

Minutes of the Third Meeting of UNFF20 Bureau (Virtual)
30 April 2025, 8:00am-10:15am, NY time

Participation

Bureau Members: Mr. Ismail Belen (Türkiye), Mr. Javad Momeni (Islamic Republic of Iran), Mr. Andres Napuri Pita (Peru), Ms. Maria Sokolenko (Russian Federation), Mr. Abderrahim Houmy (Morocco)

UNFF Secretariat: Ms. Juliette Biao, Mr. Minoru Takada, Mr. Hossein Moeini-Meybodi, Ms. Nadine Souto

UNFF Secretary: Mr. Ziad Mahmassani

Key Actions/Decisions

- The Bureau reviewed the organizational preparations for UNFF20, including the latest version of the provisional organization of work, and agreed on the distribution of tasks among its members during UNFF20.
- The Bureau approved circulation of the draft decisions on the provisional agenda of UNFF21 and its dates and venue (to be issued as respectively E/CN.18/2025/L.1 and L.2), for approval by UNFF20 on Friday, 9 May.

Provisional Agenda

1. Adoption of the provisional agenda

2. Final preparations for UNFF20:

- a. Final review of the provisional organization of work of UNFF20, including the latest changes, and the outcome of the session
- b. Division of work among Bureau members during UNFF20 and designation of the Rapporteur
- c. UNFF20 side events
- d. Meetings of the Bureau during UNFF20

3. Preparations for UNFF21

- e. Date and venue of UNFF21
- f. Provisional agenda of UNFF21

4. Other matters

1. Adoption of the provisional agenda

UNFF20 Chair (Türkiye) opened the meeting and welcomed the Bureau members, the UNFF Secretariat Director and staff and the UNFF Secretary. He introduced the provisional agenda which was subsequently adopted.

2. Preparations for UNFF20:

a) Final review of the provisional organization of work of UNFF20, including the latest changes, and the outcome of the session

The UNFF Secretary provided updates on procedural matters for UNFF20, as well as the restrictions resulting from the ongoing liquidity crisis and their impact on the duration of UNFF20, as well as its official report. He reminded the official hours for the meetings of the Forum from 10:00 AM to 1:00PM and from 3:00PM to 6:00PM. There is no possibility of extending meetings beyond those hours. In addition, the number of meetings of UNFF20 had to be reduced by 10%. Therefore, UNFF20 has to conclude its work by the end of Friday morning session, as reflected in the organization of work of UNFF20.

The UNFF Secretary also referred to the new guidelines related to the length and content of official meeting reports. These guidelines require that the length of reports be reduced by 10% compared to the previous session, and that substantive elements be removed from the report and be published separately through e.g., on the website. The UNFF Secretariat referred to ECOSOC resolution 2024/15 and that the Chair's summary is the outcome of the technical session of the Forum, and it may include proposals for consideration of the subsequent policy session of the Forum. In this respect, the UNFF Secretariat emphasized on the importance of the inclusion of Chair's summary in the official report of the session. Vice-Chairs (Iran) and (Peru) highlighted the importance of inclusion of the Chair's summary in the UNFF20 report, given the membership's expectation that the report concisely reflect the discussions that took place during the session, and that it be translated into all six official languages. Therefore, it is quite important that this summary to be included in the official report of UNFF20. The UNFF Secretary indicated that, as an outcome, the Chair's summary would be considered separately from other substantive content in the report of the session.

The Bureau was briefed by the UNFF Secretariat on the latest adjustments in the provisional organization of work of UNFF20, its opening meeting, and the schedule of general discussions on different agenda items of UNFF20, as well as the latest information about planned UNFF20 panels. The UNFF Secretariat reminded that the main outcome of UNFF20, as a technical session, would be a UNFF20 Chair's summary. The Bureau discussed the process for preparation and distribution of draft Chair's summary with UNFF20 participants. The Bureau emphasized that the Chair's summary is not a negotiated outcome. Considering the quadrennial programme of work of the Forum and UNFF20 agenda, the draft Chair's summary will include: i) summary of technical discussions during UNFF20, ii) Chair's proposals, emanating from UNFF20 discussions, iii) input to 2025 session of the HLPF, and iv) input to 2026 session of the HLPF. The Bureau plans to share the draft Chair's summary with UNFF20 participants on Thursday, May 8th, in the evening. On Friday morning, during the final plenary meeting, there will be an opportunity for UNFF20 participants to raise any factual correction, or major missing element of their views on the draft. The Bureau also agreed to give an extra one-week time after conclusion of UNFF20 for participants to provide any additional factual correction. The Bureau emphasized that UNFF20 participants should avoid sending any new comment, or suggestion, which they had not previously raised during UNFF20, and focus only on

major missing points/suggestion from their statements, interventions during UNFF20. The UNFF Secretariat reminded the Bureau that the Chair's summary should be concise considering the existing guidelines. Bureau members emphasized that information about the draft Chair's summary should be shared with UNFF20 participants at the beginning of the session, so they are fully informed. The UNFF Secretariat informed that all information related to Chair's summary, as discussed in this meeting, is going to be read by UNFF20 Chair on Monday morning at the time of consideration of agenda item 2 on agenda and other organizational matters by the Forum.

b) Division of work among Bureau members during UNFF20 and designation of the Rapporteur

The Bureau reviewed a proposal for division of work among its members during UNFF20, and after some minor adjustments agreed with it. The UNFF Secretariat and UNFF Secretary also briefed the Bureau members on the technical and substantive support to be provided to them during UNFF20.

