



## Convention on Biological Diversity

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### REGIONAL WORKSHOP FOR SOUTH, EAST AND SOUTHEAST ASIA ON THE FIFTH NATIONAL REPORT AND REGIONAL SCENARIO ANALYSIS

Incheon City, Republic of Korea, 20-24 May 2013

Item 1 of the provisional agenda\*

### ANNOTATIONS TO THE PROVISIONAL AGENDA

#### INTRODUCTION

1. In paragraph 14 of decision X/10, the Conference of the Parties requested the Executive Secretary to continue facilitating the provision of support to countries, especially developing countries, in particular least developed countries and small islands developing States as well as countries with economies in transition, for the preparation of the fifth national reports.
2. In paragraph 13 of decision X/2, the Conference of the Parties decided that the fourth edition of the Global Biodiversity Outlook shall be prepared to provide a mid-term review of progress towards the Aichi Biodiversity Targets, including an analysis of how the implementation of the Convention and its Strategic Plan for Biodiversity 2011-2020 has contributed to the 2015 targets of the Millennium Development Goals. In decision XI/3, the Conference of the Parties requested the Executive Secretary to make use of relevant regional and subregional capacity-building workshops organized under the Convention to facilitate inputs and contributions to the preparation of the fourth edition of the Global Biodiversity Outlook.
3. In response to these requests, the Executive Secretary is organizing a series of regional or subregional workshops to provide support to developing countries, in particular least developed countries and small islands developing States. The Regional Workshop for South, East and Southeast Asia on the Fifth National Report and Regional Scenario Analysis is being organized with the support from the Governments of the Republic of Korea, Japan through the Japan Fund for Biodiversity and from the Government of The Netherlands. The workshop will take place in Incheon City, Republic of Korea, from 20 to 24 May 2013. The following countries have been invited to this workshop: (a) South Asia: Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, Sri Lanka; (b) South East Asia: Brunei Darussalam, Cambodia, Indonesia, Lao People's Democratic Republic, Malaysia, Myanmar, Philippines, Singapore, Thailand, Timor-Leste, Viet Nam; (c) East Asia: China, Democratic People's Republic of Korea, Mongolia, Japan, Republic of Korea.
4. The purpose of the workshop is to strengthen capacities of these countries for preparing their fifth national reports so that they can submit the reports by the deadline of 31 March 2014. Specifically, the workshop aims to strengthen countries' capacities in assessing the status and trends of biodiversity, reviewing implementation of national biodiversity strategies and action plans, and more importantly measuring progress towards the 2020 Aichi Biodiversity Targets.

\* UNEP/CBD/RW/5NR-EASI/1/1.

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5. The workshop also aims to strengthen these countries' capacities in monitoring and reviewing the implementation of the Convention at national level and to assess the consequences on biodiversity of the implementation of a range of policy options through scenario analysis.

6. Participants in this workshop will comprise government officials and experts involved in the preparation of national reports and development and implementation of relevant biodiversity policies and programmes, including monitoring and measuring their impacts. As indicated in the notification for this workshop sent by the Executive Secretary,<sup>1</sup> one participant in this workshop should be directly involved in the preparation of the fifth national report and to ensure that the process of preparing the report is initiated in time to allow for its submission by the deadline. The other participant should be involved in the development and implementation of biodiversity policies. Accordingly, nominated participants are requested to undertake some preparatory and follow-up activities as set out in annex III below.

7. The Secretariat has issued an information note for participants containing details of logistical arrangements including information on travel, visa requirements, accommodation and other matters for the workshop.<sup>2</sup> The workshop will be held in English.

8. Registration of participants will be done upon arrival of each participant at the venue of the workshop.

### **ITEM 1. OPENING OF THE MEETING AND ORGANIZATIONAL MATTERS**

9. A representative of the host Government will open the meeting at 9 a.m. on Monday, 20 May 2013. A representative of the Secretariat will also welcome the participants.

