



Convention on Biological Diversity

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WORKSHOP FOR LEAST DEVELOPED COUNTRIES
ON THE PREPARATION OF THE FOURTH
NATIONAL REPORT UNDER THE CONVENTION
ON BIOLOGICAL DIVERSITY

Addis Ababa, 4-8 May 2009

REPORT OF THE WORKSHOP

I. INTRODUCTION

1. The Workshop for Least Developed Countries on the Preparation of the Fourth National Report under the Convention on Biological Diversity was held in Addis Ababa from 4 to 8 May 2009. It was organized with the generous support of the Government of Norway, the Division of Global Environment Facility Coordination of the United Nations Environment Programme (UNEP-GEF) and other donors as well as the support of the Ethiopian Institute of Biodiversity Conservation and the Office of the United Nations Environment Programme (UNEP) in Addis Ababa.

2. The Workshop was organized in response to a request contained in paragraph 18 (e) of decision VIII/14 of the Conference of the Parties to the Convention on Biological Diversity, adopted at its eighth meeting, held in Curitiba, Brazil, from 20 to 31 March 2006. It is also a part of a medium-sized project funded by the Global Environment Facility to support eligible countries in undertaking assessments of progress towards the 2010 biodiversity target and the preparation of their fourth national report under the Convention on Biological Diversity.

3. This workshop was the second of a series of regional workshops that are being organized to facilitate the preparation of the fourth national report and to strengthen the capacities of countries for monitoring, reviewing and reporting on the implementation of the Convention, including progress towards the 2010 target and the goals and objectives of the Strategic Plan of the Convention.

4. The workshop was attended by government nominees from Angola, Benin, Central African Republic, Chad, Comoros, Congo, Democratic Republic of Congo, Ethiopia, Gambia, Guinea, Guinea-Bissau, Liberia, Madagascar, Mali, Mozambique, Senegal, Somalia, Sudan, Togo, United Republic of Tanzania, Yemen and Zambia. The Joint Nature Conservation Committee (JNCC) of the United Kingdom and the Ministry of the Environment of Brazil sent resource persons to this workshop. A representative from the Norway Embassy in Ethiopia also attended the workshop. A representative from the East African Network for Plant Genetic Resources also attended.

5. The workshop proceeded in accordance with the following agenda:

1. Opening of the workshop and organizational matters.

2. Overview of the objectives and programme for the workshop/the process and status of preparing the fourth national reports.
 3. Preparation of the chapters of the fourth national report:
 - (a) Chapter I: Assessing the status and trends of, and threats to biodiversity;
 - (b) Chapter II: Implementation of national biodiversity strategies and action plans;
 - (c) Chapter III: sectoral and cross-sectoral integration of biodiversity;
 - (d) Chapter IV and Appendix III: Assessing progress towards the 2010 biodiversity target and goals and objectives of the Strategic Plan as well as the target in the Global Strategy for Plant Conservation and the programme of work on protected areas.
 4. Preparation of the executive summary.
 5. Next steps: finalization of the fourth national report, and ways forward leading to 2010, including using the fourth national report as a communication tool for the International Year of Biodiversity in 2010.
 6. Conclusions and recommendations from the workshop.
 7. Closure of the workshop.
6. Consecutive French translation was provided in presentations and plenary discussions. Francophone countries that participated in this workshop worked in small groups and individually on their draft reports or individual exercises with the support of resource persons who spoke French.
7. The main body of this report provides a summary of the proceedings of the Workshop. The conclusions and recommendations from the workshop are contained in section II below. Presentations made at the workshop can be found on the Convention's website at <https://www.cbd.int/doc/?meeting=4NRCBW-LDC-01>.

ITEM 1. OPENING OF THE WORKSHOP AND ORGANIZATIONAL MATTERS

8. Mr. David Cooper, Senior Programme Officer, Implementation and Technical Support/Outreach and Major Groups (ITS/OMG), from the Secretariat of the Convention on Biological Diversity, delivered an opening statement on behalf of the Executive Secretary, Mr. Ahmed Djoghlaif. He began by highlighting the importance of Ethiopia as a land rich in history and cultural and biological diversity as well as one of the world's major centres of origin of cultivated plant species. He then paid tribute to Ethiopia's leadership in developing and implementing the Convention and the Cartagena Protocol on Biosafety. He stressed that the fourth national report, with a focus on assessing progress towards the 2010 target and the Strategic Plan, would be crucial to the successes of the tenth meeting of the Conference of the Parties and the International Year of Biodiversity in 2010. He also highlighted the importance of the fourth national reports to the development of the third edition of Global Biodiversity Outlook (GBO-3), the development of the new Strategic Plan of the Convention and a possible post-2010 biodiversity target. He also stressed that national reporting would provide an opportunity for countries to review the implementation of their NBSAPs, in light of the challenges and threats faced. With this he encouraged countries to finalize and submit their national reports as quickly as possible to help ensure

the successes of the tenth meeting of the Conference of the Parties (COP 10) and the International Year of Biodiversity.

9. Mr. Strike Mkwandla, UNEP Representative in Addis Ababa, welcomed the participants and indicated that UNEP would help to ensure that their needs are met. He also identified several programmes and areas where work is being undertaken by UNEP, such as issues related to invasive alien species and pastoralist adaptation to climate change. It was also emphasized that multilateral agreements contribute to the implementation of the Convention. He concluded by noting that what happens in Africa will have an impact on biodiversity.

