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Committee on Forests and the Forest Industry European Forestry Commission

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Forest Statistics, Economics and Management
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THIRD SECRETARIAT'S DRAFT – 10 MARCH 2017

**INTEGRATED PROGRAMME OF WORK 2018-21 FOR THE
ECE COMMITTEE ON FORESTS AND THE FOREST INDUSTRY AND
THE FAO EUROPEAN FORESTRY COMMISSION**

AGENDA ITEM 7

Part 1

Note by the Secretariat

This document contains the Integrated Programme of Work (IPoW) 2018-2021 of the ECE Committee on Forests and the Forest Industry (COFFI) and the FAO European Forestry Commission (EFC). It will be submitted for adoption by the joint session of COFFI and the EFC, "Las2017", which will be held from 9 to 13 October 2017 in Warsaw, Poland.

The Strategic Review process of the IPoW is undertaken every four years, according to the [Terms of Reference for the Strategic Review](#). The main objectives of the recent Strategic Review were (i) to evaluate the IPoW 2014-2017, taking into consideration its implementation and past experience and (ii) to develop a proposal for the IPoW 2018-2021.

The ongoing Strategic Review of the IPoW started in 2016. In June 2016, all stakeholders who are or have been involved in the work of the ECE Committee on Forestry and Forest Industry (COFFI), the FAO European Forestry Commission (EFC) and related subsidiary bodies were invited to complete a Survey prepared by the secretariat in consultation with the bureaux of the COFFI and EFC. The results of the Survey were presented at the 74th session of COFFI which was held on 18-20 October 2016 in Geneva, and are available here: [Results of the Survey on the Integrated Programme of Work](#)

Based on the results of the Survey, the Secretariat prepared a first draft IPoW 2018-2021. It was discussed with COFFI and EFC Bureaux members, country representatives and other stakeholders at the [Expert Workshop on the first draft of the IPoW 2018-2021](#), held on 22 November 2016 in Geneva.

Following those discussions, a second version of the draft IPoW was prepared by the Secretariat in December 2016 and circulated to Heads of Delegation for their review.

This document contains the third version of the draft IPoW 2018-2021 prepared by the Secretariat, which reflects the comments sent by Heads of Delegations in February 2017. Editorial comments have been accepted, and other comments are included within brackets and attributed to countries concerned.

This advanced draft will be presented and discussed at the 39th session of the Joint ECE/FAO Working Party on Forests Statistics, Economics and Management on 29-31 March 2017 in Geneva. The meeting is expected to review the IPoW 2018-2021 and transmit it to "Las2017", the joint session of the ECE Committee on Forests and the Forest Industry and the FAO European Forestry Commission (9 - 13 October 2017), Warsaw, Poland.

I. Integrated Programme of Work

(Comment by FI: Based on a very broad national consultation between ministries, research institutions and stakeholders, Finland express its satisfaction to joint ECE&FAO forest work and implementation of the IPoW. We recognize that a major revision of IPoW took place in 2013. It lead to more focused and well-structured IPoW 2014 - 2017. It is natural, that some time was needed to adopt to new and more efficient and effective working modalities in the Joint Working Party and ToS, but in general, the joint work is performing now very well. Finnish actors are interested and willing to continue contribution to the joint Integrated Programme of Work in the future. We appreciate the systematic approach used in the review, and findings of the evaluation. Therefore, we strongly support the continuation of the joint ECE and FAO regional forest work in the future, and the basic well-functioning structure of the IPoW. We thank the secretariat for the very well drafted and balanced proposal).

Importance to continue keeping UNECE/COFFI and FAO/EFC forest work as integrated and joint as possible. For example, we do not support keeping EFC sessions separate compared to current to practice holding joint COFFI&EFC sessions. In addition, we strongly encourage the two bodies, the COFFI Bureau and EFC Executive Committee to hold their meetings jointly.

We encourage the secretariat to prepare the next draft version that includes more clarity on possible resource implications. Also, a general time-line / schedule on activities carried out on regular basis is much welcomed. This would help engaged partners to plan their inputs well in advance.)

(Comment by BE: In order to avoid the various difficulties and misunderstandings encountered during the current IPoW, Belgium is strongly recommending to identify very clearly and precisely the scope of the joint work and to avoid duplication with responsibilities and mandates of other organizations and processes in the region.)

[Alt. 1: The oversight responsibility for the implementation of the Integrated Programme of Work of the Committee on Forests and the Forest Industry (COFFI) and the European Forestry Commission (EFC) remains with the members of the Committee and the Commission.] (old text)

[Alt. 2: The IPoW is the document framing the work undertaken jointly by the European Forestry Commission (EFC) and the Committee on Forests and the Forest Industry (COFFI). The oversight responsibility for the implementation of the Integrated Programme of Work remains with the members of the Committee and the Commission.] (BE)

The implementation and coordination responsibilities for the Integrated Programme of Work of the Committee on Forests and the Forest Industry (COFFI) and the European Forestry Commission (EFC) rests primarily with ECE and FAO through the Joint ECE/FAO Forestry and Timber Section. The implementation is supported by the ECE/FAO Joint Working Party on Forest Statistics, Economics and Management (JWP), the ECE/FAO Teams of Specialists, as well as relevant units of the ECE and FAO. The Programme is also implemented with the support of member States, in close cooperation with relevant *[international and regional] (UA)* organizations and processes at all levels and other *[relevant] (UA)* stakeholders participating in the Committee and Commission intergovernmental processes.

(Comment by FI: This section is not a good opening for the IPoW. It is written in too bureaucratic manner and it does not encourage continue reading the draft. It is suggested to (i) re-write it, (ii) move to later stage or (iii) being replaced by a picture discribing relationship between different bodies. The role of the secretariat is over emphasized compared to member countries, stakeholders and other actors.)

A. Scope *(Comment by BE: needs to be more precise and focused, it is an IPoW not a strategic document)*

1. *[Alt. 1: The Integrated Programme of Work covers all fifty-six member States of the ECE region, in line with the ECE COFFI membership¹. Thirty-nine member States, which are all ECE members States, as well as the European Union are members of the EFC².](old text)*

[Alt. 2: EFC and COFFI members are taking part to the IPoW. EFC and COFFI have not the same membership nor the same geographic coverage: EFC has Thirty-nine member States and the European Union as member Organization. COFFI has fifty-six member States in line with the ECE COFFI membership between which Canada and the US being members of the FAO North American Forestry Commission which is not taking part to the IPoW.] (BE)

2. The Programme encompasses the following main topics related to forests, sustainable forest management and the forest sector:

- The state of forests and forest management, biodiversity conservation, mitigation of and adaptation to climate change [*restoration of forests*] (DE) and other forest-related environmental issues; *(Proposal by BE: delete “biodiversity conservation, mitigation of and adaptation to climate change and other forest-related environmental issues”)*
- The implementation and promotion of sustainable forest management; *(Proposal by BE: delete “implementation and”)*
- Forest related industries, the use of forest products, as raw material, including for *(Proposal by FI: delete “including for”)* construction, and energy; and related innovation perspectives;
- Forest and forest sector policies, institutions and instruments, including the linkages between forest and timber policies and other sectoral policies; *(Proposal by BE: delete “Forest and forest sector policies, institutions and instruments, including the linkages between forest and timber policies and other sectoral policies”)*
- The contribution of the forest sector in the transition towards a green economy, forest products and ecosystem services, employment and other socio-economic aspects; including economic viability of the sector;
- The implementation of the United Nations 2030 Agenda for Sustainable Development (2030 Agenda) and the achievement of the forest-related Sustainable Development Goals (SDGs) *[as well as the promotion of the implementation of UN Strategic Plan for Forests 2017-2030] (UA). (Proposal by BE: delete “The implementation of the United Nations 2030 Agenda for Sustainable Development (2030 Agenda) and the achievement of the forest-related Sustainable Development Goals (SDGs)”)*

B. Overall goal

3. The overall goal of the Integrated Programme of Work 2018-21 for COFFI and the EFC, their *[joint] (BE)* subsidiary bodies and the Teams of Specialists, is to support *[their] (BE)* member[s] *(BE)* States and *(Proposal by BE: delete “States and”)* *[in collaboration with] (BE)* relevant stakeholders in their efforts to sustainably manage and use forests so that they provide products and ecosystem services to benefit society.

