



Achieving the
2010
Biodiversity
Target

Convention on Biological Diversity



CBD

GUIDELINES FOR THE FOURTH NATIONAL REPORT

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1. INTRODUCTION TO THE GUIDELINES

Purposes of reporting and intended use of information from national reports

(1) Parties to the Convention on Biological Diversity, in adopting a Strategic Plan, have committed themselves to achieving, by 2010, a significant reduction in the rate of biodiversity loss at the global, national and regional levels, as a contribution to poverty alleviation and to the benefit of all life on earth. The fourth national report provides an important opportunity to assess progress towards the 2010 target, drawing upon an analysis of the current status and trends in biodiversity and actions taken to implement the Convention at the national level, as well as to consider what further efforts are needed.

(2) In accordance with Article 26 of the Convention and COP decision VIII/14, Parties are required to submit their fourth national report by **30 March 2009**.

(3) National reports provide an important source of information for review and decision-making processes under the Convention. Specifically, the fourth national reports should:

(a) Enable Parties to assess and facilitate national implementation of the three objectives of the Convention by:

- (i) Providing an accessible overview of national status and trends of biodiversity and identifying the main threats to biodiversity;
- (ii) Assessing implementation of national biodiversity strategies and action plans (NBSAPs);
- (iii) Reviewing progress towards the 2010 target and the goals and objectives of the Strategic Plan;
- (iv) Identifying needs and future priorities for implementation;
- (v) Communicating with various stakeholders and involving them in implementation.

(b) Enable the Conference of the Parties to:

- (i) Facilitate the decision-making processes of the Convention;
- (ii) Identify gaps in and define future priorities for the programme of work of the Convention in order to ensure full implementation of the three objectives of the Convention;
- (iii) Facilitate the exchange of information among Parties concerning the experience of implementation of the Convention.

(c) Contribute to the preparation of the third edition of the Global Biodiversity Outlook and its byproducts.

Background to the guidelines for the fourth national report

(4) These guidelines were developed based on the experience and lessons learned from previous reporting processes under the Convention, in particular from the second and third national reports. The multiple-choice questionnaire, the main format adopted for these earlier reports, has proven less helpful than expected for review and decision-making processes under the Convention, focusing too narrowly on COP decisions addressed to Parties rather than providing a complete picture of national implementation.

(5) The current guidelines were prepared according to guidance provided by the first meeting of the Working Group on Review of Implementation (WGRI recommendation I/9, Annex II, endorsed by COP 8 in its decision VIII/14). Consideration was also given to relevant views expressed by Parties at the eighth meeting of the Conference of the Parties and further comments submitted by some Parties.

Structure of the report

(6) The guidelines for the fourth national report are composed of four main chapters:

Chapter I - Overview of Biodiversity Status, Trends and Threats

Chapter II - Current Status of National Biodiversity Strategies and Action Plans

Chapter III - Sectoral and cross-sectoral integration or mainstreaming of biodiversity considerations

Chapter IV - Conclusions: Progress Towards the 2010 Target and Implementation of the Strategic Plan

The relationship of these chapters to one another is illustrated in the diagram below:

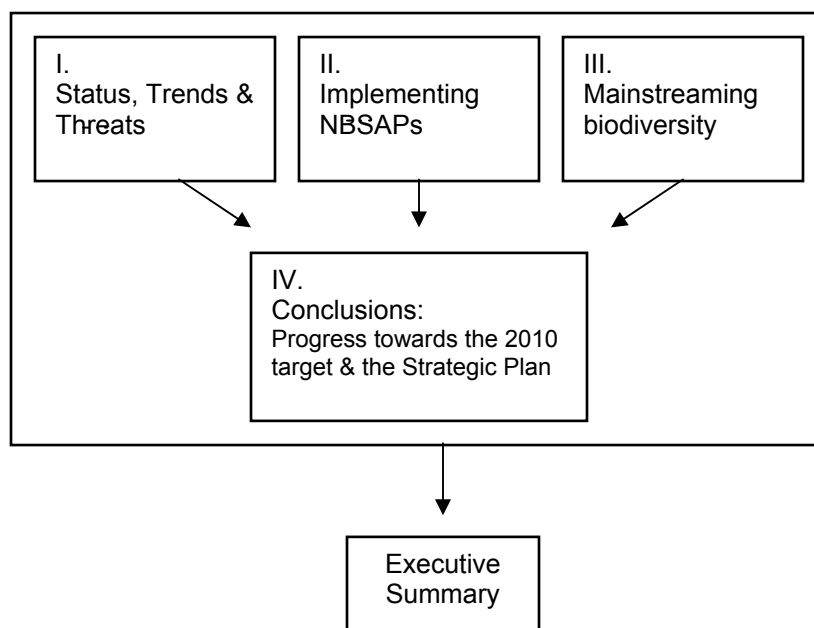


Figure – Structure of the main body of the report

(7) As indicated in the diagram, Chapter IV draws upon the information in the first three chapters of the report to analyze how national actions taken to implement the Convention are contributing to achievement of the 2010 target and relevant goals and targets of the Strategic Plan. The four chapters together form the main body of the report, and should be drawn upon as a whole in preparing the executive summary. This summary should highlight the most important findings and conclusions from the report, and will serve as an important communication tool.

(8) In addition, Parties are requested to submit three appendices as part of their national report:

- Appendix I - Information concerning reporting Party and preparation of national report
- Appendix II - Further sources of information
- Appendix III - Progress towards Targets of the Global Strategy for Plant Conservation and Programme of Work on Protected Areas

If Parties so wish, information on national indicators used in the report can be provided in Appendix IV.