10. Dr. Girma Balcha, Director General of the Ethiopian Institute of Biodiversity Conservation, which acts as national focal point of the Convention on Biological Diversity in Ethiopia, also welcomed the participants and expressed gratitude to the Secretariat for organizing this workshop, noting that many least developed countries are still behind schedule in their national reports for different reasons but mainly due to a lack of capacity. He highlighted the importance of the fourth national report to assessing progress towards the 2010 target as well as the implementation of the Convention. He also underlined the importance of preparing national reports to enhancing the implementation of the Convention at the national and regional levels, through involving various stakeholders. Finally he reiterated his commitment to addressing issues related to the implementation of the Convention, including national reporting.

11. Mr. Bashir Abdullahi, Ethiopian State Minister for Agriculture and Rural Development welcomed participants to Ethiopia. He hoped that the workshop would successfully achieve the expected outcomes. He highlighted links between poverty eradication, food security, human well being and biodiversity, in particular in developing countries where biodiversity loss is threatening human livelihood and sustainable development. He also highlighted the importance of the Convention and its key principles and objectives and reaffirmed Ethiopia's commitment to the implementation of the Convention and to strengthening the capacities of relevant institutions to this end. Lastly he said this workshop was crucial not only in that it would help least developed countries fulfil their reporting obligations but also that it would help countries review their achievements and challenges for further planning and implementation.

12. After the opening speeches, participants introduced themselves, and indicated their particular roles in the preparation of their country's fourth national report. Following this self introduction, the participants posed for a group photo.

ITEM 2. OVERVIEW OF THE OBJECTIVES AND PROGRAMME FOR THE WORKSHOP/PROCESS AND STATUS OF PREPARING THE FOURTH NATIONAL REPORT

13. At the outset, each participant was asked to write down their expectations for the Workshop. The expectations included:

(a) To have a clear guidance on the process of the preparation of the fourth national report based on practical lessons from other countries;

(b) To better understand the basic elements and details for each of the chapters such that the national reports could be prepared more efficiently;

(c) To learn about the methods and approaches employed for assessing implementation of NBSAPs and progress towards the 2010 target;

- (d) To share experiences and good practices in the preparation of national reports;
- (e) To get feedback on the strengths and areas in need of improvement in the draft reports;
- (f) To strengthen capacities in preparing national reports;
- (g) To have a clear guidance on how to get funds for the preparation of the fourth national reports from the implementing agencies of the Global Environment Facility, including ways and means to avoid delays in receiving these funds.

14. A representative of the Secretariat then introduced the guidelines for the fourth national report. He began by highlighting the importance of preparing national reports to the proper functioning of the Convention and emphasized that the fourth national report provided a key source of information for reviewing progress towards the 2010 target and in updating the Strategic Plan. He stressed that timely submissions of the fourth national reports by all Parties would be crucial to the successes of the tenth meeting of the Conference of the Parties and the International Year of Biodiversity in 2010. He also stressed that, different from previous national reports, the fourth national report should focus on outcomes and impacts of actions and highlight success stories as well as challenges encountered. Speaking on the structure of the fourth national report, he emphasized the interlinkages among the four main chapters. With regards to the fourth chapter it was noted that countries should draw together all key findings from the first three chapters when analyzing progress towards the 2010 target. Finally he introduced the assistance and support countries could get when preparing their fourth national report, including procedures to obtain funds from GEF.

15. A representative of the Secretariat then briefly introduced the workshop programme, emphasizing that the workshop would employ several modalities, including introducing relevant guidelines and tools, country presentations, plenary and group discussions and exercises, and work in small groups and individually to improve draft reports or chapters prepared by participating countries. He answered questions related to the guidelines and the workshop programmes. In the plenary discussions that followed, many participants indicated that they had great difficulty in getting funds from the United Nations Development Programme (UNDP) country offices in time for preparing the report. These difficulties caused delays in submitting the report.

16. Liberia (Mr. Jonathan W. Davies) and the Democratic Republic of Congo (Mr. Mike Ipanga Mwaku) introduced their processes of preparing the fourth national report. Both countries noted that the sample chapters made available through the website of the Convention on Biological Diversity were helpful in preparing their reports. Liberia highlighted the importance of stakeholder involvement and consultations in the process, and in particular the participation of non-governmental organizations. Consultants specializing in forestry, mining, agriculture and sociology were also involved in the preparation of Liberia's report. One difficulty identified by Liberia when preparing their report was a lack of professionals in the country as well as limited interest in biodiversity issues. The representative from Liberia also noted that while the funds made available through GEF were enough to prepare the report, they were not sufficient to do a thorough job. The Democratic Republic of Congo took the following steps in preparing their fourth national report:

- (a) Establishing a National Committee;
- (b) Developing a work plan and schedule of activities;
- (c) Identifying key stakeholders or actors that should be involved in the preparation of the report;

- (d) Involving consultants to prepare the first draft report;
- (e) Soliciting comments from key stakeholders and actors, through a letter signed by the Minister of the Environment;
- (f) Validation of the report;
- (g) Approval and submission of the report.

17. In preparing their report, the Democratic Republic of Congo highlighted the importance of not working in isolation as the involvement of NGOs was very important. In particular NGOs were able to provide a variety of information which made the preparation of their national report easier. In the question and answer period that followed the country presentations, one participant noted that the examples of the Democratic Republic of Congo and Liberia demonstrated the importance of requesting funds from GEF early and that a lot of work could be done with domestic resources before the funds were approved and released.

18. Following the country presentations all participating countries provided an update on the status of their report preparations by marking milestones listed in annex II. The status of report preparation of all the participating countries is provided in annex II.

