

## **Collaborative Partnership on Forests (CPF)**

Meeting of 9 November 2001

Yokohama, Japan

### **Summary Report**

#### **Participants:**

Amha bin Buang, ITTO (Chair)

David Kaimowitz, CIFOR

Jagmohan Maini, DESA

Susan Braatz, FAO

Christian Mersmann, UNDP

Jaime Hurtubia, UNEP

Juergen Blaser, World Bank

Mia Söderlund, UNFF Secretariat (Secretary)

Knut Øistad, Chairman of the UNFF 2 Bureau

#### **1. Opening of the meeting**

Mr. Amha bin Buang, Assistant Director of ITTO, welcomed CPF members to Yokohama and ITTO. Mr. Knut Øistad, Chairman of the UNFF 2 Bureau, participated in the CPF meeting as an observer, and in his opening remarks he indicated that he hoped to serve as a bridge between the UNFF 2 Bureau and the CPF. He indicated that the next Bureau meeting would be held in New York on 27 November. Furthermore he encouraged all CPF members to play an active role in the preparations for UNFF 2, to be held in San José, Costa Rica (4-15 March, 2002). The agenda was adopted (see Annex 1).

#### **2. Preparations for UNFF 2**

##### **2.1 Critical issues for the policy dialogue with the heads of member organizations of the CPF during UNFF 2**

The UNFF Secretariat informed CPF members that, upon the request of Ms. Elizabeth Odio, the Minister of Environment of Costa Rica, a consultative mechanism has been established between the UNFF 2 Bureau, the Government of Costa Rica, and the UNFF Secretariat. The UNFF Secretariat and UNFF2 Bureau will work closely with CPF members on issues related to the high-level ministerial segment and, in particular, regarding the policy dialogue between heads of CPF member organizations and Ministers.

During the last CPF meeting, 8-9 October in New York, CPF members identified four critical issues that could be the focus of the policy dialogue between Ministers and heads of CPF organizations. This list has been shared with the UNFF 2 Bureau and the Government of Costa Rica. So far, the UNFF Secretariat has not received any comments. CPF members stressed that the policy dialogue should focus on the contribution of forests to sustainable development (a key message to be sent to the World Summit on Sustainable Development) and on the collaboration and cooperation among the CPF member organizations in support of UNFF. It was suggested that the list of four critical issues could be revised and discussed in more detail, depending on comments to be received from the Bureau and the Government of Costa Rica. However, CPF members did suggest that the issues should not be too controversial, but politically important, in

order to attract ministers and heads of CPF organizations to attend the dialogue. It was agreed that the UNFF Secretariat would prepare a brief Note on the overall focus of the ministerial dialogue and the scope of the critical issues to be selected, to ensure that all parties involved in the ministerial dialogue have a common understanding. This Note would be prepared and circulated among CPF members for inputs.

Regarding the structure of the policy dialogue, it was suggested that the Minister of Environment of Costa Rica and FAO, as CPF Chair, could open the session. The statement from the CPF Chair would give an overview of the CPF and its activities. Furthermore, each critical area/topic to be discussed would be introduced with a statement by one of the heads of CPF member organizations, and the other executive heads would be given specific roles in the dialogue. CPF members were asked to confirm their participation as soon as possible. So far, Mr. Nitin Desai, DESA; Mr. Klaus Topfer, UNEP; Mr. David Kaimowitz, CIFOR, and (a high level officer of) FAO have confirmed their participation. CPF members agreed on future steps and a timeframe for the preparation of the policy dialogue, see Annex 2.

