



CPF GLOBAL FOREST EXPERT PANELS SCOPING MEETING

GFEP RAPID RESPONSE ASSESSMENT ON ILLEGAL TIMBER TRADE (NAIROBI, KENYA 18-19 MAY 2016)

DRAFT AGENDA

Wednesday, 18 May 2016

No	Time	Agenda item
1.	10:00 – 10:15	Opening of the meeting: <ul style="list-style-type: none"> - Welcoming words by UNEP as the host of the meeting (Ibrahim Thiaw, Deputy Executive Director, UNEP) - Opening remarks by IUFRO as lead agency of the GFEP initiative in CPF (Alexander Buck, Executive Director, IUFRO) - Introductory remarks by the chair of the meeting (Christoph Wildburger, GFEP Coordinator)
2.	10:15 – 10:30	Brief introduction of participants (<i>tour de table</i>)
3.	10:30 – 11:00	Setting the scene: <ul style="list-style-type: none"> - Brief introduction to GFEP in general - Presentation of GFEP RR assessment on Illegal Timber Trade - Expected outcome of the Scoping Meeting <p><i>Document:</i></p> <ul style="list-style-type: none"> - <i>Overview of the assessment (GFEP RR)</i>
	11:00 – 11:30	<i>Coffee and tea break</i>
4.	11:30 – 13:00	Discussion of the scope of the assessment <ul style="list-style-type: none"> - Thematic components and main questions to be addressed
	13:00 – 14:00	<i>Lunch break</i>
4.	14:00 – 15:30	Discussion of the scope of the assessment (<i>continued</i>) <ul style="list-style-type: none"> - Thematic components and main questions to be addressed
	15:30 – 16:00	<i>Coffee and tea break</i>
5.	16:00 – 18:00	Drafting of annotated outline of the assessment report
	<i>Evening</i>	<i>Meeting Dinner</i>

Thursday, 19 May 2016

No	Time	Agenda item
	09:00 – 09:10	Summary of first day's discussion by the chair
5.	09:10 – 11:00	Drafting of annotated outline of the assessment report (<i>continued</i>)
	11:00 – 11:30	<i>Coffee and tea break</i>
6.	11:30 – 13:00	Discussion of overlaps between chapters and methodological issues
	13:00 – 14:00	<i>Lunch break</i>
7.	14:00 – 15:30	Identification of areas of expertise to be covered and recommendations for involvement of Contributing Authors
	15:30 – 16:00	<i>Coffee and tea break</i>
8.	16:00 – 17:45	Organization of work: <ul style="list-style-type: none"> - Time table and deadlines for the assessment - Allocation of tasks for Lead Authors - Work schedules of chapters - Other issues requiring further clarification
9.	17:45 – 18:00	Closing remarks

Meeting hours: Wednesday, 18 May 2016, 10:00 – 18:00 hours
Thursday, 19 May 2016, 09:00 – 18:00 hours

Venue: UNEP Headquarters
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List of documents for the meeting:

- *Draft Agenda of the Scoping Meeting*
- *Logistical note for the meeting*
- *Overview of the assessment (GFEP RR)*
- *Preliminary list of participants (GFEP RR Scoping Meeting)*