

Liaison Group of the Secretariats and Officers of the Relevant Subsidiary Bodies of the United Nations Framework Convention on Climate Change (UNFCCC), the United Nations Convention to Combat Desertification (UNCCD) and the Convention on Biological Diversity (CBD)

**Second Meeting
New York, 30 January 2002**

DRAFT MINUTES OF THE MEETING

Participants:

CBD: Hamdallah Zedan, Executive Secretary

Michelle Gauthier, Programme Officer

Jan Plesnik, chair of SBSTTA

UNCCD: Hama Arba Diallo, Executive Secretary

Grégoire DE KALBERMATTEN, Coordinator, Science and Technology Programme

Ndegwa NDIANG'UI, Scientific Advisor

Ambassador Rogatien BIAOU, Chair of the Committee for the Review of Implementation of the Convention (CRIC)

Philbert BROWN, Chair of the Committee on Science and Technology (CST)

UNFCCC: Dennis TIRPAK, Coordinator, Science and Technology Programme

Halldor THORGEIRSSON, Chair of SBSTA

Apologies:

UNFCCC: Michael ZAMMIT CUTAJAR, Executive Secretary

Raúl A. Estrada-Oyuela, Chair of the Subsidiary Body for Implementation

IPCC: Robert Watson, Chair of IPCC

1. The second Liaison Group meeting was held at the UNEP New York Office, from 10h00 to 14h00. The meeting was chaired by Mr. Hamdallah Zedan, Executive Secretary of the Convention on Biological Diversity.
2. The Group adopted the agenda contained in Annex 1.
3. The List of documents distributed is attached as Annex 2.

ITEM 1 – Report on the Work of the Three Subsidiary Bodies

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4. The Chairs of the Subsidiary Bodies of the three conventions reported on activities, decisions and recommendations relevant to the Joint Liaison Group.

5. The Chair of CBD's SBSTTA recalled the outcome of SBSTTA 7. He informed that due follow-up was undertaken according to the recommendations. In the case of the Ad Hoc Technical Expert Group on Dry and Sub-Humid Lands, in spite of the fact that financial provisions have been made available only recently, CBD Secretariat is undertaking necessary action in order to organize the first meeting prior to COP VI, tentatively early March. CBD Executive Secretary, Mr. Zedan, distributed the draft report of the First Meeting of the AHTEG on Biological Diversity and Climate Change "Interlinkages between biological diversity and climate change", held in Helsinki, from 21 to 25 February 2002. He highlighted that the group will prepare two documents; one on assessment of interlinkages between biological diversity and climate change; and the other on advice on integration of biodiversity consideration into the implementation of the UNFCCC and its Kyoto Protocol. He indicated that two meetings would be required for the AHTEG to finalise its work. CBD, UNCCD and IPCC were present at the meeting. Mr Tirpak expressed that the Helsinki report constitutes an important input for the UNFCCC Subsidiary Body meeting on implementation (Bonn, 5-14 June 2002); he proposed and Mr. Zedan agreed that the report to be distributed prior to the meeting to the participants as background document. Mr. Tirpak also invited CBD to participate in the meeting and to present an update of relevant CBD activities, including the results of the Helsinki meeting. Mr. Diallo highlighted the need to consider dryland issues in the report.

6. The Chair of the CST of the UNCCD, Mr. Brown, informed the meeting on Expert Group (LDC Expert Group) Meeting which is expected to initiate its work in October 2002. The selection of the Group will be presented for consideration to the Committee on Science and Technology (CST) Group (June 2002), followed by the UNCCD Bureau meeting in July to, among others, explore the avenues for joint consultation between the three Conventions. He suggested that the development of the Programme of Work would require the inputs from the three Conventions. The main issues proposed for synergy between the conventions are: early warning system and drought and desertification; benchmarks and indicators; traditional knowledge; dryland degradation, and; the Millennium Assessment.

7. CBD Executive Secretary, Mr. Zedan, expressed the need for joint collaboration in preparation of the AHTEG on Dry and Sub-Humid Lands, in order to strengthen synergy and search for compatibility and complementarity. He invited CST to consider its participation to this meeting. During the discussion, it was suggested to CBD to request UNFCCC and UNCCD Secretariats to nominate experts for the meeting with the aim to improve the link between the three conventions. It was suggested to call for nominees through Notification, *inter alia*, directed to CBD National Focal Points.

