



## Convention on Biological Diversity

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WORKSHOP FOR LATIN AMERICAN AND  
CARIBBEAN COUNTRIES ON THE PREPARATION  
OF THE FOURTH NATIONAL REPORT OF THE  
CONVENTION ON BIOLOGICAL DIVERSITY  
Panama City, 15-17 June 2010

### REPORT OF WORKSHOP

#### I. INTRODUCTION

1. The workshop for Latin American and Caribbean Countries on the Preparation of the fourth national report of the Convention on Biological Diversity was held from 15 to 17 June 2010 in Panama City, with the support of the Government of Japan and UNEP Regional Office for Latin America and Caribbean (UNEP ROLAC).
2. The workshop was organized in response to a request contained in paragraph 18 (d) of decision VIII/14, which requested the Executive Secretary to facilitate support to developing countries for preparing the fourth national report in collaboration with partners.
3. The workshop was the fourth of a series of capacity development workshops supported by Japan to facilitate the preparation of the fourth national report and assessment of progress towards the 2010 target.
4. The following countries sent government-nominated officers or experts to the workshop: Bolivia, Colombia, El Salvador, Haiti, Jamaica, Nicaragua, Panama, Paraguay, Peru and Uruguay. The Ministry of the Environment of Brazil sent a resource person to the workshop.
5. The workshop proceeded according to the following agenda items:
  1. Opening of the meeting and organizational matters.
  2. Overview of the objectives and programme for the workshop.
  3. Reviewing progress towards the 2010 target through preparation of the fourth national report:
    - (a) Chapter I: Assessing the status and trends of, and threats to, biodiversity;
    - (b) Chapter II: Implementation of national biodiversity strategies and action plans;
    - (c) Chapter III: Mainstreaming of biodiversity;
    - (d) Chapter IV and appendix III: Assessing progress towards the 2010 biodiversity target and goals and objectives of the Strategic Plan as well as the targets in the Global Strategy for Plant Conservation and the programme of work on protected areas;
    - (e) The executive summary.

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6. Conclusions: key events in 2010 and celebration of the International Year of Biodiversity, including using the fourth national report as a tool of communication for IYB.
7. Closure of the workshop.

6. The report provided a summary of the proceedings of the workshop. The presentations made in both English and Spanish during the workshop will be made available at the Convention website at: <http://www.cbd.int/doc/?meeting=4NRCBW-LAC-01>.

## **II. PROCEEDINGS OF THE WORKSHOP**

### **ITEM 1. OPENING OF THE MEETING AND ORGANIZATIONAL MATTERS**

8. Mr. Lijie Cai, Programme Officer for National Reports of the Secretariat welcomed participants to the workshop on behalf of the Executive Secretary, Mr. Ahmed Djoghlaif. He thanked the Government of Japan, UNEP ROLAC and Panama for their support to the workshop. He highlighted 2010 – the International Year of Biodiversity -- as unprecedented opportunity to raise awareness and mobilize support from various stakeholders to biodiversity, as the United Nations General Assembly, for the first time, would devote a special session to biodiversity issues at its meeting in September 2010 and the Convention would have a landmark meeting of the Conference of the Parties in Nagoya, Japan in October 2010, which would adopt a new Strategic Plan for the Convention till 2020. To ensure the successes of all these events, the timely submission of the fourth national reports was essential. He also highlighted that national reporting was also important for Governments considering it could be used not only as a tool for further planning through identifying gaps but also as a communication tool for mobilizing more support from various stakeholders to biodiversity. He highlighted some key findings from the recently launched third edition of the Global Biodiversity Outlook, noting that biodiversity was still being lost at an alarming rate and the 2010 target had been missed. Meanwhile he also noted some positive developments at various levels, highlighting increasing responses at various levels to address pressures on biodiversity. In conclusion, he encouraged countries to submit their fourth national reports as soon as possible to share their biodiversity, efforts in biodiversity conservation as well as their needs for support.

9. Mr. Alex Pires, MEA Focal Point of UNEP ROLAC welcomed all participants and highlighted the importance of this workshop for the tenth meeting of the Conference of the Parties. He cited key findings from GBO 3 which showed that the 2010 target to significantly reduce the loss of biodiversity had not been reached at a regional, national and world level. He also cited a document prepared by UNEP ROLAC on the status of biodiversity for Latin America and Caribbean countries, and their main trends and national strategies to reverse biodiversity loss. He stated that this region contained the most biological diversity in the world, half of the world's tropical forests and had a very high level of endemism with 50 per cent of tropical plants being unique. In the last few years the region had achieved considerable advances with the increase of protected marine and terrestrial areas that were rich in biodiversity but also faced big challenges to stop deforestation, change of land use and loss of habitats. He also noted that countries in the region faced a big challenge trying to integrate biodiversity issues in their strategies and policies, trying to promote better practices in agriculture, sustainable forest management and sustainable fishing. While hoping that this workshop would help the countries in the preparation and submission of the fourth national report and strengthen the national capacities in preparing biodiversity reports, he encouraged participants to make best use of this opportunity to exchange knowledge, experience and methods for analysis and data collection as well as technical resources provided by the Secretariat of the Convention on Biological Diversity and UNEP ROLAC.

10. Ms. Yessenia Gonzalez, Director of Protected Areas and Wildlife, National Environment Authority of Panama, welcomed the participants to Panama and highlighted the importance of this workshop for the successes of the upcoming tenth meeting of the Conference of the Parties and other important events this year, particularly for celebrating the International Year of Biodiversity. She briefly described the preparation of Panama's fourth national report and indicated that it would finalize the report soon and hoped that all participating countries would also do so.

