



Expert Meeting on
**Enhancing Regional and Sub-Regional Involvement
in the Work of the
International Arrangement on Forests**

Information Note for Participants

**26-28 September 2016
ECO Secretariat - Tehran, Iran**



1. Introduction

The Secretariats of the United Nations Forum on Forests (UNFF) and of the Economic Cooperation Organization (ECO) are jointly organizing and convening an expert meeting to explore concrete means and ways to enhance the involvement of regional and sub-regional entities in the International Arrangement on Forests (IAF). This expert meeting will be held from 26 to 28 September 2016 at the ECO Headquarters in Tehran, Iran. The discussions will be based on the outcome of the eleventh session of the Forum (UNFF11) held in May 2015, as well as on the relevant elements of the 2030 Agenda for Sustainable Development, adopted in September 2015.

2. Dates and Venue

Dates: 26 – 28 September, 2016

Arrival dates: Delegates are expected to arrive in Tehran on 25th September 2016.

Venue: **Headquarters of the ECO Secretariat**
No. 1, Golbou Alley, Kamranieh St., Tehran, Iran
Tel: +9821 22831733-4 & 22292066
Fax: +9821 22831732
<http://www.eco.int/>

3. Contact Persons

At the UNFF Secretariat:

Ms. Barbara Tavora-Jainchill
Forest Affairs Officer
Email: tavora-jainchill@un.org

Ms. Mita Sen
Forest Affairs Officer
Email: sen@un.org

Mr. Benjamin Singer
Sustainable Development Officer
Email: singerb@un.org

At the ECO Secretariat:

Mr. Abolfazl Azizipanah
EME Program Officer
Tel: +98-21-22831733-4
Fax: +98-21-22831732
E-mail: prg-ervenr@ECO.int

Mr. Arshad Ali Jatoi
Steno-Secretary
Tel: +98-21-22831733-4
Fax: +98-21-22831732
E-mail: steno3@ECO.int

4. Background

Based on the outcome of the eleventh session of the UNFF (UNFF11), the UN Economic and Social Council adopted the resolution on the International Arrangement on Forests (IAF) beyond 2015 (E/RES/2015/33). Several provisions of this resolution highlight the significance of the engagement of regional and sub-regional entities in the work of the IAF and more specifically, the work of the Forum.

Under section II of this resolution, the Council decided to restructure the sessions of the Forum and enhance the intersessional work of the UNFF so as to maximize its impact and relevance including by fostering an exchange of experience and lessons learned among countries, regional, sub-regional and non-governmental partners and the Collaborative Partnership on Forests (CPF).

In this regard, the odd-year sessions of the Forum will serve as an opportunity for the CPF and its member organizations, as well as regional and sub-regional entities, major groups and other relevant stakeholders, to provide technical advice and input to the Forum. Such an opportunity also exists during the even-year sessions of the Forum which will be devoted to the policy discussion and decision making on important issues related to forests.

In accordance with section VIII of the resolution, the Forum should strengthen its collaboration with relevant regional and sub-regional forest-related entities in order to facilitate the implementation of the United Nations Forest Instrument (UNFI). Moreover, the Forum's Secretariat will consult with these entities on the means to enhance collaboration, including regarding the implementation of the strategic plan and the quadrennial programme of work referred to in section XI of the same resolution.

The resolution also invites relevant regional and sub-regional entities, in a position to do so, to consider, in accordance with their mandates, developing or strengthening programmes on sustainable forest management, including facilitating the implementation of the UNFI and relevant aspects of the 2030 Agenda for Sustainable Development, as well as to provide coordinated inputs and recommendations to sessions of the Forum.

5. Objectives

The objective of the meeting is to explore concrete ways and means to enhance involvement and contribution of regional and sub-regional organizations and processes to the IAF.

6. Outcome

There will be no official outcome of the meeting. A summary of the key proposed actions and ideas will be prepared, providing timely input to the ongoing deliberations of Member States in developing the IAF Strategic Plan for 2017-2030 and the Quadrennial Programme of Work for 2017-2020. These deliberations will continue at the second meeting of the Ad Hoc Expert Group on these matters to be held from 24 to 28 October 2016 in Bangkok, Thailand.

