

# HEADS OF DELEGATION (HOD) AGENDA



TIME	VENUE	ISSUE	ITEMS
<b>DAY1: Tuesday, 13th November, 2018</b>			
9:00-9:40	BaiHua Hall, Building No.2	HOD Forum	<ol style="list-style-type: none"> <li>1. Proposal and Adoption of the Meeting Agenda, Programme, and Working Group Protocols</li> <li>2. Nomination and Election of:               <ol style="list-style-type: none"> <li>2.1. Chairs and Rapporteurs of the Working Groups</li> <li>2.2. Chair and Members of the Drafting Committee</li> </ol> </li> </ol>
9:40-10:00	Foyer of Building No. 3	Teabreak	
10:00-10:20	XianZi Hall, Building No.3	Opening Ceremony	
10:20-11:20		Preliminary Session	<ol style="list-style-type: none"> <li>1. Address by the Chair of the 47th SGATAR Meeting</li> <li>2. Election of the Chair of the 48th SGATAR Meeting</li> <li>3. Address by the Chair of the 48th SGATAR Meeting</li> <li>4. Address by the Secretary-General and Report on the First Session of the HOD Forum</li> <li>5. Responding Address on Behalf of the Delegates to the 48th SGATAR Meeting</li> </ol>
11:20-11:40	XianZi Hall, Building No.3 and Foyer of Building No. 3	Photo	
11:40-14:00	YuLing Hall, Building No.3	Lunch	
14:00-17:00 (Including Teabreak)	BaiHua Hall, Building No.2	HOD Forum	<ol style="list-style-type: none"> <li>1. Hosting of the 49th and 50th SGATAR Meetings</li> <li>2. Topic 1: Presentation of Tax Reform by Members (10 minutes each)               <ol style="list-style-type: none"> <li>(1)AUSTRALIA</li> <li>(2)CAMBODIA</li> <li>(3)HONG KONG, CHINA</li> <li>(4)INDONESIA</li> <li>(5)JAPAN</li> <li>(6)KOREA</li> <li>(7)MACAO, CHINA</li> </ol> </li> <li>Teabreak (25 minutes)</li> <li>(8)MALAYSIA</li> <li>(9)MONGOLIA</li> <li>(10)NEW ZEALAND</li> <li>(11)PHILIPPINES</li> <li>(12)SINGAPORE</li> <li>(13)CHINESE TAIPEI</li> <li>(14)THAILAND</li> <li>(15)VIETNAM</li> </ol>
17:10-17:40		Meeting between Members	
17:40-18:10			
18:20-20:20	XianZi Hall, Building No.3	Welcome Dinner	

## HEADS OF DELEGATION (HOD) AGENDA



TIME	VENUE	ISSUE	ITEMS
<b>DAY2: Wednesday, 14th November, 2018</b>			
9:00-11:30 (Including Teabreak)	BaiHua Hall, Building No.2	HOD Forum	<p>Topic 2: Belt and Road Initiative Tax Cooperation</p> <p>(1) P.R. China (2) Macao, China (3) Discussion</p> <p>Topic 3: Ease of Doing Business</p> <p>(1) P.R. China (2) New Zealand</p> <p>Teabreak (25 minutes)</p> <p>(3) Singapore (4) Korea (5) Hong Kong, China (6) Discussion</p>
11:30-14:00	YuLing Hall, Building No.3	Lunch	
14:00-16:30 (Including Teabreak)	BaiHua Hall, Building No.2	HOD Forum	<p>Topic 4: Capacity Building</p> <p>(1) Australia (2) OECD (3) ADB (4) Discussion</p> <p>Teabreak (30 minutes)</p> <p>Topic 5: Work Report of the SGATAR Taskforce</p> <p>(1) Operating Framework update (2) Capacity Building Program of SGATAR update (3) The Future of SGATAR</p>
16:40-17:10		Meeting between Members	
17:10-17:40			
17:40-18:10			
19:00-21:00	The lawn outside Building No.1 and the Buffet Canteen	Gala Dinner	

## HEADS OF DELEGATION (HOD) AGENDA



TIME	VENUE	ISSUE	ITEMS
<b>DAY3: Thursday, 15th November, 2018</b>			
9:00-10:20	BaiHua Hall, Building No.2	HOD Forum	<ol style="list-style-type: none"> <li>1. Recap of Previous HOD Forum</li> <li>2. Presentation of the Working Groups Report</li> <li>3. Discussion of the Working Group Recommendations and the SGATAR Annual Work Programme for 2019</li> <li>4. Acceptance of Meeting Summary</li> <li>5. Concluding Remarks of the Chair of the 2018 SGATAR Annual Meeting</li> <li>6. Exchange of Gifts</li> </ol>
10:20-10:40	Foyer of Building No. 3		Teabreak
10:40-11:20	XianZi Hall, Building No.3	Plenary Session	<ol style="list-style-type: none"> <li>1. Address by the Chair of the 48th SGARTAR Meeting</li> <li>2. Presentation of the Working Group Reports by the Rapporteurs:               <ol style="list-style-type: none"> <li>2.1. Working Group 1: Implementation of the G20/OECD BEPS Package</li> <li>2.2. Working Group 2: Implementation of Common Reporting Standard (CRS)</li> <li>2.3. Working Group 3: The Role of Tax Service Providers</li> </ol> </li> <li>3. Presentation of Report on the HOD Forum by the Secretary-General</li> <li>4. Acceptance of the Final Report</li> </ol>
11:20-12:00	XianZi Hall, Building No.3	Closing Ceremony	<ol style="list-style-type: none"> <li>1. Address by the Secretary-General</li> <li>2. Election of the Host of the 49th SGATAR Annual Meeting</li> <li>3. Address by the Head of Delegation Representing the Host of 49th SGATAR Annual Meeting (Indonesia)</li> <li>4. Address by the Representative of the Heads of Delegation of the 48th SGATAR Annual Meeting</li> <li>5. Closing Address by the Chair of the 48th SGATAR Annual Meeting</li> <li>6. Handover of the SGATAR Flag to the Host of the 49th SGATAR Annual Meeting</li> </ol>
12:00-14:00	YuLing Hall, Building No.3		Lunch
14:00-17:30			Social Activity: China National Tea Museum West Lake Cruise
19:00-21:30	XianZi Hall, Building No.3		SGARTAR Night

