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ECONOMIC COMMISSION FOR EUROPE
Timber Committee

FOOD AND AGRICULTURE ORGANIZATION
European Forestry Commission

INTERNATIONAL LABOUR ORGANIZATION



JOINT FAO/ECE/ILO COMMITTEE ON FOREST TECHNOLOGY, MANAGEMENT AND TRAINING

twenty-fourth session

Ennis, Co. Clare, Ireland, 12-14 September 2002

Adoption of programme of work

Item 8 of the provisional agenda

Note by the secretariat

This document contains the draft programme of work of the Joint Committee and the mandates of its teams of specialists (TOS).

The Joint Committee is invited to review and update the programme of work as well as the terms of reference and duration of the TOS, based on its discussions on the individual programme areas under previous items of the provisional agenda.

Introduction

1. The present document informs the Committee on:
 - the strategic review, and the implementation of the process at the Joint Bureau meeting in May 2002, including requests to the attention of the Joint Committee;
 - discussions on the methods of work by the Steering Committee; and
 - presents a draft programme of work for 2003-2006 as well as the mandate of teams of specialists.

ECE/FAO strategic review

2. The Steering Committee fifteenth session was informed of the discussions that had taken place at the joint session of the Timber Committee and the European Forestry Commission in Rome in October 2000. This had led to a questionnaire survey among member countries, followed by discussions at an extended bureaux meeting in Geneva on 21-23 February 2001 and a satellite meeting at the Committee on Forestry in Rome in March 2001. The Joint Committee's work had been praised for its quality and relevance, but classified as lower priority in accordance with an ECE guideline to have at least one area of low priority. The ECE/FAO secretariat input was reduced to six per cent including servicing of Joint Committee sessions.
3. The Steering Committee voiced its surprise and disappointment at the decisions that had been taken. It agreed to present its position in a written statement prepared during the session and addressed to the members of the extended bureaux.
4. The regular bureaux meeting in May 2001, in Geneva finalised the revised strategic review programme and the Timber Committee fifty-ninth session and the EFC bureau approved the proposals emerging from the strategic review. As the EFC has not met since the joint session it will formally discuss the results of the strategic review process at its next session in November 2002.
5. The main principles of the strategic review are the following:
 - The programme should be **reviewed in depth**, through an extended bureaux meeting (i.e. with the participation of all countries who so wished) reconsidering priorities, main directions and resource allocation, every four years, and the results approved at the joint session of the Timber Committee and EFC;
 - The **constituent parts of the programme** are the mandate and mission, the overview (objectives of work areas and list of programme elements), the detailed tables for the five work areas (including duration and description of each programme element), the mandates of all current teams of specialists and the allocation of Geneva secretariat resources between programme elements;
 - Between these in-depth reviews, the **bureaux**, who meet at least once a year, usually in Geneva on the occasion of the ECE annual session, are responsible for overseeing the implementation of the programme, and are authorised to approve modifications to it. An up-to-date version of the programme, incorporating any recent changes should be posted on the website;
 - The **Timber Committee and the EFC** at their regular sessions should be informed of recent developments for the programme (maximum 1 page per work area), and invited to confirm that the programme was being implemented in a satisfactory way. A paper prepared by the secretariat and the bureaux, should draw the Committee's or Commission's attention to points of importance where comment or decision by the policy level bodies was needed;
 - The **subsidiary bodies** (Joint FAO/ECE Working Party on Forest Economics and Statistics and Joint FAO/ECE/ILO Committee on Forest Working Techniques and Training of Forest Workers) should review in detail those parts of the programme for which they are invited to provide guidance, through

the detailed work area tables, and suggest modifications. They should also, if necessary draw the attention of the bureaux and/or the parent bodies, to any issue which they consider important, for information or decision;

- **Teams of specialists** should confine their activities to those specified in their mandates. They should report briefly in writing to the bodies noted in their mandates. The formation of any new team, in any work area, should be submitted for approval to the bureaux of the parent bodies, because of the resource implications for the Geneva secretariat.

