



Convention on Biological Diversity

Distr.
GENERAL

UNEP/CBD/ABS/WS/2014/3/1/Add.1
7 March 2014

ORIGINAL: ENGLISH

CENTRAL AND EASTERN EUROPE AND CENTRAL ASIA REGIONAL CAPACITY-BUILDING WORKSHOP ON THE NAGOYA PROTOCOL ON ACCESS AND BENEFIT- SHARING

Minsk, Belarus, 31 March to 4 April 2014
Item 2 of the provisional agenda^{*}

ORGANIZATIONAL MATTERS

Annotations to the provisional agenda

INTRODUCTION

1. In paragraph 1 of its decision XI/1 D, and paragraph 1 of decision XI/1 E, the Conference of the Parties to the Convention on Biological Diversity requested the Executive Secretary, in collaboration with relevant organizations and subject to the availability of financial resources, to continue carrying out awareness-raising and capacity-building and development activities to support the ratification, early entry into force and implementation of the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization.

2. Thanks to the generous financial support of the Government of the Republic of Korea, the Secretariat is organizing the regional capacity-building workshop on the Nagoya Protocol for Central and Eastern Europe and Central Asian countries, to be held from 31 March to 4 April 2014 in Minsk, Belarus. The workshop will also include a one-day training session on the pilot phase of the Access and Benefit-sharing Clearing-House with financial support from the European Union.

3. The workshop aims to promote awareness and understanding of the Protocol's requirements and strengthen the capacity of the participating countries to ratify/accede to the Protocol and prepare for its effective implementation with the view to contributing to the achievement of Aichi Biodiversity Target 16, i.e. the Nagoya Protocol is in force and operational, consistent with national legislation, by 2015. The specific objectives of the workshop are:

(a) To raise awareness and understanding of the core provisions of the Nagoya Protocol, including the main obligations of Parties under the Protocol;

(b) To facilitate exchange of information on the current status, experience and lessons learned regarding national processes towards ratification of/accession to the Protocol and development, as appropriate, of draft roadmaps/action plans for the next steps;

^{*} UNEP/CBD/ABS/WS/2014/3/1.

(c) To increase awareness of the rationale and ways and means of integrating access and benefit-sharing measures into the national biodiversity strategies and action plans (NBSAPs) and other relevant national policies, plans and programmes;

(d) To facilitate exchange of information on existing domestic legislative, administrative or policy measures and preparation of draft roadmaps/action plans towards the development or amendment of such measures and the establishment of institutional arrangements and administrative systems to support the implementation of the Protocol;

(e) To promote understanding of the main features, modalities of operation and functioning of the pilot phase of the Access and Benefit-Sharing (ABS) Clearing-House, including how to find, retrieve, register and manage information in the central portal of the ABS Clearing-House;

(f) To increase awareness of the requirements and procedures for accessing funding from the Global Environment Facility (GEF) and other sources to support the implementation of the Protocol; and

(g) To foster regional and subregional cooperation on the implementation of the Protocol through exchange of information on existing and potential opportunities for collaboration.

4. The workshop participants will comprise government officials, representatives of indigenous and local communities, research/academic institutions and other relevant stakeholders involved in, or likely to be involved in, national processes for the ratification and implementation of the Protocol. A notification was sent by the Executive Secretary on 10 January 2014 inviting Parties, indigenous and local communities and relevant stakeholders to nominate participants for the workshop. The nominated participants are requested to undertake preparatory activities, as set out in annex III below, prior to the workshop.

5. The workshop will include a series of presentations and interactive group discussions/exercises aimed to enable participants to share their knowledge, views and experiences on various topics. The workshop will also include a half-day field trip.

6. The documents for the workshop will be available on the Secretariat's website at: <http://www.cbd.int/doc/?meeting=ABSWS-2014-03>.

7. The workshop will be conducted in English with simultaneous interpretation into Russian.

ITEM 1. OPENING OF THE MEETING

8. The meeting will be opened by a representative of the Government of Belarus at 9 a.m. on 31 March 2014. A representative from the Secretariat will also deliver opening remarks.

ITEM 2. WORKSHOP OBJECTIVES AND EXPECTED OUTCOMES

9. Under this item, the Secretariat will introduce the objectives and expected outcomes of the workshop, and present the organization of work as contained in the annex to the present document. Participants will thereafter be invited to introduce themselves and indicate their expectations from the workshop.