# WORKING GROUP DELEGATES AGENDA



TIME	VENUE	ISSUE	ITEMS
<b>Day 1: Tuesday, 13th November, 2018</b>			
9:00-9:40	MuDan Hall, Building No.2	Drafting Committee Meeting	
9:40-10:00	Foyer of Building No. 3	Teabreak	
10:00-10:20	XianZi Hall, Building No.3	Opening Ceremony	
10:20-11:20		Preliminary Session	<ol style="list-style-type: none"> <li>1. Address by the Chair of the 47th SGATAR Annual Meeting</li> <li>2. Election of the Chair of the 48th SGATAR Annual Meeting</li> <li>3. Address by the Chair of the 48th SGATAR Annual Meeting</li> <li>4. Address by the Secretary-General and Report on the First Session of the HOD Forum</li> <li>5. Responding Address on behalf of the Delegates to the 48th SGATAR Annual Meeting</li> </ol>
11:20-11:40	Foyer of Building No. 3	Photo	
11:40-14:00	Buffet Canteen, Building No.1	Lunch	
14:00-17:00 (Including Teabreak)	YingHua Hall, Building No.2	Meeting of Working Group 1: Implementing the OECD/G20 BEPS package	
	MuDan Hall, Building No.2	Meeting of Working Group 2: Implementation of Common Reporting Standard (CRS)	
	JinGui Hall, Building No.1	Meeting of Working Group 3: the Role of Tax Service Provider	
17:00-18:00	MuDan Hall, Building No.2	Drafting Committee Meeting	
18:20-20:20	XianZi Hall, Building No.3	Welcome Dinner	
<b>Day 2: Wednesday, 14th November, 2018</b>			
9:00-11:30 (Including Teabreak)	YingHua Hall, Building No.2	Meeting of Working Group 1: Implementing the OECD/G20 BEPS package	
	MuDan Hall, Building No.2	Meeting of Working Group 2: Implementation of Common Reporting Standard (CRS)	
	JinGui Hall, Building No.1	Meeting of Working Group 3: the Role of Tax Service Provider	
11:30-14:00	Buffet Canteen, Building No.1	Lunch	

## WORKING GROUP DELEGATES AGENDA



TIME	VENUE	ISSUE	ITEMS
14:00-17:00 (Including Teabreak)	YingHua Hall, Building No.2	Meeting of Working Group 1: Implementing the OECD/G20 BEPS package	
	MuDan Hall, Building No.2	Meeting of Working Group 2: Implementation of Common Reporting Standard (CRS)	
	JinGui Hall, Building No.1	Meeting of Working Group 3: the Role of Tax Service Provider	
17:00-18:00	MuDan Hall, Building No.2	Drafting Committee Meeting	
19:00-21:00	The lawn outside Building No.1 and the Buffet Canteen	Gala Dinner	
<b>Day 3: Thursday, 15th November, 2018</b>			
10:20-10:40	Foyer of Building No. 3		Teabreak
10:40-11:20	XianZi Hall, Building No.3	Plenary Session	<ol style="list-style-type: none"> <li>1. Address by the Chair of the 48th SGARTAR Annual Meeting</li> <li>2. Presentation of the Working Group Reports by the Rapporteurs:               <ol style="list-style-type: none"> <li>2.1. Working Group 1: Implementation of the G20/OECD BEPS Package</li> <li>2.2. Working Group 2: Implementation of Common Reporting Standard (CRS)</li> <li>2.3. Working Group 3: The Role of Tax Service Providers</li> </ol> </li> <li>3. Presentation of Report on the HOD Forum by the Secretary-General</li> <li>4. Acceptance of the Final Report</li> </ol>
11:20-12:00		Closing Ceremony	<ol style="list-style-type: none"> <li>1. Address by the Secretary-General</li> <li>2. Election of the Host of the 49th SGATAR Annual Meeting</li> <li>3. Address by the Head of Delegation Representing the Host of the 49th SGATAR Annual Meeting (Indonesia)</li> <li>4. Address by the Representative of the Heads of Delegation of the 48th SGATAR Annual Meeting</li> <li>5. Closing Address by the Chair of the 48th SGATAR Annual Meeting</li> <li>6. Handover of the SGATAR Flag to the Host of the 49th SGATAR Annual Meeting</li> </ol>
12:00-14:00	Buffet Canteen, Building No.1	Lunch	
14:30-16:50		Social Activity: West Lake Cruise	
19:00-21:30	XianZi Hall, Building No.3	SGARTAR Night	