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**EMERGING ISSUES AND DEVELOPMENTS AT THE REGIONAL LEVEL:  
REGIONAL ECONOMIC COOPERATION**

(Item 6 (a) of the provisional agenda)

**REPORT ON THE ASIAN AND PACIFIC CENTRE FOR TRANSFER OF TECHNOLOGY**

*Note by the secretariat*

**SUMMARY**

This report presents information on the activities and institutional status of the Asian and Pacific Centre for Transfer of Technology (APCTT), and the various recommendations related to its programme of work.

In 1997, the Centre's activities were targeted towards four priority areas. Forty-seven technology transfer-related events (training programmes, regional workshops, exhibitions, seminars and expert group meetings) were organized in 15 countries of the region in cooperation with 58 partner institutions, 700 business meetings were arranged, and a total of 3,500 technology transfer negotiations were facilitated. The Governing Board and Technical Advisory Committee commended the performance of APCTT and expressed appreciation of the initiatives taken to provide impetus for technological flow in the region and serve as a link between suppliers and seekers of technologies. The Centre was urged to continue to provide assistance to small and medium-sized enterprises in their efforts to develop, transfer, adapt and apply clean technologies.

In 1997, APCTT received financial support from diverse sources. The Government of Germany provided generous funds for both programme support and the post of a Director. The Government of the Netherlands and the United Nations Development Programme provided financial support for specific programme activities. The Government of India continued to provide generous institutional support for both host facilities and local posts. A total of 14 member countries, including two new members, were contributing towards the institutional support of the Centre. Member countries were urged by the Governing Board to provide timely, regular and enhanced contributions to the Centre to meet the baseline of institutional costs. The Centre also generated funds from search and matching of technology requests and offers, information dissemination, sales of services, studies and advisory services. The Governing Board advised the Centre to enhance fee-based services and the generation of revenue from the provision of technical assistance. The Board also requested ESCAP to build up a trust fund for the Centre.

## **I. Report on the activities of the Asian and Pacific Centre for Transfer of Technology**

1. In 1997, the Asian and Pacific Centre for Transfer of Technology (APCTT) continued to assist members of ESCAP by strengthening their capabilities to develop, transfer, adapt and apply technology, to improve the terms of transfer of technology and to identify and promote the development and transfer of technologies relevant to the region. A pragmatic range of activities was targeted towards the four priority areas: (a) promotion of the use of environmentally sound technologies (ESTs); (b) promotion of technology information and utilization; (c) strengthening of technology management; and (d) encouragement of the more effective participation of women in the field of technology. These specific, result-oriented activities registered a sharp increase in the number of technology transfer negotiations facilitated by APCTT from a monthly aggregate of 50 in early 1995 to 270 in 1997. Of the total 3,500 negotiations facilitated by APCTT in 1997, the flow of technology information from APCTT to small and medium-sized enterprises (SMEs) in the south-south and north-south directions was 46 and 45 per cent respectively.

2. The growth of APCTT is reflected in its roster of events organized or co-organized with 58 partner institutions: 18 regional workshops, 14 training programmes, 3 major exhibitions, 5 seminars, 7 expert group meetings and 700 business meetings in 15 countries of the region, namely, Bangladesh, China, India, Indonesia, the Islamic Republic of Iran, Kyrgyzstan, Malaysia, Nepal, Pakistan, the Philippines, the Republic of Korea, the Russian Federation, Sri Lanka, Thailand and Viet Nam. In addition, the Centre worked actively with several United Nations and multinational agencies. The members of the Governing Board and Technical Advisory Committee commended APCTT on its performance and expressed appreciation of the initiatives taken to provide impetus for technological flow in the region and to serve as a link between suppliers and seekers of technologies. The Centre was urged to continue to provide assistance to SMEs in their efforts to develop, transfer, adapt and apply clean technologies.

3. In 1997, APCTT focused on enhancing its in-house capabilities in rendering value-added EST transfer services to SMEs and networking with other technology transfer institutions to promote intraregional and interregional cooperation. The Centre strengthened its information services on technologies, experts, institutions and demonstration plants for ESTs and linked up with several new databases and information services on ESTs. Selected EST opportunities were placed on the Internet through the homepage of the Centre. The Centre also provided advisory services to member countries to set up centres for the promotion of ESTs and EST service development, marketing and networking.

4. Emphasis was placed on the transfer of various types of EST such as cleaner production technologies, end-of-pipe pollution control technologies, renewable energy and energy-efficient

technologies and other types of environmental engineering. Environmental technologies related to solid waste management were also promoted. The response from the industrial sector to these initiatives was highly encouraging.

