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Item 7 of the provisional agenda

Report of the Special Session of the ECE Committee on Forests and the Forest Industry with the FAO European Forestry Commission

Introduction

1. The Special Session of the ECE Committee on Forests and the Forest Industry (COFFI) with the FAO European Forestry Commission (EFC) took place in Geneva from 17 to 18 June 2013. It was attended by delegates from the following countries: Armenia, Austria, Azerbaijan, Canada, Croatia, Finland, France, Germany, Kyrgyzstan, Lithuania, Netherlands, Poland, Russian Federation, Serbia, Slovakia, Spain, Sweden, Switzerland, Turkey, Ukraine, United Kingdom of Great Britain and Northern Ireland and United States of America. A representative of Panama attended the session as an observer.
2. The following United Nations agency and intergovernmental organization attended the session: Food and Agriculture Organization of the United Nations (FAO) and the European Environment Agency (EEA).
3. Representatives of the following non-governmental organizations attended the session: European Network of Forest Entrepreneurs (ENFE), Forest Stewardship Council (FSC), International Forestry Students Association (IFSA), Programme for the Endorsement of Forest Certification Schemes (PEFC) and World Business Council for Sustainable Development (WBCSD).
4. Mr. Heikki Granholm (Finland), chair of the Committee on Forests and the Forest Industry, opened the meeting. He recalled the tasks ahead of the meeting, namely the final review of the Draft Action Plan for the Forest Sector in a Green Economy and the finalization of the ECE-FAO Integrated Programme of Work for the period 2014 to 17. The Deputy Executive Secretary of ECE welcomed the participants, and also recalled the tasks ahead and the importance of the cooperation of ECE and FAO in the Geneva office and their integrated programme of work. He recalled the processes for the development of both documents, which involved a large number of stakeholders. Ms. Eva Muller, Director, Forest Economics, Policy and Products Division of the FAO Forestry Department, also

recalled the importance of the joint work and cooperation between the Committee and the Commission. Given the dense institutional forest landscape in Europe, it was of paramount importance to coordinate work programmes and thus avoid overlaps. In that regard, the representative of FAO reiterated the support of FAO to the joint work. Ms. Muller also reiterated the support of FAO to the Action Plan, which she described as an innovative and forward-looking initiative, whose preparation benefitted from thorough consultations and the participation of different stakeholders.

5. The representative of France, in an opening statement, reiterated the need for strong cooperation and complementarity of work between ECE and FAO considering the current financial constraints and recalled France's support for cooperation, in order to capitalize on every organization's experience and competences, in the name of efficiency.

I. Adoption of the agenda

6. The meeting adopted the provisional agenda. The Chair suggested including under agenda item 6 a short update on the preparations for the next State of Europe's Forests.

II. Information on the ECE review and other processes that might have a bearing on the joint work of ECE and FAO

7. The secretariat informed the meeting about the outcome of the ECE review of the 2005 Reform, which concluded in April 2013, as far as it concerned the ECE/FAO integrated programme of work. The review assessed the programme as working in an efficient way, producing concrete outputs that had clear added value and that attract extrabudgetary funding. The importance of the well-established and long-term cooperation between ECE and FAO was also stressed. The secretariat informed participants that resources for the subprogramme had been maintained and that the name of the Committee had been changed to "Committee on Forests and the Forest Industry"¹, consistently with the current mandate.

III. Draft Action Plan for the Forest Sector in a Green Economy

8. The secretariat introduced the draft Action Plan. General comments on the structure and content were provided by the representatives of Austria, Finland, the Netherlands, the Russian Federation, Spain, Sweden and Switzerland. Specific comments were then made for each section and reflected in a revised version presented on 18 June for the consideration of the meeting.

9. In general, it was noted that when referring to the need to monitor progress towards the green economy in the sector, including in the implementation of the Action Plan, no new reporting burdens should be created and that any related assessment should to the extent possible be based on existing information.

10. The meeting could not agree on the title of the Plan. Spain expressed concern over the use of the words "Action Plan", since measures contained in the Plan were voluntary.

¹ Further to a question on the name of the Committee, the Secretariat clarified that the correct name of the Committee was "Committee on Forests and the Forest Industry", as indicated by the UN terminologists, to make sure that the names in English, French and Russian corresponded and were grammatically correct (the Economic Commission for Europe had agreed to "Committee on Forest and Forest Industry").

However, Spain, together with Germany and Austria could support the following title: "ECE/FAO Action Plan for the Forest Sector in a Green Economy", to underline its regional scope and the commitment of ECE/FAO to the process that led to the development of the Plan. Switzerland, the Netherlands, the United Kingdom, the Russian Federation, Sweden and Poland did not support the inclusion of ECE/FAO in the title. According to them, by avoiding the reference to ECE/FAO, the Action Plan stressed its open-ended nature and the fact that it was the effort of, and should be implemented by, many different stakeholders, not only by ECE and FAO.

11. The revised draft Action Plan, as approved at the Special Session, is provided in annex I and will be submitted to Metsä2013, the joint meeting of the Committee and the Commission, to take place in Rovaniemi, Finland, from 9 to 13 December 2013, for its final consideration and approval.

IV. Recommendations of the Working Party on Forest Statistics, Economics and Management relevant to the joint programme of work

12. The secretariat presented the results of the thirty-fifth session of the Working Party on Forests Statistics, Economics and Management which had a bearing on the work of the Committee and the Commission and should be considered when developing the ECE/FAO integrated programme of work. Specific recommendations for each work area were presented, as well as the results of the Working Party's self-evaluation. Comments and suggestions from the Working Party on the work of the teams of Specialists and their work were also discussed, as well as the new role of the Working Party in providing guidance to the work of the teams of specialists. The meeting took note of the information provided.

V. Draft integrated programme of work 2014-17 for the Committee on Forests and the Forest Industry and the European Forestry Commission

13. The secretariat introduced the draft ECE/FAO integrated programme of work, explaining it was the result of an intense and thorough strategic review. It was noted that the proposed programme was structured according to four cross-cutting areas: (a) data, monitoring and assessment; (b) policy dialogue and advice; (c) communication and outreach; and (d) capacity-building.

14. To clarify how actions contained in the Action Plan related to the programme of work, it was agreed that those actions to be carried out by ECE/FAO as part of the programme would be indicated in the Action Plan with an asterisk.

15. It was further agreed that, to better understand the implications of actions attributed to ECE/FAO on the budget and to ensure the possibility for ECE/FAO to deliver on the integrated programme of work and the Action Plan, the following information should be provided to Metsä2013:

- A list of actions from the Action Plan to be carried out by ECE/FAO in the period 2014-17 and related indicative budget implications.
- A list of all activities to be undertaken by ECE/FAO in 2014 with related costs.

16. The meeting considered the draft ECE/FAO Integrated Programme of Work as included in document ECE/TIM/2013/S/4 and the terms of reference of the Working Party, the terms of reference and guidelines for different teams of specialists. A second reading of

the integrated programme of work and the terms of reference of the Working Party and the teams of specialists and the guidelines for the teams of specialists took place on 18 June. The final text of the integrated programme of work, as agreed by the meeting, is contained in annex II. The proposed terms of reference of the Working Party and the teams of specialists are contained in annex III and the proposed guidelines for the teams of specialists in annex IV.

VI. Any other business

17. The issue of the preparation of the report on the *State of Europe's Forests* was discussed. The Working Party at its thirty-fifth session had urged the ECE/FAO Forestry and Timber Section, and invited the Liaison Unit Madrid of Forest Europe to finalize the agreement on the distribution of work. The Working Party had also urged the Section to continue to work on reporting on quantitative indicators.

18. The secretariat explained that the Section and the Liaison Unit Madrid were finalizing the agreement. The issue of copyright was also clarified. While the United Nations Publications Office made it clear that copyright rested with the United Nations, they also suggested to be very clear about the ownership of the *State of Europe's Forests*, indicating that it was: "A publication of Forest Europe, the Food and Agriculture Organization, and the United Nations". The meeting noted that the report should be released in English, French and Russian.

19. The meeting agreed that it was important to reach an agreement on the working modalities as soon as possible and urged the Forestry and Timber Section to conclude an agreement with the Liaison Unit Madrid about this. The meeting also recommended continuing to work on preparing the *State of Europe's Forests*, and recommended that the reporting should continue in particular to keep the timing with the *Forest Resource Assessment* in 2015. The data should be collected by the Forestry and Timber Section and made available to the Madrid office. The meeting also recommended releasing the data shortly after the completion of the *Assessment*. Further to a question concerning the archiving of data, it was clarified that since the Warsaw Ministerial Conference in 2007, data were stored and disseminated through the ECE database.

VII. Adoption of the report

20. The report was adopted in session. The secretariat was requested to provide the unedited version of the report as soon as possible after the meeting. The edited version would be provided in due course. The meeting was closed at 16.00 on 18 June.

Annexes to the report:

- Annex I: Draft [ECE/FAO] Action Plan for the Forest Sector in a Green Economy
- Annex II: Draft ECE/FAO Integrated Programme of Work
- Annex III: Proposed Terms of Reference of the Working Party and the Teams of Specialists.
- Annex IV: Proposed Guidelines for Teams of Specialists

Annex I

Draft [ECE/FAO] Action Plan for the Forest Sector in a Green Economy

I. Introduction

A. Background and mandate

1. The Action Plan for the Forest Sector in a Green Economy was prepared under the auspices of the UNECE Committee on Forests and the Forest Industry (COFFI) and the FAO European Forestry Commission (EFC). Their bureaux developed the idea at their joint meeting in October 2010 (paragraphs 27-28 of the report, for ease of reference please see Annex III), deciding on the process and agreeing that the Action Plan should be at the centre of the joint Committee/Commission meeting in 2011, which focused on the forest sector in a green economy. The Action Plan was developed on the basis of an open consultation with member States and stakeholders (see list in Annex II), consolidated by the secretariat and reviewed by a first stakeholder meeting in May 2011.

2. At their joint session in Antalya (Turkey) in October 2011, the Commission and the Committee welcomed the Action Plan, made detailed comments, agreed on next steps and requested that the secretariat gather further inputs during a second stakeholder meeting, which took place on 26 March 2012 (ECE/TIM/2011/20 - FO:EFC/2011/20, paragraphs 15 and 16, see Annex III).

3. At the 28th session of the FAO Regional Conference for Europe in Baku (Azerbaijan) in April 2012, the European Union fully supported the decisions and recommendations of the European Forestry Commission and noted with satisfaction, that the Action Plan for the Forest Sector in a Green Economy developed by the UNECE and FAO will serve as reference for action at the national and international levels.

4. The Commission and the Committee also requested that the secretariat present the revised Action Plan at the Rio+20 Conference on Sustainable Development in June 2012. This was done at the side event, "What is YOUR priority action for the forest sector in a green economy?" held in Rio de Janeiro on 22 June 2012. The substantive link between forests as natural resources and a green economy and the role of the Regional Economic Commission have also been laid down in the Rio+20 Outcome Document.

5. The FAO Committee on Forestry in September 2012 "welcomed the ongoing preparation of the UNECE/FAO green economy action plan for the forest sector" (COFO 2012/REP, paragraphs 16 and 17, see Annex III).

6. The 70th session of the Committee in October 2012 decided to organize a special session with the European Forestry Commission, to be held in the first or second quarter of 2013 to complete the Action Plan and the integrated programme of work (ECE/TIM/2012/14, paragraphs 73). The amendments and other editorial changes requested in October 2012 were reflected in a revised version of the Action Plan which was circulated on 31 December for consultations among member States and among other Stakeholders who participated in the Stakeholder Meetings.

