable human settlements in our Asia-Pacific Region.

With best regards

Yours sincerely

Sd/-

(Sunil Kumar Singh)

Dato' Lakhbir Singh Chahl
Secretary General
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No. APMCHUD/Bureau/3/2008

Dated : 14th November, 2008

Dear Mr. Cobbett,

It was indeed a pleasure meeting Ms. Andrea Merrick from Cities Alliance at Nanjing during the World Urban Forum IV. As I had indicated to her briefly, the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) was established in pursuance of the decisions in the First Asia-Pacific Ministerial Conference held in New Delhi during 13-16th December 2006, wherein the Delhi Declaration on the establishment of the Asia-Pacific Ministers Conference on Housing and Urban Development (APMCHUD) was pronounced.

The copy of the 'Enhanced Framework on Implementation of Sustainable urbanization in Asia-Pacific' and the 'Delhi Declaration on the Establishment of APMCHUD' as well as other details on APMCHUD are available on its web-site (www.apmchud.com). The Secretariat of APMCHUD is located at New Delhi and the contact details are as under:

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Housing and Urban Development Corporation Ltd (HUDCO)
India Habitat centre, Lodhi Road
New Delhi 110 003, India
e-mail: apmchud.bureau@gmail.com

In view of the common objectives, there is a potential for extensive cooperation between APMCHUD and Cities Alliance in the field of promoting sustainable human settlements. In the context of the rapid urbanization and need to promote sustainable and harmonious cities in the Asia Pacific region, there is a need for synergise our efforts by undertaking collaborative initiatives for achieving our common objectives in the human settlements development sector.

The APMCHUD looks forward for an active working relationship with Cities Alliance and I am sure with significant collaboration and cooperation among us, a substantial progress could be achieved in improving the human settlements conditions in the Asia-

Pacific region. I look forward to receive your continued significant positive cooperation, towards promoting sustainable human settlements in our Asia-Pacific Region.

With best regards

Yours sincerely

(Sunil Kumar Singh)

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No. APMCHUD/Bureau/3/2008

Dated : 14th November, 2008

Excellency,

It was indeed a pleasure meeting you at Nanjing during the World Urban Forum IV. As I had indicated to you briefly, the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) was established in pursuance of the decisions in the First Asia-Pacific Ministerial Conference held in New Delhi during 13-16th December 2006, wherein the Delhi Declaration on the establishment of the Asia-Pacific Ministers Conference on Housing and Urban Development (APMCHUD) was pronounced. Copy of the 'Enhanced Framework on Implementation of Sustainable urbanization in Asia-Pacific' and the 'Delhi Declaration on the Establishment of APMCHUD' as well as other details on APMCHUD are available on its web-site (www.apmchud.com). The Secretariat of APMCHUD is located at New Delhi and the contact details are as under:

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HUDCO Bhawan, 4th Floor
Housing and Urban Development Corporation Ltd (HUDCO)
India Habitat centre, Lodhi Road
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e-mail: apmchud.bureau@gmail.com

As we briefly discussed, there is a potential for extensive cooperation between APMCHUD and UN-HABITAT Regional Office for Asia and the Pacific (Fukuoka) in the field of promoting sustainable human settlements. In the context of the rapid urbanization and need to promote sustainable and harmonious cities in the Asia Pacific region, there is a need for synergise our efforts by undertaking collaborative initiatives for achieving our common objectives in the human settlements development sector.

The APMCHUD looks forward for an active working relationship with UN-HABITAT Regional Office for Asia and the Pacific (Fukuoka) and I am sure with significant collaboration and cooperation among us, a substantial progress could be achieved in

improving the human settlements conditions in the Asia-Pacific region. I look forward to receive your continued significant positive cooperation, towards promoting sustainable human settlements in our Asia-Pacific Region.

With best regards

Yours sincerely

Sd/-

(Sunil Kumar Singh)

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D.O. No. APMCHUD/2ND BUREAU/2008

November 17, 2008

Excellency,

It was indeed a privilege meeting you at Nanjing, China on the occasion of the World Urban Forum IV during 3-6th November, 2008. We deeply appreciate your initiatives towards promoting innovative slum settlement improvement strategies towards promotion of inclusive and harmonious cities. In this regard, your proposal for organising a Regional Workshop for sharing of experiences and best practices in the field of slum development is indeed timely. The same is also in line with the Action Plan adopted in pursuance of the Tehran Declaration in the Second Conference of APMCHUD during May, 2008.

The Secretariat of APMCHUD would be happy to extend all possible cooperation towards this initiative. We would be happy to receive the detailed proposal in this regard so that the same is processed and the approval of the Chairperson of APMCHUD is obtained.

We look forward to your kind proposal in this regard.

With kind regards

Yours sincerely

Sunil Kumar Singh

HE Seyed Abolfazl Mousavi
Deputy Minister
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सत्यमेव जयते

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 MINISTRY OF HOUSING &
 URBAN POVERTY ALLEVIATION

नई दिल्ली-110011, तारीख 200
 New Delhi-110011, Dated the 200

D.O. No. APMCHUD/2ND BUREAU/2008
 November 17, 2008

Excellency,

As discussed during the second meeting of the 2nd Bureau of APMCHUD held at New Delhi on 13th October, 2008, the Chairperson of APMCHUD presented the perception and views of APMCHUD on the theme of Harmonious development of cities in the Asia Pacific Region, in the World Urban Forum IV held at Nanjing, China during 3-6th November, 2008. The World Urban Forum IV was participated by a large number of Countries of the Asia Pacific Region and was an excellent opportunity to share APMCHUD's views in this regard.

You may also like to recall that during the Bureau Meeting at New Delhi, it was decided that the third meeting of the 2nd Bureau be scheduled in Armenia in the month of February 2009 based on the convenience of the host country and other member countries. It was further desired that the Secretariat should finalise the date well in advance. Accordingly, I would request Your Excellency to kindly indicate the suitable date for holding the meeting in Armenia, so that approval of the Chairperson is taken and related arrangements are initiated.

We look forward to your kind confirmation of the meeting schedule.

With kind regard

Yours sincerely

Sunil Kumar Singh

HE Dr Ashot Kocharian
 Ambassador of Armenia to India
 Embassy of the Republic of Armenia
 E-1/20, Vasant Vihar
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 Fax: 011-24102853



SUNIL KUMAR SINGH
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D.O. No.APMCHUD/BUREAU/2008
November 12, 2008

Sub: Asia-Pacific Ministerial Conference on Housing and Urban Development

Dear

The next meeting of the Focal group is scheduled to be held on 19th November, 2008 at 5.00 PM in the office of Shri Sunil Kumar Singh, Jt. Secretary (Housing) and Chief Coordinator, APMCHUD, (Room No.C-112, C wing, entry from Gate No.1), Nirman Bhawan, New Delhi-110011.

You are requested to kindly attend the meeting.


With regards,


Yours sincerely,

(SUNIL KUMAR SINGH)

To all members of the Focal Group

Fw: Advise on APMCHUD Secretariat Formalization & Financing Inbox

★ from **Mohamed Halfani** <Mohamed.Halfani@unhabitat.org> [hide details](#) 12/19/08 

to  **APMCHUD** <apmchud.bureau@gmail.com>

cc **Markandey Rai** <Markandey.Rai@unhabitat.org>,
Chris Mensah <Chris.Mensah@unon.org>,
Paul Taylor <Paul.Taylor@unhabitat.org>,
Halifa Drammeh <Halifa.Drammeh@unep.org>

date Dec 19, 2008 8:38 PM

subject Fw: Advise on APMCHUD Secretariat Formalization & Financing

mailed-by unhabitat.org

Dear Mr. Singh,

It was nice to talk to you two days ago. As promised, the Senior Legal Advisor has just returned from a mission outside the country. I have contacted him and he has confirmed that he will be available between 15 & 31 January 2009.

I therefore suggest that you organise your visit to Nairobi any time during that period and we will be able to arrange meetings with several colleagues who can make an input into the institutionalization of the Asia-Pacific Ministerial conference on Housing and Urban Development.

We have requested other experts who have experience in supporting similar bodies in other parts of the world to meet with you during your visit.

We look forward to receiving confirmation and details of your visit.

Regards,

Mohamed Halfani
Officer In-charge, Urban Development Branch
& Chief, Urban Governance Section
UN-Habitat - Room P-313
UN Crescent, Gigiri
P.O. Box 30030 Nairobi 00100,
KENYA

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EMBASSY
OF THE REPUBLIC OF ARMENIA
IN INDIA

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Dr. No. 39/2-2
Dt. 29-12-08

Mr. Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD
& Joint Secretary (Housing)
Room No. 112, C-Wing
Nirman Bhawan, Maulana Azad Road
New Delhi-110011

New Delhi, December 29, 2008

Dear Mr. Singh,

I would like to inform you that Armenian side proposes to hold the next meeting of the bureau of APMCHUD in the last decade of February 2009 in Yerevan, Armenia.

Respectfully yours,

Davit Knyazyan
Chargé d'Affaires a.i.

Item No. 4 : Report on the participation in WUF4, Nanjing, China

The World Urban Forum IV was held under the aegis of the UN-Habitat at Nanjing, People's Republic of China during November 3-6, 2008 on the theme of "Harmonious Urbanization : The Challenge of Balanced Territorial Development".

On behalf of the Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD), the Chairperson H.E. Mr. Mohammad Saeedi Kia participated in the Ministerial Round Table and made a statement on the perceptions and views of APMCHUD on the theme of Harmonious urbanization in the Asia Pacific Region. A background paper and speech of the Chairperson was distributed to the participants.

The proceedings of the WUF4 are under preparation at UN-Habitat and would be posted on the website after the same are available.

The Bureau may note.

In the name of God

Mr. Chairman, Honorable Delegates, Ladies and gentlemen,

First of all I'd like to thank the government of the People's Republic of China for its warm hospitality as well as UN Habitat for holding the Fourth World Urban Forum. This forum is a special place for the exchange of valuable ideas, perspectives and experiences between the regions, governments, local officials and other respected participants.

As you are aware UN Habitat has been helping to convene conferences in various regions including South America and the Caribbean, Africa and Asia-Pacific with the objective of achieving sustainable urban development. In line with that, the first Asia-Pacific Ministerial Conference on Housing and Urban Development was held in India in December 2006 and the second was held in the Islamic Republic of Iran in May 2008. This conference brought together the Ministers of Housing and Urban Development and high-ranking experts and researchers of the region to help them design effective and strong policies for facing the regional challenges through dynamic participation and collective wisdom.

The Asia-Pacific region is going through a very bright era of economic growth, so much so that a number of the region's countries have had notable economic and social achievements. The increase in the capacity to absorb investment and the increasing tide of foreign direct investment along with technical expertise has expedited rapid economic growth in many parts of the region.

The Asia-Pacific region which is home to 60% of the world's population contains deep human resources which are behind its high potential for growth and development. At the same time rapid urbanization in the region has strengthened the role of the cities as the engines of economic growth. In return economic growth has led to widespread reforms and innovations in the fulfillment of goals based on supplying housing, infrastructures and services in countries across the region. Nevertheless the lack of an appropriate correlation between economic development and urbanization is threatening environmental, social and economic sustainability in the region. In reality the Asia-Pacific region is faced with serious challenges in regards to sustainable urbanization including poverty and inequality, the rapid growth of informal settlements, and natural disasters.

Based on official data the Asia-Pacific region has the highest rate of urban growth and it is forecasted that by 2030 the region will be home to more than half of the world's urban population. Considering the fact that 2/3 of the world's poor live in the region and it is also faced with a serious problem of growth of informal settlements to the point that 43.2% of the urban population of this region live in informal settlements and slums, in its second meeting and in line with the fulfillment of the objectives of the first conference APMCHUD decided to choose the theme of "Sustainable Urban Development, Associating Growth with Identity and Equity" for its second conference.

Mr. Chairman, Honorable Delegates, Ladies and gentlemen,

As you are aware the theme of the Tehran Conference is very close to that of the Fourth World Urban Forum and this shows that the emphasis of both bodies is on justice, eliminating inequalities and social deprivations, and the need for maintaining religious, cultural and historical identities in line with rapid, widespread and sustainable urbanization. Furthermore based on the fact that the region is disaster-prone and the serious challenges that it faces in this regards, the Tehran Conference while maintaining New Delhi's four sub-themes added one on natural disaster and deliberated on the five major topics of:

- Urban and Rural Planning and Management
- Upgrading of Slums and Informal Settlements
- Delivery of MDG for Water and Sanitation
- Financing Sustainable Urbanization
- Urban Development with a Focus on Natural Disasters

The results of three days of work and efforts by the officials, stakeholders, experts, and researchers of the region were the two important documents: the Tehran Declaration and the associated Action Plan which aims to implement its objectives and goals. The first Conference in New Delhi set out to create and build this institution in the region and in line with that the Tehran Conference has focused on making this newborn regional entity sustainable. This effort has manifested itself in the establishment of permanent regional working groups based on the Conference's sub-themes with the objective of collecting national data across the region, propagating the region's best practices, and institution building at expert level in order to present indigenous solutions for the region. Without doubt while facing

many problems Asia-Pacific also has deep capacities and strengths. Just as it has been stated in the Second APMCHUD Declaration this region is one of the cradles of civilization and with its rich metropolitan history and tradition in urban planning and architecture, its strategic and growing economic role, and its vast technical and intellectual resources and expertise, is well suited to present proper solutions for the challenges of sustainable urbanization.

Also quoting the Action Plan of the Second Conference by bringing together 69 countries, the Asia-Pacific Ministerial Conference on Housing and Urban Development offers a unique framework to address regional challenges through collaborative efforts and the sharing of experiences and best practices.

In order to ensure the effective implementation of the Action Plan, the Conference has called upon the countries of the region to promote and establish technical networks and working groups relating to the different sub-themes including the following Key messages and Actions and in line with that has urged the Member States to support and lead the coordination of these networks and working groups:

- ~ The exploration of traditional and indigenous architectural values and urban planning and their incorporation into contemporary architecture and planning.
- ~ The harmonization of spatial plans and policies which transcend national boundaries including those on the effects of environment change.
- ~ To initiate a regional urban observatory in collaboration with UN-HABITAT.
- ~ Data Collection and monitoring of the regional indicators on informal settlements.
- ~ Strengthening local authorities and their partners, e.g. NGOs, CBOs, private sector, training and academic institutions in upgrading and preventing the formation of new informal settlements.
- ~ Regional Working Groups are to report regularly to the APMCHUD Secretariat and to the biannual conference.

~ APMCHUD to establish a task force of senior officials for water supply and sanitation to promote inclusive and coherent policy and planning, support the development of regional information systems as well as the strengthening national and sub-national systems as a mechanism of exchange in the Asia- Pacific Region.

~ To establish an Asia-Pacific housing finance network that will aim at:

- Enhancing collaboration between housing finance institutions and the sharing of technical experiences in the development of housing finance products and mechanisms;
- Promoting knowledge_ development and sharing through documentation and dissemination of housing finance best practices;
- and Supporting capacity building to improve housing finance systems.

~ Undertake feasibility studies for the creation of a disaster loan fund.

~ Design and implement training programmes in safe construction methods.

~ Establish a programme for city twining to support cities affected by disasters and provide the required support whenever needed.

Mr. Chairman, Honorable Delegates, Ladies and gentlemen,

The Second APMCHUD Conference has called upon this session of the World Urban Forum to advance actions to promote sustainable and harmonious urbanization, with an emphasis on the reduction of urban poverty and the preservation of architectural heritage. Today spatial planning, urban planning in conjunction with planning for rural areas and special attention to deprived areas, protection of the environment and natural resources, and the inclusion of justice and social perspectives ... are amongst the priorities of the regional countries in planning.

The six areas of dialogues that have been selected for discussions in this forum such as Territorial Balance in Urban Development, Making Cities Work and Economically Productive, Preserving the Historical Roots and

Soul of the City, and A City for All Generations show the importance of sustainable urbanization.

In order to reach this landmark different countries carry out differing actions in accordance to their economic and social conditions and based on the length of history of urbanization in that country.

We have also been carrying out widespread effort efforts in this regards in the Islamic Republic of Iran including:

1. Planning and preparation of development plans for populations centers (around 1100 cities and 35000 rural areas with populations of over 20 families) at the three levels of national, regional and local and in various scales while observing the logical relationship between them
2. Planning for the construction of more than 20 new cities with the approach of preparing the ground for capturing the population overflow of the country's major cities
3. Expanding infrastructure activities and elevation the urban development indicators for water and sewage, electricity, and intra and sub urban transportation
4. Expansion of development activities in rural areas and the elevation of all rural development indicators especially those for electricity, roads, education, higher education, health and treatment, and potable water
5. The expansion of social infrastructures in the areas of health and treatment, education, higher education, and public and competitive sports for various age groups
6. Planning and implementation of housing schemes with a support approach for low-income urban groups and the effort to elevate the important indicator "number of families per housing unit" and achieving the qualitative objective of "one family per housing unit"
7. Strengthening urban and rural management systems by further utilization of the participation of the people and the Islamic urban and rural councils with the approach of a unified management

8. Planning and the creation of the legal grounds for observing Iranian Islamic urban planning and architecture in present constructions and here I'd like to make a strong recommendations for all countries top carry this endeavor out in accordance to their indigenous architecture.