(9) Throughout the report, Parties are requested to emphasize, where possible, the following kind of information:

- (a) Outcomes and impacts of actions or measures taken to implement the Convention;
- (b) Success stories and case-studies, if any;
- (c) Major obstacles encountered in implementation;
- (d) Actions that need to be taken to enhance implementation.

How to use the guidelines

(10) In the fourth national report, Parties are requested to report on their national implementation of the Convention primarily in narrative form. For each chapter in the guidelines, information that should appear in the narrative response is listed under 'Information Requested'. In considering how to present this information, Parties may wish to follow the suggestions provided under 'Suggested Approach'.

(11) In addition, Parties are encouraged to complement narrative reporting with any tables, figures or graphics that might help support or better communicate the information presented. Parties are encouraged to provide substantive information in concise form. The length of the fourth national report is expected to be at least 40 and no more than 100 pages, including Appendices I to IV. If the report must exceed this limit, Parties are encouraged to append additional information as supplementary material.

(12) Parties are requested to adhere to the main chapter headings for their reports, even though the structure of each individual chapter is flexible. In cases where there are overlaps in the information provided within and among chapters or sections, Parties are encouraged to make cross-references in order to avoid repetition.

(13) In Chapters II and III, Parties should incorporate the information already submitted to assist with the review of national biodiversity strategies and action plans requested in COP decision VIII/8, with updates provided where necessary.

(14) Supporting tools will be developed to assist Parties in preparing their fourth national reports, including a guide, an online support facility and a sample report. It is envisaged that the first versions of these tools will be provided through the Clearing-House Mechanism in the course of 2007.^{1/}

^{1/} An online CBD reporting and planning facility will be developed to complement the Guidelines for the fourth national reports. The facility will be available for use by Parties on a voluntary basis to help such Parties track their own implementation of relevant decisions of the Conference of the Parties.

(15) Parties are invited to contact the Secretariat for any clarification on the use of the guidelines or the preparation of the fourth national report. The Secretariat would also welcome feedback on any difficulties encountered in using the guidelines, as well as ideas for improvements. Such information will be used in the development of the supporting tools and also contribute to future reporting cycles.

Use of indicators for reporting

(16) Parties are encouraged to use indicators in their national report, including those developed at the national and global levels. Biodiversity indicators are important tools for monitoring the status and trends of biodiversity at various levels. They serve as communication tools to summarize data on complex biodiversity issues and can be used to signal key issues that need to be addressed through policy or management interventions.

(17) In decision VII/5, the Conference of the Parties urged Parties to develop a set of biodiversity indicators as part of their national biodiversity strategies and action plans, taking into account the guidance, lessons learned and list of indicators provided in the note by the Executive Secretary prepared for the ninth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice (UNEP/CBD/SBSTTA/9/10). The Conference of the Parties also recognized a set of indicators to assess progress at the global level towards the 2010 target, and to effectively communicate trends in biodiversity related to the three objectives of the Convention (decisions VII/30 and VIII/15), and has suggested that the same indicators may be used at the global, regional, national and local levels, where so desired by Parties.

Processes of preparation

(18) Guidance provided in various COP decisions requests Parties to involve stakeholders in the preparation of their national reports, including NGOs, civil society, indigenous and local communities, business, and the media. In addition, the national focal point responsible for preparing national reports is encouraged to work closely with national counterparts responsible for implementation of other related conventions. By coordinating report preparation, the focal points for the various conventions can share data and analysis, ensuring consistency among reports and reducing the overall reporting burden for the country. Such coordination could furthermore enhance opportunities for synergy in the national implementation of related conventions. Parties are invited to provide, in Appendix I of their report, a brief summary on the participatory process followed in preparing the report.

Outreach and communication

(19) The preparation of national reports is an important opportunity for communicating achievements made in meeting the Convention objectives to the general public and involving them in national implementation. To this end, in addition to involving stakeholders in the preparation of national reports, it is particularly important for Parties, after having submitted their national report, to communicate to the general public the positive outcomes for biodiversity identified in the report, and the obstacles and challenges that remain. Various means of communication could be used, including: publicly launching national reports on International Biodiversity Day; making national reports accessible to a wider audience through national clearing-house mechanisms or other media; developing and disseminating byproducts of national reports.

(20) At the international level, the third edition of the Global Biodiversity Outlook, which will draw upon information provided in the fourth national reports, will also serve as a communication tool.

Submission of the fourth national report

(21) Parties are required to submit their fourth national report to the Executive Secretary, using the format outlined in these guidelines, by **30 March 2009**. The submission of the fourth national report ahead of this deadline is encouraged as this would facilitate the preparation of the third edition of the Global Biodiversity Outlook, and of other analyses and syntheses that will be made available to the Conference of the Parties and its subsidiary bodies.

(22) Parties are requested to submit an original signed copy by post and an electronic copy on diskette/CD-ROM, or by electronic mail, to the address below. Electronic copies should be available in a word processing software and graphic elements provided in separate files.

The Executive Secretary
Secretariat of the Convention on Biological Diversity
World Trade Centre
413 St. Jacques Street West, suite 800
Montreal, Québec H2Y 1N9
Canada
Fax: (1 514) 288 6588
E-mail: secretariat@biodiv.org

(23) Parties that anticipate any difficulty in submitting the report by the deadline mentioned above are invited to advise the Secretariat well in advance so that it can identify possible ways to assist Parties, where appropriate, in overcoming obstacles in completing their national report.

2. GUIDELINES

Executive Summary

- (1) For the purposes of communicating to stakeholders at various levels, Parties are invited to prepare an executive summary of the fourth national report that provides an overview of:
 - (a) Overall status and trends in biodiversity, and major threats;
 - (b) Key actions taken in support of the Convention's three objectives and to achieve the 2010 target and goals and objectives of the Strategic Plan of the Convention;
 - (c) Areas where national implementation has been most effective or most lacking;
 - (d) Major obstacles encountered in implementation;
 - (e) Future priorities.