## **2.2 Status report on the preparations of official documentation for UNFF 2**

CPF focal agencies for UNFF 2 elements are currently preparing drafts of reports of the Secretary-General and Notes from the Secretariat, as follows:

- UNEP-WCMC: underlying causes of deforestation; forest conservation and protected areas; and low forest cover countries
- FAO: rehabilitation and restoration of degraded lands; monitoring, assessment and reporting, including concepts, terms and definitions; and national forest programmes
- ITTO: Note from the Secretariat on trade

CPF members suggested the report on monitoring, assessment and reporting (MAR) include both an overall view of the scope of “MAR” in the UNFF and report on activities related to “concepts, terms and definitions”, the latter being an UNFF 2 element. Focal agencies will circulate the drafts for comments and inputs by CPF members. However, the time frame to provide these inputs is tight and all CPF members are therefore encouraged to respond quickly to this request.

## **3. CPF Framework**

UNFF Secretariat presented a revision of the draft CPF Framework and a compilation of the inputs of the CPF member organizations to this document, i.e. a summary table and brief information on current and planned activities of CPF member organizations, related to the 16 UNFF elements. It was agreed to follow a practical approach, considering the CPF Framework as a first progress report. The document would highlight progress made since the establishment of the CPF, including its response to the decisions from UNFF 1, as well as outlining some future activities by the CPF. It was also agreed that the CPF Framework should include brief narrative on each UNFF element, and focusing on the collaborative and collective activities by CPF member organizations. The narratives will be drafted by CPF focal agencies by 3 December and circulated among CPF members before a finalized draft is provided to the UNFF Secretariat on 7 December (see agreed time schedule in Annex 3). The objective of these narratives will be to give an overall picture of what CPF member organizations are doing and how CPF can strengthen coordination and foster synergies. FAO distributed draft narratives for NFPs and C&I to all CPF members present at the CPF meeting.

#### **4. CPF's Role in Monitoring, Assessment and Reporting**

All CPF members present at the CPF meeting participated actively in the Government-led Initiative by Japan, the "International Expert Meeting on Monitoring, Assessment and Reporting on Progress toward Sustainable Forest Management", 5-8 November 2001 held in Yokohama. The outcome of this initiative, made the following references to CPF:

- Encouraging conventions and organizations to work together to streamline, coordinate and synchronize reporting requirements to the extent possible (e.g., the recent development by FAO, UN-ECE and ITTO of joint questionnaire of forest products statistics);
- Early submission of written country reports on progress towards SFM would allow the UNFF Secretariat and/or CPF members to provide each UNFF session with a compilation that analyzed trends and common successes and obstacles while ensuring that the original complete country reports were made widely available;
- The CPF members and international cooperation can play a role in assisting countries in monitoring, assessment and reporting of IPF/IFF PfA;
- Timely provision of advance written reports might usefully permit the UNFF Secretariat or CPF members to compile aggregated reports that identified emerging trends;
- The importance of inviting major groups to report was noted, and several experts recalled the fact that CPF members and other organizations and actors were also expected to report on IPF/IFF PfA.

#### **5. FAO/UNDP proposal regarding national assessments and identification for action**

UNDP presented an update on the joint initiative between FAO and UNDP regarding national assessment and identification for action. This initiative would initially focus on developing guiding material, or tools, which could assist countries in the assessment of the IPF/IFF proposals for action in their national context. Some elements of the guiding material would include clustering/aggregating the IPF/IFF proposals for action and various different options for clustering were discussed. It was agreed that UNDP, in consultation with FAO, would prepare an annotated outline by 15 December and circulate it to CPF members for comment. Furthermore, it was suggested that a side event would be organized during UNFF 2 on this matter.

#### **6. CPF Sourcebook**

FAO reported that a task force had been formed on the CPF Sourcebook (an interactive database on sources of forest financing) and that a conference call had been held on 2 November to discuss the Sourcebook and related CPF members' activities related to the subject of financing sustainable forest management. Furthermore, CPF members were informed that FAO had hired some short-term consultants who had already gathered considerable information on sources of financing that will be included in the Sourcebook and that an internet conference will be held before the end of this year. In addition, the World Bank informed the CPF that it was in the process of hiring a consultant to examine the role of the private sector in financing sustainable forest management. The work of this consultant will feed into the Sourcebook, as well as into a workshop that the World Bank is organizing during the spring 2002 on the topic of SFM and the private sector. It is expected that the Sourcebook, with many data entries, would be ready for demonstration at UNFF 2.