I. The infrastructure for development must be there

II. Targeted, harmonious and balanced development programs must be written on which all benefactors must be in consensus

III. National will must exist amongst all benefactors of development for achieving the quantitative and qualitative goals which have been set for development

IV. Government must act in support, guidance and supervision over developmental work and avoid interfering in matters which should be managed by the people

In closing I'd like to propose that in order to establish an exchange of information and experiences between countries and to constantly encourage them towards elevating their urban and rural development indicators, and to also utilize the existing values and qualities in the indigenous urban planning and architecture of the countries in their contemporary constructions, for a special secretariat to be established in close collaboration with UN Habitat. If agreed to by the respected countries the Islamic Republic of Iran declares its readiness to host this secretariat.

May God grant your ever increasing success in all your endeavors.

**Promoting Harmonious Cities through Sustainable Urbanization in the Asia
Pacific Region – Perspectives**

**Perception and Initiatives of APMCHUD for
Harmonious Development of Cities**

**World Urban Forum
Nanjing, China
3 – 6th November, 2008**

Promoting Harmonious Cities through Sustainable Urbanization in the Asia Pacific Region – Perspectives

1.0 The emerging urbanization scene in the Asia Pacific Region

The Asia-Pacific Region covering more than half of the globe accommodates about 60 per cent of the world population. A geographically vast and diverse region, it is passing through a phase of fast urbanization and is characterized by the triple dynamics of growth, rapid urbanization and growing urbanization of poverty. At the present rate of growth, the cities in the Asia Pacific region may have to accommodate about an additional 1.7 billion population in the next 40 years. In the Asia-Pacific region alone, The urbanization level in Asia is projected to increase from about 40 percent today to about 60 percent in the next two decades, and that nearly 90 percent of the population growth will be absorbed in the urban centres of Asia. Eleven of the world's mega cities with populations of more than 10 million people are located in Asia.

It is estimated that 43.2% urban population of Asia and Pacific countries live in slums. Further, Asia alone is estimated to accommodate about 592 million population in its slum areas, which is more than half of the world's slum population. It is apprehended that while global slum population may reach 1.4 billion by 2020, one out of two slum dwellers in the world would be from Asia. The current growth pattern has also brought about enormous disparities across and within nations. Asia faces the challenge of accommodating more than two-thirds of the world's poor people in the region, and that the benefits of strong economic growth are not shared equally. It is estimated that more than 650 million people live on one dollar-a-day or less, which accounts for 65% of the world's ultra-poor.

2.0 Growth and development Scenario

Many countries in the Asia Pacific region are exhibiting high economic growth trends consistently in the recent past, indicating the potential of the region to gradually

emerge as the economic powerhouse of the 21st Century. The vast and highly trained human resource in association with the increased inflow of capital and liberalized investment policies of the governments at large, assure continuance of such trends. The rapid growth of urbanization and concentration of people in cities has also enabled agglomeration economies, further facilitating this process.

However, such trends to be sustained in the long run, need to be facilitated by enabling physical provisions as well, in the cities and towns. Though there has been significant improvements in the provision of infrastructure, housing and related services, there is a clarity that what is being attempted is not just adequate but also grossly inadequate. In the context of absence of a proper linkage between the fiscal economic growth and physical spatial developments, the Asia Pacific Region faces major challenges of inequality in the sharing of the fruits of development, environmental deterioration in the city areas as reflected by the growth and proliferation of slums and the continued growth of poor in the cities, all together threatening the sustainability of the urban cities.

Bringing together 69 countries, Asia Pacific Ministerial Conference on Housing and Urban development (APMCHUD) offers a unique framework to address these regional challenges through collaborative efforts and the sharing of experiences and best practices. While the First Conference at New Delhi outlined the enhanced framework for sustainable urbanization in Asia Pacific, and firmed up the operational mechanism for joint collaboration among the Asia Pacific Countries in the field of housing and urban development, the second APMCHUD listed concrete regional actions to promote sustainable urbanization through associating growth with equity and identity. The APMCHUD acknowledges the uniqueness of the region as one of the cradles of civilization, its rich metropolitan history and tradition in urban planning and architecture, its strategic and growing economic role, and its vast technical and intellectual resources and expertise, all of which should be mobilized to address the challenges of sustainable urbanization in the Asia Pacific Region.

3.0 Perceptions on what harmonious development means and the imperatives for harmonious development of cities

There is a clear recognition that the process of rapid urbanization is irreversible at least in the medium term, and that it can be a positive development process if well managed and controlled with equitable access to land, adequate shelter as well as the provision of basic services. The APMCHUD conscious that while the cities role as engines of economic growth and centres of hope to millions would continue to be supported, the growing concerns on their planning and management, in the light of their role in the economic, technological, cultural as well as intellectual fields, would also have to be adequately looked into, to achieve sustainability in the long run.

Asia Pacific Ministerial Conference on Housing & Urban Development (APMCHUD) aims at addressing the challenges of urbanization, housing and habitat management, millennium development goals, urban poverty and slum development and to develop strategies and policies for habitat development in which land and housing were considered to be key components and also sharing/exchange of knowledge on land and housing, national and city strategies for poverty alleviation etc.

APMCHUD recognizes that the cities in the Asia Pacific region at large play the role of backbone of their respective countries' national economies. The increasing employment opportunities and the urban productivity have resulted in a large-scale movement of migrants into the cities from rural as well as smaller urban centers. The city administrations are clearly unable to deal with the emerging situation adequately, as reflected by the proliferation of slums and squatters in cities in the Asia Pacific region. While the urban centers are able to gain the advantages of cheap labour from such migration, their inability to meet the requirements of shelter and related infrastructure is resulting in unorganized and unregulated growth of informal settlements, occupying every piece of public as well as private land. Being unrecognized and not provided with the basic infrastructure, the existing limited infrastructure is severely strained and is

under pressure. In spite of contributing to the city's economic growth and support for its sustenance, the population in the informal settlements continue to remain outside the planning process in terms of its participation as well as access to the city infrastructure. Absence of or inadequate policies in many nations also result in facilitating unorganized growth in the urban systems.

In this context, the cities to develop as sustainable entities need to be inclusive in their approach to its inhabitants. A special emphasis is to be extended to incorporate the women in the city governing process so that the gender specific requirements are adequately provided for in terms of the infrastructure, design of shelter or in location of community facilities. The poor and the specially disadvantaged including the slum dwellers need to be made part of the planning, implementation and monitoring process.

Marginalization and social exclusion can be very detrimental to the organized growth of the cities. The Urban local bodies need to devise mechanisms to make available developed land at affordable cost for the low income population.

There is a need to improve existing mechanisms and innovate for improving the access of the affordable finance to the weaker sections.

The planning efforts need to incorporate provisions that are pro-poor in terms of the building standards and stipulations. Further, the formal institutions need to extensively propagate building materials and construction technologies that are environment friendly, ecologically appropriate, aesthetically pleasing and yet economically affordable.

The building regulations need to adequately incorporate disaster resistant and safe provisions as the most affected due to the sudden occurrence of the natural disasters is always the poor and socially disadvantaged.

The cities also need to offer barrier free environment for the physically challenged or differently abled population.

The planning and development process need to involve all possible stakeholders in the provision and delivery process incorporating the private sector, NGOs, CBOs, civil societies and local resident welfare societies/institutions. The shelter forms a basic input that ensures integration of the people.

The APMCHUD believes that there exists a significant scope for mutual cooperation and collaboration for sharing the experiences and learning from innovations elsewhere in the field of housing and urban development.

Further, capacity building of the administrator, city managers, planners, peoples representatives and the general public at large on the role and responsibilities in the city planning, development and management process is another necessity for the sustainable development of the cities.

Thus, the APMCHUD perceives harmonious development of cities as an inevitable necessity in terms of social, economic and environmental sustenance of the human settlement systems. Comprehensive strategies for an inclusive growth and equitable approach whereby the quality of life of all the citizens are improved at large, would form the basic tenet of the development philosophy of human settlements in the Asia Pacific Region.

4.0 Perspectives in the Enhanced Framework of Implementation for Sustainable Urbanization in Asia Pacific

The APMCHUD has evolved an enhanced framework for implementation of sustainable urbanization in the Asia-Pacific, identifying the key challenges and focus areas. The

enhanced framework has identified few basic pre-requisites for focused attention. While doing so, the framework recognizes that urbanization can be a positive development process if well managed and controlled with equitable access to land, adequate shelter as well as the provision of basic services. Political will, decentralization, good governance and the empowerment of national and local authorities as well as the adoption of inclusive processes for mobilising local resources and judicious resource-allocation and decision making are recognized as fundamental to addressing the urbanization challenge in Asia and the Pacific. In a rapidly urbanizing region, the promotion of balanced and sustainable urbanization requires, more than ever, strategic, integrated planning, capacity building, as well as strong regional co-operation, knowledge sharing, networking and monitoring.

The framework has also suggested key areas and measures for more effective urban development policies and strategies in Asia-Pacific so as to guide the actions of all stakeholders (government and non-government) and help steer them towards the achievement of the common urban vision.

i. Pro-poor urban governance and planning

The key challenge identified is to improve urban governance and management through an enhanced local investment climate that promotes economic growth and increases employment. The framework emphasizes that redressing the most rapid urbanization in the world, sustaining high economic growth, and eradicating poverty and inequity, would require reinvigorating urban planning, working with the private sector, embedding a pro-poor policy orientation, inclusiveness and empowerment. Improving the delivery of housing and infrastructure with special reference to the urban poor with stake holders participation, effective decentralisation policies and mechanisms to facilitate and streamline the partnerships, putting in place an appropriate regulatory and

oversight frameworks governing the participation and partnerships, and improving the capacity of city administrators for meeting the context are felt essential.

Putting in place an inclusive process for decision-making, with all possible stakeholders including involvement of women, the poor and disadvantaged groups in the various stages of development process, improving the institutional capacity, to deal with the development needs of the urban poor, issues of human security, natural disasters, and conflicts have also been identified as important components. A rapidly responsive planning intervention as part of urban governance, that would be comprehensive, intensive utilization of land and promoting innovative policies for formal access to lands by the poor, such as land sharing, land pooling, equality land and property rights to women are needed, and also pro-poor planning standards and building and construction regulatory framework are needed. Adoption of innovative planning tools to accommodate growth dynamics of cities, forging realistic public-private-people partnerships for meeting the resource requirements, promoting and adopting a 'Citizen Charter' in each city that provides a sense of inclusiveness, preservation and consolidation of local institutional systems including those dealing with regulatory functions, socialization, capacity building, livelihoods and appreciation of social and cultural values, conflict resolution, safety and security are necessary elements of an integrated strategy. Adoption of an urban renewal and urban development processes that pays particular attention to the needs of the urban poor and not resort to relocation without alternative, and that promotes preservation and conservation of cultural heritage in cities is another identified area for emphasis.

The enhanced framework recognizes that the poor made a rich contribution to the socio-economic development and GDP, and urges for a pro-poor orientation, which includes providing an enabling condition for the poor, increased space for engagement, empowerment as well as the prevalence of inclusive systems. In addition, a special recognition and solution options are to be opted for addressing the issue of small island states, with a different perspective in urban management and planning that is

responsive to the particular needs of the small island states and countries in the Asia Pacific Region.

Thus, the Vision 2020 for the Asia Pacific Region in regard to urban governance and planning aim at achieving cities without slums, cities which are environmentally sustainable, livable, and economically viable, especially for urban poor.

2. Slum Upgrading and Prevention

Recognizing the specific relevance of the MDG Goal 7 Target 11, the Enhanced Framework for sustainable urbanization in the Asia Pacific region emphasized that all slum upgrading and prevention activities undertaken in the region should be within the overall context of the MDG Goal and target. It suggests that the policy, projects and programmes at regional, national and local levels shall be in relation to the specific and unique local context. Nonetheless, it desired that the Governments address the problem of slums and squatter settlements through formulation and adoption of a national policy on slum upgrading and prevention by 2008, inclusive of well-defined national and city targets. Policy reforms in urban planning, land regulation and management systems, land tenure, provision of affordable and accessible land and housing, including infrastructure provision, appropriate institutional frameworks and equitable economic policies, with a special focus on Slum prevention are to form the core components of such a strategy.

The enhanced framework urged that up-gradations are to be based on a consultative process with the slum dwellers rather than based on a top-down approach, and that where needed, community participation should include capacity building for empowerment to the slum dwellers. The objective of upgrading should be to integrate slum dwellers and the mainstream, through rehabilitation and ensuring participation in all sectors, providing equal opportunities for women. The enhanced framework for the Asia Pacific region also recognizes for a focus on socio-economic development, such as employment generation, micro-finance and community-based credit schemes, while

undertaking upgrading and prevention measures and programmes and should equally address the needs of women, youth and the disabled. Promotion of housing through all stakeholders, including public-private partnership to implement slum improvement and/or redevelopment projects particularly in high land value locations, are critical aspects for emphasis. The framework further urged that provision of basic infrastructure in slums should remain an important focus, irrespective of the land tenure status. Approaches using land as a resource in slum upgrading and redevelopment projects to cross-subsidize housing and infrastructure has also been suggested as an important option.

Extension of land tenure, housing finance for slum upgrading and prevention, legislative and fiduciary mechanisms to facilitate provision of affordable finance including micro finance and mortgages are important components for ensuring integration of the poor communities into the mainstream. In addition, the Governments have been urged to promote self-help groups and cooperative housing initiatives, especially for women, so that ownership stays in the community to avoid, inter-alia, gentrification/sale of housing by beneficiaries. Striving to improve living conditions in rural areas and making rural centres more attractive to reduce population pressure on large cities and to promote well-functioning rural-urban linkages is identified as an important component of the strategy to promote sustainable urbanization.

3. Delivery of Millennium Development Goals on Water and Sanitation in the Asia-Pacific Region

The enhanced framework for sustainable urbanization in the Asia-Pacific recognized the region's great diversity in all aspects and the need for location specific strategies for full provision of safe water and sanitation services to the people of each country, and recognizes the role and responsibility of the National governments. The emphasis is laid on improving access to the poor, and women. Adequate investment in water/

sanitation services from various sources, realistic tariffs with cross subsidies with due consideration to the poor, operation and maintenance, and measures to improve outreach to poor communities, accountability on improving access to the poor, need linked fund allocation, fiscal and legal measures (such as right to information) and systems that would enhance better disclosure, institutional changes for improved delivery, clarity on the roles at various levels, use of appropriate technology for water quality, solid waste management including promotion of green technologies for sustainable environment management, use of mapping tools like GIS to map coverage, resources and monitoring of quality and access to environmental services have been identified as important components of the strategy. Need for a concerted campaign to raise general awareness (of problems and solutions) about issues concerning water, sanitation, etc, need for a multi stakeholder approach in each country to achieve synergies and a united effort, and the need for active sharing of information and experience across the region as part of a region wide initiative are emphasized.

iv. Financing sustainable urbanisation

The enhanced framework recognized that the self-help movement is very strong in general, in the Asia-Pacific region. With over half of the world's inadequate housing units located in Asia-Pacific – at roughly 500 million units, the housing sector has been identified to be severely constrained by lack of adequate and appropriate housing finance systems. This is evidenced by the fact that Asia's mortgage sector is one of the least developed in the world with mortgage financing per year being less than 2 per cent of GDP in many Asian countries.

Recognising that a majority of the poor in Asia rely on non-mortgage based financing for housing, the enhanced framework agreed that many of the cities in the region are not creditworthy. Notwithstanding the same, it recognized that there are many innovations happening in many cities and countries in terms of infrastructure improvements including in the finance sector. For effective integration with world markets, the framework emphasized that the Asian cities will have to be competitive on

a global scale both in terms of quality and cost efficiency of urban management. Agreeing that the private sector and the Micro-finance institutions and informal markets dominate the financial services for the informal sector and poor, the framework highlighted that significant efforts are underway to integrate the informal (including micro-finance) markets with formal ones in many of the countries in the region. The framework urged that there is a need for scaling up of these Community-led Development Processes and Civil Society Participation, and also promote urban low-income housing policies and programs that are people-centred but community-based. Women Ownership and leasehold rights, borrowings, basic services may be provided to the women. It further urged for measures for deepening of housing finance markets for improving access to the poor that include promotion of affordable housing, improvement of land use planning to make more land available, incremental housing and incremental financing, more lease and rental solutions, specific/more finance products through formal and informal systems, establishment of special purpose vehicles for intermediating market based housing finance and for improving the management of housing stock, introduction of credit bureaus for sharing market information on clients, establishment of mortgage insurance/credit guarantee facilities including for title guarantees, securitization mechanisms and other secondary market development measures, facilitating long term funds for housing and infrastructure, deepening life and non-life insurance products, encouragement to alternative house building techniques and appropriate standards and technologies through building centres, and encouragement to applied academic research in the urban sector and promotion of best practices.

Enhancement of the Financial Capacity of Local Governments, enhancing the role of private sector and general financial services industry with particular emphasis to poor, increasing government's financial and non-financial support with direct but targeted pro-poor 'smart' subsidies for housing, and cooperation and collaboration for experience sharing have been identified as important measures for achieving a sustainable housing solution.

5.0 The New Delhi Declaration – Firming up the collaborative Initiative

It is in this context the Delhi Declaration pronounced by the Asia Pacific Ministerial Conference on Housing and Urban Development in December 2006 in New Delhi had outlined a mechanism to effectively deal with the emerging issues of sustainable housing and urban development in the Asia-Pacific region.