8. UNCCD Executive Secretary, Mr. Diallo, informed the meeting of UNCCD National Meetings on Development of Synergies among the Rio Conventions, for effective implementation and invited the other Conventions to participate to strengthen horizontal collaboration in the national framework. He emphasized the need for strengthening the activities at all levels in the countries, beyond the conventions national focal points. He also recalled the need for preparing the documentation for the World Summit on Sustainable Development, and invited the three Conventions to consider joint actions, including a summary on the synergy between the three conventions to be presented at the PrepCom Meeting, in Cape Verde, 5-8 March.

9. The Chair of the UNCCD Committee for the Review of Implementation of the Convention (CRIC), Mr. Biaou, after recalling that CRIC was established in July 2001 and it will arrange its first Consultation from 18 to 29 November 2002. He informed that second national reports are being prepared; one of the issue will be related to the synergies between the three conventions.

10. The Chair of SBSTA Bureau of UNFCCC, Mr. H. Thorgeirsson, informed the group on a series of workshops that will be held prior to the Eighth Meeting of the Conference of the Parties (COP 8) and the 17th meeting of the Subsidiary Bodies (SB 17) to be held in New Delhi, India, 23 October to 1st November 2002. Particular attention was made on the following activities: the Workshop on LULCF under the CDM (8-9 April); Expert Group Meeting on Technology, Development and Transfer; workshop

for the revision of Guidelines on the preparation of National Communications from NAI Parties, in April; the 16th Meeting of the Subsidiary Bodies (SB16) 5-14 June. CBD and UNCCD were invited to provide their comments on these Guidelines.

ITEM 2 – Joint Calendar of Events and ITEM 3 – List of Priority Events

After discussing these items, it was agreed that:

11. The Joint Calendar will be reorganized in two categories: “A” and “B”. Category “A” will be for “Internal Use” by the three conventions and will contain the priority joint events for three months. I also contains information on responsibilities, inputs and responsible officers. The first Joint Calendar “A”, for the period from February to April 2002, will be finalized by 31 January 2002 and diligently distributed to the three Secretariats. The second Joint Calendar for the three-month period May to July should be finalized and approved by the end of March 2002. *UNFCCC takes the lead to finalize by Friday, 1st February and distribute no later than 8 February to the members of the Liaison Group.*

12. Category “B” will be for “Public Use” and will contain a long list of events of common interest for the three conventions. The first Joint Calendar Category “B” will be produced for the period of May, June and July 2002 and will be put on the Web of each Convention once it is cleared and agreed upon by the three Executive Secretaries. *UNFCCC takes the lead to finalize by Friday, 1st February and distribute to the members of the Liaison Group.*

ITEM 4 – Joint Workshop on Forests

13. After presentation of the draft Joint Workshop Proposal by Mr. Tirpak (UNFCCC) and complementary information by Mr. de Kalbermatten (UNCCD), the Group discussed the Proposal for Fund Raising prepared by the UNFCCC. The Group also discussed the draft Terms of References for a consultant for the preparation of the paper on the synergy between the three conventions, as well as a short list of proposed consultants in order to undertake the works as soon as possible; this material was prepared by CBD.

It was agreed that:

14. The Joint Workshop on Forests will be entitled “Identifying and promoting synergies through forests and forest ecosystems: a joint workshop between CBD, UNCCD and UNFCCC”, in order to highlight that the aim is synergy, while the tool for achievement and demonstration is forest and forest ecosystems. *UNCCD continues to be in charge of the meeting organization.*

15. The Draft Project Proposal will be finalized by Friday, 1st February, in order to be put as an annex to the fund raising proposal to be presented to the Ministry of Environment in The Netherlands, by Monday 4 February 2002. *UNFCCC continues to be in charge for the fund raising Proposal, take care of participants (travel costs, DSA, etc) and further distribute the funds among the three Secretariat according to the agreed distribution of responsibilities.*

16. The venue of the joint workshop will be discussed with the donors. It was suggested to select a country with institutional experience in inter-institutional synergy and collaboration related to forest issues, such as in Europe and North America. Countries such as Norway and Germany have been mentioned as potential venues. *As being in charge of the meeting organization, UNCCD will take the necessary actions in order to propose a venue.*

17. July is proposed as tentative month for the joint workshop; the exact date and venue will be discussed at the next Liaison Group Meeting.

