

**United Nations Forum on Forests**  
**Minutes of the 4<sup>th</sup> Meeting of the Bureau of the Thirteenth Session**  
**4 May 2018 (10:00 - 13:00), UNHQ, New York**

**Participation**

**Bureau Members:** Ambassador Muhammad Shahrul Ikram Yaakob (Malaysia), Ambassador Koki Muli Grignon (Kenya), Ms. Luciana Melchert Saguas Presas (Brazil), Ms. Maureen Whelan (Canada), Mr. Tomas Krejzar (Czech Republic)

**Secretary of the Forum:** Mr. Moncef Khane, and Deputy Secretary, Ms. Rachel Stein-Holmes

**UNFF Secretariat:** Mr. Manoel Sobral Filho, Mr. Hossein Moeini Meybodi, Ms. Afsa Kemitale-Rothschild, Mr. Peter Gondo, Ms. Barbara Tavora Jainchill, Ms. Mita Sen, Ms. Njeri Kariuki, Mr. Benjamin Singer, Mr. Ryo Nakamura, Mr. Tomasz Juszcak, Mr. Ryosuke Ujihashi, Ms. Yan Lang

**Summary of Key Actions/Decisions**

1. The Bureau agreed that the main outcome of the UNFF13 would be a Chair's summary of policy dialogue, which will serve as the Forum's input to the HLPF 2018, and an omnibus resolution on respective UNFF13 agenda items.
2. The Bureau reconfirmed its initiative to hold a one-day event on forests on 8 July 2018, UNHQ, New York, prior to the High-Level Political Forum on Sustainable Development 2018, and invited Members of the Forum to contribute to and participate in this event, including through co-sponsoring the event.

**Provisional Agenda**

**4<sup>th</sup> Meeting of the UNFF13 Bureau**

**10:00 am- 1:00 pm, 4 May 2018**

**DC2-23<sup>rd</sup> floor, UNFFS Office, New York**

- 1- Update on the final preparations for UNFF13
  - a) Reviewing the organization of work for UNFF13, including the arrangements for the opening session, ministerial roundtable, side events, etc.;
  - b) Substantive outcomes of the Forum, issues for inclusion in the omnibus resolution, and the arrangement for conducting informal consultations;
  - c) Division of work among Bureau members;
  - d) Nomination of the Members of UNFF14-15 Bureau
- 2- One-day forest event on 8 July 2018
- 3- Other matters

Ambassador Muhammad Shahrul Ikram Yaakob, Chair of the UNFF13 Bureau, welcomed members of the Bureau, Secretary of the Forum and the Secretariat to the fourth meeting of the UNFF13 Bureau. Upon his invitation, the provisional agenda of the fourth Bureau meeting was adopted.

## **1. Update on the final preparations for UNFF13**

### **a. Reviewing the organization of work for UNFF13, including the arrangements for the opening session, ministerial roundtable, side events, etc.;**

The Bureau reviewed the organization of work of UNFF13 with briefing from the Secretariat on arrangements for discussion of the Forum on each agenda item. The Secretariat also briefed the Bureau on the arrangement for the opening session, ministerial roundtable and panel sessions, as well as the schedule of side events. Secretary of the Forum also informed the Bureau on the relevant procedures in the event of a request for inclusion of an additional agenda item related to ongoing DESA reform.

Regarding the voluntary announcement of the voluntary national contributions (VNCs) towards achieving the Global Forest Goals and targets, the Secretariat informed the Bureau that 5 countries had communicated their intent to announce their VNCs at UNFF13, and there would be additional countries to announce their VNCs.

### **b. Substantive outcomes of the Forum**

The Bureau agreed that there would be two substantive outcomes for the session: i) A Chair's summary of discussions of ministerial roundtable and Tuesday morning plenary session, which would serve as the input of UNFF13 to the HLPF 2018 in view of its review of a number of forest-related SDGs and, ii) an omnibus resolution to include policy decisions by the Forum on a number of agenda items in accordance with the four-year programme of the work of the Forum. In this regard, the Bureau further considered that the omnibus resolution could include issues related to: i) communication and outreach strategy; ii) guidelines for the operation of the UNFF Global Forest Financing Facilitation Network and measures to increase its efficiency and effectiveness; and iii) format and cycle for voluntary national reporting to the Forum on progress towards implementation of the UNSPF, including the UNFI and VNCs, among others.

The Bureau stressed the importance of preparing and circulating the draft Chair's summary and the draft omnibus resolution by Thursday evening to facilitate consideration by Members of the Forum. The Bureau also invited the CPF to present its work plan in advance of its presentation and discussion scheduled on 10 May.

### **c. Division of work among Bureau members**

The Bureau discussed the work assignment of its members during UNFF13 and appointment of the Rapporteur of UNFF13. Secretary of the Forum informed the Bureau that based on the

informal rotation among Bureau members, and in reference to the agreement during the fifth meeting of the UNFF12 Bureau on 30 April 2017, the Vice-Chair from the Latin America and the Caribbean should assume as the Rapporteur of UNFF13. In this regard, the Bureau agreed that Ms. Luciana Melchert Saguas Presas, Bureau member from Latin America and the Caribbean Group, to be the Rapporteur of UNFF13.

#### **d. Nomination of the Members of UNFF14-15 Bureau**

Secretary of the Forum informed the Bureau that a reminder has been sent to all UN regional groups to nominate their endorsed candidates for the UNFF14-15 Bureau, but, no nomination had been received as of this time. He further informed the Bureau that the Chair of UNFF 14-15, would be from the Eastern European Group, and it was important the election of the new Chair to be done at the first meeting of UNFF14, which was scheduled on 11 May immediately after the conclusion of UNFF13.

#### **2. One-day forest event on 8 July 2018**

The secretariat reminded the Bureau of its prior discussions and agreement on holding a one-day forest event on 8 July 2018, at UNHQ in New York, prior to the High-Level Political Forum on Sustainable Development 2018. The Bureau reaffirmed the importance of moving ahead with organization of this event, and invited Members of the Forum to consider co-sponsoring, and participating in this event. In this regard, Secretariat informed the Bureau that after conclusion of UNFF13, information about this event would be communicated UNFF13 participants, Permanent Missions in NY, and UNFF National Focal Points.

#### **Other matters**

The Bureau inquired about the status of the DESA reform. Director of the UNFF Secretariat informed that the DESA reform proposal would likely be included in the Secretary-General's proposal on the UN reform for consideration by Member States. In this regard, members of the Bureau stressed that should this issue to be raised at the session, it would be necessary to seek more information on the potential implications of DESA reform on the UNFF and its Secretariat, including on the integrity and independence of the subprogramme on sustainable forest management, as well as possible negative impacts on the budget and staffing level of the Forum Secretariat.

In light of the retirement of the UNFFS Director, the Bureau expressed appreciation to Mr. Sobral Manoel Filho for his outstanding contribution and service to the work of the Forum.

***The meeting was adjourned at 12:15 pm.***