

First Stakeholders Steering Committee Meeting

Date: 17 May 2018

Venue: Room XV, Palais des Nations, Geneva

1. Background:

In 2018, UNCTAD with the support of SECO began implementation of the Programme *UNCTAD BioTrade Initiative - Linking trade, biodiversity and sustainable development*. This programme will be implemented over a four-year period from April 2018 to March 2022, with a substantive focus on contributing to SDG 15 – Sustainably manage forests, combat desertification, halt and reverse land degradation, halt biodiversity loss.

UNCTAD’s BioTrade Initiative will coordinate the Programme in close collaboration with partners: SECO, ITC, UEBT, Helvetas, ABS-I, SIPPO, PhytoTrade Africa, CAF, BioTrade partners and focal points in the Andean, Southern Africa and Mekong regions. In addition to the focus on SDG 15, the SSC is strongly aligned with SDG 17¹ by bringing together important players to mutually benefit from one another. Specific national and regional programmes feed into BioTrade on the global level, which in turn, informs BioTrade activities within the national and regional context. To achieve sustainable BioTrade on a global level, effective coordination is paramount to avoid duplication of efforts, enhance synergies, benefit from lessons learned, and effectively link trade and biodiversity sustainably. Through this programme, UNCTAD will steer, manage and actively collaborate with partners and other stakeholders to implement programme activities that focus on three specific issues:

1. Increased coordination and knowledge sharing among stakeholders;
2. Enabled policy environment for BioTrade companies at the national and international levels; and
3. Facilitated market linkages for companies selling BioTrade-related products.

A central part of the programme is the Stakeholders Steering Committee (SSC), which is expected to define a four-year workplan known as the Roadmap. During the SSC annual meetings, this Roadmap will be agreed, revised and updated. The Roadmap will set priorities, guide partners' interventions, allocate responsibilities and timetables, and list areas of joint actions and potential partnerships. All partners' activities logged into the Roadmap are considered as pledges in terms of monitoring and implementation. Hence, it will be the planning tool to operationalize the strategic decisions made at the SSC meetings for the programme.

Prior to the first SSC meeting, a draft Roadmap will be prepared jointly by UNCTAD and partners for discussion and approval at the first meeting. No later than one week prior to the initial meeting, partners must submit to UNCTAD three key points of discussion regarding the Roadmap (e.g. challenges, opportunities for additional joint /collaborative efforts, other relevant inputs). UNCTAD will compile these points prior to the meeting to help steer discussions in identifying additional emerging issues in the afternoon session to reach consensus by the end of the day. Based on the outcome of the first SSC meeting, UNCTAD will concentrate its efforts to jointly work with partners and make the Roadmap fully operational based on the SSC discussions.

¹ Revitalize the global partnership for sustainable development, specifically under the targets of trade and systemic issues (multi-stakeholder partnerships).

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SSC meetings

SSC meetings aim to bring together BioTrade partners at the national, regional and international levels in a common space/platform to promote intra- and inter-regional and sector collaboration to further coordinate actions that will help upscale BioTrade and enhance its knowledge and understanding of the linkages between BioTrade, the SDGs and the Aichi Targets. This important partnership will be built on common principles and values, a shared vision and shared goals that place people and the planet at the centre. Partners are expected to enrich the discussions by sharing their expertise, experiences and lessons learned from their BioTrade-related activities.

At the annual meetings, each SSC member shall:

- discuss and agree to a 4-year workplan for joint action for the BioTrade programme, known as the Roadmap;
- regularly review, update and if necessary, provide recommendations on changes to the Roadmap based on prioritized emerging issues, which will be discussed and agreed upon during the SSC annual meetings;
- at each SSC meeting, provide an update on programme activities/results, as defined in the Roadmap;
- share other information related to BioTrade and the Roadmap; and
- identify synergies and offer opportunities for collaboration and joint activities with other SSC members or other stakeholders.

2. Objective:

- Coordinate efforts among partners, and adopt and prioritize common activities to be implemented under the Programmer’s Roadmap
- Define and agree the modus operandi of the SSC and its annual meetings

3. Participants: (see further details in Annex 1)

The participating organizations for the first SSC meeting are: UNCTAD, SECO, ITC, UEBT, ABS-I, Helvetas (on behalf of the SECO-Helvetas programme in Mekong and SIPPO), FLEDGE (India), CAF, CITES, and one BioTrade representative per Region: BCA (Viet Nam) and MINAM (Peru) and PhytoTrade Africa

4. Facilitation: UNCTAD

5. Background documents:

- Draft Roadmap
- Programme document: *Linking trade, biodiversity and sustainable development*

6. Provisional agenda as of 19 April 2018²:

9:30 - 9:50	Welcome remarks and objective, mandate and basic ground rules for the SSC meeting and agenda of the first SSC meeting SECO, UNCTAD (20 min)
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² Agenda will be adapted based on interventions and time difference of partners participating via skype