7. The special session of the Committee with the Commission was held on 17 and 18 June 2013 in Geneva. It reviewed a new version of the Action Plan, which included the contributions to the consultation received by 31 January 2013. The inputs from the special

session are reflected in the current version, which will be submitted for approval to Metsä2013, the joint meeting of the Committee and the Commission, to take place in Rovaniemi, Finland, from 9 to 13 December 2013.

B. What is the Action Plan?

8. This Action Plan describes how the forest sector in the UNECE region could lead the way towards the emerging green bio-based economy at the global level. It identifies an overall vision, strategies and a number of areas of activity. For each area of activity, it proposes objectives and specific actions, and identifies potential actors, who might contribute to achieving the stated objectives. It is not a binding work plan, nor does it contain prescriptive recommendations to Governments, international organizations or stakeholders, who are free to adopt, adapt, in full or in part, or not to implement the Action Plan as they wish. How the Action Plan may be implemented is discussed below (Section G).

9. The Action Plan reflects the ideas of participants in the process but does not constitute a binding commitment by any participant.

10. The Action Plan:

- a) Describes how the UNECE region's forest sector could contribute to the development of a green economy.
- b) Promotes the sharing and implementation of best practices concerning the green economy.
- c) Promotes the development and implementation of policies for the forest sector which are effective in achieving stated objectives, efficient in the use of resources and equitable in their treatment of all actors, both inside and outside the sector.
- d) Communicates the potential of the UNECE region's forest sector to policy makers, the general public and decision makers in other sectors.

C. Scope and definitions

11. The Action Plan addresses the forest sector in all of the UNECE region² in the context of the global challenges.

12. For the purposes of the Action Plan, the forest sector includes the management of all forest, taking into account the pan-European set of criteria and indicators of sustainable forest management as well as:

- a) The whole range of functions they provide.
- b) The production, consumption and trade of wood and non-wood forest products and services.

13. The green economy, according to UNEP, is a system which results in improved human well-being and social equity, while significantly reducing environmental risks and ecological scarcities. In its simplest expression, a green economy can be thought of as one which is low carbon, resource efficient and socially inclusive.

² The UNECE region covers 56 countries located in the European Union, non-EU Western and Eastern Europe, South-East Europe and Commonwealth of Independent States (CIS) and North America.

14. The forest sector in a green economy is, therefore, a forest sector which contributes to the emerging green economy by improving human well-being and social equity while significantly reducing environmental risks and ecological scarcities. In every aspect of its activities, it minimises its carbon emissions, uses its resources efficiently and is socially inclusive.

15. Preparing the forest sector for the green economy is fully compatible with making progress towards sustainable forest management. Indeed a forest sector which plays a leading role in a green economy is promoting sustainable development, in the forest sector and outside it.

D. Vision

16. The Action Plan is based on the following vision of the forest sector in a green economy:

- *In a green economy, the forest sector makes a maximum contribution to human well-being, through the supply of marketed and unmarketed forest goods and services, and the creation of revenue and livelihoods, while conserving forest biodiversity, and maintaining and developing forest ecosystem services on a sustainable basis, all within the context of a changing climate. A green economy opens up additional opportunities for growth and employment in the forest sector.*
- *In a green economy, the forest sector protects the welfare of all stakeholders, including forest dependent indigenous peoples, forest owners, forest industry and the forestry workforce, uses all resources wisely and economically, and contributes to the mitigation of climate change through both sequestration and substitution, while providing tools for climate change adaptation of societies.*
- *In a green economy, forest sector governance systems take into full account all of the ecosystem services provided by the forest, compensating suppliers for providing them whenever appropriate. Progress is monitored in a transparent way, and policies adjusted to reach the goals which will be agreed at the national, regional or local levels. The forest sector learns from other parts of the emerging green economy and shares its own experience with them, to mutual benefit.*

17. The vision and the Action Plan as a whole take into account the commitments made by ECE region Governments in other processes and especially the European Forest 2020 decision adopted at the last Forest Europe Ministerial Conference in June 2011 and the Non-Legally Binding Instrument on All Types of Forests adopted by the General Assembly in December 2007 on the recommendation of the 7th session of the United Nations Forum on Forests.

E. Overall Goal of the Action Plan

18. The forest sector in the UNECE region makes the greatest possible contribution to the emerging green economy.

F. Principles for the UNECE region forest sector in the emerging green economy

19. The Action Plan proposes that by 2020, the ECE region forest sector be applying the following principles, to achieve its overall goal:

- The forest sector uses all its resources, especially those arising from the forest, wisely and economically, minimising waste, recovering, reusing and recycling as much as possible. It consumes only products from forests which can demonstrate that they are managed sustainably.
- The forest sector contributes to mitigation of climate change by sequestering carbon in forests and forest products, and by substituting renewable wood-based products and fuels for non-renewable products and fuels.
- The forest sector cares for and builds up its workforce, developing the necessary skills and significantly improving the occupational safety and health of workers and giving due consideration to gender equality.
- The forest sector makes sure that the situation of forestry education is reviewed and improved.
- The forest sector takes all externalities fully into account in policy making, introducing payment for forest ecosystem services whenever appropriate.
- The forest sector bases its governance on evidence-based decision making and the transparent monitoring of progress towards sustainable forest management.
- The forest sector provides products and services of high user/consumer value.
- The forest sector seeks the active participation of civil society and the private sector.

G. Follow-up to the Action Plan

20. The Action Plan proposes a vision, strategies and objectives for the forest sector in the UNECE region, and possible actions to achieve these. These could be implemented, if they wish so, by international organisations, governments of member States, the private sector, civil society and other stakeholders. For each action, possible actors were identified by the stakeholder meetings.

21. This Action Plan is meant to inspire action and provide the basis for plans and activities to focus on the contribution of forests in a green economy. It provides suggestions and is not a work programme for any of the bodies mentioned.

22. The UNECE Committee on Forests and the Forest Industry and the FAO European Forestry Commission invite their member governments to consider how they can contribute to the implementation of the Action Plan. Some countries could choose to develop voluntary national action plans or green economy measures for their forest sector based on the Action Plan. UNECE/FAO could assist those countries in developing such plans or measures by facilitating policy dialogues and capacity building activities.

23. It is also suggested that UNECE/FAO draws the attention of other possible actors, in particular the private sector to the Action Plan, and invites them, without any obligation, to make use of the Action Plan, especially by implementing actions for which they have been identified as a possible actor. In this regard, public-private partnerships seem to be an effective way to disseminate the green economy approach within the forest sector.

24. For their part and taking into account available resources, the Committee and the Commission will prioritize and incorporate relevant actions in their area of competence and identified by the Action Plan into their own annual lists of activities, ensuring that the Action Plan and the Integrated Programme of Work are fully consistent with each other. The first list of activities for 2014 will be adopted at their joint session Metsä2013 in December 2013.

25. The Action Plan was also developed to be used as a tool for communication with other sectors and for awareness raising. It is therefore proposed that the Committee and the Commission monitor progress of the forest sector towards a green economy and prepares, as a part of its Integrated Programme of Work, a report on “the Forest Sector in a Green Economy in the ECE region” using existing information. The secretariat will prepare in due course a proposal on how to proceed with the evaluation for the consideration of the Committee and the Commission.

II. The Action Plan for the Forest Sector in a Green Economy

26. The Action Plan consists of 5 pillars with their respective areas of activity:

A. Sustainable production and consumption of forest products

0. Strategies for sustainable production, consumption and trade of forest products including non-wood forest products
1. Certification of sustainable forest management and related labelling as well as other standards for sustainable forest management
2. Procurement practices, both public and private
3. Wood mobilisation and increasing the potential sustainable wood supply
4. Innovation in forest management and in the production and use of forest products
5. Life Cycle Assessment (LCA)
6. Policies and standards for green building.
7. Ensure and monitor legality of forest products

B. A low carbon forest sector

0. Strategies for the low carbon forest sector
1. Substitution of non-renewable materials and energy
2. Efficient production, processing and use of wood: eliminating waste from forest to consumer
3. Adaptation of the forest to a changing climate
4. Carbon sequestration and storage

C. Decent green jobs in the forest sector

0. Strategies for decent green jobs in the forest sector
1. A skilled workforce
2. Safety and health of the forestry workforce
3. Gender equality in the forest sector
4. Efficient forest operations
5. Forestry education preparing specialists for future challenges
6. Socio-economic impacts of green economy policies

D. Long term provision of Forest Ecosystem Services

0. Strategies for the long term provision of Forest Ecosystem Services
 1. Valuation of forest ecosystem services
 2. Payment and markets for forest ecosystem services: moving from theory to practice
 3. Forests and human health and well being

E. Policy development and monitoring of the forest sector in relation to a green economy

0. Strategies for governance and monitoring of the forest sector in the green economy
 1. Policy instruments and institutional frameworks for the forest sector in a green economy
 2. Implementation and improvement of criteria and indicators of sustainable forest management
 3. Assessment of sustainable forest management in the region
 4. Communication, promotion and raising of awareness of sustainable forest management, the forest sector and their role in a green economy
 5. Cooperation and coordination with other parts of the green economy

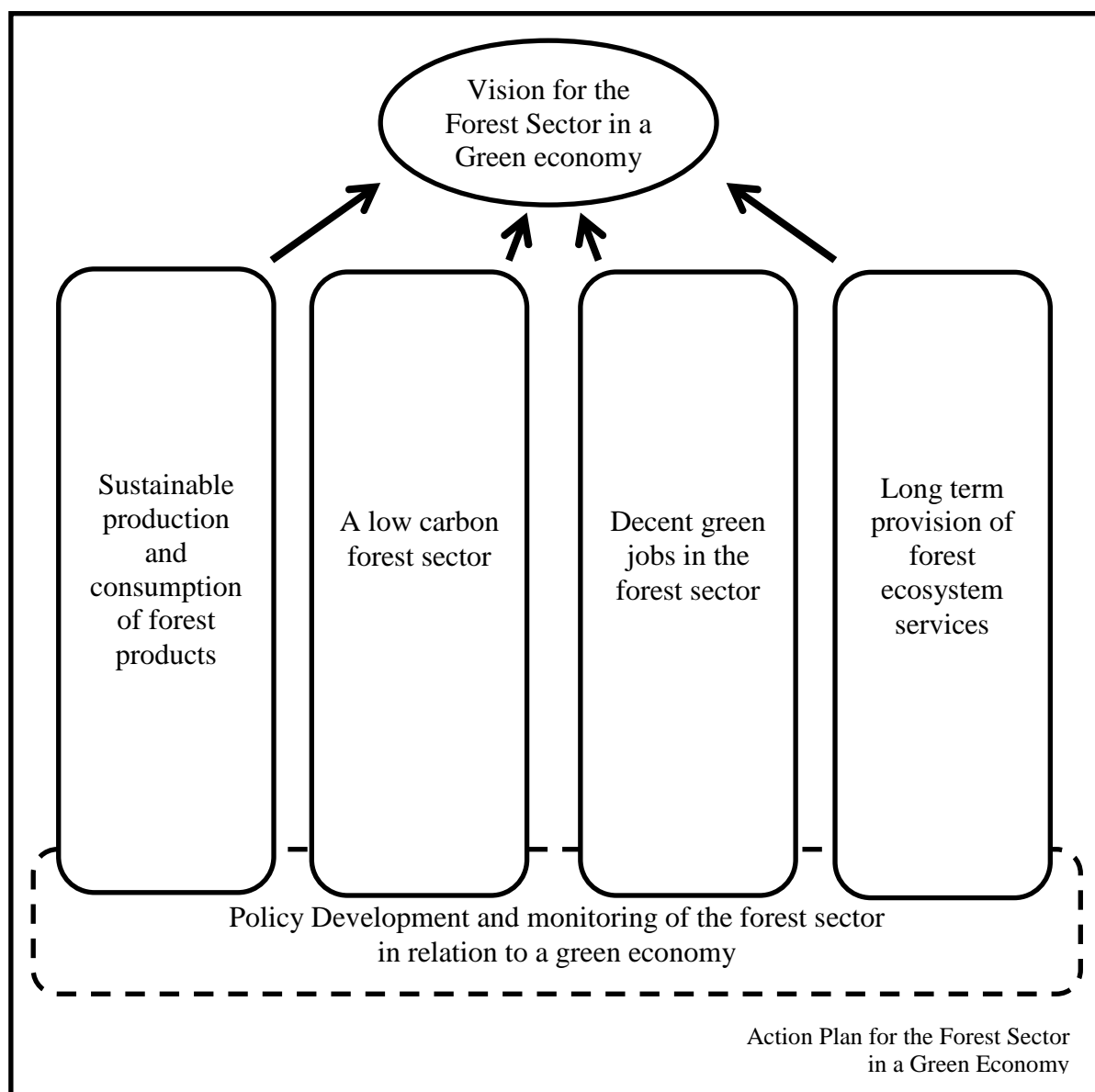


Figure 1: Graphic illustration of the Action Plan

Pillar A: Sustainable production and consumption of forest products

Goal: Patterns of production, consumption and trade of forest products are truly sustainable