5. APCTT was working successfully towards the establishment of a self-sustainable technology transfer network in Asia and the Pacific. Through this network, the Mechanism for Exchange of Technology Information (METI), comprising institutions and agencies, APCTT was providing these organizations with assistance in developing technology transfer-related services such as matchmaking, support services, finance syndication and marketing assistance to their client SMEs. Countries participating in the METI network included Bangladesh, China, India, Indonesia, Malaysia, Nepal, Pakistan, the Philippines, the Republic of Korea, the Russian Federation, Sri Lanka, Thailand and Viet Nam. More than 500 network operators had been trained by APCTT in these countries.

6. To reach the target group effectively, APCTT was assisting METI members to establish local self-sustainable subnetworks of technology transfer intermediaries servicing SMEs. So far, APCTT had facilitated the establishment of such subnetworks in India and Pakistan. Action had been initiated to establish METI subnetworks in China and the Russian Federation. In order to cope with increasing demands for up-to-date and readily available information in the area of technology transfer, a state-of-the-art information centre for SMEs, with Internet accessibility, was set up at APCTT.

7. The Centre disseminated the bi-monthly *Asia Pacific Tech Monitor* in 73 countries regularly. In addition, the five periodical updates on ozone layer protection, waste technology, biotechnology, food processing and non-conventional energy were disseminated in 26 countries. Quarterly lists of international technology and business opportunities in 15 sectors were also issued regularly. The translation of these publications into other languages had helped the Centre to overcome a major barrier in information dissemination. The Centre was utilizing its Web site to promote periodicals and post information on new and emerging technologies in addition to the installed database of ESTs. From mid-1998 onwards, Internet users would be able to download the electronic version of the periodicals of APCTT.

8. A Technology Bureau for Small Enterprises was set up in 1995 as a result of collaboration between APCTT and the Small Industries Development Bank of India. The Bureau offered, under one roof, assistance to small enterprises in technology accession, transfer and fund mobilization. Its service portfolio ranged from matchmaking between technology providers and technology seekers to finance syndication for technology transfer and export promotion and support services for SMEs. The Bureau had serviced 2,493 technology transfer enquiries from small enterprises, facilitated 7 technical collaboration agreements and helped 33 small enterprises to identify indigenous technologies.

9. In 1997, the technology management programmes of the Centre focused on critical areas of concern. Member countries were provided with assistance in evolving comprehensive models for technology assessment. A National Workshop on Technology Evaluation and Valuation of Non-tangible Assets was held in China in October 1997 and a Regional Expert Group Meeting on Technology Assessment in Jakarta in November 1997.

10. Specific programmes were organized to enhance technical cooperation among developing countries (TCDC) in selected industrial sectors with the active participation of R&D agencies and enterprises of countries of the region. A regional consultative meeting on technology management education and training with experts from developing and developed countries was organized in Tehran in May 1997. The experts deliberated on the integration of practical technology management concepts in the curricula of business schools and the design of course material for short-term training programmes for SMEs.

11. APCTT paid special attention to activities to encourage the participation of women in the field of technology and the participation of women entrepreneurs in international exhibitions was facilitated. The activities were targeted towards women=s groups at the grass-roots level, often in rural areas and individual entrepreneurs at the micro, small and medium scale of production. Under the project, ATechnology sharing among grass-root women=s groups in the food-processing sector@, programmes ranging from a planning workshop to practical hands-on training were organized with participation from women=s groups from Bangladesh, India, Pakistan, Sri Lanka and Thailand.

12. To meet the requirements of its enhanced activities, the personnel and institutional infrastructure of the Centre was strengthened. APCTT benefited from the placement of two associate experts from the Netherlands and Germany and two experts from China on a non-reimbursable loan basis. Many consultants, resource persons and specialists were engaged for specific purposes.

13. The success of the Centre=s operations was to a large extent due to the excellent cooperation received from member countries and partner institutions and to the availability of a ready flow of funds. The Government of Germany provided generous funds for both programme and institutional support. The Government of the Netherlands and the United Nations Development Programme (UNDP) provided financial support for specific programme activities. The Government of India continued to provide institutional support and host facilities. Fourteen member countries, including two new member countries, namely the Islamic Republic of Iran and Mongolia, contributed towards the institutional support of the Centre. Member countries were urged by the Governing Board to provide enhanced contributions to the Centre to meet the baseline of institutional costs. The Governing Board observed that the current institutional support was not commensurate with the programme demands of member countries. It therefore proposed that member countries should be

assessed for institutional support at the following indicative levels: a minimum of US\$ 5,000 (as against US\$ 1,000) annually for least developed countries and US\$ 20,000 (as against US\$ 15,000) for developing countries.

