



**Capacity building workshop on reporting to UNFF
Jointly organized by UNFFS and FAO**

18 -20 March 2025

United Nations Office in Nairobi (UNON), Kenya

Concept Note

I. Background

1. The United Nations Forum on Forests has regularly called upon member States to develop adequate monitoring systems, and invited international organization, especially member organizations of the Collaborative Partnership on Forests, to share data and streamline reporting on forests. With the adoption of the United Nations strategic plan for forests (UNSPF) 2017–2030 by the UNGA in 2017, the focus of monitoring and reporting to the Forum was placed on the progress made in implementing the UNSPF and its Global Forest Goals (GFGs) and targets.

2. The first round of national reporting on progress towards implementation of the UNSPF was conducted in 2019 and 2020. The submitted national reports, combined with biophysical data from Global Forest Resources Assessment (FRA) of FAO, published in 2020, made it possible to conduct a first assessment of the progress towards achieving the GFGs and produce the flagship publication “The Global Forest Goals Report 2021”.

3. Further to the first reporting cycle, the ECOSOC, in its resolution 2022/17, requested the Forum secretariat to prepare a road map and timeline for the next reporting cycle, in conjunction with the FAO-FRA cycle, and explore options for establishing an online reporting platform for the Forum. In response to this resolution, the secretariat at the nineteenth session of the Forum proposed the timeline for the reporting cycle 2024-2026 and informed the Forum about its exploratory work on the platform for online reporting.

4. In section F of resolution 2024/15, the ECOSOC endorsed the timeline for the next reporting cycle to the Forum for the period 2024–2026¹. The timeline endorsed by the Council, foresaw the establishment of the online reporting platform and circulation of the format for national reporting along with the explanatory notes in January 2025 with the deadline for submission of national reports by UNFF members in June 2025.

5. Through the same resolution, the secretariat was also requested, in consultation with the advisory group on reporting to the Forum, to make use of information in national reports toward

¹ <https://documents.un.org/doc/undoc/gen/n24/052/21/pdf/n2405221.pdf>

the transparent development of a short, concise Global Forest Goals Report in close consultation with member organizations of the Collaborative Partnership on Forests. The national reports submitted to the UNFF Secretariat are invaluable for the assessment of the progress towards implementation of the UNSPF. These reports will provide the basis for the next Global Forest Goals Report.

6. The Forum secretariat was also requested to conduct capacity-building activities, within existing resources, on facilitating the exchange of information related to monitoring, assessment and reporting on the global forest goals, and providing assistance in preparing national reports. This capacity building workshop is being organized in response to this request.

II. Objectives

7. The main objectives of the workshop are to:

- a. Provide guidance to national experts for preparation and compilation of national reports on the progress toward the implementation of the UNSPF and the GFGs, and to promote the exchange of experiences, including best practices,
- b. Familiarize national experts with the use of the online reporting platform and address any potential questions or challenges that may arise,
- c. Brief the participants on the status of other relevant work related to the Global Forest goals Report, including on the Global Forest Resources Assessment 2025 and the Global Core Set of forest indicators,
- d. Discuss possible ways to report on GFGs and targets with terms that do not have internationally agreed definitions, including how to report on degraded forests (GFG1).

III. Agenda, and the Program

8. The provisional agenda and programme of work of the workshop will be shared in January 2025. In line with its objectives, it is expected that the discussions during the workshop help to also address the followings:

- Analysing each of the GFGs and associated targets in the reporting format and address challenges faced in reporting
- Clarifying the types of data/information to focus on in reporting to the Forum on progress towards GFGs and targets, as well as terms and definitions used in the reporting format as needed
- Discussing the types of success stories to be included in national reports
- Clarifying the distinctions between information submitted to UNFF and to FAO-FRA, and the relationship between these two reporting processes

IV. Date, Venue and Modalities

9. The capacity building workshop will take place from 18-20 March 2025, at the United Nations Office in Nairobi (UNON), Kenya. The workshop will be held from 9 am to 5 pm daily. All sessions will be highly interactive, and all participants will be asked to actively participate and share their experiences, including best practices and challenges in preparing their national reports. The discussions during the workshop will be conducted in English and French.

V. Expected outputs

10. It is expected that the workshop results in enhanced capacity of countries to track and report on progress made in the implementation of the UNSPF and achievement of its GFGs and targets. The workshop will help the participants to gain a better understanding of the reporting process to the UNFF and the information needed to assess progress towards GFGs and targets. The participants will be also informed on of the linkages between this and other reporting processes. It is expected that the workshop will result in the timely submission of high-quality national reports to the current cycle of national reporting.

VI. Participation

11. This workshop is being organised for the benefit of national experts who are directly involved in preparing the national reports to UNFF. All participants are expected to be familiar with the GFGs and targets of the UN Strategic Plan for forests and the reporting requirements of the UNFF. Workshop participants are expected to have started preparing the national reports to UNFF and familiarized themselves with the instructions for accessing and using the online platform, prior to the workshop. They will be invited to share their knowledge, experiences and challenges in preparing the national reports.

12. Limited resources are available to support the travel of one expert from eligible countries on a first-come, first-served basis and until the resources are available. Request for travel support, the current e-mail and the city/country of departure of the nominated expert should be included in the official letter of nomination. The letter and a copy of the first page of the passport of the expert should be sent to the UNFFS at: unff@un.org with copy to Ms. Ninon Williams at: thermidor@un.org as soon as possible, but no later than **10 January 2025**.

VII. Background documentation

13. The link to the online platform for voluntary national reporting to UNFF and the Explanatory notes for national reports will be distributed in January 2025 and will serve as supporting material for the workshop.

VIII. Contact Persons

14. For all substantive issues related to this workshop, please contact Mr. Tomasz Juszcak at UNFF Secretariat at: juszcakt@un.org. For all matters related to registration and travel support, please contact Ms. Ninon Williams at UNFF Secretariat at: thermidor@un.org
