



# CONVENTION ON BIOLOGICAL DIVERSITY

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ORIGINAL: ENGLISH

TECHNICAL WORKSHOP ON THE  
DEVELOPMENT OF REGIONAL  
CLEARING-HOUSE MECHANISMS  
Bucharest, 23-25 February 2005

## ANNOTATIONS TO THE PROVISIONAL AGENDA

### INTRODUCTION

#### *A. Background*

1. In paragraph 5 of decision VII/23, the Conference of the Parties to the Convention on Biological Diversity invited Parties to develop regional clearing-house mechanisms to further promote and facilitate technical and scientific cooperation and the exchange of information on technology transfer at the regional and national levels.
2. In addition, paragraph 4 of decision VII/23, the Conference of the Parties to the Convention on Biological Diversity also invited developed country Parties to assist developing countries Parties, through the clearing-house mechanism, in their efforts to implement and use new information technologies, including the establishment of websites.
3. Accordingly, and following the generous financial contribution by the Government of The Netherlands, and technical assistance from the European Environment Community, the Executive Secretary has organized with the European Community clearing-house mechanism the present technical workshop to introduce developing Parties to new information technologies, and web-based technologies used in the establishment of the European Community clearing-house mechanism regional portal.
4. The organization of the meeting will also assist with the implementation of paragraph 7 (d) of decision VII/23 which requested the Executive Secretary to examine ways to develop regional portals to visualize and exchange national and regional cartographic information (geographic information systems and remote-sensing) from all thematic areas (including maps, satellite images and datasets);.
5. Specific objectives for the meeting include:
  - (a) To discuss the information content of regional clearing-house mechanism websites;
  - (b) To introduce participants to available technologies in the development of regional clearing-house mechanism websites;
  - (c) To offer participants the opportunity to use the clearing-house mechanism toolkit of the Convention, the European Community clearing-house mechanism portal toolkit, the Belgian clearing-house mechanism toolkit, and other toolkits to assist in the establishment of regional clearing-house mechanism websites.

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### ***B. Participants***

6. Parties in developing regions and with economies in transition have been invited to nominate one expert qualified in the fields of management of clearing-house mechanism issues, information-sharing systems and database-management, and capacity-building. Parties were also invited to comment on their interest in assisting their region to establish a regional clearing-house mechanism. Two experts from each developing region were invited to participate in the meeting. Nominations were requested on 18 January 2005.

7. In addition to these participants, representatives of the following organizations active in the clearing-house mechanism issues have also been invited to participate as observers:

- (a) Members of the informal advisory committee of the clearing-house mechanism;
- (b) World Conservation Monitoring Centre (UNEP-WCMC) of the United Nations Environment Programme;
- (c) Representatives of the Global Biodiversity Information Facility (GBIF);
- (d) Representatives of donor organizations, particularly of those Governments who have indicated their interest in funding capacity-building activities to enable the active participation of developing countries in pilot projects promoted by the clearing-house mechanism.

### ***C. Documents***

8. A list of documents for the meeting is attached as annex I below.

### ***D. Anticipated outcome of the meeting***

9. The meeting is expected to facilitate the establishment of regional clearing-house mechanism regional websites, and will recommend possible solutions to overcome the identified constraints and impediments.

10. A report of the meeting will be communicated to the Conference of the Parties at its eighth meeting, to be held in Brazil in 2006.

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

11. The meeting will be held in Bucharest from 23 to 25 February 2005. It will be opened by the Executive Secretary or his representative and by a representative from the European Environment Agency at 9 a.m. on Wednesday 23 February 2005.

## **ITEM 2. ORGANIZATIONAL MATTERS**

### ***2.1. Election of officers***

12. Participants will be invited to elect a Chair and Rapporteur. Nominations will be made from the floor.

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

13. The meeting will be invited to adopt its agenda on the basis of the provisional agenda prepared by the Executive Secretary (UNEP/CBD/WS-Reg.CHM/1/1).

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

14. A proposed programme of work for the meeting is shown in annex II below.

15. Participants will be invited to discuss the issues relevant to the establishment of regional clearing-house mechanism websites and to participate in a hands-on technical session. To facilitate these discussions, it is proposed that these issues be clustered under two headings:

- (a) Discussion on the information content of a regional website;
- (b) Participation in a hands-on technical session on using the European Community clearing-house mechanism toolkit, and other toolkits to establish regional websites.

