

81ST PLENARY MEETING

MUMBAI, INDIA

2-5 December 2023

Cotton Value Chain:
"Local Innovations for Global Prosperity"



Procedural Matters for the 81st Plenary Meeting "Cotton Value Chain: Local Innovations for Global Prosperity"

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Mumbai, India

Background

The ICAC's 81st Plenary Meeting will be held in Mumbai, India, 2-5 December 2023, at the Jio World Convention Centre, G Block, Bandra Kurla Complex, Mumbai 400 098, Maharashtra, India, with additional meetings of the ICAC Working Groups and Expert Panels on the margins of the Plenary Meeting on Saturday 1 December 2023.

The 81st Plenary Meeting aims to serve as a platform for sharing experiences and innovations from across the globe that have made a tangible impact on the cotton value chain. This value chain is a vital component of the global economy that has a significant environmental footprint. It also affects the livelihoods of millions and shapes the fashion and textile industries. Recognizing the need for greater sustainability, the cotton industry has produced groundbreaking innovations locally — but with potentially global implications.

The event will delve into the core principles of sustainability, circularity, and climate resilience that have led to a paradigm shift in the cotton value chain. The 81st Plenary Meeting will showcase how cutting-edge technologies and inventive approaches have shaped cultivation, harvesting, processing, and manufacturing practices, demonstrating the sector's commitment to reducing its ecological footprint. Additionally, real-world examples of how local initiatives have uplifted communities, supported smallholder farmers, and nurtured sustainable livelihoods will be explored. The adoption of traceability measures empowers consumers, promotes ethical practices, ensures accountability throughout the cotton value chain, and provides consumers with the information to make informed choices. The event also recognizes how ESG considerations have become indispensable for business success in today's socially and environmentally conscious global market. Through collaborative efforts and engaging discussions at the Plenary, we can inspire and cultivate actionable solutions and partnerships that will lead the cotton value chain towards a more prosperous and sustainable future.

TRAVEL TO MUMBAI

All participants are responsible for making travel arrangements to and from Mumbai.

VISAS, TECHNICAL TOURS AND HOTEL RESERVATIONS

Registration for the Plenary Meeting and information about the Technical Tour, an application for the visa, and links to make hotel reservations are available on the [81st Plenary Meeting webpage](#).

All participants — including Delegates, Observers, and Speakers — are asked to register [online](#). Indian nationals may please register [HERE](#). Following instructions from the Government of India, please contact maria@icac.org to request the 3 letters mandatory to apply for a conference visa.

COMPOSITION OF DELEGATIONS

- **Designation of Delegates:** The list should be composed of people who are eligible and appropriate to vote and participate in government discussions. ICAC Members must provide the Secretariat with the names of the delegates included in their Official Delegation list for the 81st Plenary Meeting. **The deadline for submission is past due, so we strongly encourage you to submit your list at the soonest.** Up to seven free registrations are offered per delegation and any other Delegates on the list will benefit from a 50% discount from the full registration fee (US\$425). To be clear: *Only those persons on the official list, sent in advance to the ICAC Secretariat by the Members, will be accredited as Official Delegates.*
- **Participation of the members of the Standing Committee:** The participation of delegates of the Standing Committee in Plenary Meetings is extremely important. The Standing Committee works with the Executive Director between Plenary Meetings to direct the work plan of the Secretariat and to implement decisions of the Steering Committee. Members of the Standing Committee will be considered Official Delegates to the 81st Plenary Meeting.
- **Participation of members of the PSAC, CSITC-Task Force, ICRA, and SEEP:** Members of the executive committee of the Private Sector Advisory Council, the Task Force on Commercial Standardisation of Instrument Testing of Cotton, the executive committee of the International Cotton Researchers Association, and the Expert Panel on Social, Environmental and Economic Performance of Cotton Production will be considered Official Delegates to the 81st Plenary Meeting.

FIRST PLENARY SESSION: ICAC MEMBER GOVERNMENT STATEMENTS

Statements from Member Governments are strongly encouraged because they provide a vehicle to keep the industry informed about structural changes and policy developments and are an opportunity to highlight key issues affecting the cotton industry and the core interests of each Member. Statements from Members governments are delivered during the **First Plenary Session**. **It is important to send your full report by Wednesday, 15 November.**

*Please Note: During the meeting, speakers should limit their country reports to **5 minutes** to ensure all delegates have an equal opportunity to be heard within the allotted time. Country statements delivered during the First Plenary Session are designed to be a summary of the written statement and should only highlight the **most important developments**, such as structural changes and policy developments in the country's cotton sector. These comments will be considered while drafting the Final Statement, so it is essential that a copy of the speech is returned to the Secretariat without delay.*

While statements from ICAC Member governments are obviously welcomed, statements from non-Member governments and international organisations are also highly encouraged. Such statements help to increase communication between the ICAC and all cotton industry stakeholders.