ITEM 3. INTRODUCTION TO THE NAGOYA PROTOCOL ON ACCESS AND BENEFIT-SHARING AND UPDATE ON THE PREPARATIONS TOWARDS ITS ENTRY INTO FORCE

10. Under this item, a film entitled "*Peoples, plants and profits*", which was developed by the ABS Capacity Development Initiative, will be shown. The film illustrates basic access and benefit-sharing principles and concepts using examples from real case studies. After the film, the Secretariat will give a presentation providing an overview of the core provisions of the Protocol and the obligations of Parties under the Protocol.

11. Following the presentation and a short question-and-answer session, participants will take part in group exercises to consider a hypothetical case on access and benefit-sharing. The exercise is designed to further improve the participants' understanding of the provisions of the Nagoya Protocol.

12. Under this item, the Secretariat will also provide a brief update on the developments with regard to major initiatives taken to promote the entry into force of the Protocol and the preparations for the first meeting of the Parties to the Protocol. This will include the main outcomes of the first, second and third meetings of the Intergovernmental Committee for the Nagoya Protocol and other intersessional activities.

ITEM 4. CURRENT STATUS, EXPERIENCES AND THE WAY FORWARD TOWARDS RATIFICATION OF/ACCESSION TO THE NAGOYA PROTOCOL

13. Under this item, the Secretariat will give a presentation on the rationale and basic procedures for ratifying or acceding to the Protocol. The presentation will, *inter alia*, highlight key points to consider in the development of documents (e.g. policy briefs, cabinet memos and other documents) to facilitate the national processes towards ratification of/accession to the Protocol, including possible elements/contents of such documents and the justification for ratification of the Protocol.

14. After the presentation, participants from countries that have already ratified/acceded to the Protocol will be invited to share their experiences and lessons learned in their ratification/accession processes, including the steps/activities that were undertaken; the constraints and challenges encountered and how they were addressed; and the key considerations that were taken into account during the process. These will be followed by a brief question-and-answer session.

15. The participants will then be divided into small break-out groups in which participants from countries that have not yet ratified/acceded to the Protocol will also be invited to make brief presentations on the steps taken so far, experiences and lessons learned, and the challenges encountered.¹ Participants in each group will also discuss follow-up strategies and actions, identify technical support needed and the potential sources of such support, and identify opportunities for subregional cooperation to facilitate ratification of/accession to the Protocol.

16. On the basis of the outcomes of the group discussions, participants from each country that has not yet ratified/acceded to the Protocol will be invited to develop a draft roadmap/action plan for their country's national process towards ratification/accession to the Protocol. Participants from countries that have already ratified/acceded to the Protocol will be invited to offer advice, as appropriate.

ITEM 5. LAYING THE FOUNDATION FOR IMPLEMENTATION OF THE NAGOYA PROTOCOL

17. Under this item, the Secretariat will make an introductory presentation on Aichi Biodiversity Target 16 and provide an overview of the broad fields of action relating to the implementation of the Nagoya Protocol. After a brief question-and-answer session, participants will then consider the following items in detail:

¹ Prior to the workshop, participants will be invited to complete and submit a short questionnaire which, *inter alia*, requests respondents to identify the entity responsible for coordinating the process towards ratification/accession; entities that must be consulted; the steps taken or planned towards ratification/accession to the Protocol; the difficulties/concerns and obstacles encountered and how they have been, or could be overcome; general lessons learned and identification of the technical support needed to advance the ratification/accession process (see sample questionnaire in the Appendix to annex III).

5.1 *Development of access and benefit-sharing policies and strategies and their integration into national biodiversity strategies and action plans and national development policies and plans*

18. Under this sub-item, the Secretariat will make a presentation on key points and elements that Parties may wish to consider in developing their access and benefit-sharing policies and strategies. Participants will then be invited to discuss how access and benefit-sharing issues and strategies for the implementation of the Nagoya Protocol could be taken into account in the ongoing update and revision of NBSAPs. This will include discussions on ways and means of incorporating access and benefit-sharing policies and strategies into relevant components of the revised NBSAPs.