## **ITEM 2. OVERVIEW OF THE OBJECTIVES AND PROGRAMME FOR THE WORKSHOP**

11. The Secretariat briefly introduced the workshop programme, highlighting that the Secretariat and resource persons would introduce suggestions for preparing the whole report and individual chapters, combined with country presentations and group discussions and exercises, and resource persons would work with countries individually to help improve draft reports or chapters they had prepared.

12. Mr. Alex Pires, MEA focal point of UNEP ROLAC, introduced UNEP ROLAC work and initiatives being undertaken at regional level in the field of biodiversity.

## **ITEM 3. ASSESSING PROGRESS TOWARDS THE 2010 TARGET THROUGH PREPARATION OF THE FOURTH NATIONAL REPORT**

### **A. *Chapter I: Assessing the status and trends of, and threats to, biodiversity***

13. Mr. Lijie Cai, Programme Officer for national reports for the Secretariat introduced the overall suggestions for preparing the fourth national reports. He began by citing Article 26 of the Convention, highlighting that countries need not only to report on measures but also to assess their effectiveness in achieving the objectives of the Convention. For the fourth national report in particular, countries were requested to focus on actions, outcomes, impacts, cases and challenges. He also emphasized that without national reports the Conference of the Parties could not provide adequate policy guidance for national implementation, and in turn, national implementation would not be effective without policy guidance from the Conference of the Parties. While pointing out that the fourth national report should be presented primarily in narrative and using more graphics, he analyzed the structure of the report and emphasized that each chapter was closely interlinked and chapter IV on conclusion in particular should draw upon key findings from all the chapters and appendices. For example, analysis of implementation of NBSAP could use data and information concerning the status and trends of biodiversity, particularly to what extent changes in status and trends arised from implementation of NBSAP and mainstreaming. He highlighted that an executive summary of the report should be well written because it contained key messages for the decision-makers and the general public. He also proposed that all stakeholders should be involved in the process of preparing the report, emphasizing that reporting should not be for the sake of reporting only but instead, it should be used as a process for further planning and a communication tool. In conclusion, he outlined the assistance countries could get from the Secretariat and other partners for preparing the report, including tools and resources made available on the portal devoted to the preparation of the fourth national report (<http://www.cbd.int/nr4/>).

14. Mr. Dario Luque from Panama introduced the process of preparing its fourth national report. He underlined the importance of getting various stakeholders particularly key government departments and institutions in the process. Mr. Carlos Castano from Colombia also said that the process provided an important opportunity for the country to review implementation of national biodiversity strategy and action plan and other relevant strategies and action plans. He noted it was important to link reporting with reviewing national implementation. He also noted difficulties in harmonizing data and information which was huge and scattered.

15. Each country shared their process of preparation and the status of their reports. Out of 10 participating countries, 5 countries had prepared draft reports.

16. A representative of the Secretariat introduced suggestions for preparing chapter I. First, overall he suggested that this chapter should present a succinct overview of the status and trends of and major threats to biodiversity, analyze trends and changes in biodiversity by using data over time series and the results of monitoring and indicators, and analyze key threats to biodiversity and the implications of these threats and changes for biodiversity and human well-being. For threats, countries should analyze direct and indirect or underlying threats. He stressed that it would be important to analyze implications of biodiversity loss for social, economic development and human well-being, even though there might be some difficulties in doing this. This is needed to not only help with planning to address relevant threats but also convince other sectors and relevant decision-makers about the need to take their actions to

address implications of changes in biodiversity status and trends. It was also suggested that graphics, charts and other tools be used for a better presentation of results of analysis of the status and trends of biodiversity. In terms of the structure of this chapter, he suggested that this chapter could begin with an overview of the status and trends, and then move to biome-by-biome analysis and conclude with analysis of threats and implications of changes for human well-being, local livelihood and ecology. However it was emphasized that countries were flexible to present biodiversity status, trends and threats in a manner which was appropriate and relevant to their national circumstances. He concluded by providing key sources of information that countries may use in preparing chapter I, including biodiversity country studies and some global and regional biodiversity assessments such as the Millennium Ecosystem Assessments and the third edition of the Global Biodiversity Outlook.

17. Chapter I in the fourth national report of Costa Rica was shown as an example, where indicators were used to assess the status and trends of biodiversity in the country. Chapter I of Canada's fourth national report was also shown as an example where indicators were also used. A number of graphics and analysis of threats and implications in Canada's report were cited as good examples.

18. Participants worked in small groups to undertake an analysis of major threats to biodiversity in their countries, using a framework provided in the Millennium Ecosystem Assessments. The analysis undertaken by one of the groups is contained in annex V.

**B. Chapter II: Implementation of national biodiversity strategies and action plans**

19. One resource person introduced recommendations for the preparation of chapter II. He began by highlighting that this chapter should go beyond a list of policies and activities. It should provide an in-depth analysis of implementation of NBSAPs and an assessment of the effectiveness of the strategy to address threats identified in chapter I. In terms of structure, he suggested that this chapter could begin with an overview of the strategy, then move to indicate whether any national or global targets had been incorporated into the strategy, and further on to an analysis of outcomes of implementation activities (with indication of funding level to support these activities) and conclude with an assessment of the effectiveness of the strategy and analysis of challenges encountered in implementation. He also suggested that this chapter should provide information concerning how national actions had contributed to the implementation of the thematic programmes of work and cross-cutting issues under the Convention as well as relevant decisions of the Conference of the Parties. For analysis of outcomes, he suggested that countries could use cases or examples to illustrate outcomes of implementation if results of systematic monitoring were not available. Data and information provided in chapter I concerning positive changes in biodiversity status and trends could be used as a reference to illustrate the outcomes of implementation of NBSAPs where such links existed. To give an overview of implementation of NBSAPs, countries were also encouraged to use a table to highlight key objectives, activities or actions and outcomes as well as indicators used if any.

