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**Economic Commission for Europe      Food and Agriculture Organization**  
Committee on Forests and the Forest Industry      European Forestry Commission

**Joint UNECE/FAO Working Party on  
Forest Statistics, Economics and Management  
Thirty-ninth session**  
Geneva, 29-31 March 2017  
Item 7 of the provisional agenda

**DISCUSSION ABOUT THE  
TERMS OF REFERENCE OF THE TEAMS OF SPECIALISTS  
IN THE 2018-2021 INTEGRATED PROGRAMME  
OF WORK, AND THEIR OUTPUTS AND ACTIVITIES;**

AGENDA ITEM 7

Note by the Secretariat

*Summary*

This document seeks to inform the Working Party on the format of the discussion on the Terms of Reference of the Teams of Specialists in the 2018-2021 Integrated Programme of Work, and their outputs and activities. It complements the document on the Third Secretariat's draft – 10 March 2017 Part 1 and Part 2 on the "Integrated Programme of Work 2018-21 for the ECE Committee on Forests and the Forest Industry and the FAO European Forestry Commission".

The format of the group work is designed to maximize the opportunity for exchange of views and individual discussions between delegates and the Teams.

## **Discussion about the Terms of Reference of the Teams of Specialists in the 2018-2021 Integrated Programme of Work, and their outputs and activities**

### **Background:**

1. ECE/FAO Teams of Specialists (ToS) and their outputs support the implementation of the Integrated Programme of Work (IPoW) of the Joint ECE/FAO Forestry and Timber Section. The Teams provide advice on specific issues or work on specific projects. Each ToS supports one or more of the main four areas of work, as well as the overall implementation of the IPoW. The ToS are established in accordance with the “*Guidelines for the establishment and functioning of teams of specialists within UNECE*” (ECE/EX/2/Rev.1 - [http://www.unece.org/fileadmin/DAM/commission/EXCOM/Key\\_documents/02-Rev1-GuidelinesTOS\\_ECE\\_EX\\_2-Rev1-E.pdf](http://www.unece.org/fileadmin/DAM/commission/EXCOM/Key_documents/02-Rev1-GuidelinesTOS_ECE_EX_2-Rev1-E.pdf)).
2. Member States so far expressed their intention to extend the mandates of all eight Teams that provided support to the implementation of the IPoW 2014-2017, throughout the period covering the upcoming IPoW (outcome of the Expert Workshop on the first draft of IPoW 2018-2021, held on 22 November 2016 in Geneva, Switzerland).
3. The final decision on the ToS and their corresponding terms of reference (ToR) will be taken by the Joint Sessions of the ECE Committee on Forests and the Forest Industry and the FAO European Forestry Commission (Las2017) to be held from 9 - 13 October 2017 in Warsaw, Poland. The ToRs of the ToS will be annexed to the IPoW to be agreed upon at Las2017.
4. The Joint Working Party delegates will be invited to participate in an interactive session with representatives of the ToS. The objective of the group work is to discuss and update the ToR of the Teams, their working modalities, the roles of the secretariat and leaders, and, most importantly, the outputs and expected “products” of each Team, in support of implementation of the IPoW in the period 2018-2021.

### **Expected outcomes of the interactive session:**

- i) Description of the challenges and issues;
- ii) Clear definition of the objective of each ToS;
- iii) Detailed information about expected outcomes of each ToS;
- iv) Detailed information about planned activities for each ToS;
- v) Improved understanding on the role of the secretariat and the ToS.

## **Planning of the group work:**

### **Thursday, 30 March 2017**

15:00 – 15:05 Opening of the session

15:05 – 15:25 Short introductory presentation by the ToS 1-4 (4 minutes per ToS to present item 10 of the ToS report on “Activities proposed for the IPoW 2017-2021” – including possible synergies with other ToS and other groups)

15:30 – 16:20 “*Chat stations*” method for interaction between ToS representative and a small group (12-15 persons) of Working Party delegates (ToS representative will go from group to group). [10 minutes discussion & 2 minutes for transfer; one group with Russian interpretation]

16:20 – 16:40 Short introductory presentation by the ToS 5-8 (4 minutes per ToS to present item 10 of the ToS report on “Activities proposed for the IPoW 2017-2021” – including possible synergies with other ToS and other groups)

16:40 – 17:30 “*Chat stations*” method for interaction between ToS representative and small group (12-15 persons) of Working Party delegates (ToS representative will go from group to group). [10 minutes discussion & 2 minutes for transfer; one group with Russian interpretation]

17:30 – 17:45 Reporting back to plenary by ToS representatives 1-4

17:45 – 18:00 Reporting back to plenary by ToS representatives 5-8

### **Setup of the “Chat stations”:**

The secretariat will prepare four “stations” in the meeting room. Each station will have a flip-chart stand with some brief information on the proposed outputs and activities of a ToS for the IPoW 2018-2021. Following the discussion at the station, the delegates are invited to remain while the ToS representative moves to the next station.

One representative of the ToS and a member of the secretariat will be present at the station and engage in the discussion with a small group of the Joint Working Party.

Delegates are encouraged to provide feedback and consider discussing the following points with the ToS representative:

- Provide comments/suggestions on the proposed ToRs, in particular the outputs and activities;
- Which other outputs and activities could be suggested?
- What were the strengths and weaknesses of the ToS in the last four years and how could they be taken into account in the period of the next IPoW?
- Which external risks do they see? (e.g. redundancies/overlap with other organizations)
- What are the potential for cooperation?

The discussion with the group will last ten minutes maximum before the ToS representative moves on to the next “station”.