ITEM 3. PREPARATION OF THE REPORT

A. *Chapter I: Assessing status and trends of, and major threats to biodiversity*

19. A representative of the Secretariat introduced the guidelines for preparing this chapter. First, he provided overall suggestions, which included presenting a succinct overview of the status and trends of and major threats to biodiversity. The possibility of using time series data to analyse trends and changes in biodiversity, using the results of monitoring and indicators, analyzing key threats to biodiversity and the implications of these threats for biodiversity and human well-being, was noted. It was also suggested that some countries may wish to use graphics, charts and other tools to better illustrate the status and trends of biodiversity. He proposed key information to be included in the reports, as requested in the guidelines, and a possible structure for chapter I. However it was emphasized that countries are flexible to present biodiversity status, trends and threats in a manner which is appropriate and relevant to their national circumstances. He concluded by providing key sources of information that countries may use in preparing chapter I.

20. Following the presentation of the representative of the Secretariat several participants asked questions relating to the preparation of chapter I. A few participants underlined the lack of proper data and information, particularly time series and baseline data, as well as lack of human and financial resources for the analysis of the status and trends of and major threats to biodiversity as major obstacles in preparing chapter I. In response, the Secretariat suggested that countries should use as many sources of information and data available, including those from relevant domestic departments and institutions, international organizations and NGOs, and countries should try to present as much analysis as possible based on data or information available. Some indicated that a lack of research and monitoring and that comparing different data and information sources presented considerable difficulties in analysing the status and trends of biodiversity. Further some participants pointed to a lack of indicators and/or to a lack of technical resources for the development and use of indicators, as issues which require the analysis of biodiversity conditions to be based on opinion rather than on objective data. In response, the Secretariat noted that the use of indicators is encouraged but not required. Other participants raised questions over the differences between national definitions of ecosystems or biomes and those defined in relevant

thematic work programmes under the Convention on Biological Diversity. In response, it was suggested that countries could use national definitions and try to match them, where possible, with those defined in the thematic work programmes under the Convention on Biological Diversity.

21. Following the question-and-answer session, Madagascar (Mr. Solomampionona Razafimandranto) and Mozambique (Professor Salomao Bandeira) presented their drafts of chapter I. The participant from Madagascar presented the country's process for preparing chapter I as well as provided an outline and possible data and information that may be used in this chapter. The representative from Mozambique first situated the country's biodiversity in a broader regional perspective. He highlighted key information and data to be included in this chapter, particularly regarding marine, inland waters and plant diversity as well as endangered species. He also presented fauna census comparisons between the 1970's and 2008 and noted that they have relatively good information on mangrove forests. Finally he presented a number of graphics to illustrate changes in some biodiversity components over time.

22. Following questions and answers on these two country presentations, participants worked in small groups to undertake a threat analysis exercise using the graphic used in the Millennium Ecosystem Assessments. This exercise involved the identification of key threats to particular ecosystems as well as ranking the severity of these threats. After this exercise, Guinea (Mr. Maadjou Bah) presented its threat analysis results, which are contained in annex V. All the participants considered this exercise to be very helpful as it would provoke more in-depth thinking and analysis. Many indicated that they would work further on it and include the analysis results in chapter I or the executive summary of the final report.

B. Chapter II: implementation of national biodiversity strategies and action plans

23. A representative of the Secretariat introduced the guidelines for preparing chapter II. He began with overall suggestions, including focusing on the outcomes and impacts of the actions taken to implement NBSAP and underlined the need to analyse the effectiveness of the strategy, particularly in light of the changes in biodiversity conditions and the major threats to biodiversity identified in chapter I. He highlighted the importance and need to use successful cases or stories to illustrate the outcomes and impacts of implementation as well to analyse key challenges encountered in the implementation of NBSAP. He proposed key information to be included as requested in the guidelines, including financing implementation of NBSAP, and a possible structure for this chapter while emphasizing that countries are flexible to present their reviews and analyses. He also said that countries without an NBSAP in place could report on the status of NBSAP development and the implementation of related strategies and plans. Finally he cited a few important sources of information that countries may wish to use when preparing this chapter.

24. In the question-and-answer session that followed, some participants pointed to lack of monitoring related to the implementation of their NBSAP as well as to a lack of relevant indicators and that both of these issues posed difficulties in analyzing the outcomes, impacts and effectiveness of their national strategies. One participant raised concerns related to the fact that some countries have adopted project-based approaches for the implementation of NBSAP. In response, it was suggested that cases and results of projects could be used to illustrate the outcomes and impacts of implementation if a comprehensive review is lacking due to lack of monitoring. Some participants also commented that inadequate financial support for NBSAP implementation might be one factor which affects the review and reporting of NBSAP implementation.

25. Following the question-and-answer session, Congo (Mr. Augustin Ngoliele) and Yemen (Mr. Abdul-Hakim Aulaiah) presented reviews of their NBSAPs and drafts of chapter II. The participant from Congo presented the vision, objectives, key principles and priority actions contained in its NBSAP as well as relevant sectoral initiatives. He also highlighted the importance of communication and

education and the provision of financial support to NBSAP implementation. The representative from Yemen began by outlining key objectives contained in its NBSAP, and then reported on the progress made in implementing priority activities, particularly in achieving the three goals identified in the NBSAP, which are (a) conservation of natural resources; (b) sustainable use of natural resources; and (c) integration of biodiversity into development. For each of these goals he provided specific outcomes of implementation. He concluded by highlighting the key challenges encountered which included a lack of financial support and coordination among relevant sectors when implementing the NBSAP.