	Possible actions	Possible actors ^{3 4}
A.0	<i>Objective: To develop and communicate realistic and ambitious strategies for sustainable patterns of production, consumption and trade of forest products and the related services⁵.</i>	
A.0.1	Develop strategies for sustainable production and consumption in the green economy, including, but not only, forest products and the related services.	Governments and private sector, consumer organisations
A.0.2	Review challenges and opportunities for sustainable consumption patterns for forest products and the related services (e.g. through a high level conference).	UNECE/FAO, stakeholders
A.0.3	Promote the use of sustainable forest products (solid, reconstituted, fibre, products of biorefineries) in all sectors.	Private sector, stakeholders, governments, FCN
A.0.4	Ensure that the forest sector is appropriately represented at all international forums on sustainable consumption and production.	All forest related international organisations, governments, stakeholders
A.0.5	Evaluate the risks and benefits of including genetically modified trees in sustainable forest management and encourage public dialogue on this question.	Science, stakeholders, (including consumer associations, forest owners), governments, UNECE/FAO
A.1	<i>Objective: To ensure that consumers are fully and accurately informed whether the forest products they purchase come from sustainable sources, and that certification and labelling systems encourage the sound and sustainable use of wood and forest products.</i>	
A.1.1	Maintain monitoring of developments in certification and labelling, preferably with more analysis of the impact of certification and labelling in the marketplace.	UNECE/FAO, EU, certification systems, science
A.1.2	Consider policy frameworks for harmonised labelling and certification systems for forest products.	UNECE/FAO, stakeholders, including certification systems, EU, governments, stakeholders/private sector
A.1.3	Further develop standards and guidelines at a national and local level which may satisfy the requirements of more than one certification system, thus simplifying procedures and reducing costs.	Governments, certification systems, forest owners, all stakeholders

³ Activities that will be included in the UNECE/FAO Integrated Programme of Work for 2014-2017 will be marked with an asterisk. Implications for budget will be indicated.

⁴ The leading actors are mentioned first.

⁵ Services may be related, e.g., to forest products (maintenance, planning, servicing, monitoring, programming, patents, R&D, education, consulting, etc.), forests (tourism, recreation, inventory and monitoring, forestry services, etc.), and more generally the “Ecosystem services” (climate services, protection services, etc.) For the ecosystem services, see Part D.

A.1.4	Review experience with certification of forest owners/managers and stakeholders throughout the value chain: has it changed silvicultural practice? Are the costs bearable? Has it opened new markets or developed old markets? Has forest certification given a competitive edge to its users throughout the value chain?	Science, certification systems, forest owners, stakeholders, UNECE/FAO
A.1.5	Further develop, in a holistic manner, standards that consider forestry in the context of other land uses, making forest certification relevant to non-traditional forest users, and adaptable to the needs of those that are not yet certified and for whom forest certification may currently be a barrier, in order to further encourage the sound and sustainable use of wood and forest products.	Certification systems, forest owners, all stakeholders
A.2	<i>Objective: To help public and private buyers of forest products to develop and implement procurement rules which encourage sustainable practices and promote demand for certified forest products.</i>	
A.2.1	Link the development of procurement policies to existing legislation and practice on sustainable consumption and production.	EU and other procurement authorities, certification systems
A.2.2	Work to promote procurement policies, public and private, that adequately take into account sustainability considerations, for instance the use of certified forest products, and do not discriminate against forest products.	Procurement authorities, UNECE/FAO, EU, governments, private sector and consumer organisations
A.3	<i>Objective: To ensure that wood supply from the region's forests is sufficient to satisfy, on a sustainable basis, society's needs for renewable raw materials and sources of energy.</i>	
A.3.1	Generate information and data to support effective forest planning, including through national forest inventories.	UNECE/FAO, governments
A.3.2	Take into consideration the <i>Good practice guidance on sustainable mobilisation of wood in Europe (2009)</i> or equivalent North American guidelines and initiatives when developing wood mobilisation policies and instruments.	Governments, private sector, forest owners, stakeholders
A.3.3	Carry out national studies on opportunities to increase the potential sustainable wood supply.	UNECE/FAO, governments and relevant stakeholders
A.3.4	Carry out research into the social and economic drivers of wood supply, for instance motives and values of non-traditional forest owners, supply curves for wood removals.	IIASA, EFI, Metla; governments, private sectors and forest owners
A.3.5	Invest in the forest sector, including forest infrastructure, for wood mobilisation.	Governments, private sector, forest owners
A.4	<i>Objective: To promote innovation in forest management and in the production and use of forest products and the related services so that the forest sector is a competitive supplier of renewable and sustainably produced goods and services.</i>	
A.4.1	Showcase innovative uses of wood and forests, e.g. by regular forums/market places.	Private sector
A.4.2	Assess the potential and impact of biorefineries.	FTP, private sector, UNECE/FAO

A.4.3	Review and promote innovation intended to improve efficiency in the use of materials in the manufacturing and processing of forest products, and the competitiveness of the sector.	UNECE/FAO
A.4.4	Create conditions and approaches which promote innovation (policies, framework conditions and changed attitudes).	Governments, stakeholders, forest industries and relevant stakeholders
A.4.5	Carry out studies on the current status of services related to forest products, and other marketable forest sector services, and their impact in terms of employment and value added.	UNECE/FAO, EFI, research organizations
A.4.6	Carry out research into the future social and economic drivers of forest sector services, for example, R&D, globalization and the trade in tasks, instead of trade in goods.	UNECE/FAO, EFI, research organizations
A.5	<i>Objective: To promote the use of LCA data based on internationally agreed standards for all materials at all stages of manufacturing, use and recycling, to support decision making at all levels.</i>	
A.5.1	Present and discuss LCA outcomes, starting from the recommendations of the workshop on LCA “the Green Life of Wood” held in October 2012.	UNECE/FAO, LCA community, stakeholders
A.5.2	Promote the development and use of tools, including LCA to go beyond measuring and reflecting the carbon/energy/pollution footprint of products to include also an assessment of the influence of a product during its life cycle on biodiversity, human health, the workforce and other social aspects.	LCA community, stakeholders, ISO, UNEP/SETAC, EFI, Certification systems
A.5.3	Participate in LCA strategic decision making, for instance by ensuring that the forest sector is represented at UNEP/SETAC Life Cycle Inventory (LCI) Programme.	Governments, private sector
A.5.4	Promote the development and use of environmental product declarations (EPDs) that are impartial between materials and of Type III ecolabels, as per ISO standardised methodologies	Governments, stakeholders
A.5.5	Use LCA tools in accordance with ISO standards to assess options in a comprehensive way, and take this into account in decision making.	Governments, private sector and civil society
A.6	<i>Objective: to contribute to the development of green building standards and promote the equitable treatment of all materials in terms of sustainability.</i>	
A.6.1	Participate actively in strategic thinking on green building, notably by joining the UNEP Sustainable Building and Climate Initiative (SBCI) steering committee and its Technical Advisory Committee on materials.	Private sector, stakeholders
A.6.2	Establish a task force to monitor and analyse developments in green building, in order to bring important trends and issues (e.g. the alleged unfair treatment of forest products) to the attention of policy makers, and monitor whether green building codes, standards and programmes constitute barriers to trade in forest products.	UNECE/FAO, EFI, governments, private sector organisations
A.6.3	Study the advantages of including in green building standards the carbon footprint of construction materials as well as the characteristics in the use of the building. Promote the conclusions of the study.	Building research institutes (FCBA, etc.)

A.6.4	Inform forest sector stakeholders and stakeholders from other sectors about developments in green building, especially in as much as they affect forest products.	UNECE/FAO, FCN
A.6.5	Promote the development and implementation at a national level of green building standards which treat all materials equitably in assessing their environmental impacts in the sourcing, use and waste phases.	National and sub-national governments and relevant stakeholders
A.7	<i>Objective: To ensure that only legally produced forest products enter the market.</i>	
A.7.1	Exchange national experiences with regulations on illegal logging.	UNECE/FAO, TTF, EFI-FLEGT, governments
A.7.2	Analyse and monitor the effectiveness and long term impacts and consequences of the US Lacey Act and EU timber trade regulation on the sector (inside and outside the region), with participation from other regions.	EFI, EU, UNECE COFFI, ITTO, UNFF, all UNECE member countries
A.7.3	Assess the gap between <i>sustainability</i> and <i>legality</i> in the relevant law of UNECE region countries.	Science, EFI-FLEGT, certification systems

Pillar B. The low carbon forest sector

Goal: The forest sector makes the best possible contribution to mitigation (sequestration, storage and substitution) of, and adaptation to, climate change

	Possible actions	Possible actors
B.0	<i>Objective: to develop and communicate ambitious and realistic strategies for the low carbon forest sector.</i>	
B.0.1	Analyse the emerging climate change regime from the viewpoint of the forest sector, to ensure that accounting rules for forests, forest management and wood products are based on scientific facts and that the response of the sector to the new regime is balanced (notably between sequestration and substitution) and compatible with the other dimensions of sustainable forest management.	UNECE/FAO, EFI,
B.0.2	Review consistency of national forest programmes and climate change strategies as regards forest sector contribution to climate change mitigation and adaptation with a view to improving intersectoral communication and cooperation	Governments
B.0.3	Carry out a study on the impact of the new carbon accounting scheme on international trade in wood and forest products.	EFI, EU, UNECE/FAO, UNFCCC, all UNECE member countries
B.1	<i>Objective: To encourage the reduction of emissions of greenhouse gases by substituting wood from sustainable sources for non-renewable materials and energy.</i>	
B.1.1	Identify, using LCA, markets where the use of forest products instead of competing products would cause a significant reduction in carbon emissions. (For instance low carbon housing) Promote this analysis, in cooperation with the private sector.	EFI, FTP, LCA community, private sector, FCN

B.1.2	Continue to monitor developments in wood energy (supply and trade), compare developments with policy targets, put demand for wood energy in the context of overall forest sector trends and potential.	UNECE/FAO (in context of outlook studies)
B.1.3	Provide guidelines and recommendations for developing national action plans for energy efficiency and material efficiency in buildings (not only for forest products). EU members will coordinate this work with implementation of EU legislation on energy efficiency.	EU, UNECE/FAO
B.1.4	Promote the use of wood in construction. Compare national experiences with the use of different benchmarks, policy measures and legal frameworks. Establish targets for the use of wood in construction.	National authorities, architecture and urban planning professional associations, and forest industry. International standardisation bodies.
B.1.5	Incorporate all negative externalities into prices of all products and fuels to encourage increased use of renewable materials and sources of energy, including wood.	Science, policy makers, private sector and market actors
B.1.6	Use the Strategic Framework for Forest Communication in Europe to promote the use of wood as a contribution to climate change mitigation.	FCN, governments and relevant stakeholders
B.1.7	Promote use of low carbon energy and materials over high-carbon/non-renewable alternatives.	UNEP, UNECE/FAO, FCN
B.1.8	Promote wood mobilization by improving the functioning of the wood energy market.	UNECE/FAO, national forest policy makers, market actors (sellers and buyers)
B.2	<i>Objective: To promote the most efficient production, processing and use of wood raw material.</i>	
B.2.1	Analyse the advantages and disadvantages of the “cascade” approach to wood use.	UNECE/FAO, EFI, LCA community
B.2.2	Develop and/or improve technologies to increase the efficiency and profitability of producing wood-based renewable energy while minimizing environmental impacts.	Private sector in cooperation with research community International funding programmes
B.2.3	Carry out research on the potential and use of bio-based products ⁶ , including biochar. ⁷	IUFRO
B.2.4	Develop productive uses for landscape care wood ⁸ and recovered wood products, including consideration of the framework conditions necessary for their development.	National actors, including municipal authorities

⁶ Commercial or industrial product (other than food or feed) that is composed, in whole or in significant part, of biological products or renewable domestic agricultural materials (including plant, animal, and marine materials) or forestry materials or an intermediate feedstock. (US Secretary of Agriculture).

