



## Convention on Biological Diversity

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ENGLISH ONLY

MEETING OF THE INFORMAL ADVISORY  
COMMITTEE TO THE CLEARING-HOUSE  
MECHANISM OF THE CONVENTION ON  
BIOLOGICAL DIVERSITY  
Montreal, 13-14 June 2014

### ANNOTATIONS TO THE PROVISIONAL AGENDA

#### INTRODUCTION

##### *A. General information*

1. The meeting of the Informal Advisory Committee to the Clearing-House Mechanism of the Convention on Biological Diversity will be held on 13-14 June 2014 in Montreal, prior to the fifth meeting of the Ad Hoc Working Group of Review of Implementation of the Convention (WGRI-5). The Committee will meet in the main conference room of the Secretariat. Registration of participants will commence at 9 a.m. The meeting is expected to start at 9.30 a.m. and close at 5 p.m. as indicated in the proposed organization of work available in annex I. Annex II contains the provisional list of meeting documents. These documents will be available online at [www.cbd.int/doc/?meeting=chmiac-2014-01](http://www.cbd.int/doc/?meeting=chmiac-2014-01).

##### *B. Background*

2. The Conference of the Parties, in decision X/15, adopted the mission, goals and objectives of the clearing-house mechanism for the period 2011-2020, and in paragraph 11 of decision XI/2, welcomed the work programme for the clearing-house mechanism in support of implementation of the Strategic Plan for Biodiversity 2011-2020 (UNEP/CBD/COP/11/31) and agreed to keep this work programme under review. In paragraph 14 of decision XI/2, the Conference of the Parties requested the Executive Secretary, subject to the availability of resources, to: (a) establish a standard information-exchange mechanism for the clearing-house mechanism to interconnect the central and national clearing-house mechanisms, where possible; (b) collaborate with the other biodiversity-related conventions to ensure mutual compatibility and to avoid duplication of work; (c) continue to use automated translation tools to facilitate exchange of technical and scientific information in lines with Articles 17 and 18 of the Convention.

3. The Executive Secretary has prepared a progress report on the clearing-house mechanism (UNEP/CBD/WGRI/5/3/Add.2). This report summarizes the progress made since the eleventh meeting of the Conference of the Parties and next steps to be undertaken.

In order to minimize the environmental impacts of the Secretariat's processes, and to contribute to the Secretary-General's initiative for a carbon-neutral UN, this document is printed in limited numbers. Participants are kindly requested to bring their own copy to the meeting.

### *C. Expected outcome*

4. The purpose of the meeting is to review progress made in the implementation of the work programme for the clearing-house mechanism and make recommendations to the Executive Secretary for further implementation of this work programme. The meeting will also be an opportunity to brainstorm and share relevant experiences on matters related to the clearing-house mechanism.

#### **ITEM 1. OPENING OF THE MEETING**

5. The meeting will be opened by a representative of the Executive Secretary at 9.30 a.m. on Friday 13 June 2014. New members will be welcomed and all participants will be given the opportunity to introduce themselves.

#### **ITEM 2. ORGANIZATIONAL MATTERS**

##### *2.1. Election of Chair*

6. The members of the Committee will be invited to elect their Chair or Co-Chairs on the basis of proposals from the floor.

##### *2.2. Adoption of the agenda*

7. A provisional agenda (UNEP/CBD/CHM/IAC/2014/1/1) has been prepared by the Executive Secretary. The Committee is expected to review and adopt the agenda for this meeting.

##### *2.3. Organization of work*

8. The Committee will be invited to consider the proposed organization of work contained in Annex I.

#### **ITEM 3. BACKGROUND AND OBJECTIVES**

9. Under this item, the Secretariat will make a presentation to provide some general background to the Committee and describe the objectives of this meeting. The Secretariat will also provide further clarifications as needed.

