

**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, Canada, 30-31 October 2015

ANNOTATIONS TO THE PROVISIONAL AGENDA**INTRODUCTION****A. General information**

1. The meeting of the Informal Advisory Committee to the Clearing-House Mechanism (CHM-IAC) of the Convention on Biological Diversity will be held on 30 and 31 October 2015 in Montreal, prior to the nineteenth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice.
2. On Friday, 30 October 2015, the venue will be the main conference room of the Secretariat of the Commission for Environmental Cooperation (CEC), which is located on the second floor (Suite 200) of the building where the CBD Secretariat is located. Registration of participants will commence at 9 a.m. The meeting is expected to start at 9.30 a.m., as indicated in the proposed organization of work (annex I). On Saturday, 31 October 2015, the venue will be the main conference room of the CBD Secretariat.
3. The first day of the meeting will be held jointly with the last day of the first meeting of the Informal Advisory Committee to the Access and Benefit-sharing Clearing-House (ABSCH-IAC) in order to provide both committees with the opportunity to discuss together issues of common interest.
4. Annex II contains the provisional list of documents. These documents, including an information note for participants, are available online at www.cbd.int/doc/?meeting=chmiac-2015-01. The documents prepared for the first meeting of the Informal Advisory Committee to Access and Benefit-sharing Clearing-House are available online for information at www.cbd.int/doc/?meeting=absch-iac-01.

B. Background

5. In its decision X/15, the Conference of the Parties adopted the mission, goals and objectives of the clearing-house mechanism for the period 2011-2020 and, in decision XI/2 B, paragraph 11, 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.

6. The previous meeting of the Informal Advisory Committee to the Clearing-House Mechanism (CHM-IAC) was held in Pyeongchang, Republic of Korea, on 5 October 2014, to review the progress made on the clearing-house mechanism. The report of that meeting (UNEP/CBD/CHM/IAC/2014/2/2) includes recommendations to the Executive Secretary.

7. In preparation for the twelfth meeting of the Conference of the Parties, the Executive Secretary prepared a progress report on technical and scientific cooperation and the clearing-house mechanism (UNEP/CBD/COP/12/11) as well as an information note providing additional information on the progress report on the clearing-house mechanism (UNEP/CBD/COP/12/INF/2). After considering these documents, the Conference of the Parties adopted decision XII/2 B, section 3 of which contains a number of requests concerning the clearing-house mechanism. In preparation for this meeting, the Executive Secretary has prepared a progress report (UNEP/CBD/CHM/IAC/2015/1/2) to summarize the progress made on these requests since the twelfth meeting of the Conference of the Parties.

C. Expected outcome

8. The purpose of the meeting is to review progress made on the clearing-house mechanism in the light of decision XII/2 B and to make recommendations to the Executive Secretary for further implementation. The meeting will also be an opportunity for the members of the CHM-IAC to share views with the members of the ABSCH-IAC on issues of common interest.

ITEM 1. OPENING OF THE MEETING

9. The meeting will be opened by a representative of the Executive Secretary at 9.30 a.m. on Friday, 30 October 2015. All participants will be given the opportunity to introduce themselves.

ITEM 2. ORGANIZATIONAL MATTERS

2.1. Adoption of the agenda

10. A provisional agenda (UNEP/CBD/CHM/IAC/2015/1/1) has been prepared by the Executive Secretary. The Committee will be invited to review and adopt the agenda for this meeting.

2.2. Organization of work

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

ITEM 3. BACKGROUND AND OBJECTIVES

12. Under this item, the Secretariat will provide some background about this meeting and describe its objectives. The Secretariat will also provide further clarifications as needed.

ITEM 4. PRESENTATIONS

4.1. The clearing-house mechanism

13. The Secretariat will make a presentation on the clearing-house mechanism. The main purpose of this presentation will be to make all participants, particularly the members of the ABSCH-IAC, aware of the ongoing work on the clearing-mechanism.

4.2. The Access and Benefit-sharing Clearing-House

14. The Secretariat will make a presentation on the Access and Benefit-sharing Clearing-House. The main purpose of is this presentation will be to make all participants, particularly the members of the CHM-IAC, aware of the ongoing work on the Access and Benefit-sharing Clearing-House.

ITEM 5. ISSUES RELATED TO THE CENTRAL CLEARING-HOUSE MECHANISM AND TO THE ACCESS AND BENEFIT-SHARING CLEARING-HOUSE

15. Under this item, the two committees will be invited to consider the following issues with regard to the central clearing-house mechanism and to the Access and Benefit-sharing Clearing-House:

- (a) Online reporting tool;
- (b) Common formats and metadata;
- (c) Web strategy.