18. The joint workshop will comprise approximately 45 funded participants coming from developing countries and countries with economies in transition, as well as approximately 45 non-funded participants. The selection of funded participants will be done taking into account the geographical

distribution and technical criteria. Each of the three conventions will propose fifteen experts *by mid-March*. The aim is to select 45 experts from approximately 15 countries, each country being represented by 2 or 3 experts from key institutions with willingness and potential capacity to identify and promote synergy at their national level. NGOs and indigenous and local community and CPF's members will be invited. *UNCCD will coordinate the selection of the participants.*

19. The tentative timeframe for preparatory activities towards the joint workshop is in Annex 2.

20. The draft Terms of Reference for a consultancy to prepare a background document for the Joint Workshop on the synergies between CBD, UNCCD and UNFCCC will be finalized based on the draft presented. It was agreed that the selection of the consultant should be finalized, in consultation with the three Secretariats, *by Friday 8 February*, in order to initiate the consultation as soon as possible. A draft outline of the report should be presented to the three secretariats for review mid-May, further finalized for approval by the three Secretariats by end of May 2002. *CBD takes the lead to select, contract and supervise the consultant.*

Summary - follow-up actions

- Joint Calendar and List of Priority Events - Lead: UNFCCC
 - i. Finalise Joint Calendar and List "A" of Priority Events **by Friday, 1st February**;
 - ii. Put the Joint Calendar "B" on Web as soon as agreed by the three Executive Secretaries.
- Join Workshop of Forest - Lead: UNFCCC
 - i. Finalise fund raising Proposal for the Workshop **by Friday, 1st February**
- Paper on Synergy – Lead CBD
 - i. In order to select a consultant, CBD to write to the 5 proposed candidates **by Friday, 8 February** requesting them to provide comments and outline for the paper and the likely fees.
- Selection of participants for the Workshop of Forest - Lead: UNCCD
 - i. Each Convention to propose 15 experts **by mid-March**

ITEM 5 – Other matters and closure of the meeting

21. The Group did not consider other matters.

22. The third meeting of the Joint Liaison Group will be held in The Hague, during the CBD Conference of the Parties, to be held from 7 to 19 April 2002. The exact date will be decided after consultation between the three Secretariats. Mr. A Diallo, UNCCD Executive Secretary, will chair the meeting and issue the invitations.

23. The meeting closed on the same day, 30 January 2002 at 14h00.

ANNEX 1

Liaison Group of the Secretariats and Officers of the Relevant Subsidiary Bodies of the United Nations Framework Convention on Climate Change (UNFCCC), the United Nations Convention to Combat Desertification (UNCCD) and the Convention on Biological Diversity (CBD)

Second Meeting New York, 30 January 2002

ANNOTATIONS TO THE AGENDA

1. The bodies of the Convention on Biological Diversity (CBD), the Convention on Combating Desertification (UNCCD) and the United Nations Framework Convention on Climate Change (UNFCCC) have, in several decisions and conclusions, encouraged the three Conventions to co-operate and manage their respective processes as coherently as possible. In response to that, the three conventions have established a Joint Liaison Group of the Secretariats and the officers of the relevant subsidiary bodies of the CBD, the UNCCD and the UNFCCC.

2. During their first Liaison Group meeting held in Washington, 6 December 2001, it was agreed, *inter alia*, that a joint workshop should be organized to (i) assess the inter-linkages between the three Conventions and (ii) identify and promote synergies. Forest was identified as the most appropriate theme around which the tripartite synergy could be explored and developed as a starting point. In preparation to the workshop, it was agreed that (i) IPCC will prepare the background assessment between biodiversity climate change and land degradation building on the technical paper they are preparing for CBD on the inter-linkages between biodiversity and climate change; (ii) CBD will coordinate the preparation on the background paper on synergy; (iii) UNCCD will be in charge of the organization of the meeting; (iv) UNFCCC will take care of participants and approach potential donors to cover various costs of the joint workshop on forest.

24. The second Liaison Group meeting will be held at the UNEP New York Office, from 10h00 to 13h00. The meeting will be chaired by Mr. Hamdallah Zedan, Executive Secretary of the Convention on Biological Diversity. The rapporteur will be nominated at the beginning of the meeting.

25. The Group may wish to consider in priority the following four items: (1) review of the work of the Subsidiary Bodies; (2) the joint calendar of events; (3) the priority list of events; (4) progress in preparation of the Joint Workshop of Forests; and, (5) other matters. The list of invited participants is in annex I.

ITEM 1 – Report on the Work of the Three Subsidiary Bodies

26. The Chairs of the Subsidiary Bodies of the three conventions will report on activities, decision and recommendations relevant to the Joint Liaison Group.

ITEM 2 – Joint Calendar of Events

27. UNFCCC Secretariat will present a joint calendar of events compiled on the basis of the inputs provided by the three conventions. The Group may wish to review the joint calendar of events and make suggestions on the need for the conventions to participate in the relevant events and their respective inputs, roles and responsibilities;

ITEM 3 – List of Priority Events

28. UNFCCC Secretariat will present the list of priority events also compiled on the basis of the inputs provided by the three conventions. The Group may wish to comment on their respective inputs, roles and responsibilities.