6.0 The Tehran Declaration – Way Forward

In the context of the above appreciation based on the enhanced framework for sustainable urbanization as culminated in the form of the Delhi Declaration and the need for addressing the challenges of housing and urban development in the Asia Pacific region in a time bound manner, the Second Conference pronounced the Tehran Declaration along with an Action Plan to address the above. The Declaration recognized the challenges of sustainable urban development and growth in the region namely, continued slum formation, rapid and massive urbanization, inequity and social exclusion and the need to maintain the cultural, historical and religious identity of the region, and also the role of cities and other human settlements in the development of the region and the pressures that they face as they will absorb all population growth over the next decades;

Towards addressing comprehensively, the challenge of housing and urban development in the Asia Pacific region, the APMCHUD has identified five specific messages in critical areas, and has evolved an action plan for regional cooperation on promoting sustainable urban development among Asia-Pacific countries, to take the agenda further through concrete actions.

i) **Urban and Rural Planning and Management:** To address this issue comprehensively, an integrated, participatory and inclusive approach to urban and rural

planning and management should be adopted at all levels in the region. Further, to address the serious challenge facing the management of large cities and metropolises, a cooperative approach in the formulation of appropriate tools for good governance. It has been recognized that there is a need to promote public-private partnerships to leverage resources and increase efficiency in the delivery of basic services.

To facilitate the above, the APMCHUD has decided to undertake a feasibility study that will address the issues covering capacity building for integrated, participatory and inclusive planning at national and local levels, exploration of traditional and indigenous architectural values and urban planning and their incorporation into contemporary architecture and planning, harmonization of spatial plans and policies which transcend national boundaries including those on the effects of environment change, acquisition of spatial data and information including satellite images, aerial photos, cadastral and topographical maps for planning and management purposes in urban and rural areas, and also initiate a regional urban observatory in collaboration with UN-HABITAT.

ii. Urban Slums Upgrading : In the area of urban slum upgrading, the approach advocated include promoting participatory slum upgrading approaches that are people based and foster multi-actor partnerships; undertaking measures to scale up slum upgrading and move from projects to city/nation-wide programmes, drawing on the good practices from the Region; adopting good housing policies that scale up the supply of serviced land and affordable housing, and recognizing the important role of women in poverty alleviation and slum upgrading programmes.

Towards the same, the APMCHUD would establish sub-regional Slum Upgrading Working Groups to coordinate data collection and monitoring for improving existing slum indicators for the Region, regular regional data collection on slums, regional progress reporting on slum upgrading against agreed indicators and benchmarks, and for regional impact assessment of slum upgrading initiatives; experience sharing on

good practices and policies on participation mechanisms for slum upgrading, scaling up of successful upgrading programmes, and slum prevention through enabling housing strategies; and capacity building through field visits by various stakeholders for hands-on experience exchange, development of policy guides, training materials and academic curricula, strengthening local authorities and their partners, e.g. NGOs, CBOs, private sector, and training and academic institutions. In addition, sub-regional Working Groups will set up networks comprising research institutions, governmental institutions and civil society, community-based, and non-governmental organizations, which would establish and maintain web-based knowledge bases to facilitate exchange of documented slum upgrading experiences and other related data.

iii. Delivery of Millennium Development Goals for Water and Sanitation:

Towards comprehensively addressing the issue of delivery of millennium development goals for water and sanitation, APMCHUD would encourage networks for promoting partnerships among countries in the sector, designate resource hub (s) for research and capacity building from among existing institutions in the region, establish a task force of senior officials for water supply and sanitation to promote inclusive and coherent policy and planning, support the development of regional information systems as well as the strengthening national and sub-national systems as a mechanism of exchange in the Asia- Pacific Region.

iv. Financing Sustainable Housing: Enhancing Affordability and Quality of

Low-Income Housing: Towards the same, APMCHUD would establish an Asia-Pacific housing finance network that will aim at enhancing collaboration between housing finance institutions and the sharing of technical experiences in the development of housing finance products and mechanisms, promoting knowledge development and sharing through documentation and dissemination of housing finance best practices; and supporting capacity building to improve housing finance systems; and approach international organizations for technical and financial support for the above.

v. Development of Sustainable Urbanization with a focus on Natural Disasters: To facilitate the above, the APMCHUD's Action Plan stipulates to undertake feasibility studies for the creation of a disaster loan fund, draw lessons from the already available valuable experiences on seismic risk mitigation, design and implement training programmes in safe construction methods, establish an Asian Disaster Mitigation Centre to design modular training courses to be used in the Asia-Pacific region, and also establish a programme for city twinning to support cities affected by disasters and provide the required support whenever needed.

Thus, the Asia Pacific Ministerial Conference on Housing and Urban Development recognizes the cities as the centres of hope which would continue to play the role of backbone for the growth of the regional economy. Harmonious development of these cities in a sustainable manner has been identified as the hallmark of the development strategy for the Asia Pacific Region.

Item No. 5 : Permanent Secretariat – Formal Registration process

For effectively operationalising the Permanent Secretariat of the Bureau of the APMCHUD, a formal process of registration etc. needs to be taken up in line with the prevailing regulations and legal requirements. In this regard, the Secretariat had sought the advice of UN-Habitat for suggestions on the process being followed for formalizing for such inter-governmental bodies as may have been done in the case of AMCHUD or the set up in Latin America namely Minurvi or any such body. Action in this regard would be taken by the Secretariat as per the advice of UN-Habitat and other legal requirements.

Towards facilitation of the same, it is proposed that the Bureau may adopt the following resolution:-

“The Bureau in its meeting held on _____ resolved that the Chief Coordinator of the Bureau of APMCHUD is authorized to take all necessary actions for registration of the Permanent Secretariat and to take all other action as may be necessary to be taken up in this regard”.

The Secretariat has drafted a Memorandum of Understanding on the establishment of the Secretariat in line with the similar Memorandum of Understanding entered into by the constituents of SAARC. The MOU needs to be adopted by the Bureau for filing the same with the relevant authorities for the formal registration process. A copy of the same, which is in line with the framework for the Secretariat already adopted by the APMCHUD, is enclosed. A copy of the Memorandum of Understanding of SAARC is also enclosed. In this regard, the Bureau may consider adopting the following resolutions:-

“The Bureau adopted the MOU on the Establishment of the Secretariat. The Chief Coordinator is hereby authorized to take any further action as may be required for filing the same with the relevant authorities.”

Further, towards meeting day-to-day requirements, a bank account would also need to be opened at New Delhi. Towards the same, the Bureau may also adopt the following resolution :-

“The Bureau authorized the Chief Coordinator of the Permanent Secretariat, Mr. Sunil Kumar Singh to open a bank account in the name of APMCHUD wherein the Chief Coordinator would also be authorized to operate the account and have the authority for signature on cheques and other documents would be with the Chief Coordinator for payments within the approved budget by the Bureau”.

The Bureau may consider adopting the above resolution.

MEMORANDUM OF UNDERSTANDING ON THE ESTABLISHMENT OF THE SECRETARIAT

ASIA PACIFIC MINISTERIAL CONFERENCE ON HOUSING & URBAN DEVELOPMENT (APMCHUD)

I

ESTABLISHMENT OF THE SECRETARIAT

In pursuance of the establishment of the Asia Pacific Ministerial Conference of Housing and Urban Development (APMCHUD) in December 2006, vide the Delhi Declaration adopted by the participating ministers of the Asia Pacific regions and subsequent decisions taken in the second APMCHUD Conference in Tehran vide the Tehran Declaration, the Bureau of the APMCHUD have agreed on the following arrangements with regard to the establishment of the Permanent Secretariat of the Bureau of APMCHUD.

II

LOCATION

The Secretariat shall be located in New Delhi, India.

III

ROLE OF THE SECRETARIAT

The primary role of the Secretariat shall be to coordinate and monitor the implementation of activities of APMCHUD and to service the meetings of the APMCHUD and its Bureau. The role of the Secretariat shall include the following:

- Providing technical advice to the Conference, Bureau and member countries
- Knowledge and documentation centre of APMCHUD
- Carrying out technical administrative functions of APMCHUD & Bureau
- Developing systems and processes for efficient working of APMCHUD
- Representing, & signing official documentation as mandated
- Developing plan programme and projects for APMCHUD
 - To engage in activities and contacts in support of the member countries in order to facilitate financing of agreed projects and activities through international financial organizations, investors and donors;
- Developing and Building Capacity for APMCHUD

- Preparing background documents for members of Bureau
- To serve as the custodian of all documentation and archives of APMCHUD;
 - Maintaining a relationships with Governments, multilateral institutions, other support structure
- Maintaining database on the areas of work of APMCHUD
- Facilitating Technical assistance to member countries
- Planning and arranging country or regional visits
- Recruiting and sourcing expert services on urban development
- Collation and dissemination of innovative construction methodologies, methods of financing, sources of financing including public-private partnerships and government subsidies with particular reference to extending affordable housing to the low income population.
- Coordinating the organization of the APMCHUD Conference with the member country, wherever the APMCHUD conference is scheduled to happen.
- To serve as the permanent channel of communications and coordination among Member countries in all areas related to APMCHUD's agreed programmes and activities through all means available to it; in this context also to provide practical information to the Member States on procedural matters and all other fields as may be needed.
- To carry out such other functions and duties as may be assigned to it by the Bureau and the APMCHUD.

IV

STRUCTURE

The Secretariat shall comprise a Chief Coordinator, and Professional and General Services Staff, and contain an appropriate number of functional units to be called Divisions.

V

APPOINTMENT OF CHIEF COORDINATOR

The Chief Coordinator shall be appointed by the Bureau and shall be ratified by the APMCHUD. The appointment of the Chief Coordinator shall be for a period of five years renewable for another term by the Bureau. The Chief Coordinator shall hold the rank and status equivalent to that of UN officials in the rank of USG/ASG/DII or DI. Chief Coordinator of the Bureau shall be the Officer-in-Charge of the Secretariat.

VI

APPOINTMENT OF PROFESSIONAL STAFF AND GENERAL SERVICES STAFF

1. The Chief Coordinator shall employ such Professional and General Service staff as may be necessary for the functioning of the Secretariat.
2. The Professional staff and the General Services staff shall be nationals of the member states recruited through open competition after advertisement and shall be appointed by the Chief Coordinator
3. The Professional staff and the General services staff, on completion of one years probation shall be confirmed in their appointments
4. The appointments shall be subject to the proviso that no objection is raised by their respective governments

VII

FUNCTIONS AND POWERS OF THE CHIEF COORDINATOR

The Chief Coordinator as Head of the Secretariat shall:

1. Supervise personnel, strategic and operational planning, the coordination of activities and the implementation of the operational plans of APMCHUD.
2. Submit staff rules and financial regulations for approval to the Bureau
3. Liaise with Governments and multilateral organizations, the private sector and non-governmental organizational.
4. Develop & facilitate implementation of the APMCHUD programme of action.
5. Oversee and control budget expenditures and outputs and submit the annual budget of the Secretariat to the Bureau for approval
6. Facilitate, arrange and coordinate meetings of the APMCHUD/Bureau and keep records of all the meetings
7. Act as the custodian of all APMCHUD documents and publications
8. Provide administrative support for meetings in respect of documentation, taking minutes and the distribution of the agenda
9. Plan and facilitate country and regional programmes of APMCHUD
10. Develop a reporting framework for APMCHUD and for the activities of the Bureau
11. Develop and promote systems to effect cooperation and coordination between Governments, multilateral institutions and private sector, in line with the APMCHUD charter
12. Perform such other functions as the Bureau may assign.

VIII

SALARIES AND ALLOWANCES

The salaries and allowances of the Chief Coordinator and professional and General Services Staff of the Secretariat shall be determined by the Bureau.

IX

LANGUAGE

English shall be the working language of the Secretariat.

IX

FUNDING AND BUDGET

Members of APMCHUD would be encouraged to make a regular annual contribution to the operations of the Secretariat. The assistance from other bi-lateral, multi-lateral agencies and other donors would also be solicited and a separate account for the secretariat would be opened at New Delhi for this purpose.

The financial resources of the Secretariat shall be administered in accordance with the financial regulations and rules from the date of adoption by the Bureau.

1. India as the host country for the Secretariat shall provide the initial facilities for the Secretariat like Accommodation with initial furnishing and provision of basic utilities and services.
2. The Annual Budget of the Secretariat shall contain two main components:
 - i) Capital expenditure, including all capital costs on such items as procurement of machines, equipment and vehicles; and
 - ii) Recurrent expenditure, including all expenses associated with the running of the Secretariat during the Budget Year including payment of salaries, allowances and perquisites of all Secretariat personnel, travel, utility charges, office requisites and stationery, minor maintenance and any other regular expenses.
3. The Annual Budget of the Secretariat shall be shared by Member States on the basis of a formula agreed upon by the Bureau.

X

AUDIT AND ACCOUNTS

The accounts of the Secretariat shall be audited annually by a panel of Auditors duly appointed by the Bureau. The Report of the Panel of Auditors along with the annual accounts shall be submitted for approval of the Bureau.

XI

PRIVILEGES AND IMMUNITIES

The Secretariat, the Chief Coordinator and members of the Professional staff shall enjoy such privileges and immunities as are admissible to UN officials and an agreement in this regard may be entered into between the Secretariat and the host country.

Other APMCHUD countries will take steps to accord immunities and privileges to the Chief Coordinator and other members of the professional staff when visiting their territories on official duties, consistent with local laws and practices.

XII

AMENDMENT

Any amendment to this Memorandum will require approval of the Bureau.

XIII

Signed this Twelfth Day of August of the Year Two Thousand Eight by the
Members of the Bureau

MEMORANDUM OF UNDERSTANDING ON THE ESTABLISHMENT OF THE SECRETARIAT

South Asian Association for Regional Cooperation

I

ESTABLISHMENT OF THE SECRETARIAT

In pursuance of Article VIII of the SAARC Charter the Governments of Bangladesh, Bhutan, India, the Maldives, Nepal, Pakistan and Sri Lanka have agreed on the following arrangements with regard to the establishment of the SAARC Secretariat.

II

LOCATION

The Secretariat shall be located in Kathmandu, Nepal.

III

ROLE OF THE SECRETARIAT

The role of the Secretariat shall be to co-ordinate and monitor the implementation of SAARC activities and to service the meetings of the Association.

IV

STRUCTURE

The Secretariat shall comprise a Secretary General, and Professional and General Service Staff, and contain an appropriate number of functional units to be called Divisions.

V

APPOINTMENT OF SECRETARY GENERAL

*1. The Secretary General shall be appointed by the Council of Ministers upon nomination by a Member State on the basis of the principle of rotation in alphabetical order. The appointment of the Secretary General shall be for a non-renewable tenure of three years. He shall hold the rank and status of Ambassador.

**2. Director of the highest rank will act as the Officer-in-Charge of the SAARC Secretariat. In the absence of the Secretary General by rotation in alphabetical order of the member countries.

*As amended by the Ninth SAARC Summit, Male (Para 5 of the Declaration)

**As amended by the Fourth Session of the Council of Ministers.

VI

APPOINTMENT OF PROFESSIONAL STAFF

1. The Professional Staff of the Secretariat shall be appointed by the Secretary General upon nomination by Member States.
2. Each Member State shall nominate one officer at the level of Director who, on appointment shall take charge of a Division/Divisions to be assigned by the Secretary General.
3. The appointment of a Director shall be for three years. In special circumstances the Secretary General may, in consultation with the Member State concerned, extend the tenure for a period not exceeding another full term.
4. A Director shall be of the rank of Counsellor.

VII

APPOINTMENT OF GENERAL SERVICES STAFF

1. The Secretary General shall employ such General Services Staff as are necessary for the normal functioning of the Secretariat.
2. The General Services Staff shall be nationals of the Member States recruited through open competition after advertisement, and shall be appointed by the Secretary General.
3. The General Services Staff on satisfactory completion of one year's probation shall be confirmed in their appointments.
4. The appointment of the General Services Staff shall be subject to the proviso that no objection is raised by the respective Governments.

VIII

FUNCTIONS AND POWERS OF THE SECRETARY GENERAL

The Secretary General, as head of the SAARC Secretariat, shall:

1. Be responsible for conducting the work of the Secretariat including co-ordination and monitoring of SAARC activities;
2. Submit Staff Rules and Financial Regulations to the Standing Committee for approval of the Council of Ministers;
3. Act as a channel of communication and linkage, when so empowered by the Standing Committee, between SAARC and other international organizations on matters of mutual interest. In doing so, the Secretary General shall be guided by the decision of

the Council of Ministers that initiatives for collaboration with external agencies should stem from SAARC itself based on its own determination of priorities and keeping in mind the relevant provisions of the SAARC Charter;

4. Assist in organization and preparation of SAARC meetings at the levels of Standing Committee, Council of Ministers and the Summit and such other meetings as directed by the Standing Committee. The Secretary General shall attend those meetings or nominate a member of his Professional Staff to do so;
5. Submit the Annual Budget of the Secretariat to the Standing Committee for approval of the Council of Ministers;
6. Act as the custodian of all SAARC documents and publications;
7. Report periodically to the Standing Committee;
8. Perform such other functions as the Standing Committee and Council of Ministers may assign.

IX

FUNCTIONS OF THE DIRECTORS

The Directors shall perform such functions as may be assigned to them by the Secretary General.