The World Bank distributed a concept note on financing sustainable forest management and requested comments from other CPF members.

## **7. Future activities for the CPF Network and other outreach activities**

CPF agreed during the CPF-NGO/IPO meeting in conjunction with UNFF1 to develop a concept paper on the CPF network to be discussed at UNFF 2. The UNFF Secretariat had, prior to the CPF meeting in Japan, distributed to CPF members a draft terms of reference for a consultant who could prepare this CPF concept paper. CPF members discussed the terms of reference briefly and suggested that the “Directory of Forest-related International and Regional Institutions and Instruments” on the CPF website and maintained by FAO, could serve as the point of departure for possible CPF Network partners.

Discussion on other matters related to outreach activities included the following:

- FAO distributed a draft CPF flyer for comments by CPF members;
- CPF website is being prepared and will be linked to the UNFF website in the near future;
- CPF members agreed that they would like to have an opportunity to display some of their technical and informational materials at UNFF 2. The UNFF Secretariat will contact the Government of Costa Rica to ask if space at the UNFF conference facilities could be made available for this purpose. FAO offered to prepare a CPF banner for this purpose.
- CPF member organizations that wish to organize side events during UNFF 2 should inform the UNFF Secretariat as soon as possible.

## **8. Status of staffing of the UNFF Secretariat**

The acute shortage of staff in the UNFF Secretariat was highlighted (currently it consists of only five professionals). UNFF Secretariat informed CPF members that the six posts from the regular UN budget have been classified by the Office of Human Resource Management (OHRM) (1 D2, 1 P5, 1 P4, 1 P3 and 2 GS). The UNFF Secretariat is currently working on press vacancy announcements for these posts. Drafts will shortly be circulated for comments by CPF members. On the issue of budget, UNFF Secretariat reported that they recently participated in a meeting of the ACABQ Advisory Committee. The outcome of this meeting was positive and the UNFF Secretariat is therefore confident that the 6 posts from the UN regular budget will most likely be approved before the end of this year.

Regarding secondments, FAO re-confirmed its secondment of a senior staff member to the UNFF Secretariat, who is expected to be in place before the end of the year. In addition, FAO is currently financing a short-term consultant to work in the UNFF Secretariat, primarily on the CPF Sourcebook. Furthermore, UNEP reassured its long-term commitment to second a staff member to the UNFF Secretariat until 2005. DESA also indicated that it would continue its current senior secondment to the UNFF Secretariat. Furthermore, ITTO has agreed in principle to a secondment, contingent, however, upon the receipt of trust funds to cover the costs. Also, CPF members were informed that the government of Sweden would provide an associate expert to the UNFF Secretariat.

## **9. Brief agency report on matters of interest to other CPF members**

CPF members shared some brief information of interest to CPF. The following was highlighted:

- PROFOR will move from UNDP to the World Bank in January 2002;
- The new Director at UNDP, Mr. Alvaro Umana, will be asked who will be the focal point from UNDP to CPF;
- GEF will convene a high-level forestry roundtable on Monday 11 March and a Side Event on Tuesday 12 March 2001 during lunch break;
- CIFOR two intersessional activities: the contribution of forests to poverty alleviation and sustainable livelihoods; as well as forest and federal decentralizations;
- UNFF Bureau and CSD Bureau will hold a joint meeting in January;
- ITTO informed that Mr. Jürgen Blaser (Switzerland) had been elected Chairman of the International Tropical Timber Council for 2002. The next session of the Council was scheduled to be held in Bali, Indonesia, from 13-18 May 2002. Furthermore, ITTO informed that they would hold a side event in conjunction with the second session of the;
- The sessions of FAO's six regional forestry commissions to be held in 2002 will all have an agenda item on regional inputs to the UNFF. The related Secretariat Note for the first regional meeting, the Near East Forestry Commission in January 2000, will be circulated for information to CPF members.

