

**DRAFT TERMS OF REFERENCE OF
UNECE/FAO TEAM OF SPECIALISTS ON
SUSTAINABLE FOREST PRODUCTS**

**Reference to proposed Joint Programme of Work:
Work Area 1**

Programme elements: XXX

A. OBJECTIVES:

1. To advise and support work on sustainable development of forest products markets and related policies in the UNECE region by providing a network with expertise, advice and knowledge of priorities.
2. To carry the message on the role that sustainable forest products can play in greening economies and in providing sustainable products and livelihoods.

B. ACTIVITIES:

1. Provide guidance and referral on topics and format for the Timber Committee market discussions and workshop(s) on all topics including the role of forest products in the “green economy”, the use of wood for “green buildings”, wood energy, innovative wood products and other topics, in line with the work programme.
2. Provide advice referral and expertise for drafting market-related publications and products, including the production and technical reviews of the *Forest Products Annual Market Review*.
3. Propose and assist in conducting capacity building workshops in eastern Europe to further development of sustainable forest product manufacture and use in this region.
4. Guide the secretariat in the organization of meetings related to the sustainable use of forest products.
5. Advise the section on strategies to carry out the Programme of Work as it relates to the forest products marketing work area

C. EXPECTED MAJOR OUTPUTS:

1. Timber Committee market discussions (one each in 2014 and 2015) which cover forest product market topics that are current and relevant to the region.
2. Improved content, structure and focus of the forest products marketing work area and for the Forest Products Annual Market Review by producing a list of recommendations, which will be reflected in the report of the meeting once each year (typically during team meetings held at the time of the Timber Committee meeting).
3. Two capacity-building workshops in eastern Europe (one each in 2014 and 2015)

D. BACKGROUND: This group has been in existence since at least the 1990s. Team activities during the last ToR period were somewhat less as a result of the market crisis and staff changes within the secretariat. At last year’s Working Party meeting, the delegates supported the changes proposed to the Market Review, which were based on the User’s Survey that the Team conducted and the lack of capacity building projects for southeast Europe was brought up, along with the need for hosts and sponsors. The team is currently working towards addressing the concern of the WP regarding capacity building in southeast Europe.

ESTABLISHED / APPROVED BY	E. The UNECE Timber Committee [Committee on Forest and Forest Industry] and the FAO European Forestry Commission, Rovaniemi, Finland, 2013.
DURATION	<i>From January 2014 to December 2015. Renewable</i>
METHODS OF WORK	Annual meeting. Other methods to be determined by the team.
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	Leader: Eoin O’Driscoll (Ireland). Deputy Leaders: Dr. Branko Glavonjic (Serbia) and Professor Eduard Akim (Russia).
RESPONSIBLE SECRETARIAT MEMBER	Florian Steierer

**DRAFT TERMS OF REFERENCE OF
UNECE/FAO TEAM OF SPECIALISTS ON
Monitoring Sustainable Forest Management**

Reference to proposed Integrated Work Programme:

Work Area 1: Data, monitoring and assessment

Programme element: XXX

A. OBJECTIVES:

1. Strengthen the work on: (i) forest reporting, (ii) assessing the state of forests and sustainability of forest management and (iii) monitoring the role of the forest sector in the green economy in the ECE region;
2. Advise the ECE/FAO on the implementation of activities in Work Area 1 “Data, monitoring and assessment”, with regard to the collection, review, analysis and dissemination of quantitative information on forests and sustainable forest management (SFM) in the ECE region.

B. ACTIVITIES:

1. Provide contribution to the Global Forest Resources Assessment and the Collaborative Forest Resources Questionnaire 2015: support to the data collection process, analysis of the situation and trends, and drafting of the final report;
2. Assist in the process for the preparation of the report State of Europe’s Forests 2015: contribution to the reporting on quantitative indicators, analysis of information, coordination of inputs, authors’ contributions and dissemination of results;
3. Contribute to the pilot project on monitoring the sustainability of forest management;
4. Contribute to the work on criteria and indicators (C&I) for SFM by Forest Europe and the Montréal Process;
5. Contribute to the preparation of the report on forest ownership in the ECE region: development of concept, contribution to data collection, analysis of information and dissemination of results;
6. Contribute to the preparation of the report on the role of forest sector in a green economy: development of concept, contribution to data collection, analysis of information and dissemination of results;
7. Contribute to the development of the concept and modalities for the statistical data management system on forest resources, functions and services and SFM;
8. Support other WAs and ToSs on issues relevant to data, monitoring and assessment, including on related capacity building;
9. Support cooperation, communication and dissemination, including contribution to the forest information billboard.