X

LANGUAGE

English shall be the working language of the Secretariat.

XI

FUNDING AND BUDGET

1. Nepal as the Host Country shall provide the following facilities for the Secretariat :
 - i) Accommodation with initial decoration and furnishing and provision of basic utilities and services including power, water, gas, air-conditioning, telephone, telex and major maintenance of the same; and
 - ii) Machines, equipment and vehicles for the initial stage.
2. The Annual Budget of the Secretariat shall contain two main components:
 - i) Capital expenditure, including all capital costs on such items as procurement of machines, equipment and vehicles; and

ii) Recurrent expenditure, including all expenses associated with the running of the Secretariat during the Budget Year including payment of salaries, allowances and perquisites of all Secretariat personnel, utility charges, office requisites and stationery, minor maintenance and any other regular expenses.

3. The Annual Budget of the Secretariat shall be shared by Member States on the basis of a formula agreed upon by the Council of Ministers.

XII

SALARIES AND ALLOWANCES

The salaries and allowances of the Secretary General and professional and General Services Staff of the Secretariat shall be determined by the Council of Ministers.

XIII

PRIVILEGES AND IMMUNITIES

1. The secretariat the Secretary General and members of the Professional Staff of the Secretariat shall enjoy such privileges and immunities as are admissible to diplomatic missions/envoys and as detailed in the Headquarters Agreement to be reached between the Secretariat and the Host Country.

XIV

AUDIT AND ACCOUNTS

The accounts of the Secretariat shall be audited annually by a Panel of Auditors comprising three qualified members nominated by three Member States by rotation and appointed every year for a contract period of three weeks by the Standing Committee. The Report of the Panel of Auditors along with the annual accounts shall be submitted to the Standing Committee for approval of the Council of Ministers.

XV

AMENDMENT

An amendment to this Memorandum will require approval of the Council of Ministers.

XVI

GENEREAL

1. The Secretariat shall commence functioning from a date to be determined by the Council of Ministers.
2. Signed this Seventeenth Day of November of the year One Thousand Nine Hundred and Eighty

HUMAYUN RASHEED CHOUDHURY
Minster of Foreign Affairs People's Republic of Bangladesh

DAWA TSERING
Minster of Foreign Affairs
Kingdom of Bhutan

NARAYAN DATT TIWARI
Minister of External Affairs
Republic of India

FATHULLA JAMEEL
Minister of Foreign Affairs
Republic of Maldives

SHAILENDRA KUMAR UPADHYAYA
Minister of Foreign Affairs and Land Reforms
His Majesty's Government of Nepal

SAHEBZADA YAQUB KHAN
Minster of Foreign Affairs
Islamic Republic of Pakistan

A.C.SHAHUL HAMEED
Minster of Foreign Affairs
Democratic Socialist Republic of Sri Lanka

RULES OF PROCEDURE OF THE ECONOMIC COOPERATION ORGANIZATION (ECO)

PREAMBLE

These rules shall be called Rules of Procedure for meetings of the Economic Cooperation Organization. These rules shall come into force with effect from the date of their approval by the ECO Council of Ministers and shall apply to all activities of the Economic Cooperation Organization and the meetings of the Council of Ministers (COM), Council of Permanent Representatives (CPR), the Regional Planning Council (RPC), Secretariat and/or ad-hoc committees established for specific functions.

CHAPTER - I

MANDATES AND FUNCTIONS OF THE PRINCIPAL ORGANS

A) COUNCIL OF MINISTERS (COM)

Council of Ministers shall be the highest policy and decision making body of ECO. It shall meet at least once a year preferably prior to the beginning of ECO fiscal year by rotation, in the territories of the Member States. The Council of Ministers may propose the convening of meetings of other Ministers for the formulation and recommendation of Plans and projects in their respective fields. The Council of Ministers shall have, inter-alia, the following responsibilities:

- a) Approve policies, strategies, and work programmes of ECO;
- b) Appoint the Secretary General and his Deputies;
- c) Review and adopt the reports of the Regional Planning Council, Council of Permanent Representatives and Specialized Agencies;
- d) Review the reports of the Regional Institutions;
- e) Establish such subsidiary or ad-hoc Committees as appropriate;
- f) Approve annual budget and audit reports of the Organization;
- g) Decide on the scale of assessment of contribution by Member States to the budget of the Organization;
- h) Prepare the draft agenda and other arrangements for the Summit Meetings;
- i) Report to the Summit on all matters related to the implementation of ECO programmes and projects;

- j) Determine and review as and when necessary, rules and regulations regarding all fiscal, administrative and organizational matters and provisions of financial and staff regulations of the Secretariat.

B) COUNCIL OF PERMANENT REPRESENTATIVE (CPR)

The Council of Permanent Representatives shall meet as often as necessary under the chairpersonship of the representative of Member State holding the chairpersonship of the Council of Ministers and carry out the following functions:

- a) It shall be responsible on behalf of and in the name of the Council of Ministers to implement its decisions and carry out its policies;
- b) Report to the Council of Ministers on all policy related issues and matters referred to it by the Council.
- c) Consider the budget and audit reports of the Organization and recommend them to the COM for approval.
- d) Advise/recommend to the Regional Planning Council on the economic functions of the Secretariat and other technical matters referred to it by the RPC.
- e) Review all the reports of the Secretariat.
- f) Prepare the draft agenda and expedite other arrangement for the RPC and COM meetings.
- g) Monitor follow up action on the decisions of the RPC.

C) REGIONAL PLANNING COUNCIL (RPC)

The Regional Planning Council shall meet at least once a year prior to the annual meeting of the Council of Ministers under the chairpersonship of the representative of the Member state holding the chairpersonship of the Council of Ministers. It shall evolve basic strategies/policies and plans in accordance with the objectives and principles of regional cooperation laid down in the Treaty of Izmir, as well as policy guidelines and directives of the Council of Ministers. To accomplish this task, the RPC shall:

- a) Institutionalize itself at the national levels for regular coordination among designated focal points in each area of activity.
- b) Biennially review ECO's priorities laid down in the Economic Cooperation Strategy.

- c) Annually review the progress of implementation of ECO's approved programmes of action and projects.
- d) Critically review and evaluate the economic work of the Secretariat and formulate recommendations to the COM.
- e) Prepare ECO's Annual Calendar of Events for submission to the Council of Ministers.
- f) Propose when necessary, the establishment of ad-hoc technical committees to the Council of Ministers.
- g) Prepare Annual Economic Report of the ECO region.
- h) Submit its annual report to the Council of Ministers through the Secretary General.

D) ECO SECRETARIAT

In pursuance of Article-IX of the Treaty of Izmir, the Secretariat shall initiate, coordinate and monitor the implementation of ECO activities and service all meetings of the Organization in line with the agreed documents and directives of the governing organs of ECO. Accordingly the Secretariat shall undertake the following duties;

OVERALL RESPONSIBILITIES AND FUNCTIONS:

- (i) To prepare plans, programmes and projects envisaged by ECO's decision-making organs;
- (ii) To serve as the permanent channel of communications and coordination among Member Governments in all areas related to ECO's agreed programmes and activities through all means available to it; in this context also to provide practical information to the Member States on procedural matters and all other fields as may be needed.
- (iii) To serve as the custodian of all documentation and archives of ECO;
- (iv) To assist all permanent and ad-hoc organs of ECO in the performance of their work;
- (v) To service technically and administratively all meetings and activities of the Organization and help the preparation of reports and documents.
- (vi) To act as the information agency for ECO in all related areas within as well as outside the region;

- (vii) To communicate, cooperate and interact with relevant regional and international organizations and agencies in agreed areas in accordance with the policy documents and directives of ECO's decision making organs;
- (viii) To engage in activities and contacts in support of the member governments in order to facilitate financing of agreed projects and activities through international financial organizations, investors and donors;
- (ix) To monitor the activities and maintain contact with regional institutions and specialized agencies and serve as a bridge between them and the Council of Ministers;
- (x) To prepare and submit an Annual Report to the Council of Ministers on the overall performance and activities of the Organization;
- (xi) To carry out such other functions and duties as may be assigned to it by the Council of Ministers and the Council of Permanent Representatives;
- (xii) To establish and operate a documentation and publication system in line with international standards;
- (xiii) To maintain effective communications with the Permanent Missions/Embassies and national focal points of the Member States through a modern and speedy network.

OPERATIONAL STRUCTURE AND ECONOMIC FUNCTIONS OF THE SECRETARIAT

The Secretariat shall carry out its technical work through following Directorates:-

- (a) Trade,
- (b) Transport & Telecommunications,
- (c) Energy, Minerals and Environment,
- (d) Industry & Agriculture,
- (e) Economic Research & Statistics,
- (f) Project Research.

The Directorates of the Secretariat shall work round the year holding periodical meetings with the participation of designated representatives of the Permanent Missions/Embassies accredited to ECO and/or with participation of national experts coming from respective capitals.

Economic Directorates shall have the following general terms of reference:-

- (i) Determine the scope and potential of regional cooperation in the agreed areas;
- (ii) Exchange information and experiences on related subjects.
- (iii) Formulate programmes and projects;
- (iv) Prepare Terms of Reference for the pre-feasibility/feasibility studies on agreed projects;
- (v) Determine financial implications of the projects and recommend modalities for their financing;
- (vi) Monitor progress of implementation of the approved projects and coordinate actions through the Member States.
- (vii) Submit reports/recommendations to the Regional Planning Council in consultation with the CPR.

Ad-hoc Committees may be formed only for specific functions with a specific mandate and for limited time.

Regional and international consultants may be hired, subject to approval by the CPR or COM, upon recommendation of the Secretariat and/or RPC to undertake assignments such as preparation of specific reports, researches, pre-feasibility and feasibility studies, as well as for monitoring, supervising and evaluating the implementation of projects and programmes.

CHAPTER - II

MEETINGS

All meetings of the Economic Cooperation Organization, with the exception of the Council of Permanent Representatives shall be held according to the annual calendar of events approved by the Council of Ministers.

For the meetings organized at the ECO Secretariat, each participating delegation shall bear his/her own expenses. For the meetings held in the Member States, local hospitality and internal travel for the duration of the meeting shall be provided by the host country, while the international travel to and from the venue of the meeting shall be borne by the participating Member State.

For the events to be held in the ECO Member States, the dates may, in exceptional cases, and at the request of the host country, be changed from those approved in the calendar of events. The concurrence of other Member States shall be secured by the ECO Secretariat.

Any meeting, except those of the Council of Permanent Representatives can be convened in extraordinary sessions upon the request of a Member State subject to the agreement of the Council of Permanent Representatives.

In principle, in each meeting, the Council of Permanent Representatives shall fix the date of its next meeting. Any member or the Secretary General may also request for a meeting of the Council of Permanent Representatives at a shorter notice. Such a request shall be conveyed to the Secretary General who shall circulate it at least one week before the date of the meeting.

CHAPTER - III

AGENDA

The draft agenda of the Summit meetings and the meetings of Council of Ministers shall be drawn up by the Council of Permanent Representatives not later than six weeks before the date of the meeting and they shall be immediately circulated to Member States by the Secretary General.

The draft agenda with annotations for the meetings of the Council of Permanent Representatives shall be prepared by the Secretary General keeping in view the proposals of the Council of Permanent Representatives. The draft agenda with annotations shall be circulated two weeks in advance.

Any member may propose new items for inclusion in the agenda for a meeting of the Council of Ministers or Council of Permanent Representatives which shall be sent to the Secretariat for circulation at least two weeks before the deadline for finalization of the draft agenda for that meeting. However, for such an item to be adopted in the final agenda, the presence of the Member States proposing it shall be necessary.

The Secretary General, after receiving views of Member States, shall prepare and circulate the provisional agenda for meetings of the Regional Planning Council. The Secretariat shall propose the provisional draft agenda eight weeks in advance of the meetings through the CPR. Within three weeks the Member States shall convey their comments/ amendments to the proposed agenda. A final draft agenda shall be circulated four weeks in advance of the meeting. The Secretariat shall also provide agenda annotations and/or working papers if possible four weeks advance. Any Member State may propose the inclusion of any new agenda item before the adoption of the final agenda in the meeting.

CHAPTER - IV

REPRESENTATION & CREDENTIALS

Each Member State shall be represented in ECO by an accredited Permanent Representative. The credentials of the Permanent Representative appointed to ECO shall be signed by the Foreign Minister of the country concerned and presented to the Secretary General of ECO.

Each Member State shall be represented in ECO meetings by an accredited representative. The representative may be accompanied to the meetings of ECO by alternate representatives and advisors. The credentials of each representative appointed to ECO together with a designation of the alternate representative shall be communicated to the Secretary General of ECO.

CHAPTER - V

CHAIRPERSONSHIP

At the beginning of every ECO calendar year, policy making organs (COM, RPC, CPR) shall form the Bureau of Chairperson by nominating the Chairperson and electing, a Vice-Chairperson and a rapporteur from among the heads of delegations of participating Member States in accordance with paras 23 and 24 below. The Secretary General or his/her representative shall assist the Bureau. If the Chairperson is to be absent from a meeting, the Vice Chairperson shall preside over the meeting.

The chairpersonship of the ECO Council of Ministers shall rest with the Minister of the Member State hosting the annual meeting of the Council who shall remain chairperson until the election of his/her successor in the next annual meeting of the Council.

For the meeting of the RPC and CPR the chairpersonship should remain with the representative of the Member States holding the chairpersonship of the COM.

For all other ECO meetings other than the policy making organs, the representative of the host Member State shall be elected chairperson. In case the chairpersonship is not available, the member next in alphabetic order shall chair the meeting.

In the meetings to be held at the Secretariat, the representative of the country holding the chairpersonship of COM shall preside over.

CHAPTER - VI

REPRESENTATION OF THE SECRETARIAT IN THE MEETINGS

The Secretary General, or in his/her absence, his/her designated representative shall attend all meetings of the Organization, and may make oral or written statements, as well as offer clarifications upon request.

The Secretary General shall represent the Organization in external relations. He may also designate member(s) of the staff to represent the Organization in international meetings.

CHAPTER - VII

CONDUCT OF BUSINESS

Quorum:

The approved Calendar of Events and participation in meetings shall be considered as mandatory, for all members. However, in case of unavoidable circumstances, the necessary quorum shall be as under:-

- (a) The quorum for all meetings of the Council of Ministers, shall be four-fifth of the total membership.
- (b) For the Meetings of Council of Permanent Representatives and the Regional Planning Council the quorum shall be two-third of the total membership.
- (c) For all other meetings, the quorum shall be simple majority of the total membership.
- (d) In case a Member State cannot attend a meeting, it shall inform the Secretariat at least four weeks before the date of the meeting.

Calendar of Events:

The Calendar of Events, which shall cover all ECO activities, except those of CPR shall be prepared by the Secretary General, endorsed by the Regional Planning Council, recommended by the Council of Permanent Representatives and approved by the Council of Ministers.

For meetings to be held in the member states, in case confirmation of participation by member states required for obtaining necessary quorum for a meeting is not received by the Secretariat at least two weeks before the approved date of that meeting, such a meeting shall be postponed. Fresh dates shall be proposed by the host government/Secretariat, and concurrence to these dates by other Member States shall be obtained by the Secretariat.

Venue:

All meetings of the Organization shall be held at the ECO Secretariat except the meeting of the ECO Council of Ministers and those meetings including RPC which any Member State volunteers to host. If a Member State is unable to host a previously committed meeting, it shall inform the Secretariat at least two months before the approved date. In such a situation the meeting shall be held in the Secretariat.

Drafting Committees/Working Groups:

Any meeting may assign open-ended drafting committee(s) or working group(s) for preparation of the reports of the meetings with the assistance of the Secretariat.

The Council of Ministers, Council of Permanent Representatives, and Regional Planning Council may establish ad-hoc technical committees to discuss matters referred to them whenever needed.

CHAPTER - VIII

DECISION-MAKING

Each Member State present and voting shall have one vote.

With the exception of decisions on vital issues referred to in para-1 of Article-XII of the Treaty of Izmir requiring unanimity of all members, decisions in meetings of the Council of Ministers, the Council of Permanent Representatives and the Regional Planning Council shall be taken on the principle of simple majority of the total membership of ECO provided that remaining members choose to abstain and/or are not against the decision.

In all other meetings, recommendations shall be adopted by simple majority of the total membership of the Organization with every member having the right to record his reservations, if any.

The reports of all meetings of the Organization shall be adopted at the closure of the meetings.

The Member States who have been unable to participate in a meeting may express their views in writing within four weeks to the Secretariat which shall be circulated to other Member States.

A representative may at any time raise a point of order in the meetings, which shall immediately be decided by the Chairperson in accordance with the present rules. A representative may appeal against the ruling of the chairperson. The appeal shall immediately be put to the vote, and the chairperson's ruling shall stand unless overruled by a majority of the members present in the meeting and voting. A representative may not, in raising a point of order, speak on the substance of the question under discussion.

The decision taken by the Council of Ministers shall be binding on all Member States.

CHAPTER - IX

LANGUAGES

English shall be the official language for all meetings. Arrangements for adequate unofficial Russian translation and interpretation services shall be provided by the Government hosting the meeting or the Secretariat in cases where it is the venue of the meetings.