20. The fourth national reports of Costa Rica and Ireland were shown as an example. Costa Rica did a very detailed review of implementation of its NBSAP. Ireland did a good review of implementation of its NBP by identifying areas where good progress was made and those where some or substantial further work was needed. Ireland also did a good analysis of the effectiveness of its NBP by citing conclusions provided by one independent audit body. A table developed by Yemen to summarize the implementation of NBSAP was also shown as an example where key issues, objectives, activities, outcomes and indicators used were summarized and highlighted.

**C. Chapter III: Mainstreaming of biodiversity**

21. A representative of the Secretariat introduced recommendations for the preparation of chapter III. He emphasized that this chapter should go beyond a list of sectoral or cross-sectoral strategies and plans and countries should focus on mechanisms established and outcomes achieved through mainstreaming, particularly focusing on those sectors where biodiversity had been genuinely integrated. He suggested that this chapter should also report on the application of main instruments to mainstream biodiversity such as the ecosystem approach, environmental impact assessment, strategic environmental assessment and

spatial planning. Countries were also requested to report on the implementation of relevant conventions particularly activities related to biodiversity and how synergies in the implementation of these MEAs were being reinforced at various levels. Where applicable, countries could report on how biodiversity was considered and addressed in international and regional cooperation, including South-South cooperation and transboundary cooperation. For analysis of the outcomes, countries were encouraged to provide cases or examples where mainstreaming had generated impacts or outcomes.

22. Chapter III of Australia's fourth national report was shown as an example where there was a good review of relevant initiatives and targets taken by various industry sectors and some interesting cases in this regard were provided. One resource person showed a number of examples of mainstreaming extracted from the fourth national reports received.

***D. Chapter IV and Appendix III: Assessing progress towards the 2010 biodiversity target and goals and objectives of the Strategic Plan as well as targets in the Global Strategy for Plant Conservation and programme of work on protected areas***

23. The Secretariat of the Convention on Biological Diversity introduced recommendations for preparing chapter IV and appendix III. She emphasized that this chapter should draw upon key findings from all the previous chapters including appendix III and link assessment with progress in Millennium Development Goals. In measuring progress, countries were encouraged to use indicators, both national and global, and provide as many cases as possible to illustrate progress. When assessing progress towards the 2010 target and the Strategic Plan, countries were encouraged to use a table to highlight targets, actions to achieve these targets, outcomes achieved and indicators used for assessment. Countries could use certain marks or symbols to assess levels of progress. When submitting cases, countries could focus on reduction achieved, measures to bring about reduction and those being planned or undertaken to maintain reduction, relevant external factors that influence rate of biodiversity loss and lessons learned. While countries had the flexibilities to include any cases they considered important, suggested criteria for selection include significant and sustained reduction, a clear baseline for measurement, use of indicators, well-defined scale of example and convincing arguments on why and how reduction could be sustained. She also suggested that this chapter should conclude with an overall assessment of the implementation of the Convention, highlighting areas where key achievements had been made and progress was still lacking.

24. The Secretariat introduced suggestions for preparing appendix III on the implementation of the Global Strategy for Plant Conservation and the programme of work on protected areas. He began by saying that this appendix was complimentary to the four main chapters, covering only information or data not covered in the main body of the report. For analytical approaches, he emphasized that countries could use a similar approach to that used in chapter IV (including use of a table), focusing on national targets established, actions taken to achieve these targets and outcomes achieved. He also stressed that countries should focus on those targets of national importance or relevance.

25. Chapter IV of the United Kingdom's fourth national report was shown as an example where a table was used to summarize national targets, national contributions to global targets and associated measures, summary of changes and overall progress made as well as indicators used. A summary of cases of national implementation of the 2010 target, circulated in annex I to the preliminary analysis of information in the fourth national reports (UNEP/CBD/WGRI/3/INF/1) was provided to help participants think about possible cases that may be included in their reports.

26. Participants worked in small groups to identify signs and cases of progress towards the 2010 target. The result of one group discussion is contained in annex IV.

***(e) Chapter V: Preparation of the executive summary of the report***

27. A representative of the Secretariat introduced suggestions for writing an executive summary. She stressed that the executive summary should contain key information from each chapter and appendix III and key conclusions from the report. It could be used as key messages sent to the decision-makers and the

general public. It should not serve as an introduction or outline of the report. In addition, she suggested that writing an executive summary could follow the steps below:

- Identify main ideas/messages from the report;
- Develop an outline for the summary;
- Have a key statement/fact for each paragraph, which is then supported and justified;
- Find a balance between being broad and being concise.

The Secretariat also introduced a proposed outline for the executive summary from the workshop for least developed countries, which is reproduced here in annex III. Participants were asked to write an outline of the executive summary.

28. Following the introduction of suggestions for preparing each chapter and the executive summary, resource persons worked with countries individually to help improve draft reports or chapters they had prepared or help develop an outline of the report. A proposed outline of the fourth national report is contained in annex II, which countries could use and adjust according to their national circumstances and needs.

#### **ITEM 6. CONCLUSIONS: KEY EVENTS IN 2010 AND CELEBRATION OF IYB**

29. A round-table discussion was organized and facilitated by UNEP ROLAC as to how to increase synergies in the implementation of biodiversity-related conventions and national reporting to them. Participants briefly reported on the ongoing related reporting and coordination processes in their countries and noted that some efforts are being made towards increased coordination while highlighting difficulties in this regard.

30. All participating countries presented briefly their plans to prepare and finalize their fourth national reports, focusing on specific work that leads to finalization of the reports and the possible dates that the reports can be finalized and submitted to the Secretariat. Most participating countries aim to finalize and submit the report in July and August 2010. A table that contains such a plan is provided in annex VI.

31. Before the workshop was closed, participants looked at recommendations from this workshop, which are contained in section II below.