7. Programme of Work

To achieve the objectives of the meeting, the programme of work will contain the following key elements:

- i) Specific suggestions for inclusion in the IAF Strategic Plan for 2017-2030 and the Quadrennial Programme of Work, to enhance effective engagement in and contribution of regional and sub-regional entities to the work of the Forum;
- ii) Proposed actions to advance implementation of the UNFI and the forest-related aspects of the 2030 Agenda at the regional and sub-regional levels in an integrated manner;
- iii) Proposed actions/ideas for modality for engagement of regional and sub-regional entities in the Forum's sessions, and in the intersessional activities of the Forum;
- iv) Proposed actions/ideas for format and type of input of regional and sub-regional entities to the Forum's sessions;
- v) Suggestions on ways and means that the Forum and other IAF components can assist regional and sub-regional entities to advance their work on the implementation of the UNFI and the forest-related aspects of the 2030 Agenda.

Examples of ideas to enhance involvement of regional and sub-regional entities could be:

- Possible inclusion of UNFF-related themes in programme of work and deliberations of the regional, sub-regional entities;
- Possibility of organizing a "regional Forum" during the UNFF sessions to allow regional and sub-regional entities to make their forest activities known to others, and to share their experiences, success stories and best practices on the implementation of the UNFI and the 2030 Agenda, as well as to provide their views on the theme(s) of the Forum sessions,
- Establishment of dialogue platforms among regional and sub-regional forest-related entities at their respective regional and sub-regional levels on sustainable forest management,
- Potential for regional and sub-regional organizations to mobilize financing for sustainable forest management, including within the framework of the Global Forest Financing Facilitation Network
- Creation of an interactive online platform where regional and sub-regional forest-related lessons learned may be exchanged;
- Regular participation in and content production for "Regional Voices, a web-based publication of the UNFF Secretariat which was focused on regional and sub-regional forest-related cooperation.

A detailed programme of work covering the above-mentioned elements will be sent to the participants in due course.

8. Working language

The working language of the expert meeting will be English only.

9. Entry Visas:

Participants requiring entry visas to Islamic Republic of Iran must obtain them from the Embassies/Consulates of the Islamic Republic of Iran in their countries of residence before leaving for Tehran.

- **NOTE:** Nominating organizations are **urgently requested** to send to the ECO Secretariat/UNFF Secretariat copy of passports and particulars of their nominated representatives. The ECO Secretariat will request the Ministry of Foreign Affairs of the Islamic Republic of Iran to issue the necessary instructions to the Iranian Embassies/Consulates to grant entry visas.

10. Transportation to and from the airport

There are several taxi companies in Tehran, but there is a special airport taxi named **SEIROSAFAR** (please see the symbol but note that on the cars it is yellow), which participants can approach at the airport exit or call: (021) 1833. The taxi company website is <http://www.airportseirosafar.com/index.php/en/>



- **NOTE:** Current taxi rate from Airport to any part of Tehran is RIs 750,000, which is approximately US\$ 22.

11. Dress Code

The participants are required to observe Islamic dress code under the laws and regulations of the Islamic Republic of Iran during their stay.

- **NOTE:** While **inside ECO Premises**, Islamic Dress Code is not mandatory.

12. Registration and badges

All participants are requested to register at the registration desk within the premises of the ECO Secretariat. Participants are also requested to wear their badges at all times during the Meeting.

13. Information Desk

An information desk will be set up within the premises of the ECO Secretariat. The concerned staff will provide all necessary information, assistance and guidelines to all participants.

14. Accommodation

Participants are responsible for paying their own accommodation. Regarding making hotel bookings, **participants may request ECO to make a hotel reservation on their behalf in order to get the special hotel rates (listed below).**

- **NOTE:** Payment by **CREDIT/DEBIT CARDS IS NOT ACCEPTED**. Payments for accommodation have TO BE MADE BY **CASH ONLY**, so please be prepared accordingly.

