



## Asian Mayors Forum

### The First Executive Board Meeting

Thailand, Bangkok 1<sup>st</sup>-2<sup>nd</sup> February, 2012



AMF Permanent Secretariat – Tehran

## **A Brief Report of Secretary General to all AMF Members**

Excellencies,

I have the honor to inform you that pursuant to the decision of the 2nd Assembly of the Asian Mayors Forum in Istanbul and based on its mandate, the first meeting of the Executive Board of the AMF was held from 1 to 2 February in Bangkok, Thailand. The cities, member to the Executive Board, who had been previously elected during the Istanbul Assembly, as well as three Associate members participated in the meeting.

The meeting was opened by the welcome statement of M.R. Sukhumbhand Paribatra, Governor of Bangkok in which he stressed on the important role the AMF plays in promoting cooperation among Asian cities. In the opening session Mr. Ahmet Selamet Deputy mayor of Istanbul, Mr. Namdar Sedaghat the representative of Tehran Municipality, Mr. Rafiq salem Mekky, Mayor of Gaza, and Mr. Pakfetrat Mayor of Shiraz, shared their recent experiences and achievements with other member cities in the field of urban management. I also presented a report of the AMF activities to the meeting

On its substantive part and based on its mandate by the AMF mayors, the meeting addressed the question of membership fee. The meeting after addressing different options for the payment of membership fee by the member cities finally approved that members would contribute on an equal annual basis the amount of \$3000 to the AMF secretariat as membership fee. The meeting also approved the budget of the Secretariat.

I am generally delighted to report that the first meeting of the AMF Executive Board successfully achieved the expected results and concluded its mandate. We are moreover available in the Secretariat for any query with respect to the procedural as well substantive aspects of the Executive Board meeting in Bangkok. I would like further to express our readiness to accord necessary cooperation and facility to you for the payment of your membership fee.

Please find the documents of the Board meeting attached to this letter as additional resource papers for your further study.

Please accept Excellency the assurances of my highest consideration.

**Mohammad Khodadadi,**

**Secretary General**

**Asian Mayors Forum**

## **Final Report of Executive Board**

1. The first Executive Board meeting of the Asian Mayors Forum was held from 1 to 2 February 2012 in Bangkok, Thailand. The following city members participated in the meeting: Bangkok, Colombo, Doha, Gaza, Gaziantep, Ho Chi Minh, Istanbul, Karachi, Manama, Shiraz and Tehran.
2. The meeting was opened with the statement of M.R. Sukhumbhand Parabatra Governor of Bangkok. In his welcome statement, the governor of Bangkok stressed on the particular importance of AMF as a network for city to city cooperation in Asia.
3. During the opening ceremony the city members of Istanbul, Tehran, Gaza, and Shiraz made statements on their latest achievements in city and urban management.
4. During the meeting, Mr. Khodadadi, Secretary General of the AMF presented an overview of the activities of the AMF Secretariat which was circulated for consideration of the city members in document AMF/EB/5.
5. The meeting adopted the agenda and program of work contained in documents AMF/EB/1 and AMF/EB/2.
6. The meeting elected Mr. Ahmet Salamet, Deputy Mayor of Istanbul as its chairman, and Dr. Vallop Suwantee Deputy Governor of Bangkok as vice-chairman.
7. Following city members were elected as associate members of the meeting: Manama from Bahrain, Colombo from Sri Lanka and Nigata from Japan.
8. The meeting approved the draft budget of the Secretariat as contained in document AMF/EB/3.
9. The meeting considered the working paper submitted by the Secretariat on "Membership Fee" as contained in document AMF/EB/4 and adopted the proposal presented therein. Based on the Executive Board decision, the city members are required to contribute the annual amount of \$3000 to the AMF Secretariat as membership fee.

10. Mr. Jasim Redha chairman of the working group on Standing Commissions presented a report as contained in document AMF/EB/6 from the discussions held in the parallel meeting of the working group to the Executive Board. The working group while stating the necessity to transform the results of discussions of the three commissions into action, stressed on the need to develop a standardized framework and structure for the three Commissions with clear objectives serving the AMF aspirations and goals.
11. The meeting supported by acclamation the suggestion made by the Governor of Bangkok to hold the Third Assembly of the AMF in November 2012 in Bangkok.
12. The participants expressed their gratitude to the city and Governor of Bangkok for hosting the first Executive Board meeting and for his generosity and warm hospitality.
13. The participants expressed special thanks to Dr. Ghalibaf, distinguished Mayor of Tehran, for his continued support to the AMF and its Secretariat.

## **Budget of the Secretariat**

### **Annual Current Expenditures for the year of 2012**

#### *Personnel expenditures:*

- Total annual salaries for the Secretary General and three experts: \$ 58.100.
- Total annual salary for three service and support personnel: \$16.200.
- Expenditures of travel of Secretary General: \$10.000.
- Expenditures for secretary General meetings with foreign officials: \$7000.

