



Organization for Security and Co-operation in Europe

The Secretariat

**Office of the Co-ordinator of OSCE Economic and
Environmental Activities**

Yerevan, 16 November 2003

**Twelfth OSCE Economic Forum
“New Challenges for Building up Institutional and Human Capacity for Economic
Development and Co-operation”**

**First Preparatory Seminar: Supporting the Development of SMEs
Yerevan, Armenia, 17-18 November 2003
Venue: Hotel Armenia-Marriott**

ANNOTATED AGENDA

Sunday, 16 November 2003

17.00-19.00 **Pre-registration of participants** (Conference Venue – Hotel Armenia)

19.30 **Welcoming Reception hosted by the Co-ordinator of OSCE
Economic and Environmental Activities** (Hotel Armenia)

Monday, 17 November 2003

08.00 **Registration of participants**

09.30 -11.00 **Opening Plenary Session** (open to Press)

Welcoming address: H.E. Karen Chshmarityan, Minister of Trade and Economic Development of
the Republic of Armenia

H.E. Ruben Shugarian, Deputy Minister of Foreign Affairs of the Republic of
Armenia

Welcoming remarks: Mr. Frank van Beuningen, Policy Co-ordinator, OSCE Task Force, Ministry
of Foreign Affairs, the Netherlands, OSCE Chairmanship

Welcoming remarks: Ambassador Vladimir Pryakhin, Head of the OSCE Office in Yerevan.

Introductory speech: Ambassador Ivan Naydenov, Director of the " OSCE Chairmanship"
Directorate, Ministry of Foreign Affairs of Bulgaria, incoming OSCE
Chairmanship

Keynote Addresses: “Conditions for SME development and the role of the OSCE”
by Marcin Swiecicki, Co-ordinator of OSCE Economic and
Environmental Activities

“Promoting entrepreneurship and SME development in transition countries”
by Mr. David Smallbone, Head of Center for Enterprise and Economic
Development Research, Middlesex University Business School, UK

“The role of SMEs in economic development and conflict prevention”
by Mr. Maximilian Burger-Scheidlin, Executive Director, International
Chamber of Commerce, Austria

Discussion

11.00 – 11.30 Coffee Break

11.30 - WG A and WG B sessions will meet in parallel-

- Working Group A - Legislative and institutional framework for SME development
- Working Group B - Direct assistance facilitating SME development

11.30 -13.00 Session 1 of Working Groups A and B

Working Group A - Developing national legislation and business friendly policies in key areas

Suggested topics: registration, business establishment, licensing of SMEs, specific tax policies for SMEs, statistical reporting, controlling procedure, inspections, arbitration and dispute resolution systems.

Moderator: Mr. Krassen Stanchev, Executive Director, Institute for Market Economy, Sofia, Bulgaria

Rapporteur: Ms. Katherine Brucker, Political Officer, United States Mission to the OSCE

Speakers:

- Mr. Krassen Stanchev, Executive Director, Institute for Market Economy, Sofia, Bulgaria
- Mr. Ugnius Trumpa, President, Lithuanian Free Market Institute
- Ms. Anita Taci, Economist, Office of the Chief Economist, EBRD

Working Group B - Entrepreneurship education

Suggested Topics: professional formation of managers, specific training programs in various areas, rights and obligations of entrepreneurs, promoting youth and women entrepreneurship.

Moderator: Mr. Maximilian Burger-Scheidlin, Executive Director, International Chamber of Commerce

Rapporteur: Mr. David Swalley, Economic and Environmental Officer, OSCE Office in Baku

Speakers:

- Ms. Gabriella Danza, Deputy Director of Democratisation Office, OSCE Mission to Bosnia and Herzegovina
- Ms. Diana Avetyan, Program Management Specialist, USAID/Armenia
- Ms. Severine Deboos, Programme Officer, Employment Sector, Subregional Office for Eastern Europe and Central Asia, ILO

13.00 - 15.00 Lunch

15.00 -16.30 Session 2 of Working Groups A and B

Working Group A - Continuation of session 1

Moderator: Mr. Krassen Stanchev, Executive Director, Institute for Market Economy, Sofia, Bulgaria

Rapporteur: Ms. Katherine Brucker, Political Officer, United States Mission to the OSCE

Speakers:

- Mr. Rshtun Martirosyan, Executive Director, Small & Medium Entrepreneurship Development National Center of Armenia
- Mr. Ilir Rembeci., Director, Regional Development Agency (RDA), Chairperson of the Network of RDAs, Albania
- Mr. Temirbek O. Kenenbaev, Chairman of the International Court of Arbitration in Affiliation with the Chamber of Commerce and Industry of the Kyrgyz Republic

Working Group B - Financial and technical assistance for starting-up and developing businesses

Suggested topics: micro credits, credit guarantee schemes, land as collateral for loans, the role of business incubators, the role of banks, technical assistance for development, the role of international donors and assistance agencies, the impact of assistance programs on local and national levels

Moderator: Mr. Chrys Miliaras, Chief of Party, Chemonics, Micro Enterprise Development Initiative (MEDI/USAID), Armenia

Rapporteur: Mr. Yaroslav Yurtsaba, SME Development Advisor, OSCE Project Co-ordinator in Ukraine

Speakers:

- Mr. Michael Jainzik, Financial Sector Team, KfW, Germany
- Mr. Tigran Aghabekyan, National Director, EU BAS Programme in Armenia
- Mr. John L. Caracciolo, Micro, Small and Medium Enterprise Advisor, USAID, Armenia

16.30 -17.00 Coffee Break

17.00 -18.30 Session 3 of Working Groups A and B

Working Group A - Existing international guidelines and practises

Suggested topics: relevance of international and regional commitments and documents referring to SMEs, examples of practices from various OSCE regions, importance of policy harmonization and regional co-operation.

