

Concept Note for APFW2019 Stream Leaders Coordination Meeting

9-10 April 2019

Bangkok, Thailand

Background

The Asia-Pacific Forestry Week 2019 Stream Leaders' Coordination Meeting will be held from 9 to 10 March in Bangkok. It will be attended by representatives of organizations that have agreed to lead or co-lead the five streams of APFW2019 and several other partner organizations, representatives of the host government (Republic of Korea) and FAO.

Objectives

1. Take stock of overall preparations for APFW2019;
2. Update from each stream;
3. Discuss high level plenary sessions, stream plenary sessions, incremental costs, funding for participants, logistics, etc.;
4. Discuss mechanisms for coordination among stream leaders, FAO and the host country;
5. Identify key milestones leading to the event

Outputs

The principal outputs expected from the meeting include:

1. Broad consensus on the overall structure of the streams
2. Broad consensus on the opening ceremony, closing ceremony and high level plenaries
3. Agreed planning milestones

Programme

9 April 2019		
08.00 – 08.30	Registration	
08.30 – 08.50	<ul style="list-style-type: none">• Introduction of participants• Welcome remarks by FAO• Welcome remarks by KFS • Objectives, process and expected outcome	Yurdi Yasmi (FAO) Thomas Hofer (FAO) KFS (TBC) Yurdi Yasmi
08.50– 09.20	Update by host-country e.g. venue, opening ceremony, high level and VIP who will attend the APFW2019, hotels, field trips, booths, posters, registration, program booklet, etc.	KFS
09.20 – 09.45	Q&A	
09.45 – 10.10	Update from FAO e.g. high level attendance from FAO, overall APFW plenaries, mobilization of participants and Heads of Forestry, APFC programme, Outlook Study launch at APFW high level plenary, Outlook study launch (high level side event), etc.	Thomas Hofer

10.10 – 10.30	Q&A	
10.00 – 10.30	Coffee break	
10.30 – 11.10	Update from Stream 1 e.g. overall programme including partner events, issues, etc. and Q&A	Stream 1
11.10 – 11.50	Update from Stream 2 and Q&A	Stream 2
11.50 – 12.30	Update from Stream 3 and Q&A	Stream 3
12.30 – 13.50	Lunch break	
13.50 – 14.30	Update from Stream 4 and Q&A	Stream 4
14.30 – 15.10	Update from stream 5 and Q&A	Stream 5
15.10 – 15.40	Plenary discussion on stream preparation	Facilitated by Yurdi Yasmi (FAO)
15.40 – 16.00	Coffee break	
16.00 – 16.45	Coordination among streams on, e.g. overlapping topics, invited speakers, publicity, etc.	Facilitated by Thomas Hofer
18.30 – 20.00	Dinner reception (tbc)	
10 April 2019		
08.30 – 08.45	Recap from Day 1	Paula Sarigumba
08.45 – 09.25	Update from IFSA and ESSC on contests, competition, daily newsletter, Canopy Room, Young forester summit, etc. and Q&A	IFSA and ESSC
09.25 – 10.00	28 th APFC Session <ul style="list-style-type: none"> • Timetable and how it fits within the APFW2016 • Major topics to be discussed • Contribution of streams in terms of “one actionable recommendation” to the APFC formal session 	Thomas Hofer
10.00 – 10.30	Coffee break	
10.30 – 11.15	Break-out group discussions: making APFW2019 memorable and successful	Facilitated by Yurdi
11.15 – 11.40	Report back	
11.40 – 12.00	Follow up	Thomas
12.00 – 12.15	Closing	Thomas and KFS

12.15 – 13.30	Lunch	
p.m	<ul style="list-style-type: none">• Meeting between FAO and KFS	