CHAPTER - X

SUMMARY RECORDS AND REPORTS OF THE MEETINGS

Reports and summary records of all ECO meetings shall comprise essentially the points agreed, views expressed and operative decisions taken by the Member States. They should be prepared in a way to secure progressive implementation of projects and achievement of ECO's agreed objectives.

For the Summit meetings, the Secretariat shall prepare summary records and distribute them among the Member States as soon as possible. The views of the Summit Meeting shall be pursued by all concerned organs of ECO in the implementation of their plans and programmes.

For other meetings, a final report shall be prepared and adopted at the end of the meeting.

The reports of the COM and CPR shall take immediate effect, whereas all other reports shall be of recommendatory nature until they are adopted by the Council of Ministers.

CHAPTER - XI

STATUS AND PARTICIPATION OF INVITEES

Subject to the approval of the Council of Permanent Representatives:

- (i). Representatives of the UN agencies or those organizations/ agencies outside the UN System with which ECO enjoys institutionalized cooperative relationship or representatives of agreed non Member States may be invited to inaugural and closing ceremonies of high level ECO meetings.
- (ii). They may also be invited to be present during discussions on proposals or projects involving collaboration with their organizations/countries.

CHAPTER - XII

AMENDMENTS

Any amendment to these rules shall be made by the Council of Ministers on a proposal by the Council of Permanent Representatives.

Item No. 6 : Proposed Structure of the Permanent Secretariat

In line with the Tehran Declaration and Action Plan for Regional Cooperation on promoting Sustainable Urban Development among Asia-Pacific countries, it is proposed that the permanent Secretariat may have 5 main sections comprising of the identified sub-themes for the second conference of APMCHUD, namely :-

1. Urban and Rural Planning & Management
2. Urban Slums Upgradation
3. Water & Sanitation
4. Financing Sustainable Housing
5. Sustainable Urbanisation

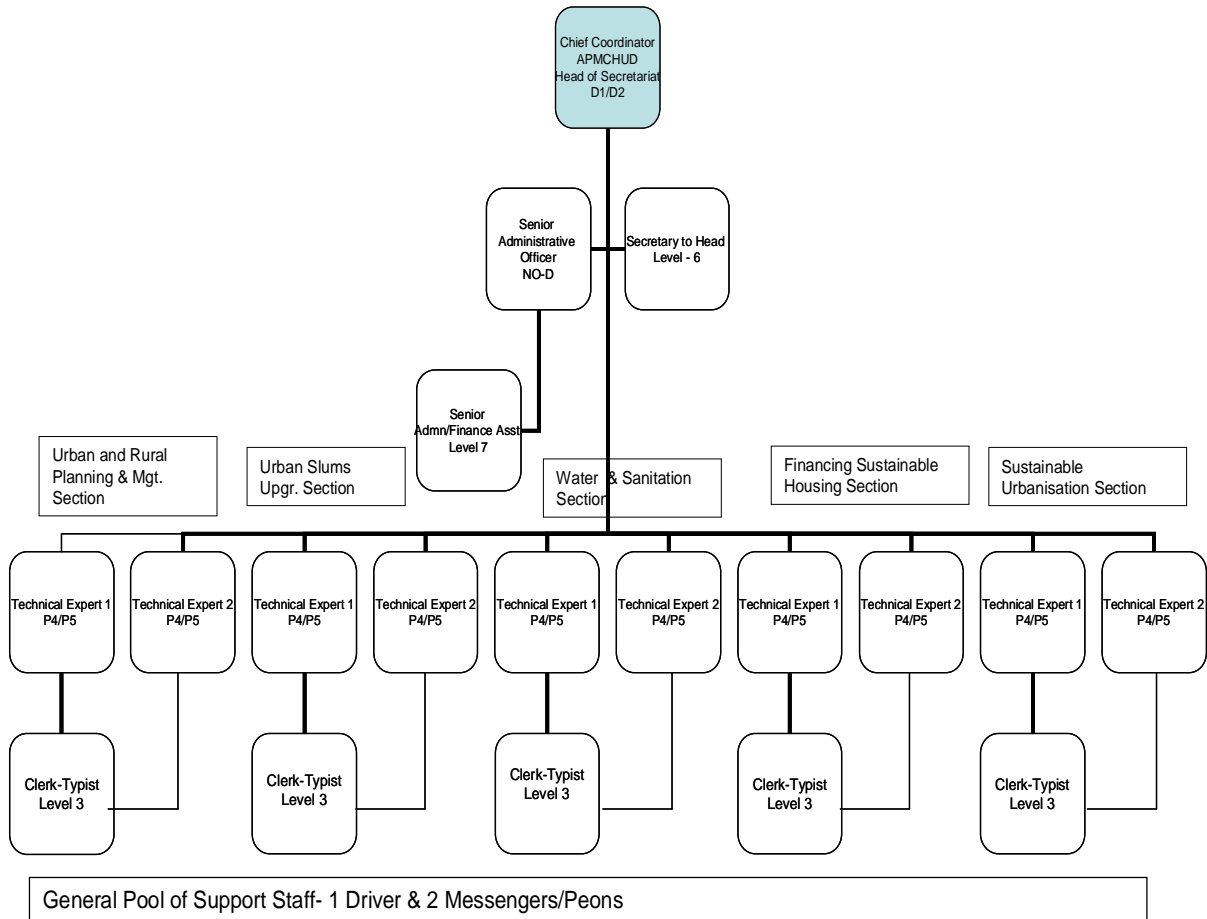
It is proposed that each section may have 2 Technical Experts at the level of P4/P5 of the UN system and each group could be supported by exclusive Secretarial assistance. The permanent Secretariat could be headed by the Officer in D1/D2 scale of the UN and could be supported by an Executive Assistant. For office administration, an officer in the level of NO-D could be appointed who could be supported by a finance clerk in the level IV. The entire office set up could be serviced by 1 driver, 2 messengers/peons. The typical organization chart of the proposed permanent Secretariat is enclosed. Based on the present level of remuneration of the UN system, the annual expenditure of the set up would be about US \$ 1,322,754.00. The calculations in this regard are also enclosed.

In the initial phase, it is proposed to have 1 Technical Expert in each section which after few years could be expanded to the proposed level.

The Bureau may consider the above organization of the permanent Secretariat based on which the detailed budget and other financial requirements would be worked out and place before the Bureau in its subsequent meetings.

The Bureau may consider.

ORGANISATIONAL CHART



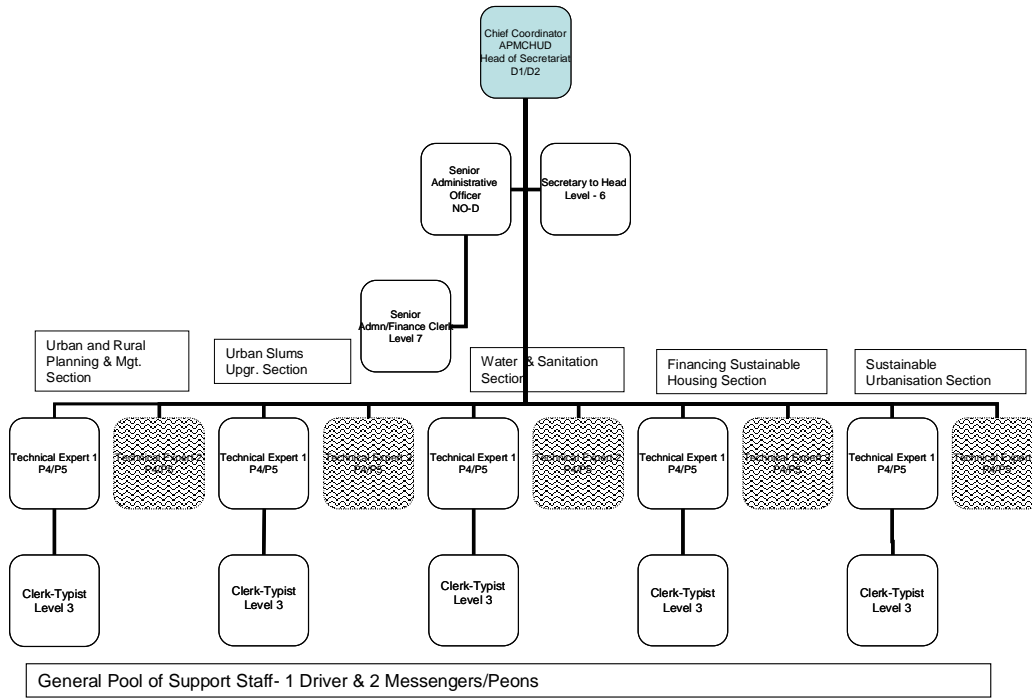
Cost of the Secretariat

Designation	Level	No. of Post	Gross Annual Salary (in Rs.)	Gross Annual Salary (in \$)	Total Gross Annual Salary (\$)
Head of the Secretariat	D2	1		141,524	141,524
Technical Experts	P5	5		106,907	534,535
Technical Experts	P4	5		87,790	438,950
Senior Administrative Officer	NO-D	1	3,885,170	87,791	87,791
Senior Administrative Assistant	7	1	1,091,170	27,279	27,279
Secretary to Head of office	6	1	818,780	20,470	20,470
Clerk/Typist	3	5	392,310	9,808	49,039
Driver	2	1	338,460	8,462	8,462
Messenger/Peon	1	2	294,100	7,353	14,705

1,322,754

Considered Rs.40/- for \$1 as the conversion rate.

INITIAL ORGANISATIONAL CHART



Initial Cost of the Secretariat

Designation	Level	No. of Post	Gross Annual Salary (in Rs.)	Gross Annual Salary (in \$)	Total Gross Annual Salary (\$)
Head of the Secretariat	D2	1		141,524	141,524
Technical Experts	P5	2		106,907	213,814
Technical Experts	P4	3		87,790	263,370
Senior Administrative Officer	NO-D	1	3,885,170	87,791	87,791
Senior Administrative Assistant	7	1	1,091,170	27,279	27,279
Secretary to Head of office	6	1	818,780	20,470	20,470
Clerk/Typist	3	5	392,310	9,808	49,039
Driver	2	1	338,460	8,462	8,462
Messenger/Peon	1	2	294,100	7,353	14,705

826,453

Considered Rs.40/- for \$1 as the conversion rate.

Salary scale for the Professional and higher categories showing annual gross salaries
and net equivalents after application of staff assessment
(in United States dollars)

Effective 1 January 2008

		S T E P S														
Level		<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>	<i>VII</i>	<i>VIII</i>	<i>IX</i>	<i>X</i>	<i>XI</i>	<i>XII</i>	<i>XIII</i>	<i>XIV</i>	<i>XV</i>
USG	Gross	189,929														
	Net D	136,454														
	Net S	122,802														
ASG	Gross	172,546														
	Net D	125,155														
	Net S	113,332														
D-2	Gross		*	*	*	*	*									
	Net D	141,524	144,528	147,534	150,566	153,709	156,854									
	Net S	104,736	106,779	108,823	110,868	112,911	114,955									
D-1	Gross															
	Net D	141,524	144,528	147,534	150,566	153,709	156,854									
	Net S	104,736	106,779	108,823	110,868	112,911	114,955									
P-5	Gross															
	Net D	129,304	131,944	134,579	137,219	139,859	142,496	145,135	147,775	150,431						
	Net S	96,427	98,222	100,014	101,809	103,604	105,397	107,192	108,987	110,780						
P-4	Gross															
	Net D	129,304	131,944	134,579	137,219	139,859	142,496	145,135	147,775	150,431						
	Net S	96,427	98,222	100,014	101,809	103,604	105,397	107,192	108,987	110,780						
P-3	Gross															
	Net D	129,304	131,944	134,579	137,219	139,859	142,496	145,135	147,775	150,431						
	Net S	96,427	98,222	100,014	101,809	103,604	105,397	107,192	108,987	110,780						
P-2	Gross															
	Net D	129,304	131,944	134,579	137,219	139,859	142,496	145,135	147,775	150,431						
	Net S	96,427	98,222	100,014	101,809	103,604	105,397	107,192	108,987	110,780						
P-1	Gross															
	Net D	129,304	131,944	134,579	137,219	139,859	142,496	145,135	147,775	150,431						
	Net S	96,427	98,222	100,014	101,809	103,604	105,397	107,192	108,987	110,780						

D = Rate applicable to staff members with a dependent spouse or child.

S = Rate applicable to staff members with no dependent spouse or child.

* = The normal qualifying period for in-grade movement between consecutive steps is one year, except at those steps marked with an asterisk for which a two-year period at the preceding step is required.

NEW DELHI(INDIA)

DEPENDENCY ALLOWANCES:

Child	Rupees 19,680 net per annum per child, subject to a maximum of six children.
Spouse 1/	Rupees 1,332 net per annum (for eligible staff on board and already in receipt of amount prior to 1 October 1998).

Note: The scale is based on a common worksheet of 40 hours.

a/ Staff assessment is calculated on the basis of the 36-month average exchange rate of Rupees 44.27 to US\$ 1.00.
The official United Nations exchange rate for a given month will continue to be used for operational and Pension Fund purposes.

b/ Long-service step:

The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations
Common System and five years of service at the top regular step of the current grade.

(b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to Total Net salaries.
Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever UN salaries are taxed.

Gross Pens.: Gross Pensionable salaries have been derived through application of staff assessment to Net Pensionable salaries.
Gross Pensionable is the basis for determining Pension Fund contributions under Article 25 of UNJSPF Regulations and for determining Pension benefits.

Net Pens.: Net Pensionable is that part of net salary which is used to derive to the Gross Pensionable Salary.
Net Pensionable salary is the Total Net salary less the Non-pensionable component, i.e. 88.6 per cent of total net salaries.

Total Net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: Non-Pensionable Component is that part of net salary excluded from application of staff assessment in determination of the Gross Pensionable salary.
The Non-Pensionable Component has been established at Rupees 11.4 percent.

Revision 18
7-Dec

NEW DELHI(INDIA)

U N I T E D N A T I O N S N A T I O N S U N I E S

NEW DELHI(INDIA)
National Officer Category- Annual Salaries and Allowances
(in Rupees)a/
Effective 1 July 2007

		S T E P S										
Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI
#REF!	(Gross)	1347910	1417630	1487340	1557060	1626770	1696490	1766200	1838550	1911090	1983640	2056180
	(Gross Pens.)	1174030	1232750	1291450	1350160	1408880	1467600	1526320	1585010	1643730	1702460	1761170
	(Total Net)	1073310	1126990	1180670	1234350	1288030	1341710	1395390	1449070	1502750	1556430	1610110
	(Net Pens.)	950953	998513	1046074	1093634	1141195	1188755	1236316	1283876	1331437	1378997	1426557
	(NPC)	122357	128477	134596	140716	146835	152955	159074	165194	171314	177433	183553
#REF!	(Gross)	1896450	1997220	2097990	2198760	2299530	2400300	2501070	2601840	2705970	2814040	2922120
	(Gross Pens.)	1631930	1713490	1795040	1878390	1964180	2049970	2135780	2221570	2307380	2393150	2478940
	(Total Net)	1491910	1566480	1641050	1715620	1790190	1864760	1939330	2013900	2088470	2163040	2237610
	(Net Pens.)	1321832	1387901	1453970	1520039	1586108	1652177	1718246	1784315	1850384	1916453	1982522
	(NPC)	170078	178579	187080	195581	204082	212583	221084	229585	238086	246587	255088
#REF!	(Gross)	2696320	2846880	2997450	3148010	3298580	3449140	3599710	3750280	3900840	4051410	4201970
	(Gross Pens.)	2299700	2419260	2538800	2658340	2777890	2897430	3016970	3136520	3256060	3375590	3495160
	(Total Net)	2081810	2185700	2289590	2393480	2497370	2601260	2705150	2809040	2912930	3016820	3120710
	(Net Pens.)	1844484	1936530	2028577	2120623	2212670	2304716	2396763	2488809	2580856	2672903	2764949
	(NPC)	237326	249170	261013	272857	284700	296544	308387	320231	332074	343917	355761
#REF!	(Gross)	3885170	4095800	4306420	4517040	4727670	4938290	5148910	5359540	5570160	5780780	5991410
	(Gross Pens.)	3243640	3410850	3578090	3747750	3921740	4095730	4269750	4443720	4617730	4791720	4965720
	(Total Net)	2902120	3047450	3192780	3338110	3483440	3628770	3774100	3919430	4064760	4210090	4355420
	(Net Pens.)	2571278	2700041	2828803	2957565	3086328	3215090	3343853	3472615	3601377	3730140	3858902
	(NPC)	330842	347409	363977	380545	397112	413680	430247	446815	463383	479950	496518
NO-E	(Gross)	4306720	4538090	4769450	5000810	5232170	5463540	5694900	5926260	6157620	6388990	6620350
	(Gross Pens.)	3578260	3765080	3956220	4147360	4338510	4529660	4720790	4911930	5103090	5294230	5485360
	(Total Net)	3192990	3352630	3512270	3671910	3831550	3991190	4150830	4310470	4470110	4629750	4789390
	(Net Pens.)	2828989	2970430	3111871	3253312	3394753	3536194	3677635	3819076	3960517	4101959	4243400
	(NPC)	364001	382200	400399	418598	436797	454996	473195	491394	509593	527792	545990

Revision 18
Dec-07

NEW DELHI(INDIA)**DEPENDENCY ALLOWANCES:**

Child Rupees 19,680 net per annum per child,
subject to a maximum of six children.