¹ Albania, Armenia, Austria, Azerbaijan, Belarus, Belgium, Bulgaria, Canada, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Luxembourg, Malta, Republic of Moldova, Montenegro, Netherlands, Norway, Poland, Portugal, Romania, Russian Federation, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Tajikistan, The former Yugoslav Republic of Macedonia, Turkey, Turkmenistan, Ukraine, United Kingdom, United States and Uzbekistan.

² Albania, Austria, Belarus, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Russian Federation, Slovakia, Slovenia, Spain, Sweden, Switzerland, The former Yugoslav Republic of Macedonia, Turkey, Ukraine, United Kingdom, Uzbekistan and the European Union.

C. Objective of the Integrated Programme of Work

4. **[Alt. 1:** The Integrated Programme of Work aims to assist member States to achieve the overall goal described above by: providing the best available information; facilitating policy dialogues and communication; and building capacity. It will contribute to the implementation of the United Nations 2030 Agenda for Sustainable Development and the achievement of the SDGs, as well as of the United Nations Strategic Plan for Forests 2017-2030, the United Nations Forum on Forests (UNFF) Quadrennial Programme of Work 2017-2020 **[the Aichi Biodiversity Targets, the targets of the Bonn challenge]** (CH) **[Rovaniemi Action Plan]** (FI) **and the Paris Agreement adopted under the United Nations Framework Convention on Climate Change [and the Global Restoration Movement specifically the Bonn Challenge and New York Declaration on Forests (NYDF)]** (DE). **[It also supports achievement of other international objectives relevant to forests.]** (FI) **](old text)**

[Alt. 2: The Integrated Programme of Work aims to assist members to achieve the overall goal described above by: providing the best available information; facilitating dialogues and communication; and building capacity.] (BE) **(Comment by BE : it is not an objective of the IPoW, everyone is indeed contribution to these goals)**

D. Structure and work areas

5. The Integrated Programme of Work remains structured around four main functions, or work areas (WA), as follows:

WA 1: Data, monitoring and assessment

WA 2: Policy dialogue and advice **(Proposal by BE: delete “WA 2: Policy dialogue and advice”)**

WA 3: Communication and outreach

WA 4: Capacity-building

6. The Programme makes reference to the Rovaniemi Action Plan for the Forest Sector in a Green Economy, which was adopted by the ECE COFFI and the FAO EFC at their joint sessions in December 2013 (Metsa2013). Actions contained in that Plan and attributed to the joint ECE/FAO Forestry and Timber Section are indicated in an annex to the Plan with an asterisk and are reflected in the annual list of activities as part of the Integrated Programme of Work 2018-2021, subject to availability of financial and human resources.

7. Specific activities and outputs proposed for the four work areas are outlined below.

WA 1: Data, monitoring and assessment **(Comment by FI: It would be useful to clarify relationship between SFM and Outlook - which ToS does and what?)**

8. The data collection and reporting work in the region consists of the following:

- Collection, validation and dissemination of statistics on: forest resources, forest products (wood and non-wood), forest functions and services, progress toward sustainable forest management, forest policies, institutions and instruments, and **(Proposal by BE: delete “progress toward sustainable forest management, forest policies, institutions and instruments, and”)** the contribution of the forest sector to a green economy;
- Analysis and assessment of the state of forests, sustainability of forest management and forest products markets; and monitoring the role of the forest sector in a green economy;
- Cooperation and support to international processes on sustainable forest management, including the development and use of regional Criteria and Indicators and collaboration with Forest Europe in the preparation of the report on the State of Europe’s Forests.

9. The monitoring and analysis of developments in various forest-related areas and extensive **(Proposal by BE: delete “extensive” [relevant] (BE)** cooperation with other organizations working in these areas **[while avoiding duplication]** (BE) **(Comment by UK: Needs redrafting. Doesn’t read correctly)**. This includes the gathering of comprehensive statistics and data (quantitative and qualitative), and developing methodologies for data collection, analysis and assessments on:

- Forest product markets and services in the region **(Proposal by BE: delete “in the region”);**
- Current forest conditions, sustainable forest management, and the functions and services forests provide;

- Long-term supply of and demand for wood and other forest goods and services; **(Comment by FI: Is it linked to Outlook work?)**
- Use of wood energy and its implications for sustainable forest management.

• **[Jobs, employment and work conditions] (FI)**

10. Data are collected in partnership with member States, international organizations and the scientific community, based on agreed standards and rules. Activities under WA1 are also expected to improve the quality of information, ensuring international compatibility, storage, dissemination and analysis of the information, and to assist member States in strengthening their capacity in this area (see WA 4 on capacity-building).

11. Outputs from this work area include: the Forest Products Annual Market Reviews; the State of Europe's Forests (in collaboration with Forest Europe); the Joint Forest Sector Questionnaire (JFSQ); Timber Forecast Questionnaire (TFQ); Joint Wood Energy Enquiry (JWEE); the Collaborative Forest Resources Questionnaire (CFRQ); the regional input to the FAO Global Forest Resource Assessment (FRA) in cooperation with Forest Europe; associated databases of the previously mentioned outputs; forecast tables; the measurement of progress towards implementation of the 2030 Agenda on Sustainable Development and achievement of forest-related SDGs, and the UN Strategic Plan for Forests 2017-2030 **(Proposal by BE: delete "the measurement of progress towards implementation of the 2030 Agenda on Sustainable Development and achievement of forest-related SDGs, and the UN Strategic Plan for Forests 2017-2030")**; studies on forest employment and working conditions; assessment of the contribution of the forest sector to a green economy; and ad hoc enquiries and studies contributing to areas mentioned under items 9 and 10, upon decision by COFFI and the EFC.

WA 2: Policy dialogue and advice (Comment by FI: Consider moving issues from para 12 after current para 13; first policy dialogue done within the region, and afterwards contributions to global level) (Proposal by BE: Delete "WA2: Policy dialogue and advice" and paras 12,13, 14) (Comment by BE: other organizations/processes in the region are dealing with policy, including policy dialogue, and with science-policy interface; no need for duplication)

12. This work area includes contributions to the **[achievement of the] (UA)** 2030 Agenda for Sustainable Development and **[forest-] (UA)** related SDGs **[, UN Strategic Plan for Forests 2017-2030] (UA)** and to the global (mainly UNFF and FAO Committee on Forestry (COFO), regional (in particular, CIS Intergovernmental Council on Forestry and Forest Industry, Eurasian Economic Commission, European Commission, European Forest Institute (EFI) and Forest Europe) and national forest dialogues. Activities in this work area also contribute to efforts to promote cross-sectoral cooperation.

13. This component also involves the organization of policy dialogues and specific studies in the ECE region, and at the national level on request from member States. The subjects to be covered will, depending on availability of financial and human resources, address issues mentioned in the scope of the Integrated Programme of Work (part I.A).

14. Outputs from this work area include: analyses, guidelines and recommendations to support member States in implementing the 2030 Agenda and achieving its forest related SDGs, the UN Strategic Plan for Forests 2017-2030 **[and countries Voluntary Planned Contributions for its achieving] (UA)**, the UNFF Quadrennial Programme of Work 2017-2020 **(Proposal by UA: delete "the UNFF Quadrennial Programme of Work 2017-2020"; Comment by UA: Quadrennial Programme of Work contains only agenda for UNFF sessions)**, the Rovaniemi Action Plan for the Forest Sector in a Green Economy and the Paris Agreement; contributions to the Forest Europe Work Programme 2016-2020; national forest policy dialogues and other policy dialogues and workshops for the ECE region; the next Forest Sector Outlook Studies; and the policy-related parts of relevant ECE and FAO joint work/studies, such as relevant reviews and reports on the status and trends in forests and sustainable forest management. **(Comment by FI: Better link Outlook work with WA1)**

WA 3: Communication and outreach (Comment by FI: Communication should be better integrated with the other WAs, not a separate element)

15. Communicating effectively within and outside the forest and forest products sector is essential to promote sustainable forest management. Enhancing the efforts of the Committee and the Commission **[jointly with other regional actors](BE)** to reach out to relevant constituencies **[to draw attention to the regional priorities in the forest sector](RU)**, and to increase the dissemination of the information and tools produced, at the national, regional and global levels will make an important contribution to this end. This will be achieved through:

- Providing a platform for international cooperation in forest related communication (through the Forest Communicators Network Team of Specialists). *[and to contribute to implementation of WA1, WA2 and WA4] (FI) (Proposal by BE: delete "Providing a platform for international cooperation in forest related communication (through the Forest Communicators Network Team of Specialists)" as this is already existing under FAO leadership).*
- Organizing events and campaigns in support of sustainable forest management and forest products and services (e.g. the International Day of Forests, the European and Global Forest Weeks).
- Dissemination of information produced under the Integrated Programme of Work via policy briefs, press briefs, the Forest Information Billboard, social media/networks, videos and ad hoc studies, whenever results are available and new information released.
- Maintaining and improving the ECE/FAO website especially regarding user-friendliness and design.
- Contributing to the organization of relevant events in member States and the dissemination of their forest-related announcements (e.g. National Forest Policy Dialogues *(Proposal by BE: delete "National Forest Policy Dialogues")*), capacity building workshops, special public relations events) in cooperation with member States and other stakeholders.
- Carrying out outreach activities beyond the forest sector for disseminating information that highlights the relevance of forests and forest products and services to other sectors (e.g. energy events, biodiversity and environment meetings, sustainable construction and buildings).
- *[Communicating effectively the news and updates from the work at other forest-related international fora is essential for achievement of the Objective (item C)] (RU).*

16. Outputs from this work area include: events and campaigns; policy briefs, press briefs, the Forest Information Billboard and ad hoc studies and their dissemination through communication channels; an up-to-date website. *(Proposal by UA: delete para 16 as it is redundant with para 15)*

WA 4: Capacity-building

17. While all member States benefit from international cooperation through the Integrated Programme of Work, technical assistance is available to countries in Eastern and Southeastern Europe, the Caucasus and Central Asia. This work on capacity-building aims at encouraging sustainable forest management, data collection, monitoring and analysis as well as promoting the engagement of national experts from the region in international activities *[relevant to the region, including such as forest restoration] (FI). [A regional workshop on forest restoration in relation to the Bonn Challenge and the global restoration movement should be organized which should identify the restoration potential of the UNECE region.] (DE)* It covers the themes encompassed in the scope of this Integrated Programme of Work, with a particular focus on:

- National systems for forest monitoring and statistical reporting;
- Forest communication strategies;
- Mitigation of and adaptation to climate change; *(Proposal by BE: delete "Mitigation of and adaptation to climate change")*
- *[Forest Landscape Restoration (FLR) and the "Bonn Challenge" including the New York Declaration on Forests (NYDF)] (DE)*
- The contribution of the forest sector to a green economy;
- The implementation of the 2030 Agenda for Sustainable Development and the achievement of forest-related SDGs. *[and the United Nations Strategic Plan on Forests UNSPF] (FI) [as well as the UN Strategic Plan for Forests 2017-2030 and countries Voluntary Planned Contributions for its achieving] (UA) (Proposal by BE: delete "The implementation of the 2030 Agenda for Sustainable Development and the achievement of forest-related SDGs")*

18. This work area also benefits from the implementation of the United Nations Development Account (UNDA) project on "Accountability Systems for Sustainable Forest Management in the Caucasus and Central Asia" (2016-2019).

19. Outputs from this work area include: [guidelines] (RU) and publications; capacity building workshops; training material and recommendations; technical assistance; provision of specific, targeted expertise; enhanced cooperation and development of contacts in the target countries.

E. Principles guiding implementation

20. Implementation should be guided by the following principles: (Comment by FI: highlight also flexibility in implementation)

- **Partnership:** There will be a strong focus on working in partnerships with international and regional actors [with clear defined roles and responsibilities for every partner] (BE), as the most effective way of optimizing benefits and avoiding potential duplication of activities. COFFI and the EFC will seek and welcome cooperation for any of the relevant outputs under the four work areas.
- **Outreach to other constituencies:** [In the implementation of the IPoW,] (BE) The Committee and the Commission will look beyond the [traditional forest constituency] [narrow forest constituencies] (US) to make sure the relevance of the forest sector and its contribution to other sectors is well recognized and understood and will coordinate relevant actions with, for example, the environment, biodiversity (Proposal by BE: delete “the environment, biodiversity”), energy, water, agriculture (Proposal by BE: delete “water, agriculture”), construction and building sectors, using the potentials offered by the ECE and FAO.
- **Expert advice:** The work and expected outputs of the Teams of Specialists will be fully aligned with the Integrated Programme of Work and its objectives and will support the related areas of work, recognizing the importance of the involvement of the scientific community. (Comment by US: “Opportunity for better utilization of the Forest Communicators Network ToS”). [Attention should be paid to pay due regard to the three official languages (English, French and Russian) while preparing the events and preparing the publications and working documents, both in electronic and paper forms](RU) .
- **Involvement of the private sector.** The Integrated Programme of Work recognizes the private sector as a key actor for developing sustainable forest management, sustainable forest products and services and the transition towards a green economy. The participation of the private sector in the work of the Committee and the Commission will be actively sought, in line with the ECE and FAO organizational policies.
- **Gender mainstreaming:** The Integrated Programme of Work gives due consideration to making the concerns and experiences of women and men an integral part of the design, implementation, monitoring and evaluation of its activities, so that women and men benefit equally and inequality is not perpetuated (UN ECOSOC, 1997). Gender mainstreaming is a central part of ECE and FAO’s strategic frameworks and their policies and programmes.

F. Support to the Integrated Programme of Work and related resources

21. Progress in the implementation of the Integrated Programme of Work will be reported annually. The Integrated Programme of Work should have the flexibility to allow addressing [from a technical perspective] (UK) new and emerging issues of high political value and (Proposal by BE: delete “political value and”) interest or influence to forestry and forest industry. Activities not yet planned in this Integrated Programme of Work could be agreed on by the Committee and the Commission (or its Executive Committee, within the scope of the Commission’s decisions). (Comment by BE: depending on how annual report is agreed) (Comment by UK: The UNECE and in particular COFFI needs to be mindful that they are a technical body and support for the IPoW should be technical support. This does not preclude COFFI for discussing new and emerging issues of high political value and interest or influence to the forestry and forest industry, holding dialogues and exploring the issues but the discussion, exploration and output from these discussions should be technical in nature. The policy development, policy solutions to emerging issues of interest and the political decisions will be taken in Forest Europe by the ministers responsible for forests in Europe, guided by technical advice from a range of sources, including COFFI. Section F should be amended to read: “The Integrated Programme of Work should have the flexibility to allow addressing from a technical perspective new and emerging issues of high political value and interest or influence to the forestry and forest industry.”)

22. Implementation will depend on regular programme funding levels and to a large extent on extrabudgetary resources, as well as available human resources. The member States and other donors are

encouraged to support such activities in kind and/or with the necessary level of financial resources. The annual list of activities will show clearly the areas of work (e.g. capacity-building) or activities where extrabudgetary funding will be needed. *(Comment by RU: The annual list of activities will be prepared annually by ... (what time? preferably – December for member States to be able to form their planning and budgets) and will be shared with member States (at their request).)*

23. A broader participation and more strategic engagement by member States and stakeholders should be sought. In particular, resources should be identified to finance the participation of delegates from eligible countries with economies in transitions.

G. Expert support

24. The Teams of Specialists, composed of experts in particular fields *(Comment by BE: Are they acting in their personal capacities?)*, provide advice or undertake activities that support the implementation of the Integrated Programme of Work. Teams of Specialists may also provide guidance to the ECE/FAO Timber and Forestry Section on relevant work areas, help with outreach activities to country-level experts, and produce team-specific outputs in support of the Integrated Programme of Work. Teams of Specialists are mandated by COFFI and the EFC, which approve their terms of reference. Terms of reference for the Teams of Specialists are approved by the Executive Committee of the ECE (EXCOM). The Teams of Specialists report annually to the Working Party on Forest Statistics, Economics and Management. *(Comment by BE: the role and responsibility of the joint WP has to be clarified)*

25. Guidelines for the Teams of Specialists clarifying the Teams' mandates and procedures, and the role and responsibilities of Team Leaders, and Deputy Leaders, Team Members and secretariat can be found in *(insert)*.

