



Team of Specialists Meeting  
on Forest Sector Outlook  
Geneva – 16 June 2014



**Guidelines for ECE/FAO Teams of Specialists**  
**Arnaud Brizay**



# New Programme of Work, New Teams of Specialists

**2008-2013**

**2014-2017**

ToS on Sustainable Forest Product



ToS on Sustainable Forest Product

ToS on Monitoring Sustainable Forest Management



ToS on Monitoring Sustainable Forest Management

ToS on Forest Policy in EECCA



ToS on Forest Policy

ToS on the Forest Sector Outlook

ToS on the Forest Sector Outlook

ToS on Forest Communication - Forest Communicators Network



ToS on Forest Communication - Forest Communicators Network

ToS on Green Jobs - Joint ILO/ECE/FAO Expert Network



ToS on Green Jobs - Joint ILO/ECE/FAO Expert Network

Team on Forest Fires



ToS on Forest Fires (until June 2014)



**Guidelines  
for Teams of Specialists**



ToS on Wood Energy



ToS on Forest Products Statistics



# ToRs for the ToS on Forest Sector Outlook

## Reference to IPoW:

**Work Area 1, “Data, monitoring and assessment”**

**Work Area 2, “Policy dialogue and advice”**

- A. Objectives:** Advise and support the ECE/FAO secretariat on the methodology, implementation and follow-up of outlook studies.



# ToRs for the ToS on Forest Sector Outlook

## B. Activities

1. Review lessons learned from the EFSOS, NAFSOS and RUFOS processes and explore the feasibility and scope of forthcoming joint studies.
2. Improve the methodology for outlook studies in collaboration/harmonisation with other stakeholders e.g. COST Actions.
3. Improve involvement of national experts throughout the process, from scenario elaboration to analysis of projections.
4. Disseminate information on the forest sector outlook studies.



# ToRs for the ToS on Forest Sector Outlook

## C. Expected major outputs

1. Guidance on methods, analysis and conduct of forest sector outlook studies.
2. Identification of scenarios based on: structural developments in the forest sector; long-term supply and demand of wood and other goods and services; as well as policy impacts and implications.
3. Timeline for new outlook studies and identification of contributors and donors.
4. Research in support of forest sector outlook studies and other relevant support to policy making.



# ToRs for the ToS on Forest Sector Outlook

## **D. Background Established/Approved by:**

The ECE Committee on Forests and the Forest Industry and  
FAO European Forestry Commission, Rovaniemi, Finland,  
2013.

**Duration:** From January 2014 to December 2015. Renewable.

**Methods of work:** Annual meeting. Other methods to be  
determined by the Team.

**Reporting:** Annually, to the Joint ECE/FAO Working Party on  
Forest Statistics, Economics and Management.

**Team leader and Deputies:** To be elected at first team meeting.



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# Why develop guidelines for ECE/FAO ToS?

## Origin:

- Request of the ECE/FAO joint Bureaux in the framework of the ECE/FAO Strategic Review

## Objective:

- To reinforce the links between the ToS activities and the Integrated Programme of Work
- To clarify roles and responsibilities of Team Leaders, Team Members, and secretariat
- To apply and further develop for ECE/FAO ToS the ECE guidelines for the establishment and functioning of Teams of Specialists within UNECE (ECE/EX/2/Rev.1)



# Role of the ECE/FAO ToS

## Role:

**To support the implementation of the ECE/FAO Integrated Programme of Work**

## All ToS:

- Established by COFFI and EFC, which approve their Terms of Reference
- For an initial period of two years, which can be extended.
- Report to the WPFSEM, which evaluates them and provides recommendation to COFFI and EFC regarding their ToR, extension or discontinuation.



# Membership

Official designation by countries and other relevant stakeholders upon request by the secretariat

List of member prepared by secretariat, including expert without affiliation

Team established (June 2014) and list regularly updated (every 2 or 4 years)



# Officers: Team Leader and Deputy Leaders

**Every two years**, the ToS appoints its officers:

- 1 Team Leader
- 1 or 2 Deputy Leader

After one term, it is recommended to ensure continuity:

- The outgoing Leader becomes Deputy Leader
- One of the Deputy Leader becomes Leader

Candidates for the office of Leader should:

- Obtain the relevant authorization from their organization
- Secure enough resources (time and funding)



## Role of the Team Leader

**With the assistance of, and in close cooperation with, the secretariat, the Leader's responsibilities are to:**

- Conduct the Team meetings, ensure that the Team's Terms of Reference are applied and lead the Team;
- Supervise the preparation of the work plan;
- Coordinate and facilitate the implementation of the work plan, including by raising funds;
- Prepare and present annually an implementation report at the WPFSEM;
- Attend meetings of the Leaders of the Teams of Specialists.

In case of absence, he/she makes sure that one of the Deputy Leaders can replace him/her.



## Role of the Team Members

**Team Members are expected to actively participate in the Team activities by:**

- Attending the Team meetings;
- Contributing to the work between the Team meetings;
- Answering enquiries from the Leader or the secretariat;
- Relaying the information on the Team work at the national or subnational level for country representatives or within their respective organization for other stakeholders.



# Methods of work

## **Teams:**

- Prepare/implement their work plan
- Are expected to be self-sustaining (no RB)

## **Meetings are:**

- Convened by the secretariat
- Conducted in English (in general no interpretation)

## **Cross-sectoral activities:**

- Teams are encouraged to seek assistance from other Teams



## Role of the secretariat

**In close cooperation with the Team Leader, the secretariat is responsible for:**

- Contacting Member States and other relevant Stakeholders, and issuing meeting invitations;
- Assisting in the scheduling of meetings and other activities;
- Providing guidance in fulfilling the Terms of Reference;
- Facilitating the meetings, taking notes and disseminating information on the Team's activities;
- Cooperating with the Leader in preparing the reports on the Team's accomplishments;
- Posting meeting reports and main outputs of the Team's work on the web.



**Thank you for your attention**

