



International Tropical Timber Organization

National Correspondents Training

Global Forest Resources Assessment, FAO

Rome, Italy, 17-21 November 2003

PROVISIONAL ANNOTATED AGENDA

Monday, 17 November 2003

Time	Agenda Item	Agenda Notes
07:30-08:45		Registration of Participants The registration of participants will done in the Turkish Room next to the main entrance to FAO Building.
09:00-10:15	Item 1	Opening Session
09:00-09:15		Moderator: Mr El Hadji Sène, Director Forest Resources Division Mr M. Hosny El-Lakany, Assistant Director General, Forestry Department will open the meeting of FRA National Correspondents. Divisional Directors inform about FRA-related activities in their divisions.
09:15-09:25		Co-Sponsor Words Steve Johnson, ITTO will address the participants and inform them about ITTO led Criteria and Indicator process and other FRA-related activities at ITTO.
09:25-10:05		Review of FRA Process and Information on Meeting Process. Peter Holmgren, Chief FORM, will brief the participants on this agenda item that deals with review of past and proposed concept of FRA and the meeting process. FRA FAO continues to give high priority to FRA programme including the involvement of key partners (countries and institutions) in the process. (contd.)

Monday, 17 November 2003 (continued)

Time	Agenda Item	Agenda Notes
		<p>Last international expert consultation (“Kotka IV”) in July 2002 recommended to enhance the role of countries and to link FRA framework with that of Criteria & Indicator processes. These were confirmed by all the nine regional/international C&I processes at the international conference on C&I in February 2003. These set of recommendations both from Kotka IV and C&I, were endorsed by Committee on Forestry (COFO) in March 2003, where countries formally asked FAO to develop a broadened update of FRA for 2005 along these lines. This endorsement from COFO 2003 included establishment of an Advisory Group to global FRA process that is continuously elaborating the global contents of FRA between key stakeholders. Its advice has strongly influenced the assessment process as well as the contents of FRA 2005. The FRA 2005 has also benefited from the outcomes of the two meeting on harmonizing forest-related definitions organized by FAO and partners (CIFOR, IPCC, IUFRO, UNEP, WMO).</p> <p>Meeting Process</p> <p>The meeting process is composed of the following five steps</p> <ol style="list-style-type: none"> 1. Introduction to FRA concept and process of country reporting. 2. Introduction to global reporting tables. 3. Transformation of National data for global FRA reporting (group work 1). 4. Introduction to Thematic Reporting for global FRA and linkages with C&I processes (group work 2). 5. Development of national and regional work plans through group work 3 for providing information to FRA 2005. <p>The meeting plans to have above three groups of work. The composition of group work 1 is to provide a cross-regional environment to the participants so that they can appreciate global variation in views, perceptions, capacities, and needs at national level for global FRA. The second will be organized in line with the nine C&I processes. The third one will follow memberships of the FAO regional forest commissions.</p> <p>Suggestions by countries will be welcome in all the steps and will help in finalizing the basic three documents (Guidelines For Country Reporting (FRA Working Paper 71a, National Reporting Tables for Country Reporting (FRA Working Paper 71b), Terms and Definitions (FRA Working Paper 73).</p>
10:05-10:15		<p>Closing Remarks</p> <p>The first plenary opening session will officially close and technical sessions will start after tea/coffee break.</p>
10:15-10:45	Tea- Coffee Break	Indonesia room 8th floor
10:45-11:00	Item 2	<p>Logistical Details (Red Room)</p> <p>Hivy Ortiz Chour will provide information to the participants about meeting rooms, bank, post office, person to contact for hotel and travel reservations, and payments etc.</p>

Monday, 17 November 2003 (continued)		
Time	Agenda Item	Agenda Notes
11:00-11:30	Item 3	<p>National Views and Expectation (Red Room)</p> <p>Countries may like to inform participants of their views and expectation from the one week training of National Correspondents.</p> <p>Germany Friedrich Schmitz</p> <p>Uganda Paul Drichi</p>
11:30-16:30	Item 4	<p>Technical Session-Introduction to Reporting Tables (Red Room)</p> <p>This session will introduce all the sixteen National Reporting Tables (FRA Working Paper 71b) to the participants focusing on the rationale, global variables and contents for country reporting to FRA 2005. Examples from pilot studies will be presented. A short plenary discussion will be held after each presentation.</p>
11:30-12:30		<p>National Reporting Tables 1 to 4</p> <p>Peter Holmgren will introduce following four tables to the participants that deal with the following.</p> <p>T1: Extent of Forests and Other Wooded Lands T2. Ownership of Forests and Other Wooded Lands T3. Designation of Forests and Other Wooded Lands T4. Characteristics of Forests and Other Wooded Lands</p>
12:30-14:00	Lunch break	
14:00-14:30		<p>National Reporting Tables 5 to 7</p> <p>Kailash Govil will introduce following three tables to the participants that deal with the following.</p> <p>T5. Growing Stock of Forests T6. Biomass Stock of Forests T7. Carbon Stock in Forests</p>
14:30-15:00		<p>National Reporting Tables 8 to 10</p> <p>Orjan Jonsson will introduce following three tables to the participants that deal with the following.</p> <p>T8. Disturbances affecting Health and Vitality of Forests and Other Wooded Lands T9. Forest Tree Species 10. Forest Composition</p>
15:00-15:30		<p>National Reporting Tables 11 to 14</p> <p>Sebueng Kelatwang will introduce following four tables to the participants that deal with the following.</p> <p>T11. Primary Wood Supply T12. Value of Wood Supply T13. Non Wood Forest Products (NWFP) Supply T14. Value of Non Wood Forest Products (NWFP) Supply</p>
15:30 -15:45	Tea Coffee Break Aventino room 8th floor	