C. Chapter III: sectoral and cross-sectoral integration of biodiversity

26. A representative of the Secretariat introduced the guidelines for preparing this chapter. The overall suggestions he presented included involving various stakeholders in the preparation, focusing on mechanisms and outcomes of integration as well as elaborating whether biodiversity has been included in the implementation of relevant sectoral strategies, plans and broader strategies such as those for poverty reduction and sustainable development. In addition countries were encouraged to report on whether any policy changes, including incentives, have been introduced to promote biodiversity conservation and sustainable use and whether biodiversity has been included in environmental impact assessments and strategic environmental assessments and whether the ecosystem approach is being applied. It was noted that synergies in the implementation of relevant conventions should also be included as part of chapter III. Participants were encouraged to go beyond a list of relevant strategies and plans and to use successful cases and stories to demonstrate outcomes and impacts of integration.

27. In the question-and-answer session, a number of countries underlined the difficulties faced in reporting on mainstreaming, particularly when reporting on outcomes and impacts. These difficulties included a lack of monitoring, inadequate understanding and applications of key tools such as the ecosystem approach, and a lack of inter-sectoral and/or cross-sectoral coordination.

28. Angola (Mr. Miguel Neto Concalves Xavier) and Comoros (Madame Najat Said Abdallah) presented their draft chapter III. The representative from Angola underlined the importance of integrating biodiversity into relevant sectoral programmes and practices. For example some banks in Angola required borrowers to undertake biodiversity-inclusive assessments of the projects in which they will be investing. As part of the implementation of the NBSAP Angola carried out training and awareness raising activities for the military. As a result of these training activities the military was the first group to report on the return of elephants to the country. Biodiversity and conservation issues have also been introduced to the school curriculum in the country. The representative from Comoros reported that poverty has been integrated into its national biodiversity strategic action plan and that community based organizations play a very important role in addressing biodiversity issues in the country. Senegal (Mr. Mandiaye Ndiaye) also briefly informed that biodiversity has been integrated into its different sectoral strategies. For example, marine resources are being jointly managed by the Ministry of the Environment and the Ministry in charge of fisheries. Furthermore, the World Bank has funded a programme through the Energy Department to provide alternative energy resources as a means of reducing demands for charcoal.

29. Following questions and answers related to the country presentations, participants were asked to work individually to identify specific areas of their draft reports which needed improvements and areas where they needed more assistance from the Secretariat. Common areas for the improvement of chapter I identified by the participants included the greater use of indicators, more clearly identifying the links between biodiversity conditions and human well-being, the better use of graphs, tables and images, more information related to the conditions of specific ecosystems and adding information on the underlying causes of biodiversity loss. Some countries also indicated they will try to incorporate more numeric information into chapter I as well as make better use of subheadings. Several countries also indicated that they will try to have more succinct analysis in the first chapter.

30. With regards to chapter II, many countries indicated that they would make clearer links between national actions and their national biodiversity strategic action plans and that they would put a greater emphasis on the concrete actions which have been taken. Several countries identified the need to include an evaluation of their NBSAP's effectiveness as well as to identify obstacles to its implementation. The importance of highlighting the progress which has been made in implementing the NBSAP was also noted as an area for improvement by several countries. In general the need for more analysis of national strategies and action plans, including the impacts of the actions taken, reasons for limited implementation, the relevance of the strategy and the identification of priority actions, was noted. One country stated that it would begin seeking funds to update their NBSAP.

31. A variety of areas for improvement were identified for chapter III by the participants. These included identifying synergies between the Convention and other Multilateral Environmental Agreements (MEAs) in the national report, identifying areas where mainstreaming has been the most successful, and providing specific examples of how biodiversity is being mainstreamed and integrated into planning decisions. Some participants also indicated that they would try to quantify their results related to mainstreaming as well as use more case studies and identify important mechanisms for mainstreaming. Several countries also identified the need to provide some information on how NGOs and research organizations are contributing to the mainstreaming of biodiversity. The need to look at institutional mandates for mainstreaming, identifying research priorities and the roles of responsibilities of other institutions was noted as well.

32. Several of the areas where participants needed further guidance from the Secretariat related how to receive funds from the GEF, feedback on how to prepare the annexes of the report, the links between the first three chapters of the report and the last chapter, how to engage organizations to become more involved in the national reporting process, possible communication mechanisms for the dissemination of the national report, and what types of information are important to included in the national report in order to facilitate the revision of an NBSAP. For funding, the Secretariat indicated that it would try its best to facilitate early release of the funds for those country requests approved and the approvals of new requests. One country noted that for those countries that have not yet validated their NBSAP, the preparation of chapter II was difficult and that guidance for countries in this situation was needed. In response, the Secretariat drew attention to relevant sections of the guidelines for the fourth national report which required countries without NBSAP in place to report on implementation of similar strategies and plans. Several countries also indicated that they would appreciate receiving individualized feedback on the drafts of their national reports.

D. Chapter IV and appendix III: assessing progress towards the 2010 target and goals and objectives of the Strategic Plan as well as targets contained in the Global Strategy for Plant Conservation and the programme of work on protected areas

33. A representative of the Secretariat presented suggestions for preparing chapter IV. He began by emphasizing that this chapter is the most important and the most difficult part of the report. He suggested that countries draw upon all the important findings from the first three chapters and try to analyse how the actions taken have contributed to the progress towards the 2010 target and the Strategic Plan. Countries were encouraged to use the framework of goals and targets as well as a set of indicators adopted for measuring progress towards the 2010 target, including nationally developed indicators. It was suggested that countries begin by reporting on whether any national targets have been adopted and then focus on actions taken to achieve these targets, including outcomes and results achieved as well as challenges encountered. For the latter, he suggested successful cases and stories be used to illustrate progress. Finally he underlined the need for countries to undertake overall assessment of the implementation of the Convention by highlighting those areas where the greatest success has been

achieved and where progress is lacking. It was also suggested that future priorities to address these gaps could be identified.