The UNFF Secretary also informed that for UNFF20 and UNFF21, based on the traditional rotation, it is now the turn for the Bureau member from Eastern European Group to serve as the Rapporteur for UNFF20 and UNFF21. Referring to the rules of procedures of the ECOSOC Functional Commissions, one of the Bureau members needs to act concurrently as Vice-Chair and Rapporteur. This designation will take place under agenda item 1 on Monday, 5 May, for the 20th and 21st sessions of UNFF.

c) UNFF20 side events

The UNFF Secretariat briefed the Bureau on the latest updates regarding UNFF20 side events. On most days of the session there will be three parallel side events during the lunch period from 1:15pm to 2:30pm, taking place in Conference Room B (CR-B), Conference Room 7 (CR-7) and Trusteeship Council Chamber (TRI). Only on Monday, 5 May, will there be only two side events (CR-7 and TRI), whereas on Tuesday 6 May, there will be four side events (CR-B, CR-7, TRI and CR-E). The final schedule of side events is available on the UNFF20 website. UNFFS Director suggested that Bureau members collectively attempt to attend as many side events as possible, as this will be appreciated by the membership. Regarding the CPF side event, and the invitation received, the Bureau decided that UNFF20 Vice Chair from Morocco to represent the Bureau at this event and deliver closing remarks.

d) Meetings of the Bureau during UNFF20

The Bureau agreed to meet in person on Tuesday, 6 May, from 9:20 to 9:45am, and to decide on scheduling further meetings during UNFF20 as needed.

3. Preparations for UNFF21

a) Date and venue of UNFF21

b) Provisional agenda of UNFF21

The UNFF Secretary recalled the draft decisions that had been shared earlier with the Bureau on the proposed date and venue of UNFF20, and its provisional agenda. Accordingly, taking into consideration available conference servicing facilities, UNFF20 would be held from 11 to 15 May 2026 in UNHQ in New York. He also explained that the provisional agenda for UNFF20 was prepared in accordance with the quadrennial program of work of the Forum, adopted in ECOSOC resolution 2024/15. After his explanations,

the Bureau agreed with issuing the proposed draft decisions to be before UNFF20 for adoption during its meeting on 9 May.

Vice-Chair (Russian Federation) requested clarification on the process for determining dates for UNFF21 and whether there is a possibility to provide input into this decision. The UNFF Secretariat clarified that the dates for the UNFF session are proposed based on the availability of conference services and the schedule of other UN calendar meetings taking place at UNHQ. The dates also consider the deadlines for submission of official reports to ECOSOC for its subsidiary bodies.

4. Other matters

The UNFFS Director provided clarification on the funding proposal prepared by the UNFF Secretariat and the informal meeting of UNFF donor countries to be held in conjunction with UNFF20. The Director indicated that the invitation was sent to those countries that traditionally have made contributions to the UNFF Trust Fund or indicated in various occasions the possibility of contributing to the UNFF Trust Fund. Fundraising for the activities of the Secretariat in support of the work of the Forum is an inherent responsibility of the UNFF Secretariat, and the Secretariat employs various ways and means to mobilize resources for its work. The informal meeting with donors has proved to be very successful in generating support for the UNFF Trust Fund in the past. This is an informal meeting, and the content of the funding proposal is fully in line with the mandates and agreements of the Forum. She referred to the logistical constraints for this meeting and indicated that the Secretariat welcomes participation of any country in the meeting, which plans to contribute to the UNFF Trust Fund. She further highlighted that during general discussion on item 5 on UNFF Trust Fund at UNFF20, all UNFF members will have the opportunity to share their views.

Vice-Chair (Russian Federation) requested clarification on the announcement of the theme for the International Day of Forests 2026. The UNFF Secretariat explained that the mandate for this activity emerges from a GA resolution which requested the FAO and UNFF to observe International Day of Forests (IDF). Seeing as both FAO and UNFF are part of CPF, the theme of IDF is decided by the CPF Communicator's Group and announced to the membership at UNFF sessions. At UNFF20, the announcement of the 2026 theme will take place on Tuesday afternoon under item 3(d). Delegations will have an opportunity during the general discussion on this item to provide their input on the theme.

The Bureau members thanked the Secretariat for this explanation.

Vice-Chair (Morocco) requested information on the possibility of UNFF member states to host UNFF sessions in the future, as is the case for the Rio Convention Conference of Parties (COP). Vice-Chair (Russian Federation) supported this idea.

Before closing the meeting, UNFF20 Chair (Türkiye) thanked all Bureau members, UNFF Secretariat, and UNFF Secretary for their active participation and the fruitful discussions during the third meeting.

The meeting finished at 10:15am