Monday, November 17, 2003 (continued)		
Time	Agenda Item	Agenda Notes
16:00-16:30		National Reporting Tables 15 to 16: (Red Room) Monica Garzuglia will introduce following two tables to the participants that deal with the following. T15. Sites for Social Functions in Forests and Other Wooded lands T16. Employment in Forest and Other Wooded lands
Tuesday, 18 November 2003		
09:00-9:10	Item 5:	Review and Reflection on the Introduction to Reporting tables (Red Room) A summary of activities, issues and concerns of the first day of the meeting will be presented along with briefing on activities planned for the day. Any question in this respect will be taken and answer or clarification will be provided.
09:10-09:30	Item 6	Format and Process – National Reporting Tables (Red Room) Peter Holmgren will present and explain the following eight step format of reporting that is common to all the sixteen reporting tables. A. Global Classification and Definitions (FRA 2005) B. National Data Sources C. National Classification and Definitions D. National Data E. Calibration F. Estimation and Forecasting G. Reclassification into FRA 2005 Classes H. National Information for FRA 2005 Global Tables
09:30-09:45	Item 7	Group guidance for Group Work 1 (GW 1) on Reporting Tables (Red Room) Hivy Ortiz Chour will provide information to the participants on the following a. Names of the member of each group b. Rooms in which each group will work c. Names of resource persons cum secretaries for each working groups d. Place where supporting services (copying etc are available)
09:45-10:15	Item 8	Terms of Reference for GW 1 on National Reporting Tables (Red Room) Alex Korotkov will inform about the Terms of Reference for Group Work 1 st covering what is the purpose, expectation and outputs from the 1 st group work.
10:15-10:30	Tea – Coffee Break Indonesia room	
10:45-17:30	Item 9	Round table GW1 (Various rooms assigned) Participants will work in the assigned groups. Secretaries to the group will ensure that all the assigned items in TOR are covered and outputs provided by each group.
12:30-13:45	Lunch Break	
14:00-15:30	Item 9 (contd)	Round table GW1 (Various assigned rooms)
15:30-15:45	Tea – Coffee Break no service is provided by organizers	
16:00-17:30	Item 9 (contd)	Round table GW1 (Various assigned rooms)

Wednesday, 19 November 2003		
09:00-10:15	Item 10	Presentation of Group Work 1 A synthesis of all the outputs from all the group will be presented to all the participants.
10:15-10:30	Tea – Coffee Break Indonesia room 8th floor	
10:45-12:30	Item 11	Introduction to Complementary Activities Participants will be introduced on activities complimentary to FRA including Information Framework , National Forest Assessment and activities of other processes and institutions with which FRA has a link (NFP, Criteria and Indicator Processes and INBAR)
10:45-11:00		Information Framework Anne Branthomme will make a brief presentation of Independent Remote Sensing assessment of forest cover at the intersection of each longitude and latitude through “Information Framework” developed in collaboration with UNEP, GOCF GOLD.
11:00-11:15		National Forest Assessment Mohamed Saket will present FRA “Support to National Forest Assessments”. This will include methodological approach as well as information on pilot studies under implementation.
11:15-11:30		Links between FRA and NFP Eduardo Mansur will present Links between FAO activity under umbrella of NFP and their links with FRA.
11:30-11:45		Links between FRA and MCPFE Roman Michalak will present the Pan European process on Criteria and Indicators under the umbrella of Ministerial Conference on the Protection of Forest in Europe (MCPFE) and will highlight its links with FRA.
11:45-12:00		Links between FRA and Montreal Brad Smith will present the Montreal Process on Criteria and Indicators and its linkage with FRA.
12:00-12:15		Links between FRA and ITTO process Steve Johnson will present the International Tropical Timber Organisation (ITTO) lead Criteria and Indicator Process for and its linkages with the FRA.
12:15-12:30		Links between FRA and INBAR Maxim Lobovikov will present a brief view of activities at INBAR in collaboration with IFAD and their linkages with FRA.
12:30-13:45	Lunch Break	
14:00-14:30	Item 12	Introduction to Thematic Reporting Kailash Govil will introduce the thematic reporting under FRA 2005 that links FRA to common thematic areas of the nine regional Criteria and Indicator processes.

