



联合国  
粮食及  
农业组织

Food and Agriculture  
Organization of the  
United Nations

Organisation des Nations  
Unies pour l'alimentation  
et l'agriculture

Продовольственная и  
сельскохозяйственная организация  
Объединенных Наций

Organización de las  
Naciones Unidas para la  
Alimentación y la Agricultura

منظمة  
الغذية والزراعة  
للأمم المتحدة

# COMMITTEE ON AGRICULTURE

## Twenty-seventh Session

28 September - 2 October 2020

## Provisional Timetable

### Executive Summary

1. In light of the decision to hold the 27th Session of COAG in virtual mode, substantive consideration of the below six agenda items will be undertaken by the written correspondence procedure:
  - Item 2.12 - Terms of Reference of the International Platform for Digital Food and Agriculture (Document COAG/2020/22)
  - Item 3.3 Report of the Global Soil Partnership (GSP) (Document COAG/2020/18)
  - Item 4.2. Implementation of the recommendations of the 26th Session of the Committee (Document COAG/2020/3)
  - Item 4.4 FAO's work on Rangelands and Pastoralism, and Proposal for an International Year of Rangelands and Pastoralists (Document COAG/2020/19)
  - Item 4.5. Proposal for International Day of Plant Health (Document COAG/2020/20)
  - Item 4.6 Proposal for an International Year of Date Palm (Document COAG/2020/21)
2. Discussion of the draft conclusions of COAG for the above six agenda items take place in virtual plenary session as outlined in this document.
3. Details of "Special Procedures for a Virtual Meeting of the COAG exceptional to its 27th Session", including the written correspondence procedure, are set out in the Annex to this document.

### Monday 28 September 2020

09.00-12.00

Item 1.1 - Official opening of the COAG - *virtual discussion*

Item 1.2 - Adoption of the Agenda and Timetable (COAG/2020/1/Rev.1; COAG/2020/INF/1) - *virtual discussion*

Item 1.3 - Nomination of the Chairperson and Members of the Drafting Committee - *virtual discussion*

Item 2.1 - Livestock Sector contributions to achieving the SDGs (COAG/2020/5) - *virtual discussion*

Item 2.5 - Update on COVID-19 and its impact on food security and nutrition, and food systems (COAG/2020/9) - *virtual discussion*

### **13.00-17.30**

Item 2.2 – Preventing, anticipating and responding to high-impact animal and plant diseases and pests (COAG/2020/6) - *virtual discussion*

Item 2.6 - Operationalizing a food systems approach to accelerate delivery of the 2030 Agenda (COAG/2020/10; COAG/2020/23) - *virtual discussion*

Item 2.10 - Rural Youth Action Plan (COAG/2020/14) - *virtual discussion*

## **Tuesday 29 September 2020**

### **09.00-12.00**

Item 2.3 - Proposal for the establishment of a COAG Sub-Committee on Livestock (COAG/2020/7) - *virtual discussion*

Item 2.9 - Voluntary Code of Conduct for Food Loss and Waste Reduction (COAG/2020/13) – *virtual discussion*

### **13.00-17.30**

Item 2.7 - Rationale for a new FAO Food Safety Strategy (COAG/2020/11) - *virtual discussion*

Item 2.8 - Agricultural transformation and the Urban Food Agenda (COAG/2020/12) - *virtual discussion*

Item 3.2 – Towards a Global Programme on Sustainable Dryland Agriculture in collaboration with the Global Framework on Water Scarcity in Agriculture (WASAG) in a Changing Climate (COAG/2020/17) - *virtual discussion*

Item 2.11 - Enabling smallholders and family farmers to access appropriate innovation, information and advisory services for sustainable agrifood systems (COAG/2020/15) - *virtual discussion*

## **Wednesday 30 September 2020**

### **09.00-12.00**

Item 2.4 - Progress report on the implementation of FAO Action Plan on Antimicrobial Resistance (AMR) 2016-2020, and the proposal for a new FAO Action Plan on AMR 2021-2025 (COAG/2020/8) - *virtual discussion*

Item 3.1 – Implementation of the FAO Strategy on Mainstreaming Biodiversity across Agricultural Sectors (COAG/2020/16) - *virtual discussion*

### **13.00-17.30**

Item 4.1 - FAO's Programme of Work in Food and Agriculture under the FAO Strategic Framework (COAG/2020/2) - *virtual discussion*

Item 4.3 - Multi-Year Programme of Work of the Committee (COAG/2020/4) – *virtual discussion*

---

**17.30-19.00****First Meeting of the Drafting Committee****Thursday 1 October 2020****09.00-12.00**

Item 2.12 - Terms of Reference of the International Platform for Digital Food and Agriculture (COAG/2020/22) - *written correspondence procedure*

Item 3.3 - Report of the Global Soil Partnership (GSP) (COAG/2020/18) - *written correspondence procedure*

Item 4.2 - Implementation of the recommendations of the 26<sup>th</sup> Session of the Committee (COAG/2020/3) - *written correspondence procedure*

Item 4.4 - FAO's work on Rangelands and Pastoralism, and Proposal for an International Year of Rangelands and Pastoralists (COAG/2020/19) - *written correspondence procedure*

