



**SECRETARIAT OF THE CONFERENCE ON INTERACTION
AND CONFIDENCE BUILDING MEASURES IN ASIA**

**СЕКРЕТАРИАТ СОВЕЩАНИЯ ПО ВЗАИМОДЕЙСТВИЮ
И МЕРАМ ДОВЕРИЯ В АЗИИ**

№ FUND/349

The Secretariat of the Conference on Interaction and Confidence Building Measures in Asia (CICA) presents its compliments to the CICA Member States and has the honour to inform that the CICA Chairmanship will convene the “Expert Meeting” on 14 April 2022 at 14.00 (GMT +6, Nur-Sultan time) to discuss Revision1 of the Draft Regulations of the CICA Fund.

The concept paper, agenda, registration form of the Expert Meeting together with Revision1 of the Draft Regulations of the CICA Fund (SOC/2021/DRAFT/4/Rev.1, dated 25 March 2022) are enclosed for reference. The meeting will be held online. All Member States are requested to nominate duly authorized expert(s) to take part in the meeting. The registration form should be submitted to the Secretariat not later than 7 April 2022.

*Enclosure:
as stated, on
11 p.*

Mr. Lakshmi Kanta Kumbhar, (Email: lakshmi.kant@s-cica.org, s-cica@s-cica.org, Mob: +7 701 220 7603); Mr. Sultan Amirkhanov (Email: sultan@s-cica.org, Mob: +7 702 999 9559) are points of contact for the Expert Meeting.

The Secretariat avails itself of this opportunity to renew to the CICA Member States the assurances of its highest consideration.

Nur-Sultan, 25 March 2022

**MEMBER STATES
OF THE CONFERENCE ON INTERACTION
AND CONFIDENCE BUILDING MEASURES
IN ASIA**





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№ FUND/349

Секретариат Совещания по взаимодействию и мерам доверия в Азии (СВМДА) свидетельствует свое уважение государствам-членам СВМДА и имеет честь сообщить, что 14 апреля 2022 года в 14.00 по времени Нур-Султана (GMT+6) Председательство СВМДА созывает «Экспертную встречу» для обсуждения ревизии¹ проекта Положения о Фонде СВМДА.

Концепция, повестка дня, регистрационная форма для участия в Экспертной встрече, а также ревизия¹ проекта Положения о Фонде СВМДА (SOC/2021/DRAFT/4/Rev.1 от 25 марта 2022 года) прилагаются для сведения. Встреча будет проходить онлайн. Всем государствам-членам предлагается назначить должным образом уполномоченного(-ых) эксперта(-ов) для участия во встрече. Регистрационную форму следует направить в Секретариат не позднее 7 апреля 2022 года.

Г-н Лакшми Канта Кумбар (Email: lakshmi.kant@s-cica.org, s-cica@s-cica.org, мобильный телефон: +7 701 220 7603); г-н Султан Амирханов (Email: sultan@s-cica.org, мобильный телефон: +7 702 999 9559) являются контактными лицами по Экспертной встрече.

Секретариат пользуется случаем, чтобы возобновить государствам-членам СВМДА уверения в своем весьма высоком уважении.

город Нур-Султан, 25 марта 2022 г.

**ГОСУДАРСТВА-ЧЛЕНЫ
СОВЕЩАНИЯ ПО ВЗАИМОДЕЙСТВИЮ
И МЕРАМ ДОВЕРИЯ В АЗИИ**



*Приложение:
упомянутое,
на 11 л.*

Азиядағы өзара іс-қимыл және сенім шаралары кеңесінің (АӨСШК) Хатшылығы АӨСШК мүше мемлекеттеріне өзінің зор ілтипатын білдіреді және 2022 жылғы 14 сәуірде Нұр-Сұлтан уақыты бойынша сағат 14.00-де (GMT+6) АӨСШК Төрағалығы АӨСШК Қоры туралы ереже жобасының 1-ревизиясын талқылау үшін “Сараптамалық кездесуді” шақыратынын хабарлауды өзіне мәртебе санайды.

Қосымша:
аталған 11 п.

Тұжырымдама, күн тәртібі, Сараптамалық кездесуге қатысу үшін тіркеу нысаны, сондай-ақ АӨСШК Қоры туралы ереже жобасының 1-ревизиясы (2022 жылғы 25 наурыздағы SOC/2021/DRAFT/4/Rev.1) қоса беріліп отыр. Кездесу онлайн форматында өтеді. Барлық мүше мемлекеттерге кездесуге қатысу үшін тиісті түрде уәкілеттік берілген сарапшыны (сарапшыларды) тағайындау ұсынылады. Тіркеу нысанын Хатшылыққа 2022 жылғы 7 сәуірге дейін жіберу қажет.