- (2) The executive summary should be short and concise, preferably between 6 to 10 pages in length. It should appeal to the general public and relevant decision-makers. To this end, Parties are encouraged to include illustrative tables, figures and images. **It is recommended that the executive summary be written only after the four main chapters of this report have been completed.**

Chapter I - Overview of Biodiversity Status, Trends and Threats

Purpose

(1) In this chapter, Parties are requested to provide an analysis or synthesis of the status and trends of, and major threats to, various components of biodiversity in their country, based on the results of monitoring. This analysis or synthesis will provide an important basis for planning and decision-making. In addition, information provided in this chapter will contribute to global biodiversity monitoring efforts. The analysis or synthesis should provide a succinct overview of biodiversity status, trends and threats sufficient to inform decision-makers, rather than an exhaustive assessment of these issues.

Information requested

- (2) The analysis or synthesis should cover:
- (a) An overview of the country's biodiversity (in terms of ecosystems, habitats, species and, where such information is available, genetic diversity) and the importance of these biodiversity components for human well-being;
 - (b) Status and trends of important biodiversity components, using any indicators that exist;
 - (c) Main threats to important biodiversity components, and the underlying drivers or causes of these threats;
 - (d) Implications of observed changes in the status of biodiversity components, particularly in terms of threats to ecology, livelihood and social and economic development.

Suggested approach

- In structuring their narrative response, Parties are invited to begin the chapter by giving an overall picture of biodiversity status, trends and threats in their country. Following this summary, Parties could adopt a biome-by-biome format, reporting the following information for each biome, as appropriate:
 - (b) Overview of status of biodiversity;
 - (c) Trends (i.e. changes in status, providing data in time series if available);
 - (d) Main threats to biodiversity (drivers or causes of changes);
 - (e) Implications of changes on human well-being.
- Major biomes or ecosystem types to consider might include: agricultural ecosystems, forests, inland waters, marine and coastal areas, dry and sub-humid lands, islands, and mountain ecosystems, among others.
- Parties are also encouraged to provide quantitative information and data obtained over time (in time series), where available, to illustrate changes in the status and trends of biodiversity. The use of indicators, where available, is recommended. In addition, Parties may wish to draw upon and cross-reference existing national and/or international assessments of biodiversity, updating the information provided in these assessments where necessary.

Chapter II - Current Status of National Biodiversity Strategies and Action Plans

Purpose

(1) In this chapter, Parties are requested to provide an overview of the implementation of national biodiversity strategies and action plans, or other programmes and plans developed and adopted to implement the Convention in line with the requirements of Article 6 (a) of the Convention. The chapter should provide a succinct account of existing strategies and actions that Parties have decided to implement, and information on the extent to which these actions have been implemented. The chapter should assess the effectiveness of the strategy, and also identify obstacles encountered in implementation with a view to overcoming them. The experiences described in this chapter should assist Parties, and the Conference of the Parties, to plan for more effective implementation of national biodiversity strategies and action plans.

Information requested ^{2/}

(2) In this chapter, Parties are requested to provide:

- (a) A brief description of the NBSAP, identifying the main or priority activities;
- (b) An indication of whether and where targets and indicators (both global and national) adopted under the Convention have been incorporated into NBSAPs;
- (c) Information on how activities under the NBSAP contribute to the implementation of the articles of the Convention and the thematic programmes and cross-cutting issues adopted under the Convention;
- (d) An overview of progress made in implementation of priority activities or actions, focusing on concrete results achieved;
- (e) An indication of domestic and/or international funding dedicated to priority activities;
- (f) A review of successes and obstacles encountered in implementation and lessons learned;
- (g) An analysis of the effectiveness of NBSAPs, focusing on:
 - (i) Whether observed changes in status and trends in biodiversity (as described in Chapter I) are a result of measures taken to implement NBSAPs and the Convention;
 - (ii) Whether the current NBSAP is adequate to address the threats to biodiversity identified in Chapter I;
 - (iii) How implementation of NBSAPs may be improved, where necessary, including suggestions of possible ways and means to overcome identified obstacles.
- (h) The specific information requested in COP 8 decisions (see a list of these requests contained in Annex I of the guidelines).

(3) Parties that have not yet completed their NBSAPs or related strategies and plans are still requested to report on relevant activities, according to the headings in paragraph (2) above, as appropriate. In addition, such Parties should report on:

- (a) The status of development of NBSAPs or other related strategies and plans;
- (b) Obstacles to completing NBSAPs and ways to overcome them.

Suggested approach

- Link the information provided in this chapter to that provided in Chapter I, where relevant, and also to Chapter III, given that mainstreaming of biodiversity is an essential part of NBSAPs.

² References to NBSAPs include equivalent instruments, such as other strategies, plans and programmes developed and adopted to implement the Convention.

- Make use of the information already submitted to assist with the review of implementation of NBSAPs, incorporating such information into this report along with any necessary updates. Accordingly, Parties may wish to refer to the guidelines for review of implementation of national biodiversity strategies and action plans (contained in the annex to COP decision VIII/8) in preparing this chapter.
- Consider relevant activities implemented by all stakeholders and at all levels of government.
- Highlight a few case-studies or success stories on implementation of NBSAPs.

Chapter III - Sectoral and cross-sectoral integration or mainstreaming of biodiversity considerations

Purpose

(1) In this chapter, Parties should describe their efforts to integrate biodiversity conservation and sustainable use into relevant sectoral and cross-sectoral plans, programmes and policies as required by Article 6 (b) of the Convention. Clearly, achieving the objectives of the Convention, and in particular the 2010 target and goals and objectives of the Strategic Plan, will be impossible without engaging the main sectors and key actors that have impacts on the conservation and sustainable use of biodiversity.

