



CPF GLOBAL FOREST EXPERT PANELS

1ST MEETING OF THE EXPERT PANEL ON FORESTS AND FOOD SECURITY

(BOGOR, INDONESIA, 12-14 MARCH 2014)

DRAFT AGENDA

Wednesday, 12 March 2014

Nr.	Time	Agenda item
1.	09:00 – 09:30	Opening of the meeting: <ul style="list-style-type: none"> - Opening remarks by CIFOR as meeting host (Peter Holmgren, Director-General, CIFOR) - Introductory remarks by the GFEP Coordinator (Christoph Wildburger)
2.	09:30 – 10:00	Brief introduction of participants (<i>tour de table</i>)
3.	10:00 – 10:15	Introduction to the Terms of Reference of the Expert Panel on Forests and Food Security by the GFEP Coordinator: <i>Document:</i> <ul style="list-style-type: none"> - <i>Terms of Reference</i>
4.	10:15 – 11:00	Introduction to the assessment by the Panel Chair (Bhaskar Vira): <ul style="list-style-type: none"> - Key concepts - Working modalities - Expected outcome of the meeting - Annotated outline of the assessment <i>Document:</i> <ul style="list-style-type: none"> - <i>Overview of the assessment process</i>
	11:00 – 11:30	<i>Coffee and tea break</i>
5.	11:30 – 13:00	General discussion of annotated outline of the assessment
	13:00 – 14:00	<i>Lunch break</i>

6.	14:00 – 14:45	Allocation of Lead Authors: - Two-minute statement by all participants (<i>tour de table</i>)
7.	14:45 – 16:00	Break-out groups: Discussion of chapter work and refinement of chapter outlines - Chapters 1, 2, 5 - Chapters 3 and 4
	16:00 – 16:30	<i>Coffee break</i>
7.	16:30 – 18:00	Break-out groups (continued): Discussion of chapter work and refinement of chapter outlines - Chapters 1, 2, 5 - Chapters 3 and 4

Thursday, 13 March 2014

Nr.	Time	Agenda item
7.	09:00 – 10:30	Break-out groups: (<i>continued</i>) Discussion of chapter work and refinement of chapter outlines
8.	10:30 – 11:00	Reporting back from break-out groups
	11:00 – 11:30	<i>Coffee and tea break</i>
9.	11:30 – 13:00	Discussion of issues arising: - Overlaps between chapters - Areas of expertise not yet covered - Methodological issues to be clarified
	13:00 – 14:00	<i>Lunch break</i>
10.	14:00 – 15:45	Break-out groups: - Designation of tasks to Lead Authors - Recommendations for Contributing Authors - Work schedule of chapters
	15:45 – 16:15	<i>Coffee and tea break</i>
11.	16:15 – 17:00	Reporting back from break-out groups
12.	17:00 – 18:00	Break-out groups: Discussion of chapter work and refinement of chapter outlines
	19:30	<i>Official dinner hosted by IUFRO</i>

Friday, 14 March 2014

Nr.	Time	Agenda item
12.	09:00 – 10:00	Break-out groups: (continued) Discussion of chapter work and refinement of chapter outlines
13.	10:00 – 11:00	Reporting back from break-out groups: - Introduction to draft chapter outlines by designated Coordinating Lead Authors
	11:00 – 11:30	<i>Coffee and tea break</i>
14.	11:30 – 12:30	Organization of work: - Refinement of time schedule set in Terms of Reference - Deadlines for sharing draft manuscripts - Next steps
15.	12:30 – 13:00	Final summary by the Panel Chair
16.	13:00	Closure of the meeting

Meeting hours: Wednesday, 12 March 2014: 09:00 – 18:00 hours
Thursday, 13 March 2014: 09:00 – 18:00 hours
Friday, 14 March 2014: 09:00 – 13:00 hours

Venue: CIFOR Headquarters
Jalan CIFOR Situ Gede, Sindang Barang,
Bogor (Barat) 16115, Indonesia
Phone: +62-251-8622-622
Fax: +62-251-8622-100

List of documents:

- Draft agenda
- List of participants
- Terms of Reference
- Overview of the assessment process