



Seventh Meeting of the APFNet Council

26–27 April 2023 | Manila, the Philippines

Background note on the appointment of the Vice-Chair of the APFNet Board of Directors

1 Background

The Sixth Meeting of the APFNet Board of Directors, held online in August 2022, was attended by 13 Board Directors, including the newly elected Chair, Dr Guan Zhi'ou. At this meeting, the addition of the position of Vice-Chair was proposed with a view to assisting the Chair, as necessary, to improve the efficiency of Board operations.

Neither the *APFNet Operational Framework* nor the *Rules of Procedure of the Board of Directors* prohibit appointment of a Vice-Chair. Therefore, the Secretariat recommends that the Council discusses the proposal at its Seventh Meeting and suggests that the Chair of the Board should nominate a Vice-Chair from among the current Board directors.

Decision B. 06/08 of the Sixth Meeting of the APFNet Board of Directors states that, “The Board requested the Secretariat to seek the Council’s approval on adding a Vice-Chair for the Board”.

2 Duties of the Vice-Chair

The *APFNet Operational Framework* does not specify duties for a Vice-Chair. The Secretariat has formulated the following possible duties and powers for a Vice-Chair based on those of the Chair (as set out below) and will submit these for discussion by the Board, pending a decision to do so by the Council.

Rule 14 | Duties and Powers of the Officers

Chair:

- a) Preside over each meeting during his/her term of office, declare the opening and closing of each meeting, direct the discussion to ensure that all views are heard and the agenda's timetable maintained, and announce decisions;
- b) Ensure observance of these rules;
- c) Participate in the Board meeting as a voting Director with equal right to offer views;
- d) Represent the Board of Directors in front of the Council, the Secretariat, other organs if any, and other organizations, after coordination with the Executive Director;
- e) Partner with the Executive Director of APFNet;
- f) Try to solicit financial support from all possible sources;
- g) Maintain good relations and communications with all APFNet members to deepen policy support for the development of APFNet; ensure that the Board and members are well-informed of any policy priorities and organizational concerns of the host economy with respect to APFNet.

The Chair may assign its powers of a) and d), to other Directors, if appropriate.

Suggested duties and powers of the Vice-Chair:

- a) If the Chair is unable attend a Board meeting, and as delegated by the Chair, preside over the meeting, declare the opening and closing of the meeting, direct discussions to ensure that all views are heard and the agenda's timetable maintained, and announce decisions;
- b) As assigned by the Chair and after coordination with the Executive Director, represent the Board of Directors in front of the Council, the Secretariat, other organs, if any, and other organizations;
- c) As assigned by the Chair, host sessions of academic discussions at Board meetings;
- d) Ensure observance of the *Rules of Procedure of the Board of Directors*; and
- e) Carry out any other duties and powers assigned by the Chair.

3 Next step

The proposal to add a Vice-Chair of the Board will be discussed at the Seventh Meeting of the APFNet Council as an agenda item. If adopted by the Council, the proposal will be listed as one of the meeting's decisions and submitted to the Seventh Meeting of the APFNet Board of Directors.