



COMMITTEE ON AGRICULTURE

SUB-COMMITTEE ON LIVESTOCK

16 - 18 March 2022

Provisional timetable

Executive Summary

1) In light of the decision to hold the First Session of the Committee on Agriculture (COAG)'s Sub-Committee on Livestock (Sub-Committee) in virtual mode, substantive consideration of the below two agenda items will be undertaken by the written correspondence procedure:

- Item 3.2 Progress towards the eradication of Peste des Petits Ruminants (Document COAG:LI/2022/6)
- Item 4.2 Holistic and evidence-based reporting on the livestock sector (Document COAG:LI/2022/9)

2) Discussion of the draft conclusions of the Sub-Committee for the above agenda items take place in virtual plenary session as outlined in this document.

3) Details of “Special procedures for a virtual meeting of the Sub-Committee exceptional to its First Session”, including the written correspondence procedure, are set out in the Annex to this document.

Wednesday 16 March 2022

09.00-12.30 CET

1. Procedural matters

Item 1.1. Opening of the session

Item 1.2 Election of the Bureau Members and nomination of the drafting committee

Item 1.3 Adoption of the agenda and timetable (Documents COAG:Li/2022/1; COAG:Li/2022/INF/1)

14.00-16.30 CET**3. One Health**

Item 3.1 Strengthening national coordinated capacities to manage the risks of animal diseases and emerging zoonoses through the One Health approach (Documents COAG:Li/2022/5; COAG:LI/2022/INF/4; COAG:LI/2022/INF/5; COAG:LI/2022/INF/6)

Item 3.2 Progress towards the eradication of Peste des Petits Ruminants (Document COAG:Li/2022/6) written correspondence procedure

Item 3.3 Alternative feed practices to promote responsible use of antimicrobials (Document COAG:Li/2022/7)

17.00-19.30 CET**2. Sustainable livestock for food security, nutrition, and poverty reduction**

Item 2.1 Contribution of livestock to food security, sustainable agrifood systems, nutrition and healthy diets (Document COAG:Li/2022/2)

To be followed by the

First Meeting of the Drafting Committee, time permitting

Thursday 17 March 2022**10.00-12.30 CET**

Item 2.2 Good practices to sustainably enhance the productivity of small-scale livestock producers (Document COAG:Li/2022/3)

Item 2.3 Integrating the livestock sector into national climate actions by considering its adaptation and resilience to climate change, and contribution to biodiversity and ecosystem services (Document COAG:Li/2022/4)

14.00-16.30 CET**4. Other Matters**

Item 4.1 Alignment of FAO's work on livestock to the Strategic Framework 2022-31 (Documents: COAG:Li/2022/8; COAG:LI/2022/INF/7; COAG:LI/2022/INF/8; COAG:LI/2022/INF/9; COAG:LI/2022/INF/10; COAG:LI/2022/INF/11)

Item 4.2 Holistic and evidence-based reporting on the livestock sector (Document COAG:Li/2022/9)
written correspondence procedure

Item 4.3 Multi-Year Programme of Work of the Committee on Agriculture's Sub-Committee on
Livestock (Document COAG:Li/2022/10)

Item 4.4 Date and place of the next session

17.00-19.30 CET

Second Meeting of the Drafting Committee

Friday 18 March 2022

14.00-16.30 CET

Item 5. Adoption of the Report

ANNEX

I. Special procedures for a virtual meeting of the Committee on Agriculture's Sub-Committee on Livestock exceptional to its First Session

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

II. Functions of the Sub-Committee

2. The terms of reference of the Sub-Committee as laid down in Appendix E of the COAG 27 report¹ include the following:

(i) identify and discuss major trends and issues in the global livestock sector, and advise and make recommendations to the Committee on these matters;

(ii) advise on the preparation of technical reviews and of issues and trends of international significance;

(iii) advise on the liaison with other relevant bodies and organizations with a view to promoting harmonization and endorsing policies and actions, as appropriate;

(iv) advise on mechanisms to prepare, facilitate and implement action programmes, as well as on the expected contribution of partners;

(v) advise on the strengthening of international collaboration to assist developing countries in the implementation of good practices and guidance to support sustainable livestock sector development;

(vi) collaborate with existing partnerships and establish communication channels with multiple stakeholders, as guided by the Committee;

(vii) monitor the progress made in implementing the Committee's programme of work on livestock-related issues, as well as any other matters referred to the Sub-Committee by the Committee;

(viii) prepare a multi-year programme for its work for consideration and approval by the Committee; and

(ix) report to the Committee on its activities.