## **II. Issues for consideration**

14. The Governing Board urged the Centre to enhance fee-based services and to generate revenue from the provision of advisory services and technical assistance. The Board also requested ESCAP to build up a trust fund for the Centre utilizing part of the institutional support received from member countries, income generated through the technology transfer services of APCTT and half of the programme support costs derived from projects executed by APCTT. It was suggested that concerted action should be taken to make the endowment fund a reality and that possibilities should be explored of receiving donations or contributions from the private sector or foundations.

15. The Commission may wish to consider and endorse the following report of the Governing Board and provide further guidance on the substantive work of APCTT, particularly with regard to recommendations from member countries. The Commission may note that the Centre would like to request member countries to assign experts to work at APCTT on a non-reimbursable loan basis.

*Annex*

**REPORT OF THE GOVERNING BOARD OF THE ASIAN AND PACIFIC  
CENTRE FOR TRANSFER OF TECHNOLOGY**

**I. RECOMMENDATIONS FOR CONSIDERATION AND ADOPTION  
BY THE COMMISSION**

1. The following major recommendations, conclusions and decisions were made:
  - (1) Subnetworks of METI should be set up in member countries.
  - (2) Seminars on ISO 14000 and cleaner production techniques, including waste management, should be organized.
  - (3) Training programmes and studies on the marketing aspects of technology transfer, including those related to information technology, should be intensified or initiated.
  - (4) Technology delivery services for SMEs should be strengthened.
  - (5) Technology upgrading workshops should be organized for SMEs in selected sectors.
  - (6) Subregional technology information networks for the Central Asian republics and the Persian Gulf countries should be established.
  - (7) Studies on futuristic trends in technology development based on the needs of the member countries should be carried out.
  - (8) Appropriate activities on international property rights should be conducted to enhance the awareness and capabilities of member countries.
  - (9) Assistance should be provided for the development of national science and technology industrial parks and regional networking in this regard should be facilitated.
  - (10) The results of the Consultative Meeting for Evolving a Practical Technology Management Curriculum and Training Programme for Developing Countries in the ESCAP Region (Tehran, 1997) should be widely disseminated to relevant institutions.
  - (11) Training programmes for rural women entrepreneurs and special demonstration projects in non-traditional sectors should be promoted.
  - (12) Focal points should be encouraged to disseminate information on the services and benefits of APCTT to member countries for enhancement of the country=s support to the Centre.
  - (13) Action to solicit membership from the Central Asian republics should be initiated.
  - (14) Invitations should be extended to those Persian Gulf countries that are members of

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ESCAP to participate in the annual meetings of APCTT.

- (15) The Government of India should be requested to approve the proposal of the Centre for the construction of an additional floor.
- (16) Income-generating activities and services should be given priority.
- (17) The current institutional support (US\$ 203,000 as against US\$ 350,000, the minimum required for the effective functioning of the Centre) was not commensurate with the programme demands of member countries. It was proposed, therefore, that member countries should be assessed for institutional support at the following indicative levels: a minimum of US\$ 5,000 (as against US\$ 1,000) annually for least developed countries and US\$ 20,000 (as against US\$ 15,000) for developing countries. ESCAP would be requested to raise this issue in relevant forums, including the forthcoming ministerial-level Meeting of Ministers of Industry and Technology, if possible.
- (18) The newly constituted subcommittee for the establishment of the endowment fund consisting of representatives of Bangladesh, China, India, the Islamic Republic of Iran and Thailand should submit proposals.
- (19) The placement of short-term/medium-term experts on a non-reimbursable loan basis at the Centre should be pursued.
- (20) Focal points should be urged to nominate qualified national experts for programmes and for necessary follow-up activities, as well as for evaluating and monitoring their impact.

## **II. SUMMARY OF THE DELIBERATIONS**

- 2. The Board had before it the following two documents: report of the activities of the Centre and report of the Technical Advisory Committee of APCTT.