Сараптамалық кездесу бойынша байланысушы тұлғалар: Лакшми Канта Кумбар мырза (Email: Lakshmi.kant@s-cica.org, s-cica@s-cica.org, ұялы телефон: +7 701 220 7603); Сұлтан Әмірханов мырза (Email: sultan@s-cica.org, ұялы телефон: +7 702 999 9559).

Хатшылық осы мүмкіндікті пайдалана отырып, АӨСШК мүше мемлекеттеріне өзінің зор ілтипатын тағы да растайды.

Нұр-Сұлтан қаласы, 2022 жылғы 25 наурыз

**АЗИЯДАҒЫ ӨЗАРА ІС-ҚИМЫЛ ЖӘНЕ
СЕНІМ ШАРАЛАРЫ КЕҢЕСІНІҢ МҮШЕ
МЕМЛЕКЕТТЕРІ**



**Concept paper and draft agenda
for CICA Expert Meeting on the «Draft Regulations of the CICA Fund»
convened by the CICA Chairmanship**

Introduction:

Since the inception of CICA as an international forum there has been a fundamental change in the international economy. CICA Member States have significantly increased their share in the global economic growth. At the same time, emerging countries in Asia continue to encounter with unmet needs, especially in the field of infrastructure, sustainable development, humanitarian assistance and many other areas of socio-economic development. There is high demand for international development assistance in all these areas, not least due to scarcity of financial resources, which has been a constraint for growth of developing and emerging economies in Asia.

In this context, H.E. Kassym-Jomart Tokayev, the President of the Republic of Kazakhstan proposed to establish a Fund under the framework of CICA, at the 5th CICA Summit held in Dushanbe in 2019. The main purpose of creating a CICA Fund is to establish an additional voluntary funding mechanism to support achievement of CICA goals and objectives, primarily in the implementation of CICA confidence building measures (CBMs), through development of CICA project activities and attraction of voluntary contributions. The establishment of an enduring financial mechanism with the collaboration of all Member States would strengthen practical cooperation within CICA in achieving not only CICA confidence-building objectives but also larger developmental goals.

As CICA Chair, the Republic of Kazakhstan has been taking initiatives to set up a CICA Fund. It is one of the important priorities of the Chairmanship. On 5 November 2020, the Chairmanship circulated a "Non-Paper" on the establishment of the CICA Fund, in order to receive preliminary comments and suggestions from Member States. On 11 December 2020, the Senior Officials Committee (SOC) took note of the Chairmanship's initiative to establish the

CICA Fund. In 2021, the Chairmanship continued its efforts to develop the concept and the draft Regulations of the CICA Fund.

The Chairmanship, on 3 December 2021, circulated the initial version of the draft Regulations of the CICA Fund (document SOC/2021/DRAFT/4) to the Member States for their comments and suggestions, together with a background paper (document SOC/2021-III/CHAIR/2, attached) which elucidates the concept of the CICA Fund and explains its purpose and modalities. The SOC at its meeting on 8 December 2021 took note of the information by the Chair on the draft Regulations of the CICA Fund and of the 1 February 2022 deadline for comments and suggestions from Member States. At this SOC meeting the Chairmanship informed about its intention to convene, due to the specific nature of the issue, an Expert Meeting to deliberate upon the draft Regulations of the CICA Fund.

As of 1 February 2022, three Member States have provided their views/comments, which have been accommodated by the Chairmanship. Revision 1 of the draft Regulations is circulated to all Member States as document SOC/2021/DRAFT/4/Rev.1 for detailed analysis and discussion at the Expert Meeting.

Objective of the Expert Meeting: Enable all Member States to examine, analyze and discuss the draft Regulations of the CICA Fund by relevant and authorized experts from all CICA Member States and further develop the text of the draft Regulations, if needed through additional expert meetings, before its submission for consideration by the SWG and SOC.

Expected participants: Experts from CICA Member States having expertise, knowledge and experience in the following areas:

- Project management
- Development assistance projects
- Financial management
- International aid & humanitarian assistance
- Other authorized representatives with expertise in the area of international project management and funding.

It is expected that participating experts are authorized to represent, speak and negotiate on behalf of their Member States.

Draft Agenda: See Attachment 1.

Date and time: 14 April 2022, 14.00 (GMT +6, Nur-Sultan time).

Format of the meeting: Online. Technical instructions will be circulated in due course.