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

10. The Secretariat of the Convention on Biological Diversity will give an overview of the objectives, the programme and the expected outcomes of the workshop. Participants will be invited to briefly express their expectations from this workshop.

11. The provisional agenda of the workshop prepared by the Executive Secretary is available as document UNEP/CBD/RW/5NR-ESASI/1/1. The proposed organization of work is provided in annex I below. A list of documents for the workshop can be found in annex II below.

12. The emphasis of the workshop will be on exchange of experiences, mutual learning with a focus on the preparation of the fifth national report, the use of scenario analysis for policy analysis, and preparations of the fourth edition of the Global Biodiversity Outlook. With this in mind, the workshop format features a mix of presentations with question-and-answer sessions, discussions and exercises in small working groups, and individual exercises.

13. According to the organization of work as contained in annex I, after the first day of the workshop, participants will be divided into two groups. Two workshops, one for the fifth national report and the other for regional scenario analysis, will then proceed in parallel during three days with opportunities for interaction. On the last day of the workshop, participants will have joint sessions again.

### **ITEM 3. EXPERIENCES AND LESSONS LEARNED FROM THE PREPARATION OF THE FOURTH NATIONAL REPORTS**

14. Under this agenda item, the Secretariat of the Convention will provide an overview of the experiences and lessons learned from the fourth round of national reporting under the Convention, focusing on factors that contribute to a historically high rate of submissions as well as lessons learned in terms of the process and the content of the fourth national reports received.

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<sup>1</sup> <http://www.cbd.int/notifications/>. (Ref. <http://www.cbd.int/doc/notifications/2013/ntf-2013-020-nr5-en.pdf> )

<sup>2</sup> See <http://www.cbd.int/doc/?meeting=RW5NR-ESASI-01>.

15. A few participating countries will be invited to share their experiences and lessons learned in the preparation of the fourth national report.

**ITEM 4. NATIONAL PROCESS FOR PREPARING THE FIFTH NATIONAL REPORT AND LINKS TO THE UPDATING OF NBSAPS**

16. Under this agenda item, countries will be invited to briefly share the status of updating their national biodiversity strategies and action plans, and how this process is linked with that for preparing the fifth national report, considering that both processes are mutually supportive and should be linked.

**ITEM 5. PREPARATION OF THE PARTS AND APPENDICES OF THE FIFTH NATIONAL REPORT**

*(a) Assessing the status and trends of, and threats to, biodiversity and implications for human well-being (Part I of the fifth national report)*

17. At the very beginning, the Secretariat or resource persons will present suggestions on the preparation of Part I.

18. Following a question-and-answer session or plenary discussion, the Secretariat or resource persons will provide a brief analysis of an example chapter I from the fourth national report of one country, indicating where its strengths and weaknesses are. An expert from the Republic of Korea working on the economics of ecosystems and biodiversity will be also invited to present methodologies employed in TEEB and key findings from TEEB as well as Korea's relevant work and experience in this regard. This is intended to facilitate national studies in TEEB and help countries to include relevant results in Part I.

19. One or two countries will be invited to share their thoughts on what they plan to include in Part I of their fifth national report. Following this, participants, with the support of resource persons, will undertake a group exercise on the analysis of the state of biodiversity and the threats to biodiversity as well as the implications for human well-being, with links to Aichi Biodiversity Targets 5-15. The results of such exercises could be used in Part I of the fifth national report.

*(b) Implementation of national biodiversity strategies and action plans and mainstreaming of biodiversity (Part II of the fifth national report)*

20. The Secretariat or resource persons will present suggestions on the preparation of Part II. The Secretariat may also present findings from capacity development workshops on updating NBSAPs organized by the Secretariat together with some partners since the tenth meeting of the Conference of the Parties.