19. Participants will also explore the potential contribution of access and benefit-sharing to the broader sustainable development goals and examine how to promote synergies between access and benefit-sharing policies and national development policies, plans and programmes.

5.2 *Development or amendment of domestic legislative, administrative or policy measures to meet the obligations set out in the Protocol*

20. Under this item, a moderated panel discussion involving participants and experts from countries that have access and benefit-sharing regulatory frameworks in place will be held. The panelists will be invited to make short presentations highlighting key elements of their national access and benefit-sharing regulatory frameworks and share the experiences and lessons learned in the development and implementation of those frameworks. Presentations by the panelists will be followed by a question and answer session and a general plenary discussion.

21. After the panel discussion, participants will be divided into small break-out groups to exchange views on key points to consider in the analysis of the gaps in existing domestic measures relevant to access and benefit-sharing and in the development and/or amendment of their legislative, administrative or policy measures to meet the obligations set out in the Protocol, including the general principles and core elements of national access and benefit-sharing laws and regulations. Participants will also be invited to discuss possible follow-up steps and actions and develop, as appropriate, draft roadmaps/action plans towards the development or amendment of their domestic legislative, administrative and policy measures and identify the related capacity-building needs.

5.3 *Establishment or strengthening of institutional arrangements and administrative systems for implementation of the Protocol*

22. Under this item, a resource person will make a short presentation on key points to consider in the identification and mapping of relevant institutions and organizations. Another resource person will make a presentation on key elements of existing institutional arrangements and administrative systems for access and benefit-sharing including: (i) the roles and responsibilities of various entities (national focal points, competent national authorities, checkpoints and other regulatory bodies); (ii) examples of access and benefit-sharing administrative procedures (including existing permit systems); and (iii) examples of administrative tools being used (including access application forms, standard operating procedures, record management systems and databases, and other tools). The presentation will also highlight good practices and lessons learned in setting up and operationalizing such systems and mechanisms.

23. After the presentation, participants will be divided into break-out groups and invited to exchange views on the key points to consider in setting-up or reviewing/updating institutional arrangements and administrative systems for implementation of the Protocol, including: identification/mapping of relevant institutions and agencies; the roles and responsibilities of various entities; administrative procedures and mechanisms for handling applications for access to genetic resources (obtaining prior informed consent) and granting of access to genetic resources/issuing permits or other forms of evidence of the decision to grant prior informed consent and of establishment of mutually agreed terms); mechanisms for promoting

compliance, including the designation/establishment of checkpoints; mechanisms for obtaining prior informed consent or approval and involvement of indigenous and local communities; mechanisms for coordination across different agencies and institutions; and mechanisms for encouraging and facilitating the participation of indigenous and local communities and other stakeholders in relevant access and benefit-sharing processes.

5.4 *Development or strengthening of measures and mechanisms for implementing the Protocol's provisions on access to, and the fair and equitable sharing of benefits arising from the utilization of traditional knowledge associated with genetic resources*

24. Under this item, the Secretariat will give a presentation on the provisions of the Nagoya Protocol regarding access to and fair and equitable sharing of benefits arising from the utilization of traditional knowledge associated with genetic resources. After the presentation participants will be invited to identify and discuss key points that Parties may wish to consider in developing, as appropriate, measures and mechanisms for implementing the Protocol's provisions on traditional knowledge associated with genetic resources, including rules, procedures and guidelines for ensuring that such knowledge is accessed with the prior informed consent or approval and involvement of local and indigenous communities and that mutually agreed terms are established to secure fair and equitable sharing of benefits arising from the utilization of their traditional knowledge.

5.5 *Establishment or strengthening of measures for promoting synergy and mutual supportiveness in the implementation of the Nagoya Protocol and other relevant international agreements and instruments*

25. Under this item, a resource person will make a presentation on possible strategies and mechanisms for promoting synergy and mutual supportiveness in the implementation of the Nagoya Protocol and other relevant international agreements and instruments, including the International Treaty on Plant Genetic Resources for Food and Agriculture (ITPGRFA), drawing from relevant national experiences and lessons learned. A case study on experiences and lessons learned in implementing the ITPGRFA at the national level will also be presented. This will be followed by a general plenary discussion.