II. Recommendations in support of the implementation of the Integrated Programme of Work

26. The following recommendations for the implementation of the Integrated Programme of Work were adopted by COFFI and the EFC at "Las2017":

Governance and institutional structure (to be edited according to decision on paragraph G.23) (Comment by Secretariat: 2 paras on governance (previously I-G), now 27-28 were moved here. The paras below now need to be homogenized: 29-32 are written as recommendations while 27-28 are not) (Comment by BE: this is document presenting an integrated programme of work and thus its intention is not to interfere with decision to be taken by both parent organizations)

27. Formal governance is undertaken by the two parent bodies, the ECE COFFI and the FAO EFC, which have the ultimate oversight responsibility for the implementation of the Integrated Programme of Work. COFFI meets annually, while the EFC meets every second year. The two bodies could *(Proposal by FI: delete "could") continue (Proposal by BE: delete "continue" [decide] (BE) to hold joint sessions at the beginning and end of the Integrated Programme of Work (Proposal by FI: delete "at the beginning and end of the Integrated Programme of Work"), [in order to review and evaluate the joint work] (BE) with the aim to further strengthen cooperation and build on synergies. Mid-term review and other amendments in the Integrated Programme of Work would be dealt during the COFFI sessions with participation of the EFC Executive Committee. (Proposal by BE: delete "with the aim to further strengthen cooperation and build on synergies. Mid-term review and other amendments in the Integrated Programme of Work would be dealt during the COFFI sessions with participation of the EFC Executive Committee.")* During joint meetings, matters of relevance to COFFI or the EFC only would be considered separately and under specific agenda items during these sessions *(Comment by FI: is this sentence needed?)*. The Joint ECE/FAO Working Party on Forest Statistics, Economics and Management, a subsidiary body of the COFFI and the EFC, which contributes to the implementation of the Integrated Programme of Work, meets annually. *(Comment by BE: how, when and to whom is this joint body reporting?)*

28. The Bureau of COFFI and the Executive Committee of the EFC are entrusted with overseeing the implementation of the Integrated Programme of Work and with providing guidance as needed. They have the authority to take decisions to support the implementation of the Programme of Work between sessions of the

parent bodies. They should meet *[jointly]* (FI) at least twice annually (Proposal by FI: delete “twice annually”) *[three times a year]* (FI) *[and inform the member States about their decisions as appropriate]* (CH) (Comment by BE: *what are the modalities of the decision-making process?*)

29. Bring COFFI and the EFC as close together as possible and organize joint sessions as needed (Proposal by UK and FI: delete “as needed”). Joint sessions should have the same name for each session – “forest” in the language of the country hosting the sessions and then the year of the sessions. (Comment by UK: *Already happens every 2 years*) (Proposal by BE: delete para 29)

30. Continue and maintain the joint preparation *[and implementation]* (CH) of the Integrated Programme of Work, the joint secretariat to service the joint sessions of two intergovernmental bodies, the joint meetings of the Bureaux *[where appropriate]* (UA), joint publications, and a joint profile. (Comment by UK: *Whilst we welcome that COFFI and EFC have a strong and positive working partnership, cooperation, and enjoy good practical working relationships, we do not agree that joint sessions should be organised “as needed”. It is quite sufficient to hold the Joint session under the current schedule of every 2 years. We do not see any case for increased meetings when all member countries already have a full agenda of international meetings.*) (Proposal by BE: delete para 30)

31. Encourage member States to strengthen coordination between COFFI and EFC delegates at the national level in implementation of the Integrated Programme of Work (for example, by appointing the same Head of Delegation for both).

32. Engage COFFI and EFC members in linking the ECE and FAO work to activities at the national level in order to ensure feedback on the Integrated Programme of Work *[and encourage the cooperation between countries in this regard]* (UA).

Data management

33. Data on forests and forest management are collected through regular and ad hoc processes. They are often collected, stored and disseminated separately, through different means and formats. Taking into account relatively long data collection cycles, this situation seriously hampers continuity, inter-connectivity, and planning for data collection and its management. This also limits the availability and usability of the information collected.

34. It is recommended that the organization and structure of data on forests, their management, their functions and their services be analyzed. While avoiding any duplication with existing similar repositories, the results of this analysis would provide the basis for the establishment of an electronic repository, enhancing the efficiency of data collection, management and dissemination. (Comment by BE: *to be discussed with FAO and Forest Europe*)

Private sector

35. The involvement of the private sector, given its relevance to the work undertaken by the Committee and the Commission, should be increased, including through the enhanced participation in existing subsidiary and expert bodies, which could then provide advice to the ECE and FAO regarding further private sector engagement. (Comment by FI: *Add their participation into ToS*)

Funding

36. The final list of activities prepared every year should contain a related budget (and should include both human and financial resource needs) to help member States recognize funding needs and understand the feasibility of activities. . Additional sources of funding for capacity building (Proposal by US: delete “for capacity building”) *will be sought from relevant global, regional and national donor organizations.* (Comment by CH: *Some more details should be written on fund raising – who is responsible – secretariat? COFFI and EFC bureaux?*)

Outreach

37. To the utmost extent possible, communication activities shall be implemented with due regard to keeping a balance between subregions and between official languages of COFFI and the EFC in order to increase the impact and visibility of work. Outreach activities might include a high level segment in key meetings, which would bring together ministers and chief executive officers of private companies, and heads of other

organizations. ***(Proposal by BE: delete “Outreach activities might include a high level segment in key meetings, which would bring together ministers and chief executive officers of private companies, and heads of other organizations.”)***

Partnerships

38. Partnerships, within the scope of ECE and FAO relevant policies, should be established with other sectors, including through cooperation with other ECE Committees. Partnerships should be designed to serve to demonstrate the value of forests and forest products for other sectors (energy, environment, housing, employment, climate change, etc.). ***(Proposal by BE: delete “climate change”)***

39. Cooperation with other intergovernmental organizations and processes, including Forest Europe, the European Union, ***[the CIS Intergovernmental Council on Forestry and the Forest Industry] (RU)***, the European Forest Institute (EFI) ***[United Nations Forum on Forests] (FI)*** and the International Tropical Timber Organization (ITTO), amongst others, should be fostered. ***(Comment by US: the North American Forestry Commission could be mentioned here) [while avoiding duplications] (BE)***

40. Good examples of cross-sectoral cooperation should be highlighted and showcased whenever possible.

41. [It should be sought to reduce and avoid fragmentation of regional work on forests.] (RU)

Outlook

42. The next round of outlook studies in North America, Europe and the CIS should be based on common methodologies and approaches, and developed in cooperation with relevant partners. Member States and other relevant parties are encouraged to support the outlook work by designating national correspondents to the Team of Specialists, sharing data and modelling results of national outlook studies. ***(Comment by FI: we do not believe that this para should be here – very general and substantive)***

Part 2³

Establishment of ECE/FAO Teams of Specialists and renewal of Terms of Reference of the Joint ECE/FAO Working Party on Forest Statistics, Economics and Management

This document contains the Terms of Reference of ECE/FAO Teams of Specialists and Joint Working Party Forest Statistics, Economics and Management, required for supporting the ECE/FAO Integrated Programme of Work, as well as Guidelines for the ECE/FAO Team of Specialists.

For ease of reference, the Terms of Reference of ECE Committee on Forests and the Forest Industry (COFFI) and the Mandate of the FAO European Forestry Commission (EFC), which remain unchanged, are included in the annex of the document.

(Comment by FI: We suggest that there will be an annual clock indicating schedule of regular inputs and communication between secretariat and member countries. Furthermore, what are possible resource implications?)

I. Terms of Reference of the Joint ECE/FAO Working Party on Forest Statistics, Economics and Management

(Comment by BE: roles and responsibilities have to be clarified)

1. The Joint ECE/FAO Working Party on Forest Statistics, Economics and Management (JWP) is a subsidiary body of the ECE COFFI and the FAO EFC and contributes to the implementation of the integrated programme of work of those two bodies. It does so by coordinating the Teams of Specialists and the activities of the Integrated Programme of Work as well as providing technical advice. It takes instructions from COFFI and the EFC and meets annually to:

- (a) Provide guidance on the implementation of all areas of the programme of work;
- (b) Supervise the work of Teams of Specialists and facilitate the exchange of information on their work;
- (c) Identify priorities for action and relevant emerging issues; and transmit suggested priorities and specific recommendations to COFFI and the EFC for consideration.

