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SECOND COORDINATION MEETING FOR GOVERNMENTS
AND ORGANIZATIONS IMPLEMENTING OR FUNDING
BIOSAFETY CAPACITY-BUILDING ACTIVITIES
Tromsø, Norway, 18-20 January 2006

ANNOTATIONS TO THE PROVISIONAL AGENDA**INTRODUCTION**

1. In its decision BS-1/5, the Conference of the Parties serving as the meeting of Parties to the Protocol (COP-MOP), adopted an Action Plan for Building Capacities for the Effective Implementation of the Cartagena Protocol on Biosafety. In the same decision, the Conference of the Parties serving as the meeting of Parties to the Protocol adopted a Coordination Mechanism to facilitate exchange of information with a view to promoting partnerships and maximizing synergies and complementarities between various capacity-building initiatives. Coordination meetings and workshops are one of elements of the Coordination Mechanism.
2. The first coordination meeting for Governments and organizations implementing or funding biosafety capacity-building activities was held on 26-27 January 2005 in Montreal. Participants in the meeting shared brief information about their ongoing capacity-building activities, discussed options for enhancing collaboration and networking in the implementation of the Action Plan and established operational procedures to guide future coordination meetings. They also adopted operational modalities for the Biosafety Capacity-Building Network.
3. The second coordination meeting will focus on sharing practical experiences and lessons learned in building capacities for the effective implementation of the Protocol, based on detailed case-study presentations of a few ongoing or recently completed capacity-building initiatives. Participants will also explore concrete steps for realizing practical synergies and complementarities between different biosafety capacity-building initiatives.
4. The main expected outcomes of the meeting are: (i) the initiation of an online "Compendium of experiences, best practices and lessons learned in capacity-building for the effective implementation of the Biosafety Protocol" to be maintained through the Biosafety Clearing-House; and (ii) guidelines for promoting operational-level synergies and complementarities between biosafety capacity-building initiatives.

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ITEM 1. OPENING OF THE MEETING

5. The meeting will be opened by Mr. Poul Engberg-Pedersen, Director General, Norwegian Agency for Development Cooperation (Norad) at 9 a.m. on 18 January 2006. A representative from the Secretariat will also make opening remarks.

ITEM 2. ORGANIZATIONAL MATTERS

2.1 Election of officers

6. The meeting will be invited to elect its Chair and Rapporteur from among the participants.

2.2 Adoption of the agenda

7. The meeting will be invited to adopt its agenda on the basis of the provisional agenda (UNEP/CBD/BS/CM-CB/2/1), which was developed by the Steering Committee in consultation with the Norwegian Government, the host of the meeting, and the Secretariat of the Convention on Biological Diversity. It includes three substantive standing items, in accordance with the “operational procedures and guidelines for the coordination meetings” that were adopted at the first coordination meeting, and three additional items for in-depth discussion.

2.3 Organization of work

8. The meeting will be invited to consider and adopt the proposed organization of work as contained in annex I below. It is proposed that all the agenda items should be taken up in the plenary. Participants will be invited to raise any other relevant issues related to the building of capacities for the effective implementation of the Protocol under agenda item 5 (other matters).

ITEM 3. STANDING AGENDA ITEMS

3.1. Report of the first coordination meeting and the progress with the implementation of the recommendations of that meeting

9. Under this agenda item, participants will review the implementation status of the recommendations made at the first coordination meeting, contained in the report of the meeting (UNEP/CBD/BS/COP-MOP/2/INF/10) and provide, if necessary, suggestions for improvement. The recommendations included measures for: (i) enhancing the implementation of the Coordination Mechanism; (ii) addressing the needs and gaps in building capacities for the effective implementation of the Protocol and (iii) enhancing the adequacy and effectiveness of financial assistance to developing countries and countries with economies in transition for capacity-building in biosafety.

3.2. Update on ongoing and planned biosafety capacity-building projects/initiatives: latest developments and emerging opportunities for collaboration

10. Under this item, participants will be given about 2-3 minutes to highlight the latest developments regarding their projects/initiatives, if any, since the last meeting, including any new opportunities for collaboration with others. Participants wishing to share more detailed information about their ongoing and planned activities will be encouraged to submit brief written reports to the Secretariat prior to the meeting. The information submitted will be made available as an information document (UNEP/CBD/BS/CM-CB/2/INF/1).