Spouse 1/ Rupees 1,332 net per annum (for eligible
staff on board and already in receipt
of amount prior to 1 October 1998).

Note: The scale is based on a common worksheet of 40 hours.

a/ Staff assessment is calculated on the basis of the 36-month average exchange rate of Rupees 44.27 to US\$ 1.00.
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NPC: Non-Pensionable Component is that part of net salary excluded from application of staff assessment in determination of the Gross Pensionable salary.
The Non-Pensionable Component has been established at Rupees 11.4 percent.

Revision 18

7-Dec

NEW DELHI(INDIA)**Level Type of Post**

NO-A Assistant Administrative Officer
Assistant Programme Officer

NO-B Associate Administrative Officer
Associate Programme Officer

NO-C Administrative Officer
Programme Officer

NO-D Senior Administrative Officer
Senior Programme Officer

NO-E Project Officer

Revision 18

Dec-07 0

NEW DELHI(INDIA)
General Service Category- Annual Salaries and Allowances
(in Rupees)†
Effective 1 July 2007

Level		I	II	III	IV	V	VI	VII	VIII	IX	X							XVI	
1	(G)	294100	302270	310440	318620	326790	334960	343140	351310	359480	367650	375830	384000	392170	400350	408520	416690	424860	433040
	(GP)	292060	300190	308290	316420	324510	332630	340750	348860	356970	365090	373200	381310	389430	397540	405660	413750	421880	429990
	(TN)	238220	244840	251460	258080	264700	271320	277940	284560	291180	297800	304420	311040	317660	324280	330900	337520	344140	350760
	(NP)	236552	243126	249700	256273	262847	269421	275994	282568	289142	295715	302289	308863	315436	322010	328584	335157	341731	348305
	(PC)	1668	1714	1760	1807	1853	1899	1946	1992	2038	2085	2131	2177	2224	2270	2316	2363	2409	2455
2	(G)	338460	347840	357220	366600	375980	385370	394750	404140	413520	422900	432280	441670	451050	460430	469810	479200	488580	497960
	(GP)	336000	345330	354640	363960	373300	382620	391960	401290	410610	419940	429250	438580	447900	457240	466580	475900	485220	494550
	(TN)	274150	281750	289350	296950	304550	312150	319750	327350	334950	342550	350150	357750	365350	372950	380550	388150	395750	403350
	(NP)	272231	279778	287325	294871	302418	309965	317512	325059	332605	340152	347699	355246	362793	370339	377886	385433	392980	400527
	(PC)	1919	1972	2025	2079	2132	2185	2238	2291	2345	2398	2451	2504	2557	2611	2664	2717	2770	2823
3	(G)	392310	403210	414110	425010	435910	446810	457720	468620	479530	490420	501320	512220	523120	534020	544930	555830	566730	577630
	(GP)	389640	400460	411280	422090	432900	443730	454540	465360	476180	487000	497800	508620	519450	530260	541080	551900	562710	573520
	(TN)	317770	326600	335430	344260	353090	361920	370750	379580	388410	397240	406070	414900	423730	432560	441390	450220	459050	467880
	(NP)	315546	324314	333082	341850	350618	359387	368155	376923	385691	394459	403228	411996	420764	429532	438300	447068	455837	464605
	(PC)	2224	2286	2348	2410	2472	2533	2595	2657	2719	2781	2842	2904	2966	3028	3090	3152	3213	3275
4	(G)	480770	494120	507480	520840	534200	547560	560910	574270	587630	600990	614350	627700	641060	654420	667780	681140	694490	707850
	(GP)	477430	490690	503940	517220	530460	543730	557000	570250	583520	596780	610040	623290	636550	649820	663090	676350	689600	702860
	(TN)	389420	400240	411060	421880	432700	443520	454340	465160	475980	486800	497620	508440	519260	530080	540900	551720	562540	573360
	(NP)	386694	397438	408183	418927	429671	440415	451160	461904	472648	483392	494137	504881	515625	526369	537114	547858	558602	569346
	(PC)	2726	2802	2877	2953	3029	3105	3180	3256	3332	3408	3483	3559	3635	3711	3786	3862	3938	4014
5	(G)	619990	637200	654410	671620	688830	706040	723250	740460	757670	774880	792090	809300	826510	843720	860930	878140	895350	912560
	(GP)	615620	632720	649810	666880	683990	701080	718180	735260	752340	769460	786550	803640	820730	837820	854920	872020	889100	906200
	(TN)	502190	516130	530070	544010	557950	571890	585830	599770	613710	627650	641590	655530	669470	683410	697350	711290	725230	739170
	(NP)	498675	512517	526360	540202	554044	567887	581729	595572	609414	623256	637099	650941	664784	678626	692469	706311	720153	733996
	(PC)	3515	3613	3710	3808	3906	4003	4101	4198	4296	4394	4491	4589	4686	4784	4881	4979	5077	5174
6	(G)	818780	841510	864230	887040	910950	934860	958770	982680	1006590	1030500	1054410	1078320	1102230	1126140	1150040	1173950	1197860	1221770
	(GP)	813030	835990	858160	880720	903290	925870	948450	971020	993590	1016150	1038720	1061290	1083860	1106440	1129010	1151570	1174150	1196730
	(TN)	663210	681620	700030	718440	736850	755260	773670	792080	810490	828900	847310	865720	884130	902540	920950	939360	957770	976180
	(NP)	658568	676840	695130	713411	731692	749973	768254	786535	804817	823098	841379	859660	877941	896222	914503	932784	951066	969347
	(PC)	4642	4771	4900	5029	5158	5287	5416	5545	5673	5802	5931	6060	6189	6318	6447	6576	6704	6833
7	(G)	1091170	1122680	1154190	1185690	1217200	1248710	1280210	1311720	1343230	1374730	1406240	1437750	1469250	1500760	1532260	1563770	1595280	1626780
	(GP)	1073390	1103140	1132870	1162630	1192380	1222110	1251870	1281620	1311360	1341120	1370870	1400590	1430350	1460100	1489850	1519590	1549340	1579090
	(TN)	875620	890880	924140	948400	972660	996920	1021180	1045440	1069700	1093960	1118220	1142480	1166740	1191000	1215260	1239520	1263780	1288040
	(NP)	869491	893581	917671	941761	965851	989942	1014032	1038122	1062212	1086302	1110392	1134483	1158573	1182663	1206753	1230843	1254934	1279024
	(PC)	6129	6299	6469	6639	6809	6978	7148	7318	7488	7658	7828	7997	8167	8337	8507	8677	8846	9016

Revision 56
Dec-07

Page 1

Level		I	II	III	IV	V	VI	VII	VIII	IX	X							XVI b/	
EXTENDED GENERAL SERVICE LEVEL																			
8	(G)	1721670	1782030	1803680	1845680	1887680	1929680	1971680	2013680	2055680	2097680	2139680	2181680	2223680	2265680	2307680	2349680		
	(GP)	1668490	1709650	1744800	1782960	1821130	1859270	1897430	1935580	1973740	2011900	2050060	2088240	2126400	2164560	2202720	2240880		
	(TN)	1361100	1392180	1423260	1454340	1485420	1516500	1547580	1578660	1609740	1640820	1671900	1702980	1734060	1765140	1796220	1827300		
	(NP)	1351572	1382435	1413297	1444160	1475022	1505885	1536747	1567609	1598472	1629334	1660197	1691059	1721922	1752784	1783646	1814509		
	(PC)	9528	9745	9963	10180	10398	10616	10833	11051	11268	11486	11703	11921	12138	12356	12574	12791		

New Delhi (India)

The posts listed below are considered representative of the jobs at each grade level.

The list includes jobs used for comparison purposes during the local salary survey.

They are based on the job classification standards approved by ICSC for use by the organizations of the UN Common System. This list does not necessarily include all jobs at the duty station.

Level	Type of Post
1	Messenger
2	Driver
3	Senior Driver Clerk-Typist
4	Secretary Administrative Clerk Finance Clerk
5	Senior Secretary Senior Administrative Clerk Senior Finance Clerk
6	Secretary to Head of Office Administrative Assistant Finance Assistant
7	Senior Administrative Assistant Senior Finance Assistant

Item No. 7 : Proposed Structure for requesting financial Support from APMCHUD Member Countries

As agreed during the last meeting of the Bureau held at New Delhi on 13th October. 2008 , the Bureau decided that the issue could be deferred till the structure and its implications are finalized.

The items for the “Permanent Secretariat – Formal Registration process” and “Proposed Structure of the Permanent Secretariat” have been included for discussion in the current meeting separately. Accordingly, the item on “Proposed Structure for requesting financial Support from APMCHUD Member Countries” which was deferred in the last meeting, is put up for consideration of the Bureau.

The Bureau may like to consider.

Item No. 7 : Proposed Structure for requesting financial Support from
(Item No.3 of **APMCHUD Member Countries**
2nd meeting of
the bureau of
APMCHUD)

As decided, the Government of India is providing the initial support for operationalisation of the permanent Secretariat at New Delhi, however, with the proposed organization of the permanent Secretariat and for other actions as proposed in the Action Plan and the Tehran Declaration, a significant corpus would need to be established. In this regard, guidance were sought from the UN-Habitat for contribution from the member countries and other donors for such inter-governmental bodies. Based on the guidance provided by UN-Habitat and the norms of United Nations followed in this regard the normal contribution breakup for the members of UN is attached. Further, out of the same, considering only the countries in the Asia Pacific Region, the break up of contribution have been worked out and is also placed.

It is proposed that based on the organization structure to be approved by the Bureau in the previous items and budget requirement accordingly, we may solicit the contributions of the member countries for APMCHUD. Further, we may request countries to also make further contributions for the corpus as they deem appropriate.

The Bureau may consider.



भारत सरकार
आवास और ग्रामीण गरीबी
उपशान्त मंत्रालय,
विशेष महानिदेशक-110008
GOVERNMENT OF INDIA
MINISTRY OF HOUSING &
URBAN POVERTY ALLEVIATION,
NIRMAAN BHAVAN, NEW DELHI-110008

Sunil Kumar Singh
Chief Coordinator, Bureau of APMCHUD
& Joint Secretary (Housing)
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E-mail: jshupa@gmail.com

D.O. No.APMCHUD/2ND BUREAU/2008
June 7, 2008

Excellency,

The Permanent Secretariat of the Bureau of APMCHUD is grateful for the extensive support and guidance provided by UN-Habitat towards the initiatives of the Asia Pacific Ministerial Conference on Housing and Urban Development.

As decided during the Conference, the Permanent Secretariat is now in the process of its formal registration and other facilitating arrangement, for which we have requested for the guidance and support from UN-Habitat relating to the formalities that need to be completed for legal establishment of such inter-governmental bodies. We look forward to the inputs from UN-Habitat in this regard.

Further towards generating resources for the operations of the Permanent Secretariat, we have solicited the support of the multilateral agencies like ADB, World Bank, UNDP, KfW etc. towards which a meeting of their local representatives was also convened recently. We have also constituted a focal group of the representatives from the local missions of the bureau member countries in line with the process followed by the UN-Habitat. We have already have held a series of meeting of the focal group.

The Permanent Secretariat would also request the guidance relating to the process and modalities of the contributions to be made by the member countries towards the setup, possibly on the UN pattern or some alternative arrangements that could be suggested by the UN-Habitat for raising resources for such bodies created under the aegis of UN-Habitat.

We look forward to your continued kind support in making this mechanism a vibrant entity towards effectively addressing the common objective of sustainable development of human settlements in the Asia-Pacific region.

With kind regard

Yours sincerely

Sunil Kumar Singh

Ms. Anna Tibaijuka
Executive Director
UN-Habitat
Nairobi, Kenya

✓ Copy to: Mr. Mohammed Halfani, UN-Habitat

Country	Overall Allocation as per UN Syaytem	Allocation for Asia-Pacific Region
Afghanistan	0.001	0.003
Armenia	0.002	0.007
Australia	1.787	6.188
Azerbaijan	0.005	0.017
Bahrain	0.033	0.114
Bangladesh	0.01	0.035
Bhutan	0.001	0.003
Brunei	0.026	0.090
Cambodia	0.001	0.003
China	2.667	9.236
Cyprus	0.044	0.152
DPR Korea	0.007	0.024
Fiji	0.003	0.010
Georgia	0.003	0.010
India	0.45	1.558
Indonesia	0.161	0.558
Iran	0.18	0.623
Iraq	0.015	0.052
Israel	0.419	1.451
Japan	16.624	57.568
Jordan	0.012	0.042
Kazakhstan	0.029	0.100
Kiribati	0.001	0.003
Kuwait	0.182	0.630
Kyrgyzstan	0.001	0.003
Lao	0.001	0.003
Lebanon	0.034	0.118
Malaysia	0.19	0.658
Maldives	0.001	0.003
Marshall Islands	0.001	0.003
Micronesia	0.001	0.003
Mongolia	0.001	0.003
Myanmar	0.005	0.017
Nauru	0.001	0.003
Nepal	0.003	0.010
New Zealand	0.256	0.887
Oman	0.073	0.253
Pakistan	0.059	0.204

Palau	0.001	0.003
Papua PG	0.002	0.007
Philippines	0.078	0.270
Qatar	0.085	0.294
Republic Of Korea	2.173	7.525
Russian Fedration	1.2	4.156
Samoa	0.001	0.003
Saudi Arabia	0.748	2.590
Singapore	0.347	1.202
Solomon Islands	0.001	0.003
Sri Lanka	0.016	0.055
Syria	0.016	0.055
Tajikistan	0.001	0.003
Thailand	0.186	0.644
Timor-Leste	0.001	0.003
Tonga	0.001	0.003
Turkey	0.381	1.319
Turkmenistan	0.006	0.021
Tuvalu	0.001	0.003
UAE	0.302	1.046
Uzbekistan	0.008	0.028
Vanuatu	0.001	0.003
Vietnam	0.024	0.083
Yemen	0.007	0.024
Total	28.877	100

Afghanistan	0.001
Albania	0.006
Algeria	0.085
Andorra	0.008
Angola	0.003
Antigua	0.002
Argentina	0.325
Armenia	0.002
Australia	1.787
Austria	0.887
Azerbaijan	0.005
Bahamas	0.016
Bahrain	0.033
Bangladesh	0.01
Barbados	0.009
Belarus	0.02
Belgium	1.102
Belize	0.001
Benin	0.001
Bhutan	0.001
Bolivia	0.006
Bosnia	0.006
Botswana	0.014
Brazil	0.876
Brunei	0.026
Bulgaria	0.02
Burkina Faso	0.002
Burundi	0.001
Cambodia	0.001
Cameroon	0.009
Canada	2.977
Cape Verde	0.001
Central African Union	0.001
Chad	0.001
Chile	0.161
China	2.667
Colombia	0.105
Comoros	0.001
Congo	0.001
Costa Rica	0.032
Côte d'Ivoire	0.009
Croatia	0.05
Cuba	0.054
Cyprus	0.044
Czech	0.281

DPR Korea	0.007
DPR Congo	0.003
Denmark	0.739
Djibouti	0.001
Dominica	0.001
Dominican	0.024
Ecuador	0.021
Egypt	0.088
El Salvador	0.02
Equatorial Guinea	0.002
Eritrea	0.001
Estonia	0.016
Ethiopia	0.003
Fiji	0.003
Finland	0.564
France	6.301
Gabon	0.008
Gambia	0.001
Georgia	0.003
Germany	8.577
Ghana	0.004
Greece	0.596
Grenada	0.001
Guatemala	0.032
Guinea	0.001
Guinea-Bissau	0.001
Guyana	0.001
Haiti	0.002
Honduras	0.005
Hungary	0.244
Iceland	0.037
India	0.45
Indonesia	0.161
Iran	0.18
Iraq	0.015
Ireland	0.445
Israel	0.419
Italy	5.079
Jamaica	0.01
Japan	16.624
Jordan	0.012
Kazakhstan	0.029
Kenya	0.01
Kiribati	0.001
Kuwait	0.182
Kyrgyzstan	0.001

Lao	0.001
Latvia	0.018
Lebanon	0.034
Lesotho	0.001
Liberia	0.001
Libyan	0.062
Liechtenstein	0.01
Lithuania	0.031
Luxembourg	0.085
Madagascar	0.002
Malawi	0.001
Malaysia	0.19
Maldives	0.001
Mali	0.001
Malta	0.017
Marshall Islands	0.001
Mauritania	0.001
Mauritius	0.011
Mexico	2.257
Micronesia	0.001
Moldova	0.001
Monaco	0.003
Mongolia	0.001
Montenegro	0.001
Morocco	0.042
Mozambique	0.001
Myanmar	0.005
Namibia	0.006
Nauru	0.001
Nepal	0.003
Netherlands	1.873
New Zealand	0.256
Nicaragua	0.002
Niger	0.001
Nigeria	0.048
Norway	0.782
Oman	0.073
Pakistan	0.059
Palau	0.001
Panama	0.023
Papua PG	0.002
Paraguay	0.005
Peru	0.078
Philippines	0.078
Poland	0.501
Portugal	0.527

Qatar	0.085
Republic Of Korea	2.173
Romania	0.07
Russian Fedration	1.2
Rwanda	0.001
Saint Kitts	0.001
Saint Lucia	0.001
Saint Vincent	0.001
Samoa	0.001
San Marino	0.003
Sao Tome	0.001
Saudi Arabia	0.748
Senegal	0.004
Serbia	0.021
Seychelles	0.002
Sierra Leane	0.001
Singapore	0.347
Slovakia	0.063
Slovenia	0.096
Solomon Islands	0.001
Somalia	0.001
South Africa	0.29
Spain	2.968
Sri Lanka	0.016
Sudan	0.01
Suriname	0.001
Swaziland	0.002
Sweden	1.071
Switzerland	1.216
Syrian	0.016
Tajikistan	0.001
Thailand	0.186
Macedonia	0.005
Timor-Leste	0.001
Togo	0.001
Tonga	0.001
Trinidad and Tobago	0.027
Tunisia	0.031
Turkey	0.381
Turkmenistan	0.006
Tuvalu	0.001
Uganda	0.003
Ukraine	0.045
United AE	0.302
United Kingdom	6.642
United Rep of Tanzania	0.006

USA	22
Uruguay	0.027
Uzbekistan	0.008
Vanuatu	0.001
Venezuela	0.2
Vietnam	0.024
Yemen	0.007
Zambia	0.001
Zimbabwe	0.008

100

Item No. 8 : **Suggestions for organization of a Regional Conference on Slum Development in Mumbai**

During the World Urban Forum IV during 3-6 November,2008, Deputy Minister and Head of Board & Managing Director of Ministry of Housing & Urban Development, The Islamic Republic of Iran proposed to organize a Regional Workshop for sharing of experiences and best practices in the field of slum development. In this regard, a proposal has already been sent to the Deputy Minister of Islamic Republic of Iran.