#### **ITEM 7. CLOSURE OF THE WORKSHOP**

27. The Workshop closed at 4.30 p.m. on Thursday, 17 June 2010, with remarks by the Secretariat, UNEP ROLAC and Panama CBD national focal point.

### **II. RECOMMENDATIONS OF THE WORKSHOP**

#### *1. Process of preparation*

32. It is important to involve as many stakeholders as possible including NGOs in the process of preparation of the report as it could be used to mobilize public and political support for biodiversity as well as to validate the report and increase its ownership by various stakeholders. The process should be also used to review gaps in implementation and identify further actions and priorities. The International Year of Biodiversity in 2010 should be used as a year of opportunity to reach out to policy makers and relevant stakeholders.

33. The difficulty in coordination among relevant departments in the preparation of the report is noted. Countries are encouraged to involve as many sectors as possible to ensure that the report reflects comprehensively national situation.

34. It is important to link the process of preparation of the report with review of implementation of NBSAP and other related strategies and policies.

35. Countries are encouraged to complete and submit the fourth national report as soon as possible, hopefully by middle of July 2010, thus contributing to reviews of implementation to be prepared for the tenth meeting of the Conference of the Parties.

## 2. *Preparation of report*

### *Overall preparation*

36. The report should provide more analysis than description, focusing more on actions taken, outcomes achieved and obstacles encountered. A general report with a cover-all shopping list while in-depth analysis of key activities and outcomes is absent is not encouraged. Successful cases or examples from various levels should be used to illustrate outcomes if results of systematic monitoring are hard to obtain.

37. Countries are encouraged to use indicators both national and global where possible for assessment. Countries are also encouraged to provide cases and success stories to support the review of implementation of NBSAPs, mainstreaming and progress towards the 2010 target.

38. The structure of the report should be balanced to ensure that each chapter has adequate information and analysis, and to avoid the situation that some chapters are too lengthy while some chapters are too short. Meanwhile countries should recognize that all the chapters are closely interrelated. For example positive changes in status and trends provided in chapter I could be used as evidence to illustrate outcomes of implementation of NBSAPs where such links exist. In chapter IV, countries are encouraged to draw upon key findings from all the previous chapters to analyze progress towards the 2010 target and the Strategic Plan till 2010.

### *Preparation of chapter I*

39. Significant changes in the status and trends of key biodiversity components should be highlighted.

40. Analysis of trends or scenarios where possible is encouraged because this is helpful to strategic planning at national, regional and even global level. The opinion of experts could be used for status and trend analysis in cases where there is no or little adequate data and information. Use of graphics and figures is encouraged.

41. Analysis of main threats to or drivers of change in biodiversity, both direct and indirect, is important. Analysis of implications of change in biodiversity for social and economic development and human well-being is equally important.

### *Preparation of chapter II*

42. This chapter could provide an overall assessment of implementation of NBSAP by identifying areas where good progress has been made and those where not much or little progress is made. In the latter case, countries should analyze the obstacles or challenges encountered in implementation.

43. Countries are encouraged to use a table or matrix to summarize the implementation of NBSAPs by including, for example, goals, objectives and priority actions identified in NBSAP, key actions or measures taken to implement them and key outcomes achieved.

44. Countries are encouraged to provide cases and success stories to illustrate the outcomes of implementation of NBSAPs.

45. Countries should assess the effectiveness of the strategy in light of main threats identified in chapter I to see whether it is effective enough to address them. Countries should assess the need to update or revise or add elements to the existing NBSAP in light of possible goals and targets likely to be adopted at national level in response to the updated Strategic Plan of the Convention for post-2010 period.

*Preparation of chapter III*

46. Involving relevant sectors and stakeholders is essential to ensure that this chapter covers initiatives and activities of all sectors and levels of government.
47. Countries are encouraged to focus on those sectors where biodiversity concerns are genuinely considered and where actions have been taken including mechanisms established to make mainstreaming generate specific outcomes.
48. This chapter should cover the application of main instruments to mainstream biodiversity, such as the ecosystem approach, environmental impact assessment and strategic environmental assessment.
49. Countries are encouraged to provide cases and success stories where mainstreaming has produced positive outcomes or impacts on biodiversity.

*Preparation of chapter IV and appendix III*

50. Countries are encouraged to draw all relevant findings from the first three chapters and analyze how national actions have contributed or are contributing to progress towards the 2010 target. Countries are encouraged to use a table or matrix to identify progress in achieving the 2010 target highlighting national targets established, national actions or measures taken and key outcomes achieved. Countries are encouraged to use indicators, being national and global, as well as interesting symbols to assess progress. Scoring or marking should be supported with evidence or summary of key activities and outcomes contributing to particular goals or targets, with cross-references to the previous chapters where necessary.
51. Successful cases or examples to illustrate progress could be provided even though the overall assessment may be that as a whole the 2010 target is not achieved.
52. For GSPC and POPWA, target-by-target analysis is not necessary. Countries should focus on nationally important or relevant targets. It should be noted that appendix III is only complementary to four main chapters, with focus on national targets adopted and actions taken to achieve them.
53. An overall assessment of the implementation should be made, highlighting key achievements, main areas lacking progress, key challenges and recommendations for future priorities.

*Preparation of an executive summary*

54. The executive summary should contain key statements and messages to decision makers and the general public. To this end it should be written in concise and appealing language.
55. The executive summary should capture key findings from the report, without repeating details in each chapter. The summary should highlight key findings about status, trends, threats and implications as well as achievements in implementation of NBSAPs, mainstreaming and the 2010 target and areas where progress is most lacking, including challenges encountered.
56. The proposed outline for the executive summary contained in annex II of the report of the workshop for least developed countries on the preparation of the fourth national report (4-8 May, 2009, Addis Ababa, Ethiopia) is very helpful and countries are encouraged to use this outline.