#### **10. Next CPF meeting**

It was proposed that the next CPF meeting will be held in San José, Costa Rica on 1 March 2002, prior to the informal consultations (2-3 March) before the second session of UNFF. Furthermore, CPF members explored the possibility of a telephone conference if necessary before the Costa Rica meeting.

## Annex 1

### Agenda

#### Meeting of the Collaborative Partnership on Forests (CPF)

9 November 2001  
Yokohama, Japan

1. Opening of the meeting
2. Preparations for UNFF 2
  - 2.1 Critical issues for the ministerial dialogue with heads of member organizations of the CPF during UNFF 2
  - 2.2 Status report on the preparations of official documentation for UNFF 2
3. CPF Framework
4. CPF's Role in Monitoring, Assessment and Reporting
5. FAO/UNDP Proposal regarding national assessments and identification of action
6. CPF Sourcebook
7. Future activities for the CPF Network and other outreach activities
8. Status of staffing of the UNFF Secretariat
9. Brief agency report on matters of interest to other CPF members
10. Next CPF meeting
11. Other matters

## Annex 2

Steps and time schedule for the preparation of the ministerial dialogue with heads of member organizations of the CPF at UNFF 2. Action, inputs and deadlines are indicated.

STEPS	TIME SCHEDULE
<b>1. Fifth meeting of the CPF</b> <ul style="list-style-type: none"><li>• Agreement on critical issues to recommend to the UNFF 2 Bureau</li><li>• Propose a structure for the dialogue</li><li>• Agreement on the time schedule and responsibilities</li></ul>	<b>9–10 November</b> <b>Yokohama</b>
<b>4. CPF member organizations to confirm the participation</b> of their Executive Head during the dialogue.	<b>26 November</b>
<b>2. UNFF 2 Bureau meeting.</b> The Bureau will discuss the proposed critical issues recommended by CPF and decide on which critical issues to recommend to the government of Costa Rica.	<b>27 November</b>
<b>3. The Minister of Environment of Costa Rica consulting</b> with other ministers and heads of CPF organizations.	<b>December</b>
<b>5. Final agreement</b> by the Gov. Costa Rica, UNFF 2 Bureau and UNFF Secretariat on the critical issues and structure of the dialogue.	<b>15 January</b>
<b>6. UNFF Secretariat prepares a brief Note</b> on the issues selected for the dialogue. Draft circulated for comments by CPF members.	<b>Late January</b>
<b>7. Preparations of statements for the dialogue.</b> Drafts circulated among CPF members.	<b>Late January – Early February</b>

### Annex 3

Steps and time schedule for the preparation of the CPF Framework. Action, inputs and deadlines are indicated.

STEPS	TIME SCHEDULE
1. <b>Fifth meeting of the CPF</b> <ul style="list-style-type: none"><li>• Decision on the structure and scope of the CPF Framework</li><li>• Agreement on the time schedule and responsibilities</li></ul>	<b>9–10 November</b> <b>Yokohama</b>
2. <b>CPF Focal Agencies drafting</b> the substantial part of the section about “CPF’s Contribution to Implementation of the IPF/IFF Proposals for Action”	<b>11 November–3 December</b>
3. <b>CPF Focal Agencies circulating</b> their <b>draft</b> for quick comments from CPF members	<b>3–6 December</b>
4. <b>CPF Focal Agencies sends final</b> draft to the UNFF Secretariat	<b>7 December</b>
5. <b>UNFF Secretariat sends first draft</b> to CPF members for comments	<b>14 December–4 January</b>
6. <b>UNFF Secretariat prepares final draft</b>	<b>4–9 January</b>
7. <b>UNFF Secretariat sends final draft</b> for quick comments and approval from CPF members	<b>10–14 January</b>
8. <b>UNFF Secretariat finalize the CPF Framework</b>	<b>15 January</b>
9. <b>Translation of the CPF Framework</b>	<b>16 January –13 February</b>