Wednesday, 19 November 2003 (continued)

Time	Agenda Item	Agenda Notes
14:30-15:00	Item 13	Presentation of the Pilot studies FRA has developed pilot studies for thematic reporting under FRA 2005. Two such studies (India and South Africa) will be presented to the participants to explain the objective, process and contents.
14:30-14:45		Presentation of Pilot study on India Jagdish Kumar Rawat will present the pilot study on India covering its scope, coverage, extent and methodology (FRA Working Paper 78).
14:45-15:00		Presentation of Pilot study on South Africa Sebueng Kelatwang will present the pilot study on South Africa covering covering its scope, coverage, extent and methodology (FRA Working Paper 75).
15:00-15:15	Item 14	Collaborative Partnerships on Forests (CPF) and its Links with FRA Susan Braatz will present the activities under the umbrella of CPF and their linkage with FRA.
15:30-15:45	Tea-Coffee Break Aventino room 8th floor	
16:00-16:30	Item 15	Linking FAO Regional Forestry Offices with FRA COFO mandated involvement of Regional Forestry Commissions with FRA. The session intends to introduce regional offices/officers for the purpose of coordination and development of regional and national work plans for submission of information to FRA by countries.
16:00-16:05		Africa Forestry Region
16:05-16:10		Asia-Pacific Forestry Region
16:10-16:15		European Forestry Region
16:15-16:20		Latin American and Caribbean Forestry Region
16:20-16:25		Near East Forestry Region
16:25-16:30		North America Forestry Region
16:45-17:15	Item 16	Group Formation and TOR- Group Work 2 (GW2) Thematic Reporting and its linkages with Criteria & Indicators Processes Peter Holmgren will provide guidance on group formation and Terms of reference for the second group work that relates to thematic reporting under FRA.
17:15-17:30	Item 17	Group Formation and TOR – Group Work 3 (GW3) Development of Regional and National Work Plans for reporting to FRA Peter Holmgren will provide guidance on group formation and Terms of reference for the third second group work that relates to development of regional and national work plans.

Thursday, 20 November 2003		
Time	Agenda Item	Agenda Notes
09:00-09:10	Item 18	Additional Guidance for GW 2 and GW3 (Red Room) Hivy Ortiz Chour will provide additional guidance, if required, for group works.
09:10-12:30	Item 19	Group Work 2 Thematic Reporting and its linkages with Criteria & Indicators Processes Assignment of participants to groups is according to membership of their countries to various Criteria and Indicator Processes.
09:10-10:15	Item 19	GW2 Participants work in the assigned group in their respective venues in accordance with the TOR for the group work.
10:15-10:30	Tea-Coffee Break no service is provided by organizers	
10:45-12:30	Item 19 Contd.	GW2 - (continued) Participants continue to work in the assigned group in their respective venues in accordance with the TOR for the group work.
12:30-13:45	Lunch Break	
14:00-17:30	Item 20	Group Work 3 Development of Regional and National Work Plans for reporting to FRA Assignment of participants to groups is according to membership of their countries to FAO Forestry Regional Commissions.
14:00-15:30	Item 20	GW3 Participants work in the assigned group in their respective venues for developing regional and national work plans to provide information to FRA.
15:30-15:45	Tea-Coffee Break no service is provided by organizers	
16:00-17:30	Item 19 Contd.	GW3 - (continued) Participants continue to work in the assigned group in their respective venues for developing regional and national work plans to provide information to FRA.
Friday, November 21, 2003		
09:00-10:00	Item 21	Presentations of Group Work 2 and Group Work 3 to Plenary Session Findings from group works 2 and 3 will be presented to all the participants in the plenary session.
09:00-09:15	Item 21	Presentation of Group Work 2
09:15-09:30	Item 21 Contd.	Presentation of Group Work 3
09:45-10:15	Item 22	Concluding Discussion Final and concluding discussions on each of the three group works and related activities will take place in the plenary session.
10:15-10:30	Tea-Coffee Break Indonesia room 8th floor	
	Item 22	Concluding Discussion Reporting on Sixteen National Reporting Tables Final and concluding discussion on the reporting on sixteen national reporting tables will take place in the plenary session.

Friday, 21 November 2003 (continued)

Time	Agenda Item	Agenda Notes
10:45-11:15	Item 22 Contd.	Concluding Discussion Thematic Reporting and linkages with Criteria & Indicators Processes Final and concluding discussion on the thematic reporting will take place in the plenary session.
11:15-11:45	Item 22 Contd.	Concluding Discussion Development of Regional and National Work Plans for reporting to FRA Final and concluding discussion on the development of regional and national; work plan for country reporting to FRA will take place in the plenary session.
11:45-12:30	Item 23	Concluding Remarks The NC training will be formally closed with concluding remarks.