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REGIONAL CAPACITY-BUILDING WORKSHOP FOR
WESTERN AFRICA ON NATIONAL BIODIVERSITY
STRATEGIES AND ACTION PLANS AND
MAINSTREAMING OF BIODIVERSITY
Ouagadougou, Burkina Faso
29 September to 3 October 2008

ANNOTATIONS TO THE PROVISIONAL AGENDA

INTRODUCTION

1. The Conference of the Parties recommended that regional and/or sub-regional workshops be convened to discuss national experiences in implementing national biodiversity strategies and action plans (NBSAPs), and the integration of biodiversity concerns into relevant sectors, including consideration of obstacles and ways and means for overcoming the obstacles (Decisions VIII/8 (6) and IX/8 (17)).
2. In response, the Executive Secretary is organizing a series of regional and sub-regional capacity building workshops on these issues. The workshop for Western Africa, Comoros, and Djibouti, is being organized by the Secretariat of the Convention on Biological Diversity, in collaboration with the Government of Burkina Faso, and will be held in Ouagadougou, Burkina Faso, from 29 September to 3 October 2008.
3. The purpose of the workshop is to strengthen national capacities for the development, implementation, reviewing and updating of NBSAPs and the integration of biodiversity considerations into relevant national policies, strategies and planning processes. These include cross-sectoral national strategies such as those for development, poverty reduction, the achievement of the Millennium Development Goals, adaptation to climate change and combating desertification. Sectoral strategies, such as those for agriculture, forestry, fisheries and tourism, and national and local planning processes are also included. The workshop will promote the exchange of experiences and training on the use of relevant tools and mechanisms, and provide an opportunity for countries to identify ways and means for overcoming challenges in the development and implementation of NBSAPs and mainstreaming. The outcomes of the workshop will provide inputs to the ongoing review of implementation of the Strategic Plan and provide inputs to the third edition of the Global Biodiversity Outlook.
4. Participants in the workshop comprise officials from each of the countries in the region responsible for the development and/or implementation of NBSAPs, as nominated by the CBD national focal points as well as resource persons selected for their expertise and experience in supporting the development and implementation of NBSAPs or for integrating biodiversity into national development

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strategies and planning processes. As indicated in the notification for this workshop, the nominated participants “should be in a position to prepare and present a report on progress made in the development,

implementation, reviewing and updating of national biodiversity strategies and action plans, as well as the integration of biodiversity concerns into relevant sectors (for example, by using the voluntary guidelines annexed to Decision VIII/8). Moreover, following the workshop, the representative should be in a position to translate the capacity gained into concrete actions in support of national implementation.” Accordingly, nominated participants are requested to undertake some preparatory activities as set out in Annex III.

5. The Secretariat is issuing an information note for participants containing details of logistical arrangements including information on travel, visa requirements, accommodation and other matters for the workshop. The information note is available at www.cbd.int/doc/meeting.aspx?mtg=NBSAPCBW-WAFR-01 . The workshop will be held in French, with English translation for anglophone participants.

6. Registration of participants will commence on arrival at the venue.

ITEM 1. OPENING OF THE WORKSHOP AND ORGANIZATIONAL MATTERS

7. A representative of the host Government will open the meeting at 9.00 a.m. on 29 September 2008. Representatives of the Executive Secretary of the Convention on Biological Diversity, the Economic Community of West African States (ECOWAS), and the West African Economic and Monetary Union (UEMOA) will also welcome the participants and make opening statements.

ITEM 2. OVERVIEW OF THE OBJECTIVES AND PROGRAMME FOR THE WORKSHOP

8. The Secretariat of the Convention on Biological Diversity will give an overview of the objectives, the programme and the expected outcomes of the workshop.

9. The provisional agenda of the workshop prepared by the Executive Secretary is available in document UNEP/CBD/NBSAP/CBW-WAFR/1/1. The proposed organization is provided in Annex I below.