ITEM 6. TRAINING ON THE PILOT PHASE OF THE ACCESS AND BENEFIT-SHARING CLEARING-HOUSE

26. Under this agenda item, participants will be introduced to the pilot phase of the ABS Clearing-House, including its role, structure, functionality and operation modalities. Article 14 of the Nagoya Protocol establishes the ABS Clearing-House as part of the clearing-house mechanism of the Convention on Biological Diversity to serve as a means for sharing information related to access and benefit-sharing and in particular to provide access to information made available by Parties relevant to the implementation of the Protocol.

27. The Secretariat will give a presentation providing a conceptual overview and an introduction to the core functions and main features of the ABS Clearing-House. The presentation will describe how to find and register information in the central portal of the ABS Clearing-House; the proposed modalities of operation, including the workflow and publishing procedures and the roles and responsibilities of national authorities (national focal points, publishing authority and national authorized users) with respect to the ABS Clearing-House; and the different types of records in the ABS Clearing-House, including "national records" (i.e. records created and managed only by national authorities, including mandatory information required under the Protocol) and "reference records" (i.e. non-mandatory information relevant to the implementation of the Protocol).

28. After the general presentation, participants will take part in hands-on training on how to use the search function to find and retrieve information and how to register and manage (modify or delete)

records in management centre of the ABS Clearing-House central portal. The Secretariat will introduce the following common formats for registering information which have been developed so far: National focal points and/or publishing authorities (ABSCH-NFP); competent national authorities (ABSCH-CNA); legislative, administrative and policy measures on access and benefit sharing (ABSCH-MSR); permits or their equivalent constituting an internationally recognized certificate of compliance (ABSCH-IRCC); checkpoints (ABSCH-CP); checkpoint communiqué (ABSCH-CPC); national ABS website/database (ABSCH-NDB) and a Virtual Library Record (ABSCH-VLR). Following the introduction of each common format, participants will be invited to undertake practical exercises to register their national information (if available) as test records. In this regard, participants are urged to bring their own computers/laptops and bring along available national information relating to the various common formats. The records registered during the workshop will be only for training and testing purposes. They will not be published on the official website of the ABS Clearing-House.

29. At the end of the session, participants will be invited to provide feedback, through a questionnaire and also through an open discussion, to facilitate the further development and adaptation of the ABS Clearing-House to national circumstances and users' needs and to improve future training on the ABS Clearing-House.

ITEM 7. THE WAY FORWARD

7.1 Mobilization of resources for implementation of the Protocol

30. Under this item, the Secretariat will make a presentation on opportunities and strategies for mobilizing resources to support the implementation of the Protocol. The presentation will, among other things, describe the requirements and procedures for accessing funding from the Global Environment Facility Trust Fund and the Nagoya Protocol Implementation Fund and highlight potential opportunities to raise funding from other sources. After the presentation, participants will be invited to discuss ways and means of improving access to GEF funds during the GEF-6 funding cycle, taking into account the previous experiences and lessons learned. The participants will also be invited to explore other potential opportunities for mobilizing resources from various sources, taking into account relevant elements of the strategy for resource mobilization in support of the achievement of the three objectives of the Convention on Biological Diversity adopted by the Conference of the Parties in decision IX/11.

7.2 Roadmaps/action plans towards ratification of/accession to the Protocol and the development or amendment of domestic legislative, administrative or policy measures

31. Under this item, participants from each country will be invited to present draft roadmaps/action plans for their national processes towards ratification/accession to the Protocol and for implementing the Protocol (including establishment or updating of national regulatory frameworks and institutional mechanisms to support the implementation of the Protocol) with a view to receiving feedback from other participants. The participants will also identify and discuss potential sources of technical support to implement the roadmaps/action plans.

7.3 Regional and subregional cooperation on the implementation of the Protocol

32. Under this item, organizations that have implemented regional and subregional capacity-building projects and activities on access and benefit-sharing will be invited to share their experiences and lessons learned. Participants will then discuss possible strategies and mechanisms to promote regional and subregional cooperation on the implementation of the Nagoya Protocol in Central and Eastern Europe, including potential regional and subregional opportunities for collaboration. The participants will also explore the possibility of establishing a regional technical support network for the ratification and implementation of the Nagoya Protocol.

