**ASSOCIATION OF CARIBBEAN STATES (ACS)**

**PREPARATORY MEETING**

**FOR THE 28TH ORDINARY MEETING OF THE ACS MINISTERIAL COUNCIL**

Antigua, Guatemala

10th May, 2023

**DRAFT ANNOTATED AGENDA**

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| **9:00 - 9:20** | **REGISTRATION OF PARTICIPANTS** |
| **9:20 – 9:45** | * **Opening Remarks by the Chairman of the Ministerial Council**   The Representative of the Chairman of the Ministerial Council of the ACS, will open the Meeting. (10 minutes)   * **Welcome Remarks by the Secretary General**   The Secretary General of the ACS, will address the Meeting. (10 minutes) |
| **9:45 - 10:00** | 1. **Approval of the Agenda and Procedural Matters**   The Chairman of the Ministerial Council will invite those in attendance to consider the Agenda presented for approval, as well as other procedural matters. |
| **10:00 - 10:20** | 1. **Report of the Chairman of the Ministerial Council**   The Chairman of the Ministerial Council will present his Report covering the period following the 27th Ordinary Meeting of the Ministerial Council held virtually, on 29th April 2022, to the present.  ***The Meeting will be invited to recommend the report for the approval of the 28th Ordinary Meeting of Ministerial Council.*** |
| **10:20 10:40** | 1. **REPORT OF THE SECRETARY GENERAL**   The Secretary General will present a summary report covering the period following the 28th Ordinary Meeting of the Ministerial Council held virtually, on 29th April, 2022 to present.  ***The Meeting will be invited to recommend the report for the approval of the 28th Ordinary Meeting of the Ministerial Council.*** |
| **10:40 – 10:50** | **Coffee Break** |
| **10:50 - 12:15** | 1. **REPORTS OF THE SPECIAL COMMITTEES AND CARIBBEAN SEA COMMISSION**   The Chairman of the Ministerial Council of the ACS will invite the Chairs of the Special Committees and Caribbean Sea Commission to present summary reports as follows:   1. Report of the Special Committee for **Disaster Risk Reduction** 2. Report of the Special Committee for **Trade Development and External Economic Relations** 3. Report of the Special Committee for **Transport** 4. Report of the Special Committee for **Sustainable Tourism** 5. Report of the **Special Committee for Cooperation and Resource Mobilisation** 6. Report of the **Caribbean Sea Commission**   ***The Meeting will be invited to recommend the reports for the approval of the 28th Ordinary Meeting of Ministerial Council.*** |
| **12:15- 12:45** | 1. **REPORT ON THE BUDGET AND ADMINISTRATION OF THE ASSOCIATION**   The Meeting will receive a report on the financial and administrative matters of the ACS for the period May 2022 to present, with a focus on the recommendations emerging from the Ordinary and Extraordinary Meetings of the Special Committee on Budget and Administration held over this period, including the decisions of the 44th Ordinary meeting of the Committee.  ***The Meeting will be invited to recommend the report for the approval of the 28th Ordinary Meeting of the Ministerial Council.*** |
| **12:45 – 13:15** | 1. **DRAFT ORDINARY BUDGET OF THE ACS FOR THE PERIOD 2023-2024**   The Meeting will consider the Ordinary Budget for the period 2023-24, as agreed by the 44th Ordinary Meeting of the Special Committee on Budget and Administration.  ***The Meeting will be invited to recommend the Draft Ordinary Budget for the approval of the 28th Ordinary Meeting of the Ministerial Council.*** |
| **13:15 – 14:15** | **LUNCH** |
| **14:15 – 14:45** | 1. **CONSIDERATION OF THE DRAFT DECLARATION OF ANTIGUA, GUATEMALA**   The Meeting will consider the Draft Declaration of Antigua, Guatemala as tabled by the Chair of the Ministerial Council in his capacity as Chair of the Drafting Committee.  ***The Meeting will be invited to recommend the Draft Declaration of Antigua, Guatemala for the consideration of the 28th Ordinary Meeting of the Ministerial Council.*** |
| **14:45 – 15:15** | 1. **CONSIDERATION OF APPLICATIONS FOR MEMBERSHIP OF THE ACS**   The Meeting will review applications received for Associate Member, Observer or Social Actor Status within the ACS.  ***The Meeting will be invited to make recommendations on each application to the 28th Ordinary Meeting of the Ministerial Council.*** |
| **15:15 – 15:45** | 1. **CONSIDERATION OF CANDIDATES FOR THE EXECUTIVE BOARDS OF THE SPECIAL COMMITTEES AND THE CARIBBEAN SEA COMMISSION OF THE ACS**   The meeting will consider candidatures received from Members to form the Executive Boards of the following:   * Ministerial Council for 2023-24 * Caribbean Sea Commission for 2023-25   The 2023- 2024 Special Committees for:   * Budget and Administration * Cooperation and Resource Mobilisation * Disaster Risk Reduction * Sustainable Tourism * Trade development and External Economic Relations * Transport   ***The Meeting will be invited to make recommendations for the consideration of the 28th Ordinary Meeting of the Ministerial Council.*** |
| **15:45 – 15:55** | 1. **CONSIDERATION OF THE PROPOSED AGENDA FOR THE 28TH ORDINARY MEETING OF THE MINISTERIAL COUNCIL**   ***The Meeting will consider and approve the Draft Agenda for the 28th Ordinary Meeting of the Ministerial Council.*** |
| **15:55 – 16:00** | 1. **CONSIDERATION OF THE PROPOSED AGENDA FOR THE 9TH SUMMIT OF THE ACS**   ***The Meeting will consider and recommend to the 28th Ordinary Meeting of the Ministerial Council, the Draft Agenda for the 9th Summit of ACS Heads of State/and or Government.*** |
| **16:00 – 17:00** | 1. **CONSIDERATION OF THE DRAFT MINISTERIAL AGREEMENTS**   ***The Meeting will consider the Draft Ministerial Agreements that will be presented for approval at the 28th Ordinary Meeting of the Ministerial Council.*** |
| **17:00 – 17:05** | 1. **ANY OTHER BUSINESS**   The meeting will consider any other issues it deems of relevance to the 28th Ordinary Meeting of the Ministerial Council. |
| **17:05 – 17:15** | **CLOSURE OF THE MEETING**  The Chairman of the Ministerial Council will present a summary of the decisions of the meeting before inviting the Secretary General to make brief closing remarks.  The Chairman shall then formally close the meeting. |
| **17:15 – 17:30** | **COFFEE BREAK** |