5.1. Online reporting tool

16. In paragraph 18(a) of decision XII/2 B, the Conference of the Parties requested the Executive Secretary to establish a fully functional online reporting tool enabling Parties to submit, on a voluntary basis, information on their progress towards national targets and the Aichi Biodiversity Targets, directly involving Parties in the development and testing of this tool.

17. The latest version of this tool is available for testing at <https://dev-chm.cbd.int>. Under this item, the Committee will be invited to provide feedback on this tool and advice for its further development.

5.2. Common formats and metadata

18. Under this item, the Secretariat will present the current status of the common formats and metadata prepared for the central clearing-house mechanism and described in UNEP/CBD/CHM/IAC/2015/1/INF/1. Participants will be invited to review the formats and provide advice for their further development.

5.3. Web strategy

19. In paragraph 19 of its decision XII/2 B, the Conference of the Parties requested the Executive Secretary to develop a web strategy to ensure that all information common or relevant to the clearing-house mechanism, the Access and Benefit-sharing Clearing-House and the Biosafety Clearing-House, as well as other platforms developed under the Convention, such as the NBSAP Forum, the website for ecologically and biologically significant marine areas and any future similar developments, could be accessed centrally to avoid duplication of efforts, and to provide this strategy to the Subsidiary Body on Implementation, for its consideration at its first meeting, in preparation for the thirteenth meeting of the Conference of the Parties.

20. In response to this request, the Executive Secretary has prepared document UNEP/CBD/CHM/IAC/2015/1/INF/2 which is a preliminary draft of the web strategy. Under this sub-item, both committees will be invited to review this preliminary draft and make proposals for its further development.

5.4. Additional joint issues

21. Under this sub-item, the Committee will have the opportunity to raise and discuss any relevant issues not covered under the previous sub-items, such as further collaboration between informal advisory committees.

ITEM 6. ISSUES RELATED TO THE NETWORK OF THE CLEARING-HOUSE MECHANISM

22. Under this item, the Committee will be invited to consider the following issues related to the clearing-house mechanism network:

- (a) Award for national clearing-house mechanisms;
- (b) Support to national clearing-house mechanisms;
- (c) Interoperability;
- (d) Collaboration with partners.

6.1. Award for national clearing-house mechanisms

23. In paragraph 15 of decision XII/2 B, the Conference of the Parties requested the Executive Secretary to propose, in collaboration with the Informal Advisory Committee to the Clearing-House Mechanism, a process to grant, at the thirteenth, fourteenth and fifteenth meetings of the Conference of the Parties, subject to the availability of resources, an award to the Parties that had made the most significant progress in the establishment or further development of their national clearing-house mechanisms.

24. The Secretariat will summarize progress made in this area. Under, this sub-item, the Committee will be invited to provide advice on how to plan the next steps in this process until the thirteenth meeting of the Conference of the Parties.

6.2. Support to national clearing-house mechanisms

25. In paragraph 15 of decision XII/2 B, the Conference of the Parties invited Parties and partners to provide support to developing country Parties that were developing their national clearing-house mechanisms. In paragraph 16 of the same decision, it also invited Parties and donors to continue to provide financial support to establish and strengthen their national clearing-house mechanisms, including for content preparation, and for translation to facilitate the sharing of information and knowledge.

26. The Secretariat will summarize progress made in this area thanks to support from Japan and other Parties. Committee members involved in providing such support will be invited to give their own summaries. Under this sub-item, the Committee will be invited to provide advice on how to improve such support in order to develop national clearing-house mechanisms.

6.3. Interoperability

27. In paragraphs 18(b) and 18(c) of decision XII/2 B, the Conference of the Parties requested the Executive Secretary to continue developing the following interoperability services of the central clearing-house mechanism:

- (a) Interoperability with national clearing-house mechanisms, among which is the existing portal toolkit used by many national and regional clearing-house mechanisms, where applicable;

(b) Interoperability with InforMEA to allow relevant information on the Convention on Biological Diversity to be globally searchable on the InforMEA website.

28. The Secretariat will summarize progress made in this area. Under this sub-item, the Committee will be invited to provide advice on how to further develop interoperability within the network of the clearing-house mechanism.

6.4. Collaboration with partners

29. Collaboration with partners is expected to contribute to the expansion of the clearing-house mechanism network and services. The Secretariat will summarize ongoing collaboration with some partners. Committee members involved in collaboration initiatives will be invited to provide their own summaries.

30. Under this item, the Committee will be invited to provide advice on how the clearing-house mechanism could further benefit from collaboration with partners.