21. Following the question-and-answer session, the Secretariat or resource persons will share reviews undertaken by some countries of the implementation of NBSAPs, highlighting approaches used and findings obtained. The Secretariat will also present an example of chapters II and III of the fourth national report of one country. One or two countries will be invited to introduce their reviews of the implementation of their NBSAPs while updating or revising them as well as their thoughts about the possible content of Part II.

22. Participants will then be invited to work in small groups on the analysis of actions taken to implement their NBSAPs and their effectiveness, by linking them to all the Aichi Biodiversity Targets.

*(c) Assessing progress towards the 2020 biodiversity targets and relevant targets of MDGs (Part III of the fifth national report)*

23. The Secretariat or resource persons will introduce suggestions on the preparation of Part III.

24. Following questions and answers, the ASEAN Centre for Biodiversity will introduce a tool developed to assist with the preparation of the fifth national report.

25. Following that, participants will be invited to undertake group exercises on assessment of progress towards the 2020 Aichi Targets based on information drawn from Part II, identify what national targets need to be developed or adopted to achieve the 2020 targets as well as stakeholders that should be involved. Participants will be also invited to ponder on sources of information including possible cases that could be used to assess progress towards the 2020 targets.

**(d) *Reviewing the implementation of thematic programmes of work and the cross-cutting issues under the Convention (Appendix III of the fifth national report)***

26. Under this item, the Secretariat or a resource person will make an introduction on how to undertake reviews of implementation of the thematic programmes of work and the cross-cutting issues under the Convention.

**(e) *Preparation of the executive summary***

27. Under this agenda item, the Secretariat or a resource person will make an introduction on how to write an executive summary of the report. Following that, participants will work in small groups to draft an outline of their fifth national reports, with key points identified for the executive summary.

**ITEM 6. USE OF INDICATORS FOR ASSESSMENT AND REPORTING**

28. The Secretariat will introduce decision XI/3 on “Monitoring progress in implementation of the Strategic Plan for Biodiversity 2011-2020 and the Aichi Biodiversity Targets” and report on developments taking place through the work of the Biodiversity Indicators Partnership.

29. This will be followed by a session on the use of indicators for assessment of the status and trends of biodiversity, and measuring progress in the implementation of NBSAPs and the Strategic Plan for Biodiversity 2011-2020.

**ITEM 7. INFORMATION NEEDED FOR THE FOURTH EDITION OF THE GLOBAL BIODIVERSITY OUTLOOK**

30. Under this agenda item, the Secretariat will highlight opportunities for drawing on information from the fifth national reports and other information provided by countries for use in the fourth edition of the Global Biodiversity Outlook, recalling decision XI/3 that encourages countries to submit information and/or cases that could be used in GBO-4.

**ITEM 8. USE OF SCENARIOS FOR POLICY ANALYSIS**

31. The workshop on scenario analysis facilitates the preparation by participating countries of their fifth national reports and supports the provision of information, data, and case-studies relevant to the preparation of GBO-4. In addition, this workshop would facilitate an exchange at regional level of the types of policy options considered to achieve national biodiversity targets and, through modeling the biodiversity outcomes, enable an assessment of their effectiveness and an improved understanding of the range of factors influencing biodiversity outcomes.

32. Participants will have an opportunity to informally design a policy package which will then be analysed on a country-by-country basis with regard to expected biodiversity outcomes against a business-as-usual scenario, thereby providing participants with a real overview of the state and trends of biodiversity at the national and regional levels.

33. The workshop will address the following key questions:

- What is the process of biodiversity loss?

- Which of the biodiversity indicator(s) that are in use at national level and describe past, present and future state and trends on biodiversity can be modeled?
- What is the state and trends on biodiversity?
- Which model(s) can be used to assess future impacts on biodiversity?
- What is the future like, or what are the scenarios for national/regional and global socio-economic development?
- What is the impact on biodiversity in the future?
- What can be done about it in terms of alternative (extra package of) policies?
- Do these measures contribute to the internationally endorsed biodiversity goals and targets?