3. The virtual modality of the First Session of the Sub-Committee does not alter any of the functions of the Sub-Committee outlined in this document.

III. Conduct of debate

4. All plenary meetings of the First Session of the Sub-Committee will be conducted through the Zoom videoconferencing platform. Members and Observers of Sub-Committee 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 Sub-Committee.

¹ <https://www.fao.org/3/ne021en/ne021en.pdf>

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 the Sub-Committee]. This will enable the Sub-Committee 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 done through oral presentations.
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 First Session of the Sub-Committee 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 Sub-Committee.
9. The meetings of the Drafting Committee of the First Session of the Sub-Committee will be held on the Zoom videoconferencing platform, in a separate meeting from the plenary meetings of the Sub-Committee. The ‘share screen’ function on the Zoom platform will be used to facilitate any adjustments to the text.

IV. Agenda, timetable and documentation

10. All discussion and information 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 First Session of the Sub-Committee will be scheduled from 10.00 to 12.30 hours CET and from 14.00 to 16.30 hours CET.
12. The Chairperson of the Sub-Committee may call for a short break of up to ten minutes at any time during the meeting.
13. The Drafting Committee of the First Session of the Sub-Committee will convene its meeting(s) after the conclusion of the afternoon sessions of Wednesday and Thursday, and on Friday morning if required.
14. The time zone applicable to the Sub-Committee's First Session Timetable will be Central European Time (GMT +1). 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.
15. Simultaneous interpretation in all six languages of the Organization will be provided for all virtual meetings of the First Session of the Sub-Committee.
16. The background documentation for the session will be made available on the Sub-Committee's website at <https://www.fao.org/coag/sub-committee-on-livestock/>.
17. All other working methods of the Sub-Committee outlined in this Note, in relation to the Agenda, Timetable and documentation, will be applied to the First Session of the Sub-Committee.

V. Written correspondence procedure

18. In light of the exceptional procedures in place for the virtual meeting of the First Session of the Sub-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 First Session of the Sub-Committee to be able to conclude all items on its Agenda.

19. The written correspondence procedure saves time by addressing through correspondence 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 First Session of the Sub-Committee.
22. The procedure to address agenda items through written correspondence is as follows:
- A message will be distributed to all Members of the Sub-Committee on the Members Gateway providing Members with the opportunity to submit written comments and questions to the Secretariat at COAG-Livestock@fao.org;
 - A deadline will be specified in the Members Gateway message, for the submission of written comments and questions. Members' contributions will be translated into English;
 - 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 the Sub-Committee (<https://www.fao.org/coag/sub-committee-on-livestock/first-session>);
 - 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 Sub-Committee website;
 - Members of Sub-Committee shall be notified through a Members Gateway message once the Secretariat responses are published;
 - 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.
 - Once concluded, the Chairperson of the Sub-Committee will then present 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 Sub-Committee at its virtual plenary meeting, shall also be addressed by the Drafting Committee of the Session at its meeting(s).

VI. Reports and records

24. The Draft Report for Adoption will be prepared by the Drafting Committee of the First Session of the Sub-Committee, and will be circulated to the Members of the Sub-Committee as soon as possible before the Adoption of the Report.
25. The Report of the First Session of the Sub-Committee will be communicated in accordance with Rule VI.2 of the Rules of Procedure of the Committee on Agriculture.
26. The Report of the First Session of the Sub-Committee will record the Sub-Committee's consensus on the amended modalities for the Session outlined in this Annex.

27. All other working methods of the Sub-Committee outlined in this Annex, in relation to Reports and records of the meeting, will be applied to the First Session of the Sub-Committee.

VII. Voting procedures

28. The decisions of the Sub-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.

30. The above voting procedures are not applicable to the election of the Chairperson of the COAG Sub-Committee on Livestock. In the event that there is more than one candidate for the position of Chairperson, the election would take place by secret ballot in accordance with Rule XII of the Basic Texts of the Organization.