All speakers are asked to use **metric measures and US dollar equivalents** when presenting their reports during the Plenary Session. It is recommended that measures of production and yield refer to lint rather than seed cotton.

Country/Government Reports: Each Member is requested to send its full country report to caroline@icac.org and maria@icac.org. Statistical information showing area, production, consumption, trade, stocks, and local prices from the 10 most recent cotton seasons is very much appreciated. Please refer to the template shared with all Members and annexed to this document on page 6.

Country reports and other planned statements should be in one of the official languages of the Committee (Arabic, English, French, Russian, or Spanish) and should be submitted (according to the 'Guidelines for Authors' annexed on page 5 and the template annexed on page 6) via email to caroline@icac.org and maria@icac.org. The deadline is extended to **15 November 2023**. Even if Member governments are unable to send a Delegate to the Plenary Meeting, they are encouraged to send a report for the benefit of meeting participants and the Secretariat.

MEETING OF THE STEERING COMMITTEE

The Steering Committee is composed exclusively of Delegates from the official delegations of Member governments (Observers are excluded). The meeting is scheduled to begin on Tuesday, 5 December at 14:00 hrs. The Steering Committee is scheduled to:

- Confirm the election of Standing Committee officers;
- Consider working papers from the Standing Committee; and
- Deal with any other business.

FINAL STATEMENT OF THE PLENARY MEETING

Within one week after the Plenary Meeting, the ICAC will provide a draft of the Final Statement to all Members for review and comments. Members will be given a week to submit their comments and recommendations, which will be integrated into the document. This draft will be recirculated to Members for a review of the revised document; if no further comments are submitted, it will be considered the Final Statement of the ICAC's 81st Plenary Meeting and will be posted on the ICAC website and other social media.

PLENARY, OPEN & BREAKOUT SESSIONS, WORKING GROUPS, AND TECHNICAL TOUR

The agenda of each Plenary Meeting is ambitious, with sessions organised on a broad range of topics to satisfy the interests of the host country, other countries, the private sector, and mandates received from previous meetings. The agenda of the 81st Plenary Meeting is no exception, and compromises in the schedule have been necessary. Delegates are asked to be mindful of the need to begin and end sessions as scheduled.

Plenary Sessions: Plenary Sessions are open to all Observers and Delegates from Member Governments, but only Delegates from Member Governments may offer comments or ask questions. The 81st Plenary Meeting includes three plenary sessions: Inaugural, Statements from Government Members, and Closing.

Open Sessions: Open Sessions feature an interactive format designed to encourage discussion and collaboration and are open to all Delegates from Member governments and Observers. Microphones will be available to facilitate audience participation.

In both Plenary and Open Sessions, the Chair will control the discussions and participants must receive recognition before speaking. Delegations with prepared remarks for presentation in a session are asked to provide copies to the Secretariat before each session. The Secretariat will provide copies of remarks to interpreters.

In addition, members of the Secretariat will circulate among speakers during the Plenary Meeting to collect written speaking notes from Delegates to ensure accurate reporting of the minutes of the meeting. All participants are asked to cooperate with the Secretariat by providing their speaking notes, so the minutes are as accurate as possible.

The World Café Session is open to all Delegates from Member governments and Observers. The session will be held on Monday, 4 December, starting at 14:00 hrs. This session will consist of interactive discussions at a number of tables, with approximately 10 people per table. Tables will be organised by language (Arabic, English, French, Russian, Spanish). There will be one rapporteur at each table.

All participants at the World Café will be given a list of questions, and each table will discuss their ideas for **Technological Innovations for Global Collaborations** to be shared with all attendees at the Plenary Meeting. Results from each table of the *World Café* session will be compiled by a facilitator for presentation and discussion at the second part of the *World Café*, which will be held at 10:00 hrs on Tuesday, 5 December.

The following working groups will meet to prepare a report to the 81st Plenary Meeting:

- Saturday, 2 December at 09:00 hrs: Expert Panel on Social, Environmental and Economic Performance of Cotton Production ([SEEP](#))
- Saturday, 2 December at 09:00 hrs: Task Force on Commercial Standardisation of Instrument Testing of Cotton ([CSITC](#))
- Saturday, 2 December at 10:30 hrs: Executive Committee of the International Cotton Researchers Association ([ICRA](#))
- Saturday, 2 December at 10:30 hrs: Private Sector Advisory Council ([PSAC](#))

Seven Breakout Sessions on topics of interest to all Plenary Meeting participants will be held in a separate meeting room in the Jio World Convention Centre. These sessions will be conducted in English only.

