

**Minutes of the
Third meeting of the UNFF 4 Bureau**

UNFF Secretariat, New York

Tuesday, 18 November 2003 (10:00 am – 1:00 pm)

Attendees:

Bureau Members	Mr. Yuriy N. Isakov (Chairperson-designate), Mr. George W. Talbot (Guyana), Mr. Xolisa Mabhongo (South Africa) and Ms. Stephanie J. Caswell (United States of America). <i>Regrets:</i> Ngurah Swajaya (Indonesia)
UNFF Secretariat	Pekka Patosaari (Coordinator and Head), Jorge Illueca, Mahendra Joshi, Susan Braatz, Elisabeth Barsk-Rundquist and Njeri Kariuki
Others	Mr. Oleg Shamanov (PM of the Russian Federation) and Mr. Sanga Panggabean (PM of Indonesia)

The third meeting of the Bureau considered the following agenda items:

1. Adoption of the Agenda
2. Preparations for the three ad hoc expert group meetings
 - 2.1 Ad hoc expert group on Parameters (3rd Expert Group)
 - 2.2 Ad hoc expert groups on MAR and F&TEST
3. Preparations for UNFF 4
4. Other business

1. Adoption of the agenda

1.1 Opening

Mr. Yuriy N. Isakov welcomed everybody to the Third Meeting of the UNFF 4 Bureau.

1.2 Adoption of the agenda

The Bureau adopted the provisional agenda provided to the members by the Secretariat in advance.

2. Preparations for the three ad hoc expert group meetings

2.1 Ad hoc expert group (AHEG) on Parameters (3rd Expert Group)

The Bureau considered the draft note from the Secretariat on the preparations for the meeting of the ad hoc expert group on consideration with a view to recommending the parameters of a mandate for developing a legal framework on all types of forests. This note was revised based on the comments provided by the members on the first draft circulated to the Bureau members on 13 October 2003 in response to the Bureau's decision at its second meeting. The Bureau provided specific suggestions and advised the Secretariat to send the final version of the note to Member States of UNFF and CPF members as soon as possible, in order to facilitate solicitation of country and CPF inputs, as specified in the ECOSOC resolution 2003/299 establishing the expert group.

2.2 Ad hoc expert groups (AHEGs) on MAR and F&TEST

The Secretariat briefed the Bureau on the status for the preparations for the two ad hoc expert group meetings, namely on: approaches and mechanisms for monitoring, assessment and reporting (MAR) and finance and transfer of environmentally sound technologies (F&TEST), which would meet in Geneva from 8-12 December and 15-19 December 2003 respectively. The list of nominated experts and a draft letter from the Bureau chair to the chairs of the expert groups were distributed. The official documents for the meetings have already been posted on the UNFF website as "advanced unedited text" and are also being translated in the official languages. The facilities in Geneva have been secured. The Secretariat has already contacted the experts and provided general information about the meetings.

The Bureau discussed ways to make the meetings more effective and considered a possibility of communicating with the chairpersons of the expert groups.

3. Preparations for UNFF 4

The Secretariat briefed the Bureau on the preparations, including the types and number of official documents under preparation, different meetings and events as well as the ways to schedule them. It also briefed the Bureau of the need to divide the work among the Bureau members.

It was decided that the members of the Bureau will provide further comments to the Secretariat on the draft organization of work, to be provided to the Secretariat by 1 December 2003. Based on the comments, the Secretariat will prepare the revised detailed draft of the organization of work of UNFF 4, which will be further discussed by the Bureau.

4. Other business

The Chairman briefed the Bureau on the communication he has received in his capacity of the Chairman of the Bureau of UNFF 4 from the President of ECOSOC requesting the Bureau of UNFF 4 to further enhance cooperation and collaboration with

ECOSOC and other functional commissions of ECOSOC. The President also requested the Chair to take into consideration the relevant resolutions of GA and the Council. The members of the Bureau agreed to consider the question of enhancing the cooperation and collaboration with ECOSOC and other functional commissions of ECOSOC, and to submit their substantive written inputs which will form the basis for the formal reply of the Chairman on behalf of the Bureau of UNFF 4 to the President of ECOSOC.

The Coordinator and Head conveyed regrets from Mr. El-Lakany, Chairman of the Collaborative Partnership on Forests, who due to conflict of schedules was unable to travel to New York for this meeting.

Closing of the meeting

Mr. Isakov expressed his satisfaction with the discussion and decisions made at the meeting and thanked the members of the bureau and the Secretariat. The meeting was then adjourned.