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9:50 – 10:20	<p>Setting the scene – Introduction of programmes and initiatives (3 min) (Moderator-UNCTAD)</p> <p>Brief comments: (2-3 min each)</p> <ul style="list-style-type: none"> a) UNCTAD-SECO Programme: UNCTAD, ITC (Outputs 1.2 and 3.2) and UEBT (Output 3.1) b) On-going SECO programmes in Mekong and Southern Africa: Helvetas and ABS-I c) Other regional and national initiatives: CITES, PhytoTrade Africa, MINAM (Peru), BCA (Viet Nam), FLEDGE (India), CAF
10:20-11:25	<p>Discussion of the Roadmap³ Overview of the Roadmap, requirements of partners, and direction of discussions (Moderator-UNCTAD).</p> <p>This segment will proceed systematically down the list of joint activities with the leading partner initiating the discussion (outlining roles, responsibilities and expected timeline for milestones). The supporting partners will then follow with an explanation of their contributions (same structure as lead partners). After clarification of said activity and partner contributions, each partner will be called upon for potential inputs (if relevant to the output) or suggested contributions/partnerships, comments or questions. Each activity will provide each partner time to comment.</p> <p>Discussion point 1: Increased coordination and knowledge sharing among stakeholders (60min)</p> <ul style="list-style-type: none"> • Brief introduction to Roadmap Outputs 1.2 – 1.4 as outlined in the Roadmap (UNCTAD) <p>Comments by partners on each of their inputs to Roadmap outputs 1.2 to 1.4 (3-5 min each):</p> <ul style="list-style-type: none"> ○ Output 1.2. UNCTAD, ITC, FLEDGE ○ Output 1.3. UNCTAD, ABS I, ITC ○ Output 1.4. UNCTAD, ITC, PhytoTrade Africa, CITES <p>Interactive discussion including comments by other partners: BCA, MINAM, SECO, UEBT, Helvetas, CAF*, SIPPO⁴</p>
11:25-11:35	Coffee break

³ Based on inputs received up until 20 April 2018 from all SSC members, a draft Roadmap will be circulated to all participants the first week of May 2018.

⁴ SIPPO’s inputs are included in the Roadmap based on their inputs of activities for 2018.

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11:35-12:30	<p>Discussion point 2: Enabled policy environment for BioTrade companies at the national and international levels (55 min)</p> <ul style="list-style-type: none"> Brief introduction to Roadmap Outputs 2.1 – 2.3. as outlined in Roadmap <p>Comments by partners on inputs to Roadmap outputs 2.1 to 2.3 (3-5 min each):</p> <ul style="list-style-type: none"> Output 2.1. Helvetas, UNCTAD, BCA, ABS I, FLEDGE Output 2.2. UNCTAD, CAF, FLEDGE, MINAM Output 2.3. UNCTAD <p>Interactive discussion including comments by other partners: SECO, ITC, UEBT, PhytoTrade Africa, SIPPO⁴, CITES</p>
12:30-13:30	Lunch time
13:30-14:25	<p>Discussion point 3: Facilitated market linkages for companies selling BioTrade-related products (55 min)</p> <ul style="list-style-type: none"> Brief introduction to Roadmap Outputs 3.1 – 3.2. as outlined in Roadmap <p>Comments by partners on inputs to Roadmap outputs 3.1 to 3.2 (3-5 min each):</p> <ul style="list-style-type: none"> Output 3.1. UNCTAD, UEBT, ABS I, PhytoTrade Africa Output 3.2. UNCTAD, ITC, MINAM <p>Interactive discussion including comments by other partners: BCA, SECO, Helvetas, CAF, SIPPO⁴, CITES</p>
14:25-14:35	Coffee Break
14:35 – 16:15	<p>Potential challenges, and opportunities for additional joint /collaborative efforts moving forward and emerging issues</p> <ul style="list-style-type: none"> Discussions will specifically address each output with respect to: <ul style="list-style-type: none"> Potential challenges in Roadmap implementation Opportunities for additional/collaborative efforts Emerging issues Additional relevant inputs sent by partners (compiled by UNCTAD prior to the meeting) Open roundtable discussion (Q&A)—which involves active discussions and comments by partners on comments submitted prior to the meeting
16:15– 16:45	<p>Next steps (30 min)</p> <ul style="list-style-type: none"> Overview of SSC operation, meetings, organization and reporting <ul style="list-style-type: none"> Circulation of draft and finalized Roadmap and SSC meeting report Roadmap (<i>Updates to Roadmap based on emerging issues, implementation and reporting</i>) Next SSC meeting(s)
16:45 – 17:00	Closing remarks
17:30 – 19:00	Informal cocktail reception (Delegates’ Restaurant)

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Annex 1 –Participants invited

Programme partners	
UNCTAD	Lucas Assunção
SECO	Christian Robin and Anne Schick
ITC	Mathieu Lamolle and Ana Patrícia Batalhone
UEBT	Rik Kutsch Lojenga
PhytoTrade Africa	Véronique Rossow
ABS-I	Andreas Drews
Helvetas	Andrew Wilson (Skype) and Rudolf Lüthi (in person)
FLEDGE (India)	Balakrishna Pisupati (Skype)
Three BioTrade beneficiary countries (one per beneficiary region)	
Asia	Cuc Nguyen, Biodiversity Conservation Agency (BCA), Viet Nam (Skype)
Latin America	Vanessa Ingar, Ministry of Environment (MINAM), Peru
One representative from a financial entity	
CAF	Federico Vignati (Skype)
One representative from a trade promotion and business support agencies	
SIPPO	Helvetas on behalf of SIPPO
MEA Secretariat	
CITES	Yuan Liu, Markus Pikart
Secretariat	
UNCTAD Programme Team	
Lorena Jaramillo, David Vivas, Lalen Lleander, Lika Sasaki, Ann Wilkings, Rafe Dent, Angela Thompson, Paul Kuku, Malick Kane	

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