*Annex I*

**PROGRAMME OF WORKSHOP**  
**PROPOSED ORGANIZATION OF WORK**  
**TUESDAY 15 JUNE 2010**

9 a.m. – 10 a.m.	<b>1.</b>	<b>Opening of the workshop</b> <ul style="list-style-type: none"> <li>• Opening statements (Panama CBD NFP, SCBD, UNEP ROLAC)</li> <li>• Self-introduction of participants (role in preparation of the report, status of report and expectations from the workshop)</li> </ul>
10 a.m. – 10.45 a.m.	<b>2.</b>	<b>Overview of the objectives and programme for the workshop</b> <ul style="list-style-type: none"> <li>• Introduction (SCBD)</li> <li>• Presentation by UNEP ROLAC</li> </ul>
<i>10.45 a.m. – 11.15 a.m.</i>		<i>Coffee break</i>
11.15 a.m. - 13.15 p.m.	<b>3.</b>  <b>4.</b>  <b>4(a)</b>	<b>Process of and tools available for preparing the fourth national report</b> <ul style="list-style-type: none"> <li>• The guidelines and the tools for the preparation of the fourth national report (SCBD and resource persons)</li> <li>• Status and process of preparing the fourth national report (introduction by Nicaragua)</li> </ul> <b>Preparation of the report</b> <b>Chapter I of the report: Assessing the status and trends of, and major threats to biodiversity</b> <ul style="list-style-type: none"> <li>• Introduction to chapter I by SCBD or resource person</li> <li>• Presentations of draft chapter I (by Jamaica), followed by Q &amp; A</li> <li>• Group exercises on threat analysis, using the MA framework</li> </ul>
<i>13.15 p.m. – 3 p.m.</i>		<i>Lunch break</i>
3 p.m. – 4.30 p.m.	<b>4.</b>  <b>4(b)</b>	<b>Preparation of the report (continued)</b> <b>Chapter II of the report: Implementation of national biodiversity strategies and action plans</b> <ul style="list-style-type: none"> <li>• Suggestions on the preparation of chapter II by SCBD or resource person</li> <li>• Country presentations of draft chapter II (by Peru, Uruguay)</li> <li>• Questions and answers and discussion in Plenary</li> <li>• Group exercises on reviewing implementation of NBSAPs</li> </ul>
<i>4.30 p.m. – 5 p.m.</i>		<i>Tea break</i>
5 p.m. - 6.30 p.m.	<b>4(c)</b>	<b>Chapter III of the report: Mainstreaming</b> <ul style="list-style-type: none"> <li>• Introduction to draft chapter III by SCBD or resource person</li> <li>• Country presentations of draft chapter III (by Colombia, Bolivia)</li> <li>• Questions and answers and discussion in Plenary</li> </ul>
<i>7.30 p.m. – 9 p.m.</i>		<i>Reception hosted by SCBD/UNEP ROLAC/Panama CBD NFP</i>

**WEDNESDAY, 16 JUNE 2010**

9 a.m. - 9.15 a.m.	<b>2.</b>	<b>Overview of the objectives and programme for the workshop (<i>continued</i>)</b> <ul style="list-style-type: none"> <li>• Brief recap of day one and overview of plans for day two</li> </ul>
9.15 a.m. – 10.45 a.m.	<b>4(d)</b>	<b>Chapter IV, Appendix III of the report: Assessing progress towards the 2010 biodiversity target and goals and objectives of the Strategic Plan as well as targets in GSPC and the programme of work on protected areas</b> <ul style="list-style-type: none"> <li>• Introduction by SCBD or resource persons</li> <li>• Country presentations on draft Chapter IV (by Nicaragua, Panama) and appendix III</li> <li>• Questions and answers and discussion in plenary</li> <li>• Group exercises to identify cases and signs of progress towards the 2010 target, using the framework contained in decision VIII/15</li> </ul>
<i>10.45 a.m. – 11.15 a.m.</i>		<i>Coffee break</i>
11.15 a.m. – 13.15 p.m.	<b>5.</b>	<b>Preparation of the executive summary of the report</b> <ul style="list-style-type: none"> <li>• Introduction by SCBD or resource persons</li> <li>• Questions and answers and discussion in Plenary</li> <li>• Work in small groups or individually to improve or write the executive summary</li> </ul>
<i>13.15 a.m. – 3 p.m.</i>		<i>Lunch break</i>
3 p.m. – 4.30 p.m.	<b>4.</b>	<b>Preparation of the report (<i>continued</i>)</b> Time for all the country representatives to work further on draft chapters I, II, III, IV and appendix III with support of the Secretariat and resource persons
<i>4.30 p.m. – 5 p.m.</i>		<i>Tea break</i>
5 p.m. – 6 p.m.	<b>4.</b>	<b>Preparation of the report (<i>continued</i>)</b> Time for all the country representatives to work further on draft chapters I, II, III, IV and appendix III with support of the Secretariat and resource persons

**THURSDAY, 17 JUNE 2010**

9 a.m. - 9.15 a.m.	<b>2.</b>	<b>Overview of the objectives and programme for the workshop (<i>continued</i>)</b> <ul style="list-style-type: none"> <li>• Brief recap of day two and overview of plans for day three</li> </ul>
9.15 a.m. – 10.30 a.m.	<b>4.</b>	<b>Preparation of the report (<i>continued</i>)</b> Time for all the country representatives to work further on draft chapters I, II, III, IV and appendix III with support of the Secretariat and resource persons
<i>10.45 a.m. – 11.15 a.m.</i>		<i>Coffee break</i>
11.15 a.m. – 12.30 p.m.	<b>4.</b>	<b>Preparation of the report (<i>continued</i>)</b> Time for all the country representatives to work further on draft chapters I, II, III, IV and appendix III with support of the Secretariat and resource persons
	<b>5.</b>	<b>Preparation of the executive summary</b> Time for all the country representatives to work further on the executive summary with the support of the Secretariat and resource persons