**ITEM 9. NEXT STEPS: PLAN FOR PREPARING THE FIFTH NATIONAL REPORT AND EARLY SUBMISSIONS FOR GBO-4**

34. Under this agenda countries will be invited to prepare a plan for the preparation of the fifth national report with milestones clearly indicated and commitment to submitting the report before or by the deadline set by the tenth meeting of the Conference of the Parties (31 March 2014), including early submissions of information and/or cases for the fourth edition of the Global Biodiversity Outlook.

**ITEM 10. CLOSURE OF THE WORKSHOP**

40. The Workshop is expected to close at 5 p.m. on Friday, 24 May 2013, with closing remarks by the host and the Secretariat. .

*Annex I***PROPOSED ORGANIZATION OF WORK****MONDAY, 20 MAY 2013**

9.30 a.m. – 10.30 a.m.	<b>1.</b>	<b>Opening of the workshop</b> <ul style="list-style-type: none"> <li>• Opening statements (Korea MOE, SCBD)</li> <li>• Self-introduction of participants</li> </ul>
10.30 a.m. – 10.45 a.m.	<b>2.</b>	<b>Overview of the objectives and programme for the workshop</b> <ul style="list-style-type: none"> <li>• Introduction (SCBD)</li> <li>• Expectations from the workshops</li> </ul>
<i>10.45 a.m. – 11 a.m.</i>		<i>Coffee break</i>
11 a.m. - 12.30 p.m.	<b>3.</b>       <b>4.</b>	<b>Experiences and lessons learned from the preparation of the fourth national report</b> <ul style="list-style-type: none"> <li>• Experiences and lessons learned from the preparation of the fourth national report - a global review (SCBD)</li> <li>• National experiences and lessons learned from the preparation of the fourth national report (introductions by countries)</li> </ul> <b>Process of preparing the fifth national report and links to updating NBSAPs</b> <ul style="list-style-type: none"> <li>• Status of updating NBSAPs-a global overview (SCBD), followed by introductions by countries</li> </ul>
<i>12.30 p.m. – 1.45 p.m.</i>		<i>Lunch break</i>
1.45 p.m. – 3.30 p.m.	<b>5.</b>       <b>8.</b>	<b>Development of the fourth edition of the Global Biodiversity Outlook</b> <ul style="list-style-type: none"> <li>• Introduction of plan, timelines, oversight mechanisms, and content as well as information needs (SCBD) )</li> <li>• Criteria for cases that may be selected for the fourth edition of the Global Biodiversity Outlook</li> </ul> <b>Use of scenarios for policy analyses</b> Tools for undertaking regional or subregional scenario analysis for improved decision-making on biodiversity related policies (PBL-Netherlands) and introduction to the parallel workshop
<i>3.30 p.m. – 4 p.m.</i>		<i>Tea break</i>
4 p.m. – 5 p.m.	<b>8.</b>	<b>Use of scenarios for policy analyses (<i>continued</i>)</b> Presentations followed by Q & A.
6 p.m. – 8 p.m.		Welcome reception by Korean Ministry of the Environment (tentative)