(2) For the purpose of this report, integration should be considered in terms of:

- (a) Other sectors besides the environment, such as agriculture, education, health, rural development, forestry, fishery, mining, tourism, finance, trade and industry;
- (b) Other national and sub-national strategies and programmes, including Poverty Reduction Strategy Papers, National Plans for Achieving Millennium Development Goals, National Sustainable Development Plans, National Action Programmes to Combat Desertification, and others;
- (c) Other convention processes besides the Convention on Biological Diversity, such as the processes under the four other biodiversity-related conventions (CITES, Convention on Migratory Species, Ramsar and the World Heritage Convention), the Rio conventions (UNFCCC, UNCCD), and others.

Information requested

(3) In this chapter, all Parties are requested to provide:

- (a) A description of the extent to which biodiversity has been integrated into sectoral and cross-sectoral strategies and plans (with reference given to elements contained in paragraph 2 above), providing concrete examples;
- (b) A description of the process(es) by which biodiversity has been integrated into these sectoral and cross-sectoral strategies and plans. This should include a description of measures taken by relevant government departments, levels of government (from national to local) and other stakeholders for achieving the objectives of the Convention, including:
 - (i) Mechanisms or arrangements put in place to ensure that implementation of these strategies and plans will avoid or minimize adverse impacts on biodiversity or contribute to the objectives of the Convention; and
 - (ii) The use of any positive incentives and removal of perverse incentives.
- (c) A description of whether and how the ecosystem approach has been adopted and employed in mainstreaming biodiversity into sectoral and cross-sectoral strategies, plans and programmes;
- (d) Information concerning the extent to which biodiversity is included in environmental impact assessments and strategic environmental assessments undertaken at various levels;

- (e) An analysis of the outcomes achieved through implementation of these measures, in particular in terms of observed changes in the status and trends of important biodiversity components, and the extent to which these measures contribute to the implementation of NBSAPs.

(4) In addition, Parties that are donor countries are requested to provide information on how biodiversity has been taken into account in programmes of overseas development assistance (ODA), scientific and technical cooperation and technology transfer. This may include South-South cooperation. Particular reference should be given for support for mainstreaming biodiversity into various sectoral and cross-sectoral strategies, plans and programmes, including national development plans and poverty reduction strategies.

Suggested approach

- Involve all relevant government departments, levels of government (from national to local) and other stakeholders that develop and implement strategies, plans and programmes having significant impacts on biodiversity.
- Provide evidence or specific examples of how the mainstreaming of biodiversity into relevant sectoral and cross-sectoral strategies, plans and programmes has had an impact on the status and trends of biodiversity and/or in meeting the objectives of the Convention.
- Incorporate information already submitted for the review of NBSAPs on the sectoral and cross-sectoral integration of biodiversity concerns, with updates provided if necessary.
- Highlight a few case-studies or success stories on the mainstreaming of biodiversity.
- If any good practices and/or guidelines or other tools for mainstreaming have been developed, please append these as supplementary material to the report.

Chapter IV - Conclusions: Progress towards the 2010 Target and Implementation of the Strategic Plan

Purpose

(1) In this chapter, Parties are requested to draw together key information or findings from previous chapters in order to assess how actions taken to implement the Convention at the national level have contributed to achieving progress towards the 2010 target and the goals and objectives of the Strategic Plan of the Convention. ^{3/}

A. Progress Towards the 2010 Target

Information requested

(2) In this subsection, Parties are requested to assess progress towards the 2010 target at the national level, using the provisional framework for goals and targets adopted by decision VIII/15 and reproduced in annex II of the guidelines. For each goal or target of the provisional framework, Parties are invited to provide information on:

- (a) National targets established (or global targets adopted);
- (b) Incorporation of target into relevant sectoral and cross-sectoral strategies, plans and programmes;
- (c) Progress made towards the target (including contributions of NBSAP implementation as well as implementation of thematic programmes and cross-cutting issues to progress towards the 2010 target);
- (d) Indicators used for measuring progress;
- (e) Obstacles encountered;

Suggested approach

- The assessment requested above should draw on the analysis or findings from previous chapters, and make cross-references to these chapters as relevant.
- Parties may wish to highlight progress made since reporting on the provisional goals and targets in their third national report.
- Link, where relevant, reporting on progress towards the 2010 target with progress in achieving other related global goals such as Millennium Development Goals.

B. Progress towards the Goals and Objectives of the Strategic Plan of the Convention

Information requested

^{3/} The Conference of the Parties, in its decision VI/26, adopted the Strategic Plan of the Convention till 2010. In its mission, the Strategic Plan commits Parties to a more effective and coherent implementation of the three objectives of the Convention to achieve by 2010, a significant reduction in the rate of biodiversity loss. The 2010 Biodiversity Target was endorsed by the World Summit on Sustainable Development held in the same year in Johannesburg, South Africa. The Conference of the Parties elaborated this target at its seventh and eighth meetings and adopted in its decisions VII/30 and VIII/15 a provisional framework of goals and targets for the 2010 target.

(3) In this subsection, Parties are requested to assess progress in meeting, or contributing to, the relevant goals and objectives of the Strategic Plan (reproduced in annex III of the guidelines) by providing:

- (a) A brief description of national goals established to achieve the Strategic Plan's goals and objectives, where appropriate;
- (b) Information on the overall state of progress made towards these goals and objectives. In doing so, Parties are invited to include an assessment of the extent to which actions taken to implement NBSAPs and related sectoral and cross-sectoral plans have contributed to progress towards these goals and objectives, using relevant indicators as appropriate;
- (c) An analysis of obstacles encountered;

(4) Considering that a few objectives of Goal 1 of the Strategic Plan (namely, objectives 1.1, 1.2 and 1.3) are to be achieved at the Convention level rather than at the national level, Parties are invited to give their perspective on the extent to which the goals and objectives are being achieved at the Convention level, and to report on national contributions to the achievement of these objectives, if any.