2. The JWP shall, for each work area, on the basis of a report from the secretariat, review and comment on the activities undertaken during the past year and the plans for the forthcoming year.

3. The JWP shall review, on an ongoing basis, the work of the Teams of Specialists and their contribution to the work areas as well as work between the Teams of Specialists to ensure the most effective and efficient implementation of their activities. It will:

- (a) Receive and discuss the reports from the Teams of Specialists in order to enhance the understanding of their activities and assess their work plans; when needed, the JWP may review and recommend updated mandates for endorsement by the parent bodies;
- (b) Identify possible synergies; and facilitate the exchange of experiences between Teams of Specialists and delegations from member States;
- (c) Increase the visibility and impact of the work of Teams of Specialists among member States and within the relevant bodies in the United Nations.

³ The Terms of reference of Team of Specialist contained in Part 2 integrate proposals from Teams of Specialists and the Secretariat. The track changed version is available to ToS leaders for their discussion during the meeting of the Joint Working Party.

4. The JWP, as part of its work for COFFI and the EFC, shall:
- (a) Propose priorities for activities in the work areas and on relevant emerging issues;
 - (b) Develop *(Comment by FI: Is it “develop” or rather “advance”?)*, upon request from the parent bodies, methodologies for use in economic analysis of the sector, as well as techniques for collecting, validating, analyzing and disseminating information and statistics;
 - (c) Undertake, upon request from the parent bodies, ad hoc projects in economics and statistics related to forestry, forest products and forest policies and institutions;
 - (d) Contribute and provide technical advice to COFFI and the EFC on issues under consideration by those bodies, including the preparation of studies on the status and future of forests and on the forest industry such as the Outlooks and the Forest Products Annual Market Reviews;
 - (e) Reach out to other sectors to discuss issues related to forest information and management matters of common interest, including best practices in sustainable forestry management and their impact on the overall sustainability of forests, natural resources management, and other issues such as biodiversity and climate change; *(Proposal by BE: delete “and other issues such as biodiversity and climate change”)*
 - (f) Work together with other international bodies, including Forest Europe, Eurostat, the International Tropical Timber Organization and the Conference of European Statisticians, with a view to coordinating activities and avoiding any duplication of effort.
5. The work of the JWP will be assessed after the next two sessions of this body.

II. Terms of Reference of the ECE/FAO Teams of Specialists

6. In order to support the implementation of the ECE/FAO Integrated Programme of Work, the following Teams of Specialists (ToS) are established for the period 2018-2021:

Name of the Team	Contribution to the Programme of Work
ToS on Monitoring Sustainable Forest Management (SFM) <i>(Proposal by BE: delete ToS on Monitoring Sustainable Forest Management (SFM))</i>	WA1: to focus on SFM monitoring for different ECE and FAO studies and reviews, SFM assessment and work on criteria and indicators <i>(Comment by FI: Add reference also to resource modelling, projections)</i>
ToS on Sustainable Forest Products <i>(Proposal by UA: merge this ToS with ToS on Forest Products Statistics)</i>	WA1: to focus on forest products and markets, market statements
ToS on Forest Products Statistics <i>(Proposal by UA: merge this ToS with ToS on Sustainable Forest Products)</i>	WA 1 and WA4: to support the work on statistics in the JWP, in order for the JWP to focus on its coordinating function for ToS and work area review.
ToS on Wood Energy	WA1 and WA2 <i>[and WA4] (FI)</i> : to support the development of data and relevant policy advice on wood energy in the region.
ToS on the Forest Sector Outlook	WA1 and WA2: to support the development of Outlook Studies
ToS on Forest Policy <i>(Proposal by BE: delete ToS on Forest Policy)</i>	WA2 and WA4: to focus on the development of forest policies in the region and provide capacity building <i>(Comment by FI: Link with Outlooks)</i>
ToS on Forest Communication - Forest Communicators Network	WA3 <i>[and WA2] (FI) (Comment by FI: also WA1 and WA4)</i> : to provide advice to the joint ECE/FAO Forestry and Timber Section in support of relevant events, campaigns and public relations efforts, support the dissemination of results of other ToS
ToS on Green Jobs - Joint ILO/ECE/FAO Expert Network	WA4: to focus on green jobs and capacity-building activities in support of SFM

ECE/FAO Team of Specialists on Monitoring Sustainable Forest Management

Reference to the Integrated Programme of Work: Work Area 1, “Data, monitoring and assessment”, Work Area 2, “Policy dialogue and advice” and Work Area 4, “Capacity-building”

A. Objectives

1. To strengthen the work on: (i) forest reporting, (ii) assessing the state of forests and sustainability of forest management and (iii) monitoring the role of the forest sector in a green economy in the ECE region;
2. To advise the joint ECE/FAO Forestry and Timber Section on the implementation of activities in Work Area 1 “Data, monitoring and assessment”, with regard to the collection, harmonization, review, analysis and dissemination of quantitative and qualitative information on forests and sustainable forest management (SFM) in the ECE region.

B. Activities and functions

1. Contribute to the global Forest Resources Assessment (FRA) and the Collaborative Forest Resources Questionnaire 2020; support the data collection process, analysis of the status and trends, and the drafting and reviewing of the final report.
2. Contribute to the work on criteria and indicators (C&I) for SFM by Forest Europe and the Montréal Process.
3. Assist the preparatory process of the State of Europe’s Forests 2020: contribution to the reporting on quantitative indicators, analysis of information, coordination of inputs, authors’ contributions and dissemination of results.
4. Contribute to further work on the assessment of the sustainability of forest management.
5. Contribute to the work on the development of global and regional forest indicators to support the implementation of the 2030 Agenda on Sustainable Development and the United Nations Strategic Plan on Forests.
6. Contribute to the development of the concept and modalities for a statistical data management system on forest resources, functions and services and SFM.
7. Provide input to other work areas on issues relevant to data, monitoring and assessment including related capacity building, in particular to the UNDA project on “Accountability Systems for Sustainable Forest Management in the Caucasus and Central Asia”.
8. Support international work and cooperation on monitoring of forest resources and SFM, including the European Union (i.e. Eurostat, EEA, JRC) and other organizations (i.e. EFI, IUFRO, ICP) in this area.

C. Expected major outputs and contributions

1. Review of, and input to documents, reports, and meetings related to global reporting framework – in cooperation with the FAO FRA Team.
2. Review of, and input to documents, reports, and meetings, especially those related to the activities “Further development and updating of policies and tools for sustainable forest management” and “Forest monitoring and reporting” under Forest Europe. Involvement in the organization of the workshop for authors and national correspondents in the ECE region; review of and, whenever possible, involvement in writing, the final report on the State of Europe’s forests. Involvement in dissemination of results.
3. Review of, and input to documents, reports, and meetings on the development of global and regional forest indicators to support the implementation of the 2030 Agenda on Sustainable Development and the UN Strategic Plan on Forests.

4. Advice on issues relevant to the C&I processes in the ECE region as requested.
5. Advice on designing an improved statistical data management system on forest resources, their functions and services, and forest management.
6. Advice on the other data-related work within Work Areas 1, 2, 3 and 4, in particular related to the measurement of forest sector contribution to a green economy and forest sector outlook studies as requested;

D. Background

Established/ Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.

Approved by:

Duration: From January 2018 to December 2019. Renewable to 2021.

Methods of work: Regular ToS meetings (including steering group and thematic sub-groups meetings).

Participation in workshops with FRA national correspondents.

Reviews and consultations, in person and via electronic means.

Review and, if feasible, preparation of background materials, discussion papers, enquiries.

Other forms of work can be determined by the ToS, if needed.

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

Team leader: To be elected at first Team meeting

ECE/FAO Team of Specialists on Sustainable Forest Products

Reference to the Integrated Programme of Work: Work Area 1, “Data, monitoring and assessment” and Work Area 4, “Capacity-building”

A. Objectives

1. To advise and support work on the sustainable development of forest products markets and related policies in the ECE region.
2. To raise awareness on the role that sustainable forest products can play in greening economies and in providing sustainable products and livelihoods.