6.5. Additional issues related to the network

31. Under this sub-item, the Committee will have the opportunity to raise and discuss any relevant issues not covered under the previous sub-items.

ITEM 7. OTHER MATTERS

32. Under this item, the Committee may wish to consider any other matter, such as the operations of the Committee.

ITEM 8. CONCLUSIONS AND RECOMMENDATIONS

33. The Committee will be invited 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

34. The meeting is expected to close at 5 p.m. on Saturday, 31 October 2015.

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

<i>Friday, 30 October 2015</i>	<i>Agenda item/activity</i>
9 - 9.30 a.m.	<i>Registration and welcome</i>
9.30 - 10.30 a.m.	<ol style="list-style-type: none"> 1. Opening of the meeting 2. Organizational matters: <ol style="list-style-type: none"> 2.1 Adoption of the agenda 2.2 Organization of the work 3. Background and objectives 4. Presentations: <ol style="list-style-type: none"> 4.1 The clearing-house mechanism 4.2 The Access and Benefit-sharing Clearing-House
10.30 - 10.45 a.m.	<i>Coffee break</i>
10.45 a.m. - 12.30 p.m.	<ol style="list-style-type: none"> 5. Issues related to the central clearing-house mechanism and to the Access and Benefit-sharing Clearing-House: <ol style="list-style-type: none"> 5.1 Online reporting tool 5.2 Common formats and metadata
12.30 - 2.00 p.m.	<i>Lunch break</i>
2.00 - 3.30 p.m.	<ol style="list-style-type: none"> 5. (<i>continued</i>): <ol style="list-style-type: none"> 5.3 Web strategy
3.30 - 3.45 p.m.	<i>Coffee break</i>
3.45 - 5 p.m.	<ol style="list-style-type: none"> 5. (<i>continued</i>): <ol style="list-style-type: none"> 5.4 Additional joint issues

<i>Saturday, 31 October 2015</i>	<i>Agenda item/activity</i>
9.30 - 10.30 a.m.	6. Issues related to the network of the clearing-house mechanism 6.1. Award for national clearing-house mechanisms
10.30 - 10.45 a.m.	<i>Coffee break</i>
10.45 a.m. - 12.30 p.m.	6. (continued): 6.2. Support to national clearing-house mechanisms
12.30 - 2.00 p.m.	<i>Lunch break</i>
2.00 - 3.30 p.m.	6. (continued): 6.3. Interoperability 6.4. Collaboration with partners
3.30 - 3.45 p.m.	<i>Coffee break</i>
3.45 - 5 p.m.	6. (continued): 6.5. Additional issues related to the network 7. Other matters 8. Conclusions and recommendations
5 p.m.	9. Closure of the meeting

Annex II

PROVISIONAL LIST OF DOCUMENTS

A. Meeting documents

- UNEP/CBD/CHM/IAC/2015/1/1
Provisional agenda
- UNEP/CBD/CHM/IAC/2015/1/1/Add.1
Annotations to the provisional agenda
- UNEP/CBD/CHM/IAC/2015/1/2
Progress report on the clearing-house mechanism
- UNEP/CBD/CHM/IAC/2015/1/3
Report of the Informal Advisory Committee to the Clearing-House Mechanism of the Convention on Biological Diversity
(Montreal, Canada, 30-31 October 2015)
- UNEP/CBD/CHM/IAC/2015/1/INF/1
Common formats and metadata
- UNEP/CBD/CHM/IAC/2015/1/INF/2
Preliminary draft web strategy

B. Relevant documents from other meetings

- UNEP/CBD/COP/12/11
Progress report on technical and scientific cooperation and the clearing-house mechanism
(Pyeongchang, Republic of Korea, 6-17 October 2014)
- UNEP/CBD/COP/12/INF/2
Additional information on progress report on the clearing-house mechanism
(Pyeongchang, Republic of Korea, 6-17 October 2014)
- UNEP/CBD/CHM/IAC/2014/2/2
Report of the meeting of the Informal Advisory Committee to the Clearing-House Mechanism
(Pyeongchang, Republic of Korea, 5 October 2014)
- UNEP/CBD/CHM/IAC/2014/1/2
Report of the meeting of the Informal Advisory Committee to the Clearing-House Mechanism
(Montreal, Canada, 13-14 June 2014)
- UNEP/CBD/COP/11/31
Proposed work programme for the clearing-house mechanism in support of the Strategic Plan for Biodiversity 2011-2020
(Hyderabad, India, 8-19 October 2012)
- UNEP/CBD/CHM/IAC/2010/1/3
Information services of the clearing-house mechanism
(Nagoya, Japan, 17 October 2010)

C. Other documents

- Information note for participants
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