(5) For objectives 1.4, 2.4, 3.2 and 4.2 of the Strategic Plan (which relate to the Cartagena Protocol on Biosafety only) a brief summary should be provided, with cross-reference to relevant information provided in national reports requested under the Protocol.

Suggested approach

- The assessment requested above should draw on the analysis or findings from previous chapters, and make cross-references to the relevant chapters on NBSAPs and mainstreaming as relevant.

C. Conclusions

(6) In this final sub-section, Parties may wish to provide:

- (a) An overall assessment of whether the implementation of the Convention has had an impact on improving conservation and sustainable use of biodiversity, and the fair and equitable sharing of benefits arising out of the utilization of genetic resources, in their country (If yes, how so? If not, why not?);
- (b) An analysis of lessons learned regarding implementation, highlighting examples of successful and less successful actions taken;
- (c) A summary of future priorities and capacity-building needs for further national-level implementation of the Convention;
- (d) Suggestions for actions that need to be taken at the regional and global levels to further enhance implementation of the Convention at the national level, including: refining existing programmes of work or developing new ones to address emerging issues; suggesting goals and objectives that may be included in the future Strategic Plan of the Convention; and identifying mechanisms that need to be established at various levels.

Appendix I - Information concerning reporting Party and preparation of national report

A. Reporting Party

Contracting Party	
NATIONAL FOCAL POINT	
Full name of the institution	
Name and title of contact officer	
Mailing address	
Telephone	
Fax	
E-mail	
CONTACT OFFICER FOR NATIONAL REPORT (IF DIFFERENT FROM ABOVE)	
Full name of the institution	
Name and title of contact officer	
Mailing address	
Telephone	
Fax	
E-mail	
SUBMISSION	
Signature of officer responsible for submitting national report	
Date of submission	

B. Process of preparation of national report

Please provide information on the process used to prepare this report, including information on stakeholders involved and material used as a basis for the report.

Appendix II - Further sources of information

If Parties so wish, sources of information on national implementation, such as website addresses, publications, databases and national reports submitted to other related conventions, forums and organizations, may be provided below.

Appendix III - Progress towards Targets of the Global Strategy for Plant Conservation and the Programme of Work on Protected Areas

A. Progress towards Targets of the Global Strategy for Plant Conservation

Purpose

(1) Parties are invited to provide an overview of progress towards the 16 targets contained in the Global Strategy for Plant Conservation, adopted by decision VI/9 and reproduced in annex IV of these guidelines.

Information requested

- (2) Parties are invited to:
- (a) List any national targets (including global targets adopted), as appropriate, established to achieve the targets of the Global Strategy for Plant Conservation;
 - (b) Provide an overview of progress towards these targets, focusing on:
 - (i) National targets established (global targets adopted);
 - (ii) Incorporation of targets into relevant strategies, plans and programmes;
 - (iii) Actions taken to achieve the target;
 - (iv) Obstacles encountered;
 - (v) Needs and future priorities identified.

Suggested approach

- Update relevant information submitted in previous national reports.
- Parties may wish to highlight progress made since reporting on the provisional goals and targets in their third national report.
- Make cross-references to relevant chapters in the main body of the fourth national report if there are any overlaps between them.

B. Progress towards Targets of the Programme of Work on Protected Areas

Purpose

(3) Parties are invited to provide an overview of progress towards selected targets contained in the Programme of Work on Protected Areas, adopted by decision VII/28 and reproduced in annex V of these guidelines.

Information requested

- (4) Parties are invited to:
- (a) List national targets (including global targets adopted), as appropriate, established to achieve the targets adopted under the Programme of Work on Protected Areas;
 - (b) Provide an overview of progress towards these targets, by focusing on:
 - (i) National targets established (global targets adopted);
 - (ii) Incorporation of targets into relevant strategies, plans and programmes;
 - (iii) Actions taken to achieve the target;

- (iv) Obstacles encountered;
- (v) Needs and future priorities identified.

Suggested approach

- Use tools such as the matrix developed for the review of implementation of the Programme of Work on Protected Areas, which is contained in annex II to Recommendation I/4 of the Ad Hoc Working Group on Protected Areas.
- Update relevant information submitted in previous national reports and relevant thematic reports.
- Make cross-references to relevant chapters in the main body of the fourth national report if there are any overlaps between them.

Appendix IV - National indicators used in the report (optional)

(1) In this Appendix, in addition to listing the indicators used in the report, Parties may wish to provide relevant technical information concerning:

- (a) what these indicators are measuring;
- (b) quality of these indicators;
- (c) quality of data used for development of these indicators.

(2) In addition, Parties are encouraged to submit some case studies, if available, on:

- (a) how these indicators help communicate the trends or changes in trends of biodiversity;
- (b) how the use of these indicators fits into the planning and decision-making processes for national implementation of the Convention.

