

Concept Note

Capacity building workshop

1 Workshop Goals and Objectives

The main goal for the workshop is to build capacity for reporting to UNFF. The specific objectives are to review draft reports to UNFF and address any potential issues/challenges that countries might have experienced in preparing their national reports to UNFF, .) Workshop participants are expected to have submitted their draft national reports to the Secretariat prior to the workshop. The Secretariat will use the draft reports to identify gaps/challenges and these will be discussed and addressed during the workshop. More specifically, the workshop will undertake the following activities:

- Analyse each of the "F"s and associated targets in the reporting format and address challenges faced in reporting
- Clarify the types of data/information to focus on in reporting to the Forum on progress towards "F"s and targets
- Further clarify #as needed\$ terms and definitions used in the reporting format
- Provide a forum for participants to share knowledge and national experiences in data collection and the institutions involved in compiling national reports
- Provide suggestions on how to report on goals/targets using terms that do not have internationally-agreed definitions
- Further clarify the relationship between information submitted to UNFF and to FAO/FAO
- Discuss the development and use of the Global Forest Set of Forest related indicators for reporting on progress towards the "F"s and Forest related Sustainable Development Goals #SDGs\$

The workshop will also discuss the types of success stories to be included in national reports. Success stories are vital in order to make the flagship publication more interesting to readers. In addition, success stories will be available on the webpage containing the country reports.

Finally, this workshop will provide an opportunity for countries to share their knowledge/ experiences/ challenges and lessons learned in preparing their national reports to UNFF/ to track progress towards forest related SDGs/ the "F"s and the UNFCCC.

Participation

This workshop is being organised for the benefit of Member States representatives who are directly involved in preparing national reports to UNFF, .) Participants are expected to submit their draft national reports to the Forum secretariat/ prior to the workshop. All participants are expected to be familiar with the "F"s and targets of the UN Strategic Plan for Forests and the reporting requirements of the UN Forum on Forests #UNFF\$.

Date and Venue

The capacity building workshop will take place from 10 October - 11/ at UNESCAP in Bangkok/ Thailand.

Expected outputs

Enhanced capacity of national correspondents to systematically track and report on progress made in the implementation of the UNFCCC and achievement of its global objectives on forests and targets. This meeting will strengthen the participants' understanding of the reporting process to the UNFF and the information needed to assess progress towards "F"s and targets. It is expected that the workshop will result in high quantity and quality of national reports submitted to UNFF, .)

Workshop Format and background documentation

The workshop will be held from 1 am to 5 pm daily and will include discussions on questions contained in the reporting template/ and challenges faced/ particular

