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**ADVISORY GROUP FOR THE SECOND EDITION
OF THE GLOBAL BIODIVERSITY OUTLOOK
REPORT**Scoping meeting
Montreal, 16–17 January 2003
Item 2.2 of the provisional agenda***ORGANIZATIONAL MATTERS: ADOPTION OF THE AGENDA***Annotated provisional agenda***INTRODUCTION**

1. At its sixth meeting, held in The Hague in April 2002, the Conference of the Parties, by paragraph 6 of its decision VI/25, welcomed the publication of the Global Biodiversity Outlook (GBO) report and decided that the Global Biodiversity Outlook should continue to be prepared as a periodic report on biological diversity and implementation of the Convention, and be made available in all official United Nations languages.

2. In paragraph 7 of the same decision, the Conference of the Parties decided, *inter alia*, that the second edition of the Global Biodiversity Outlook should be prepared for publication in 2004. In response to this decision, the Secretariat of the Convention on Biological Diversity has initiated a process that will lead to the publication and launch of the next GBO report (GBO-2) in conformity with the requirements of the decisions of the Conference of the Parties at its sixth meeting. Part of this process entails convening a scoping meeting of the GBO-2 Advisory Group to discuss and agree on major production items to guide the Secretariat in the production and launch of GBO-2.

3. Accordingly, the GBO-2 Advisory Group will meet on 16–17 January 2003, at the premises of the Secretariat in Montreal. Registration of participants will take place at the venue of the meeting from 8 a.m. to 8.45 a.m. on Thursday, 16 January 2003.

4. A list of documents for the meeting is contained in annex I below. In addition to normal distribution, the documents are available on the Secretariat's website (<http://www.biodiv.org>).

* UNEP/CBD/AG-GEO/SM/1.

5. The Secretariat is distributing an information note containing details of registration and the logistical arrangements for the meeting, including information on travel, visa requirements, accommodation and other matters.

ITEM 1. OPENING OF THE MEETING

6. The meeting will be opened at 9 a.m. on Thursday, 16 January 2003 by the Executive Secretary of the Convention on Biological Diversity or his representative, who will make some introductory remarks.

ITEM 2. ORGANIZATIONAL MATTERS

2.1. OFFICERS

7. The Advisory Group will elect from among its members a Chairperson to preside over the plenary sessions of the meeting. The Secretariat of the Convention on Biological Diversity will serve as Rapporteur of the meeting and produce a report of the proceedings at the end of the meeting.

2.2. ADOPTION OF THE AGENDA

8. The Advisory Group may wish to adopt its agenda on the basis of the provisional agenda (UNEP/CBD/AG-GBO/SM/1), which has been prepared by the Executive Secretary on the basis of a draft operational plan and concept discussion document prepared by the Executive Secretary.

2.3. ORGANIZATION OF WORK

9. The Advisory Group may wish to consider the proposed organization of work as contained in annex II below, which provides for the meeting to be conducted entirely in plenary session. The Advisory Group may wish to consider setting up contact groups or drafting groups to work with the Rapporteur as the need arises, in order to further develop the discussions conducted in plenary on specific issues and present the plenary with draft recommendations for its consideration.

10. The Advisory Group will meet for two sessions per day, working in English only, from 9 a.m. to 12.30 p.m. and from 2 p.m. to 5 p.m. Should the Advisory Group wish to establish contact groups, these will also work in English only.

ITEM 3. IN-DEPTH CONSIDERATION OF MAJOR PRODUCTION ITEMS FOR THE SECOND EDITION OF THE GLOBAL BIODIVERSITY OUTLOOK REPORT

3.1. Focus of the second edition of the Global Biodiversity Outlook report

11. Under this agenda item, the Advisory Group may wish to discuss, identify and agree on a specific “*niche*” for the GBO report series within the family of other relevant global environmental reports. The Advisory Group may wish to discuss and place the overall goal of the GBO-2 in the context of the objectives of the Convention, the outcomes of the World Summit on Sustainable Development and the work and reporting processes of other conventions.

3.2. Outline and content

12. Under this item, the Advisory group may wish to pay particular attention to the provisions of paragraph 7 of decision VI/25 the Conference of Parties, which states, *inter alia*, that “the second edition of the Global Biodiversity Outlook should be prepared for publication in 2004, drawing upon information contained in the second national reports, the thematic reports on the items for in-depth consideration at its sixth and seventh meetings, and on the review of progress in the implementation of the Strategic Plan to be undertaken in 2003”.

13. To the extent possible, the Advisory Group may wish to consider defining chapter headings and a draft table of contents. In addition, the discussion of the Advisory Group may also address the scope of the reporting coverage in terms of scale and geographical scope (global with possible regional and subregional differentiation) and how best to use the information available in the second national reports, thematic reports as well as progress in the implementation of the Strategic Plan as requested by the sixth meeting of the Conference of Parties.

3.3. Methodological approach

11. Under this item, the Advisory Group may wish to take into account the methodologies and tools used in the production of the first edition of Global Biodiversity Outlook report, the Global Environment Outlook report series, and other global reports of relevance; issues of data and information; scales; outlook in terms of presenting future alternatives as well as possible impacts of major global trends (demographics, consumption patterns, industrialization) on biodiversity conservation and utilization.