ANNEXES TO THE GUIDELINES

Annex I - COP 8 Decisions requesting Parties to submit information through national reports

VIII/5 (Article 8(j))

Para 2. *Invites* Parties to submit through their national reports, if appropriate, to the Executive Secretary, reports on progress in achieving national participation of indigenous and local communities, and associated capacity-building, and *requests* the Executive Secretary to compile these submissions and, as appropriate and with the assistance of Parties and of indigenous and local communities, prepare a statistical report thereon identifying, *inter alia*, participation in different bodies of the Convention, participation from different countries/continents, participation in government delegations as well as outside of government delegations, and those funded by voluntary mechanisms;

VIII/21 (Marine and coastal – deep seabed)

Para 3. *Concerned* about the threats to genetic resources in the deep seabed beyond national jurisdiction, *requests* Parties and *urges* other States, having identified activities and processes under their jurisdiction and control which may have significant adverse impacts on deep seabed ecosystems and species in these areas, as requested in paragraph 56 of decision VII/5, to take measures to urgently manage such practices in vulnerable deep seabed ecosystems with a view to the conservation and sustainable use of resources, and report on measures taken as part of the national reporting process;

VIII/22 (Marine and coastal – IMCAM)

Para 5. *Requests* Parties, in the course of reporting on implementation of the marine and coastal programme of work, to report on measures taken to enhance implementation of Integrated Marine and Coastal Area Management in their national reports, where relevant;

VIII/24 (Protected areas)

Para 4. *Urges* Parties, other Governments and multilateral funding bodies to provide the necessary financial support to developing countries, in particular the least developed and small island developing States, as well as countries with economies in transition, taking into account Article 20 and Article 8 (m) of the Convention to enable them to build capacity and implement the programme of work and undertake the reporting required, including national reports under the Convention on Biological Diversity, to enable the review of implementation of the programme of work on protected areas in line with goal 2.2 of the programme of work.

VIII/28 (Impact assessment)

Para 5. *Urges* Parties, other Governments and relevant organizations to apply the voluntary guidelines on biodiversity-inclusive environmental impact assessment as appropriate in the context of their implementation of paragraph 1 (a) of Article 14 of the Convention and of target 5.1 of the provisional framework of goals and targets for assessing progress towards 2010 and to share their experience, *inter alia*, through the clearing-house mechanism and national reporting;

Annex II - Provisional framework of goals, targets and indicators to assess progress towards the 2010 Biodiversity Target

<i>Goals and targets</i>	<i>Relevant indicators</i>
Protect the components of biodiversity	
<i>Goal 1. Promote the conservation of the biological diversity of ecosystems, habitats and biomes</i>	
Target 1.1: At least 10% of each of the world's ecological regions effectively conserved.	<ul style="list-style-type: none"> • Coverage of protected areas • Trends in extent of selected biomes, ecosystems and habitats <ul style="list-style-type: none"> • Trends in abundance and distribution of selected species
Target 1.2: Areas of particular importance to biodiversity protected	<ul style="list-style-type: none"> • Trends in extent of selected biomes, ecosystems and habitats • Trends in abundance and distribution of selected species • Coverage of protected areas
<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.	<ul style="list-style-type: none"> • Trends in abundance and distribution of selected species • Change in status of threatened species
Target 2.2: Status of threatened species improved.	<ul style="list-style-type: none"> • Change in status of threatened species • Trends in abundance and distribution of selected species • Coverage of protected areas
<i>Goal 3. Promote the conservation of genetic diversity</i>	
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.	<ul style="list-style-type: none"> • Trends in genetic diversity of domesticated animals, cultivated plants, and fish species of major socio-economic importance • <i>Biodiversity used in food and medicine (indicator under development)</i> • Trends in abundance and distribution of selected species
Promote sustainable use	
<i>Goal 4. Promote sustainable use and consumption.</i>	
Target 4.1: Biodiversity-based products derived from sources that are sustainably managed, and production areas managed consistent with the conservation of biodiversity.	<ul style="list-style-type: none"> • Area of forest, agricultural and aquaculture ecosystems under sustainable management • <i>Proportion of products derived from sustainable sources (indicator under development)</i>

<i>Goals and targets</i>	<i>Relevant indicators</i>
	<ul style="list-style-type: none"> • Trends in abundance and distribution of selected species • Marine trophic index • Nitrogen deposition • Water quality in aquatic ecosystems
Target 4.2. Unsustainable consumption, of biological resources, or that impacts upon biodiversity, reduced.	<ul style="list-style-type: none"> • Ecological footprint and related concepts
Target 4.3: No species of wild flora or fauna endangered by international trade.	<ul style="list-style-type: none"> • Change in status of threatened species
Address threats to biodiversity	
<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.	<ul style="list-style-type: none"> • Trends in extent of selected biomes, ecosystems and habitats • Trends in abundance and distribution of selected species • Marine trophic index
<i>Goal 6. Control threats from invasive alien species</i>	
Target 6.1. Pathways for major potential alien invasive species controlled.	<ul style="list-style-type: none"> • Trends in invasive alien species
Target 6. 2. Management plans in place for major alien species that threaten ecosystems, habitats or species.	<ul style="list-style-type: none"> • Trends in invasive alien species
<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.	<ul style="list-style-type: none"> • Connectivity/fragmentation of ecosystems
Target 7.2. Reduce pollution and its impacts on biodiversity.	<ul style="list-style-type: none"> • Nitrogen deposition • Water quality in aquatic ecosystems
Maintain goods and services from biodiversity to support human well-being	
<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.	<ul style="list-style-type: none"> • <i>Biodiversity used in food and medicine (indicator under development)</i> • Water quality in aquatic ecosystems • Marine trophic index • Incidence of Human-induced ecosystem failure

<i>Goals and targets</i>	<i>Relevant indicators</i>
Target 8.2. Biological resources that support sustainable livelihoods, local food security and health care, especially of poor people maintained.	<ul style="list-style-type: none"> • Health and well-being of communities who depend directly on local ecosystem goods and services • <i>Biodiversity used in food and medicine</i>
Protect traditional knowledge, innovations and practices	
<i>Goal 9 Maintain socio-cultural diversity of indigenous and local communities</i>	
Target 9.1. Protect traditional knowledge, innovations and practices.	<ul style="list-style-type: none"> • Status and trends of linguistic diversity and numbers of speakers of indigenous languages • <i>Additional indicators to be developed</i>
Target 9.2. Protect the rights of indigenous and local communities over their traditional knowledge, innovations and practices, including their rights to benefit-sharing.	<i>Indicator to be developed</i>
Ensure the fair and equitable sharing of benefits arising out of the use of genetic resources	
<i>Goal 10. Ensure the fair and equitable sharing of benefits arising out of the use of genetic resources</i>	
Target 10.1. All access to genetic resources is in line with the Convention on Biological Diversity and its relevant provisions.	<i>Indicator to be developed</i>
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	<i>Indicator to be developed</i>
Ensure provision of adequate resources	
<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.	<ul style="list-style-type: none"> • Official development assistance provided in support of the Convention
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.	<i>Indicator to be developed</i>