B. Activities and functions

1. Provide guidance and referral to the best available experts and/or sources of information for the organization of:
 - Market Discussions during COFFI sessions;
 - Workshop(s) on all topics related to forest products including the role of forest products in a green economy, the use of wood for “green buildings”, innovative wood products and other topics, in line with the work programme.
2. Provide expertise and outreach to experts for drafting market-related publications and products, including the technical reviews contained in and the production of the Forest Products Annual Market Review.
3. Advise the secretariat on the organization of meetings related to the sustainable use of forest products.
4. Advise the secretariat on strategies to carry out the Programme of Work in the forest products marketing area.
5. Build links with standard/certifying organizations to promote the use of forest products in construction.
6. Build linkages with non-forest bodies within the UN, including with the ECE Committee on Housing and Land Management.
7. Build upon the work of previous capacity building workshops and consider organizing similar events in association with regional bodies.
8. Organize an annual awareness raising workshop; subject to availability of funds.
9. Work with the secretariat to enhance the involvement of the forest products industry in COFFI sessions, aiming at:
 - holding one full day focusing on market/industry issues;
 - organizing industry visits during COFFI session;
 - organizing side events that involve the forest products industry sector.
10. Provide a network of expertise and advice, including on priorities.

C. Expected major outputs and contributions

1. COFFI Market Discussions covering forest product market topics that are current and relevant to the region and contribute to the Market Statement.
2. Bi-annual meetings to discuss a list of recommendations on how to improve the content, structure and focus of the forest products marketing work area in general and the Forest

Products Annual Market Review in particular (typically during the ToS meeting that is held at the time of COFFI meeting).

D. Background

- Established/
Approved by:** Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.
- Duration:** From January 2018 to December 2019. Renewable to 2021.
- 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:** To be elected at first Team meeting
- Communication:** The Team Leader and secretary should ensure close communication and collaboration with the Teams of Specialists on Forest Products Statistics and Wood Energy
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ECE/FAO Team of Specialists on Forest Products Statistics

Reference to the Integrated Programme of Work: Work Area 1, “Data, monitoring and assessment” and Work Area 4, “Capacity-building”

A. Objectives

1. To advise and support work on forest products statistics, including data coverage and collection, validation and classifications used in the ECE region.
2. To suggest and support proposals for increasing the reliability and visibility of forest products statistics.
3. To advise on implementation of activities in Work Area 1 relating to forest products statistics.

B. Activities and functions

1. Review materials such as the Joint Forest Sector Questionnaire (JFSQ) and Timber Forecast Questionnaire (TFQ) and associated procedures, reviewing items in forest products statistics
2. Develop methods to expand the scope and include secondary wood products (Engineered Wood Products, furniture, joinery).
3. Develop methodology for data collection on these products.
4. Investigate required changes in the Harmonized System classification; prepare for the implementation of 2022 Harmonized System and future potential changes to Harmonized System.
5. Follow up on conversion factor questionnaire and study; develop conversion factors for secondary forest products (Engineered Wood Products, furniture, joinery).
6. Review game meat pilot survey and assist in development of forest food products in collaboration with Common Forest Reporting Questionnaire (CFRQ).
7. Support publication of the roundwood balance study and continue to develop methodology.
8. Strengthen capacities in statistics through a capacity-building workshop.
9. Disseminate information on forest products statistics further through the ToS network.
10. Advise on issues to coordinate with other members of the Intersecretariat Working Group on Forest Sector Statistics.

C. Expected major outputs and contributions

1. Recommendations for revisions to the JFSQ and TFQ questionnaires.
2. Submission of potential input for 2022 revision of Harmonized System and further revisions in later years.
3. Prepare a paper on the extent of double counting problem and how to avoid it. Contact national data users for input.
4. Propose improvements for national and international practices in data validation and, if required, a working paper describing best practices.
5. A recommended procedure for estimating wood balance, including the desirable level of detail to include and conversion factors to use.
6. Contribute to studies on conversion factors, roundwood balance and double counting issue.
7. Support capacity building workshop on statistics.

D. Background

**Established/
Approved by:** Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.

Duration: From January 2018 to December 2019. Renewable to 2021.

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

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

Team leader: To be elected at first Team meeting

Communication: The Team Leader and secretariat should ensure close cooperation with the ToS on Sustainable Forest Products and the ToS on Wood Energy.

ECE/FAO Team of Specialists on Wood Energy

Reference to the Integrated Programme of Work: Work Area 1, “Data, monitoring and assessment”, Work Area 2, “Policy dialogue and advice” and Work Area 4, “Capacity-building”.

A. Objectives

1. To advise the joint ECE/FAO Forestry and Timber Section and support activities in Work Areas 1 and 2 on the methodology for, the implementation of and the follow-up to the Joint Wood Energy Enquiry and specific studies related to wood energy;
2. To contribute to a better understanding of wood energy statistics as a basis for sound policy making.

B. Activities and functions

1. Monitor and analyse the policy aspects of the use of wood for energy generation and the implications for the forest sector.
2. Provide guidance on the Joint Wood Energy Enquiry (JWEE) data collection and analysis process including on indicators, the structure of the JWEE questionnaire, and the review of wood energy parameters (such as heating values and conversion factors).
3. Actively disseminate the publication and key messages synthesized in first issue of “Wood Energy in ECE region” series.
4. Coordinate and complete a second issue of “Wood Energy in ECE region” publication series
5. Enhance capacity of member States to develop reliable wood energy statistics.

C. Expected major outputs and contributions

1. Release of the second issue of series “Wood Energy in ECE region.
2. Publication of scholarly manuscripts examining longitudinal trends in JWEE data and socio-economic and environmental aspects of wood energy use in ECE member States, including its contribution towards the achievement of SDGs and mitigation of climate change.
3. Revision of the list of recommendations on the methods for, analysis and conduct of the Joint Wood Energy Enquiry.
4. Organization of one or two capacity building workshops on wood energy statistics.
5. Improved quality and quantity of national reports to the JWEE.
6. Provide input to the chapter on wood energy for the Forest Products Annual Market Review.

D. Background

Established/ Approved by:	Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.
Duration:	From January 2018 to December 2019. Renewable to 2021.
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:	To be elected at first Team meeting
Communication:	The Team Leader and secretariat should ensure close cooperation with the ToS on Sustainable Forest Products and the ToS on Forest Products Statistics.

ECE/FAO Team of Specialists on Forest Sector Outlook

Reference to the Integrated Programme of Work: Work Area 1, “Data, monitoring and assessment”, Work Area 2, “Policy dialogue and advice” and Work Area 4, “Capacity-building”

A. Objectives

1. To advise and support the joint ECE/FAO Forestry and Timber Section on the methodology, development and follow-up to outlook studies.

B. Activities and functions

1. Provide support and expertise to the secretariat to conduct forest sector outlook studies in at least two of the ECE sub-regions.
2. Present the findings of the studies in public forums, such as scientific and professional meetings.
3. Provide guidance on methods, analysis and conduct of forest sector outlook studies.
4. Identify scenarios based on: structural developments in the forest sector; long-term supply and demand of wood and other goods and services; as well as impacts and implications of international and national policy developments.
5. Advise on timeline for new outlook studies and identify potential contributors and donors.
6. Undertake research in support of forest sector outlook studies.

C. Expected major outputs and contributions

1. Publication of North America Forest Sector Outlook study (NAFSOS) and Europe Forest Sector Outlook Study (EFSOS), and possibly a Russian Forest Sector Outlook study, by 2019, subject to availability of funds.

D. Background

**Established/
Approved by:** Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.

Duration: From January 2018 to December 2019. Renewable to 2021.

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: To be elected at first team meeting

ECE/FAO Team of Specialists on Forest Policy

Reference to the Integrated Programme of Work: Work Area 2 “Policy dialogue and advice” and Work Area 4 “Capacity-building”

A. Objectives

1. To contribute to the development and implementation of tools to support sound policy in the forest sector in the ECE region, in particular in Eastern Europe, the Caucasus and Central Asia.
2. To build capacity to support sound policies in Eastern Europe, Caucasus and Central Asia.