34. In the question-and-answer sessions a number of participants underlined the importance of using indicators to measure progress, while also pointing to various difficulties in doing so. Some suggested using various symbols (such as stars, +/- or colour codes) to illustrate progress.

35. The UK JNCC (Dr. James Williams) made a presentation on the approaches employed by the United Kingdom in preparing chapter IV. He commenced by a short explanation of the NBSAP of the United Kingdom and how chapters I, II and III had been written to put the work on chapter IV into context. He introduced the indicators used to measure progress and the way in which they have been assessed. Chapter IV consists of three parts:

(a) Chapter IV-A is an assessment of progress towards the 2010 target. For this, the United Kingdom has used a table showing the global goals, its contribution and where relevant, national targets. The United Kingdom indicators have been mapped onto this framework, and a summary statement of progress made;

(b) Chapter IV-B is an assessment of progress towards achieving the goals and targets of the strategic plan under the Convention on Biological Diversity. The United Kingdom has provided summary text for each goal, cross referencing to chapters I-III as appropriate, and using evidence from the indicators.

(c) Chapter IV-C is a summary of conclusions for the report. The United Kingdom has used this to make a short statement about its NBSAP, to give an overview of all the biodiversity indicators, and to suggest future priorities for the Convention.

36. Togo (Mr. Okoumassou Kotchikpa) presented its draft chapter and key findings. The representative of Togo presented key measures taken to achieve the 2010 target, including capacity building for the implementation of the Convention, establishing protected areas and botanical gardens for *ex-situ* conservation. He also stressed challenges encountered, which include lack of sectoral strategies to address biodiversity issues and lack of financial support for implementation of the Convention. Guinea (Mr. Maadjou Bah) presented its draft appendix III on the implementation of the programme of work on protected areas. He began by saying that the Government of Guinea is politically committed to addressing biodiversity issues including through establishing networks of protected areas. He informed that Guinea had developed a national programme for protected areas (2008-2017) based on analysis of gaps and priorities. He also outlined the key objectives of this programme and key principles for selection of protected areas contained in the programme. He also presented what had been done in establishing protected areas at various levels, national, regional and international.

37. Under this agenda item, participants were asked to work individually and in small groups to identify signs of progress towards the 2010 target, using the framework of goals and targets adopted in decision VIII/15.

38. In the last few days of the workshop time was arranged for countries to work further on their draft reports or chapters with the support of resource persons. Countries were divided into two groups. The first group was composed of countries with drafts of national report ready for discussion. The second group was composed of those countries which had not yet started writing their reports. For the former group, individual discussions were arranged to identify areas of improvement and possible ways and means to improve. For the latter group, countries worked together with resource persons to identify key elements to be included in each chapter and key message and points that should be included in the executive summary.

ITEM 4. PREPARATION OF THE EXECUTIVE SUMMARY

39. A representative of the Secretariat introduced how to write an executive summary and began by noting that the executive summary is one of the most important parts of the report as it allows the reader to mentally prepare for the information that will follow and it is often the most read section of the report. Key information to be included in the executive summary, such as main messages, important facts, necessary background information and major conclusions from the report, was noted. It was stressed that the executive summary should not be an introduction or outline of the report but rather a concise synthesis of the information contained in each chapter of the report. Suggestions on how to prepare the executive summary, such as the use of bullet points and the use of key statements, were provided.

40. Following questions and answers, participants were asked to work individually on points that may go to the executive summary. A few countries were asked to present their executive summaries they wrote. A proposed outline of the executive summary is contained in annex IV.

41. Representatives of the Secretariat (Mr. David Cooper and Mr. Robert Hoft) also made presentations on the ecosystem services and their valuation. They reported that the services provided by intact ecosystem are frequently overlooked and undervalued. Decision-making about the conversion of ecosystems tends to follow a short-term logic. Often greater benefits would accrue for society at large from leaving an ecosystem intact if all economic factors would be taken into account over a long time period. For possible use in national reports a tool developed by the Food and Agriculture Organization of the United Nations (FAO) on calculating the economic value at national level of pollination services was also introduced.

ITEM 5. NEXT STEPS: FINALIZATION OF THE FOURTH NATIONAL REPORT, AND WAYS FORWARD LEADING TO 2010, INCLUDING USING THE FOURTH NATIONAL REPORT AS A COMMUNICATION TOOL FOR THE INTERNATIONAL YEAR OF BIODIVERSITY IN 2010

42. Each participating country presented their plans to finalize their fourth national reports. The schedules provided by participating countries are summarized in annex III.

43. A representative of the Secretariat presented criteria of cases needed for development of GBO 3. Participants also shared their feedbacks on the criteria of case-studies and possible cases they may submit, some of which are highlighted in the Conclusions in section II below.

44. A representative of the Secretariat presented the processes leading to 2010 and in so doing highlighted the importance of the International Year of Biodiversity and encouraged countries to use the fourth national reports as a communication tool to this end. He also shared thoughts about possible outcomes from the tenth meeting of the Conference of the Parties in 2010, including an updated Strategic Plan of the Convention, future biodiversity targets and an international regime on access and benefit-sharing.