6. The strategic review process made the following remarks on the work methods of teams of specialists, considering that a problem could arise if a team did not achieve its planned goals in the time foreseen. It is important to recognise that:

- when agreeing to participate in teams, countries had made a moral commitment to reach the goals agreed;
- the parent bodies and the secretariat also have a responsibility to prevent a team failing, once its mandate has been agreed.

7. The following factors are among those which make for successful teams:

- a clear and relevant mandate;
- committed team members, with sufficient resources;
- members from a variety of backgrounds;
- a facilitator to maintain momentum;
- an active and diplomatic leader.

8. The following principles should be applied:

- When drawing up team mandates, the Timber Committee and the EFC should plan realistically and countries must be prepared to make an appropriate commitment of resources to achieve the agreed aims;
- If a team appeared not to be achieving its aims, the secretariat should first contact the team leader and then, if necessary, the bureaux and the parent bodies, who should take the necessary decisions which might involve reformulating the mandate, replacing team members, putting in new resources, or terminating the team's activities;
- In any case the secretariat should not replace team members' inputs itself;
- The Committee and the Commission must ensure that they can monitor and guide teams' work in a satisfactory way, which might imply a limitation to the number of teams working at any one time.

9. The joint bureaux meeting in May 2002, when discussing work area 4: Technology, Management and Training, "welcomed the work carried out by the Joint Committee (JC) and its methods of work, which made efficient use of resources. The bureaux noted that Joint Committee activities were in line with the work programme and priorities of the parent bodies and valued the contributions made, notably to the Ministerial Conference on the Protection of Forests in Europe. The bureaux further noted that the low priority attached to work area 4 by the Strategic Review was due to the process of priority ranking and agreed to strongly support the work being carried out by the Joint Committee. The bureaux also agreed that the European Forestry Commission Chairman would attend the JC twenty-fourth session (if his work schedule allows).

10. The bureaux noted that despite temporary reduced resources in the secretariat the Joint Committee had effectively implemented its work programme with the exception of the seminar in Sochi, Russian Federation. The bureaux were informed that the reasons leading to this deviation, and more generally the availability of secretariat resources to Joint Committee activities will be discussed at an informal meeting in Rome between the Joint Committee Chairman, the FAO Forestry Department secretariat and the ILO and ECE counterparts. The bureaux called on the three organizations to make a permanent and transparent commitment in support to the effective work by the Joint Committee.

11. The bureaux requested the Joint Committee forthcoming session in September, to:

- consider revising its title to include the increasing dimension of JC activities on social aspects of forestry;
- discuss procedures to monitor the implementation of seminar recommendations, it noted the danger of devaluation of such recommendations in the absence of follow-up or non implementation. It further noted that future seminars should be more realistic in formulating recommendations in regard to what can be achieved and also, in their number.”

12. Furthermore, with regard to the functioning of teams of specialists, the bureaux noted that the use of an external facilitator had proven to increase the efficiency of the team’s work. The bureaux requested the secretariat to include in the “General Statement of Obligations of teams of specialists” that if questions regarding the financing of such facilitator were raised, the team leader should consult the secretariat and that team members should be informed and agree beforehand.

Point for decision:

- ***The Joint Committee is invited to respond to the joint bureaux meeting request on the opportunity of reflecting the social dimension in its title and agree on procedures to monitor the implementation of seminar recommendations. The Committee may also wish to draw the attention of the bureaux and/or the parent bodies, to any issue which it considers important, for information or decision.***

Joint Committee methods of work

13. The Steering Committee, at its fifteenth session discussed its methods of work, in particular contacts with member countries, funding for teams of specialists, the role of the coordinators, follow-up to conclusions and recommendations adopted by seminars, and the website.

14. In order to maintain close contacts with member countries, the mailing list should be kept up to date, particularly by adding names of new participants to seminars and members of teams. There should be a contact point in each country. The secretariat should write to the Ministries of Foreign Affairs of those countries where there are no contacts, with a request to designate contact points and to identify institutions where information on Joint Committee activities should be forwarded. The private sector should also be approached.

15. An important contributing factor in the success of the work of the teams of specialist on social aspects and on participation had been the availability of additional funding for a coordinator, for hosting meetings and for publishing reports. The need for such funding should be mentioned in the letters soliciting nominations for team members. Cost sharing arrangements between various countries had worked well and should be considered in the future.