12.30 p.m. – 2.30 p.m.		<i>Lunch break</i>
2.30 p.m. – 4.15 p.m.		A round-table discussion on increasing synergies in implementation of biodiversity-related Conventions and reporting to them, including suggestions for the fifth national report of CBD
4:15 p.m.- 4:30 p.m.	6.          7.	<p><b>Next steps: finalization of the fourth national report and key events in 2010</b></p> <ul style="list-style-type: none"> <li>• Countries to present their plans and steps for finalization of the fourth national report for timely submission by middle of July 2010</li> <li>• Introduction by SCBD about key events in 2010</li> </ul> <p><b>Closure of the workshop</b></p> <ul style="list-style-type: none"> <li>• Consideration of draft recommendations from the workshop</li> <li>• Closing remarks by SCBD, UNEP ROLAC and Panama CBD NFP</li> </ul>

*Annex II*

**PROPOSED OUTLINE OF THE FOURTH NATIONAL REPORT**

(Countries could adjust according to their national circumstances)

**Executive Summary**

**Chapter I: Status and Trends of and Threats to Biodiversity**

1.1 Country Biodiversity Facts (main ecosystems/species/genetic diversity)

1.2 Overview of status and trends of biodiversity

- Highlights key changes in status and trends of biodiversity components observed in recent years and/or over years.
- Which ecosystems/species/genetic diversity is being endangered or improved?

1.3 Status and trends of changes in main ecosystems/key species /genetic diversity (This section should be concise/could refer to existing assessments made/use graphics to present trends)

1.4 Threat Analysis

- Analysis of direct threats
- Analysis of indirect threats
- Analysis of specific threats to particular ecosystems if any (optional)

1.5 Implications of changes in biodiversity (for national economic development, local livelihood, human welling, etc.)

**Chapter II. Status of Implementation of NBSAP**

2.1 Overview of NBSAPs (key goals, objectives, priority actions, key stakeholders identified)

2.2 Implementation of NBSAP

- Overall assessment of implementation of NBSAP (how many goals and actions have been implemented and how many have not).
- Assessing implementation of key goals, objectives and actions (Any national quantitative targets adopted; the extent to which these goals and actions have been implemented; what results have been achieved so far (cases and success stories could be used to illustrate outcomes if systematic monitoring results are not available), level of investment from domestic and international sources.
- Challenges or obstacles encountered in implementation of NBSAP.

2.3 Assessment of effectiveness of NBSAP

NBASP could be assessed against threats identified in chapter I to see that it is effective to address them.

2.4 Contributions of national actions to implementation of the CBD thematic programme areas and cross-cutting issues

Table: Review of Implementation of NBSAPs (This could be put in annex if much detail is provided)

Goals	Objectives/Targets	Key Activities	Key Outcomes	Indicators for assessment

**Chapter III: Mainstreaming**

3.1 Overall assessment of mainstreaming (how many sectors have considered biodiversity in their respective strategies, plans and programmes and to what extent biodiversity has been considered in their practical implementation of these strategies, plans and programmes)

3.2 Integration of biodiversity into relevant sectors and cross-sectoral strategies, policies, plans and programmes (Information and analysis could be provided sector by sector)

3.3 Actions taken by different sectors (This could be combined with above, cases could be used to illustrate outcomes of mainstreaming)

3.4 National coordination mechanisms (what mechanism established, how it functions, how effective it is)

3.5 Tools for mainstreaming (application of the ecosystem approach, inclusion of biodiversity into environmental impact assessment and strategic environmental assessment, integrated coastal and marine management, development and implementation of incentives based on evaluation of biodiversity and ecosystem services, etc.. Cases could be provided for use of these tools.)

3.6 Synergies in national implementation of related conventions (UNFCCC, UNCCD, Ramsar, CITES, CMS, etc.) (Cases could be provided)

3.7 Biodiversity considered in international development assistance programmes (Cases could be provided)

**Chapter IV. Progress towards the 2010 target and implementation of the Strategic Plan**

4.1 Overall assessment of progress towards the 2010 target (Has the target been achieved overall, which target has been fully achieved, which target has been partially achieved and which target has not)

Cases to illustrate progress towards the 2010 target or achievements made (where reduction is achieved, how reduction is achieved, and how reduction can be maintained, info concerning scale of reduction achieved, etc.)

4.2 Table for assessing progress towards the 2010 target

Goals	Targets	National targets	National actions	Outcomes achieved	National or global indicators used	Overall assessment (using symbols)

4.3 Implementation of the Strategic Plan (a similar table to the above could be used for this)

4.4 Overall assessment of implementation of the Convention

A. Areas where achievements have been made

B. Areas where progress is lacking/challenges

C. Gaps and future priorities

Appendices I and II: contact info and a brief introduction about process of preparation of the report as well as further sources of information

Appendix III: A. Implementation of the Global Strategy for Plant Conservation and the Programme of Work on Protected Areas (focusing on national targets established, actions to achieve these targets and outcomes achieved. A similar approach to that employed in chapter IV)

Appendix IV (optional) use of indicators

Other appendices

*Annex III*

**PROPOSED OUTLINE OF THE EXECUTIVE SUMMARY**

**You may wish to prepare roughly one short paragraph per bullet point.**

*(Points taken from chapter I)*

- Importance of biodiversity for the country. Highlight contribution to human well-being, socio-economic development. Also highlight one or two examples of exceptional biodiversity and ecosystems in the country.
- Main threats to biodiversity (and ecosystems). Identify threats that are specific to the country, therefore they may be more precise than the general list in the Millennium Assessment.
- Impacts of threats on biodiversity and ecosystems. Graphic from MA relating threats to impacts (colours) and trends in impacts (arrows) for various ecosystems or components of biodiversity.
- Socio-economic implications of the impacts. Describe the impacts of declining biodiversity and ecosystems on human well-being, livelihoods, poverty reduction etc. Consider all relevant and significant ecosystem goods and services.
- Underlying causes of the threats. Link the threats (direct drivers) outlined above with the underlying causes (indirect drivers) and relate these to the relevant economic sectors.