Annex III - Goals and objectives of the Strategic Plan and provisional indicators for assessing progress

<i>Strategic goals and objectives</i>	<i>Possible indicators</i>
Goal 1: The Convention is fulfilling its leadership role in international biodiversity issues.	
1.1 The Convention is setting the global biodiversity agenda.	CBD provisions, COP decisions and 2010 target reflected in workplans of major international forums
1.2 The Convention is promoting cooperation between all relevant international instruments and processes to enhance policy coherence.	
1.3 Other international processes are actively supporting implementation of the Convention, in a manner consistent with their respective frameworks.	
1.4 The Cartagena Protocol on Biosafety is widely implemented.	
1.5 Biodiversity concerns are being integrated into relevant sectoral or cross-sectoral plans, programmes and policies at the regional and global levels.	<p><i>Possible indicator to be developed:</i></p> <p><i>Number of regional/global plans, programmes and policies which specifically address the integration of biodiversity concerns into relevant sectoral or cross-sectoral plans, programmes and policies</i></p> <p><i>Application of planning tools such as strategic environmental assessment to assess the degree to which biodiversity concerns are being integrated</i></p> <p><i>Biodiversity integrated into the criteria of multilateral donors and regional development banks</i></p>
1.6 Parties are collaborating at the regional and subregional levels to implement the Convention.	<p><i>Possible indicator to be developed:</i></p> <p><i>Number of Parties that are part of (sub-) regional biodiversity-related agreements</i></p>
Goal 2: Parties have improved financial, human, scientific, technical, and technological capacity to implement the Convention.	
2.1 All Parties have adequate capacity for implementation of priority actions in national biodiversity strategy and action plans.	
2.2 Developing country Parties, in particular the least developed and the small island developing States amongst them, and other Parties with economies in transition, have sufficient resources available to implement the three objectives of the Convention.	Official development assistance provided in support of the Convention (OECD-DAC Statistics Committee)

<i>Strategic goals and objectives</i>	<i>Possible indicators</i>
2.3 Developing country Parties, in particular the least developed and the small island developing States amongst them, and other Parties with economies in transition, have increased resources and technology transfer available to implement the Cartagena Protocol on Biosafety.	
2.4 All Parties have adequate capacity to implement the Cartagena Protocol on Biosafety.	
2.5 Technical and scientific cooperation is making a significant contribution to building capacity.	<i>Indicator to be developed consistent with VII/30</i>
Goal 3: National biodiversity strategies and action plans and the integration of biodiversity concerns into relevant sectors serve as an effective framework for the implementation of the objectives of the Convention.	
3.1 Every Party has effective national strategies, plans and programmes in place to provide a national framework for implementing the three objectives of the Convention and to set clear national priorities.	Number of Parties with national biodiversity strategies
3.2 Every Party to the Cartagena Protocol on Biosafety has a regulatory framework in place and functioning to implement the Protocol.	
3.3 Biodiversity concerns are being integrated into relevant national sectoral and cross-sectoral plans, programmes and policies.	<i>To be developed</i> <i>Percentage of Parties with relevant national sectoral and cross-sectoral plans, programmes and policies in which biodiversity concerns are integrated</i>
3.4 The priorities in national biodiversity strategies and action plans are being actively implemented, as a means to achieve national implementation of the Convention, and as a significant contribution towards the global biodiversity agenda.	<i>To be developed</i> <i>Number of national biodiversity strategies and action plans that are being actively implemented</i>
Goal 4: There is a better understanding of the importance of biodiversity and of the Convention, and this has led to broader engagement across society in implementation.	
4.1 All Parties are implementing a communication, education, and public awareness strategy and promoting public participation in support of the Convention.	<i>Possible indicator to be developed:</i> <i>Number of Parties implementing a communication, education and public awareness strategy and promoting public participation</i> <i>Percentage of public awareness programmes/projects about the importance of biodiversity</i> <i>Percentage of Parties with biodiversity on their public school curricula</i>

<i>Strategic goals and objectives</i>	<i>Possible indicators</i>
4.2 Every Party to the Cartagena Protocol on Biosafety is promoting and facilitating public awareness, education and participation in support of the Protocol.	
4.3 Indigenous and local communities are effectively involved in implementation and in the processes of the Convention, at national, regional and international levels.	<i>To be developed by the Ad Hoc Open-ended Working Group on Article 8(j)</i>
4.4 Key actors and stakeholders, including the private sector, are engaged in partnership to implement the Convention and are integrating biodiversity concerns into their relevant sectoral and cross-sectoral plans, programmes and policies.	<i>To be developed</i> <i>Indicator targeting private sector engagement, e.g. Voluntary type 2 partnerships in support of the implementation of the Convention</i>

Annex IV - Targets of the Global Strategy for Plant Conservation

Target 1: A widely accessible working list of known plant species, as a step towards a complete world flora

Target 2: A preliminary assessment of the conservation status of all known plant species, at national, regional and international levels

Target 3: Development of models with protocols for plant conservation and sustainable use, based on research and practical experience

Target 4: At least 10 per cent of each of the world's ecological regions effectively conserved

Target 5: Protection of 50 per cent of the most important areas for plant diversity assured

Target 6: At least 30 per cent of production lands managed consistent with the conservation of plant diversity

Target 7: 60 per cent of the world's threatened species conserved in situ.