The following provides an overview of the proposed Workshop programme:

Day 1: Introduction to the Workshop (agenda items 1 & 2)

Country presentations on the status of development and implementation of NBSAPs in the region (agenda items 3 & 4)

Day 2: Field Study Visit (agenda item 5)

Day 3: Country presentations (agenda items 3 & 4, continued)

Mainstreaming (agenda item 5):

- Lessons learned from the country presentations and field study visit
- Introductory presentation and group exercise
- “Biodiversity and Livelihoods” Presentation of case studies and discussion
- Ecosystem Services: Introductory presentation and group exercise

Day 4: Mainstreaming (agenda item 5, continued)

- Presentations from small groups
- Presentation and discussion on regional processes

CEPA and strategic communication for NBSAPs: Introductory presentation and group exercise (agenda item 6)

NBSAP Posters (agenda item 3)

Day 5: National Reports: Presentations from SCBD and some countries (agenda item 6)

Updating NBSAPs (agenda item 4)

The Way Forward to 2010: presentation and panel discussion (agenda item 7)

Conclusions and closing (agenda items 8 and 9)

Departures

The emphasis of the workshop will be on the exchange of national experiences and active learning. With this in mind, the workshop format features a mix of presentations with question and answer sessions, discussions in small working groups, and interactive sessions to introduce relevant tools and training modules. The programme will be carried out in a flexible manner to best meet the needs of the participants and is therefore subject to change.

10. A list of documents for the workshop is attached as Annex II.

ITEM 3. STATUS OF DEVELOPMENT AND IMPLEMENTATION OF NATIONAL BIODIVERSITY STRATEGIES AND ACTION PLANS

11. In decision VIII/8 (paragraph 10 (a) (ii)), the Conference of the Parties decided to conduct an in-depth review of the implementation of goals 2 and 3 of the Strategic Plan to be focused on the status of national biodiversity strategies and action plans, their implementation and updating, and the extent to which biodiversity concerns are effectively integrated into relevant sectors and have been effectively mainstreamed in accordance with Article 6(b) of the Convention. As mentioned above, this series of workshops is envisaged to contribute to that process.

12. Under this agenda item, participants will consider:

- (a) A global overview of the status of NBSAPs, drawing upon the preparation for and the conclusions of the second meeting of the Working Group on Review of Implementation of the Convention (13-17 July 2007, Paris). ¹
- (b) A regional overview of the status of NBSAPs, drawing upon national reports, NBSAPs, and the experience of UNEP, UNDP and other organizations.
- (c) Presentations on the status of NBSAPs by participating countries.

13. Participants will then discuss national experiences and lessons learned in the development and implementation of NBSAPs, focusing on:

- (a) Status of NBSAPs or similar strategies and programmes;

¹ Document UNEP/CBD/NBSAP/CBW-WAFR/1/2; see also UNEP/CBD/WG-RI/2/2, UNEP/CBD/WG-RI/2/2/ADD.1, UNEP/CBD/WG-RI/2/INF.9, UNEP/CBD/WG-RI/2/INF.10, and Recommendation WGRI-2/1.

- (b) Major Features of NBSAPs;
- (c) Priority actions identified for implementing NBSAPs;
- (d) Mechanisms identified for implementing NBSAPs;
- (e) Obstacles encountered in the implementation of NBSAPs; Needs to remove these obstacles; Actions to take at the regional level; and,
- (f) Reviews undertaken of the implementation of NBSAPs and assessment of the effectiveness of the strategy;

14. Participants from all countries of the region will have the opportunity to present their NBSAPs during the course of the week. As preparation for the workshop, participants are requested to undertake a self-review of their NBSAPs using the guidelines annexed to decision VIII/8 (see also Annex III) and to present how biodiversity considerations have been taken into account within the National Strategies for Sustainable Development, poverty reduction strategy papers and the Millennium Development Goals.

15. This agenda item will be complemented by a poster session during the workshop where participating countries could display their posters on development and implementation of national or local biodiversity strategies and action plans. To ensure consistency approaches in developing posters, countries are requested to follow the guidelines which are available at <http://www.cbd.int/meetings/wgri-02/poster-guidelines.shtml>.

ITEM 4. UPDATING AND IMPROVEMENT OF NATIONAL BIODIVERSITY STRATEGIES AND ACTION PLANS

16. Under this item, the Secretariat will introduce the updated guidance provided by the Conference of the Parties concerning the development, implementation and updating of NBSAPs (Decision IX/8). The Secretariat will also introduce the NBSAPs training modules developed in collaboration with UNEP-GEF and the United Nations University. Workshop participants will also examine further tools needed to support the implementation of NBSAPs.

17. A few countries in the region, which are updating or have updated their NBSAPs, will be invited to share their experiences and perspectives with workshop participants.

18. Participants, working in small groups will analyse their countries' NBSAPs in the light of recent guidance developed under the Convention with a view to identifying ways of improving the NBSAP and its implementation. Particular focus will be on identifying national targets within the framework developed by the Conference of the Parties.