Convener/chair: CICA Chairmanship - Ministry of Foreign Affairs of the Republic of Kazakhstan and Kazakhstan Agency for International Development (KazAID), assisted by the CICA Secretariat.

Registration: all participants should register with the CICA Secretariat through their Member State's permanent mission to CICA or foreign ministry until 7 April 2022, using the registration form contained in Attachment 2.

Meeting languages: English, Russian (simultaneous interpretation).



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Attachment 1

Draft Agenda of the Expert Meeting

14 April 2022

1. Adoption of the agenda
2. Discussion of the draft regulations of the CICA Fund
3. Any other business



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Attachment 2

REGISTRATION FORM

for CICA Expert Meeting on the Draft Regulations of the CICA Fund
on 14 April 2022 at 14:00 (GMT +6, Nur-Sultan Time)

First Name:	
Last Name:	
Country:	
Title/Position:	
Email Address:	
Phone Number:	

Please fill in CAPITAL LETTERS and return this registration form no later than 7 April 2022 to lakshmi.kant@s-cica.org, s-cica@s-cica.org, sultan@s-cica.org or WhatsApp number +7 701 220 7603, +7 702 999 9559.

**Draft Regulations of the Fund
of the Conference on Interaction and Confidence
Building Measures in Asia**

**Article 1
General provisions**

1.1 These Regulations define the objectives, structure and mode of operation of the Fund of the Conference on Interaction and Confidence Building Measures in Asia (CICA).

1.2 The CICA Fund is an additional funding mechanism in the form of a special bank account of the CICA Secretariat.

1.3 The Fund's objective is to finance development projects and other project activities implemented within the framework of CICA.

1.4 The Fund shall operate based on the principles of transparency, voluntariness, consensus and accountability to the Member States.

1.5 The Fund's resources shall be used exclusively to finance activities and projects which are consistent with the CICA goals and principles outlined in the Declaration on the Principles Guiding Relations Between the CICA Member States of 1999 and the Almaty Act of 2002, and are approved by the Member States in accordance with these Regulations.

1.6 All project activities financed by the Fund shall be implemented with due regard to sovereignty and territorial integrity of all Member States, in agreement with the beneficiary or recipient Member State and in compliance with the principles of transparency and financial accountability.

1.7 The Fund's resources shall not be considered as the part of the CICA Secretariat's budget.

1.8 The immunity of the Fund and the safety of its resources are guaranteed by the Convention on the Privileges and Immunities of the Secretariat, its Personnel and Representatives of Members of the Conference on Interaction and Confidence Building Measures in Asia of 2010 and the Host Country Agreement between the Secretariat of the Conference on Interaction and Confidence Building Measures in Asia and the Government of the Republic of Kazakhstan regarding the Terms and Conditions of the Secretariat's Location in the Territory of the Republic of Kazakhstan of 2007.

Article 2

The use of the Fund's resources

2.1 The Fund's resources shall be used for financing projects in the following areas:

2.1.1 Programmes and projects aimed at international development assistance to Member States.

2.1.2 Projects carried out as part of practical implementation of CICA confidence building measures.

2.1.3 Research and development of scientific, analytical, and information materials within the framework of CICA.

2.1.4 Humanitarian assistance to Member States.

2.1.5 Other projects approved for financing by the Fund.

2.2 Any Member State may propose projects for financing by the Fund.

2.3 The project proposals shall contain all relevant project elements, including minimum requirements for project quality, such as objectives, justification and feasibility of the project, expected outcomes, project implementation plan and timeframe, project budget, information on the implementing agency and a schedule for submitting interim and final reports. Member States, through the CICA Secretariat; and the CICA Executive Director may request additional information from the project originators and/or implementing agency.

Article 3

Project review and approval process

3.1 The project proposals shall be submitted to the CICA Secretariat for circulation to all Member States. The Member States shall review and, on the basis of consensus, approve the project at the Project Review Committee (PRC).

3.2 The PRC shall consist of experts from all interested Member States. Each expert shall be authorized by his/her Member State to represent it at the PRC for a four-year term. The PRC shall be chaired by the Chairmanship in coordination with the CICA Secretariat.

3.3 The projects approved by the PRC shall be added to the List of Approved Projects for possible financing by the Fund. The List shall be posted and regularly updated on the website of the CICA Secretariat.

3.4 Meetings of the PRC shall be convened by the Chairmanship as necessary for consideration of the proposed projects or pledges of contribution or of other needs associated with the operation of the Fund. The Secretariat shall prepare and circulate minutes of PRC meetings to all Member States. As necessary, the Chairmanship may propose the PRC to consider certain issues intersessionally, through a silence procedure.