The following hotels are recommended:

Hotel name & contact info	Room type	Special Rate for ECO (in IRR)
Parsian Azadi Hotel ***** Address: Chamran Highway, Tehran, Iran Tel. (+9821) 29112, 22344444 Fax: (+9821) 22344478 http://www.azaditehran.pih.ir/	Standard Room Junior Suite	7,200,000 10,900,000
Parsian Esteghlal International Hotel ***** Address: Crossroads of Dr. Chamran Highway & Valie-Asr Ave., Tehran, Iran Tel. (+98 21) 22 66 00 11-25 Fax. (+9821) 22660031 http://www.esteghlalhotel.ir	Single Room East Wing Single Room West Wing Double Room East Wing Double Room West Wing	5,190,000 4,160,000 6,710,000 5,390,000
Eram Grand Hotel ***** Address: Haghani Expressway Vanak Sq., Tehran, Iran Tel. (+98 21) 22266644 Fax. (+98 21) 222666599 http://www.tehraneramhotel.com	Double Room Royal Suite	4,000,000 4,720,000

15. Currency Rate

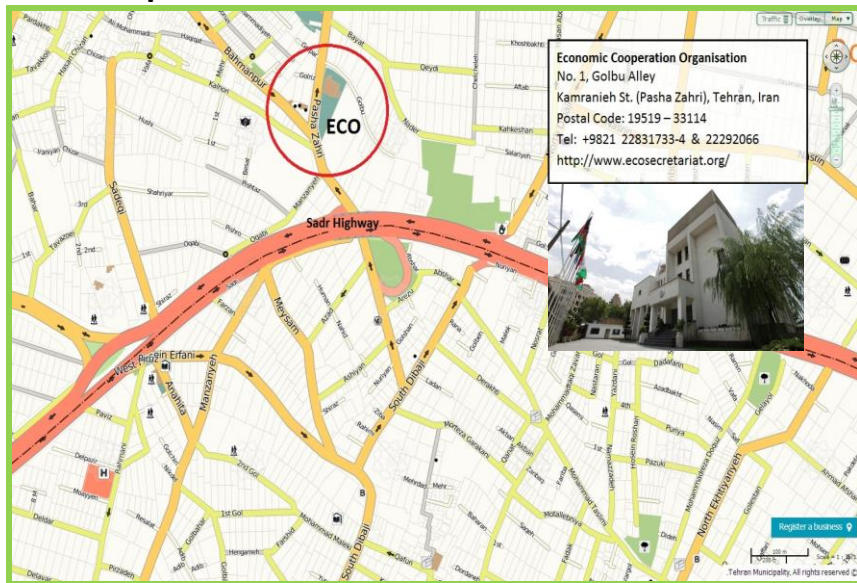
The local currency unit is Iranian Rial. The current exchange rate is approximately US\$ 1 = Rls 35,000/- (subject to market fluctuations).