*(Points taken from chapter II)*

- Progress in implementing the NBSAP. Provide an overall assessment of progress in implementing the NBSAP. (e.g., proportion of strategic objectives or activities implemented). Give two or three examples of successful actions implemented. Also identify obstacles to implementation, reasons behind them and how they may be overcome.
- Effectiveness of the NBSAP. Briefly assess the effectiveness – i.e. do the actions address the threats identified in chapter I?

*(Points taken from chapter III)*

- Integration of biodiversity into broader national policies. Describe how biodiversity is reflected in Poverty Reduction Strategies and other key cross-cutting policy instruments. Give one or two examples of progress on the ground if available.
- Integration of biodiversity into economic sectors. Which sectors (and ministries) integrate biodiversity well and which do not?
- Use of planning mechanisms; strategic environmental assessment.
- Additional steps: What additional efforts are needed to mainstream biodiversity?

*(Points taken from chapter IV)*

- Progress towards the 2010 target. Focus on outcomes. You may wish to summarize progress towards the goals and objectives in the CBD framework according to the seven focal areas (for example one bullet point or short paragraph per focal area). Provide an overall assessment of how progress in your country contributes to the overall 2010 Biodiversity target.
- Overall progress in the implementation of the Convention, including areas where progress is lacking.

*(Final paragraphs, from chapter I, if information available)*

- Plausible future scenarios of biodiversity and its implications for human well being. For example: (i) what might happen under “business and usual” in terms of future underlying causes, threats, impacts on biodiversity and implications for human well being; and (ii) what may happen with investment in biodiversity and ecosystems.

## Annex IV

## Chapter IV: Progress towards the 2010 target

Goals and Targets	Progress towards the target (emphasizing national goals, key actions, results and progress assessment)			
<b>Protect the components of biodiversity</b>				
<i>Goal 1. Promote the conservation of the biological diversity of ecosystems, habitats and biomes</i>				
	National Targets	National Actions	Obtained Results	General Assessment
Target 1.1: At least 10% of each of the world's ecological regions effectively conserved..	Same as global	Protected areas have increased. Other categories on national and sub national level has been established (Colombia). Protected Areas' National Services are structured and strengthen. Other conservation tools have been implemented (Peru – Concessions for conservation and ecotourism).	Protected Areas cover between 12 and 17% of the country's surface. Countries have institutionalized systems for the protection of PA. (Rangers).	These are estimates of the country's total land area, not necessarily from each ecosystem.
Target 1.2: Areas of particular importance to biodiversity protected	Same as global.	Study of representativeness gaps of protected areas. Identification of IBAs and KBAs.	The representativeness of the different ecosystems of the PA is known.	
<i>Goal 2. Promote the conservation of species diversity</i>				
Target 2.1 Restore, maintain, or reduce the decline of populations of species of selected Taxonomic groups.	Same as global	Different measures are implemented to regulate use (closed seasons, minimum sizes, quotas)	Recovery of fish stocks (Paraguay, Anchovetas), lizard (Bolivia).	
Target 2.2: Status of threatened species improved.	Same as global	Implementation of National Conservation Programs of Threatened Species.	The vicuña population increased from 5000 to 115000 individuals (Bolivia).	

<i>Goals and Targets</i>	<i>Progress towards the target (emphasizing national goals, key actions, results and progress assessment)</i>			
<i>Goal 3. Promote the conservation of genetic diversity</i>				
<p>Target 3.1: Genetic diversity of crops, livestock, and of harvested species of trees, fish and wildlife and other valuable species conserved, and associated indigenous and local Knowledge maintained.</p>	Same as global	<p>Implementation of programs of wild relatives of cultivated species (Bolivia, Peru). Strengthening the functions of the International Potato Center (Peru). Recovery of cassava varieties(Colombia) Management and promotion of agro-biodiversity in indigenous communities (Peru, Bolivia). Establishment and maintenance of seed banks and nurseries of forestry species (everyone).</p>		
<b>Promote sustainable use</b>				
<i>Goal 4. Promote sustainable use and consumption</i>				
<p>Target 4.1: Biodiversity-based products derived from sources that are sustainably managed, and production areas managed consistent with the conservation of biodiversity.</p>		<p>Implementation of management plans for exploitation. Promotion of sustainable utilization Nature Reserves (turtles, medicinal plants, chestnut, ornamental fish).</p>		
<p>Target 4.2.: Unsustainable consumption, of biological resources, or that impacts upon biodiversity, reduced.</p>		<p>Initiatives to use alternative energy to replace the use of wood fuel (Haiti). Forest plantations for energy purposes (Haiti). Implementing campaigns to obtain substitute to the use of palm wax for Palm Festival. (Colombia). Incentive to cultivate medicinal plants (Paraguay).</p>		
<p>Target 4.3: No species of wild flora or fauna endangered by international trade.</p>		<p>An ecological pause on commercial exportation of native wild species was done. (Paraguay).</p>		