#### **ITEM 4. GOAL 1: CENTRAL CLEARING-HOUSE MECHANISM**

##### *4.1. Information exchange services*

10. At the central level, the goal is to provide effective global information services to facilitate the implementation of the Strategic Plan for Biodiversity 2011-2020. The main central services are described in document UNEP/CBD/CHM/IAC/2010/1/3.

11. Since the last meeting of the Conference of the Parties, the priority has been to establish the technical infrastructure for these services, particularly the search and retrieval system, the submission system, and the application programming interface. This new infrastructure has been the basis for developing more specific services, such as the online reporting system and the pilot phase of the Access and Benefit Sharing Clearing-House (ABS-CH).

12. The Secretariat will present the progress made in the information services of the central clearing-house mechanism, as reported under section 1.3 of document UNEP/CBD/WGRI/5/3/Add.2. The Committee will be invited to provide views and comments to further develop these services.

#### **4.2. *Common formats and metadata***

13. Under this item, the Secretariat will present the common formats and metadata prepared for the central clearing-house mechanism and described in document UNEP/CBD/CHM/IAC/2014/1/INF/1. The Committee will be invited to review these formats and provide views and comments for their further development.

#### **4.3. *Strategic discussion and priorities***

14. Under this item, the Committee will be invited to engage into a strategic discussion on how to achieve goal 1 of the clearing-house mechanism. The outcome of the discussion is expected to be the identification of recommended priority activities.

### **ITEM 5. GOAL 2: NATIONAL CLEARING-HOUSE MECHANISMS**

#### **5.1. *National experiences***

15. Under this item, Parties representatives willing to share their experiences in the development of national clearing-house mechanisms will be given the opportunity to do so. Any presentation will be followed by brief questions-and-answers sessions.

#### **5.2. *Support to NBSAP implementation***

16. At the national level, the goal is to complement the central clearing-house mechanism by providing effective information services to facilitate the implementation of national biodiversity strategies and action plans (NBSAPs).

17. The Secretariat will present possible ways to provide such support. Other contributions on how the clearing-house mechanism could further contribute to NBSAP implementation will be welcomed.

#### **5.3. *Capacity-building for national clearing-house mechanisms***

18. Thanks to the support from Japan and other Parties, capacity-building workshops have been organized to assist Parties in their efforts to establish or further develop their national clearing-house mechanisms. The Secretariat will summarize its experience in recent capacity-building activities. Further details are available in the three workshop reports listed in annex II. Committee members involved in capacity-building initiatives will also be invited to do so.

19. Under this item, the Committee is expected to discuss how to improve capacity-building to further develop national clearing-house mechanisms.

#### **5.4. Strategic discussion and priorities**

20. Under this item, the Committee will be invited to engage into a strategic discussion on how to achieve goal 2 of the clearing-house mechanism. The outcome of the discussion is expected to be the identification of recommended priority activities.

### **ITEM 6. GOAL 3: CLEARING-HOUSE MECHANISM NETWORK**

#### **6.1. Partner contributions**

21. At the partner level, the goal is to contribute to the expansion of the clearing-house mechanism network and services. The Secretariat will summarize steps taken by some partners to contribute to this global network. Committee members will be invited to share their knowledge in this area.

22. Under this item, the Committee is expected to discuss how the clearing-house mechanism could further benefit from partners' contributions.

#### **6.2. Strategic discussion and priorities**

23. Under this item, the Committee will be invited to engage into a strategic discussion on how to achieve goal 3 of the clearing-house mechanism. The outcome of the discussion is expected to be the identification of recommended priority activities.

### **ITEM 7. OTHER MATTERS**

24. Under this item, the Committee may wish to consider any other matters, such as matters related to the operations of the Committee.

### **ITEM 8. CONCLUSIONS AND RECOMMENDATIONS**

25. The Committee will be kindly requested to formulate general conclusions and recommendations based on the outcomes of the discussions on the various issues considered during the meeting.