16. The importance of a balanced participation in Joint Committee activities between Western European countries and CITs was also discussed in general. Host countries should be advised by the secretariat to allocate funding for this purpose whenever possible. In this context, the possibility of sponsorship should be raised early with host countries and mentioned in the checklists sent to them.

17. Mr Höfle stressed the important role the coordinators had to play in defining and implementing the Committee's programme. He circulated a paper prepared by Mr Sutton in 1984 (TIM/EFC/WP.1/R.62/Add.1), which still accurately described the functions of vice-chairs, coordinators and team leaders. It was important that the Steering Committee functions as a team.

18. Regarding conclusions and recommendations adopted at seminars, any follow-up that members were aware of should be recorded. The Committee should trace in a systematic fashion the recommendations having been addressed to it.

19. The Steering Committee was invited to comment on the Committee's website on the UNECE homepage (address: www.unece.org/trade/timber/joint-committee/). Feedback should be provided to the ECE secretariat.

Draft programme of work

20. The secretariat has up-dated the following draft programme of work, the tabular presentation (annex 1) and the mandates of the teams of specialists (annex 2-4), based on the format and contents of those adopted by the Joint Committee at its twenty-third session in Geneva and the Steering Committee at its fifteenth session in Lisbon, Portugal.

Point for decision:

- ***The Joint Committee is invited to review and update the programme of work as well as the terms of reference and duration of the TOS, based on its discussions on the individual programme areas under previous items of the provisional agenda.***

**DRAFT PROGRAMME OF WORK OF THE JOINT FAO/ECE/ILO COMMITTEE ON
FOREST TECHNOLOGY, MANAGEMENT AND TRAINING
FOR 2003-2006**

**Programme in subject area 1
Silviculture and forest management**

(e.g. multiple-use forestry, ecological and economical issues, marketing, information systems)

1.1. Forest fire prevention and control

Activities of the team of specialists, including the publication, twice yearly, of International Forest Fire News; the team will organize a seminar in Turkey in 2003; the team will make recommendations on the harmonization of forest fire statistics and reporting requirements for the European Union and ECE/FAO. The team will report to the twenty-fifth session of the Joint Committee in 2004.

Duration: **to be decided by the Committee's twenty-fourth session**

1.2 New roles and modes of operation of forest services

It is proposed that a seminar on the changed functions of more independent forest services and the closely linked topic of how to finance supply of non-market goods and services from public or private forest owners be held in the Netherlands, in 2004. An outline will be presented to the next session of the twenty-fourth session of the Joint Committee in 2002.

Duration: **to 2004**

1.3. Afforestation

Seminar in Ireland from 15 to 19 September 2002.

Duration: **to 2002**

1.4. Disaster preparedness in forestry

A team will be formed to consider how the existing *Damage Manual* should be altered to take account of the experience of the 1999 storms in cooperation with CTBA. A seminar to present, discuss and share the experience of the affected countries might be organised in 2004.

Duration: **to 2004**

1.5. Information systems in forestry

Future activities, possibly a third seminar on the topic, to be decided by the twenty-fourth session of the Joint Committee in 2002

Duration: **to 2005**

1.6 Close to nature forestry

A seminar on close to nature forestry in cooperation with IUFRO and EFI will be held in Slovakia in 2003. An outline will be presented to the next session of the Joint Committee in 2002.

Duration: **to 2004**

1.7 Biodiversity: from concept to practice

It is proposed that seminar be held on forestry to optimise biodiversity, notably with regard to extension services for private forest owners, in Sweden in 2003 or 2004. An outline will be presented to the next session of the Joint Committee in 2002.

Duration: **to 2004**

Programme in subject area 2 technology, wood harvesting and transport

(e.g. forest engineering, ecologically and economically sound operations in silviculture, wood harvesting and transport)

2.1 Environmentally sound forest roads and wood transport

FAO will keep under review and compile information on developments in the sector. A seminar will be held possibly in 2004 in Hungary.