⁷ Charcoal, when used for specific purposes, notably for soil amendment.

⁸ Landscape care wood is wood from non-forest sources, including: maintenance operations; tree-cutting activities in the horticulture industry; other landscape care or arboricultural activity in parks, cemeteries etc.; trees along roadsides and boundary ridges, rail- and waterways and gardens (EUwood). Industrial residues and post-consumer recovered wood are not included.

B.2.5	Avoid wherever possible landfill as a final destination for wood and paper waste.	Environment ministries, private sector
B.2.6	Promote local, decentralised and highly efficient use of wood energy, where appropriate.	Energy policy makers, private sector
B.3	<i>Objective: To improve the capacity of the forest sector to adapt to climate change and manage the risks associated with a changing climate.</i>	
B.3.1	Bring together science and policy, for instance at a conference on the Adaptation of Forests and Forest Management to Changing Climate in the ECE region, to review progress since the global conference on the same topic in 2008 ⁹ .	IUFRO, UNECE/FAO
B.3.2	Promote international cooperation and experience sharing on the development of specific adaptive management regimes.	UNECE/FAO, FAO, EFI, IUFRO, governments
B.3.3	Commission research into changes in demands on forests goods and services directly or indirectly due to the changing climate.	EFI, EUSTAFOR, CEPF, governments
B.3.4	Improve monitoring and early warning of forest pests and diseases in the region with strengthened international cooperation.	FAO, IUFRO, International Plant Protection Convention (IPPC)
B.3.5	Maintain and strengthen wildfire early warning and monitoring capacities, and promotion of integrated fire management approaches, i.e. the targeted extraction of biomass for both renewable energy provision and reduction of wildfire hazard; and the integration of communities / private forest users in the achieving these goals at local level.	FAO, GFMC, EU (JRC), UNISDR, national fire management bodies
B.3.6	Commission research on forest resilience in relation to the impacts of climate change on “events” such as pest outbreaks, storms and fires.	IUFRO, EFI, research community
B.3.7	Develop strategies for the use of forests as a tool for the adaptation of society and the environment to climate change.	Governments, research
B.3.8	Develop and implement risk management and adaptation strategies for forests at a national level and by forest region.	Governments, forest authorities, private forest owners and research institutes, insurance sector
B.4	<i>Objective: To promote the sequestration and storage of carbon in forest ecosystems and harvested wood products.</i>	
B.4.1	Contribute to the development of a climate change regime which provides appropriate incentives to maintain or increase carbon stocks in the forest ecosystem (including soil carbon) and harvested wood products, while preventing adverse environmental impacts.	Climate change negotiators, private sector, forest sector analysts and policy makers
B.4.2	Improve national forest inventories and monitoring of carbon stocks in forests and harvested wood products, for instance by developing and/or improving national greenhouse gas inventories, combined with forest inventories.	Governments, UNFCCC, FRA, UNECE/FAO

⁹ See <http://www.fao.org/docrep/010/k2985e/k2985e00.htm>

B.4.3	Analyse how chain of custody systems for forest products can contribute to the monitoring of carbon flows in harvested wood products, and create incentives to develop this approach possibly with the cooperation of certification bodies.	UNECE/FAO, FAO acting as conveners of private sector actors with policymakers, certification systems.
B.4.4	Improve the understanding of consumer perceptions and requirements regarding the increased use of long-lived wood products.	Science
B.4.5	Improve the understanding of carbon in wood products (accounting, flows, and consequences of the new climate change regime).	EFI, VTT, vTI Hamburg
[B.4.6	Develop national legal and/or international institutional frameworks which make it possible for forest owners and industries to be rewarded for carbon sequestration and storage (scrutiny reservation of Austria).	Sector policy makers UNECE/FAO, Regional organisations of economic cooperation]
B.4.7	Incorporate incentives for carbon sequestration and storage into planning and operations (for forest owners and industries).	Climate change and forest sector policy makers
B.4.8	Analyse the influence on national and local harvest levels and silvicultural objectives of present and possible future climate change regimes.	IUFRO, EFI
B.4.9	Improve forest management in order to optimise carbon sequestration and storage while ensuring the sustainability and multifunctionality of forests at all levels.	National/regional forest authorities, landowners and researchers.

Pillar C. Decent green jobs in the forest sector

Goal: The workforce is able to implement sustainable forest management, and the forest sector contributes to achieving the social goals of the green economy by providing decent jobs

	Possible actions	Possible actors
C.0	<i>Objective: to develop and communicate ambitious and realistic strategies for decent green jobs in the forest sector.</i>	
C.0.1	Review forest sector workforce issues in order to recommend priorities and communicate their importance including through wide stakeholder consultation.	UNECE/FAO, ILO, social partners, NGOs and researchers
C.0.2	Develop national gender strategies for the forest sector and/or streamline gender aspects into relevant forest policy strategies.	Governments, stakeholders

C.1	<i>Objective: To ensure that the workforce has the necessary skills at all levels to carry out the increasingly complex tasks associated with sustainable forest management.</i>	
C.1.1	Improve monitoring and analysis of the forest-sector workforce, including gender aspects, starting by updating the earlier ECE/FAO/ILO study of professional skills and training ¹⁰ .	UNECE/FAO, ILO, Joint Expert Network to implement SFM with stakeholders (ENFE), governments
C.1.2	Review and discuss at policy level the main threats to sustainability of the workforce, and possible countermeasures. The review should also include gender aspects.	UNECE/FAO, ILO, ENFE, EUSTAFOR, CEPF, governments, other stakeholders
C.1.3	Review and discuss the developments of new forest jobs and rural entrepreneurship in the green economy.	UNECE/FAO, ILO, ENFE
C.1.4	Develop tripartite (government/unions/employers) approaches to green jobs in the forest sector, using tools such as regulations, minimum standards, certification etc.	Governments, ILO, stakeholders
C.1.5	Increase investment in the education and training of contractors, forest workers and forest owners as well as key personnel along the processing stages (operators, engineers, designers, developers, architects etc.).	Governments (labour/training ministries), Joint Expert Network, EFESC, ENFE, EFI, other interested parties
C.1.6	Encourage associations, such as contractors associations, as a means to improve access to training.	Governments, ENFE, other interested parties
C.2	<i>Objective: To reduce the levels of illness and injury experienced at present by the forestry workforce, taking into account the changes in technology and their implications for occupational health and safety due to the transition to the green economy.</i>	
C.2.1	Raise the level of political will to improve the safety and health of the workforce, by studying workforce status and trends, with national comparisons, and analysis of the differences.	ILO, national occupational safety and health organisations, stakeholders
C.2.2	Radically improve the monitoring of occupational safety and health of the forestry workforce, to enable meaningful analysis and preventive action, notably by improving monitoring coverage of contractors, farmers, migrant labour, etc. and by putting in place capacity building for improved reporting on social indicators.	UNECE/FAO, ILO, national forest and occupational safety institutions
C.2.3	Promote and monitor implementation of the FAO code of practice on forest contractors.	ENFE, ILO
C.2.4	Enforce relevant legislation and develop regulations, if necessary, to take account of changing technology (vibration hazard) and changing social conditions (self-employed contractors, migrant workers).	Governments with relevant stakeholders
C.2.5	Fund extension work to make employers and workers sensitive to safety and health issues, and implement campaigns to promote a culture of preventative occupational safety and health.	Governments with relevant stakeholders

¹⁰ *Skills and Training in Forestry-Results of a Survey of UNECE Member Countries*. Geneva: FAO/ECE/ILO Joint Committee on Forest Technology, Management and Training, 1996.

C.3	<i>Objective: To review the work methods used for harvesting and silviculture, determine whether they need to be improved and to ensure that best practice is applied everywhere.</i>	
C.3.1	Develop and share best practice for environmentally efficient, productive, safe and sustainable forest operations.	Governments with relevant stakeholders, ILO/UNECE/FAO Joint Expert Network, ENFE
C.3.2	Identify changes in forest operations which might be necessary for sustainable forest management (workshop).	Joint Expert Network, with ENFE, ILO, national operations research institutions
C.3.3	Review challenges and dilemmas connected to forest operations (reconciling different management goals, mobilising sufficient operational capacity for sustainable forest management).	UNECE/FAO, ILO, ILO/UNECE/FAO Joint Expert Network, stakeholders
C.4	<i>Objective: To promote the use of tools to assess the socio-economic impacts of green economy policies on the forest sector.</i>	
C.4.1	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.	ILO, UNECE/FAO, FOREST EUROPE, UNEP
C.5	Review and improve the situation of forestry education and identify present and future requirements for forestry professionals in the region, in order to get well prepared for future and emerging challenges for the sector.	
C.5.1	Review and describe existing curricula or study courses related to forestry professionals within the region and analyze their correspondence to the present and emerging needs of the sector.	UNECE/FAO, FAO, governments, universities, IUFRO, IFSA, Silva Network, sector policy makers, Bologna process
C.5.2	Monitor the situation of forestry education and stimulate exchange between member states on this matter.	UNECE/FAO, FAO, governments, IUFRO, Silva Network

Pillar D. Long term provision of Forest Ecosystem Services

Objective: to identify and value forest functions and to establish payment for ecosystem services (PES), encouraging sustainable production and consumption patterns.