ITEM 8. CLOSURE OF THE WORKSHOP

33. Under this item, participants will be invited to share what they have learned from the workshop and how they would apply and/or transfer to others the new knowledge and skills acquired. They will also be invited to complete a workshop evaluation form.

34. After the above exercise, a representative of the Secretariat will give closing remarks and a representative of the host government will officially close the workshop.

*Annex I***PROPOSED ORGANIZATION OF WORK**

DATE AND TIME	SESSION/ITEM
<i>Monday, 31 March 2014</i>	
9 a.m. – 9.30 a.m.	Item 1. Opening of the workshop <ul style="list-style-type: none"> • Welcome remarks by a representative of the CBD Secretariat • Opening of the workshop by the Guest of Honour • Group photo
9.30 a.m. – 10.15 a.m.	Icebreaker Item 2. Workshop objectives and expected outcome <ul style="list-style-type: none"> • Presentation of the workshop objectives, the expected outcomes and the organization of work • Participants' expectations from the workshop
10.15 a.m. – 10.30 a.m.	COFFEE/TEA BREAK
10.30 a.m. – 11.30 a.m.	Item 3. Introduction to the Nagoya Protocol on Access and Benefit-Sharing and updates on recent developments, including preparations for its entry into force <ul style="list-style-type: none"> • Film entitled: "Peoples, plants and profits", developed by the ABS Capacity Development Initiative • Presentation: The core provisions of the Nagoya Protocol, including the obligations of Parties under the Protocol Questions and Answers
11.30 a.m. – 12.30 p.m.	<ul style="list-style-type: none"> • Group exercise Discussion of a hypothetical case on access and benefit-sharing within the context of the Nagoya Protocol • Presentation of reports from the group discussions
12.30 pm – 1.30 pm	<ul style="list-style-type: none"> • Presentation: Recent developments regarding preparations for the entry into force of the Protocol and the first meeting of the Parties to the Protocol, including outcomes of meetings of the Intergovernmental Committee for the Nagoya Protocol and relevant inter-sessional activities Questions and Answers
1.00 p.m. – 2 p.m.	LUNCH BREAK
2.00 p.m. – 2.30 p.m.	Item 4: Current status, experiences and the way forward towards ratification of/accession to the Nagoya Protocol

DATE AND TIME	SESSION/ITEM
	<ul style="list-style-type: none"> Presentation: The rationale and basic procedures/modalities of ratifying or acceding to the Protocol, including key points to consider in the preparation of documents to facilitate the ratification of the Nagoya Protocol <p>Question and Answers</p>
2.30 p.m. – 3.30 p.m.	<ul style="list-style-type: none"> Break-out Groups: Sharing of information on the steps taken at the national level towards ratification of the Protocol, including the experiences, good practices and lessons learned, and the challenges encountered
3.30 p.m. – 3.45 p.m.	COFFEE/TEA BREAK
3.45 p.m. – 4.30 p.m.	Reports from the break-out groups and plenary discussion on general follow-up strategies and actions, including identification of potential sources of technical support to facilitate ratification/accession
4.30 p.m. – 5.30 p.m.	<ul style="list-style-type: none"> Practical exercise: Preparation of draft roadmaps/action plans towards ratification/accession to the Nagoya Protocol by participants from countries that have not yet ratified/acceded to the Protocol
<i>Tuesday, 1 April 2014</i>	
9 a.m. – 9.15 a.m.	<ul style="list-style-type: none"> Recap of the first day's work
9.15 a.m. – 10.00 a.m.	<p>Item 5: Laying the foundation for national implementation of the Nagoya Protocol</p> <ul style="list-style-type: none"> Presentation: Aichi Target 16 and the key fields of action for implementation of the Nagoya Protocol <p>Question and answers</p>
10.00 a.m. – 11.00 a.m.	<p>Item 5.1: Development of access and benefit-sharing policies and their integration into national biodiversity strategies and action plans and national development policies and plans</p> <ul style="list-style-type: none"> Presentation: The need for, and key points to consider in, the development of ABS policies and strategies and their integration into NBSAPs and national development policies and plans Plenary discussion: Exchange of views on ways and means of improving the integration of ABS into the revised NBSAPs and the national development policies and plans
11.00 a.m. – 11.30 a.m.	COFFEE/TEA BREAK