Duration: *to 2004*

2.2 New trends in wood harvesting with cable systems

A workshop on new trends in wood harvesting with cable systems was held in Ossiach, Austria in June 2001. The proceedings will be published.

Duration: **completed**

2.3 Mobilisation of additional wood supply mainly from private forests

It is proposed that a seminar on the above topic be held in Germany in 2003 or 2004, possibly in conjunction with Interforst.

Duration: **to 2004**

2.4 Multi-functional forestry in protected and vulnerable areas

Workshop on multi functional forestry intended to be organized by the Mountain Forestry and Forest Ecology Research Institute in Sochi, Russian Federation in 2002. The Joint Committee to decide on future work, if any.

Duration: **to be decided by the Committee's twenty-fourth session**

2.5. Forest operation improvements in farm forests

The Slovenian Government is prepared to host a seminar in this subject in Bled, Slovenia, in 2003. A tentative draft programme will be circulated before the session. the Joint Committee.

Duration: **to be decided by the Committee's twenty-fourth session**

2.6 Mechanization of forest operations in the mountains

Proposal to establish a team of specialists.

Duration: **to be decided by the Committee's twenty-fourth session**

Programme in subject area 3 vocational training and applied ergonomics

(e.g. for workers, supervisors and managers, including applied ergonomics and occupational safety and health)

3.1. Forestry workforce network

Activities of the Forestry workforce network, publication of *FORWORKNET Update* by ILO, two or three times per year.

Duration: **continuing**

3.2. EDUFOREST

As a follow-up to the seminar in France in 1998, a network of European forestry training institutions was established in cooperation between the Committee and the training centre of La Bastide in France.

Duration: **continuing**

3.3 Public participation and partnerships in forestry

A team of specialists, under the leadership of Mr. M. Wenner (UK), will clarify the concept of "participation" and develop the conceptual framework for participatory forest management (involvement of the public), awareness of the forest and use of forest products and services by the public.

Duration: **to be decided by the Committee's twenty-fourth session**

3.4. Women in forestry

Seminar on the role of women in the forestry sector in Europe and North America, Viseu, Portugal from 2 to 6 April 2001. The proceedings were published.

Duration: **completed**

3.5. Forestry meets the public

A seminar was held in Rütthubelbad, Switzerland, from 8-11 October 2001. The proceedings will be published.

Duration: **completed**

3.6. Partnerships in forestry

A seminar on this subject was held in Brussels, Belgium from 3 to 7 June 2002. The proceedings will be published.

Duration: **completed**

3.7 Traditional forest-related knowledge

A proposal for an activity to be presented to the Joint Committee in 2002.

Duration: **to 2002**

ANNEX I

TABULAR PRESENTATION OF THE PROGRAMME OF WORK

		2003	2004	2005	2006	2007
	Joint Committee (JC) Steering Committee (SC) sessions	SC, 16th session	JC, 25th session	SC, 17th session	JC, 26th session	SC, 18th session

Subject area 1: Silviculture and forest management

1.1	Forest fire prevention and control	Seminar in Turkey				
		Continuing IFFN, Newsletter, twice a year				
1.2	New roles and modes of operation of forest services		Seminar in Netherlands			
1.3	Afforestation	<i>(completed)</i>				
1.4	Disaster preparedness in forestry	Revision of <i>Manual</i>				Seminar
1.5	Information systems in forestry	To be determined				
1.6	Close to nature forestry	Seminar in Slovakia				
1.7	Biodiversity from concept to practice		Seminar in Sweden <i>(to be determined)</i>			

Subject area 2: Technology, wood harvesting and transport

		2003	2004	2005	2006	2007
2.1	Environmentally sound forest roads and wood transport		Seminar in Hungary			
2.2	New trends in wood harvesting with cable systems	<i>(completed)</i>				
2.3	Mobilisation of additional wood supply mainly from private forests	Seminar in Germany (proposed) <i>(to be determined)</i>				
2.4	Multi-functional forestry in protected and vulnerable areas	Workshop in Sochi, Russian Federation <i>(to be determined)</i>				
2.5	Forest operation improvements in farm forests	<i>Proposal of activity to the Committee's twenty-fourth session</i>				
2.6	Mechanization of forest operations in the mountains	<i>Proposal of activity to the Committee's twenty-fourth session</i>				