Target 8: 60 per cent of threatened plant species in accessible *ex situ* collections, preferably in the country of origin, and 10 per cent of them included in recovery and restoration programmes

Target 9: 70 per cent of the genetic diversity of crops and other major socio-economically valuable plant species conserved, and associated indigenous and local knowledge maintained

Target 10: Management plans in place for at least 100 major alien species that threaten plants, plant communities and associated habitats and ecosystems

Target 11: No species of wild flora endangered by international trade

Target 12: 30 percent of plant-based products derived from sources that are sustainably managed

Target 13: The decline of plant resources, and associated indigenous and local knowledge innovations and practices, that support sustainable livelihoods, local food security and health care, halted.

Target 14: The importance of plant diversity and the need for its conservation incorporated into communication, education and public awareness programmes.

Target 15: The number of trained people working with appropriate facilities in plant conservation increased, according to national needs, to achieve the targets of this Strategy.

Target 16: Networks for plant conservation activities established or strengthened at national, regional and international levels

Annex V – Goals and Targets of the Programme of Work on Protected Areas

Goals	Target
1.1. To establish and strengthen national and regional systems of protected areas integrated into a global network as a contribution to globally agreed goals.	By 2010, terrestrially ^{2/} and 2012 in the marine area, a global network of comprehensive, representative and effectively managed national and regional protected area system is established as a contribution to (i) the goal of the Strategic Plan of the Convention and the World Summit on Sustainable Development of achieving a significant reduction in the rate of biodiversity loss by 2010; (ii) the Millennium Development Goals – particularly goal 7 on ensuring environmental sustainability; and (iii) the Global Strategy for Plant Conservation
1.2. To integrate protected areas into broader land- and seascapes and sectors so as to maintain ecological structure and function.	By 2015, all protected areas and protected area systems are integrated into the wider land- and seascape, and relevant sectors, by applying the ecosystem approach and taking into account ecological connectivity ^{5/} and the concept, where appropriate, of ecological networks.
1.3. To establish and strengthen regional networks, transboundary protected areas (TBPAs) and collaboration between neighbouring protected areas across national boundaries.	Establish and strengthen by 2010/2012 ^{6/} transboundary protected areas, other forms of collaboration between neighbouring protected areas across national boundaries and regional networks, to enhance the conservation and sustainable use of biological diversity, implementing the ecosystem approach, and improving international cooperation
1.4. To substantially improve site-based protected area planning and management.	All protected areas to have effective management in existence by 2012, using participatory and science-based site planning processes that incorporate clear biodiversity objectives, targets, management strategies and monitoring programmes, drawing upon existing methodologies and a long-term management plan with active stakeholder involvement
1.5. To prevent and mitigate the negative impacts of key threats to protected areas.	By 2008, effective mechanisms for identifying and preventing, and/or mitigating the negative impacts of key threats to protected areas are in place.
2.1. To promote equity and benefit-sharing.	Establish by 2008 mechanisms for the equitable sharing of both costs and benefits arising from the establishment and management of protected areas
2.2. To enhance and secure involvement of indigenous and local communities and relevant stakeholders.	Full and effective participation by 2008, of indigenous and local communities, in full respect of their rights and recognition of their responsibilities, consistent with national law and applicable international obligations, and the participation of relevant stakeholders, in the management of existing, and the establishment and management of new, protected areas
3.1. To provide an enabling policy, institutional and socio-economic environment for protected areas.	By 2008 review and revise policies as appropriate, including use of social and economic valuation and incentives, to provide a supportive enabling environment for more effective establishment and management of protected areas and protected areas systems.

^{2/} Terrestrial includes inland water ecosystems.

^{5/} The concept of connectivity may not be applicable to all Parties.

^{6/} References to marine protected area networks to be consistent with the target in the WSSD plan of implementation.

Goals	Target
3.2. To build capacity for the planning, establishment and management of protected areas .	By 2010, comprehensive capacity-building programmes and initiatives are implemented to develop knowledge and skills at individual, community and institutional levels, and raise professional standards
3.3. To develop, apply and transfer appropriate technologies for protected areas.	By 2010 the development, validation, and transfer of appropriate technologies and innovative approaches for the effective management of protected areas is substantially improved, taking into account decisions of the Conference of the Parties on technology transfer and cooperation.
3.4. To ensure financial sustainability of protected areas and national and regional systems of protected areas.	By 2008, sufficient financial, technical and other resources to meet the costs to effectively implement and manage national and regional systems of protected areas are secured, including both from national and international sources, particularly to support the needs of developing countries and countries with economies in transition and small island developing States.
3.5. To strengthen communication, education and public awareness.	By 2008 public awareness, understanding and appreciation of the importance and benefits of protected areas is significantly increased
4.1. To develop and adopt minimum standards and best practices for national and regional protected area systems.	By 2008, standards, criteria, and best practices for planning, selecting, establishing, managing and governance of national and regional systems of protected areas are developed and adopted.
4.2. To evaluate and improve the effectiveness of protected areas management.	By 2010, frameworks for monitoring, evaluating and reporting protected areas management effectiveness at sites, national and regional systems, and transboundary protected area levels adopted and implemented by Parties
4.3. To assess and monitor protected area status and trends.	By 2010, national and regional systems are established to enable effective monitoring of protected-area coverage, status and trends at national, regional and global scales, and to assist in evaluating progress in meeting global biodiversity targets
4.4 To ensure that scientific knowledge contributes to the establishment and effectiveness of protected areas and protected area systems.	Scientific knowledge relevant to protected areas is further developed as a contribution to their establishment, effectiveness, and management