## TUESDAY, 21 MAY 2013

8.30 a.m. – 10 a.m.	5( a)	<p><b>Workshop on the fifth national report</b></p> <p><b>Preparation of the report</b></p> <ul style="list-style-type: none"> <li>• Overall introduction for the preparation of the fifth national report (SCBD), followed by Q &amp; A</li> </ul> <p><b>Part I of the report: Assessing the status and trends of, and major threats to biodiversity and implications for human well-being.</b></p> <ul style="list-style-type: none"> <li>• Suggestions for preparing Part I (SCBD), followed by Q &amp; A</li> </ul>	8	<p><b>Workshop on Regional Scenario Analysis:</b></p> <p><b>Session 1: A practical strategy for biodiversity analysis at national/regional scale by modelling:</b></p> <ul style="list-style-type: none"> <li>• Introduction on modelling the process of biodiversity loss Explanation of biodiversity indicators for national use and modelling</li> </ul>
10 a.m. – 10.30 a.m.		<i>Coffee break</i>		
10.30 a.m. – 12 p.m.	5( a)	<p><b>Joint session</b></p> <p><b>TEEB--Methodologies and Findings as well as Korea's Work</b>, followed by Q &amp; A</p> <p>Introduction of a Tool for Preparing the Fifth National Report (ACB)</p>		
12 p.m. – 12.30 p.m.	5( a)	<ul style="list-style-type: none"> <li>• Introducing examples of Chapter I from the fourth national report or thought sharing on possible content of draft Part I (presentations or thought sharing on possible content of Part I by countries)</li> </ul>		<b>Session 1 (cont'd)</b>
12:30 pm-2 pm		<i>Lunch break</i>		
2 p.m. – 3.30 p.m.		<p>Group exercises (assessing state of biodiversity, impacts and implications for human well-being by linking them with Aichi targets 5-15 )</p>		<p><b>Session 2: A training tool for in-depth understanding on cause-effect relations for biodiversity loss at national level (with national socioeconomic data for each participant):</b></p> <ul style="list-style-type: none"> <li>• Methodology for modeling at regional and world scales (GLOBIO model)</li> <li>• Discussion on the model and indicators</li> <li>• Presentation of a training tool at national level</li> <li>• Discussion in break-out</li> </ul>

				groups and tailor-made improvement of pressures on biodiversity per country
3.30 p.m. – 4 p.m.	<i>Tea break</i>			
4 p.m. – 5.30 p.m.		Group exercises ( <i>continued</i> )		<p><b>Session 3</b></p> <ul style="list-style-type: none"> <li>• Presentation on scenario analysis and policy-option impact assessment</li> <li>• First selection of possible policy option to improve the future state on biodiversity per country (evening assignment)</li> </ul>

**WEDNESDAY, 22 MAY 2013**

8.30 a.m. – 8.45 a.m.	<b>2.</b>	<b>Overview of the objectives and programme for the workshop (<i>continued</i>)</b> Brief recap of day two		
8.45 a.m. – 10 a.m.	<b>5(b)</b>	<p><b>Workshop on the fifth national report</b></p> <p><b>Part II of the report: Implementation of national biodiversity strategies and action plans and mainstreaming of biodiversity</b></p> <ul style="list-style-type: none"> <li>• Suggestions for the preparation of Part II (SCBD), followed by Q &amp; A</li> <li>• Examples of national reviews of NBSAP implementation and mainstreaming of biodiversity and thought sharing on possible content of draft Part II (presentations by countries)</li> </ul>	<b>8</b>	<p><b>Workshop on Regional Scenario Analysis:</b></p> <p><b>Session 4: discussion on policy option and possible effect on biodiversity</b></p>
10 a.m. – 10.30 a.m.		<i>Coffee break</i>		



10.30 a.m. – 12.30 p.m.	5(b)	Group exercises (stock taking of all actions to achieve all Aichi Targets and assessing their effectiveness)	8	<ul style="list-style-type: none"> <li>• <b>Session 5:</b></li> </ul> <p><b>Introduction on possibilities for in-depth and tailor-made national biodiversity modelling (after workshop):</b></p> <ul style="list-style-type: none"> <li>• Presentation of in-depth possibilities for biodiversity modelling at a national or regional level</li> <li>• National model building on the basis of national data, scenario's</li> <li>• Land-use change modelling by CLUE model</li> </ul> <p>Presentation of training programmes and examples of realisation</p>
12.30 a.m. – 2 p.m.		<i>Lunch break</i>		
2 p.m. – 5.30 p.m.		<ul style="list-style-type: none"> <li>• Attending Korea MOE Ceremony Celebrating International Day of Biodiversity</li> <li>• Field Trip arranged by Korea MOE</li> </ul>		