It is proposed that Bureau may consider organization of Workshop, as it is also in line with the Action Plan adopted in pursuance of the Tehran Declaration in the Second Conference of APMCHUD. The Workshop, initially, can be organized at Mumbai and later in other parts of the Asia Pacific Region.

Regarding the Regional Working Group 2, namely “Urban Slums Upgrading Working Group”, the member countries are called upon to introduce their National Committee’s representatives of “Urban Slums Upgrading Working Group” to the Permanent Secretariat in New Delhi and to the Govt. of Islamic Republic of Iran, for their membership in the above Working Group to start the activities in accordance with the decision taken vide the Action Plan for Regional Cooperation on Promoting Sustainable Urban Development among Asia-Pacific Countries adopted in the Tehran 2nd Conference (Para D of the actions envisaged under Urban Slum Upgrading).

The Bureau may consider.

Item No. 9 : Proposal of UN-ESCAP for one-day 'Asia-Pacific Urban Forum 2010' in the 3rd APMCHUD in Indonesia

During the Twelfth Regional Consultative meeting on Good Urban Governance organized by UN-ESCAP on 4th November, 2008 at Nanjing during the World Urban Forum, Chief Coordinator had an opportunity to interact extensively with Dr. Yap Kioe Sheng, Chief, Poverty Reduction Section and Dr. Adnan Hameed Aliani, Sustainable Urban Development Unit, Environment and Development Division of UN-ESCAP. During the meeting, UN-ESCAP proposed to organize a one-day 'Asia-Pacific Urban Forum 2010' during the forthcoming 3rd Asia Pacific Ministerial Conference on Housing and Urban Development (APMCHUD) in Indonesia.

In order to further strengthen and support the APMCHUD, the representatives from UN-ESCAP also briefed on the history of the Asia Pacific Urban Forum and the rationale for organizing the next Forum in conjunction with the Third Ministerial Conference in Indonesia in 2010.

The Concept Note received from UN-Escap in this regard is enclosed for the kind perusal of the Bureau.

Asia-Pacific URBAN forum and the Ministerial Conference on Housing and Urban Development

Introduction

By 2030 a majority of Asians (around 2.7 billion) will live in cities and towns of Asia and the Pacific. This means adding a city of around 137,000 *every day* for the next twenty years. Cities are engines of economic growth. Over 80 percent of the region's GDP is produced in cities and towns. They are centres of social development, culture, creativity and innovation. The best universities, hospitals and cultural centres are located in cities and towns.

However, at the same time, cities and towns are places where poverty and disparities are most concentrated and visible. Over 40 percent of Asia-Pacific's urban residents live in slums, without adequate shelter and basic services. Cities and towns have an enormous ecological footprint. They account for 75 percent of all energy use and for 80 percent of all greenhouse gases emissions.

The future of Asia and the Pacific depends on how well the region's cities and towns develop and function. Infrastructure and housing built today are likely to lock cities and towns in development and expenditure patterns for the next 20 to 30 years. Making Asian cities inclusive and sustainable will require considerable innovative thinking and action to ensure that our cities are ecologically efficient and sustainable on the one hand and equitable and just on the other.

To discuss such critical and emerging issues, and to share innovative practices on these issues, UN ESCAP periodically convenes the Asia-Pacific Urban Forum. The Forum allows different urban actors to interact with each other, view critical and emerging issues from each other's perspectives and share experiences and innovative practices.

Thus far a total of four Forums have been held. The First Asia-Pacific Urban Forum was held at Bangkok in 1993, immediately preceding the Ministerial Conference on Urbanization in Asia and the Pacific. That Forum prepared a draft of the Regional Action Plan on Urbanization which was then discussed by the Ministerial Conference. The most recent Asia-Pacific Urban Forum was held in conjunction with the CITYNET Congress in Hanoi from 12 to 14 October 2005. The theme of this Forum was "Making Millennium Development Goals Work for Cities."

It is proposed that the next Asia-Pacific Urban Forum be organized in conjunction with the Asia-Pacific Ministerial Conference on Housing and Urban Development (APMCHUD), scheduled to be held in Indonesia in 2010. Holding the two meetings back-to-back would enrich both meetings and synergize resources.

Participation

Participation at the Asia-Pacific Urban Forums tends to be broader than at the APMCHUD. Participants to past Forums have included ministers, parliamentarians, mayors, senior officials from national and local governments, representatives of non-governmental and community based organizations, academics, research and training institutes, the private sector and international organizations. Participation levels at past Forums have averaged between 200 to 400 participants, similar to the participation levels of APMCHUD.

Multi-stakeholder participation enables policy makers to review and analyze issues from different perspectives and to develop a better understanding of the view points of other stakeholders. It also enables them to share innovative practices of other stakeholders that may not have otherwise come to their attention.

Objectives and structure of the Asia-Pacific Urban Forum

The objectives of the Asia-Pacific Urban Forum would be:

- Identify, discuss and prioritise emerging and critical issues around the chosen theme for further discussion and decisions at the Ministerial Segment.
- Share experiences on good and innovative practices and approaches in issues related to the chosen theme
- Develop regional and sub-regional priorities and strategies to assist countries in addressing issues related to the chosen theme

The Forum is designed to ensure comprehensive and equal participation by different stakeholders. Discussions at the Forum will be divided into four components:

Plenary, where emerging and critical issues around the chosen theme would be presented and discussed;

Thematic dialogues, where open discussions are organized around three to four selected topics of the selected theme.

Bazaar of ideas, where innovative practices and approaches will be presented and discussed;

Sub-regional group discussions, where participants would, through interactive sessions, identify sub-regional urban development needs and discuss the most effective regional and sub-regional strategies and support mechanisms to assist them in addressing those needs.

Or

Actor Group discussions, where different actors such as national governments, local governments, NGOs, academic institutes and the private sector would discuss the same issues from their perspective and provide their inputs to the ministerial segment of the Conference.

Both options are schematically illustrated below:

Option 1: Programme with Sub-regional group discussions

	AM1		AM2		PM1		PM2
Day 1	Plenary <ul style="list-style-type: none"> Opening ceremony Keynote address 	Tea/Coffee Break	Plenary <ul style="list-style-type: none"> Presentation of 3 – 4 issue papers under the theme 	Lunch	Thematic Dialogues <ul style="list-style-type: none"> Concurrent discussions on the 3 – 4 issues under the theme 	Tea/Coffee Break	Thematic Dialogues (Continued)
Day 2	Sub-regional discussions* <ul style="list-style-type: none"> South Asia West Asia Central Asia and the Caucasus North & East Asia Pacific Islands 		Sub-regional discussions (Continued)		Sub-regional discussions (Continued)		Sub-regional discussions (Continued)
Day 3	Bazar of Ideas <ul style="list-style-type: none"> Around 5 – 6 90-minute events on innovative policies/programmes/projects that illustrate how the theme could be operationalized 		Bazar of Ideas (Continued)		Sub-regional discussions <ul style="list-style-type: none"> Presentation and discussion of sub-regional outcome documents by each sub-regional group 		Plenary <ul style="list-style-type: none"> Presentation of sub-regional outcome documents and identification of key regional actions
Day 4	Meeting of Ministers		Meeting of Ministers		Meeting of Ministers		Meeting of Ministers

* Each session will appoint a committee of rapporteurs who will prepare an outcome document, based on the discussions in their sessions. The outcome document will prioritize and further refine the Regional Action Plan adopted at the Second Ministerial Conference for each of the sub-regions.

Option 2: Programme with Actor group discussions

	AM1		AM2		PM1		PM2
Day 1	Plenary <ul style="list-style-type: none"> Opening ceremony Keynote address 	Tea/Coffee Break	Plenary <ul style="list-style-type: none"> Presentation of 3 – 4 issue papers under the theme 	Lunch	Thematic Dialogues <ul style="list-style-type: none"> Concurrent discussions on the 3 – 4 issues under the theme 	Tea/Coffee Break	Thematic Dialogues (Continued)
Day 2	Actor group discussions <ul style="list-style-type: none"> National governments Local governments Academic institutions NGO/CSOs Private sector organizations 		Actor group discussions (Continued)		Actor group discussions (Continued)		Actor group discussions (Continued)
Day 3	Bazar of Ideas <ul style="list-style-type: none"> Around 5 – 6 90-minute events on innovative policies/programmes/projects that illustrate how the theme could be operationalized 		Bazar of Ideas (Continued)		Actor group discussions <ul style="list-style-type: none"> Presentation and discussion of actor group outcome documents by each actor group 		Plenary <ul style="list-style-type: none"> Presentation of actor group outcome documents and identification of key regional actions
Day 4	Meeting of Ministers		Meeting of Ministers		Meeting of Ministers		Meeting of Ministers

Thematic focus

In view of the importance of inclusive and sustainable development of urban areas two themes are proposed:

1. Building a sustainable urban future
2. Financing a sustainable urban future.

The first theme is broader and could focus on issues such as eco-efficient and equitable infrastructure and housing development strategies, inclusive urban planning and development, financing urban development, and climate change mitigation and adaptation in urban areas.

The second theme would be more focused on financing inclusive and sustainable urban development and would include such issues as mobilizing financial, human and institutional resources, at different levels and sectors: from national to sub-national, local and community levels and from formal, informal, for-profit, non-profit and community sectors. It would also discuss different modalities and opportunities such as PPPs and carbon financing etc.

* Each session will appoint a committee of rapporteurs who will prepare an outcome document, based on the discussions in their sessions. The outcome document will prioritize and further refine the Regional Action Plan adopted at the Second Ministerial Conference from the perspective of each actor group.

These or other themes or whether indeed the theme should be broad or narrow, would need to be discussed among the various stakeholders organizing the Conference and decided upon in due course.

If holding the Asia-Pacific Urban Forum back-to-back with the APMCHUD proves symbiotic and synergistic institutionalizing the joint convening of both events could be discussed at a later date.

Item No. 10 : **Any other item with the permission of the Chair.**

BACKGROUND PAPERS

THE TEHRAN DECLARATION

Second Asia-Pacific Ministerial Conference on Housing and Urban Development (APMCHUD)

We, the Asia-Pacific Ministers responsible for housing and urban development, meeting in Tehran, Iran, on 12 –14 May 2008, to consider the challenges of housing and urbanization in Asia and the Pacific;

Expressing our appreciation and gratitude to the government of India, and especially the Ministry of Housing and Urban Poverty Alleviation, for the great effort and work by the APMCHUD Permanent Secretariat and as the first chair of the Bureau and on the progress made in implementing the New Delhi declaration, and to UN-HABITAT for its continued support to the Conference and its work in the region;

Also expressing our sincere gratitude to the government of the Islamic Republic of Iran for hosting the second Asia-Pacific Ministers Conference on Housing and Urban Development and our appreciation to the people of the Islamic Republic of Iran for their warm hospitality;

Recognizing the challenges of sustainable urban development and growth in the region namely, continued slum formation, rapid and massive urbanization, inequity and social exclusion and the need to maintain the cultural, historical and religious identity of the region;

Further recognizing the role of cities and other human settlements in the development of the region and the pressures that they face as they will absorb all population growth over the next decades;

Acknowledging the uniqueness of the region as one of the cradles of civilization, its rich metropolitan history and tradition in urban planning and architecture, its strategic and growing economic role, and its vast technical and intellectual resources and expertise, all of which should be mobilized to address the challenges of sustainable urbanization;

Further acknowledging the need for increasing regional cooperation, exchange of information and national experiences, dissemination of best practices and for developing joint activities and programmes for implementing the action plan annexed to this declaration;

Cognizant of the current trends and opportunities in the region including the numerous innovative urban development programmes, the massive investments in infrastructure and the growing prominence of cities as engines of growth;

1. Invite our leaders attending the forthcoming high-level segment of ECOSOC to adopt, as a standing item of the annual ministerial review (AMR) the cross-cutting issue of sustainable urbanisation;
2. Call upon the next session of the World Urban Forum to advance actions to promote sustainable and harmonious urbanization, with an emphasis on the reduction of urban poverty and the preservation of architectural heritage.
3. Agree to reinforce APMCHUD's structure and to promote more vigorously regional cooperation among its members building on the foundations laid by its first two sessions;
4. Request the current chair of APMCHUD to ensure the implementation of this declaration and the related action plan in collaboration with the other members of the Bureau and the Secretariat and look forward to receiving regular updates on the same;

5. Call upon all co-operating partners and international agencies to support APMCHUD's efforts in the implementation of the initiatives outlined in the action plan annexed to this declaration;
6. Specifically invite all governments of the region to express their solidarity vis-à-vis countries facing post-disaster situations through adequate support to the building of national reconstruction capacities;
7. Endorse the composition of the second Bureau of APMCHUD with its members being Ministers representing:
 - Armenia
 - Peoples Republic of China
 - Republic of India
 - Indonesia
 - The Islamic Republic of Iran
 - Islamic Republic of Pakistan
 - Qatar
8. Agree that the Chairperson of the previous Bureau will remain a member of the Bureau in order to ensure continuity of its work;
9. Welcome the offer by the Government of Indonesia to host the next Asia-Pacific Ministers Conference on Housing and Urban Development in 2010;
10. Commit ourselves to apprise our respective Heads of States and Governments on the outcome of this conference and to take appropriate action to implement the initiatives outlined in the action plan annexed to this declaration.

Adopted in Tehran on 14 May 2008

DRAFT ACTION PLAN FOR REGIONAL COOPERATION ON PROMOTING SUSTAINABLE URBAN DEVELOPMENT AMONG ASIA-PACIFIC COUNTRIES

Background

The Asia-Pacific region is undergoing a vibrant economic transformation with a number of countries recording remarkable economic and social gains. Increased national investment capacities and the growing influx of foreign capital together with vast technical expertise are facilitating accelerated economic growth in many parts of the region. Home to 60 per cent of humanity, the region has vast human resources promising further potential for growth and development. At the same time rapid urbanization in the region is further enhancing the role of cities as engines of economic growth. Economic growth is already enabling massive reforms and innovations in the delivery of housing, infrastructure and services in countries across the region.

However, a lack of appropriate linkages between economic development and urbanization threatens environmental, social and economic sustainability in the region. Indeed, the region continues to face critical challenges of sustainable urbanization including poverty and inequality, proliferation of slum settlements and natural disasters. Bringing together 69 countries, APMCHUD offers a unique framework to address these regional challenges through collaborative efforts and the sharing of experiences and best practices. The second APMCHUD in particular was intended to identify concrete regional actions to promote sustainable urbanization through associating growth with equity and identity.

A number of challenges related to sustainable urbanization were considered by the conference including: the need to upgrade slums and dilapidated housing stock; the provision of basic urban services especially water and sanitation; enhancing the affordability and quality of low-income housing, and disaster risk reduction, mitigation and reconstruction in view of the vulnerability of the region in this regard. It was agreed that every effort should be made to prioritize these key areas so as to reduce overall poverty and inequality in cities and other human settlements across the region. The importance of heritage, identity and culture was underscored, and the challenge of balancing technological progress with local norms, values and traditions emphasized.

Some of the operational considerations that were taken into account include the principle that the right to adequate housing will only be realized if public funds are injected in the housing sector and well targeted. The same applied to questions of infrastructure, public-private-partnerships, progressive cost-recovery and community participation. All these were considered within the overall commitment to accelerate the achievement of the Millennium Development Goals.

The conference proceeded to undertake an in-depth consideration of each of the key facets of sustainable urbanization and agreed on the following key messages and actions:

1. Urban and Rural Planning and Management

Key messages

- a. An integrated, participatory and inclusive approach to urban and rural planning and management should be adopted at all levels in the region.
- b. Countries within the region that are able to do so are called upon to assist countries that do not have adequate resources in strengthening capacities for rural and urban planning as well as management.
- c. Comprehensive strategic plans prepared at national levels should reflect local needs and community aspirations.
- d. Cooperation among countries of the region should be strengthened for mitigating the impact of the climate change on cities, particularly in coastal regions, and adapting urban infrastructure to better protect vulnerable human settlements.
- e. Recognizing the serious challenge facing the management of large cities and metropolises, governments of the region are called upon to cooperate in the formulation of appropriate tools for good governance in them.
- f. Countries of the region are urged to promote public-private partnership to leverage resources and increase efficiency in the delivery of basic services.