C. EXPECTED MAJOR OUTPUTS:

- Ad. 1 Reviews of intermediate reports, documents and meetings’ agendas; reviews and inputs to the final reports based on the global reporting – in cooperation with FAO Rome FRA Team;
- Ad. 2 Reviews of reports, documents and meetings’ agendas; involvement in the organisation of the workshop for authors and National Correspondents in the ECE region; review of and, whenever possible, involvement in writing, the final report on state of Europe’s forests; involvement in dissemination of results;
- Ad. 3 Consultation and advice on the pilot project on reporting on sustainability of forest management;
- Ad. 4 Consultation and advice on issues relevant to the C&I processes in the ECE region – if requested;
- Ad. 5 Consultation and advice on the concept, enquiry and review of the report on forest ownership in the ECE region;
- Ad. 6 Consultation and advice on the concept, enquiry and review of the report on the role of forest sector in a green economy – in cooperation with other ToSs;
- Ad. 7 Consultation and advice on designing an improved statistical data management system on forest resources, their functions and services, and forest management;
- Ad. 8 Consultation and advice on the data-related work by Work Areas 1, 2, 3 and 4 – if requested;
- Ad. 9 Advice on communication activities, dissemination of information in countries/organisations and participation (sharing of information) through the forest information billboard.

D. BACKGROUND:

The ToS on Monitoring Sustainable Forest Management continues the series of the teams working on assessment of forest resources and forest management since 1995. The scope of the teams' work has evolved over that period, by including new aspects of forest management. Now the team covers the whole scope of SFM in terms of quantitative information as well as selected aspects that are related to forest industries. The advice and contribution provided by the teams led to production of the reports of basic importance for the sector in the region. The ECE/FAO Temperate and Boreal Forest Resources Assessment 2000 - the first contemporary report on the state of forests in the region, the series of reports on the state of forests in Europe (prepared jointly with Forest Europe) and FAO Forest Resources Assessments should be mentioned as the most prominent outputs, compiled upon advice and with the assistance of the teams. In addition to the work on data collection, analysis and assessment, the ToS on Monitoring SFM serves as a forum for discussion and means for cooperation on the forest reporting related issues in the region.

ESTABLISHED / APPROVED BY	The UNECE Timber Committee [Committee on Forest and Forest Industry] and the FAO European Forestry Commission, Rovaniemi, Finland, 2013.
DURATION	<i>From January 2014 to December 2015. Renewable</i>
METHODS OF WORK	<p>The Team is expected to achieve the general objective by contributing to:</p> <ol style="list-style-type: none">1. Further developing regional and global systems for reporting, assessing and communicating on the state of forests and forest management in the ECE region;2. Supporting the national systems of forest monitoring, assessment and reporting as well as improvement of countries' capacity in this regard;3. Strengthening the international work and cooperation on monitoring of forest resources and sustainable forest management (SFM), in particular by:<ol style="list-style-type: none">a. supporting work on criteria and indicators (C&I) for sustainable forest management in the ECE region;b. maintaining and expanding the international network and forums for discussion on the subject;c. enhancing institutional cooperation on monitoring of forests, including the European Union and other organisations in this area. <p>Forms of ToS work include:</p> <ol style="list-style-type: none">1. Regular ToS meetings (including steering group and thematic sub-groups meetings);2. Workshops with participation of the ToS members and the FRA national correspondents;3. Direct and indirect (electronic) reviews and consultations;4. Review and, if feasible preparation of background materials, discussion papers, enquiries. <p>Other forms of work can be determined by the ToS, if needed.</p>
REPORTING	Annually, to the Joint ECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	To be elected at the first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	Roman Michalak

**DRAFT TERMS OF REFERENCE OF
UNECE/FAO TEAM OF SPECIALISTS ON
FOREST SECTOR OUTLOOK**

**Reference to Integrated Work Programme: Work Area 1 (Data, monitoring and assessment) and
Work Area 2 (Policy dialogue and advice)**

A. OBJECTIVES:

1. Advise and support the UNECE/FAO secretariat on the methodology, implementation and follow-up of outlook studies.

B. ACTIVITIES:

1. Review lessons learned from the EFSOS, NAFSOS and RFFSOS processes and explore feasibility and scope of forthcoming studies.
2. Improve methodology of outlook studies.
3. Improve involvement of national expertise in reviewing outlook outcomes.
4. Disseminate information on forest sector outlook.