Subject area 3: Vocational training and applied ergonomics

		2003	2004	2005	2006	2007
3.1	Forestry workforce network	Continuing publication of <i>FORWORKNET</i>				
3.2	EDUFOREST	Continuing, network of European Forestry Institutions				
3.3	Public participation and partnerships in forestry (team of specialists)	Activities of the team of specialists <i>(to be determined)</i>				
3.4	Women in forestry	<i>(completed)</i>				
3.5	Forestry meets the public	<i>(completed)</i>				
3.6	Partnerships in forestry	<i>(completed)</i>				
3.7	Traditional forest-related knowledge	Proposal of activity to the Joint Committee				

ANNEX II

MANDATE OF THE TEAM OF SPECIALISTS ON FOREST FIRE <i>Reference to programme of work: 1.1</i>	
A.- TERMS OF REFERENCE	
ESTABLISHED BY:	The Joint FAO/ECE/ILO Committee on Forest Technology, Management and Training.
References:	Report 21st session Joint Committee: TIM/EFC/WP.1/26; Report 22nd session Joint Committee: TIM/EFC/WP.1/28; Report 23rd session Joint Committee: TIM/EFC/WP.1/2000/2.
MANDATE:	The team will undertake forest fire activities as determined by the Joint Committee, through: <ul style="list-style-type: none"> - the promotion of scientific methods in forest fire management and forest fire policy; - the provision of guidance to member states on forest fire management and forest fire policies; - the organization and preparation of seminars, workshops and educational programmes; and the promotion of the continuous exchange of information and experience among country forest fire specialists from the policy, managerial and research spheres; - cooperation and coordination of activities with other international organizations dealing with forest fire questions in the region (FAO, Silva Mediterranea, IUFRO, the European Union and others); - criteria for harmonization and reporting of forest fire statistics; - the publication twice yearly of <i>International Forest Fire News</i> (IFFN).
DURATION:	To 2002
APPROVED BY	The Joint Committee's 20 th , 21 st , 22 nd and 23 rd sessions
REPORTING:	The team reports to each session of the Joint Committee and of the Steering Committee
EXPECTED OUTPUT IN THE NEXT 18 MONTHS: <ol style="list-style-type: none"> 1. develop a feasibility study for a Global Vegetation Fire Information System; 2. develop the link between fire inventory, management and policy; 3. develop a fire inventory system to meet the objectives of UNCED; 4. organize a seminar in Turkey in 2003; 5. bi-annual publication of <i>International Forest Fire News</i> (IFFN). 	
B. - INFORMATION SHEET (as of June 2002)	
ACTIVITIES:	
Past:	Meetings in April 1994, December 1994, 1996 May 1998, June 2000 and March 2002; Seminar on Forest, Fire and Global Change, August 1996; attendance at World Conference on Natural Disaster Reduction and the International Wildfire Conference, Canada 1997; First International Baltic Conference on Forest Fire 1998; Baltex Fire 2000; participation at the FAO/ITTO International expert meeting on Public policies affecting forest fires, March 2001.
Ongoing:	International Forest Fire News
Future:	Holding a seminar in Turkey in 2003
References:	Report of the first meeting, TIM/EFC/WP.1/R.121/Add.1, TIM/EFC/WP.1/1998/3, annex 1 and 2, TIM/EFC/WP.1/2000/5. Issues of IFFN report on the team's activities
TEAM LEADER:	Mr. J.G. Goldammer (Germany)
MEMBERSHIP:	Austria, Belarus, Bulgaria, Canada, Estonia, Finland, Germany, Latvia, Namibia, Poland, Portugal, Spain, Switzerland, Russian Federation, Turkey, Ukraine, United Kingdom and United States of America