	Possible actions	Possible actors
D.0	<i>Objective: to develop and communicate ambitious and realistic strategies for the valuation of and payment for forest ecosystem services.</i>	
D.0.1	Review and develop approaches to the valuation of and payment for different forest ecosystem services, in the UNECE region, and involve both research and policy bodies in this work.	UNECE/FAO, EFI, IUFRO, Forest Europe, UNEP

D.1	<i>Objective: To support the assigning of economic value to non-marketed forest goods and services and to enhance the understanding and recognition of the public goods provided by forests.</i>	
D.1.1	Intensify research on the valuation of forest goods and services, notably as regards policy objectives, possible funding sources, and the incorporation of values of forest ecosystems into national accounting frameworks. Build databases and online platforms for exchange, cooperation and data dissemination. Develop guidance for the valuation of forest ecosystem services.	Science, IUFRO, EFI, EEA, UNECE/FAO
D.1.2	Organize a policy forum, based on survey and analysis, leading to concrete recommendations on the valuation of the public goods provided by forests such as human health and well-being, as well as on emerging dilemmas and trade-offs for managers and policy makers.	Forest Europe, science, EFI, UNECE/FAO, certification systems. This could also be a country-led initiative
D.1.3	Cooperate with other communities such as health, biodiversity, climate change, energy, agriculture and business, including the insurance sector, to exchange knowledge on valuation methodologies.	UNEP, TEEB
D.1.4	Undertake national and regional reviews of forest ecosystem services and assess their values, with the participation of forest managers, researchers and consumers of forest ecosystem services with a view to enabling forest investments.	Governments, science, stakeholders, certification systems, UNECE/FAO team on monitoring SFM
D.1.5	Promote the disclosure of the values of forest ecosystem services (supplied or consumed/impaired) at the corporate level.	Private sector, governments, stakeholders
D.2	<i>Objective: To promote best practice in the development and implementation of Payment for Ecosystem Services (PES) in order to ensure the continued provision of forest environmental services.</i>	
D.2.1	Review and share experience on payment for forest ecosystem services, notably enabling conditions for PES and monitor progress, taking into account existing material (e.g. SoEF 2011) and identifying implications for PES design and implementation.	UNECE/FAO, EFI, certification systems, research community, EU: multi-level FP7 consortium and regional funds
D.2.2	Build capacity at the national level for PES development and implementation and incorporate PES into existing strategies on the basis of experience.	Governments, stakeholders
D.2.3	Develop guidelines for policies and instruments that will provide a framework for PES and identify potential PES funding options.	UNEP, UNECE/FAO, certification systems
D.2.4	Empower forest owners and promote partnerships between forest owners and other actors/stakeholders in developing and providing ecosystem services, for instance forest tourism/ecotourism services.	Forest owner associations, state forest organisations, governments, certification systems
D.2.5	Capitalize on success stories for PES in the forest sector and use them to raise public awareness.	FCN, certification systems, stakeholders

D.2.6	Undertake a comparison between the value of marketed and non-marketed forest goods and services, and develop recommendations as to how academic valuation methods could be transformed into payment systems.	Science, private forest owners, financial services sector
D.3	<i>To review ways in which forests contribute to or endanger human health and well-being, and ascertain whether this information is properly incorporated into policies and practices.</i>	
D.3.1	Organise a regional forum on forests and human health to review the situation, opportunities and challenges including the specific hazards and risks (e.g., air pollution from forest and other vegetation fires affecting human health and security), as well as benefits to human health from forests, and make recommendations for future work, at the international and national level.	WHO, IUFRO, ministries of health, medical schools, forest owners, GFMC, UNISDR
D.3.2	Study on wellbeing in wooden buildings vs. buildings with other structures.	Building research organisations
D.3.3	Undertake a comprehensive evaluation of the health and recreational services provided by forests (capturing positive and negative aspects) and communicate findings and conclusions of this exercise.	WHO, IUFRO, ministries of health, medical schools, forest owners

Pillar E. Policy development and monitoring of the forest sector in relation to a green economy

Objective: To ensure that the forest sector in the region has policies and institutions which promote sustainable forest management, that policy making is evidence-based, policy instruments are effective, efficient and equitable, and that monitoring is adequate in order to mainstream the green economy in forest sector policies.

	Possible actions	Possible actors
E.0	<i>Objective: to develop and communicate ambitious and realistic strategies for governance and monitoring of the forest sector.</i>	
E.0.1	Upon request of the country, carry out national forest sector policy reviews, in an international context, with peer review, along the lines of the environmental performance reviews carried out by UNECE.	UNECE/FAO, governments with relevant stakeholder
E.0.2	Review national forest sector governance and the adequacy of available supporting information (when such a review has not been undertaken recently).	Governments with relevant stakeholders
E.0.3	Analyse the conditions under which policies affecting the forest sector are set, to better understand why policies are formulated as they are and to investigate where improvement may be made in order to overcome limitations.	Science, UNECE/FAO, EFI
E.0.4	Develop the capacities (skills, information, institutions, etc.) of all stakeholders (workforce, private sector, administrations, etc.) to implement sustainable forest management, and forest protection and monitor progress in its implementation.	Governments, stakeholders, public private partnerships

E.0.5	Review gender aspects of the forest sector in the green economy, starting from the conclusions and recommendations of <i>Time for action: changing the gender situation in forestry</i> by the ECE/FAO team of specialists on women in forestry, 2006 ¹¹ , and develop further actions as appropriate.	UNECE/FAO, FAO, governments, civil society
E.1	<i>To review existing forest sector policy instruments in the light of the requirements of a green economy, and, if necessary, make proposals for a new approach, while improving synergies at the international level.</i>	
E.1.1	Prepare detailed and objective study at the regional level of policy instruments in place and whether they are appropriate for a green economy, leading, if appropriate to proposals for improvement.	UNECE/FAO, FOREST EUROPE, EFI, ILO with other IGO
E.1.2	Include the green economy as one of the main topics of programmes of work.	Relevant forest sector organisations and institutions
E.1.3	Create European forest partnership on a voluntary basis to improve coordination and cooperation between international organisations in Europe.	UNECE/FAO, FOREST EUROPE, EU agencies, EFI, with other agencies
E.1.4	Prepare detailed and objective study at the national level of policy instruments in place and whether they are appropriate for a green economy, leading, if appropriate to proposals for improvement.	Governments, science, EFI
E.1.5	Promote sustainable forestry in rural communities including forest-based entrepreneurship, capacity building and innovation.	Governments
E.2	<i>Objective: To ensure that the forest information available is comprehensive and comparable, structured according to the regional criteria and indicators sets, at the appropriate spatial resolution for decision making, that analysis of the outlook makes it possible to assess the consequences of policy choices, and that policy makers make use of the best available information and analysis.</i>	
E.2.1	Maintain and develop present inter-organisation cooperation on forest resource assessment (CFRQ), State of Europe's Forests (SoEF) and forest sector outlook studies, set up appropriate task forces to address the challenges in measuring particular indicators.	UNECE/FAO (notably teams on Monitoring of SFM and on Outlook), Forest Europe, Montréal Process, partners for SoEF and the outlook studies
E.2.2	Develop the capacity of all countries so that they can make available usable data for all indicators for sustainable forest management.	Governments, UNECE/FAO, international Criteria and Indicators partners

¹¹ Available from <http://www.fao.org/forestry/10952-0dc39dc097e544f4dbe8167fb9b62ea99.pdf>.

E.2.3	Develop the forest sector's contribution to broader green economy indicator data sets: - explore how "forest sector" indicators can be used to report on the green economy - discuss with other sectors how they want to report on their contribution to a green economy - use the pan European and the Montreal Process criteria and indicators to assess sustainable forest management - update indicators and develop new ones whenever appropriate - ensure that forest sector indicators for green economy monitoring are consistent with other forest sector indicators, notably those for sustainable forest management.	Forest Europe, Montréal Process, UNECE/FAO, EFI, UNEP
E.2.4	Produce regular fact based reports on sustainable forest management in countries, based on international and national criteria and indicators.	Governments, stakeholders, EFI, UNECE/FAO
E.3	<i>Objective: To develop an agreed method for assessing sustainable forest management at the international level, based on criteria and indicator sets, and apply this method, to provide policy makers, particularly in the forest sector, with clear information on whether forest are being sustainably managed or not.</i>	
E.3.1	Develop an agreed methodology to assess the sustainability of forest management, possibly building on SoEF 2011 experience, as well as the experience of other processes, and implement it.	UNECE/FAO, science, SoEF partners, Montréal Process
E.3.2	Encourage cooperation between FOREST EUROPE and the Montréal Process.	Forest Europe, Montréal Process, UNECE/FAO, FAO/FRA, Governments
E.3.3	Assess the sustainability of forest management at the national level.	Governments, with relevant stakeholders
E.3.4	Develop capacity for reporting on indicators of sustainable forest management, at national and international level.	UNECE/FAO, Forest Europe, EFI (incl. its project on implementation of criteria and indicators)
E.4	<i>To improve communication with the public and policy makers about the forest sector's actual and potential role in the green economy and facilitate public participation in the debate on the green economy</i>	
E.4.1	Improve the sector's capacity to communicate, by developing national and international communications, capacities and funding, and sharing experience.	UNECE/FAO, FCN, FOREST EUROPE, Montréal Process with other agencies
E.4.2	Implement communications that will result in public opinion and legislators considering wood to be an "ecologically, economically, and technically preferred" construction material and make the best use of the Strategic Framework for Forest Communication in Europe to this end.	UNECE/FAO, FCN, FOREST EUROPE, Montréal Process, relevant national actors
E.5	<i>Objective: To communicate lessons learned in the forest sector to other sectors, and to learn from other sector's experience</i>	
E.5.1	Monitor green economy developments in the ECE region forest sector and ensure that organisations active on global green economy issues, such as UNEP, are aware of them.	UNECE/FAO, UNEP

E.5.2	Carry out a comparative analysis of the concept of “sustainable forest management” as it appears in work from different backgrounds such as LULUCF, forest sector, criteria for bio-energy, etc.	EFI, IUFRO with relevant partners (UNFF, FAO, UNFCCC, EU etc.) Forest Europe, Montréal Process
E.5.3	Ensure the participation of forest stakeholders in cross-sectoral processes and initiatives related to green economy.	Governments, science, stakeholders
E.5.4	Establish cross-sectoral working groups, develop contacts with other green economy sectors, and share experience (also international) and identify success factors.	UNECE/FAO
E.5.5	Add “forests and the green economy” to the educational curriculum.	Forestry faculties, education ministries

Annexes to the Draft Action Plan for the Forest Sector in a Green Economy

1. List of acronyms/abbreviations
2. List of the stakeholders involved in the development of the action plan
3. References

Annex II

Draft ECE/FAO Integrated Programme of Work

Introduction

1. This document contains the draft Integrated Programme of Work of the ECE Committee on Forests and the Forest Industry (COFFI) and the FAO European Forestry Commission (EFC) for 2014-17 for adoption by the next joint session of the Committee and the Commission “Metsä2013” to be held from 9 to 13 December 2013 in Rovaniemi, Finland.

I. Draft Integrated Programme of Work

A. Scope

2. The Integrated Programme of Work covers all 56 member States of the ECE region, in line with the ECE Committee on Forests and the Forest Industry membership. The FAO European Forestry Commission covers 40 member States, which are all ECE members¹². The Programme encompasses sustainable forest management as well as the sound and legal use of forest products, for raw material and energy, and forest services, based on appropriate policies and institutions.¹³

3. The Programme will continue to cover many traditional topics related to forest products and services (as contained in the previous Programme of Work ECE/TIM/2008/7 – FO:EFC/08/7). It also introduces new elements to address emerging issues related to sustainable forest management. These new elements include:

- Linkages between sustainable forest management and a green economy, including: the contribution of forest products and services to a green economy; decent green jobs and employment in the forest sector.
- Innovation in the forest sector, including new forest products and the use of wood in construction.
- Enhanced emphasis on wood energy and payment for ecosystem services.
- Interactions between forest policies and other sectors, such as the effect of wood energy policies on land use and the effect of urbanization on forest extent and character.
- Adaptation to climate change.
- Forest health and disturbance-related issues.

¹² 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, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, The former Yugoslav Republic of Macedonia, Turkey, Ukraine, United Kingdom, Uzbekistan and the European Union.

¹³ The scope is unchanged from the period 2008-2013. For ease of reference: see Annex III.

- Mainstreaming of biodiversity and environmental issues into the different areas of work.

4. The Programme makes reference to the Action Plan for the Forest Sector in a Green Economy (Annex I). This document is also being developed and will be submitted to Metsä2013. Actions contained in that Plan and attributed to ECE/FAO will be indicated with an asterisk and reflected in the annual list of activities as part of the Integrated Programme of Work.