16. Weather

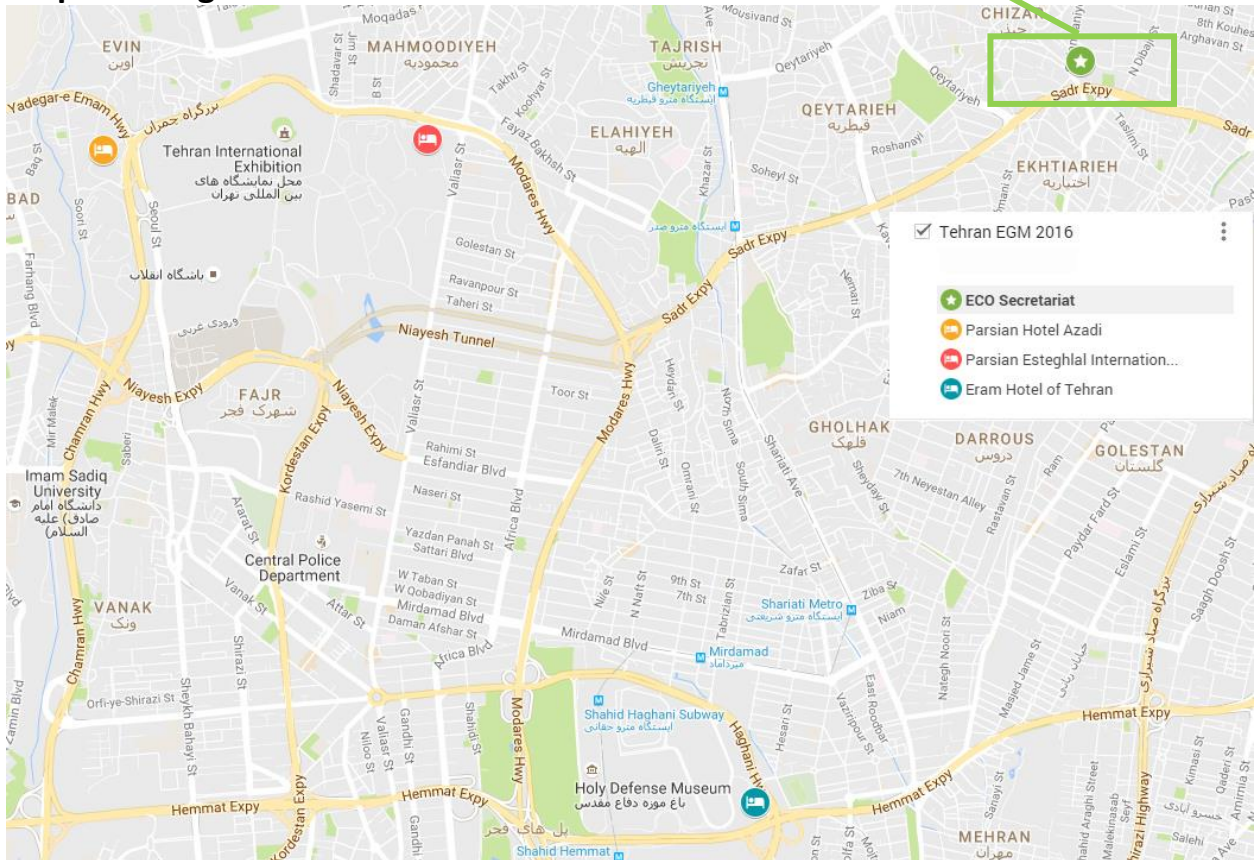
The normal average temperature during the month of September is around +30°C (highest) and +25°C (lowest).