45. Participants were invited to share views about the updated Strategic Plan. In doing so, a number of countries highlighted the need for capacity development, in particular related to the enforcement of laws and strategies, and financial support for the implementation of NBSAP. Such capacity development would be needed shortly after the new strategic plan of the Convention was adopted. It was also felt that the future strategic plan of the Convention should be closely linked with poverty reduction and that the strategic plan, as a global strategy, might not apply to all countries in the same way. Several countries felt that there is a need to develop a webpage which contains all the training material regarding the development of national reports and the implementation of the Convention. It was also felt that additional

training materials related to the integration of biodiversity issues into all sectors would be needed. Furthermore, some participants commented on the need to develop a mechanism to allow for their national clearing-house mechanisms (CHM) to be updated regularly. In this regard, it was suggested that it would be very helpful if a trainer could be sent to developing countries to aid Governments in developing their national CHMs. The participants also emphasized that in order for the Convention to be implemented national focal points require greater resources, more training and better access to information. Support for national biodiversity assessments was also seen as something which would be very helpful. Some countries also shared their thoughts on the celebration of the International Year of Biodiversity in 2010.

ITEM 6. CONCLUSIONS OR RECOMMENDATIONS FROM THE WORKSHOP

46. The workshop participants reviewed and agreed on the conclusions from this workshop. The conclusions are contained in section II below.

ITEM 7. CLOSURE OF THE WORKSHOP

47. The workshop was closed around 1 p.m. on 8 May 2009, with closing remarks by Mr. Girma Balcha, Director General of the Ethiopian Institute of Biodiversity Conservation and Mr. David Cooper from the Secretariat of the Convention on Biological Diversity.

48. Before closing, participants were asked to evaluate the workshop against the expectations they indicated at the beginning of the workshop. The Democratic Republic of Congo (Mr. Mike Ipanga Mwaku) said this was a very useful workshop and very helpful in facilitating the preparation and submission of the report. Meanwhile he wondered why such a workshop could not have been held earlier. This comment was echoed by several countries throughout the workshop. Mali (Mr. Mohammed Ag Hamaty) expressed deep thanks to the Secretariat and the host for organizing this workshop on behalf of all the participants.

II. CONCLUSIONS OF THE WORKSHOP

A. *General comments on process*

1. The process for preparing the national report may differ from one country to another however the most essential point is to ensure the report is owned by the countries. National reports are important for making biodiversity a national issue and the national reports should be seen as belonging to the country and not as a just a report to the Secretariat to meet international obligations.

2. Many countries face similar obstacles and challenges when preparing their national reports, such as lack of financial, human and technical resources and of adequate data and information.

3. There is a need for implementing agencies to improve the disbursement of funds from GEF. However, if you start and request GEF funds early, you can meet the deadline.

4. It is useful to see how the different chapters are connected. Previously it was thought that there was repetition amongst the chapters but after the explanations it is clear that there is information specific to each chapter.

5. It is good to share experiences, including problems that everyone has, with mainstreaming.

6. For those countries which have not yet prepared their fourth national report, the workshop provided an important opportunity to learn from the successes and weaknesses of others.

7. Countries do not always work with/take advantage of all the available partner organizations and agencies. In this regard there is a need to look for synergies. Limited resources necessitates that you prioritize your actions.

8. The guidelines, resource manual and sample chapters provided are useful, but the workshop helped to better explain their use. Concrete examples also helped.

B. General comments on content

9. There is need to focus the national reports on outcomes and impacts – direct relationship to improvement of ecology and livelihoods.

10. It is good to include graphics, pictures and other visualisations.

11. Indicators can reflect qualitative assessments, in the absence of quantitative data. There is a need to provide successful stories or cases to illustrate the outcomes and impacts, which are particularly important in the absence of assessment of overall progress.

C. Suggestions for improving individual chapters (based on group and individual exercises)

Chapter I

12. Graphic from the Millennium Assessment relating threats to impacts (colours) and trends in impacts (arrows) for various ecosystems or components of biodiversity will be very helpful in preparing chapter I and the executive summary. It helps the reader get an overview of threats affecting biodiversity and in designing responses. It can draw upon both data and qualitative information (expert opinion) and can be adapted to country-specific circumstances. The analysis can begin by describing underlying causes (link to threats) and implication o human well being (link from each “cell” in the graphic) (see a sample contained in annex V below).

13. This chapter should use more graphics, tables and figures. Use of sub-titles for threats and trends is suggested. This chapter should also review socio-economic impacts and focus on analyzing root causes of changes in the status and trends of biodiversity.

Chapter II

14. Use of matrix is recommended for highlighting actions taken to implement the national biodiversity and action plan and progress realized (see the voluntary guidelines for reviewing NBSAPs contained in annex to decision XIII/8, Rwanda’s sample and the fourth national report of the Democratic Republic of Congo).

15. This chapter should include both (a) assessment of implementation of the NBSAP, and (b) assessment of effectiveness of the NBSAP – i.e. do the actions address the threats identified in Chapter I? It is realized that national strategies not worth much unless they address the threats to biodiversity. Some countries noted that their NBSAPs are overambitious and need to be revised in light of reviews.

Chapter III

16. This chapter should go beyond listing all relevant sectoral and cross-sectoral strategies, plans and programmes. Instead focus should be put on the mechanisms established and the outcomes achieved to make mainstreaming happen. It is important to provide cases or successful stories to demonstrate how

mainstreaming has positive impacts on biodiversity. It is also important to consider all the relevant sectors and ministries. Angola presented a good case of involving the armed services in the conservation of biodiversity.

Chapter IV

17. It is very important to link findings from the first three chapters with assessment of progress towards the 2010 target, by analysing to what extent national actions described or analysed in the first three chapters have contributed to achieving various goals and targets contained the 2010 target framework. Use of matrix as suggested in annex V and relevant indicators is encouraged.