Item 4.5 - Proposal for International Day of Plant Health (COAG/2020/20) - *written correspondence procedure*

Item 4.6 - Proposal for an International Year of Date Palm (COAG/2020/21) - *written correspondence procedure*

---

**13.00-17.30**

Item 4.7 - Date and Place of the next Session - *virtual discussion*

Item 4.8 - Election of the Bureau Members of the 28th Session of the Committee - *virtual discussion*

Item 4.9 - Any other Matters - *virtual discussion*

---

**17.30-19.00****Second Meeting of the Drafting Committee**

---

**19.00-22.00****Third Meeting of the Drafting Committee (if required)**

---

**Friday 2 October 2020****Afternoon (time to be confirmed)**

Item 5 – Adoption of the Report - *virtual discussion*

**ANNEX****SPECIAL PROCEDURES FOR A VIRTUAL MEETING OF THE COMMITTEE ON AGRICULTURE EXCEPTIONAL TO ITS 27TH SESSION**

1. The procedures outlined in this Annex apply on an exceptional basis for the 27th Session of the Committee on Agriculture (COAG) in light of the measures to contain COVID-19 pandemic and the resulting virtual modality of this COAG session. The adoption of such procedures shall not create a precedent for the working methods of the Committee for its future Sessions.

**FUNCTIONS OF THE COAG**

2. The terms of reference of the Committee as laid down in [Rule XXXII of the General Rules of the Organization](#) include the following:

- (a) conduct periodic reviews and appraisals, on a highly selective basis, of agricultural and nutrition problems, with a view to concerted action by Member Nations and the Organization;
- (b) advise the Council on the overall medium- and longer-term programme of work of the Organization relating to agriculture and livestock, food and nutrition, with emphasis on the integration of all social, technical, economic, institutional and structural aspects related to agricultural and rural development in general;
- (c) review, with similar emphasis, the biennial programmes of work of the Organization and their implementation in areas falling within the competence of the Committee;
- (d) review specific matters relating to agriculture and livestock, food and nutrition referred to the Committee by the Conference, the Council or the Director-General, or placed by the Committee on its agenda at the request of a Member Nation in accordance with the Rules of Procedure of the Committee, and make recommendations as may be appropriate;
- (e) report to the Council and tender advice to the Director-General, as appropriate, on any other matter considered by the Committee.

3. The virtual modality of the 27th Session of the COAG does not alter any of the functions of the Committee outlined in this document.

**CONDUCT OF DEBATE**

4. All plenary meetings of the 27th Session of COAG will be conducted through the Zoom videoconferencing platform. Members and Observers of COAG will be granted equal accessibility and capability inside the Zoom meeting platform, ensuring their ability to be seen, and to view who is in attendance in the virtual meeting, and to address the Committee.

5. Participants will be requested to indicate their identity inside the Zoom videoconferencing platform in the following format: [Member Nation/Member Organization name] [(M) – for member, or (O) for observer of COAG]. This will enable the COAG Chairperson and all participants to recognize the identity of the speakers. Participants will use the ‘raise hand’ function in the Zoom platform in order to request the floor.

6. Secretariat introductions to agenda items will be available in writing on the dedicated webpage before the item will be addressed in accordance with the timetable. This will replace oral presentations or introductions to agenda items. The consideration of each item will therefore start immediately with interventions from Members.

7. At the end of debate on each item, the Chairperson will make a summary of the conclusions and recommendations emerging from the debate.

8. The draft conclusions of agenda items will be displayed to all Members and Observers of the 27th Session of the COAG through the ‘share screen’ function on the Zoom videoconferencing

platform. Any adjustments to the draft conclusions will be made on the screen in real time, unless otherwise specifically agreed by the Committee.

9. The meetings of the Drafting Committee of the 27th Session of the Committee on Agriculture will be held on the Zoom videoconferencing platform, in a separate meeting from the plenary meetings of the Committee. The 'share screen' function on the Zoom platform will be used to facilitate any adjustments to the text.

## **AGENDA, TIMETABLE AND DOCUMENTATION**

10. All documents for the session are prepared and disseminated by the Secretariat as per established practice, in all six languages of the Organization.

11. The meetings of the 27th Session of the Committee will be scheduled from 09.00 to 12.00 hours and from 13.00 to 17.30 hours in the afternoon.

13. The Chairperson of the COAG may call for a short break of up to ten minutes at any time during the meeting.

12. The Drafting Committee of the 27th Session of the Committee will convene its meeting(s) after the conclusion of the afternoon sessions of Wednesday and Thursday, and on Friday morning if required.

13. The time zone applicable to the COAG's 27th Session Timetable will be Central European Summer Time (GMT +2). This is the time zone of the headquarters of the Organization, and the location of the meeting as if it were held as a physical meeting.

14. Simultaneous interpretation in all six languages of the Organization will be provided for all virtual meetings of the 27th Session of the COAG.

15. The background documentation for the session will be made available on the Committee's website at <http://www.fao.org/coag/en/>.