**THURSDAY, 23 MAY 2013**

8.30 a.m. – 8.45 a.m.	2.	<b>Overview of the objectives and programme for the workshop (<i>continued</i>)</b>		
		Brief recap of day three		
8.45 a.m. – 10 a.m.	5(c)	<p><b>Workshop on the fifth national report</b></p> <p><b>Part III: Assessing progress towards the 2020 Aichi Biodiversity Targets and relevant targets of MDGs</b></p> <ul style="list-style-type: none"> <li>• Suggestions for preparing Part III (SCBD), followed by Q &amp; A</li> <li>• Examples of Exercise Table</li> </ul>	8	<p><b>Workshop on Regional Scenario Analysis</b></p> <p><b>Session 6:</b></p> <p>Finishing assignment on selection of policy option with specific ambition levels per country. The PBL team started tailor-made biodiversity impact assessment per country on the basis of filled out table on policy options</p>
10 a.m. – 10.30 a.m.		<i>Coffee break</i>		
10.30 a.m. – 12.30 p.m.	5(c)	Group exercises (assessing progress towards the 2020 targets, proposing new national targets to address threats to/impacts on biodiversity, identifying key stakeholders and possible	8	<p><b>Session 7:</b></p> <ul style="list-style-type: none"> <li>• <b>Relationship biodiversity modeling with poverty, human wellbeing and goods and services</b></li> </ul> <p>Presentation and discussion</p>



		<ul style="list-style-type: none"> <li>• One-on-one discussions with countries about the work plan and the outline</li> </ul>		
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## FRIDAY, 24 MAY 2013

8 a.m. - 8.15 a.m.	2.	<b>Overview of the objectives and programme for the workshop (<i>continued</i>)</b> Brief recap of day four		
8.15 a.m. – 10 a.m.	9	<b>Workshop on the fifth national report</b> One-on-one discussions with countries about the work plan and the outline ( <i>continued</i> )	<b>Workshop on Regional Scenario Analysis</b> <b>Session 10: Integration/contrasting the results from the scenario analysis with conclusions on the proposed 5NR outline</b> <ul style="list-style-type: none"> <li>• Development of a draft outline on integration of ex-ante (scenario) and ex-post analysis by way of answering key questions for presenting at the ministries (at home)</li> </ul> One-on-one discussions with and support given to participants	
10 a.m. – 10.30 a.m.		<i>Coffee break</i>		
10.30 a.m. – 12.30 p.m.		One-on-one discussions with countries about the work plan and the outline ( <i>continued</i> )	<b>Session 11: Preparation of the results of the scenario analysis in the parallel working group:</b>  Selection of results as input for plenary presentation for the afternoon	
12.30 a.m. – 2 p.m.		<i>Lunch break</i>		
2-3.30 p.m.	5 8	<b>Joint Sessions</b> <b>Report from workshops</b> <ul style="list-style-type: none"> <li>• Report from Workshop on 5NR, followed by plenary discussions</li> <li>• Report from Workshop on Regional Scenario Analysis, followed by country presentations and plenary discussions</li> </ul>		

3.30 – 4 p.m.		<i>Coffee break</i>
4-5 p.m.	<b>10</b>	<b>Closing of the workshop</b> <ul style="list-style-type: none"><li>• Messages or highlights from the workshops</li><li>• Evaluation of the workshops</li><li>• Closing remarks</li></ul>