D. Potential case-studies shared during the workshop

- Reduction of dynamite fishing in Mozambique due to enhanced awareness
- The restructuring of protected areas in Togo
- The use of straw for agriculture and the consequent decline of forest fires in Guinea
- The development of protected areas in Yemen
- The recovery of the Ibex population in Ethiopia
- The reintroduction of three species of dryland antelope to Senegal
- The development and marketing of an oil bearing plant found in Yemen by a company in the United Kingdom
- The domestication of a wild animal to remove pressure on wild populations in Benin
- The protection of an elephant migratory route in Mali and Burkina Faso
- The conservation and recovery of pythons in Benin as a means of controlling rodent populations

E. Broader recommendations

- There is a need to develop national targets for the NBSAPs.
- There is a need to learn how to bring finance and planning ministries into the process.
- LDCs have to make their voice more clearly heard by the Conference of the Parties.
- There is a need to emphasize connections between biodiversity and poverty.
- Countries might envisage improving over time their monitoring and reporting capacities, including the use of indicators.
- It is important to evaluate ecosystem services and link relevant assessments with reporting.
- It would have been more useful to have the workshop earlier.

Annex I

LIST OF PARTICIPANTS

A. *Parties to the Convention on Biological Diversity*

Angola

Mr. Miguel Neto Concalves Xavier

Benin

Mr. Bienvenu Bossou

Central African Republic

Mr. Bob Felicien Konzi-Sarambo

Chad

Mr. Habib Gademi

Comoros

Ms. Najat Said Abdallah

Congo

Mr. Augustin Ngoliele

Democratic Republic of the Congo

Mr. Mike Ipanga Mwaku

Ethiopia

Mr. Adugna Abdi

Dr. Solomon Abegaz

Dr. Taye Bekele

Mr. Abiyot Berhanu

Dr. Gemedo Dalle

Mr. Berihun G/Medhin

Dr. Tesema Tanto

Gambia

Mr. Alagie Manjang

Guinea

Mr. Maadjou Bah

Guinea-Bissau

Mr. Guilherme da Costa

Liberia

Mr. Jonathan W. Davies

Madagascar

Ms. Zo Lalaina Randriarimalala

Mr. Solomampionona Razafimandranto

Mali

Mr. Mohamed Ag Hamaty

Mozambique

Associate Prof. Salomao Bandeira

Senegal

Mr. Mandiaye Ndiaye

Sudan

Mr. Mamoun Gisma Musa

Togo

Mr. Okoumassou Kotchikpa

United Republic of Tanzania

Mr. Stephen R.K. Nkondokaya

Yemen

Mr. Abdul-Hakim Aulaiah

Zambia

Mr. Ignatius Makumba

B. *Non Parties*

Somalia

Dr. Abdullahi Mohamed Issa

C. Resource Persons

Brazil

Mr. Anthony Gross

United Kingdom of Great Britain and Northern Ireland

Dr. James Williams

D. Secretariat of the Convention on Biological Diversity

Mr. Lijie Cai

Mr. Robert Höft

Mr. David Cooper

Mr. Kieran Noonan-Mooney

Annex II

STATUS OF PREPARATION OF THE FOURTH NATIONAL REPORT BY PARTICIPATING COUNTRIES (AS OF THE END OF APRIL 2009)

Countries mark the status of preparation of the fourth national report according to the corresponding number of the milestones listed below:

1. GEF funding request has been submitted, or approved or funds have been received (developing country Parties).
2. Organization assigned overall responsibility for report coordination and preparation has been identified.
3. Cross-sectoral steering committee has been established to:
 - Identify a representative group of biodiversity stakeholder organizations, including biodiversity-related conventions, who will participate in report preparation;
 - Establish a draft methodology for report preparation (e.g., face-to-face meetings, email exchanges, telephone conferences) and a draft timetable;
 - To coordinate the translation, if applicable, of reporting guidelines and other documents.
4. First general meeting of all above participants or national workshop has been convened to establish methodology, timetable, thematic working groups, etc.
5. Draft reports of thematic working groups have been submitted to the steering committee.
6. Steering committee has compiled a draft fourth national report and circulated it to all participants for comments.
7. Second general meeting or national workshop has been held to agree conclusions (chapter IV) of information provided by thematic working groups.
8. Outstanding items will be resolved (if impossible, report should reflect where no consensus was reached) and the report will be finalized before the end of June 2009.

/...

9. Report has been adopted by all stakeholders (coordination among relevant departments completed).
10. Report has been submitted to relevant authorities for internal approval or draft report has been submitted to the Secretariat of the Convention on Biological Diversity for this workshop.
11. Report has been submitted to Secretariat of the Convention on Biological Diversity.
12. Party has publicized to the general public the positive outcomes for biodiversity identified in the report, and the obstacles and challenges that remain.