C. EXPECTED MAJOR OUTPUTS:

1. Guidance on methods, analysis and conduct of forest sector outlook studies.
2. Identification of scenarios for structural developments in the forest sector, long-term supply and demand of wood and other goods and services as well as policy impacts and implications.
3. Timeline for new outlook studies and identification of contributors and donors.
4. Research on the topic area, in support of forest sector outlook studies and other relevant support to policy making.

D. BACKGROUND: The ToS on Forest Sector Outlook analyses structural developments in the sector and produces studies of the long-term outlook for supply and demand for wood and the other goods and services of the forest, as a support to policy makers and analysts, as well as civil society and private sector decision makers. During the period 2008-2013, the ToS led the development of three regional outlook studies, comprising scenarios addressing main policy issues such as climate change mitigation, wood energy promotion, biodiversity preservation and industrial innovation for the period up to 2030.

ESTABLISHED / APPROVED BY	The UNECE Timber Committee [Forest and Forest Industry] and FAO European Forestry Commission, Rovaniemi, Finland, 2013.
DURATION	<i>From January 2014 to December 2015. Renewable</i>
METHODS OF WORK	Annual meeting. To be determined by the team.
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	To be elected at first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	David Ellul

**Draft Terms of Reference of
UNECE/FAO Team of Specialists on Capacity Building**

**ILO/UNECE/FAO JOINT EXPERT NETWORK ON
GREEN JOBS IN THE FOREST SECTOR**

**Reference to proposed Joint Programme of Work:
and Work Area 4 (Capacity Building)**
Programme element: XXX

A. OBJECTIVES:

1. Advise the secretariat for the implementation of the ECE/FAO Programme on employment-related issues: green jobs, competences and training in the forest sector.

B. ACTIVITIES:

1. Contribute to, and support the secretariat in, the implementation of activities of the Action Plan for the Forest Sector in a Green Economy under Pillar C (decent green jobs) by:
 - a. Improving the monitoring and analysis of the forest sector workforce (including occupational health and safety),
 - b. Review forest sector workforce issues at all levels (policy, management, operations...) and discuss the main threats to the sustainability of the workforce,
 - c. Provide recommendations for the consideration of parent bodies to develop preventive and remedial action.
2. Assess and disseminate existing tools, and when appropriate, contribute to develop new tools to certify competences in the forest sector;
3. Advise and support the secretariat for the organization of meetings related to forest competences and training;
4. Contribute to the capacity building activities (work area 4) that are related to forest competences and training.

C. EXPECTED MAJOR OUTPUTS:

1. Recommendations, in close cooperation with the Team of Specialists on Monitoring Sustainable Forest Management, on ways and means to improve data collection and analysis on jobs, health and safety in the forest sector for better policy making (including for indicators 6.5 and 6.6 of the pan European Criteria and Indicators);
2. Feasibility study and, as appropriate, development of a framework for national action plans for decent green jobs in the forest sector (from development and enforcement of occupational safety and health regulations to communication campaigns targeting potential candidates through training) with examples and case studies;
3. Organization of one meeting to review and formulate recommendations to address the main forest sector workforce issues, including training and gender issues;
4. Assessment and dissemination of information on the existing competency certification schemes such as ConCert¹, ECC², and other tools that could be developed by EFESC³, while extending this approach to the whole UNECE region;
5. Participation in capacity-building activities, in particular the UN Development Account project for the Caucasus and Central Asia, by providing national experts and case studies, trainers and content for seminars etc.

¹ ConCert: Certification of Competency for forestry entrepreneurs

² ECC: European Chainsaw users' Certification

³ EFESC: European Forestry and Environmental Skills Council

D. BACKGROUND: FAO, ECE and ILO have been cooperating for 50 years through the Joint FAO/ECE/ILO Committee on Forest Management, Technology and Training which was discontinued in 2004. However the activity was revived in 2008 by the joint session of the TC and EFC in the form of a Team of Specialists (Joint ECE/FAO/ILO Expert Network to Implement Sustainable Forest Management).	
ESTABLISHED / APPROVED BY	The UNECE Timber Committee [Committee on Forest and Forest Industry], and the FAO European Forestry Commission, Rovaniemi, Finland, December 2013.
DURATION	<i>From January 2014 to December 2015. Renewable</i>
METHODS OF WORK	Annual meeting. Others to be determined by the Team
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	To be elected at first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	Arnaud Brizay

**Draft Terms of Reference of
UNECE/FAO Team of Specialists on**

FOREST POLICY

**Reference to proposed Joint Programme of Work:
Work Area 2 (Policy Dialogue and Advice)
and Work Area 4 (Capacity Building)
Programme element: XXX**

A. OBJECTIVES:

1. Support the development of tools and capacity-building for sound policy making for the Forest Sector in the ECE Region.
2. Advise the secretariat for the implementation of the Work Area 2 of the Joint Programme of Work.

