



Convention on Biological Diversity

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ENGLISH ONLY

REGIONAL WORKSHOP FOR THE PACIFIC
ON THE CLEARING-HOUSE MECHANISM
Nadi, Fiji, 13-17 June 2016

ANNOTATIONS TO THE PROVISIONAL AGENDA

BACKGROUND

1. In paragraph 2 (a) of decision X/15 on the clearing-house mechanism (CHM), the Conference of the Parties encouraged Parties to continue to take the necessary steps to establish, strengthen and ensure the sustainability of national clearing-house mechanisms, in order for them to provide effective information services to facilitate the implementation of the national biodiversity strategies and action plans (NBSAPs) as specified in goal 2 in the annex to that decision (CHM goal 2).
2. In decision XI/2, paragraph 11, the Conference of the Parties welcomed the work programme for the clearing-house mechanism in support of the Strategic Plan for Biodiversity 2011-2020 (UNEP/CBD/COP/11/31), which contains recommended activities to achieve this goal. In paragraph 11 (b) of the same decision, the Conference of the Parties agreed to strengthen communication with, and build the capacity of, national focal points for the clearing-house mechanism.
3. Furthermore, in decision XII/2 B, paragraph 15, the Conference of the Parties strongly encouraged Parties to accelerate the establishment and development of their national clearing-house mechanisms where they had not done so, and, in paragraph 16 of the same decision, invited Parties and partners to provide support to developing country Parties that were developing their national clearing-house mechanisms.
4. Pursuant to these decisions, the Secretariat of the Convention on Biological Diversity, with the generous support of the Governments of Japan and Fiji, is organizing a regional workshop for the Pacific on the clearing-house mechanism to be held in Nadi, Fiji, from 13 to 17 June 2016 as announced in notification 2016-019 (Ref. No. SCBD/TSI/RS/ODM/SM/85725) issued on 27 January 2016.¹ This workshop is intended for developing countries, but other countries in the region are invited to attend provided that they cover their own costs.
5. The overall objective of the workshop is to build capacity and provide guidance on how to establish and sustain effective national clearing-house mechanisms, in line with decision X/15 and in support of the national biodiversity strategies and action plans.

¹ See <https://www.cbd.int/doc/notifications/2016/ntf-2016-019-chm-ws-en.pdf> at <https://www.cbd.int/notifications>.

6. Governments were invited to nominate one representative to participate in this workshop. The nominee should meet the following criteria:

- (a) Involvement in the planning and development of the national CHM in his/her country, as is expected from the CHM national focal point;
- (b) Familiarity with the national biodiversity strategy and action plan;
- (c) Ability to present the current situation of the national CHM as well as any existing plan to develop it;
- (d) Occupy a position enabling him/her to apply the knowledge and capacity gained during the workshop for further developing the national CHM.

7. The working language of the workshop will be English. Annex I below contains the list of documents which are available on the CBD website at www.cbd.int/doc/?meeting=chmws-2016-01. The proposed organization of work is provided in annex II.

8. The documentation includes an information note for participants containing details of logistical arrangements including information on travel, visa requirements, accommodation and other matters for the workshop. Registration of participants will be done on arrival of each participant at the venue of the workshop.

ITEM 1. OPENING OF THE WORKSHOP

9. The opening ceremony will be held at 9 a.m. on Monday, 13 June 2016. Representatives of the Government of Fiji and the CBD Secretariat are expected to make opening statements.

ITEM 2. OBJECTIVES AND PROGRAMME OF THE WORKSHOP

10. The CBD Secretariat will give an overview of the objectives, programme and expected outcomes of the workshop. Participants will be invited to briefly express their expectations.

11. The overall objective of the workshop is to strengthen the capacity to establish and sustain effective national clearing-house mechanisms in support of the national biodiversity strategies and action plans. For each active participating country, the main expected results at the end of the workshop are:

- (a) A strategic vision for the future of its national clearing-house mechanism that could be integrated into the revised national biodiversity strategy and action plan;
- (b) A sound road map for the establishment or further development of its national clearing-house mechanism.

12. The workshop will also be an opportunity to share national experiences on the clearing-house mechanism and promote regional networking with a view to learning how to improve national implementation.

ITEM 3. WORK PROGRAMME OF THE CLEARING-HOUSE MECHANISM

13. Under this item, the CBD Secretariat will present relevant elements of the proposed work programme for the clearing-house mechanism in support of the Strategic Plan for Biodiversity 2011-2020 (UNEP/CBD/COP/11/31).

14. Special attention will be devoted to CHM goal 2, which indicates that national clearing-house mechanisms should provide effective information services to facilitate the implementation of the national biodiversity strategies and action plans. A general discussion will follow to answer questions and provide further clarifications if needed.

ITEM 4. NATIONAL AND REGIONAL EXPERIENCES

15. Under this item, countries will share their experiences in the development of national clearing-house mechanisms. This will be an opportunity for all participating countries to learn from each other.

16. Each country presentation has an expected duration of 10 minutes and will be followed by a brief discussion to answer any questions. The following structure is suggested for each national presentation:

- (a) An overview of the current situation;
- (b) The strategic vision for the future;
- (c) The type of cooperation or support that would be beneficial.