16. Following an introduction to the topic, participants will be invited to discuss relevant issues, with a view to making recommendations relevant to the objectives for the meeting.

**ITEM 3. DISCUSSION ON THE INFORMATION CONTENT OF A REGIONAL WEBSITE**

17. The Secretariat, the European Community clearing-house mechanism will make a short presentation on issues relevant to this item.

18. These issues will be considered in the light of the above-mentioned decision VII/23 of the Conference of the Parties to the Convention.

**ITEM 4. TECHNICAL SESSION ON USING THE EUROPEAN COMMUNITY CLEARING-HOUSE MECHANISM TOOLKIT AND OTHER TOOLKITS TO ESTABLISH REGIONAL WEBSITES**

19. Participants will be invited to participate in a hands-on session on using the European Community clearing-house mechanism toolkit and other toolkits to establish regional websites.

**ITEM 5. CONCLUSIONS AND RECOMMENDATIONS**

20. Participants will be invited to formulate the general conclusions and recommendations on the issues considered at the Workshop.

**ITEM 6. ADOPTION OF THE REPORT**

21. Under this item, participants will be invited to consider and adopt the report of the meeting, on the basis of the draft report and draft recommendations to be presented by the Rapporteur.

**ITEM 7. CLOSURE OF THE MEETING**

22. It is expected that the meeting will be closed at 5.30 p.m. on 25 February 2005.

*Annex I*

**DOCUMENTS FOR THE TECHNICAL WORKSHOP ON THE DEVELOPMENT OF  
REGIONAL CLEARING-HOUSE MECHANISMS**

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**PLEASE NOTE:**

**For reasons of economy, documents will be available at the meeting in a limited number.  
Participants are requested to bring their copies of the documents to the meeting.**

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*Working documents*

UNEP/CBD/WS-Reg.CHM/1/1  
UNEP/CBD/WS-Reg.CHM/1/1/Add.1

Provisional agenda  
Annotations to the provisional agenda

*Annex II*

**PROVISIONAL PROGRAMME OF WORK FOR THE ASIA AND THE PACIFIC  
REGIONAL MEETING ON THE CLEARING-HOUSE MECHANISM**

*23 February 2005*

9 a.m.	<i>Item 1.</i> Opening of the meeting.
9.15-10 a.m.	<i>Item 2.</i> Organizational matters: 2.1. Election of officers; 2.2. Adoption of the agenda; 2.3. Organization of work.
10-11 a.m.	Presentations
11 a.m.- 11.30 a.m.	Break
11.30 a.m.- 1 p.m.	<i>Item 3.</i> discussion on the information content of a regional website
1-2 p.m.	Lunch
2-3 p.m.	<i>Item 4.</i> Technical session on using the European Community clearing-house mechanism toolkit and other toolkits to establish regional websites
3-3.30 p.m.	Discussion
3.30-3.45 p.m.	Break
3.30-5.30 p.m.	

*24 February 2005*

9 a.m.	Resumption of the meeting.
9.15-11.30 a.m.	<i>Item 4.</i> Technical session on using the European Community clearing-house mechanism toolkit and other toolkits to establish regional websites ( <i>continued</i> )
11.30 a.m.- 12 noon	Break
12 noon – 1 p.m.	<i>Item 4.</i> Technical session on using the European Community clearing-house mechanism toolkit and other toolkits to establish regional websites ( <i>continued</i> )
1-2 p.m.	Lunch
2-3.30 p.m.	<i>Item 4.</i> Technical session on using the European Community clearing-house mechanism toolkit and other toolkits to establish regional websites ( <i>continued</i> )
3.30-3.45 p.m.	Break

3.45-5.30 p.m.	Item 4. Technical session on using the European Community clearing-house mechanism Toolkit and other toolkits to establish regional websites ( <i>continued</i> )
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25 February 2005

9 a.m.	Resumption of the meeting.
9.15-11.30 a.m.	<i>Item 4.</i> Technical session on using the European Community clearing-house mechanism toolkit and other toolkits to establish regional websites ( <i>continued</i> )
11.30 a.m.- 12 noon	Break
12 noon-1 p.m.	<i>Item 4.</i> Technical session on using the European Community clearing-house mechanism toolkit and other toolkits to establish regional websites ( <i>continued</i> )
1 p.m-2 p.m.	Lunch
2-3.30 p.m.	<i>Item 5.</i> Conclusions and recommendations
3.30-3.45 p.m.	Break
3.45-5.30 p.m.	<i>Item 6.</i> Adoption of report

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