DATE AND TIME	SESSION/ITEM
11.30 a.m. – 1.00 p.m.	<p>Item 5.2: Development or amendment of domestic legislative, administrative or policy measures to meet the obligations set out in the Protocol</p> <ul style="list-style-type: none"> Moderated panel discussion: Key elements of existing ABS legislative, administrative or policy frameworks and the experiences and lessons learned in the development and implementation of those frameworks <p>Questions and Answers</p>
1.00 p.m. – 2.00 p.m.	LUNCH BREAK
2.00 p.m. – 3.30 p.m.	<p>Item 5.2: (Continued)</p> <ul style="list-style-type: none"> Group discussions Strategic steps and elements of the national roadmaps for the development or amendment of domestic legislative, administrative or policy measures to meet the obligations set out in the Protocol and identification of capacity-building needs and sources of support Presentation of the group discussion outcomes
3.30 p.m. – 3.45 p.m.	TEA/COFFEE BREAK
3.45 p.m. – 4.30 p.m.	<p>Item 5.3: Establishing or strengthening institutional arrangements and administrative systems for implementation of the Protocol</p> <ul style="list-style-type: none"> Presentation Key elements of existing institutional arrangements and administrative systems for access and benefit-sharing (including the responsibilities of national focal points, competent national authorities, checkpoints and other regulatory bodies) and ABS procedures and administrative tools <p>Questions and Answers</p>
4.30 p.m. – 5.30 p.m.	<ul style="list-style-type: none"> Group discussions Key points to consider in setting-up or reviewing/updating institutional arrangements and administrative systems for implementation of the Protocol
Wednesday, 2 April 2014	
9 a.m. – 9.15 a.m.	<ul style="list-style-type: none"> Recap of the previous day's work
9.15 a.m. – 10.00 a.m.	<p>Item 5.4: Measures to implement the Protocol's provisions on access to, and the fair and equitable sharing of benefits arising from the utilization of, traditional knowledge associated with genetic resources</p> <ul style="list-style-type: none"> Presentation Overview of the provisions of the Nagoya Protocol regarding access to, and fair and equitable sharing of benefits arising from the utilization of, traditional knowledge associated to genetic resources

DATE AND TIME	SESSION/ITEM
	Questions and answers
10.00 a.m. – 11.00 a.m.	<ul style="list-style-type: none"> Plenary discussion <p>Key points to consider in developing, as appropriate, measures and mechanisms for implementing the Nagoya Protocol provisions regarding access to, and fair and equitable sharing of benefits arising from the utilization of, traditional knowledge associated to genetic resources</p>
11.00 a.m. – 11.30 a.m.	TEA/COFFEE BREAK
11.30 a.m. – 12.15 p.m.	<p>Item 5.5: Measures for promoting synergy and mutual supportiveness in the implementation of the Nagoya Protocol and other relevant international agreements and instruments</p> <ul style="list-style-type: none"> Presentation <p>Experiences and lessons learned in implementing the International Treaty on Plant Genetic Resources for Food and Agriculture at the national level</p> <p>Question and Answers</p>
12.15 p.m. – 1.00 p.m.	<ul style="list-style-type: none"> Plenary discussion <p>Strategies and mechanisms for promoting synergy and mutual supportiveness in the implementation of the Nagoya Protocol and relevant international agreements and instruments at the national level</p>
1.00 p.m. – 2.00 p.m.	LUNCH BREAK
2.00 p.m. – 6.00 p.m.	FIELD TRIP
Thursday, 3 April 2014	
9 a.m. – 9.15 a.m.	<ul style="list-style-type: none"> Recap of the previous day's work
9.15 a.m. – 10.00 a.m.	<p>Item 6: Pilot Phase of the Access and Benefit-Sharing Clearing-House</p> <ul style="list-style-type: none"> Presentation: <p>Introduction to the pilot phase of the Access and Benefit-Sharing Clearing-House: Key features, core functions and modalities of operation</p> <p>Question and answers</p>
10.00 a.m. – 10.30 a.m.	<ul style="list-style-type: none"> Practical demonstration: <p>Finding and registering information in the Central Portal of the ABS Clearing-House</p> <p>Question and answers</p>
10.30 a.m. – 11.00 a.m.	TEA/COFFEE BREAK