17. Any relevant regional experience could also be shared under this item. More specifically, the Secretariat of the Pacific Regional Environment Programme (SPREP) will be invited to present its biodiversity-related activities in the region.

ITEM 5. GUIDANCE FOR NATIONAL CLEARING-HOUSE MECHANISMS

18. The purpose of this item is to provide the participants with guidance for further developing their national clearing-house mechanisms. This item will start with a presentation by the CBD Secretariat, followed by a discussion to exchange views and collect feedback.

19. The focus will be on the following topics of particular relevance to the development of effective national clearing-house mechanisms:

- (a) National coordination: to understand the benefits of coordinating activities related to the development of a national clearing-house mechanism with a view to ensuring effectiveness and sustainability;
- (b) Strategic management of web content: to understand the impact of content management on the effectiveness of a website, and to provide general guidelines on how to strategically plan and manage web content;
- (c) Information services: to describe the typical information services that a national clearing-house mechanism can provide to support the NBSAP implementation process;
- (d) Technical aspects: to give a general overview of existing technology relevant to the establishment or further development of national clearing-house mechanisms.

ITEM 6. TRAINING SESSION

20. The main purpose of this session is to train the participants in the use of a new tool to assist Parties in the establishment of their national clearing-house mechanisms, developed with the support of the Japan Biodiversity Fund. This tool is a basic generic national clearing-house mechanism that can be made available to interested Parties. The current version of this tool can be visualized at <http://demo.chm-cbd.net>.

21. The main features of the tool will be shown to the participants. The participants will then have the opportunity to practice the use of these features with the assistance of the CBD Secretariat.

22. This session will also be used to collect feedback in order to plan future improvements to better respond to Parties' needs, particularly in terms of effectiveness and user experience.

ITEM 7. STRATEGIC VISION AND ROAD MAP FOR NATIONAL CLEARING-HOUSE MECHANISMS

23. Under this item, each participant will draft a strategic vision and road map for developing their national clearing-house mechanism.

24. The purpose of the strategic vision is to strengthen the two-way relationship between the national biodiversity strategy and action plan and the national clearing-house mechanism, as described below:

(a) A national clearing-house mechanism should provide effective information services to facilitate the implementation of the national biodiversity strategy and action plan (CHM goal 2);

(b) To maximize the chances of achieving the above goal, the national biodiversity strategy and action plan should include a strategic vision for the national clearing-house mechanism with effectiveness and sustainability in mind.

25. It is expected that each country will eventually review and further elaborate this draft strategic vision in order to integrate it into its revised national biodiversity strategy and action plan.

26. The road map logically complements the strategic vision by identifying the list of steps or tasks that need to be carried out by a country in order to further develop its national clearing-house mechanism.

ITEM 8. PENDING MATTERS

27. This session will be reserved to discuss any pending matters arising from previous work and discussions.

ITEM 9. SYNTHESIS AND REPORT OF THE WORKSHOP

28. The purpose of this item is to recap what was achieved during the workshop and to identify which items will require some follow-up. The participants will briefly present the result of their work, which is expected to include their strategic vision and road map for developing their national clearing-house mechanisms. The structure and content of the final report will be discussed. A draft report will be circulated to all participants after the workshop for their review and comments.

29. Prior to the closure of the meeting, participants will be invited to complete a feedback form. Any feedback provided will be used to improve the planning and organization of subsequent workshops.

ITEM 10. CLOSURE OF THE WORKSHOP

30. The workshop is expected to close at 5 p.m. on Friday, 17 June 2016, with closing remarks by the representatives of the Government of Fiji and the CBD Secretariat.

*Annex I***LIST OF DOCUMENTS**

<i>Document symbol</i>	<i>Title</i>
UNEP/CBD/CHM/WS/2016/1/1	Provisional agenda
UNEP/CBD/CHM/WS/2016/1/1/Add.1	Annotations to the provisional agenda
UNEP/CBD/CHM/WS/2016/1/2	Report of the workshop ²
UNEP/CBD/COP/11/31	Proposed work programme for the clearing-house mechanism in support of the Strategic Plan for Biodiversity 2011-2020
	Information note for participants

² To be made available after the meeting.

*Annex II***PROPOSED ORGANIZATION OF WORK****Regional Workshop for the Pacific on the Clearing-House Mechanism**

Nadi, Fiji, 13-17 June 2016

	Monday	Tuesday	Wednesday	Thursday	Friday
9 a.m. - 10.30 a.m.	1. Opening of the workshop 2. Objectives and programme of the workshop	5. Guidance for national clearing-house mechanisms	Field trip	6. Training session	8. Pending matters
11 a.m. - 12.30 p.m.	3. Work programme of the clearing-house mechanism	5. Guidance for national clearing-house mechanisms	Field trip	6. Training session	8. Pending matters
2 p.m. - 3.30 p.m.	4. National and regional experiences	6. Training session	Field trip	7. Strategic vision and road map for national clearing-house mechanisms	9. Synthesis and report of the workshop
4 p.m. - 5.30 p.m.	4. National and regional experiences	6. Training session	Field trip	7. Strategic vision and road map for national clearing-house mechanisms	10. Closure of the workshop