### **A. Report of the activities of the Centre during the period November 1996 to November 1997 and presentation of the programme of work**

(Item 4 of the agenda)

- 3. The Director of APCTT welcomed the delegates from 12 member countries and 1 observer country and the representative of the United Nations Industrial Development Organization (UNIDO).
- 4. Introducing agenda item 4, the Director said that the report on the activities of APCTT during the period November 1996-November 1997 would give a broad idea of the Centre's core programme and in particular, the specific activities in the year 1997. APCTT was following a conceptual

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framework (planning matrix) in its work programme, which was formulated with the help of representatives from focal points, United Nations agencies, industry and development institutions. The Centre=s activities were grouped under four main thrust areas: (a) promotion of ESTs; (b) promotion of technology information and utilization; (c) strengthening of technology management; and (d) encouragement of the more effective participation of women in the field of technology and targeted towards SMEs. Those specific focused activities had resulted in a sharp increase in the average number of technology transfer negotiations facilitated by APCTT per month from 50 in 1995 to more than 270 in 1997.

5. Cooperation with the focal points and national institutions was strengthened through involvement in joint programmes and activities. In 1997, 18 regional workshops, 14 training programmes, 3 major exhibitions, 5 seminars, 7 expert group meetings and 700 business meetings had been organized in many countries of the region (Bangladesh, China, India, Indonesia, the Islamic Republic of Iran, Malaysia, Nepal, Pakistan, the Philippines, the Republic of Korea, the Russian Federation, Sri Lanka, Thailand and Viet Nam) in cooperation with 58 partner institutions.

6. For the promotion of ESTs, APCTT focused on enhancing its in-house capabilities in rendering value-added EST transfer services to SMEs and networking with other technology transfer institutions. APCTT had concentrated its efforts on transfer of cleaner production technologies, end-of-pipe pollution control technologies, renewable energy and energy-efficient technologies and other types of environmental engineering. The response from the industrial sector to those initiatives had been highly encouraging.

7. APCTT had been working successfully towards the establishment of a self-sustainable technology transfer network in Asia and the Pacific, the Mechanism for Exchange of Technology Information (METI), to provide assistance to member institutions and agencies. The model SME-oriented subnetwork "International Network for Transfer of ESTs (INTET)" set up by the Centre was further strengthened. INTET had achieved self-sustainability after one year of operation. APCTT was assisting member countries to establish such self-sustainable subnetworks.

8. The Centre=s regular publications: *Asia Pacific Tech Monitor*, periodical updates in the area of ozone layer protection, waste technology, biotechnology, food processing and non-conventional energy and quarterly lists of international technology and business opportunities were a vital element in the promotion of technology information and utilization. The translation of those publications into other languages had helped to enhance the reach of the publications.

9. As the technology management capabilities and needs of the region differed widely among the countries of the region, the focus in the Centre=s activities was on promoting R&D and cooperation



among enterprises and assisting member countries in upgrading SMEs and traditional technologies.

10. The Centre implemented TCDC workshops in areas such as the application of online instrumentation in pulp and paper, leather and food-processing sectors and commercialization of herbal drug technologies. A regional meeting on technology management education and training was organized to assist member countries to integrate practical technology management concepts in the curricula of business schools and design course material for short-term training programmes for SMEs.

11. The activities of APCTT in the area of women in development were targeted to women's groups at the grass-roots level and to individual entrepreneurs at the micro, small and medium scale of production. Under the project "Technology sharing among grass-roots women's groups in the food-processing sector" regional technical training programmes had been organized. A number of regional visits to demonstration units in the food-processing sector had been facilitated for the benefit of women's groups from Bangladesh, India, Pakistan, Sri Lanka and Thailand.

12. In 1997, emphasis had been placed on strengthening the personnel and institutional infrastructure to meet the requirements of the enhanced activities of the Centre. The Director thanked the Government of China for placing two experts at the Centre. The Industry and Technology Division of ESCAP had placed staff with the Centre to provide services for short periods of time.

13. The Director expressed his gratitude for the institutional support provided by all the member countries and the excellent cooperation received. He hoped that other Central Asian republics would follow the example of Kyrgyzstan and become active members of the Centre. He thanked the Government of India for the generous host facilities provided for the Centre. The programme support received from the Governments of Germany and the Netherlands and UNDP had enabled the Centre to carry out its activities.

14. The Board commended the Centre on its activities and urged it to continue to assist member countries taking into account the wide range of priorities of the region.