3.4. Participatory approach

12. The Advisory Group may wish to consider the use of a multi-stakeholder involvement approach to engender a sense of ownership including the identification of appropriate authors, reviewers, specialised expertise and the establishment of small technical groups to lead specific aspects of the production process (for example: data aggregation and analysis group, scenario/outlook group, policy analysis and implications group, outreach group, etc.) and feed directly into the work of the authors and reviewers.

3.5. Family of associated products

13. The Advisory Group is invited to consider the identification and generation of a range of associated products as part of the overall GBO-2 production process, specifically to meet the unique user requirements of different categories and levels of the wider GBO audience. The additional products could include, among others, a youth version of the main GBO-2 report, a teachers’ guide and related

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educational materials, policy-oriented briefs, thematic extracts, updates of the main report for use before the next edition of the Global Biodiversity Outlook report and also before the eighth meeting of the Conference of the Parties, CD-ROM version, promotional video and related materials.

3.6. Outreach

14. Under this agenda item, the Advisory Group may wish to discuss and agree on key actions required to assess the degree of use and impact of the first edition of the Global Biodiversity Outlook report on the Parties in particular and on other readership in general as an initial step in the overall production process for the GBO-2. A *user profile* for the first edition of the Global Biodiversity Outlook report may be instrumental in this regard. The Advisory Group may also wish to consider issues of dissemination, communication and marketing specifically for the main GBO-2 report and associated products in the context of maximising their reception and impact on the diverse range of users.

3.7. Overall production schedule

15. For this agenda item, the Advisory Group will have before it draft elements of a proposed production schedule and the Advisory Group is invited to review the proposed schedule taking into consideration important milestones, deadlines as well as roles and responsibilities of all the key players and the agreements reached by the Advisory Group in agenda items 3.1–3.6 above.

16. In particular, the Advisory Group may wish to consider in detail, the following major production activities and place them in a realistic timeframe:

- (a) Compilation, collation and analysis of the relevant data and information;
- (b) Development of draft chapters;
- (c) Review process including revision of drafts and production of the final version;
- (d) Editorial work and layout;
- (e) Publication; and
- (f) Launch, distribution and outreach.

ITEM 4. OTHER MATTERS

17. Under this item, the Advisory Group may wish to raise other matters related to the subject matter of the meeting.

ITEM 5. ADOPTION OF THE REPORT

18. The Advisory Group will consider and adopt a report of its meeting, on the basis of the draft report to be prepared and presented by the Rapporteur.

19. The final report of the scoping meeting will be circulated for the consideration of the members of the Advisory Group by 31 January 2003.

ITEM 6. CLOSURE OF THE MEETING

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20. The scoping meeting is expected to close at 5 p.m. on Friday, 17 January 2003.

Annex I

**DOCUMENTATION FOR THE SCOPING MEETING OF THE ADVISORY GROUP OF
THE SECOND EDITION OF THE GLOBAL BIODIVERSITY OUTLOOK REPORT**

<i>Symbol</i>	<i>Title</i>
UNEP/CBD/AG-GBO/SM/1	Provisional agenda
UNEP/ AG-GBO/SM/1/Add.1	Annotated provisional agenda
UNEP/CBD/AG-GBO/SM/2	Concept discussion document to guide the production process for the second edition of the Global Biodiversity Outlook report
UNEP/CBD/AG-GBO/SM/3	Draft operational plan for the production of the second edition of the Global Biodiversity Outlook report
UNEP/CBD/AG-GBO/SM/INF/1	List of the Advisory Group members for the production of the second edition of the Global Biodiversity Outlook report.

Annex II

**PROPOSED ORGANIZATION OF WORK FOR THE SCOPING MEETING OF THE
ADVISORY GROUP OF THE SECOND EDITION OF THE GLOBAL BIODIVERSITY
OUTLOOK REPORT**

	<i>Items</i>
<p><i>Thursday, 16 January 2003</i> 9.00 a.m. to 12.30 p.m.</p>	<ol style="list-style-type: none"> 1. Opening of the meeting. 2. Organizational matters: <ol style="list-style-type: none"> 2.1. Officers; 2.2. Adoption of the agenda; 2.3. Organization of work. 3. In-depth consideration of the major production items for the second edition of the Global Biodiversity Outlook: <ol style="list-style-type: none"> 3.1 Focus of the second edition of the Global Biodiversity Outlook report; 3.2 Outline and content.
<p>2-5 p.m.</p>	<ol style="list-style-type: none"> 3. In-depth consideration of the major production items for the second edition of the Global Biodiversity Outlook report (<i>continued</i>): <ol style="list-style-type: none"> 3.3 Methodological approach.
<p><i>Friday, 17 January 2003</i> 9 a.m. - 12.30 p.m.</p>	<ol style="list-style-type: none"> 3. In-depth consideration of the major production items for the second edition of the Global Biodiversity Outlook report (<i>continued</i>): <ol style="list-style-type: none"> 3.4 Participatory approach; 3.5 Family of associated products; 3.6 Outreach.

	<i>Items</i>
2 p.m. - 5 p.m.	<p>3. In-depth consideration of the major production items for the second edition of the Global Biodiversity Outlook report (<i>continued</i>):</p> <p>3.7 Overall production schedule.</p> <p>4 Other matters</p> <p>5 Adoption of report</p> <p>6 Closure of the meeting.</p>