B. Activities and functions

1. Advise and support the secretariat on:
 - The collection, review, analysis and dissemination of qualitative information on forest policies, institutions and instruments in the ECE region.
 - The organization of policy dialogues at the regional and national level (including National Forest Policy Dialogues).
2. Contribute to the development of policy tools such as guidelines and recommendations and strengthen policy-related components of ECE and FAO studies (SoEF, FPAMR, Outlook studies, etc.).
3. Contribute to the implementation of the UNFF-11 resolution (Paragraphs 6b, 6g i) and the UN Strategic Plan on Forests, including by taking part in exchange of experience and lessons learned and providing technical advice and input especially to the odd-year sessions of the Forum (workshops, submissions to UNFF Secretariat).
4. Contribute to achieving a balanced approach to the development of a bioeconomy and nature protection/conservation of biodiversity (study, linkage to outlooks).
5. Provide advice and support to the follow-up on the Rovaniemi Action Plan for the Forest Sector in a Green Economy.
6. Strengthen capacity building and development of experience exchange mechanisms to provide help in tackling national challenges, communication and information exchange associated with implementation of international agreements (e.g. 2030 Agenda on Sustainable Development, the Aichi Targets, Paris Agreement).
7. Address the need for capacity building in forest policy implementation in the EECA member states (provide guidance and advice, conduct supportive activities helping in exchange of expertise).
8. Contribute to the dissemination of information in support of decision making processes and formulation of national strategies with regards to international forest policy developments (creation of policy brief, sharing of informative materials).
9. Provide national experts and case studies, trainers and content for capacity building activities.

C. Expected major outputs and contributions

1. Contribution to the development of a database on forest policies, institutions and instruments (to be developed in close cooperation with the ToS on Monitoring Sustainable Forest Management and Forest Europe) with a view to:
 - Contributing to the State of Europe's Forests.
 - Contributing to the forest policy part of the FAO country profiles for the ECE region.
2. Support to the organization of national/regional policy dialogues (themes, speakers...) and provide recommendations on the further development of national forest policy dialogues (contents, methods...).
3. Policy brief on the interface and possible synergies between forest and wildlife management.

D. Background

**Established/
Approved by:** Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.

Duration: From January 2018 to December 2019. Renewable to 2021.

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: To be elected at first Team meeting

ECE/FAO Team of Specialists on Forest Communication (Forest Communicators' Network)

Reference to the Integrated Programme of Work: Work Area 3, "Communication and outreach" and Work Area 4, "Capacity-building"

A. Objectives

1. To improve the ability of the forest sector to communicate effectively within and outside the sector on the role of forests in sustainable development.
2. To advise the joint ECE/FAO Forestry and Timber Section and support activities in Work Areas 2 and 4.

B. Activities and functions

The ToS provides advice in the communication field to benefit the forest community by:

1. Supporting forest-related ECE/FAO intergovernmental bodies in reaching out to relevant constituencies, within and outside the forest sector.
2. Providing a forum for international interaction and cooperation in forest related communications.
3. Developing the professionalism of forest communicators by introducing and encouraging state of the art and innovative communication approaches, strengthening networking and supporting capacities in the region.
4. Providing advice for communication activities around the International Day of Forests and European Forest weeks, upon request by the organizers.
5. Conducting a survey among forest communicators on current trends and the latest developments and communication challenges in the sector.
6. Sharing information and experience with forest communicators' networks established by FAO in other world regions and support capacity building activities in cooperation with the ToS on Green Jobs.
7. Developing further approaches and tools for educational work on forests by continued involvement of the Forest Pedagogics Group.
8. Cooperating with the Forest Europe Liaison Unit and other relevant institutions, organizations, processes and initiatives, on matters relevant to forest communication.
9. Identifying other communication work of relevance to forests as well as information-sharing platforms developed by civil society.
10. Developing a proposal for a possible survey on the public perception of forests and the forest sector in the ECE Region for submission to potential donors.

C. Expected major outputs and contributions

1. An annual proposal for communication activities and messages for each International Day of Forests.
2. Proposals for communication activities around the European Forest Weeks, as appropriate.
3. A report on communication challenges for the forest sector, based on a survey conducted among forest communicators by the end of 2018.
4. A revised version of the Strategic Framework for Forest Communication in Europe by the end of 2019 and the development of guidelines for forest communicators' network.
5. An information note on activities carried out with the other regional FCNs with a focus on global interconnection and outreach – to be included in the annual Team activities' report.

D. Background

**Established/
Approved by:** Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.

Duration: From January 2018 to December 2019. Renewable to 2021.

Methods of work: Networking, meetings, workshops, advice on forest communication related issues, including for awareness campaigns.

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

Team leader: To be elected at first Team meeting

ECE/FAO Team of Specialists on Green Jobs in the Forest Sector (ILO/ECE/FAO Joint Expert Network)

Reference to the Integrated Programme of Work: Work Area 2 “Policy dialogue and advice” and Work Area 4, “Capacity-building”

A. Objectives

1. To contribute to the development of Green Jobs in the forest sector.
2. To advise and support the joint ECE/FAO Forestry and Timber Section and member states on employment-related issues such as needed competencies including education and training for the forest sector in the context of a green economy.
3. To review forest sector workforce issues at policy, management and operational level in order to recommend priorities and communicate their importance.

B. Activities and functions

1. Identify and describe forest workforce-related trends and developments (trend monitoring) and analyze the strengths, weaknesses, opportunities and threats associated with the sustainability of this workforce.
2. Analyse the green jobs potential as well as the green jobs curricula in the forest sector, define the needed competencies as a basis for education and training for adopted regional policies and provide support for the implementation of these policies at all levels.
3. Improve the monitoring and analysis of the forest sector workforce including those involved with new green forest jobs while taking into account occupational health and safety.
4. Develop recommendations for the consideration of member states on preventive and remedial actions in order to ensure the sustainability of the forest workforce, including ways to attract young people to work in the forest sector and to improve the gender balance.
5. Advise and support the joint ECE/FAO Forestry and Timber Section on the organization of meetings and workshops related to forest workforce issues in the context of a green economy.
6. Identify present and future skill requirements for forestry professionals, map and describe forest jobs and related education curricula in collaboration with other relevant organizations.
7. Contribute to development and sharing of best practice for environmentally efficient, productive, safe and sustainable forest operations.
8. Monitor and analyse at the policy level the impact of green economy policy on employment in the forest sector, possibly with a cross-sectoral approach.

C. Expected major outputs and contributions

1. Periodic surveys of major trends and challenges associated with the sustainable forest workforce in support of other reporting activities in the forest sector.
2. Trend scenario workshops on the future forest workforce.
3. Policy briefs outlining rationales for choosing particular workforce policy strategies.
4. Reviews and recommendations addressing main forest sector workforce issues.

D. Background

**Established/
Approved by:** Joint Sessions of ECE COFFI and FAO EFC, Warsaw, Poland, 2017.

Duration: From January 2018 to December 2019. Renewable to 2021.

Methods of work: Annual Team meeting, scenario trend workshops, online surveys (national contact points), and other appropriate methods to be determined by the Team.

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

Team leader: To be elected at first Team meeting

III. Guidelines for ECE/FAO Teams of Specialists

A. Introduction

1. These draft guidelines were adopted by “Las2017”, the joint session of the ECE COFFI and the FAO EFC held from 9 to 13 October 2017 in Warsaw, Poland. The guidelines shall apply to the ECE/FAO Teams of Specialists, which contribute to the implementation of the integrated ECE/FAO Programme of Work.
2. These draft guidelines are in line with, and are complementary to, the guidelines for the establishment and functioning of Teams of Specialists within ECE as contained in document ECE/EX/2/Rev.1.

B. Role of the Teams of Specialists

3. The ECE/FAO Teams of Specialists are recommended by COFFI and established by the ECE Executive Committee to support the work of the ECE/FAO Integrated Programme of Work for an initial period of two years, which can be extended, after review every two years, for as long as required. COFFI and the EFC at their joint session approve the Terms of Reference for all Teams of Specialists.
4. The primary role of the Teams of Specialists is to support the implementation of the ECE/FAO Programme of Work as expressed in their respective Terms of Reference. All Teams of Specialists report annually to the JWP, which gives them guidance and evaluates their work based on their Terms of Reference and Work Plan. In addition, the JWP provides recommendations to the COFFI and the EFC for updating the Terms of Reference of the ToS and for their extension or discontinuation.
5. The Teams of Specialists should contribute to the mainstreaming and dissemination of the work of the joint ECE/FAO Forestry and Timber Section at national and sub-national levels, as well as into the agendas of other regional and global organizations. They are also expected to contribute to the Forest Information Billboard.