## **B. Report of the Technical Advisory Committee on its thirteenth meeting**

(Item 5 of the agenda)

15. The Chairperson of the Technical Advisory Committee reported on the thirteenth meeting of the Technical Advisory Committee, held on 25 and 26 November 1997. That meeting was attended by representatives of 13 countries, namely Bangladesh, China, India, Indonesia, Iran (Islamic Republic of), Kyrgyzstan, Nepal, Pakistan, the Republic of Korea, the Russian Federation, Sri Lanka, Thailand and Viet Nam, as well as ESCAP.

16. The Director of APCTT had presented a report of the accomplishments and work programmes

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of the Centre.

17. The representatives of the participating member countries made presentations highlighting recent developments in science and technology infrastructure, policies and programmes, technology transfer mechanisms and commercialization efforts in their respective countries. Possible collaborative work with APCTT was also identified. Members expressed appreciation of the efforts of APCTT vis-à-vis their respective country=s technology transfer activities and offered their support for the implementation of programmes.

18. The representative of UNIDO appreciated the current level of joint activities with the Centre and stressed the necessity for future cooperation between the two organizations owing to the complementarity of their activities. While UNIDO was strong in implementing national technology transfer projects, APCTT could assist in integrating those projects into the regional network. He informed the participants about the results of the First Asia-Pacific Round Table on Cleaner Production held in November 1997 and stressed the importance of the participation of APCTT in such events.

19. He briefly described the global programme on technology management in successful high-tech enterprises based on a pilot project in Malaysia, the Philippines, Thailand and Viet Nam. He proposed that APCTT could coordinate its women entrepreneurship development programmes with similar UNIDO programmes such as training of women entrepreneurs in food-processing industries in Viet Nam.

20. The Committee agreed with the general directions and programmes pursued by the Centre and identified new activities that could be taken up by APCTT. The Committee urged the focal points to play a more active role in implementing APCTT-sponsored activities in their countries, in providing data and other information for the APCTT database and for the promotion and endorsement the programmes of APCTT. The following were the main recommendations of the Technical Advisory Committee. The Committee suggested that APCTT should:

*Promotion of ESTs*

- § Continue its support to INTET (Pakistan) for one more year (1997-1998) and assist other selected member countries in setting up INTET networks
- § Organize two national seminars on environment management (ISO 14000) and cleaner production in Pakistan
- § Disseminate EST offers from the Russian Federation through its periodicals
- § Assist Kyrgyzstan in locating foreign suppliers for the ESTs required by it and facilitate their

import

- \$ Assist Nepal in organizing a national workshop on waste management
- \$ Assist Viet Nam in establishing a system for promotion and transfer of cleaner technologies and a waste exchange data bank

*Technology information and utilization*

- \$ Undertake appropriate activities to assess the impact of information technology agreements on the development of its members
- \$ Organize programmes on strengthening policies and mechanisms for effective technology transfer and on importing technology
- \$ Intensify its efforts to improve science and technology information percolation to SMEs. The Centre was requested to assist Kyrgyzstan in particular, to disseminate technology offers in the region and to provide training on marketing aspects of technology transfer in the country
- \$ Conduct a study on market entry for Pakistan SMEs in Asia and a technology upgrading workshop for SMEs in selected sectors, and assist Pakistan in publishing *Tech Monitor* in that country
- \$ Assist in organizing bilateral technology exhibitions-cum-business meetings in the region. In particular, the Centre could assist the Russian Federation in organizing a presentation of advanced Russian technologies in Thailand, the Philippines or Indonesia, and arrange business meetings with prospective technology buyers during the events
- \$ Follow up the proposal made by the Islamic Republic of Iran to organize a seminar for Central Asian republics and Persian Gulf countries on the establishment of a subregional technology information data bank and a technology transfer network in cooperation with UNIDO and UNESCO
- \$ Assist Sri Lanka in the development of technology delivery mechanisms for SMEs and in setting up provincial technology development and application centres in the country; Nepal in setting up a national information centre for technology transfer; and Viet Nam in developing a national technology information network

*Technology management*

- \$ Undertake appropriate activities to increase local awareness and capabilities on various aspects related to international property rights, including boosting the patent literacy of its members