*Annex II***LIST OF DOCUMENTS**

<b>Document symbol</b>	<b>Document title</b>
UNEP/CBD/RW/5NR-ESASI/1/1	Provisional agenda
UNEP/CBD/RW/5NR-ESASI/1/1/Add.1	Annotations to the provisional agenda
<b>Relevant COP decisions, supporting tools and background documents</b>	
Decision XI/3	Monitoring Progress in implementation of the Strategic Plan for Biodiversity 2011-2020 and the Aichi Biodiversity Targets
Decision X/10	National reporting: review of experience and proposals for the fifth national report
Decision X/2	The Strategic Plan for Biodiversity 2011-2020 and the Aichi Biodiversity Targets
UNEP/CBD/COP/11/27	Monitoring Implementation of the Strategic Plan for Biodiversity 2011-2020, Including Progress in the Preparation of the Fourth Edition of the Global Biodiversity Outlook
UNEP/CBD/COP/10/8	Implementation of the Convention and the Strategic Plan and Progress Towards the 2010 Biodiversity Target
UNEP/CBD/SBSTTA/15/2	Suggested Indicators for the Strategic Plan for Biodiversity 2011-2020 and the Aichi Biodiversity Targets
UNEP/CBD/SBSTTA/15/3	Strategic Plan for Biodiversity 2011-2020: Provisional Technical Rationale, Possible Indicators and Suggested Milestones for the Aichi Biodiversity Targets
UNEP/CBD/SBSTTA/16/3	Global Biodiversity Outlook: Considerations for the preparation of the fourth edition of the Global Biodiversity Outlook
	Guidelines and a resource manual for the fifth national report available at the CBD website at <a href="http://www.cbd.int/nr5/">http://www.cbd.int/nr5/</a>
	Reports of Workshops on the Preparation of the Fourth National Reports available at <a href="http://www.cbd.int/reports/nr4/workshops/">http://www.cbd.int/reports/nr4/workshops/</a>
	Report of the first meeting of the Advisory Group for GBO-4 <a href="http://www.cbd.int/gbo/gbo4/UNEP-CBD-GBO-4AG-2.pdf">http://www.cbd.int/gbo/gbo4/UNEP-CBD-GBO-4AG-2.pdf</a>
	Technical report: Current and future status of biodiversity in Central America: <a href="http://www.sica.int/ccad/temporal/NAGOYA/INFORMEGLOBIO.pdf">http://www.sica.int/ccad/temporal/NAGOYA/INFORMEGLOBIO.pdf</a>
	GBO3: BIODIVERSITY SCENARIOS: PROJECTIONS OF 21st CENTURY CHANGE IN BIODIVERSITY AND ASSOCIATED ECOSYSTEM SERVICES <a href="http://www.cbd.int/doc/publications/cbd-ts-50-en.pdf">http://www.cbd.int/doc/publications/cbd-ts-50-en.pdf</a>
	GBO2: Cross -Roads of Life on Earth Exploring means to meet the 2010 Biodiversity Target <a href="http://www.cbd.int/doc/publications/cbd-ts-31.pdf">http://www.cbd.int/doc/publications/cbd-ts-31.pdf</a>
UNEP/CBD/WG-RI/4/INF/11 (2012),	Proceedings from the expert group meeting on biodiversity for poverty eradication and development and the expert group analysis of the root causes of, and inter-linkages between, biodiversity loss and poverty
UNEP/CBD/RW/5NR-AFR-LDC/1/2 UNEP/CBD/RW/5NR-AFR-LDC/2/2	Reports of the First and Second Regional Workshops for African Least Developed Countries on the Preparation of the Fifth National Report and regional scenario analysis