ITEM 5. INTEGRATING BIODIVERSITY INTO SECTORAL AND CROSS-SECTORAL PLANS, PROGRAMMES AND POLICIES

19. The importance of integrating biodiversity considerations into relevant sectoral and cross-sectoral strategies, plans and programmes is underlined in Article 6(b) of the Convention and has been stressed in many decisions of the Conference of the Parties. This includes COP-8 which, in considering the implications of the findings of the Millennium Ecosystem Assessment, urged Parties and other Governments to promote dialogue among different sectors, to mainstream biodiversity, at the regional and national levels including, when appropriate, through the processes of the Convention, to address linkages between the conservation and sustainable use of biodiversity and, among others, international trade, finance, agriculture, forestry, tourism, mining, energy and fisheries. The Working Group on Review of Implementation of the Convention, when considering guidance for NBSAPs, has made further recommendations in this regard.

20. Under this item, workshop participants will hear a number of presentations on mainstreaming biodiversity into relevant sectoral strategies, plans and programmes. These include national experiences and lessons learned in mainstreaming biodiversity in poverty reduction strategies and strategies to achieve the Millennium Development Goals.

21. Relevant tools and case studies on how to mainstream biodiversity into relevant sectoral and cross-sectoral strategies, plans and programmes will be introduced, including the application of the ecosystem approach. Working in small groups, participants will have the opportunity to examine the various tools and approaches and to define the support needed on this topic at the regional level.

22. A field trip will be arranged by the host government and local partners during one of the days of the workshop to illustrate some of the challenges and opportunities for mainstreaming biodiversity.

ITEM 6. COMMUNICATION AND REPORTING

23. Clearly communicating the importance of NBSAPs and enhancing public education and awareness of these strategies and action plans are very important for mobilizing public support for and public participation in their development, implementation and updating as well as mainstreaming biodiversity into relevant sectors. Moreover, reviewing and reporting on the implementation of NBSAPs are also important for assessing the effectiveness of the strategies and, on that basis, both updating NBSAPs as well as further enhancing the implementation of NBSAPs.

24. Under this item, countries are invited to share their plans for and approaches to communicating NBSAPs and enhancing public awareness of and participation in the development, implementation and updating of NBSAPs. Workshop participants will also hear presentations on the role of the Clearing-House Mechanism in supporting these efforts.

25. The Secretariat will introduce the guidelines for the fourth national report, which focus on implementation of NBSAPs and progress towards the 2010 Biodiversity Target. The Secretariat will also introduce a reference manual developed to assist with the preparation of the fourth national report. Support from GEF for the fourth national reports will be outlined. Countries that have begun the process of developing their fourth national reports will be invited to share their progress with other countries

ITEM 7. THE WAY FORWARD: NEXT STEPS IN IMPLEMENTING AND UPDATING NBSAPS AND IN MAINSTREAMING OF BIODIVERSITY

26. Building upon work in earlier sessions, workshop participants will examine ways forward and key next steps for implementing and updating NBSAPs and mainstreaming biodiversity in national strategies and planning processes. A particular attention will focus on the potential role of regional bodies to monitor the process at the regional level. Workshop participants will be divided into several groups to discuss ways forward. A panel will be selected to lead discussions in plenary.

ITEM 8. CONSIDERATION OF THE CONCLUSIONS OF THE WORKSHOP

27. The Workshop will consider the conclusions of the workshop and possible inputs that could be provided to the in-depth review the Strategic plan and GBO-3.

ITEM 9. CLOSURE OF THE WORKSHOP

28. The Workshop is expected to close at approximately 17:30 PM on Friday, 3 October 2008.

*Annex I***PROPOSED ORGANIZATION OF WORK****MONDAY, 29 SEPTEMBER**

0830 - 1000	ITEM 1	Opening of the workshop Opening Statements (Government of Burkina Faso, SCBD, ECOWAS, UEMOA)
	ITEM 2	Overview of the objectives and programme for the workshop Introduction (SCBD) Plenary Discussion
1000 – 1030		<i>Coffee Break</i>
1030 – 1230	ITEM 3	Status of development & implementation of NBSAPs in the region National perspectives: Country presentations, 4 countries plus discussion (1-4)
1230 - 1400		<i>Lunch break</i>
1400 – 1530	ITEM 3	National perspectives: Country presentations: 4 countries plus discussion (5-8)
1530 - 1600		<i>Tea break</i>
1600 – 1730	ITEM 3	National perspectives: Country presentations: 4 countries plus discussion (9-12)
1730 – 1900		Further discussion , identification of emerging points Presentations from small groups
1900 –		Reception, courtesy of the Government of Burkina Faso