- § Assist in the development of national science and technology industrial parks, including the creation of a regional network of such parks
- § Undertake appropriate activities to carry out a study on futuristic trends in technology development taking into account the needs of its member countries
- § Disseminate the results of the Consultative Meeting for Evolving a Practical Technology Management Curriculum and Training Programme for Developing Countries in the ESCAP Region to universities and technology institutions
- § Provide assistance to its members in the evaluation of their science and technology programmes
- § Develop a technology management curriculum in cooperation with LUMS Pakistan and IROST Iran
- § Organize a regional workshop on application of online instrumentation and control systems in the Islamic Republic of Iran as a follow-up to the TCDC workshop held in Chennai in 1997, a regional training workshop on project management in R&D activities, a regional training course on technical requirements for life assessment in power plants and occasional meetings hosted by the Islamic Republic of Iran of senior science and technology development officers to discuss their participation in APCTT programmes and the strengthening of TCDC
- § Organize a national workshop on technology management issues and commercialization of R&D results in Nepal, and training in the field of international property rights in the country
- § Assist Thailand in organizing a national workshop on technology assessment as well as in providing experts for national training courses in the field of technology management
- § Assist Viet Nam in organizing a national training workshop on technology assessment for foreign direct investment projects and accept the offer of Viet Nam to host two regional workshops on information technology agreements and on hi-tech parks design and management

*More effective participation of women in technology encouraged*

- § Assist Sri Lanka in organizing a workshop-cum-technology showcase to promote relevant technologies among women entrepreneurs and assist Nepal in organizing a training programme for rural women entrepreneurs in agro-based and food-processing activities, as well as demonstration projects in non-traditional sectors
- § Organize a training workshop in Pakistan for women's groups on technology dissemination at the grass-roots level
- § Study the role of women in science and technology industrial parks and technology incubators

21. The Board deliberated on the recommendations of the Technical Advisory Committee at its thirteenth meeting and endorsed the report.

**C. Date and venue of the thirteenth session of the Governing Board**

(Item 6 of the agenda)

22. The Board proposed that the thirteenth session of the Governing Board of APCTT should be held in late November or early December 1998.

23. The Board adopted its report on 28 November 1997.

**III. ORGANIZATION OF THE SESSION**

**A. Opening of the session**

24. The twelfth session of the Governing Board of APCTT was held on 26 and 27 November 1997 in Phuket, Thailand.

25. The inaugural session of the Governing Board was chaired by the Director, Industry and Technology Division, ESCAP. Conveying a message on behalf of the Executive Secretary of ESCAP, he extended a warm welcome to the representatives of the member countries and UNIDO. The emergence and rapid diffusion of new technologies was reshaping the economies and societies in the Asian and Pacific region. Those new technologies were not only creating new products but also changing the characteristics and performance of many traditional products by becoming critical components in their manufacturing as well as their functioning. New technologies, including ESTs, had brought about major changes in industrial production and cost structures and presented a diverse range of challenges for developing countries. A nation's economic success depended mainly on the competitiveness of its enterprises. APCTT had thus been playing a pivotal role in strengthening the technology development, transfer and utilization capabilities of developing countries of the ESCAP region. Both ESCAP and APCTT had made every effort over the previous year to secure enhanced support from member countries and to ensure the long-term sustainability of the Centre. The financial position of APCTT, notwithstanding its efforts to generate revenue from its services, still required bolstering. The Executive Secretary expressed his appreciation and gratitude to UNDP and other agencies for providing programme support for the Centre. He thanked the Governments of Germany and the Netherlands for their continuing support to the Centre and the Government of India for providing the host facilities.

26. The Director of the Division informed the Board that the ESCAP Meeting of Ministers of Industry and Technology was scheduled to be held in Bangkok from 19 to 24 February 1998. The Meeting would feature a private sector symposium and an industrial and technological exhibition. He

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requested all the Board members to ensure that the relevant ministries of their countries participated in the Meeting.

#### **B. Attendance**

27. The session was attended by representatives of the following members of the Board: Bangladesh, China, India, Indonesia, Islamic Republic of Iran, Nepal, Pakistan, Republic of Korea, Russian Federation, Sri Lanka, Thailand and Viet Nam. A representative of Kyrgyzstan attended as an observer. The session was also attended by a representative of UNIDO.

#### **C. Election of officers**

28. The session unanimously elected Xuan Zengpei (China) the Chairperson, Choong Gon Kim (Republic of Korea) Vice Chairperson and Maruf Morshed (Bangladesh) Rapporteur.

#### **D. Agenda**

29. The session adopted the following agenda:

1. Opening of the session.
2. Election of officers.
3. Adoption of the agenda.
4. Report of the activities of APCTT during the period November 1996 to November 1997 and presentation of the programme of work.
5. Report of the Technical Advisory Committee on its thirteenth meeting.
6. Date and venue of the thirteenth session of the Governing Board.
7. Other matters.
8. Adoption of the report.