17. Maps

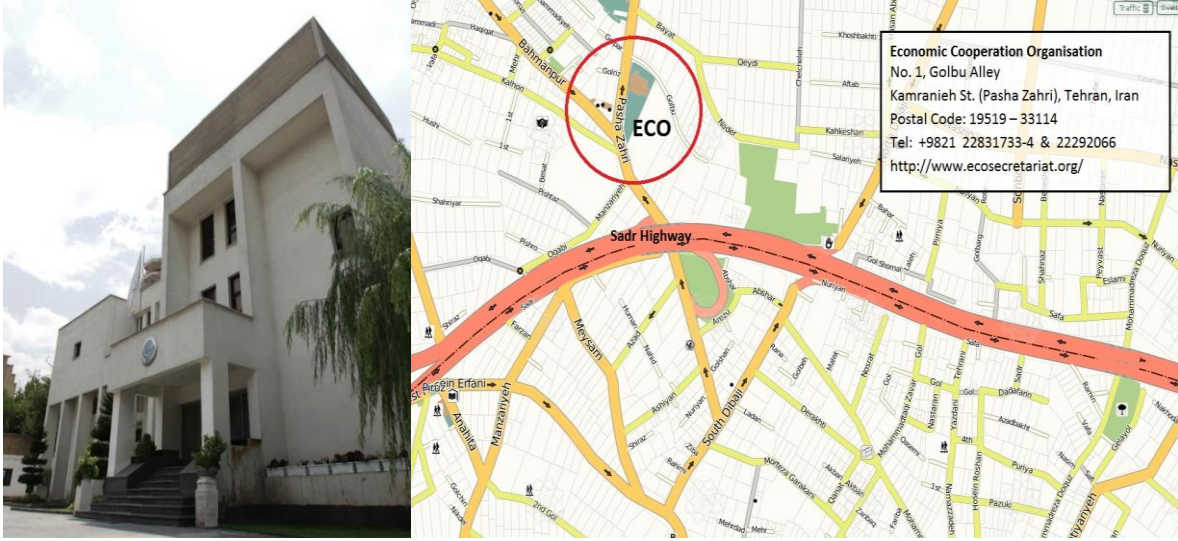
Workshop Venue



Map showing location of ECO and hotels



18. Address of ECO in English and Persian



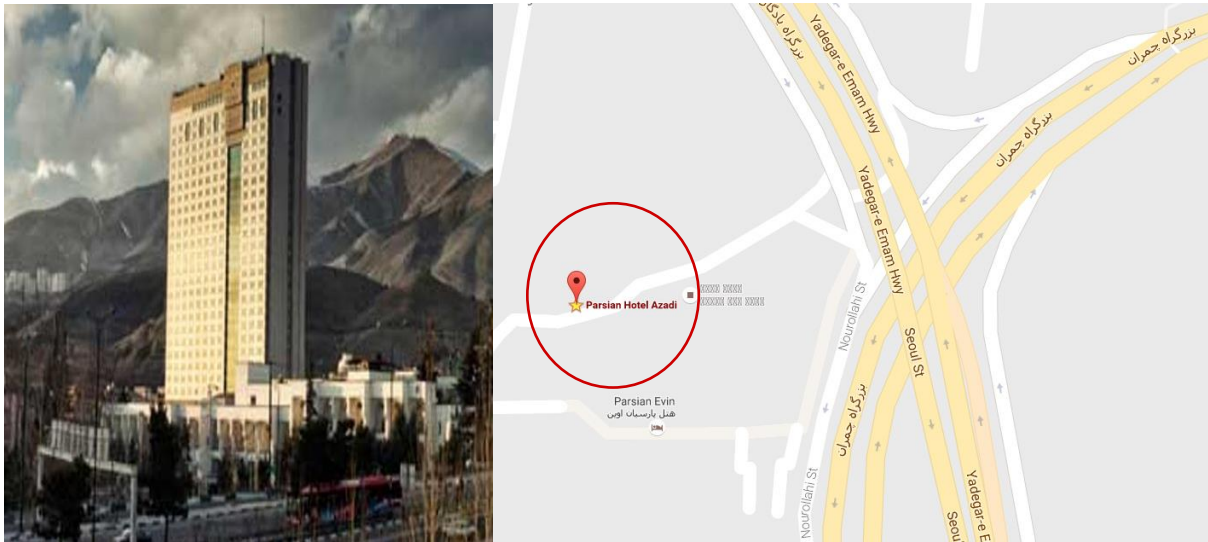
ECO Secretariat

Address: No. 1, Golbou Alley,
Kamranieh St.,
Tehran, Iran

Tel: +9821 22831733-4 & 22292066

سازمان اکو
آدرس: تهران - بزرگراه صدر -
کامرانیه جنوبی - کوچه
گلبو - پلاک 1
تلفن: 22831733-4

19. Address of Parsian Azadi Hotel in English and Persian



Parsian Azadi Hotel

Address: Parsian Azadi Hotel, Chamran Highway ,Tehran, Iran.