B. Overall goal

5. The overall goal of the Integrated Programme of Work 2014-17 for the Committee on Forests and the Forest Industry and the European Forestry Commission, their related bodies and the Teams of Specialists is to support member countries and other stakeholders in their efforts to sustainably manage and use ECE-region forests so that they provide products and ecosystem services to benefit society.

C. Objective of the Integrated Programme of Work

6. The Integrated Programme of Work aims to assist member countries to achieve the overall goal by: providing the best available information; facilitating policy dialogues and communication; and building capacity.

D. Structure and work areas

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

- WA 1: Data, monitoring and assessment
- WA 2: Policy dialogue and advice
- WA 3: Communication and outreach
- WA 4: Capacity-building

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

WA 1: Data, monitoring and assessment

9. The ECE/FAO data collection and reporting system consists of the following:
- Collection, validation and dissemination of statistics on forest resources, products, functions and services, 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 in sustainable forest management, including regional Criteria and Indicators and the preparation of the report on the State of Europe's Forests.

10. ECE/FAO monitors and analyses developments in different forest-related areas. This includes the gathering of comprehensive statistics and data (quantitative and qualitative), and developing methodologies, analysis and assessments as well as related cooperation on:

- Forest product markets and services in the region.
- All aspects of forests and forest resources, their functions and services, and sustainable forest management.
- Long-term supply of and demand for wood and other forest goods and services.
- Use of wood energy and its implications for sustainable forest management.

11. Outputs of this work area would include the Forest Products Annual Market Reviews; the State of Europe's Forests in cooperation with Forest Europe; the regional input to the FAO Global Forest Resource Assessment; Joint Wood Energy Enquiries; associated databases; studies on forest ownership, occupation and employment, the contribution of the forest sector to a green economy; and ad hoc sectorial studies such as on profitability and competitiveness of the forest sector and other emerging issues.

12. Data will be collected in partnership with countries, international organizations and the scientific community, based on agreed standards and rules. Activities under WA1 is also expected to improve the quality of information, ensuring international compatibility, storage, dissemination and analysis of the information, and helping countries to strengthen their capacity in this area (see WA 4 on capacity-building).

13. This programme area will also address monitoring and assessment components of priority activities identified in the Action Plan for the Forest Sector in a Green Economy and attributed to ECE/FAO for the period 2014 - 2017. For specific activities in 2014, see document ECE/TIM/2013/XX (to be finalized for Metsä2013).

WA 2: Policy dialogue and advice

14. This includes ECE/FAO's contributions to the global (mainly United Nations Forum on Forests (UNFF) and FAO Committee on Forestry (COFO)), regional (ECE/FAO, Forest Europe, European Forestry Institute, European Commission) and national forest dialogues and cross-sectoral cooperation.

15. This component will also involve the organization of policy dialogues and specific studies in the UNECE region, and at the national level on request from member countries. Subjects to be covered will, depending on availability of funds, include:

- Forest policies, institutions and instruments.
- Regional and national coordination of forest and forest-related policies.
- Governance and policy making.
- Green economy and green jobs.
- Interaction with stakeholders and the private sector.
- Financing for, and investment in, profitability and competitiveness of the forest sector.
- Structural developments in the forest sector and their policy impact and implications.
- Wood energy and its implications for renewable energy policies and land use.
- Role of biodiversity and wildlife in sustainable forest management.
- Adaptation of forests and the forest sector to climate change.

16. This programme area will also address policy-related components of priority activities identified in the Action Plan for the Forest Sector in a Green Economy and attributed to ECE/FAO for the period 2014 - 2017. For specific activities in 2014 see document ECE/TIM/2013/XX (to be finalized for Mestä2013).

17. Outputs will include guidelines and recommendations in accordance with the Action Plan for the Forest Sector in a Green Economy, national forest policy dialogues and other policy dialogues and workshops for the ECE region. An important component will also be the next round of Forest Sector Outlook Studies and the policy-related parts of relevant ECE/FAO studies such as reports on the status and trends in forests and sustainable forest management, and relevant reviews.

WA 3: Communication and outreach

18. This is seen as an essential part of the Integrated Programme of Work. Improving the ability of the forest and forest products sector to communicate effectively, within and outside the sector, is essential to promote sustainable forest management. Enhancing the efforts of the Committee and the Commission to reach out to relevant constituencies, and to increase the dissemination of the information and tools produced, at the national, regional and global levels will be an important part to this end. This will be achieved through:

- Providing a platform for international interaction and cooperation in forest related communication.
- Events and campaigns in support of sustainable forest management and forest products and services (e.g. the International Day of Forests, the European Forest Week, the Forest Information Week).
- Dissemination of information produced under the Integrated Programme of Work via policy briefs, press briefs and ad hoc studies, whenever results are available and new information released.
- Improved website maintenance and design including the use of social media/networks and videos.
- Contribution to the organization of relevant events in member countries and dissemination of their announcements (e.g. National Forest Policy Dialogues, capacity building workshops, special public relations events) in cooperation with all stakeholders.
- 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 building).

19. This programme area will also address communications and outreach components of priority activities identified in the Action Plan for the Forest Sector in a Green Economy and attributed to ECE/FAO for the period 2014 - 2017. For specific activities in 2014 see document ECE/TIM/2013/XX (to be finalized for Mestä2013).

WA 4: Capacity-building

20. While all countries benefit from international cooperation through the Integrated Programme of Work, special attention will be paid to countries in Eastern Europe, Southeast Europe, the Caucasus and Central Asia. This work will focus on capacity-building to encourage sustainable forest management, data collection, monitoring and analysis as well as promoting the engagement of national experts from the region in international activities, covering the following:

- Forest policies development, governance and institutions.
- National systems for forest monitoring and statistical reporting.
- Forest products markets and forest resources.
- Forest related communication.
- Wood energy, including the collection of wood energy data.
- Green economy.

21. This work area relies mainly on extrabudgetary support. This area will also address capacity building components of priority activities identified in the Action Plan for the Forest Sector in a Green Economy and attributed to ECE/FAO for the period 2014 - 2017. For specific activities in 2014 see document ECE/TIM/2013/XX (to be finalized for Mestä2013).

22. This work area will also benefit from the implementation of the United Nations Development Account (UNDA) project on “Sustainable Forest Management for Greener Economies in the Caucasus and Central Asia (2013-15)”. Additional sources of funding could be sought with the European Union and development banks.

E. Principles guiding implementation

23. Implementation should be guided by the following principles:

- **Partnership:** There will be a strong focus on working in partnerships with international and regional actors, as the most effective way of minimizing overlap and optimizing benefits. The Committee and the Commission will seek and welcome cooperation for any of the relevant outputs under the four work areas.
- **Outreach to other constituencies:** The Committee and the Commission will look beyond the traditional forest constituency 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, energy, water, construction and building sectors.
- **Expert advice:** The work 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.
- **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.

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

24. As per current practice, specific activities in support of the implementation of the Integrated Programme of Work will be agreed on annually. The list will be based on proposals by member States, the Bureaux and the secretariat and reflect the activities set out in the current multi-year Programme of Work. For 2014 activities, please see document ECE/TIM/S/2013/XX (to be finalized for Mestä2013). Implementation will depend on funding levels. For some activities, extrabudgetary funding will be needed (e.g. capacity-

building) and the list of activities will show clearly the areas of work or activities where this is the case.

25. 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 countries with economies in transitions.

G. Governance

26. Formal governance is undertaken by the two parent bodies, the ECE Committee on Forests and the Forest Industry and the FAO European Forestry Commission, which have the ultimate responsibility for the implementation of the Integrated Programme of Work. The Committee on Forests and the Forest Industry meets annually, while the European Forestry Commission meets every second year. The two bodies hold a joint meeting every second year. During joint meetings, matters of relevance to COFFI or EFC only are dealt separately and under specific agenda items during these meetings. The Joint ECE/FAO Working Party on Forest Statistics, Economics and Management meets annually.

27. The EFC Working Party on Management of Mountain Watersheds and the Committee on Mediterranean Forestry (*Silva Mediterranea*), a technical statutory body of FAO, coordinate their activities with this Programme of Work. They report on their work to, and seek guidance from, the EFC at the joint sessions of COFFI/EFC.

28. The Joint Bureaux of the Committee on Forests and the Forest Industry and the European Forestry Commission¹⁴ 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 on operational matters between sessions of the parent bodies. The Joint Bureaux should meet at least twice annually.

H. Expert support

29. Teams of Specialists (ToS), composed of experts in particular fields, contribute advice or undertake activities that support the implementation of the Integrated Programme of Work. Teams may also provide guidance to the secretariat on their work areas, and help with outreach activities to country-level experts, as well as have team-specific outputs in support of the Integrated Programme of Work. Teams of Specialists are mandated by the Committee and Commission, which approve their terms of reference. They report annually to the Working Party on Forest Statistics, Economics and Management.

30. During the review process, the Special Session suggested to:

- Discontinue the ToS on forest fires, as the issue of fires is no longer addressed by the ECE/FAO Integrated Programme of Work and is better addressed at the global level and through other channels.
- Extend the geographical scope of the ToS on Forest Policy in the Eastern Europe, the Caucasus and Central Asia Region to the whole ECE region.
- Establish a ToS on wood energy to support the development of data and relevant policy advice on wood energy in the region.

¹⁴ See document ECE/TIM/2008/7 – FO:EFC/08/7.

- Establish a ToS on forest products statistics, to undertake the statistical work currently done by the Joint Working Party, in order for the Working Party to focus on its coordinating function for ToS work, with more detailed statistical work to be addressed by experts in a ToS.

31. The Special Session also recommended that Guidelines for the Teams of Specialists be adopted in order to clarify the Teams' mandates and procedures, and the role and responsibilities of Team Leaders, and Deputy Leaders, Team Members and secretariat.

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

32. The following recommendations are submitted to the next joint session of the Committee and the Commission, "Metsä2013", for consideration and adoption.

Institutional structure

33. Foster stronger cooperation between the European Forestry Commission and the North American Forestry Commission (NAFC).

34. Bring the Committee on Forests and the Forest Industry and the European Forestry Commission as close together as possible and organize joint meetings every second year (the meeting should have the same name for each session – "forest" in the language of the country hosting the meeting and then the year of the meeting).

35. Continue and maintain the tradition of joint meetings, the Integrated Programme of Work, the joint secretariat, Joint Bureaux, joint publications and a joint profile.

36. Encourage countries to strengthen coordination between the Committee and Commission delegates at the national level by e.g. appointing the same Head of Delegation for both.

37. Engage Committee and Commission members in linking the ECE/FAO work to work at the national level in order to ensure feedback on the Integrated Programme of Work.

38. Strengthen the collaboration with the Working Party on the Management of Mountain Watersheds and *Silva Mediterranea*.

39. Establish the following Teams of Specialists for the period 2014-2017:

Name of the Team	Contribution to the Programme of Work
ToS on Sustainable Forest Products	WA1: to focus on forest products and markets, market statements and support to the Committee
ToS on Monitoring Sustainable Forest Management	WA1: to focus on SFM monitoring for different ECE/FAO studies and reviews, SFM assessment and work on criteria and indicators
ToS on Forest Policy	WA2 and WA4: to focus on the development of forest policies in the region and provide capacity building
ToS on the Forest Sector Outlook	WA1 and WA2: to support the development of Outlook Studies

ToS on Forest Communication - Forest Communicators Network	WA3: to provide advice to ECE/FAO 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: the previous joint ToS to be refocused on green jobs and capacity-building activities in support of SFM
ToS on Wood Energy	WA1 and WA2: to support the development of data and relevant policy advice on wood energy in the region.
ToS on Forest Products Statistics	WA 1 and WA4: to support the work on statistics in the Working Party, in order for the Working Party to focus on its coordinating function for Teams of Specialists and work area review.
ToS on Forest Fires	WA2: to support international cooperation in fire management. The Team will complete its mandate by July 2014

40. Adopt the Terms of Reference of, and the Guidelines for, the Teams of Specialists as proposed by the Working Party on Forest Statistics, Economics and Management and reviewed and endorsed by the Special Session of COFFI with EFC in June 2013 as contained in Annexes III and IV. The Guidelines are in line with, and complementary to, the guidelines for the establishment and functioning of Teams of Specialists within UNECE (ECE/EX/2/Rev.1).