ANNEX III

MANDATE OF THE TEAM OF SPECIALISTS ON DISASTER PREPAREDNESS IN FORESTRY (CONTINGENCY PLANNING IN FORESTRY) <i>Reference to programme of work: 1.5</i>	
A. - TERMS OF REFERENCE	
ESTABLISHED BY:	The Joint FAO/ECE/ILO Committee on Forest Technology, Management and Training.
References:	Report 23rd session Joint Committee: TIM/EFC/WP.1/2000/2, para. 31
MANDATE:	<ol style="list-style-type: none"> 1. Collect information about problems and solutions in dealing with storm damage, in particular the damage by "Lothar" on 26 December 1999. 2. Identify areas where international cooperation, exchange of information or research is most urgently needed. 3. Update the damage manual of the Joint Committee, taking particular account of problems relating to damage inventory, organisation, management, harvesting techniques, transport, and safety. 4. Define alternative strategies for disaster preparedness in line with the character (time, size, region, timber species. . .) and the type (forest fire, insect attack, windfall. . .) of the event. 5. Establish a website where the information collected is easily available and regularly updated. 6. Determine if a seminar might be appropriate (when and where?) in order to present the experiences gained after 1999 and to exchange views and information.
DURATION:	To 2002
APPROVED BY	Joint Committee, 23rd session
REPORTING:	The team reports to each session of the Joint Committee and of the Steering Committee
EXPECTED OUTPUT IN THE NEXT 18 MONTHS: To be decided.	

B. - INFORMATION SHEET (as of June 2002)	
TEAM LEADER:	Mr. M Hermeline (France)
COUNTRY MEMBERS	Bosnia and Herzegovina, Denmark, France, Germany, Poland, Russian Federation, Slovakia, Switzerland, United Kingdom
ACTIVITIES	None.

ANNEX IV

MANDATE OF THE TEAM OF SPECIALISTS ON PARTICIPATION AND PARTNERSHIPS IN FORESTRY <i>Reference to programme of work: 3.3</i>	
A.- TERMS OF REFERENCE	
ESTABLISHED BY:	The Joint FAO/ECE/ILO Committee on Forest Technology, Management and Training
References:	Report 22nd session Joint Committee: TIM/EFC/WP.1/28, (mandate modified by Timber Committee in September 1999)
MANDATE:	<ol style="list-style-type: none"> 1. Clarify the concept of Participation and develop the conceptual framework for participatory forest management (involvement of the public), awareness of the forest and use of forest products and services by the public 2. Draw up a report to the Joint Committee and the pan-European process on participatory management and proposals for follow-up actions 3. Assist in the preparation of the proposed seminars in Switzerland on Public relations and environmental education in forestry, and in Belgium on Partnerships. 4. Collect and even initiate case studies.
DURATION:	to 2002
APPROVED BY:	The Joint Committee's 22 nd and 23 rd sessions
REPORTING:	The team reports to each session of the Joint Committee and of the Steering Committee
EXPECTED OUTPUT IN THE NEXT 18 MONTHS: Develop concepts and address main issues of the participatory process.	
B. - INFORMATION SHEET (as of June 2002)	
ACTIVITIES:	
Past:	A workshop (November 1999 in Switzerland) to launch the activities of the team in coordination with the past team on socio-economic aspects. The team met in Växjö, Sweden in March 2000 to develop concepts and address main issues of the participatory process. Assist in the preparation of the Joint Committee seminars on Forestry meets the public; on Women in forestry; and on Partnerships. Report on Public participation framework and recommendations published in September 2000. Two workshops of 2.5 days each were organized with the Timber Committee's Forestry Communicators Network. in Portugal in March and in Scotland in May 2002.
Ongoing:	Draw up a report to the Joint Committee and the MCPFE on participatory management and proposals for follow-up actions.
Future:	Develop concepts and address main issues of the participatory process.
References:	TIM/EFC/WP.1/AC.1/1999/2; TIM/EFC/WP.1/2002/2; TIM/EFC/WP.1/AC.1/2001/2.
TEAM LEADER:	Miles Wenner (United Kingdom)
MEMBERSHIP:	Belgium, Canada, Denmark, Finland, France, Germany, Hungary, Iceland, Ireland, Portugal, Russian Federation, Slovakia, Spain, Sweden, Switzerland, United Kingdom, United States, EU, CEPF, IFBWW, WWF/IUCN.