DATE AND TIME	SESSION/ITEM
11.00 a.m. – 11.40 a.m.	Hands-on training: <ul style="list-style-type: none"> Registering national focal points and/or publishing authorities (ABSCH-NFP) Question and answers
11.40 a.m. – 12.20 p.m.	<ul style="list-style-type: none"> Registering Competent national authorities (ABSCH-CNA) Question and answers
12.20 p.m. – 1.00 p.m.	<ul style="list-style-type: none"> Registering Legislative, administrative and policy measures on access and benefit-sharing (ABSCH-MSR) Question and answers
1.00 p.m. – 2.00 p.m.	LUNCH BREAK
2.00 p.m. – 2.40 p.m.	<ul style="list-style-type: none"> Registering Permits or their equivalent constituting an internationally recognized certificate of compliance (ABSCH-IRCC) Question and answers
2.40 p.m. – 3.20 p.m.	<ul style="list-style-type: none"> Registering Checkpoints (ABSCH-CP) Question and answers
3.20 p.m. – 3.40 p.m.	COFFEE/TEA BREAK
3.20 p.m. – 4.20 p.m.	<ul style="list-style-type: none"> Registering Checkpoint Communiqué (ABSCH-CPC) Question and answers
4.20 p.m. – 4.40 p.m.	<ul style="list-style-type: none"> Registering a National ABS website or database (ABSCH-NDB) Question and answers
4.40 p.m. – 5.20 p.m.	<ul style="list-style-type: none"> Registering a Virtual Library Record (ABSCH-VLR) Question and answers
5.20 p.m. – 5.30 p.m.	Feedback on the pilot phase of the ABS Clearing-House
Friday, 4 April 2014	
9 a.m. – 9.15 a.m.	<ul style="list-style-type: none"> Recap of the previous day's work
9.15 a.m. – 9.45 a.m.	Item 7: The way forward Item 7.1 Mobilization of resources for implementation of the Protocol <ul style="list-style-type: none"> Presentation <p>Opportunities and strategies for mobilizing resources to support the implementation of the Nagoya Protocol</p> Questions and answers
9.45 a.m. – 10.30 a.m.	<ul style="list-style-type: none"> Group discussion <p>Exchange of views on ways and means to improve access to GEF funds during GEF-6 to support implementation of the Protocol and potential</p>

DATE AND TIME	SESSION/ITEM
	innovative strategies for mobilizing resources from other sources, taking into account relevant elements of the strategy for resource mobilization in support of the achievement of the three objectives of the Convention on Biological Diversity
10.30 a.m. – 11.00 a.m.	TEA/COFFEE BREAK
11.00 a.m. – 12.30 p.m.	Item 7.2 Roadmaps/action plans towards ratification of the Protocol and development or amendment of domestic legislative, administrative and policy measures <ul style="list-style-type: none"> Individual presentations of draft national roadmaps/action plans for follow-up towards ratification of the Nagoya Protocol and development or amendment of domestic legislative, administrative and policy measures
12.30 p.m. – 1.00 p.m.	Plenary discussion <ul style="list-style-type: none"> Potential sources of technical support and opportunities for regional collaboration to support national processes towards ratification of the Nagoya Protocol and development or amendment of domestic legislative, administrative and policy measures
1.00 p.m. – 2.00 p.m.	LUNCH BREAK
2.00 p.m. – 2.30 p.m.	Item 7.3 Regional and subregional cooperation on the implementation of the Nagoya Protocol <ul style="list-style-type: none"> Presentation Experiences and lessons learned from regional initiatives on the implementation of the Nagoya Protocol in Central and Eastern Europe and Central Asia Questions and Answers
2.30 p.m. – 3.00 p.m.	<ul style="list-style-type: none"> Plenary discussion Strategies and mechanisms to strengthen regional and subregional cooperation on the implementation of the Nagoya Protocol in Central and Eastern Europe and Central Asia
3.00 p.m. – 3.15 p.m.	COFFEE/TEA BREAK
3.15 p.m. – 4.15 p.m.	<ul style="list-style-type: none"> General conclusions and recommendations on the next steps
4.15 p.m. – 4.45 p.m.	Item 8. Closure of the workshop <ul style="list-style-type: none"> Participants' self-assessment and evaluation of workshop (completion of the evaluation form)
4.45 p.m. – 5.00 p.m.	<ul style="list-style-type: none"> Closing remarks by a representative of the CBD Secretariat and a representative of the host government