There will be a post-conference Technical Tour. The tour will depart from the hotel on the morning of Wednesday, 6 December, and return on Friday, 8 December by 11:00 hrs. All Plenary Meeting participants are eligible to participate in the tour and can contact **Mr. Sanjay Panigrahi** to register. The tour costs US\$550. More information is available [HERE](#).

ICAC Guidelines for Authors

This ICAC **Guidelines for Authors** is designed to ensure that statements and presentations to the meeting can receive the widest distribution and have the greatest impact possible. Copies of all statements and presentations received will be posted on the web on the day of receipt by ICAC. Proceedings of the meeting, including the minutes of ensuing discussions, will be published as soon as possible. Country statements, statements for Plenary and Open Sessions, and presentations received in advance will also be provided in advance to the interpreters for improved communications during the meeting.

Use of Metric Units and U.S. Dollars in All Presentations

As part of the Procedural Matters, the Secretariat is asking all countries and speakers to use metric measures and U.S. dollar equivalents (or indicate the relevant exchange rate) when giving their reports to the Plenary. It is also requested that measures of production and yield refer to lint, rather than seed cotton.

There is confusion each year when countries report seed cotton production, rather than lint, and use domestic measures of lint of varying bale sizes (400 pounds, 80 kilograms, 170 kilograms, 480 pound net weight, 500 pounds gross weight, 220 kilograms, 227 kilograms, 720 pounds, etc.), and units of planted area (acres, hectares, feddans, and others), and when values are reported in national currencies. The Secretariat has been reporting exclusively in metric units since directed to do so at the 50th Plenary Meeting in Turkey in 1991, and it would be helpful if all country reports and presentations were in standard units.

To be clear:

- **Weight** should be measured in kilograms.
- **Area** should be measured in hectares.
- **Currency** should be reported in US dollars.

Copyright. By submitting presentations and statements to the ICAC Secretariat, authors assign copyright ownership to the ICAC, so they can be included in ICAC publications and distributed to the public.

Electronic format. The ICAC requests the electronic versions – in PDF – of all the presentations (**smallest size possible**) be submitted so they can be posted on www.icac.org.

Any questions about the submission or preparation of statements and presentations can be directed to caroline@icac.org and maria@icac.org, or (202) 292-1683.

Country Report for the 2022/2023 season

PRODUCTION

- Regional Cotton Area & Production
- Number of Cotton Farmers (Male & Female)
- Impact of Factors on Yields (Pests, Diseases, Climate)
- Major Insect Pests
- Major Diseases
- Popular Cotton Varieties/Hybrids (Past 2-3 Years)
- Recent Technology Introductions (3-4 Years)
- Farming Mobile Apps List & Descriptions
- Official Cotton Data Websites
- Any new trade deals/FTAs signed
- Any new government policy on cotton lint production or trade
- Figures on export and import of cotton lint — total and by country of origin/destination
- Definition, production, consumption and trade figures of any extra-long or long staple variety of cotton produced
- Total government support provided to the cotton sector (in local currency)
- A brief description of the cotton support measures implemented by the government, such as crop insurance, MSP, input subsidies, etc
- Local average price for per kg lint or seed cotton (last three crop years)
- Major marketing strategies that cotton farmers use to sell their cotton (specify whether it is seed cotton or lint)
- How is local cotton price determined
- Main issues affecting cotton processing in the country
- Name and contact information (email or phone number) of the person responsible for cotton statistics

TEXTILES

- Overview of the textile industry including history and evolution
- Current size of the textile industry in terms of value and volume/domestic textile production in terms of yarn and fabric (domestic consumption may be highlighted as well)
- Spindles and looms installed (if possible share the processing capacities as well)
- Major hubs or regions of textile production
- Government policies that currently govern the textile industry
- Incentives, special measures, and support schemes provided for textile production
- Details of mass skills development program
- Measures in place for sustainable textile production
- Major stakeholders in the textile value chain
- Collaborations and joint ventures in the textiles domain/FDI in textile value chain
- Primary challenges faced by the textile value chain
- Foreseeable future opportunities or growth areas in textiles value chain
- Infrastructure such as textile parks, special economic zones that support the textiles value chain
- Current employment being provided by the textiles value chain (including percentage of men and women if possible)

- How the industry is addressing environmental concerns, waste water and water consumption etc.
- Future of the textile industry over the next five years
- Upcoming projects, investments, or collaborations you would like to highlight
- Utilities and power used in textiles value chain (electricity, gas and water charges)
- Short brief on status of allied textiles industries (machinery, dyes, effluent treatment plants, etc) and services sector