



Convention on Biological Diversity

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LIAISON GROUP ON CAPACITY-BUILDING FOR BIOSAFETY

Sixth meeting

San José, Costa Rica, 12-13 March 2009

ANNOTATIONS TO THE PROVISIONAL AGENDA

INTRODUCTION

1. The Liaison Group on Capacity-building for Biosafety was established by the Conference of the Parties serving as the meeting of the Parties to the Protocol in decision BS-I/5, annex IV. It is part the Coordination Mechanism for the Action Plan for Building Capacities for the Effective Implementation of the Protocol. Its mandate is to provide expert advice to the Executive Secretary on avenues to enhance the effective implementation and coordination of the Action Plan, including guidance on strategic approaches and operational guidelines for enhancing the capacity-building efforts.

2. The present meeting of the Liaison Group will provide advice to the Executive Secretary on a number of issues arising from previous decisions of the Parties on capacity-building and from the implementation of those decisions by Parties, other Governments and relevant organizations. It will provide initial advice on capacity-building issues and possible elements that may need to be considered in the next medium-term programme of work for the Conference of the Parties serving as the meeting of the Parties to the Protocol and the new strategic plan for the Protocol, which is being developed by the Executive Secretary in accordance with decision BS-IV/15. The recommendations of the Liaison Group will be incorporated, as appropriate, into the activities of the Secretariat and in the pre-session documents on capacity-building for the fifth meeting of the Parties to the Protocol.

ITEM 1. OPENING OF THE MEETING

3. The meeting will be opened by a representative of the Secretariat of the Convention on Biological Diversity at 9 a.m. on Thursday, 12 March 2009.

ITEM 2. ORGANIZATIONAL MATTERS

2.1 Election of officers

4. The Liaison Group will be invited to elect its Chair and Rapporteur from among the participants in the meeting.

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2.2 *Adoption of the agenda*

5. The meeting will be invited to adopt its agenda on the basis of the provisional agenda prepared by the Executive Secretary (UNEP/CBD/BS/LG-CB/6/1).

2.3 *Organization of work*

6. The Liaison Group will be invited to decide on its organization of work on the basis of suggestions made by the Executive Secretary, contained in annex I below. Participants will be invited to raise any other relevant issues under agenda item 4 (Other matters).

ITEM 3. ISSUES FOR IN-DEPTH CONSIDERATION

3.1. *Review of the decisions of the Conference of the Parties serving as the meeting of the Parties to the Protocol on capacity-building and consideration of possible capacity-building elements to be incorporated in the strategic plan for the Protocol and the new medium-term programme of work of the Conference of the Parties serving as the meeting of the Parties to the Protocol*

7. At their first meeting, which was held in Kuala Lumpur in February 2004, the Parties adopted a medium-term programme of work covering the period from their second to fifth meetings (decision BS-I/12). Capacity-building has been one of the standing items on the agenda of all meetings of the Parties held to date. Consequently, a number of decisions have been taken and specific tools and activities have been developed to facilitate the implementation of those decisions. Examples of the tools developed include: the Action Plan for Building Capacities for the Effective Implementation of the Protocol, indicators for monitoring the Action Plan, the Coordination Mechanism (encompassing the capacity-building databases, the Biosafety Information Resource Centre, the capacity-building network, the Liaison Group, coordination meetings and the reporting mechanism), needs assessment questionnaire, training needs matrix, and other tools. Some of the above tools have been fully operationalized and others are still under development.

8. Some overlaps and possible redundancies have been noticed in the course of implementing the above-mentioned tools and activities. For example, it has been noted that there is some overlap between the needs-assessment questionnaire developed by the Secretariat in 2003 and the training-needs matrix that was recommended by the meeting of academic institutions and organizations involved in biosafety education and training. It has also been observed that elements of the Coordination Mechanism contained in decision BS-I/5, annex IV, could be streamlined. For example, the reporting mechanism for activities contributing to the implementation of the capacity-building action plan could be integrated into the projects database or the Biosafety Information Resource Centre (BIRC).

9. In view of the above, the Liaison Group will be invited to review all the previous decisions of the Parties on capacity-building ((UNEP/CBD/BS/LG-CB/6/2) and the programme activities and tools developed to implement those decisions and consider the need for, and a possible recommendation for their streamlining and consolidation. The review will be undertaken with a view to facilitating implementation of the decisions and programme activities in an integrated and holistic manner and identification of capacity-building issues and possible elements that may need to be considered in the next medium-term programme of work of the Conference of the Parties serving as the meeting of the Parties to the Protocol and the new strategic plan for the Protocol.

3.2. Consideration of a revised biosafety capacity-building needs-assessment framework and process

10. In decision BS-I/5, Parties and other Governments were urged to submit their capacity-building needs and priorities to the Biosafety Clearing-House (BCH), using a questionnaire (common format) developed by the Executive Secretary, and to periodically update their records in the BCH. The questionnaire was structured along the lines of the capacity-building action plan and includes a predetermined multiple-choice list of possible needs (controlled vocabulary) and free text entry fields. To date, 59 Parties and other Governments have submitted their needs and priorities to the BCH.