*Annex III***PREPARATIONS FOR AND FOLLOW-UP TO THE WORKSHOP**

1. Firstly, participants are encouraged to bring to the workshop:
  - (a) Reviews of implementation of national biodiversity strategies and action plans particularly those recently undertaken while updating NBSAPs;
  - (b) Draft NBSAPs if available;
  - (c) Tools or best practices developed and used for monitoring and reviewing the status and trends of and threats to biodiversity and implementation of NBSAPs;
  - (d) Assessments or country studies of biodiversity undertaken for updating NBSAPs;
  - (e) National evaluation of biodiversity and ecosystem services or national TEEB studies;
  - (f) National indicators developed for assessing the status and trends of biodiversity and included in the updated NBSAP for measuring implementation of NBSAPs and national targets developed in line with the 2020 Aichi Biodiversity Targets;
  - (g) National reports on implementation of the Millennium Development Goals;
  - (h) The fourth national report to the Convention on Biological Diversity, and
  - (i) Assessments made or reports prepared recently of the implementation of relevant sectoral and cross-sectoral strategies, plans and programmes. Participants are also encouraged to forward relevant web links, if any, to these tools and practices to the Secretariat before you go to attend the workshop.
2. Secondly, all country representatives will be invited to briefly share the processes they have planned for updating NBSAPs and the preparation of the fifth national report, focusing on how these processes are linked and coordinated, as well as the stakeholders involved, mechanisms established and plans or milestones developed for preparing the report and disseminating the report and its by-products if any.
3. Thirdly, participants are invited to share in plenary or group discussions national reviews of implementation of NBSAPs, MDGs and the 2010 Biodiversity Targets/Aichi Biodiversity Targets as well as relevant indicators used if any.
4. After the workshop, participants are required to finalize their fifth national reports for submission latest by end of March 2014 and send early submissions for GBO-4.
5. Throughout the scenario analysis, workshop participants will be provided with information and support related to biodiversity modeling, scenario analysis at the regional and national scale, policy-option impact assessments and other information and tools. In order to tailor the workshop to your interests, participants could provide comments or suggestions on the areas that should be discussed. Some issues that are likely to be discussed during the workshop include:
  - Theory or practice of the process of biodiversity loss
  - Biodiversity indicators for national use
  - Methodology on biodiversity modeling (including pressure based, species modeling and freshwater modeling)
  - National policy context and key research questions that require future-impact biodiversity assessment
  - Policy-option implementation and evaluation
  - Poverty-biodiversity linkages
  - Scenario or policy analysis with biodiversity impact assessment

- Priority list of biodiversity policies and mainstreaming in other sectors

Participants are therefore asked to prepare a very short presentation (3-5 minutes) to help share their national experience with one or more of the above issues with other participants.

*Annex IV*

**MILESTONES FOR PREPARATION OF THE FIFTH NATIONAL REPORT**

1. GEF funding request has been submitted, or approved or funds have been received (eligible countries).
2. Organization assigned overall responsibility for report coordination and preparation has been identified.
3. Cross-sectoral steering committee has been established to:
  - Identify a representative group of biodiversity stakeholders, including national focal points for biodiversity-related conventions, who will participate in report preparation;
  - Establish thematic working groups on certain issues to be covered in the report;
  - Establish a draft methodology for report preparation (e.g., face-to-face meetings, email exchanges, telephone conferences) and identify possible sources of data and information;
  - Develop and agree on a timetable;
  - To coordinate the translation, if applicable, of reporting guidelines and other documents.
4. First general meeting of all above participants or national workshop has been convened to address issues such as methodology, timetable, sources of information, methods of review, assignments for drafting of different parts of the report, indicators that may be used, etc.
5. Draft reports of thematic working groups have been submitted to the steering committee.
6. Steering committee has compiled a draft fifth national report and circulated it to all participants for comments.
7. Second general meeting or national workshop has been held to agree on key findings of different parts of the report in particular conclusions in Part III provided by thematic working groups.
8. Outstanding items have been resolved (if impossible, report should reflect where no consensus was reached) and the report has been finalized before the end of 2013.
9. Report has been adopted by all stakeholders (coordination among relevant departments completed).
10. Report has been submitted to relevant authorities for internal approval.
11. Report has been submitted to the Secretariat of the Convention on Biological Diversity by 31 March 2014 or earlier.
12. Party has publicized to the general public the positive outcomes for biodiversity identified in the report, and the obstacles and challenges that remain.

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