Data management

41. Data on forest 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 hampers seriously continuity, inter-connectivity, planning for data collection and its management. This also limits the availability and usability of information collected.

42. It is recommended that the organization and structure of data on forests, their management, their functions and 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.

Private sector

43. 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 establishment of a regional Advisory Group (it could be a subgroup of the FAO Advisory Committee on Sustainable Forest-based Industry), which could provide advice to the Bureaux and other meetings.

Funding

44. The final list of activities prepared every year should contain a related budget (costing of activities) to help member States recognize funding needs and understand the feasibility of activities. The first of such lists should be prepared for the year 2014 and

submitted to Metsä2013 for consideration (and should include both human and financial resource needs).

Outreach

45. More attention should be paid to communication activities to increase the impact and visibility of work. This might include organizing a high level segment in key meetings (like Metsä2013), which would bring together ministers and chief executive officers of private companies, and heads of other organizations.

46. The Integrated Programme of Work should also allow addressing new and emerging issues of high political value and interest to forestry and forest industry.

Partnerships

47. Partnerships should be established with other sectors, including through the cooperation with other ECE Committees. This should serve to demonstrate the value of forests and forest products for other sectors (energy, environment, housing, employment, climate change, etc.).

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

Name of the Section

49. Following the change of name to Committee on Forests and the Forest Industry, the UNECE Executive Secretary and the FAO Assistant Director General of the Forestry Department could consider adjusting the name of the joint secretariat accordingly.

Outlook

50. The next round of outlook studies in North America, Europe and the Russian Federation should be based on common methodologies and approaches, and developed in cooperation with relevant partners.

Annex III

Proposed Terms of Reference of the Working Party and the Teams of Specialists.

I. Terms of Reference of the Joint FAO/ECE Working Party on Forest Statistics, Economics and Management¹⁵

1. The Working Party is a subsidiary body of the ECE Committee on Forests and the Forest Industry and the FAO European Forestry Commission and contributes to the implementation of the integrated programme of work of those two bodies 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 the Committee and the Commission 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 the Committee and the Commission for consideration.

2. The Working Party 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 Working Party shall review, on an ongoing basis, the work of the Teams of Specialists and their contribution to the work areas as well as work with 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 Working Party 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.

4. The Working Party, as part of its work for the Committee and Commission, shall:

- (a) Propose priorities for activities in the work areas and on relevant emerging issues;

¹⁵ The Terms of Reference of the Working Party were discussed at the Special Session of the ECE Committee on Forests with the Forest Industry (COFFI) and the FAO European Forestry Commission (EFC). The proposed Terms of Reference reflect the input from the Special Session

- (b) Develop, upon request from the parent bodies, methodologies for use in economic analysis of the sector, as well as techniques for collecting, validating, analysing and disseminating information and statistics;
- (c) Undertake, upon request from the parent bodies, ad hoc projects in economics and statistics relating to forestry, forest products and forest policies and institutions;
- (d) Contribute and provide technical advice to the Committee and the Commission 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;
- (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.

II. Terms of Reference of the ECE/FAO Teams of Specialists¹⁶

In order to support the implementation of the ECE/FAO Integrated Programme of Work, it is suggested to establish the following Teams of Specialists (ToS):

- (a) ToS on Monitoring Sustainable Forest Management;
- (b) ToS on Sustainable Forest Products;
- (c) ToS on Forest Products Statistics;
- (d) ToS on Wood Energy;
- (e) ToS on the Forest Sector Outlook;
- (f) ToS on Forest Policy;
- (g) ToS on Forest Fires;
- (h) ToS on Forest Communication - Forest Communicators Network;
- (i) ToS on Green Jobs - Joint ILO/ECE/FAO Expert Network.

¹⁶ The Terms of Reference for ECE/FAO Teams of Specialists were discussed and reviewed at the COFFI Special Session with EFC, which was held on 17 and 18 June 2013 in Geneva. The versions that are presented in this document reflect the input from the Special Session. The Special Session also recommended extending the work of the ToS on Forest Fires until the end of July 2014 to allow completion of the project, “Safeguarding Sustainable Forest Management in the ECE Region through International Cooperation in Fire Management” after which the Team will be discontinued.

ECE/FAO Team of Specialists on Monitoring Sustainable Forest Management

Reference to Integrated Work Programme:

Work Area 1, “Data, monitoring and assessment”

A. Objectives

1. 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 the green economy in the ECE region;
2. Advise the ECE/FAO on the implementation of activities in Work Area 1 “Data, monitoring and assessment”, with regard to the collection, review, analysis and dissemination of quantitative information on forests and sustainable forest management (SFM) in the ECE region.

B. Activities

1. Provide contributions to the global Forest Resources Assessment (FRA) and the Collaborative Forest Resources Questionnaire 2015: support the data collection process, analysis of the situation and trends, and drafting of the final report;
2. Assist in the process for the preparation of the report: State of Europe’s Forests 2015: contribute to the reporting on quantitative indicators, analysis of information, coordination of inputs, authors’ contributions and dissemination of results;
3. Contribute to the pilot project on assessing the sustainability of forest management;
4. Contribute to the work on criteria and indicators (C&I) for SFM by Forest Europe and the Montréal Process;
5. Contribute to the preparation of a report on forest ownership in the ECE region: development of concept, contribution to data collection, analysis of information and dissemination of results;
6. Contribute to the preparation of a report on the role of forest sector in a green economy: development of concept, contribution to data collection, analysis of information and dissemination of results;
7. Contribute to the development of the concept and modalities for a statistical data management system on forest resources, functions and services and SFM;
8. Support other WAs and ToS on issues relevant to data, monitoring and assessment, including related capacity building;
9. Support international work and cooperation on monitoring of forest resources and sustainable forest management (SFM), including the European Union and other organizations in this area;
10. Support communication and dissemination, including by contributing to the forest information billboard.

C. Expected major outputs

1. Review of, and input to documents, reports, and meetings related to global reporting framework – in cooperation with the FAO Rome FRA Team;
2. Review of, and input to documents, reports, and meetings; involvement in the organisation of the workshop for authors and National Correspondents in the ECE

- region; review of and, whenever possible, involvement in writing, the final report on state of Europe’s forests; involvement in dissemination of results;
3. Consultation and advice on the pilot project on assessing the sustainability of forest management;
 4. Consultation and advice on issues relevant to the C&I processes in the ECE region – if requested;
 5. Consultation and advice on the underlying analytical concepts, and survey as well as the review of the draft report on forest ownership in the ECE region;
 6. Consultation and advice on the underlying analytical concepts, and the survey as well as the review of the draft report on the role of the forest sector in a green economy – in cooperation with other ToS;
 7. Consultation and advice on designing an improved statistical data management system on forest resources, their functions and services, and forest management;
 8. Consultation and advice on the data-related work with Work Areas 1, 2, 3 and 4 – if requested;
 9. Advice on communication activities, dissemination of information in countries/organisations and participation (sharing of information) through the forest information billboard.

D. Background

Established/ Approved by:	The Committee on Forests and the Forest Industry and the FAO European Forestry Commission, Rovaniemi, Finland, 2013.
Duration:	From January 2014 to December 2015. Renewable
Methods of work:	Regular ToS meetings (including steering group and thematic sub-groups meetings); Workshops with participation of the ToS members and the FRA national correspondents; Direct and indirect (electronic) reviews and consultations; 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 Integrated Work Programme:

Work Area 1, "Data, monitoring and assessment"

A. Objectives

1. To advise and support work on the sustainable development of forest products markets and related policies in the ECE region through a network that provides expertise and advice, including on priorities.
2. To carry the message that sustainable forest products can play an important role in greening economies and in providing sustainable products and livelihoods.

B. Activities

1. Provide guidance and referral to the best available experts and/or sources of information for the organization of:
 - the Market Discussions during the meeting of the Committee on Forests and the Forest Industry;
 - 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", wood energy¹⁷, 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 production and technical reviews of the Forest Products Annual Market Review.
3. Propose and assist in conducting capacity building workshops in order to further the development of sustainable forest product manufacturing and use.
4. Guide the secretariat in the organization of meetings related to the sustainable use of forest products.
5. Advise the secretariat on strategies to carry out the Programme of Work in the forest products marketing work area.

C. Expected major outputs

1. Committee on Forests and the Forest Industry market discussions (one each in 2014 and 2015) which cover forest product market topics that are current and relevant to the region.
2. Yearly meeting 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 this during team meeting is held at the time of the Committee on Forests and the Forest Industry meeting).
3. Two capacity-building workshops for countries of Eastern Europe, the Caucasus and Central Asia (one each in 2014 and 2015)

¹⁷ Wood energy may be dealt with by the ToS on Wood Energy, in case the Committee of Forests and the Forest Industry approves the establishment of such a group.

D. Background

Established/ Approved by:	The ECE Committee on Forests and the Forest Industry and the 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 leader¹⁸:	Leader: Eoin O’Driscoll (Ireland). Deputy Leaders: Jeremy Wall (European Commission), Branko Glavonjic (Serbia)
Communication:	The Team Leader and secretary should ensure close communication and collaboration with the Teams of Specialists on Forest Products Statistics and Wood Energy

ECE/FAO Team of Specialists on Forest Products Statistics

Reference to Integrated Work Programme:

Work Area 1, “Data, monitoring and assessment”

A. Objectives

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

B. Activities

1. Review materials such as questionnaires and procedures circulated by the secretariat and Team members;
2. Contact national data users for input;
3. Raise issues of concern related to forest products statistics;
4. Disseminate information on forest products statistics further through the ToS network.
5. Coordinate issues with other members of the Intersecretariat Working Group on Forest Sector Statistics.

C. Expected major outputs

1. Recommendations for revisions to the Joint Forest Sector Questionnaire and Timber Forecast Questionnaire;

¹⁸ Eoin O’Driscoll, Team Leader, and Jeremy Wall and Branko Glavonjic, Deputy Team Leaders were recently elected at the last meeting of the Team in October 2012.

2. Propose improvements for national and international practices in data validation and where necessary with the aim of contributing to a working paper describing best practices;
3. Recommend procedure for estimating wood balance, including the desirable level of detail to include and conversion factors to use.

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. 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 Teams of Specialists on Sustainable Forest Products and the Team of Specialists on Wood Energy.

ECE/FAO Team of Specialists on Wood Energy

Reference to Integrated Work Programme:

Work Area 1, “Data, monitoring and assessment” and Work Area 2, “Policy dialogue and advice”

A. Objectives

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

B. Activities

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. Build the capacity of ECE member states to develop reliable statistics on wood energy sources and uses;
4. Disseminate information on wood energy and liaise with relevant ToS and other organizations concerned with wood energy statistics.

C. Expected major outputs

1. List of recommendations on the methods for, analysis and conduct of the Joint Wood Energy Enquiry;
2. Suggestions on the focus of work on wood energy-related publications and products;
3. Improved quality and quantity of replies to the JWEE.

D. Background

Established/ Approved by:	The ECE Committee on Forests and the Forest Industry and the 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:	To be elected at first Team meeting
Communication:	The Team Leader and secretariat should ensure close cooperation with the Teams of Specialists on Sustainable Forest Products and the Team of Specialists on Forest Products Statistics.