Actions

To carry out a feasibility study that will address:

- a. Capacity building for integrated, participatory and inclusive planning at national and local levels.
- b. The exploration of traditional and indigenous architectural values and urban planning and their incorporation into contemporary architecture and planning.
- c. The harmonization of spatial plans and policies which transcend national boundaries including those on the effects of environment change.
- d. The acquisition of spatial data and information including satellite images, aerial photos, cadastral and topographical maps for planning and management purposes in urban and rural areas.
- e. To initiate a regional urban observatory in collaboration with UN-HABITAT.

2. Urban Slums Upgrading

Key messages

- a. Governments should promote participatory slum upgrading approaches that are people-based and foster multi-actor partnerships.
- b. Governments should undertake measures to scale up slum upgrading and move from projects to city/nation-wide programmes, drawing on the good practices from the Region.
- c. Governments are to adopt good housing policies that scale up the supply of serviced land and affordable housing in view of slum prevention.
- d. Governments should recognize the important role of women in poverty alleviation and slum upgrading programmes.

Actions

- a. APMCHUD is to establish sub-regional Slum Upgrading Working Groups to coordinate the following activities:

Data collection and monitoring:

- Improving existing slum indicators for the Region
- Regular regional data collection on slums
- Regional progress reporting on slum upgrading against agreed indicators and benchmarks
- Regional impact assessment of slum upgrading initiatives

Experience sharing on good practices and policies on:

- Participation mechanisms for slum upgrading
- Scaling up of successful upgrading programmes
- Slum prevention through enabling housing strategies

Capacity building:

- Field visits by various stakeholders for hands-on experience exchange
- Development of policy guides, training materials and academic curricula
- Strengthening local authorities and their partners, e.g. NGOs, CBOs, private sector, training and academic institutions

- b. Sub-regional Working Groups will set up networks comprising research institutions; governmental institutions; and civil society, community-based, and non-governmental organizations. The sub-regional Working Groups are invited to establish and maintain web-based knowledge bases to facilitate exchange of documented slum upgrading experiences and other related data. These knowledge bases shall be linked to the APMCHUD website.
- c. The sub-regional Working Groups are to report regularly to the APMCHUD Secretariat and to the biannual conference.
- d. The Islamic Republic of Iran is prepared to set up such a sub-regional Working Group and a Network on urban slum upgrading focusing on the three identified activity areas (data collection and monitoring; experience sharing; and capacity building). Furthermore, the Islamic Republic of Iran is willing to provide the facilities for coordinating this sub-regional initiative.
- e. Other Member States are invited to create additional sub-regional Working Groups.

3. Delivery of Millennium Development Goals for Water and Sanitation

Key messages

- a. The great diversity in the availability of water and sanitation facilities should be taken into account and therefore context specific interventions are necessary for the provision of safe water and sanitation services within each country of the region.
- b. Principled and pro-poor governance should underscore the delivery of water and sanitation services in the region under a determined leadership and political will.
- c. Pro-poor urban water and sanitation governance frameworks should be developed in countries of the region.
- d. Investments in water and sanitation services should be enhanced and sharing of resources amongst various stakeholders with cost recovery for sustainability.

- e. Training and research at all levels need to be recognized as important elements of water and sanitation governance framework.
- f. In a bid to speed up delivery, sanitation provision and wastewater treatment should be prioritized.
- g. The effects of environmental pollution and disasters on water supply and sanitation can be effectively addressed through preparedness and preventive measures and the use of appropriate technologies.
- h. Partnerships should be promoted with civil society organizations, private sector and knowledge centers in the region to enhance coverage and outreach to poor communities as well as generating accurate information.

Actions

- a. APMCHUD to encourage networks for promoting partnerships among countries for transfer of knowledge and experience in water and wastewater management.
- b. APMCHUD Secretariat should designate resource hub (s) for research and capacity building from among existing institutions in the region.
- c. APMCHUD to establish a task force of senior officials for water supply and sanitation to promote inclusive and coherent policy and planning, support the development of regional information systems as well as the strengthening national and sub-national systems as a mechanism of exchange in the Asia- Pacific Region

4. Financing Sustainable Housing: Enhancing Affordability and Quality of Low-Income Housing

Key messages

- a. Promote equitable access to housing finance through the development of an enabling environment and consideration of specialized housing finance institutions or mechanisms such as housing finance banks, non-banking housing finance institutions, housing provident funds and social housing funds.
- b. Governments to support the provision of land and basic services for low income groups.
- c. Governments to consider reforming tax systems and providing incentives to encourage investments in the housing sector, particularly in low-income housing.
- d. Develop an effective social housing policy or strategy including social housing finance, targeted subsidies and micro-finance for low income groups and effective cross-subsidies.
- e. Promote decentralization of financial resources and give local governments more authority to generate revenue for housing and urban development.

Actions

- a. To establish an Asia-Pacific housing finance network that will aim at:
 - Enhancing collaboration between housing finance institutions and the sharing of technical experiences in the development of housing finance products and mechanisms;

- Promoting knowledge development and sharing through documentation and dissemination of housing finance best practices; and
 - Supporting capacity building to improve housing finance systems.
- b. APMCHUD may approach international organizations for technical and financial support for the above work.

5. Development of Sustainable Urbanization with a focus on Natural Disasters

Key messages

- a. Countries to design and develop mechanisms for sharing the vast disaster mitigation knowledge that exists in the region.
- b. Countries to expand insurance coverage and to adopt regulations requiring insurance to be obtained prior to the issuance of construction permits.
- c. Countries to design their sports facilities for use as shelter during natural disaster and prepare plans for the use of existing ones
- d. Countries to base all city development plans on natural hazard assessments and studies.
- e. Countries to carry out voluntary technical assessments and studies for the retrofitting of vital and important buildings to be done within two years time based on the HYOGO framework.

Actions

- a. Undertake feasibility studies for the creation of a disaster loan fund.
- b. Draw lesson from valuable experiences of the Islamic Republic of Iran and Japan on seismic risk mitigation.
- c. Design and implement training programmes in safe construction methods.
- d. Establish an Asian Disaster Mitigation Centre in Tehran to design modular training courses to be used in the Asia-Pacific region.
- e. Establish a programme for city twinning to support cities affected by disasters and provide the required support whenever needed.

Implementation Arrangement

In order to ensure the effective execution of the action plan, the Conference calls upon countries of the region to promote and establish technical networks and working groups relating to the different sub-themes. In this respect, the Conference urges Member States to support and lead the coordination of these networks and working groups in collaboration with the APMCHUD Secretariat.

NEW DELHI DECLARATION

The Delhi Declaration on the establishment of the Asia-Pacific Ministers Conference on Housing and Urban Development (APMCHUD)

We, the Asia-Pacific Ministers responsible for housing and urban development, meeting in New Delhi, India, on 15th –16th December 2006, to consider the challenge of housing and urbanization in Asia and the Pacific;

Recognizing the urgency of the global shelter challenge as emphasized in paragraph 56(m) of the World Summit 2005 outcome document, on the need for the provision of increased resources for affordable housing and housing-related infrastructure, prioritizing slum prevention and slum upgrading, and to encourage support for the United Nations Habitat and Human Settlements Foundation and its Slum Upgrading Facility;

Welcoming with satisfaction the recognition of the shelter challenge at the same level as water, energy, health and biodiversity in the World Summit on Sustainable Development (WSSD) declaration and subsequent the focus by the Commission for Sustainable Development (CSD) on water, sanitation and human settlement, as the first entry point in implementing the Johannesburg Plan of Implementation (JPOI) and delivering the Millennium Development Goals (MDGs);

Recalling the Second United Nations Conference on Human Settlements held in Istanbul in 1996 and the Habitat Agenda which addressed the two themes of equal global importance: “Adequate shelter for all” and “Sustainable human settlements development”;

Recalling further the 1994 Cairo International Conference on Population and Development (ICPD) which recognized that the process of urbanization is intrinsic to economic and social development;

Encouraged by the successes as well as the catalytic roles other Ministerial bodies have played in their respective regions;

Noting that the Asian-Pacific Region is emerging as a major contributor to the global urban transition, holding 61 per cent of the global population and 43% of the world urban population;

Noting also that this rapid urbanization is an irreversible process that poses challenges far beyond the management capacity of governments, local authorities and other institutions, but also offers opportunities that need to be harnessed;

Aware that the region is gradually growing into a power-house of the world economy accounting for over half of the world's growth since 2001, much of which being domestically driven;

Cognizant of the fact that poverty in terms low income; poor health and education, low access to basic services, deprivation in knowledge and communications, is widespread in the Region;

Cognizant also that a sizeable segment of urban population in the Region is living in slums;

Cognizant further that the region has one of the poorest coverage in terms of sanitation among all regions;

Conscious of the linkages and the interdependencies between rural and urban areas and the importance of balanced territorial development strategies to promote synergies between towns, cities and their rural hinterlands;

Realizing that sustainable housing and urban development has a crucial bearing on the quality of life of all people in terms of their economic, social, environmental and cultural well-being;

Aware of the fact that the growing urban poverty and its increasing incidence among women require gender sensitive approaches to sustainable urban development;

Recognizing that the rich diversity in culture, tradition, language, religion and civilization in our region is the collective strength which can be used for constructive partnership for exchange and for the achievement of the common goal of sustainable housing and urban development;

Recognising further our common pursuit of social development, which aims at social justice, solidarity, harmony and equality within and among countries and their implications for human settlement development;

Noting that political will, decentralization, good governance and the empowerment of national and local authorities as well as the adoption of inclusive processes of decision making are fundamental to addressing the housing and urbanization challenges in the Asia and Pacific Region;

Noting further the close linkage between rural and urban areas, wherein the need to promote urban amenities in rural areas is critical for balanced development;

Noting also the special circumstances of Pacific island nations and small island states that require a different perspective in urban management and planning;

Cognizant of the Enhanced Framework of Implementation of Sustainable Urbanisation in Asia-Pacific:

1. Express profound gratitude and appreciation to the Government of India for the efforts made in convening and hosting this inaugural conference leading to the launch of the Asia-Pacific Ministers' Conference on Housing and Urban Development (APMCHUD);

2. Commend the Executive Director of United Nations Human Settlements Programme (UN-HABITAT) for her efforts in facilitating and jointly convening this conference with Government of India;

3. Appreciate the contribution of participating governments and all other co-operating Partners to make this conference productive and successful;

4. Appreciate further the contribution of participating governments and all other co-operating Partners, including the United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP), United Nations Economic and Social Commission for Western Asia (UNESCWA), Asian Development Bank (ADB), and the United Nations Development Programme (UNDP);

5. Commend further the partnership between UN-HABITAT and Asian Development Bank to bring significant new investments in Water and Sanitation together to the urban poor in the Asia - Pacific region to support the achievement of the MDGs;

6. Appreciate also the commendable efforts made by the participating institutions that contributed effectively to the deliberations of this Ministerial Conference;

7. Decide to establish the Asia-Pacific Ministers' Conference on Housing and Urban Development (APMCHUD) as the consultative mechanism on the promotion of sustainable development of Housing and Urban Development in the Asia-Pacific Region;

8. Decide that APMCHUD will, inter alia, and as guided by the Enhanced Framework of Implementation for Sustainable Urbanisation in Asia-Pacific:

- Serve as a forum and network to discuss the urban challenge at the continental level and regional level as a basis for national, provincial and local level strategies and policies and as a focus for the discussion of the habitat agenda and the relevant Millennium Development Goals and Targets;**
- Encourage and promote the strengthening of good urban governance in Asia - Pacific and serve as a platform for advocacy of inclusive urban governance;**
- Enhance the role of gender in local government management for the development process, to be achieved by providing bigger role for women in local governance, particularly in areas related to slum eradication programmes;**

- **Champion and Support Innovative Housing, Urban Development and Land Management Practices in Asia-Pacific;**
- **Promote development of appropriate housing and low-cost construction technology for rural and urban housing;**
- **Facilitate south-south and international exchanges of expertise, research, experience and best practices in human settlements among private sector, civil society and other stakeholders in the region;**
- **Develop a better understanding of urban land dynamics that can lead to improved land tenure and to the growth of urban land markets in Asia-Pacific;**
- **Provide and promote a supportive environment for informal sector activities, including street vending, within national regulatory framework;**
- **Support relief and rehabilitation of shelter and human settlements development in post-conflict and post-disaster situations;**
- **Urge development partners and multi-lateral agencies to assist Asia-Pacific countries on financing housing and urban infrastructure development;**
- **Promote capacity building efforts and encourage strong ties between research institutions to better understand the economic, legal and financial importance of housing urban development and urban land in Asia-Pacific;**
- **Encourage the collection and sharing of data and information that can improve the planning and management of urban development;**
- **Promote the institutionalisation of a culture for urban planning including the preparation of urban strategic plans at both national and local levels;**
- **Encourage the mobilization of domestic financial resources for housing and urban development and promote the necessary partnership for attainment of this objective;**
- **Mainstream urban and other issues dealing with human settlements in the macro-economic frameworks and national budgets of Asia-Pacific governments;**
- **Provide a focal point to link relevant aspects of regional strategic initiatives as well as international processes and undertakings consistent with the agenda for sustainable urbanisation;**
- **Encourage partnerships with private sector for shelter , urban infrastructure and services ;**
- **Undertake all other functions that will lead to the realization of the goals of the enhanced framework of implementation for housing and human settlements in Asia-Pacific adopted by this conference;**
- **Explore possibilities of establishing a regional fund in the context of housing finance for the poor;**
- **Encourage fast-track implementation of water and sanitation programmes to achieve the MDG's specific targets;**

- Promote broad-based participation, taking into account the issues related to youth, women, disabled, and vulnerable groups;
- Promote and encourage policies and programmes that are people-centric and community-based;
- Promote a sense of urban citizenship through fostering civic responsibilities.
- Address the negative impact of natural disasters and conflicts and the importance of social peace and harmony on the living conditions in towns and cities; and,
- Promote integrated and sustainable rural and urban development to address the problems of urbanization.

9. Decide further that APMCHUD will establish links with other inter-ministerial conferences working on issues related to the Habitat Agenda, including, but not limited to, matters concerning finance, water supply and sanitation, local government, land and infrastructure;

10. Resolve that APMCHUD may initially be composed of the following organs:

- The Biennial Ministerial Conference,
- The Bureau, and
- The Secretariat

11. Resolve also that the Biennial Ministerial Conference shall be composed of Ministers responsible for Housing and Urban Development and shall normally meet after every two years to consult and review progress on the promotion of sustainable development of Human settlements in Asia-Pacific;

12. Decide that the host and the Chair of this inaugural conference, India, shall be the first Chair of the Bureau and shall serve until the next biennial conference;

13. Confirm that the Bureau established at this inaugural conference shall serve as the first Bureau of the Asia - Pacific Ministers Conference on Housing and Urban Development (APMCHUD) with its members being Ministers representing:

- South Asia, represented by Republic of India as Chair of the Bureau, and Islamic Republic of Iran;
- South East Asia: represented by Malaysia, and also as the Rapporteur;
- East Asia: represented by Peoples Republic of China;
- North and Central Asia: represented by Azerbaijan;
- Western Asia: represented by Jordan;
- Pacific and Oceania: represented by Papua New-Guinea;

14. Decide that the Bureau shall be elected by the Biennial Conference of Ministers responsible for Housing and Urban Development and shall hold office until the next conference;

15. Request the Bureau to convene within four months to identify the modalities of establishing the Secretariat and other organs. In the meantime, an interim Secretariat may be established in India as soon as possible;

16. Request further that upon finalization of the modalities of establishment of the Secretariat and other organs, the same may be put as an Appendix to this Declaration;

17. Resolve that APMCHUD meets every two years, preferably three months before the sessions of the Governing Council of UN-HABITAT;

18. Request the Asia - Pacific countries and the Executive Director of UN-HABITAT to assist the Bureau in its efforts to establish the Secretariat;

19. Call upon all co-operating partners, including ASEAN, SAARC, Pacific Islands Forum, ECO, other relevant UN agencies, the Asian Development Bank, and donors, to support APMCHUD efforts in the implementation of the measures outlined in this Declaration;

20. Request the Asia-Pacific countries to mainstream issues of housing and urban development in countries by establishing Coordinating Committees for the sector, and giving a high prominence to the challenges of sustainable urbanisation;

21. Recommend that the member countries of the Asia - Pacific assist the United Nations in its current efforts to revive the United Nations Habitat and Human Settlements Foundation as a mechanism for promoting slum upgrading and other pro-poor housing and infrastructure finance;

22. Request the Bureau of APMCHUD to inform the relevant regional, international and UN agencies and programmes on the creation of APMCHUD;

23. Commit ourselves to apprise our respective Heads of States and Governments on the outcome of this conference and take appropriate actions to implement this declaration

24. Welcome the offer by the Government of the Islamic Republic of Iran to host the next Asia-Pacific Ministers' Conference on Housing and Urban Development at a date to be communicated later.