Annex II

DOCUMENTS AND RESOURCE MATERIALS FOR THE WORKSHOP

A. *Working documents*

<i>Symbol</i>	<i>Title</i>
UNEP/CBD/ABS/WS/2014/3/1	Provisional agenda
UNEP/CBD/ABS/WS/2014/3/1/Add.1	Annotations to the provisional agenda

B. *Information documents*

UNEP/CBD/ICNP/3/11	Report of the third meeting of Open-ended Ad Hoc Intergovernmental Committee for the Nagoya Protocol (ICNP-3), held in Pyeongchang, Republic of Korea, 24 - 28 February 2014
UNEP/CBD/ICNP/3/6	Report on Progress in the Implementation of the Pilot Phase of the Access and Benefit-Sharing Clearing-House
UNEP/CBD/ICNP/2/INF/1	Outcomes of the Second Capacity-Building Workshop on Access and Benefit-sharing, held in Montreal on 29-30 October 2011
UNEP/CBD/ICNP/2/INF/9	Outcomes of the third Capacity-Building Workshop on Access and Benefit-sharing, held in New Delhi on 30 June and 1 July 2012

Annex III

PREPARATORY AND FOLLOW-UP ACTIVITIES TO WORKSHOP

1. In preparation for the workshop, participants are requested to undertake the following activities:
 - (a) Prepare a short report (2-3 pages) about the process and current status of ratification/accession of the Nagoya Protocol of your country and the lessons learned based on the questions in the appendix below. Participants will be invited to share their experiences during the workshop;
 - (b) Review your country's national biodiversity strategy and action plan and summarize the elements making reference to access and benefit-sharing, if any, or identify areas where access and benefit-sharing issues could be integrated;
 - (c) Identify key stakeholders (individuals and institutions/entities) in your country who are involved, or should be involved, in the ratification process;
 - (d) Identify the entity or individuals in your government who are/would be responsible for drafting the legal framework for implementing the Protocol.
2. During the workshop, participants will be invited to prepare:
 - a. A draft roadmap or action plan towards ratification/accession to the Nagoya Protocol;
 - b. A roadmap towards the development or amendment of domestic legislative, administrative or policy measures and establishment of institutional mechanisms to support the implementation of the Protocol.
3. After the workshop, participants will be urged to carry out consultations with relevant stakeholders and finalize their roadmaps/action plans.

Appendix
Questionnaire

1. What is the legal process for ratification/accession to international treaties in your country?
2. What steps has your country taken, or is planning to take, towards ratification/accession to the Nagoya Protocol?
3. What entity is responsible for initiating and spearheading the national process towards ratification of/accession to the Protocol (including development of the necessary policy briefs/cabinet memos or their equivalent and providing briefings to the Cabinet or parliament)?
4. What entity is responsible for taking the final decision (Cabinet or Parliament)?
5. Who are the other key stakeholders that have been, or need to be, involved/consulted in the ratification process (e.g. Parliamentarians, officials in different ministries, local governments, indigenous and local communities, etc.)?
6. What steps have you taken to identify and involve various actors in the ratification process (e.g. have you set up inter-ministerial committees, organized stakeholders consultations, etc.)?
7. What are some of the challenges or difficulties, concerns and obstacles that your country has encountered in the process towards the ratification of the Nagoya Protocol?
 - a. At a practical level (e.g. lack of capacity or poor coordination)
 - b. At a legal/technical level (e.g. conflict with existing domestic rules or lack of clarity of responsibilities)
 - c. At a political level (e.g. low priority given to the Nagoya Protocol)
8. How have, or could, those difficulties, concerns and obstacles be addressed?
9. What lessons have you learned from the national process for ratification/accession to the Nagoya Protocol that might be useful to other countries?
10. What technical support would you need from the Secretariat and other partners to facilitate the ratification of the Nagoya Protocol by your country?
11. Are there legislative, administrative or policy measures already in place in your country that need to be revised/updated in order to meet the obligations set out in the Nagoya Protocol?
12. What type of new/additional legislative, administrative or policy measures need to be developed in your country in order to meet the obligations set out under the Nagoya Protocol?