### **ITEM 9. CLOSURE OF THE MEETING**

26. The meeting is expected to be closed at 5 p.m. on Saturday 14 June 2014.

*Annex I***PROPOSED ORGANIZATION OF WORK***Friday, 13 June 2014*

9 a.m. - 9.30 a.m.

*Registration and welcome*

9.30 a.m. - 10.30 a.m.

1. Opening of the meeting
2. Organizational matters
  - 2.1. Election of Chair
  - 2.2. Adoption of the agenda
  - 2.3. Organization of the work
3. Background and objectives

10.30 a.m. - 10.45 a.m.

*Coffee break*

10.45 a.m. - 12.30 p.m.

4. Goal 1: Central clearing-house mechanism
  - 4.1. Information exchange services

12.30 p.m. - 2.00 p.m.

*Lunch break*

2.00 p.m. - 3.30 p.m.

4. Goal 1: Central clearing-house mechanism (*continued*)
  - 4.2. Common formats and metadata

3.30 p.m. - 3.45 p.m.

*Coffee break*

3.45 p.m. - 5 p.m.

4. Goal 1: Central clearing-house mechanism (*continued*)
  - 4.3. Strategic discussion and priorities

5 p.m.

*Saturday, 14 June 2014*

9.30 a.m. - 10.30 a.m.

5. Goal 2: National central clearing-house mechanisms
  - 5.1. National experiences
  - 5.2. Support to NBSAP implementation

10.30 a.m. - 10.45 a.m.

*Coffee break*

10.45 a.m. - 12.30 p.m.

5. Goal 2: National central clearing-house mechanisms (*continued*)
  - 5.3. Capacity-building for national clearing-house mechanisms
  - 5.4. Strategic discussion and priorities

12.30 p.m. - 2.00 p.m.

*Lunch break*

2.00 p.m. - 3.30 p.m.

6. Goal 3: Clearing-house mechanism network
  - 6.1. Partner contributions
  - 6.2. Strategic discussion and priorities

3.30 p.m. - 3.45 p.m.

*Coffee break*

3.45 p.m. - 5 p.m.

7. Other matters
8. Conclusions and recommendations

5 p.m.

9. Closure of the meeting

*Annex II*

**PROVISIONAL LIST OF DOCUMENTS**

***Meeting documents***

- UNEP/CBD/CHM/IAC/2014/1/1  
Provisional agenda
- UNEP/CBD/CHM/IAC/2014/1/1/Add.1  
Annotations to the provisional agenda
- UNEP/CBD/CHM/IAC/2014/1/2  
Report of the meeting
- UNEP/CBD/CHM/IAC/2014/1/INF/1  
Common formats and metadata
- UNEP/CBD/CHM/IAC/2014/1/INF/2  
Report of the coordination meeting of the Belgian partnership for the clearing-house mechanism (Buea, Cameroon, 5-9 May 2014)

***Relevant documents from other CBD meetings***

- UNEP/CBD/WGRI/5/3/Add.2  
Progress report on the clearing-house mechanism
- UNEP/CBD/COP/11/31  
Proposed work programme for the clearing-house mechanism in support of the Strategic Plan for Biodiversity 2011-2020
- UNEP/CBD/CHM/WS/2014/1/2  
Report of the regional workshop for African countries on the clearing-house mechanism (Buea, Cameroon, 5-9 May 2014)
- UNEP/CBD/CHM/RW/2013/CAR/2  
Report of the regional workshop for Caribbean countries on the clearing-house mechanism (Gros Islet, Saint Lucia, 16-20 September 2013)
- UNEP/CBD/CHM/RW/2013/LA/2  
Report of the regional workshop for Latin American countries on the clearing-house mechanism (Villa de Leyva, Colombia, 6-10 May 2013)
- UNEP/CBD/CHM/IAC/2012/1/2  
Report of the meeting of the informal advisory committee to the clearing-house mechanism (Hyderabad, India, 7 October 2012)
- UNEP/CBD/CHM/IAC/2010/1/3  
Information services of the clearing-house mechanism

***Other documents***

- Information note for participants

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