C. Membership and Officers

6. For each Team of Specialists, the secretariat circulates the Terms of Reference to ECE Member States and all relevant (*Comment by BE: what are the rules for relevance?*) Stakeholders in the ECE region and asks them to nominate their official representative, should they wish to participate in the Team activities (*Comment by BE: why not EFC and FAO?*). Member States and Stakeholders are expected to nominate their representative to a Team based on their interest in the issues covered by this Team and their capacity to support the participation of their representative in the Team’s work. On the basis of the answers received, the secretariat prepares a list of Team Members and establishes the Team. The request for nomination may be repeated at the end of the first two-year duration or at the beginning of the next joint Programme of Work, as appropriate. When member States and stakeholders wish to nominate another or an additional representative to a Team, they notify this proposal to the secretariat which informs the Team at its next meeting.
7. Experts without official affiliation can also contribute to the Team work at the invitation of the Team Leader, in close consultation with the secretariat. To the extent possible, due consideration should be given to ensuring geographical and gender balance.
8. Each Team of Specialists appoints its officers for a duration of two years: a Leader and, if deemed necessary, one or two Deputy Leaders. After one term of two years, one of the Deputy Leaders is usually appointed Leader. When the Team appoints two Deputy Leaders, to ensure adequate continuity, the outgoing Leader is usually re-appointed as Deputy Leader. Under special circumstances (e.g. absence of candidates), Leader and Deputy Leaders can be re-appointed if the Team wishes to do so. Candidates for the office of Leader should obtain the relevant authorization and secure the necessary resources (time and funding), from their government or organization, to fulfil their responsibilities during their elected terms.

D. Role of the Team Leaders and Team Members

9. With the assistance of and in close cooperation with the secretariat, the Leader’s responsibilities are to:

- (a) Ensure that the Team's Terms of Reference are applied and lead the Team;
- (b) Conduct the Team meetings and draft meeting reports, in consultation with participants of the meetings;
- (b) Coordinate the preparation of the work plan;
- (c) Coordinate and facilitate the implementation of the work plan, including by raising funds, where appropriate;
- (d) Coordinate the preparation and presentation of annual implementation reports at the JWP ;
- (e) organize and attend meetings of the Leaders of the Teams of Specialists.

10. When the Leader is not able to attend a Team meeting or to represent the Team at a parent body meeting, the Leader makes sure that one of the Deputy Leaders can replace him/her. In addition, Deputy Leaders may assist the Leader with certain tasks such as preparing the work plan or reports, making contacts or fund raising.

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

- (a) Attending the Team meetings;
- (b) Contributing to the work between the Team meetings;
- (c) Answering enquiries from the Leader or the secretariat;
- (d) Relaying information on the Team's work at the national and subnational level.

E. Methods of Work

12. Under the guidance of the Leader and with the support of the secretariat, the Team prepares its work plan for a two year period defining, for each activity from its Terms of Reference, the time schedule and the resources needed, including those resulting from fund raising. Teams can create task-oriented groups for a limited period of time (e.g. to advise for the organization of an event or the preparation of a publication). Teams are expected to be self-sustaining and regular budget funds will not be available to support the Teams. Teams use the work plan format and the report template that are provided by the secretariat.

13. Team meetings are convened by the secretariat in Geneva or any other place where the meetings can be hosted by a Member State or a partner organization. Each Team should meet at least once a year for one day or have several shorter online meetings. Teams of Specialists should consider meeting on the margins of, or back-to-back to, meetings where members of the Team participate. It is suggested to utilize electronic means when appropriate. The working language of Teams of Specialists is English. In general, no interpretation will be provided. More detailed methods of work may be developed by the Team.

14. The only websites of each Team of Specialists is the one hosted by the UNECE/FAO Forestry and Timber Section (www.unece.org) and/or FAO (www.fao.org). All relevant information on ToS meetings (agenda, presentations, meeting report, list of participants, pictures, etc.) must be made available to the secretariat for posting on the website.

15. The Team leader, deputies or any other member of the Team need to ask permission to the ECE/FAO Secretariat for using ECE and FAO logos.

16. Teams are encouraged to seek assistance from other Teams of Specialists especially for cross-sectoral activities that are mentioned as in their Terms of Reference.

F. Role of the secretariat

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

- (a) Contacting member States and other relevant Stakeholders, including for the nomination of Team members, for updating of the lists of Team Members and issuing meeting invitations;

- (b) Assisting in the scheduling of meetings and other activities, in consultation with the Team;
- (c) Providing technical means and innovative solutions to facilitate cost-effective meetings and possibility for remote access to meetings for members who cannot attend the meeting personally;
- (d) Providing guidance in fulfilling the Terms of Reference;
- (e) Facilitating the meetings and assisting the Leader in preparing the meeting reports, by taking notes and drafting the main conclusions and next steps; (f) Cooperating with the Leader in preparing the reports on the Team's accomplishments;
- (g) Uploading any relevant documentation to the Team website before and after the meetings and disseminating information on the Team's activities.

Annex

I. Terms of Reference of the ECE Committee on Forests and the Forest Industry

1. COFFI, as a Sectoral Committee of ECE, constitutes a forum for cooperation and consultation among its member States. Its objective is to strengthen the forest sector and its contribution to sustainable development throughout the ECE region, through monitoring, analysis, capacity building and the provision of a forum for discussion, taking into account the changing policy environment, notably as regards climate change and bioenergy. The Committee focuses on the sound and legal use of forest products, for raw material or energy, and on forest services.

2. COFFI shall, within the context of sustainable development, provide member States with the information and services which they need for policy- and decision-making as regards their forest and forest industry sector (“the sector”), including the trade and use of forest products and, when appropriate, formulate recommendations addressed to member Governments and interested organizations. To this end, it shall:

(a) With the active participation of member States, undertake short-, medium- and long-term analyses of developments in, and having an impact on, the sector, including those offering possibilities for the facilitation of international trade and for enhancing the protection of the environment;

(b) In support of these analyses, collect, store and disseminate statistics and other information relating to the sector, and carry out activities to improve their quality and comparability;

(c) Provide a framework for cooperation, e.g. by organizing seminars, workshops and ad hoc meetings and setting up time-limited teams of specialists, for the exchange of economic, environmental and technical information between Governments and other institutions of member States that is needed for the development and implementation of policies leading to the sustainable development of the sector and to the protection of the environment in their respective States;

(d) Carry out tasks identified by the ECE or COFFI as being of priority, including the facilitation of subregional cooperation and activities in support of the economies of eastern Europe, the Caucasus and central Asia and the Mediterranean region;

(e) It should also keep under review its structure and priorities and cooperate with other international and intergovernmental organizations active in the sector, and in particular with the FAO and its EFC, the International Labour Organisation (ILO) and with Forest Europe, in order to ensure complementarity and to avoid duplication, thereby optimizing the use of resources. Its work programme is fully integrated with that of the EFC.

3. The integrated work programme of COFFI and the EFC has four work areas (WA):

(a) WA 1: Data, monitoring and assessment;

(b) WA 2: Policy dialogue and advice;

(c) WA 3: Communication and outreach;

(d) WA 4: Capacity-building.

II. Mandate of the FAO European Forestry Commission

Name	European Forestry Commission (EFC) (FO-726) (1) (Article VI-1 of the Constitution)		
Origin	Established by the Conference at its Third Session (1947) on the recommendation of the FAO Mariánské-Lázně (Czechoslovakia) Forestry Conference in 1947.		
Purpose	To advise on the formulation of forest policy and to review and coordinate its implementation at the regional level; to exchange information and, generally through special subsidiary bodies, advise on suitable practices and action with regard to technical and economic problems, and make appropriate recommendations in relation to the foregoing.		
First Session	July 1948		
Membership	Open to all Member Nations and Associate Members whose territories are situated wholly or in part in the European Region or who are responsible for the international relations of any non-self-governing territories in that region. Membership comprises such eligible Nations that have notified the Director-General of their desire to be considered as members.		
Present membership	Albania Austria Belarus Belgium Bulgaria Croatia Cyprus Czech Republic Denmark Estonia European Community Finland France Germany	Greece Hungary Iceland Ireland Israel Italy Latvia Lithuania Luxembourg Malta Netherlands Norway Poland Portugal Romania	Russian Federation Serbia Slovakia Slovenia Spain Sweden Switzerland The former Yugoslav Republic of Macedonia Turkey Ukraine United Kingdom Uzbekistan