3.3. *Consideration of the needs and priorities of countries and specific requests for capacity-building support*

11. Under this item, participants will be invited to consider the needs and priorities of countries contained in the report (UNEP/CBD/BS/COP-MOP/2/INF/7) prepared by the Executive Secretary for the second meeting of the Conference of the Parties serving as the meeting of Parties to the Protocol on the basis of the information submitted by countries to the Biosafety Clearing-House as well as any other specific requests for capacity-building assistance that may be submitted through the Secretariat. Governments and organizations in a position to provide assistance will be invited to indicate how they are planning or intend to respond to the specified needs and apparent gaps in the implementation of the Action Plan.

ITEM 4. ISSUES FOR IN-DEPTH CONSIDERATION

4.1. *Consideration of practical measures to achieve operational-level synergies and complementarity between biosafety capacity-building initiatives*

12. The overall objective of the Coordination Mechanism is to facilitate exchange of information with a view to promoting partnerships and maximizing complementarities and synergies between various capacity-building initiatives. Under this item, participants will be invited to share their experiences in promoting synergies between different capacity-building initiatives at the national level. They will also be submitted to discuss possible concrete steps that could be taken to enhance synergies and complementarities at the operational level. Furthermore, they will explore the feasibility and, if appropriate discuss modalities, of developing a pilot country-level coordination initiative by to try-out the proposed measures for promoting synergies and complementarities between different initiatives.

13. The meeting will have before it a note prepared by the Executive Secretary outlining the experiences and lessons learned under relevant processes in promoting synergies between initiatives (UNEP/CBD/BS/CM-CB/2/2).

4.2. *Practical experiences, emerging best practices and lessons learned in capacity-building for the effective implementation of the Protocol: detailed case project presentations*

14. Under this agenda item, participants will hear detailed case-study presentations of a few ongoing or recently completed capacity-building projects/initiatives, focusing on their practical experiences, best practices and lessons learned as well as the main challenges encountered and how they were addressed. They will also highlight their experiences in fostering collaboration/networking with other initiatives. It is expected that other projects would be given an opportunity to make detailed case project presentations at future coordination meetings.

15. The information generated under this item will provide an initial input for the online “Compendium of experiences, best practices and lessons learned in capacity-building for the effective implementation of the Biosafety Protocol”, to be maintained through the Biosafety Clearing-House.

4.3. *Input into the comprehensive review of the Action Plan for Building Capacities for the Effective Implementation of the Protocol*

16. In its decision BS-I/5, the Conference of the Parties to the Convention serving as the meeting of the Parties to the Cartagena Protocol on Biosafety adopted an Action Plan for Building Capacities for the Effective Implementation of the Protocol. In paragraph 5 of that decision, the Conference of the Parties serving as the meeting of Parties to the Protocol agreed to undertake a comprehensive review and

possible revision of the Action Plan at its third meeting, which is scheduled to take place from 13 to 17 March 2006 in Curitiba, Brazil.

17. At its second meeting, the Conference of the Parties serving as the meeting of Parties to the Protocol, in decision BS-II/3 outlined a process for gathering information to facilitate the review of the Action Plan at its third meeting. In this regard it invited Parties, other Governments and relevant organizations to submit to the Secretariat information on progress made in, and effectiveness of, the implementation of the Action Plan as well as views and suggestions on desired revisions to the Action Plan. It also requested the Executive Secretary to prepare, on the basis of the submissions received, a background paper and, if necessary, a draft revised Action Plan for consideration at its third meeting.

18. Under this item, participants will be invited to provide views and comments on the draft background paper (UNEP/CBD/BS/LG-CB/3/2) prepared by the Executive Secretary for consideration by the third meeting of the Liaison Group on Capacity-building for Biosafety, to be held in Tromsø on 21 January 2006, with a view to onward transmission to the third meeting of the Conference of the Parties serving as the meeting of the Parties to the protocol. They will also be invited to express their views on the need for a draft revised Action Plan, on the basis of the submissions from Governments and relevant organizations.

ITEM 5. OTHER MATTERS

19. Under this item, participants may wish to raise any other urgent or very important matter related to the building of capacities for the effective implementation of the Protocol. They will also be invited to propose specific issues or topics they would like to be discussed at the next meeting. Governments and/or organizations wishing to host the next coordination meeting will be invited to make offers.