<i>Goals and Targets</i>	<i>Progress towards the target (emphasizing national goals, key actions, results and progress assessment)</i>			
<b>Address threats to biodiversity</b>				
<i>Goal 5. Pressures from habitat loss, land use change and degradation, and unsustainable water use, reduced.</i>				
Target 5.1: Rate of loss and degradation of natural habitats decreased..		A new law in place on zero deforestation to threatened environments (Atlantic Woods, Paraguay). Implementation of program “Preserving Together” – incentive to rural communities for the restoration of native forests. (Peru). Implementation of preservation agreements (i.e. Haiti has reduced farm plots for schools).		
<i>Goal 6. Control threats from invasive alien species</i>				
Target 6.1: Pathways for major potential alien invasive species controlled.		A list of alien invasion species has been created (Paraguay).		
Target 6. 2: Management plans in place for major alien species that threaten ecosystems, habitats or species.		A programme on the eradication of the bullfrog has been created (Colombia).		
<i>Goal 7 Address challenges to biodiversity from climate change, and pollution</i>				
Target 7.1 Maintain and enhance resilience of the components of biodiversity to adapt to climate change.		National Programs on Climate change in vulnerable; ecosystems have been created (Bolivia). Working across sectors to implement climate change projects (i.e.. Climate Change and Ecosystems – Bolivia).		
Target 7.2: Reduce pollution and its impacts on biodiversity.		Studies on Environmental Impact and monitoring are in place for industrial activities that are potentially polluted. (Everyone). There’s control on gas emission per Vehicle. (Paraguay). Manual eradication of coke in protected areas, avoiding fumigation (Colombia).		
<b>Maintain goods and services from biodiversity to support human well-being</b>				
<i>Goal 8. Maintain capacity of ecosystems to deliver goods and services and support livelihoods</i>				
Target 8.1: Capacity of ecosystems to deliver goods and services maintained.		Implementation on reciprocal agreements of water between communities of the upper and lower basins. (Bolivia).		

<i>Goals and Targets</i>	<i>Progress towards the target (emphasizing national goals, key actions, results and progress assessment)</i>			
<p>Target 8.2: Biological resources that support sustainable livelihoods, local food security and health care, especially of poor people maintained.</p>		<p>The Ministry of Agriculture subsidizes corn seeds to poor farmers to stop migration (Paraguay). Local blackouts periods for recovery of turtle populations (Peru). Implementation of program regarding the sale of leather hunted for subsistence by indigenous (Bolivia).</p>		
<b>Protect traditional knowledge, innovations and practices</b>				
<i>Goal 9. Maintain socio-cultural diversity of indigenous and local communities</i>				
<p>Target 9.1: Protect traditional knowledge, innovations and practices.</p>		<p>Rescue and publication of traditional knowledge of indigenous communities on ethno botany, ethno fauna –work was done by indigenous (Colombia). Inventory of knowledge of women about traditional medicine (Haiti).</p>		
<p>Target 9.2: Protect the rights of indigenous and local communities over their traditional knowledge, innovations and practices, including their rights to benefit-sharing.</p>		<p>The law on protected traditional knowledge was structured. (Peru, Bolivia) The inventory identifies endemic species and emphasizes the importance of conservation (Haiti). The development of handcrafted products from sustainable harvesting programs is encouraged.</p>		
<b>Ensure the fair and equitable sharing of benefits arising out of the use of genetic resources</b>				
<i>Goal 10. Ensure the fair and equitable sharing of benefits arising out of the use of genetic resources</i>				
<p>Target 10.1: All access to genetic resources is in line with the Convention on Biological Diversity and its relevant provisions.</p>		<p>Implementation and elaboration of the ABS regulations (Peru, Bolivia).</p>		
<p>Target 10.2: Benefits arising from the commercial and other utilization of genetic resources shared in a fair and equitable way with the countries providing such resources in line with the Convention on Biological Diversity and its relevant provisions.</p>		<p>There is a contract for access to genetic resources of native potatoes with Migros Company from Switzerland. The earnings are shared equally. (Bolivia).</p>		

<i>Goals and Targets</i>	<i>Progress towards the target (emphasizing national goals, key actions, results and progress assessment)</i>			
<b>Ensure provision of adequate resources</b>				
<i>Goal 11 Parties have improved financial, human, scientific, technical and technological capacity to implement the Convention</i>				
Target 11.1 New and additional financial resources are transferred to developing country Parties, to allow for the effective implementation of their commitments under the Convention, in accordance with Article 20.				
Target 11.2: Technology is transferred to developing country Parties, to allow for the effective implementation of their commitments under the Convention, in accordance with its Article 20, paragraph 4.				

Annex V

**EXAMPLES OF THREAT ANALYSIS BY A GROUP**

**Example of Analysis**

Panama  
Uruguay  
Jamaica  
El Salvador  
Nicaragua

	Habitat Change	Climate Change	Alien Species	Over-exploitation	Pollution	
Coastal and Marine Ecosystem	↗	↗	↗	↑	↗	
Tropical woods Ecosystem	→	↗	↑	↗	↗	We don't have conclusive data in respect to this point
Continental Waters	→	↗	↑	↗	↗	
Islands	↗	↗	↗	→	↗	
Wetlands	→	↑	↑	↑	↑	

Legend

**Impact:**

Low	Orange
Medium	Yellow
High	Red

*Annex VI***PARTICIPATING COUNTRIES' PLAN TO FINALIZE AND SUBMIT THE FOURTH NATIONAL REPORT (DATES OR MONTHS BELOW ARE THOSE OF 2010)**

<i>Countries</i>	<i>Draft report ready</i>	<i>Finalize report</i>	<i>Submit final report for domestic approval</i>	<i>Submit final report to SCBD</i>
<b>BOLIVIA</b>	No	August	August	August
<b>COLOMBIA</b>	No	August	August	August
<b>EL SALVADOR</b>	No	July	July	July
<b>HAITI</b>	No	July	August	August
<b>JAMAICA</b>	Yes	July	July	July
<b>NICARAGUA<sup>1</sup></b>	Yes	July	July	July
<b>PANAMA</b>	Yes	July	July	July
<b>PARAGUAY</b>	No	August	August	August
<b>PERU</b>	No	August	August	August
<b>URUGUAY</b>	Yes	July	July	July

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<sup>1</sup> Domestic procedures required of approval of the report may delay the submission of the report.