16. With the view to save time in the running of the sessions, written introductory notes and brief oral introductions - highlighting any new development since the publication of the documents - will replace the presentations usually made to introduce agenda items. The written introductory notes for each COAG item will be made available to Members on the Committee's website.

17. All other working methods of the Committee outlined in this Note, in relation to the Agenda, Timetable and documentation, will be applied to the 27th Session of the Committee in accordance with established practice.

## **WRITTEN CORRESPONDENCE PROCEDURE**

18. In light of the exceptional procedures in place for the virtual meeting of the 27th Session of the Committee, a number of items on the agenda will be addressed through a written correspondence procedure. The procedure is a time management measure with the aim to provide sufficient time during the virtual plenary meetings of the 27<sup>th</sup> Session of the COAG to be able to conclude all items on its Agenda.

19. The written correspondence procedure saves time by addressing through correspondence both the introduction of the item, as well as a first round of comments by Members. Following this written phase, the item will be addressed in plenary to 1) open the floor for any further interventions in response to written comments from Members and/or to the Secretariat's response, and 2) agree on the draft conclusions on the item in the same manner as for any other item. As such, an agenda item addressed through a written correspondence procedure can benefit, if desired by any Member, from a fully interactive discussion in writing, as well as in plenary among Members and the Secretariat.

20. The status of decisions and outcomes of agenda items addressed through a written correspondence procedure is identical to any other agenda item. All agenda items are therefore addressed on an equal footing and irrespective of the procedure that is applied.

21. The items to be addressed through the written correspondence procedure are indicated in the Provisional Timetable of the 27<sup>th</sup> Session of the COAG.
22. The procedure to address agenda items through written correspondence is as follows:
- a. Secretariat introductions on relevant agenda items shall be made available on the website of the COAG at least six working days before the 27<sup>th</sup> Session of COAG is convened (the morning of Friday, 18 September 2020);
  - b. A message will be distributed to all Members of COAG on the Members Gateway, at the same time as the Secretariat introductions are made available (18 September), providing Members with the opportunity to submit written comments and questions to the Secretariat at [FAO-COAG@fao.org](mailto:FAO-COAG@fao.org);
  - c. A deadline of four working days (Wednesday, 23 September) will be specified in the Members Gateway message, for the submission of written comments and questions. Members' contributions will be translated into English;
  - d. The Secretariat will compile the written comments and questions received into a table and, will publish this on a dedicated webpage entitled 'Written Correspondence' on the website of COAG (<http://www.fao.org/about/meetings/coag/en/>);
  - e. The Secretariat shall then collect the necessary responses to these comments and questions, and shall compile these into another table, which will also be published on the 'Written Correspondence' webpage of the COAG website;
  - f. Members of COAG shall be notified through a Members Gateway message once the Secretariat responses are published;
  - g. The Chairperson of COAG will open the item for any interventions that Members wish to make following the written correspondence phase, for example in further response to the written submissions by both Members and Secretariat;
  - h. Following the conclusion of the written phase of the correspondence procedure, the item will be opened in virtual plenary, according to the Provisional Timetable of the Session. Once the item is opened, the Chairperson will open the floor to offer a further opportunity for interventions and requests for any additional clarifications and discuss the substantive content of the item in virtual plenary. Secretariat officers shall be available at this virtual plenary meeting to respond to questions and comments from Members.
  - i. Once concluded, the Chairperson of COAG will then present her draft conclusions on the item, on the basis of both the written and verbal exchange, through the 'share screen' function on the Zoom platform. These conclusions will then be discussed in the virtual plenary meeting.
23. The conclusions, once agreed by the COAG at its virtual plenary meeting, shall also be addressed by the Drafting Committee of the Session at its meeting(s).

## REPORTS AND RECORDS

24. The Draft Report for Adoption will be prepared by the Drafting Committee of the 27<sup>th</sup> Session of the Committee, and will be circulated to the Members of COAG as soon as possible before the Adoption of the Report, in accordance with established practice.
25. The Report of the 27<sup>th</sup> Session of the COAG will be communicated in accordance with Rule VI.2 of the Rules of Procedure of the Committee on Agriculture.
26. The Report of the 27<sup>th</sup> Session of the COAG will record the Committee's consensus on the amended modalities for the Session outlined in this Note/Annex.

27. All other working methods of the Committee outlined in this Note, in relation to Reports and records of the meeting, will be applied to the 27<sup>th</sup> Session of the Committee on Agriculture in line with established practice.

### **VOTING PROCEDURES**

28. The decisions of the Committee shall be ascertained by the Chairperson and are normally taken by consensus. If resorting to a vote is necessary, under virtual meeting conditions such a vote would necessarily take place by roll call.

29. In case a decision has to be taken by roll call vote in a virtual setting, such a vote would be conducted in the following way. The Chairperson reads the question that is subject to a vote, the Chair [or Secretary] reads the names of Members in English alphabetical order (starting from a country drawn by lot) and waits for the reply of each Member, who has to clearly pronounce “Yes” or “No” or “Abstention”. The Member representative who votes must have the video turned on. Members of the Secretariat take note of the replies and take some time to count the votes. The results are announced by the Chairperson.