ITEM 6. CONCLUSION AND RECOMMENDATIONS

20. The meeting will be invited to formulate and adopt its conclusions and recommendations, which may be used by the Executive Secretary in preparing the necessary documentation for consideration by the Conference of the Parties serving as the meeting of Parties to the Protocol at its third meeting

ITEM 7. CLOSURE OF THE MEETING

21. It is expected that the meeting will be closed on 20 January 2006, at 12.00 noon.

Annex I

PROVISIONAL ORGANIZATION OF WORK

	Plenary
Wednesday 18 January 2006 9 am – 9.30 a.m.	<i>Agenda item:</i> 1. Opening of the meeting.
9.30 a.m. – 10 a.m.	<i>Agenda items:</i> 2. Organizational matters: 2.1. Election of Officers; 2.2. Adoption of the agenda; 2.3. Organization of work.
10 am – 10.30 am	Coffee/ Tea Break
10.30 a.m. – 1 p.m.	<i>Agenda items:</i> 3. Standing items on the agenda: 3.1 Report of the previous coordination meeting and a review of the progress with the follow-up to the recommendations of that meeting; 3.2 Update on ongoing and planned biosafety capacity-building projects/initiatives: latest developments and emerging opportunities for collaboration; 3.3 Consideration of the needs and priorities of countries and specific requests for capacity-building support.
1 pm – 2 pm	Lunch Break
2 pm – 3.30 pm	Agenda item 3 (<i>Continued</i>)
3.30 pm – 4 pm	Coffee/ Tea Break
4 pm – 5.30 pm	<i>Agenda items:</i> 4. Issues for in-depth consideration: 4.1. Consideration of practical measures to achieve operational-level synergies and complementarities between biosafety capacity-building initiatives.
Thursday 19 January 2006 9 a.m. – 10.30 a.m.	<i>Agenda items:</i> 4.2. Practical experiences, emerging best practices and lessons learned in capacity-building for the effective implementation of the Protocol: detailed case project presentations; 4.3. Input into the comprehensive review of the Action Plan for Building Capacities for the Effective Implementation of the Protocol.
10.30 am – 11 am	Coffee/ Tea Break
11 a.m. – 1 p.m.	Agenda item 4 (<i>Continued</i>)
1 pm – 2 pm	Lunch Break

2 pm – 3.30 pm	<i>Agenda item 4 (Continued)</i>
3.30 pm – 4 pm	Coffee/ Tea Break
4 pm – 5.30 pm	<i>Agenda item 4 (Continued)</i>
Friday 20 January 2006 9 a.m. – 12 noon	<i>Agenda items:</i> 5. Other matters; 6. Conclusions and recommendations; 7. Closure of the meeting.

Annex II

DOCUMENTS FOR THE SECOND COORDINATION MEETING FOR GOVERNMENTS AND ORGANIZATIONS IMPLEMENTING OR FUNDING BIOSAFETY CAPACITY-BUILDING ACTIVITIES

A. Working documents

<i>Symbol</i>	<i>Title</i>
UNEP/CBD/BS/CM-CB/2/1	Provisional agenda
UNEP/CBD/BS/CM-CB/2/1/Add.1	Annotations to the provisional agenda
UNEP/CBD/BS/CM-CB/2/2	Towards achieving practical synergies and complementarity between biosafety capacity-building initiatives: review of experiences and lessons learned from relevant processes
UNEP/CBD/BS/LG-CB/3/2	Draft background paper on the progress in, and effectiveness of, the implementation of the Action Plan for Building Capacities for the Effective Implementation of the Cartagena Protocol on Biosafety

B. Information documents

UNEP/CBD/BS/CM-CB/2/INF/1	Update on ongoing and planned biosafety capacity-building projects/initiatives: A compilation of submissions from Governments and organizations
UNEP/CBD/BS/COP-MOP/2/INF/7	Report on the Needs and Priorities of Countries for the Implementation of the Protocol and Possible Measures for Addressing Them, Including Options for Enhancing the Effectiveness and Adequacy of Financial Assistance
UNEP/CBD/BS/COP-MOP/2/INF/10	Report of the Coordination Meeting for Governments and Organizations Implementing or Funding Biosafety Capacity Building Activities