3.5 The Chairmanship shall develop the agenda for PRC meetings. The format, venue and date of a PRC meeting shall be determined by the Chairmanship in consultation with the host.

3.6 Organizational costs, associated with the holding of the PRC meeting, shall be incurred by the host, travel expenses of meeting participants shall be borne by the sending party.

Article 4

Sources of funding

4.1 The Fund shall be formed from the following sources:

4.1.1 Voluntary monetary contributions from the Member States and/or their national development assistance agencies. Acceptance of such contributions does not need approval by the Member States.

4.1.2 Voluntary monetary contributions from external sources, such as Observer States, other non-Member States, observer organizations, partner organizations, international organizations, forums, international non-

governmental organizations, financial institutions, legal entities and individuals. Acceptance of such contributions shall be subject to prior approval by the Member States.

4.2 Monetary contributions shall not be accepted from donors whose goals and principles contradict the goals and principles of CICA.

4.3 Donors may provide (i) contributions earmarked for certain projects from the List of Approved Projects; (ii) contributions earmarked for specific areas of activities; or (iii) non-earmarked contributions.

4.4 Any pledge of contribution should be submitted to the Secretariat for informing all Member States about the donor, total amount of the offered contribution and its purpose, and any other relevant aspects of the pledge. Pledges from external sources referred to in p.4.1.2 above shall be reviewed by the Member States and, on the basis of consensus, accepted at the PRC.

4.5 Upon receipt of each contribution, the CICA Executive Director shall provide all Member States with the information on the total amount of resources available in the Fund, indicating the donors and contribution related details.

4.6 The Chairmanship, Member States and the CICA Executive Director may carry out fundraising activities, search potential donors and interact with them.

Article 5

Mechanism of funding and control over implementation of projects

5.1 The allocation of the Fund's resources for financing the projects specified in the List of Approved Projects shall be done by the Member States through the PRC, except for allocation of contributions from Member States already earmarked by the donor to certain approved projects.

5.2 The Chairmanship, Member States and the CICA Executive Director may suggest the PRC to use the available non-earmarked resources for financing unfunded projects from the List of Approved Projects. The Member States, through the PRC, shall decide on allocation of such contributions.

5.3 Responsibility for ensuring due implementation of projects financed from the Fund shall rest with a Member State receiving its funds (Beneficiary).

5.4 The Beneficiary shall submit to all Member States, through the

Secretariat, interim reports and final report on implementation of a project, including the information on achievement of project goals, financial statements and other required data.

5.5 In order to assist the Beneficiary to ensure transparency and reporting to the PRC, a project group shall oversee the progress of a project during the entire period of its implementation. The project group will consist of representatives of the Chairmanship, Beneficiary and the donor, and Members of the PRC participating on a voluntary basis, and will be coordinated by the Secretariat.

Article 6

Financial statements

6.1 The Secretariat shall circulate to the Member States an annual financial statement no later than 31 March of the year following the reporting financial period. The financial statement shall include information on the received, allocated and unused resources of the Fund as at the end of the reporting financial period. The financial period shall mean a calendar year. The Beneficiaries shall submit to the Secretariat all the required data in order to produce such a statement.

Article 7

External audit

7.1 External audit of the Fund shall be conducted by the decision of the SOC as often as necessary and at least once in two years in case of operational activity.

7.2 External audit shall be conducted by an audit institution nominated by a Member State and authorized by the SOC. Any Member State may nominate an external auditor.

7.3 The audit report shall be circulated to all Member States by the Secretariat.

7.4 The Fund's Beneficiaries shall submit, upon request, all the required documents to the external auditor.

7.5 External audit shall be conducted at the expense of the Member State that nominated the external auditor.

7.6 In case no Member State wishes to nominate an external auditor, the SOC

will decide if resources of the CICA Fund may be used for covering expenses for an external audit, subject to agreement of the contributor of these particular funds.

Article 8

Final provisions

8.1 These Regulations shall be adopted by the CICA Summit and shall enter into force on the date of adoption. The SOC may amend these Regulations and will further improve modalities of operation of the Fund and its project management framework.

8.2 Following the adoption of these Regulations, the CICA Secretariat shall propose for approval by the SOC specific project management elements, including but not limited to project selection and evaluation criteria, project proposal and reporting templates, and other elements and procedures as necessary.

8.3 All disputes related to the operation of the Fund shall be settled through consultations among all relevant parties.