ITEM 4 – Joint Workshop on Forests

29. Prior to the second meeting, the Preparatory Committee for the Joint Workshop on Forests planned to hold its first meeting at the same date and venue, from 09h00 to 10h00, and to report directly to the Group at its second meeting. The participants invited to this Preparatory Committee included Jo Mulongoy (CBD), Grégoire De Kalbermatten (UNCCD), Dennis Tirpak (UNFCCC) and other associated officers.

30. The Group may wish to review the progress in preparation of the Joint Workshop on Forests, and make suggestions on the date, venue, selection of consultants and other actions, considering *inter alia* the (a) report of the First Meeting of the Preparatory Committee to be presented by UNFCCC; (b) the status of participation and fund raising presented by UNCCD; (iii) the draft Terms of References, prepared by CBD, for a consultation for the preparation of the paper on the synergy between the three conventions, as well as a short list of proposed consultant in order to undertake the works as soon as possible; (c) the Proposal for Fund Raising prepared by the UNCCD.

ITEM 5 – Other matters and closure of the meeting

31. The Group may wish to consider other matters proposed by the participants.
32. Adoption of the recommendations
33. Venue and Date of the Third Joint Liaison Group Meeting.
34. The meeting will be closed on the same day, 30 January 2000 at 13h00.

ANNEX 1

Second Liaison Group Meeting
Of the Secretariats and Officers of the relevant Subsidiary Bodies of the
United Nations Framework Convention on Climate Change (UNFCCC), the United
Nations Convention to Combat Desertification (UNCCD) and the Convention on Biological
Diversity (CBD)

30 January 2002, New York

Revised Provisional Agenda

1. Review of the work of the Subsidiary Bodies
2. Joint Calendar of events
3. Priority list of events
4. Progress in preparation of the Joint Workshop on Forests
5. Other matters

ANNEX 2

LIST OF DOCUMENTS DISTRIBUTED AT THE MEETING

- 1) Provisional Agenda

- 2) Provisional List of Participants

- 3) Joint Calendar (prepared by UNFCCC)

- 3) List of Priority Events (prepared by UNFCCC)

- 5) Draft Terms of Reference for a consultancy for a paper on synergy (prepared by CBD)

- 4) CV of five candidates: W. Mathu, R. Nasi, Z. Rakonckay, R. Tippmann, J.A. Villalopera

- 7) Draft Project Proposal for the Joint Workshop (prepared by UNFCCC)

- 5) Tentative timeframe for activities towards the joint liaison group workshop.

- 9) Draft report of the First Meeting of the AHTEG on Biological Diversity and Climate Change "Interlinkages between biological diversity and climate change", held in Helsinki from 21 to 25 February 2002.

ANNEX 3

TENTATIVE TIME-FRAME FOR ACTIVITIES TOWARDS THE JOINT LIAISON GROUP WORKSHOP

1. JLG meeting in New York – 30 January 2002-01-30
 - a. Discussion and Agreement on Draft Project Proposal
 - b. General Discussion on Concept Paper/TOR for the Workshop
 - c. Consideration of TOR for Consultant and Paper(s)
2. Identification of host country for the Workshop and Sponsorship – end of Feb.
3. Preparation Agreement on List of Participants – mid March
4. Preparation of Communication to Participants – end of March
 - a. First Notification of Workshop.
Note: This Notification will inform on the workshop and the list of experts.
5. Submission of Background Paper(s) – mid May
 - a. Review and acceptance of paper(s) – end of May
6. Hiring of Logistical Support – early May
7. Dispatch of Invitation Letters – mid May
Note: Joint letter of invitation from the three Executive Secretaries
8. Logistical Preparations at Venue
9. Holding of the Workshop – July (Venue and Date to be confirmed)
10. Production of Report(s)

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Date: 21/02/2002 16:44

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Priority: Normal

Receipt requested

Subject: Draft Minutes of the Second Meeting of the Liaison Group of

Ref.: SCBD/OES/HZ/25502

Dear colleagues,

Please find attached herewith the draft Minutes of the second Liaison Group meeting of the Secretariats and Officers of the Relevant Subsidiary Bodies of the United Nations Framework Convention on Climate Change (UNFCCC), the United Nations Convention to Combat Desertification (UNCCD) and the Convention on Biological Diversity (CBD) which was held in New York, on 30 January 2002.

Kind regards.

Hamdallah Zedan

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