11. Hitherto, information regarding the biosafety capacity-building needs of countries for global analysis and consideration by the Parties at their meetings has been gathered primarily through country self-assessment and submission to the BCH using the above-mentioned common format. The information has been submitted on a rolling basis and ad hoc manner. Consequently, it has been difficult to systematically analyse the information to establish benchmarks and trends.

12. The Liaison Group will be invited to review and propose improvements to the current country needs-assessment questionnaire and provide advice on other needs-assessment tools, methodology and approaches that could be used, taking into account experiences with the capacity assessment tools developed by other organizations, such as, the GEF-funded national capacity-needs self-assessments (NCSAs), UNDP Capacity Assessment User's Guide, ^{1/} the Guide to Assess Biosecurity Capacity published by the Food and Agriculture Organization of the United Nations ^{2/} and the IPPC Phytosanitary Capacity Evaluation (PCE) tool prepared under the International Plant Protection Convention (IPPC). ^{3/} The Liaison Group will also be invited to provide advice on how the needs assessment results could be more effectively communicated and used to strategically guide the development of decisions by the Parties and development assistance programmes.

3.3. Review of the draft web-based reporting format for activities contributing to the implementation of the Action Plan for Building Capacities for the Effective Implementation of the Protocol prepared by the Executive Secretary

13. In decision BS-IV/3, the Parties requested the Executive Secretary to develop a web-based reporting format to be used by Parties, other Governments and relevant organizations to submit the information regarding their capacity-building activities in order to facilitate more comprehensive reporting on the implementation of the capacity-building Action Plan and the sharing of experiences in capacity-building activities.

14. Under this item, the Liaison Group will be invited to review and provide comments on the draft web-based reporting format prepared by the Executive Secretary (UNEP/CBD/BS/LG-CB/6/3).

ITEM 4. OTHER MATTERS

15. Under this item, the Liaison Group will be invited to consider any other matter of relevance that may be raised by participants.

^{1/} Obtain a copy at: <http://www.capacity.undp.org/index.cfm?module=Library&page=Document&DocumentID=6022>

^{2/} The FAO guide can be accessed at: <ftp://ftp.fao.org/docrep/fao/010/a1140e/a1140e02.pdf>

^{3/} The PCE can be downloaded at: https://www.ippc.int/servlet/BinaryDownloaderServlet/28602_PCE_User_Manual.pdf?filename=1161243525687_PCE2005_English_Manual.pdf&refID=28602

ITEM 5. CONCLUSIONS AND RECOMMENDATIONS

16. The Liaison Group will be invited to formulate its general conclusions and recommendations, which may be used by the Executive Secretary in preparing documentation for consideration by the fifth meeting of the Parties to the Protocol.

ITEM 6. CLOSURE OF THE MEETING

17. The meeting of the Liaison Group will be closed on Friday, 13 March 2009 at 5 p.m.

Annex I

PROPOSED ORGANIZATION OF WORK

	<i>Plenary</i>
<p><i>Thursday</i> 12 March 2009 9.00 a.m. to 9.30 a.m.</p>	<p><i>Agenda item:</i> 1. Opening of the meeting.</p>
<p>9.30 a.m. to 10 a.m.</p>	<p><i>Agenda items:</i> 2. Organizational matters: 2.1. Election of officers 2.2. Adoption of the agenda; 2.3. Organization of work.</p>
<p>10.00 a.m. to 12.30 p.m.</p>	<p><i>Agenda items:</i> 3. Issues for in-depth consideration: 3.1 Review of the decisions of the Conference of the Parties serving as the meeting of the Parties to the Protocol on capacity-building and consideration of possible capacity-building elements to be incorporated in the strategic plan for the Protocol and the new medium-term programme of work of the Conference of the Parties serving as the meeting of the Parties to the Protocol 3.2 Consideration of a revised biosafety capacity-building needs-assessment framework and process 3.3 Review of the draft web-based reporting format for activities contributing to the implementation of the Action Plan for Building Capacities for the Effective Implementation of the Protocol prepared by the Executive Secretary.</p>
<p>2.30 p.m. to 5.30 p.m.</p>	<p>Agenda item 3 (<i>continued</i>)</p>
<p><i>Friday</i> 13 March 2009 9 a.m. to 1 p.m.</p>	<p>Agenda item 3 (<i>continued</i>)</p>
<p>2 p.m. to 5 p.m.</p>	<p><i>Agenda items:</i> 4. Other matters 5. Conclusions and recommendations 6. Closure of the meeting</p>

Annex II

**DOCUMENTS FOR THE SIXTH MEETING OF THE LIAISON GROUP ON
CAPACITY-BUILDING FOR BIOSAFETY**

A. *Working documents*

UNEP/CBD/BS/LG-CB/6/1	Provisional agenda
UNEP/CBD/BS/LG-CB/6/1/Add.1	Annotations to the provisional agenda
UNEP/CBD/BS/LG-CB/6/2	Compilation of all previous decisions on capacity-building taken by the Conference of the Parties serving as the meeting of the Parties to the Protocol
UNEP/CBD/BS/LG-CB/6/3	Draft web-based reporting format for activities contributing to the implementation of the Action Plan for Building Capacities for the Effective Implementation of the Protocol

B. *Information documents*

UNEP/CBD/BS/LG-CB/6/INF/1	BCH Common format for registering the country capacity-building needs and priorities
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