

Date of meeting: 29 July 2013

Place of meeting: Dhaka, Bangladesh

**Joint Committee of the Bilateral Offset Credit Mechanism
between Bangladesh and Japan
First Meeting**

Summary Report

Agenda item 1. Opening

Mr. Aparup Chowdhury, Additional Secretary, Ministry of Environment and Forests of Bangladesh opened the first meeting of the Joint Committee (JC) of the Bilateral Offset Credit Mechanism (BOCM), and gave opening remarks.

Mr. Tamura, Director of the Climate Change Division, International Cooperation Bureau, Ministry of Foreign Affairs of Japan gave opening remarks.

Table: Attendance

JC Members from Bangladeshi side	
Mr. Aparup Chowdhury	Ministry of Environment and Forests
Mr. Alamgir Mohammed Monsurul Alam	Department of Environment
Mr. Mohammad. Alauddin	Ministry of Power, Energy and Mineral Resources
Dr. Serajur Rahman Khan	Ministry of Power, Energy and Mineral Resources
Mr. Salahuddin Noman Chowdhury	Ministry of Foreign Affairs
Mr. Mahbubur Rahman	Economic Relations Division
Ms. Nazia Afrin Chowdhury	Planning Commission
Dr. Ijaz Hossain	Bangladesh University of Engineering & Technology
Mr. Md Ziaul Haque	Department of Environment
Dr. Nurul Quadir	Ministry of Environment and Forests
JC Members from Japanese side	
Mr. Masami TAMURA	Ministry of Foreign Affairs
Mr. Koji HACHIYAMA	Ministry of Economy, Trade and Industry
Mr. Yuji MIZUNO	Ministry of the Environment
Mr. Masayuki KAGA (alternate)	Embassy of Japan in Bangladesh

* The names of members present at the meeting are in bold print above.

Agenda item 2. Organizational matters

Agenda item 2.1 Adoption of the agenda

The JC adopted the agenda of the meeting.

Agenda item 2.2 Rules of Procedures for the Joint Committee

The JC considered the draft “Bilateral Offset Credit Mechanism Rules of Procedures for the Joint Committee” (Rules of Procedures for the JC) and adopted it, as contained in [Annex 1](#) to this summary report. The JC also took note that decisions by the JC may be modified by adopting new decisions which overwrite the relevant previous decisions in line with the paragraph 12 of the Rules of Procedures for the JC.

Agenda item 2.3 Appointment of Co-Chairs from each side

The Bangladeshi side appointed Mr. Chowdhury and the Japanese side appointed Mr. Tamura to serve as the Co-Chairs of the JC.

Agenda item 2.4 Attendance

The JC approved attendance of observers at this JC meeting and the Co-Chairs introduced the observers.

Agenda item 2.5 Rules of Implementation for the BOCM

The JC considered the draft “Rules of Implementation for the Bilateral Offset Credit Mechanism (BOCM)” and adopted it, as contained in [Annex 2](#) to this summary report.

Agenda item 2.6 Establishment of the BOCM secretariat

The JC established the BOCM secretariat. The Japanese side nominated Mitsubishi UFJ Research and Consulting Co., Ltd. for serving as the BOCM secretariat from the Japanese side. The Bangladeshi side announced that it would decide and notify the BOCM secretariat from the Bangladeshi side.

Agenda item 3. Rules and guidelines

Agenda item 3.1 BOCM Project Cycle Procedure

The JC considered the draft “Bilateral Offset Credit Mechanism Project Cycle Procedure” and adopted it, as contained in [Annex 3](#) to this summary report.

Agenda item 3.2 BOCM Guidelines for Developing Proposed Methodology

The JC considered the draft “Bilateral Offset Credit Mechanism Guidelines for Developing

Proposed Methodology” and adopted it, as contained in Annex 4 to this summary report.

Agenda item 3.3 BOCM Guidelines for Developing Project Design Document and Monitoring Report

The JC considered the draft “Bilateral Offset Credit Mechanism Guidelines for Developing Project Design Document and Monitoring Report” and adopted it, as contained in Annex 5 to this summary report.

Agenda item 3.4 BOCM Guidelines for Designation as a Third-Party Entity

Agenda item 3.5 BOCM Guidelines for Validation and Verification

Agenda item 3.6 BOCM Glossary of Terms

The JC decided that it would consider “Bilateral Offset Credit Mechanism Guidelines for Designation as a Third- Party Entity”, “Bilateral Offset Credit Mechanism Guidelines for Validation and Verification” and “Bilateral Offset Credit Mechanism Glossary of Terms” at the next meeting or by electronic means in line with the Rules of Procedures for the JC, due to time constraints.

Agenda item 4. Other matters

The Japanese side introduced the BOCM Promotion Scheme by the Ministry of the Environment, Japan.

Agenda item 5. Conclusion of the meeting

The Co-Chairs gave closing remarks and closed the meeting.

Annexes to the report

Annex 1 Bilateral Offset Credit Mechanism Rules of Procedures for the Joint Committee

Annex 2 Rules of Implementation for the Bilateral Offset Credit Mechanism (BOCM)

Annex 3 Bilateral Offset Credit Mechanism Project Cycle Procedure

Annex 4 Bilateral Offset Credit Mechanism Guidelines for Developing Proposed Methodology

Annex 5 Bilateral Offset Credit Mechanism Guidelines for Developing Project Design Document and Monitoring Report