ECE/FAO Team of Specialists on Forest Sector Outlook

Reference to Integrated Work Programme:

Work Area 1, “Data, monitoring and assessment” and Work Area 2, “Policy dialogue and advice”

A. Objectives

1. Advise and support the ECE/FAO secretariat on the methodology, implementation and follow-up of outlook studies.

B. Activities

1. Review lessons learned from the EFSOS (European Forest Sector Outlook Study), NAFSOS (North American Forest Sector Outlook Study) and RFFSOS (Russian Federation Forest Sector Outlook Study) 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 (European Cooperation in Science and Technology) 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.

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.

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:	To be elected at first team meeting

ECE/FAO Team of Specialists on Forest Policy

Reference to Integrated Work Programme:

Work Area 2 “Policy dialogue and advice” and Work Area 4 “Capacity-building”

A. Objectives

1. To contribute to the development of tools and capacity-building to support sound policy making for the Forest Sector in the ECE Region.
2. To advise the secretariat on implementation of Work Areas 2 and 4 of the Joint Programme of Work.

B. Activities

1. Advise and support the secretariat on:
 - a. The collection, review, analysis and dissemination of qualitative information on forest policies, institutions and instruments in the ECE region;
 - b. The organization of policy dialogues at the regional and national level (including National Forest Policy Dialogues);
2. Contribute to:
 - a. The development of policy tools such as guidelines and recommendations and strengthen policy-related components of ECE/FAO studies (SoEF, FPMR, Outlook studies, etc.);
 - b. Capacity-building activities (work area 4) that are related to forest policy development, institutions and green economy measures. While all countries of the

ECE region should benefit from capacity-building activities, special attention will be paid to the needs of the countries in Eastern Europe, the Caucasus and Central Asia.

3. Provide advice and support to the follow-up on the Action Plan for the Forest Sector in a Green Economy
4. Development of guidance for policy makers to foster sustainable wildlife management in the framework of sustainable forest management, also in view of avoiding conflict over different types of land use and/or damage caused by wildlife.

C. Expected major outputs

1. Contribution to a framework for collecting and analysing information on forest policies, institutions and instruments (to be developed in close cooperation with the ToS on Monitoring Sustainable Forest Management) with a view to:
 - a. Producing a publication (an overview and analysis of existing forest policy and institution models and main trends);
 - b. Contributing to the forest policy part of the FAO country profiles for the ECE region;
2. Support to the organization of regional policy dialogues (themes, speakers...) and provide recommendations on further development of the national forest policy dialogues (contents, methods...);
3. Support to the drafting and review of the policy outputs in the ECE/FAO Programme of Work in order to tailor their messages to country needs and/or target groups;
4. Dissemination of ECE/FAO policy related work at national and sub-national levels;
5. Provision of national experts and case studies, trainers and content for capacity building activities;
6. Policy brief on the interface and possible synergies between forest and wildlife management.

D. Background

Established/ Approved by:	The ECE Committee on Forests and the Forest Industry, and the FAO European Forestry Commission, Rovaniemi, Finland, December 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:	To be elected at first Team meeting

ECE/FAO Team of Specialists on Forest Fire

Reference to Integrated Work Programme:

Work Area 2, "Policy dialogue and advice"

A. Objectives

1. To promote a continuous exchange of (new) knowledge on and practices in fire management through the organization of meetings on emerging issues in Fire Management in the ECE region and the publication of the International Forest Fire News;
2. To provide guidance to ECE member states on forest fire management and forest fire policies, including on bilateral / international cooperation, in close cooperation and coordination with the UNISDR Wildland Fire Advisory Group / Global Wildland Fire Network, FAO, UNISDR, Council of Europe and other partners, ;
3. To organise regional seminars and training workshops in fire management;

Note: In the context of this mandate the Team will continue to address all vegetation fires ("wildland fires"), including fires in the agricultural sector and in peatland / wetland biomes.

B. Activities

1. Development of policy recommendations for fire management in the UNECE region to be summarized in a "White Paper on the State of Wildfires and Fire Management in Forests and other Vegetation Resources in the UNECE Region".

C. Expected major outputs

1. Resolution of the UNECE/FAO Regional Forum on Cross-boundary Fire Management on a proposal for a voluntary or legal protocol on cross-boundary cooperation in fire management
2. White Paper on the State of Wildfires and Fire Management in Forests and other Vegetation Resources in the UNECE Region"

D. Background

**Established/
Approved by:** Joint session of the ECE Timber Committee and FAO European Forestry Commission, Rome, 23-24 October 2008

Duration: January 2014 – July 2014

Methods of work: To be determined by the Team

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

Team leader: Leader:
Johann G. Goldammer (Germany)

Deputy Leaders:
Andrey Eritsov (Russian Federation)
Professor Nikola Nikolov (FYR Macedonia)

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

Reference to Integrated Work Programme:

Work Area 3, "Communication and outreach"

A. Objectives

To improve the ability of the forest sector to communicate effectively within and outside the sector, by:

1. Providing a forum for international interaction and cooperation in forest related communications;
2. Strengthening the ability of the Committee, the Commission and the Working Party on Forest Statistics, Economics and Management to reach out to relevant constituencies, within and outside the forest sector, including through cooperation with other Teams of Specialists;
3. Developing the professionalism of forest communicators by introducing and encouraging state of the art and innovative communication approaches.

B. Activities

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

1. Supporting ECE/FAO intergovernmental bodies in reaching out to relevant constituencies, within and outside the forest sector;
2. Developing a revised version of the Strategic Framework for Forest Communication in Europe that addresses current trends and the latest developments in the forest scene;
3. Developing a fact sheet or leaflet on the role of forests and forests products in contributing to a green economy – These materials could be used to support future forest-related awareness campaigns (i.e. International Day of Forests, European Forest Week, and other related events);
4. Advising FAO on the establishment of forest communicators networks in other world regions as well as sharing information and experience with such networks;
5. Developing a set of recommendations for promoting the educational tool on the state of forests in Europe and relevant publications or material on forest pedagogics. Involve the Forest Pedagogics Group in disseminating the tool and identifying relevant stakeholders to further develop the tool and/or translate it into other languages;
6. Cooperating with the Forest Europe Liaison Unit and other relevant institutions, organisations, processes and initiatives, on matters relevant to forest communication;
7. Identifying other communication work of relevance to forests as well as information-sharing platforms developed by civil society;
8. Developing a concept and seeking funding for a possible second (follow-up) survey on the public perception of forests and the forest sector in Europe.

C. Expected major outputs

1. Revised version of the Strategic Framework for Forest Communication in Europe by the end of 2015;
2. Fact sheet or leaflet with key messages on the role of forests, forest products and their role in a green economy by the end of 2014;
3. Information note on the development of other regional forest communicators networks – to be included in the annual team activities' annual report;
4. Draft set of recommendations for the promotion of forest education and pedagogics by the end of 2014.

D. Background

Established/ Approved by:	The ECE Committee on Forests and the Forest Industry and the FAO European Forestry Commission, Rovaniemi, Finland, 2013.
Duration:	From January 2014 to December 2015. Renewable
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 Integrated Work Programme:**Work Area 4, "Capacity-building"****A. Objectives**

1. Advise and support the secretariat on the implementation of the ECE/FAO Programme on employment-related issues such as: jobs, needed competencies, education and training for the forest sector in the context of a green economy

B. Activities

1. Contribute to, and support the secretariat in, the implementation of activities in the Action Plan for the Forest Sector in a Green Economy under Pillar C (decent green jobs) by:
 - a. Contributing to improving the monitoring and analysis of the forest sector workforce (including occupational health and safety),
 - b. Reviewing forest sector workforce issues at all levels (policy, management, operations...) and discussing the main threats to the sustainability of the workforce,

- c. Providing recommendations for the consideration of parent bodies to develop preventive and remedial actions, including ways to attract young people to work in the forest sector.
2. Assess and disseminate existing tools and, when appropriate, contribute to developing new tools to train the existing and future forest workforce and certify competencies in the forest sector;
3. Advise and support the secretariat on the organization of meetings related to forest competencies and training;
4. In collaboration with IUFRO and IFSA, map and describe forestry education curricula and identify present and future skill requirements for forestry professionals in the region;
5. Contribute to the capacity building activities (work area 4) that are related to forest competences and training;
6. Disseminate information on the network's activities and results.

C. Expected major outputs

1. Recommendations, developed in close cooperation with the Team of Specialists on Monitoring Sustainable Forest Management, on ways and means to improve data collection and analysis on jobs, health and safety in the forest sector in order to support better policy making (including for indicators 6.5 and 6.6 of the pan European Criteria and Indicators);
2. Assessment of the relevance of a recommendation on a framework for national action plans for decent green jobs in the forest sector (e.g. development and enforcement of occupational safety and health regulations, communication campaigns targeting potential candidates, training) with examples and case studies and, if appropriate, the development of this recommendation;
3. One meeting to review and formulate recommendations to address main forest sector workforce issues, including training, education and gender issues;
4. Assessment and dissemination of information on the existing competency certification schemes such as ConCert (Certification of Competency for forestry entrepreneurs), ECC (European Chainsaw users' Certification), WETNet (Wood Energy Training Network) and other tools that could be developed by EFESC (European Forestry and Environmental Skills Council), while extending the competency approach to the whole ECE region;

D. Background

Established/ Approved by:	The ECE Committee on Forests and the Forest Industry, and the FAO European Forestry Commission, Rovaniemi, Finland, December 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:	To be elected at first Team meeting

Annex IV

Proposed Guidelines for Teams of Specialists

A. Introduction

1. The draft guidelines were prepared at the suggestion of the ECE/FAO joint Bureaux in the framework of the on-going ECE/FAO Strategic Review and were discussed at the Special Session of the ECE Committee on Forests and the Forest Industry (COFFI) with the FAO European Forestry Commission (EFC) held in Geneva in June 2013. The Special Session endorsed those guidelines with some amendments and forwarded it to Metsä2013, the joint meeting of the Committee and the Commission, scheduled to take place in Rovaniemi, Finland from 9 to 13 December 2013. The guidelines will 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 established by the COFFI and EFC for an initial period of two years, which can be extended as long as required, after review by the COFFI and EFC every two years. The COFFI and EFC also approve 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 WPFSEM, which gives them guidance and evaluates their work based on their Terms of Reference and Work Plan. In addition, the WPFSEM provides recommendations to the COFFI and the EFC for updating their Terms of Reference and for their extension or discontinuation.

C. Membership and Officers

5. For each Team of Specialists, the secretariat circulates the Terms of Reference to ECE Member States and all relevant Stakeholders in the ECE region and asks them to nominate their official representative, should they wish to participate in the Team activities. Member States and Stakeholders are expected to nominate their representative to a Team based on their interest on 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.

6. 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.

7. 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

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

- (a) Conduct the Team meetings, ensure that the Team's Terms of Reference are applied and lead the Team;
- (b) Supervise the preparation of the work plan;
- (c) Coordinate and facilitate the implementation of the work plan, including by raising funds, where appropriate;
- (d) Prepare and present implementation reports at the WPFSEM: a one-year report at the end of the first year and a two-year report ("full report") at the end of its term;
- (e) Attend meetings of the Leaders of the Teams of Specialists.

9. 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.

10. 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

11. 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.

12. 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. 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.

13. 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

14. 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 guidance in fulfilling the Terms of Reference;
 - (d) Facilitating the meetings, taking notes and disseminating information on the Team's activities;
 - (e) Cooperating with the Leader in preparing the reports on the Team's accomplishments;
 - (f) Posting meeting reports and main outputs of the Team's work on the web.
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