<i>Countries</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>
ANGOLA		√	√		√	√		√				
BENIN	√	√	√	√								
CENTRAL AFRICAN REPUBLIC	√	√	√									
CHAD	√	√	√	√	√							
COMOROS	√	√	√	√	√	√	√	√	√			
CONGO	√	√	√	√	√	√	√	√	√			
DEMOCRATIC REPUBLIC OF CONGO	√	√	√	√	√	√			√	√	√	
ETHIOPIA	√	√										
GAMBIA	√	√	√	√	√							
GUINEA	√	√	√	√	√	√	√					
GUINEA- BISSAU	√	√						√				
LIBERIA	√	√	√	√	√	√	√	√	√	√	√	
MADAGASCAR		√	√	√								
MALI	√	√	√	√								
MOZAMBIQUE	√	√	√	√	√	√	√	√	√		DRAFT	√
SENEGAL	√	√	√									
SUDAN	√	√	√					√				
TOGO		√	√	√	√							
TANZANIA	√	√										

<i>Countries</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>
YEMEN	√	√	√	√	√	√		√			√	
ZAMBIA	√	√										
SOMALIA		√	√									

Annex III

PARTICIPATING COUNTRIES' PLAN TO FINALIZE AND SUBMIT THE FOURTH NATIONAL REPORT (DATES OR MONTHS BELOW ARE THOSE OF 2009)

<i>Countries</i>	<i>Draft report ready</i>	<i>Finalize report</i>	<i>Submit final report for domestic approval</i>	<i>Submit final report to SCBD</i>
ANGOLA		June	July	August
BENIN	30 June	30 June	20 August	30 August
CENTRAL AFRICAN REPUBLIC	30 June	July	July	August
CHAD	30 June	10 July	10 August	30 August
COMOROS				30 June
CONGO				30 June
DEMOCRATIC REPUBLIC OF CONGO				30 June (resubmission)
ETHIOPIA	25 July	5 August	12 August	20 August
GAMBIA	30 June	30 July	15-30 August	1-10 September
GUINEA				30 June
GUINEA-BISSAU		July		July
LIBERIA		30 May		30 June
MADAGASCAR	30 June	18 July	10 August	30 August
MALI	21 July	21 August	1 September	21 September
MOZAMBIQUE	21 May	28 May	31 May	15 June
SENEGAL	15 July	20 August	25 August	31 August
SUDAN		30 June	10 July	15 July
SOMALIA				
TOGO	April 18	15 June	15 July	31 July
TANZANIA	15 July	20 July	25 July	30 July
YEMEN		30 May	30 June	15 July
ZAMBIA		7 June	12 June	30 June

Annex IV

PROPOSED OUTLINE OF THE EXECUTIVE SUMMARY

You may wish to prepare roughly one short paragraph per bullet point.

(Points taken from chapter I)

- Importance of biodiversity for the country. Highlight contribution to human well-being, socio-economic development. Also highlight one or two examples of exceptional biodiversity and ecosystems in the country.
- Main threats to biodiversity (and ecosystems). Identify threats that are specific to the country, therefore they may be more precise than the general list in the Millennium Assessment.
- Impacts of threats on biodiversity and ecosystems. Graphic from MA relating threats to impacts (colours) and trends in impacts (arrows) for various ecosystems or components of biodiversity.
- Socio-economic implications of the impacts. Describe the impacts of declining biodiversity and ecosystems on human well-being, livelihoods, poverty reduction etc. Consider all relevant and significant ecosystem goods and services.
- Underlying causes of the threats. Link the threats (direct drivers) outlined above with the underlying causes (indirect drivers) and relate these to the relevant economic sectors.

(Points taken from chapter II)

- Progress in implementing the NBSAP. Provide an overall assessment of progress in implementing the NBSAP. (e.g. proportion of strategic objectives or activities implemented). Give two or three examples of successful actions implemented. Also identify obstacles to implementation, reasons behind them and how they may be overcome.
- Effectiveness of the NBSAP. Briefly assess the effectiveness – i.e. do the actions address the threats identified in chapter I?

(Points taken from chapter III)

- Integration of biodiversity into broader national policies. Describe how biodiversity is reflected in Poverty Reduction Strategies and other key cross-cutting policy instruments. Give one or two examples of progress on the ground if available.
- Integration of biodiversity into economic sectors. Which sectors (and ministries) integrate biodiversity well and which do not?
- Use of planning mechanisms; strategic environmental assessment.
- Additional steps: What additional efforts are needed to mainstream biodiversity?

(Points taken from chapter IV)

- Progress towards the 2010 target. Focus on outcomes. You may wish to summarize progress towards the goals and objectives in the CBD framework according to the seven focal areas (for example one bullet point or short paragraph per focal area). Provide an overall assessment of how progress in your country contributes to the overall 2010 Biodiversity target.
- Overall progress in the implementation of the Convention, including areas where progress is lacking.

(Final paragraphs, from chapter I, if information available)

- Plausible future scenarios of biodiversity and its implications for human well being. For example: (i) what might happen under “business and usual” in terms of future underlying causes, threats, impacts on biodiversity and implications for human well being; and (ii) what may happen with investment in biodiversity and ecosystems.

Annex V

THREAT ANALYSIS RESULT PRESENTED BY GUINEA

ECOSYSTEMES	MENACES					
	FEUX DE BROUSSE	CARBONISATION	SUR EXPLOITATION FORESTIERE	<u>SURPECH</u> E	EXPLOITATION MINIERE	BRACONAGE
Ecosystèmes terrestres						
1. forêt dense humide	1 →	1 →	4 →		3 ↗	3 ↗
2. forêt dense sèche	3 ↘	2 →	4 →		3 ↗	3 ↗
3. savane	4 ↘	3 ↗	4 →		4 ↗	3 ↗
↘ 4. montagne	1 ↘	1 ↘	2 →		2 ↘	3 ↗
écosystèmes insulaires	1 ↘	1 ↘	2 →		1 ↗	3 ↘
écosystèmes des eaux douces				3 →	2 ↑	
écosystèmes côtiers		4 ↑	4 ↑		3 ↑	
écosystèmes marins				4 →		

Légende	
1 faible	↘
2 moyen	→
3 assez sévère	↗
4 sévère	↑