TUESDAY, 30 SEPTEMBER

0900	ITEM 5	Departure for field trip
Rest of day	ITEM 5	Field Trip

WEDNESDAY, 1 OCTOBER

0830 – 1000	ITEM 3	National perspectives: Country presentations: 4 countries plus discussion (13-16)
1000 - 1030		<i>Coffee break</i>
1030 - 1230	ITEM 3	National perspectives: Country presentations: 2 countries plus discussion (17-18)
1230 - 1400		<i>Lunch break</i>
1400 - 1530	ITEM 5	Mainstreaming: integrating biodiversity into sectoral and cross-sectoral plans, programmes and policies Lessons learned from the country presentations and the field study visit Introductory presentation and group exercise
1530 - 1600		<i>Tea break</i>
1600 - 1900	ITEM 5	“Biodiversity and Livelihoods”: presentation of case studies and discussion Ecosystem Services: Introductory presentation and group exercise

THURSDAY, 2 OCTOBER

0830 - 1000	ITEM 5	Presentations from small groups on mainstreaming exercise
1000 - 1030		<i>Coffee break</i>
1030 – 1230	ITEM 5	Presentation and discussion on regional processes
1230 – 1400		<i>Lunch break</i>
1400 – 1530	ITEM 6	Communication and Reporting: CEPA and strategic communication for NBSAPs Introductory presentation and group exercise
1530 – 1600		<i>Tea break</i>
1600 – 1800	ITEM 3	NBSAP Posters

FRIDAY, 3 OCTOBER

0830 - 1000	ITEM 6	Fourth National Reports and the Clearing-House Mechanism Presentations from SCBD and some countries
1000 - 1030		<i>Coffee break</i>
1030 – 1230	ITEM 4	Updating NBSAPs
1230 – 1400		<i>Lunch break</i>
1400 – 1600	ITEM 7	The Way Forward to 2010: next steps in implementing and updating NBSAPs and mainstreaming biodiversity Presentation and Panel Discussion
1600 - 1630		<i>Tea break</i>
1630 - 1700	ITEM 8 ITEM 9	Consideration of the Conclusions of the Workshop Closing of the Workshop
		Departures

*Annex II***LIST OF DOCUMENTS**

Document Number	Document Title
UNEP/CBD/NBSAP/CBW-WAFR1/1	Provisional agenda
UNEP/CBD/NBSAP/CBW-WAFR1/1/Add.1	Annotations to the provisional agenda
UNEP/CBD/NBSAP/CBW-WAFR1/2	Status and implementation of national biodiversity strategies and action plans
UNEP/CBD/NBSAP/CBW-WAFR1/3	Updating NBSAPs, mainstreaming biodiversity, communication and reporting
Information and background documents (Previously available)	
UNEP/CBD/WG-RI/2/2	Status of implementation of goals 2 and 3 of the Strategic Plan focussing on implementation of national biodiversity strategies and action plans and availability of financial resources -- an overview
UNEP/CBD/WG-RI/2/2/Add.1	Synthesis and analysis of obstacles to implementation of national biodiversity strategies and action plans, lessons learned from the review, effectiveness of policy instruments and strategic priorities for action
UNEP/CBD/WG-RI/2/INF/1	Updated synthesis of information contained in third national reports
UNEP/CBD/WG-RI/2/INF/2	Regional preparatory meetings on implementing national biodiversity strategies and action plans and mainstreaming biodiversity
UNEP/CBD/WG-RI/2/INF/9	National Biodiversity Strategies and Action Plans: A Meta-Analysis of Earlier Review
UNEP/CBD/WG-RI/2/INF/10	Review of National Biodiversity Strategies and Action Plans, Biodiversity Mainstreaming and Implementation of the Convention: A Bibliography
UNEP/CBD/COP/9/14/Rev.1	Implementation of the Convention and Its Strategic Plan
Booklet (English Only)	Mainstreaming Biodiversity: Workshops on National Biodiversity Strategies and Action Plans
Decision VIII/8	Implementation of the Convention and its Strategic Plan
Decision VIII/9	Implications of the findings of the Millennium Ecosystem Assessment
Decision IX/8	Review of Implementation of Goals 2 and 3 of the Strategic Plan