Total of personnel expenditures in 2011: \$91.300.

#### *Office and Maintenance expenditures:*

- Necessary Office equipment: \$40.000
- Annual building maintenance expenditures \$8000.
- Annual utilities expenditures: \$8000.

#### *Operational expenditures:*

- Startup and design of internet portal: \$4000.
- Expenses related to preparation for the Executive Board meeting: \$ 8000.

Total of operational expenses in 2011: \$12000.

The office building of the secretariat has been provided by the Tehran Municipality.

**Total of annual current expenditures in 2012: \$ 154300.**

## **Payment of Membership Fee**

### **Working paper by the Secretariat**

In accordance with Article 49 of the Charter of the Asian Mayors Forum, the budget of the Forum is met through: a- Fixed membership fee, b- voluntary contributions by members, and c- other revenues obtained by the Forum through its activities or cooperation with different international institutions.

On defining the amount of the membership fee, different formulations can be envisaged which may be characterized in two main categories:

1. Fixed payment envisaged for every individual member to the AMF against certain criteria such as GNP or population. Based on such approach the membership fee for every member can be started to be calculated from \$2000 to \$5000 when applying such criteria for different members
2. Equal fixed payment envisaged for every member, large or small with different levels of development. Based on calculation made, if this mode of payment would be adopted by the Forum, the amount of equal fixed payment for each member could be determined at \$3000.

The Secretariat has studied the issue from different aspects and has reached the conclusion that due to the complexity involved in defining the criteria for determining the amount of fixed membership fee for individual members and also taking into account the fact that the amount envisaged for the members on every account would be less than \$5000, it is advisable to choose for the second option.

It is therefore the recommendation of the Secretariat that the Executive Board meeting decides, in pursuant to Article 49 of the Charter, to determine the amount of equal fixed payment required to be paid by the Members as \$3000.

### List of Delegates of Executive Board

No.	City	Country	Name	Title
1	Bangkok	Thailand	<b>1. M.R. Sukhumbhand Paribatra</b>	<b>Governor of Bangkok</b>
			2. Dr. Vallop Suwandee	Deputy Governor of Bangkok
2	Doha	Qatar	<b>1. Engr. Mohammed Ahmed AL-Sayed</b>	<b>Mayor of Doha</b>
			2. Engr. Abdulaziz Hassan AL-Obaidan	Coordinator for Mayor of Doha
3	Gaza	Palestine	<b>1. Mr. Rafiq S. T. Mekky</b>	<b>Mayor of Gaza</b>
			2. Mr. Mohammed A.M. Abdalfatah	Director of International Cooperation
4	Gaziantep	Turkey	<b>1. Dr. Asim Guzelbey</b>	<b>Mayor of Gaziantep</b>
5	Ho Chi Minh city	Vietnam	<b>1. Mr. Hua Ngoc Thuan</b>	<b>Vice Chairman (Vice Mayor) of Ho Chi Minh City People' s committee</b>
			2. Mr. Nguyen Hong Linh	Deputy Director of HCMC Department of External Relations
			3. Mr. Nguyen Trong Hoa	Director General of HCMC Institute for Development Studies
			4. Ms. Pham Tran Thanh Thao	Chief of Political and Economic Affairs Division of HCMC Department of External Relations
6	Istanbul	Turkey	<b>1. Mr. Ahmet Selamet</b>	<b>Deputy Mayor of Istanbul</b>
			2. Mr. Harun Sahin	Interpreter
7	Karachi	Pakistan	Mr. Muhammad Hussain Syed	Administrator (Mayor) of Karachi Metropolitan Corporation
8	Shiraz	Iran	<b>1. Mr. Alireza Pakfetrat</b>	Mayor of Shiraz
			<b>2. Mr. Ali Zahmatkesh</b>	Chairman of The Shiraz Islamic City Council
			<b>3. Mr. Hashem Mazaherizadeh</b>	International Relations Expert

No	City	Country	Name	Title
9	Tehran	Iran	<b>1. Mr. Namdar Sedaghat</b>	Director General of Public and International Relations Municipality of Tehran
			2. Mr. Naser Omrani Fard	Foreign Affairs Office- Municipality of Tehran
			3. Mr. Hamid Eslamizad	Advisor to the Director General Municipality of Tehran
10	Manama	Bahrain	<b>1. Mr. Majeed Milad Aljazeera</b>	<b>Chairman of Manama Municipality</b>
			2. Mr. Jasim Redha Hussain	Secretary General of Manama Municipality Council
11	<b>Asian Mayors Forum Permanent Secretariat  Tehran - Iran</b>		<b>1. Mr. Mohammad Khodadadi,</b>	<b>Secretary General of AMF</b>
			2. Mr. Mehdi Piri	Assistant of Secretary General of AMF
			3. Mr. Hamid Baeedi Nejad	Senior Advisor of AMF
			4. Mr. Amir Sadeghi	AMF Expert