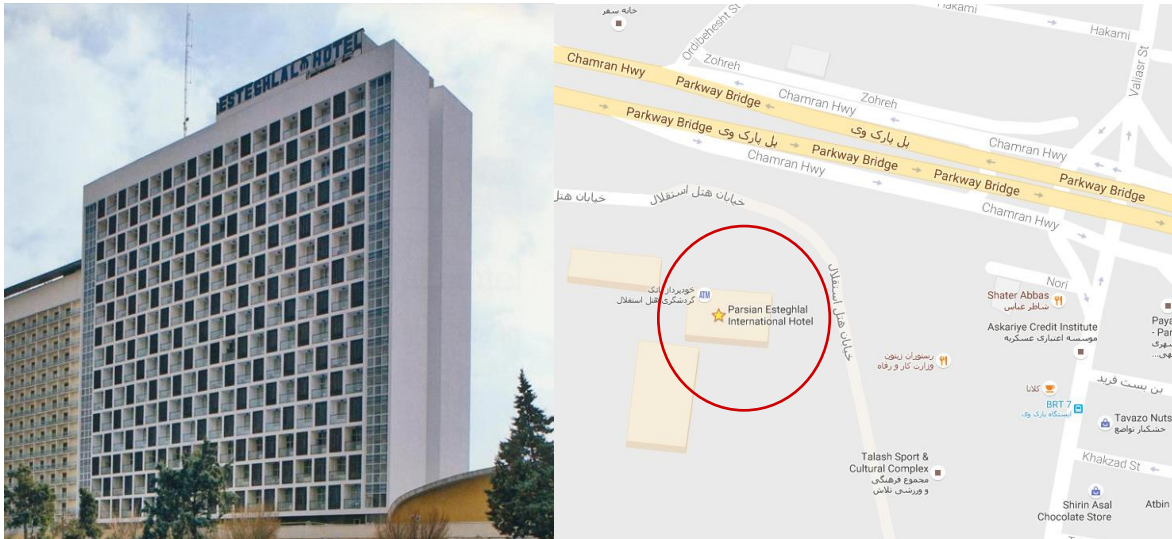
Tel: (+9821) 29112, 22344444

هتل پارسیان آزادی

آدرس: تهران، بزرگراه شهید
چمران، تقاطع اوین

تلفن: 22344444

20. Address of Parsian Esteghlal International Hotel in English and Persian



Parsian Esteghlal International Hotel

Address: Crossroads of Dr. Chamran Highway & Valie-Asr Ave , Tehran ,Iran

Tel : (+98 21) 22 66 00 11-25

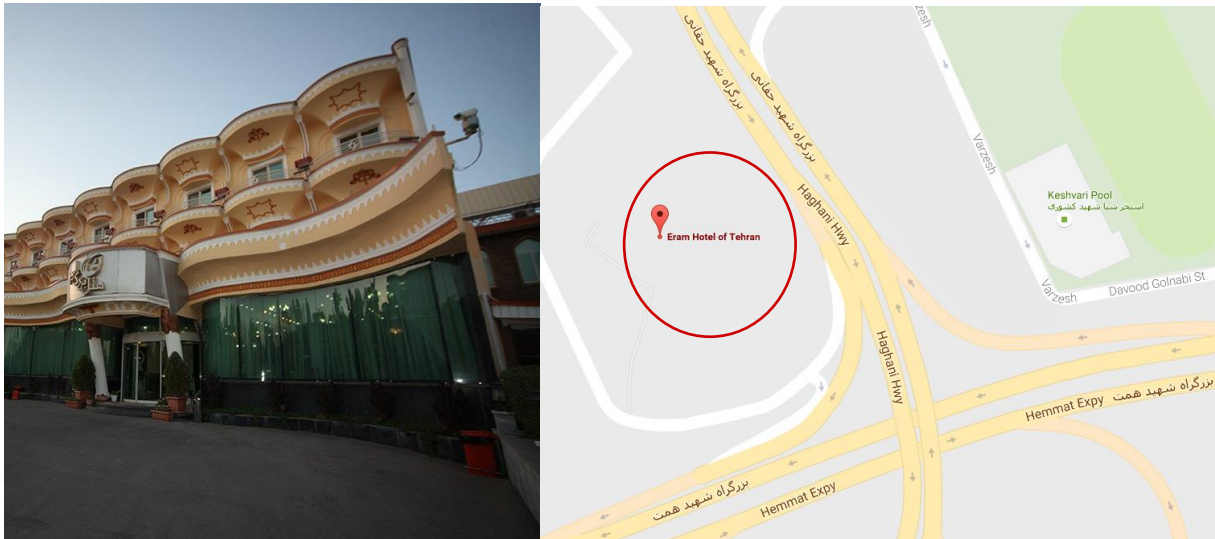
هتل بین المللی پارسیان استقلال

تهران

آدرس : تهران - تقاطع بزرگراه
چمران و خیابان ولی عصر نرسیده
به پارک وی

تلفن : 22660011-25

21. Address of Eram Grand Hotel in English and Persian



Eram Grand Hotel

Address: Haghani Expressway Vanak Sq.,
Tehran, Iran

Tel: (+98 21) 22266644

هتل بزرگ ارم
آدرس: میدان ونک - بزرگراه
شهید حقانی - بعد از کتابخانه
ملی - جنب روگذر شهید همت غرب
- هتل بزرگ ارم
تلفن: 5-22266644