CBD Training modules (English Only):

A-1. Guide to the Convention on Biological Diversity

A-2. Role of the CBD National Focal Point

A-3. An Introduction to National Reporting

B-1. An Introduction to National Biodiversity Strategies and Action Plans

B-2. How to prepare and update a National Biodiversity Strategy and Action Plan

B-3. Mainstreaming biodiversity into sectoral and cross-sectoral strategies, plans and programmes

B-4. Setting national biodiversity targets, making use of the CBD framework for the 2010 biodiversity target

B-5. Ensuring stakeholder engagement in the development, implementation and updating of NBSAPs

B-6. Getting political support for the NBSAP and financing its implementation

B-7. Communication Strategy for NBSAPs

Other Resources:

Guidelines for the fourth national reports

Draft reference manual for preparing the fourth national reports

*Annex III***PREPARATION FOR THE CAPACITY BUILDING WORKSHOPS**

As was indicated in the official notification for the workshop available at <http://www.cbd.int/nbsap/workshops.shtml>, participants nominated by Parties are requested to prepare for the workshop in a number of ways.

Firstly, participants are requested to prepare some information on their country's NBSAP that could be shared with other participants within the context of workshop discussion sessions. Participants are encouraged to use the COP guidance available at <https://www.cbd.int/nbsap/guidance.shtml>, particularly the "Proposed Voluntary Guidelines to Parties for Review of National Biodiversity Strategies and Action Plans", contained in Decision VIII/8 at <http://www.cbd.int/convention/decisions.shtml?m=COP-08&id=11020&lg=0>, as tools in preparing for the workshop.

Participants are requested to bring with them two copies of their country's NBSAP, both in printed and electronic versions. All participants are requested to prepare a poster presentation following the guidelines referred to below. Participants making a brief presentation on their NBSAP as *powerpoint* presentations should ideally limit their presentations to a duration of 10 minutes and to 5-10 slides focussing on (i) description of the NBSAP; (ii) preparatory process/stakeholder involvement; (iii) examples of achievements in implementation; (iv) how the NBSAP is related to mainstreaming national strategies and planning processes; (v) national targets included in the NBSAP; and (vi) evaluation and updating of the NBSAP.

Secondly, participants are requested to provide the Secretariat (as electronic files, web addresses, or by mail to secretariat@cbd.int) any useful documents prepared by their country in relation to the NBSAP and its implementation. This might include information on tools and guidelines for NBSAP implementation, reviews or progress reports generated at the national level on the NBSAP for purposes of monitoring and evaluation, communication strategies, and case studies illustrating how biodiversity has been integrated into economic sectors and national strategies for poverty eradication (PRSPs) and to achieve the MDGs (National Strategies for Sustainable Development). We will be drawing on these national examples and experiences throughout the workshop, and will incorporate information on approaches and best practices into the Clearing-House Mechanism.

Thirdly, participants are encouraged to develop a poster on their NBSAP and the linkage to the 2010 Biodiversity Target. An online poster generation tool has been developed by *Deutsche Gesellschaft für Technische Zusammenarbeit* (GTZ) that enables users to easily create posters from their own computer. These posters will offer a further opportunity to share national experiences in implementing the Convention through NBSAPs at the workshop. The guidelines for developing posters using the online tool are available at <http://www.cbd.int/meetings/wgri-02/poster-guidelines.shtml>. (The tool itself is available at <http://nbsaps.onlinegeneration.com>). Posters presented at the second meeting of the Working Group on Review of Implementation of the Convention (Paris, July 2007) and at the ninth meeting of the Conference of the Parties (Bonn, May 2008) can be viewed at <http://www.cbd.int/meetings/wgri-02/poster-session.shtml>.

As part of their posters, *powerpoint* presentations, or separately, all participants are invited to prepare case studies of activities that contribute to the achievement of the 2010 Biodiversity Target. Such cases should demonstrate significant reductions in the loss of biodiversity (or a specific component) within a defined scale. The case will be most useful if it contains lessons that are more widely applicable. The following information should be provided: (i) Full description of the reduction in biodiversity loss; (ii) Measures taken to achieve the change; (iii) Relevant external factors that may have influenced the rate of biodiversity loss or likely to do so in the future; (iv) Measures in place or planned to ensure that the reduction is sustained; and (v) Conclusions and lessons learned.