Moderator: Mr. David Smallbone, Head of Center for Enterprise and Economic Development Research, Middlesex University Business School, UK

Rapporteur: Ms. Wendy Hadwen, Adviser, Delegation of Canada to the OSCE

Speakers:

- Mr. Eero Vuohula, Adviser, European Commission
- Mr. Mariano G. Cordone, Deputy Head, INSME Secretariat, Institute for Industrial Promotion, Italy

Working Group B - Continuation of session 2

Moderator: Mr. Chrys Miliaras, Chief of Party, Chemonics, Micro Enterprise Development Initiative (MEDI/USAID), Armenia

Rapporteur: Mr. Yaroslav Yurtsaba, SME Development Advisor, OSCE Project Co-ordinator in Ukraine

Speakers:

- Mr. Leonid Kistersky, Institute for International Business Development, Ukraine
- Mr. Fakhridin Uzbekov, Deputy Mayor, Head of the Information-Analytical Department, Surkhandarya Province, Uzbekistan
- Mr. Konstantin Zhgenti, Deputy Director of SMEDA-Tbilisi, President of The Association of Business Consulting Organizations of Georgia

**19.30 Reception hosted by the Ministry of Foreign Affairs of the Republic of Armenia
(Venue: Ministry of Foreign Affairs of the Republic of Armenia)**

Tuesday, 18 November 2003

09.00-10.30 Session 4 of Working Groups A and B

Working Group A - The role of (State) Support Institutions

Suggested topics: role of ministries, national agencies or public-private institutions for SMEs, role of central banks, access to information on national regulations, advisory services, export promotion, information on domestic and external markets, co-operation between governments and business sector

Moderator: Mr. David Smallbone, Head of Center for Enterprise and Economic Development Research, Middlesex University Business School, UK

Rapporteur: Mr. Dusan Vasiljevic, Head of the Economic and Environmental Department, OSCE Mission to Serbia and Montenegro

Speakers:

- Ms. Tatiana Hadjiemmanuel, General manager, Business Information and Clearing Center (Stability Pact / SECI -BICC), Thessaloniki, Greece
- Ms. Irina Constantinescu, Expert, SME Strategy and Policies, National Agency for SMEs and Co-operatives, Romania
- Mr. Serik Turzhanov, Director of the Department on small business, Almaty City Administration Office

Working Group B - The role of business associations

Suggested topics: Importance of business associations and chambers of commerce, promoting networking between business associations at national and regional levels, the support role of business associations, role of business associations in promoting good governance

Moderator: Mr. Maximilian Burger-Scheidlin, Executive Director, International Chamber of Commerce, Austria

Rapporteur: Mr. David Swalley, Economic and Environmental Officer, OSCE Office in Baku

Speakers:

- Mr. Maximilian Burger-Scheidlin, Executive Director, International Chamber of Commerce, Austria
- Mr. Dragutin Zagorac, President of the Union of Employers of Serbia and Montenegro
- Mr. Viktor Yambayev, President of the Almaty Association of Entrepreneurs, Kazakhstan

10.30-11.00 Coffee Break

11.00-13.00 Plenary session - “The OSCE Role in Supporting the Development of SMEs”
Suggested topics: Case studies from the OSCE regions, examples of OSCE involvement, activities of Field Presences, perception of other international organizations and of the OSCE participating States, developing an OSCE Strategy on supporting SMEs

Moderator: Mr. Frank van Beuningen, Policy Co-ordinator, OSCE Task Force,
Ministry of Foreign Affairs, the Netherlands, OSCE Chairmanship

Rapporteur: Ms. Kimberly Bulkley, Good Governance Expert, USA

Speakers:

- Ms. Helen Santiago Fink, Senior Economic Affairs Officer, OCEEA
- Ms. Ledia Muco, Economic and Environmental Advisor, OSCE Presence in Albania
- Ms. Larissa Neufeld, Economic and environmental Officer, OSCE Office in Yerevan
- Mr. Torbjorn Bjorvatn, Senior Economic Officer, OSCE Center in Dushanbe
- Mr. Alan Phillips, Independent Expert (*Invited by the HCNM*)

Discussion

13:00-14.30 Lunch

14.30-15.30 Closing Plenary: Reports and Recommendations

- **Reports by the Rapporteurs of the Working Groups**
- **Discussion**
- **Closing remarks by:**
 - Ambassador Ivan Naidenov, Director of the " OSCE Chairmanship" Directorate, Ministry of Foreign Affairs of Bulgaria, incoming OSCE Chairmanship
 - Mr. Marcin Swiecicki, Co-ordinator of OSCE Economic and Environmental Activities