B. ACTIVITIES:

1. Advise and support the secretariat in:
 - a. The collection, review, analysis and dissemination of qualitative information on forest policies, institutions and instruments in the UNECE region;
 - b. The organization of policy dialogues at the regional and national level;
2. Contribute to:
 - a. The development of policy tools such as guidelines and recommendations and strengthen policy-related components of studies produced under work area 1;
 - b. Capacity-building activities (work area 4) that are related to forest policy development, institutions and green economy measures.
3. Provide advice and support the implementation of the Action Plan for the Forest Sector in a Green Economy.

C. EXPECTED MAJOR OUTPUTS:

1. Contribution to a framework for collecting and analysing information on forest policies, institutions and instruments (to be developed in close cooperation with the ToS on Monitoring Sustainable Forest Management) with a view to:
 - a. Produce a publication (overview and analysis of existing forest policy and institutions models and main trends)
 - b. Contribute to the forest policy part of the FAO country profiles for the ECE region;
2. Support to the organization of regional policy dialogues (themes, speakers...) and provision of recommendations on further development of the national forest policy dialogues (contents, methods...);
3. Support to the drafting and review of policy outputs of the UNECE/FAO Programme of Work to tailor their messages to country needs and/or target groups;
4. Dissemination of ECE/FAO policy related work at national and sub-national levels;
5. Provision national experts and case studies, trainers and content for capacity building activities.

D. BACKGROUND:

The scope of the Team of Specialists on Forest Policy in the EECCA region has been extended to cover the whole ECE region and to support the implementation of the policy related elements of the mandates of the TC and EFC:

According to ECE/TIM/2008/7 - FO: EFC/08/7, the FAO European Forestry Commission is mandated, *'To advise on the formulation of forest policy and to review and coordinate its implementation at the regional level; to exchange information and, generally through special subsidiary bodies, advise on suitable practices and action with regard to technical and economic problems, and to make appropriate*

recommendations in relation to the foregoing.

The same document states that the UNECE Timber Committee is expected to '... *provide member countries with the information and services which they need for policy and decision making as regards their forest and forest industry sector... and, when appropriate, formulate the recommendations addressed to member Government and interested organizations.*'

ESTABLISHED / APPROVED BY	The UNECE Timber Committee [Committee on Forest and Forest Industry], and the FAO European Forestry Commission, Rovaniemi, Finland, December 2013.
DURATION	<i>From January 2014 to December 2015. Renewable</i>
METHODS OF WORK	Annual meeting. Other methods to be determined by the Team
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	To be elected at first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	Arnaud Brizay

**DRAFT TERMS OF REFERENCE OF
UNECE/FAO TEAM OF SPECIALISTS ON

FOREST COMMUNICATION
(FOREST COMMUNICATORS' NETWORK)**

Reference to Joint Programme: Work Area 3

Programme element: XXX

A. OBJECTIVES:

To improve the ability of the forest sector to communicate effectively within and outside the sector, through

1. Providing a forum for international interaction and cooperation in forest related communications;
2. Strengthening the ability of the Committee and the Commission to reach out to relevant constituencies, within and outside the forest sector;
3. Developing professionalism of forest communicators by introducing and encouraging state of the art and innovative communication approaches.

B. ACTIVITIES:

The ToS provides advice in the communication field to the benefit of the forest community by:

1. Supporting the Committee and the Commission in reaching out to relevant constituencies, within and outside the forest sector;
2. Developing a revised version of the Strategic Framework for Forest Communication in Europe that addresses current trends and the latest changes that occurred in the forest scene;
3. Developing a fact sheet or leaflet on the role of forests and forests products as a contribution to a green economy (climate change mitigation; use of low carbon energy and materials over high-carbon/non-renewable alternatives, innovative wood products - solid, reconstituted, fibre, products of biorefineries etc.) – These materials could be used to support future forest-related campaigns (i.e. International Day of Forests, European Forest Week, and other related events);
4. Advising FAO in establishing forest communicators networks in other world regions and share information and experiences with such networks;
5. Developing a set of recommendations for promoting the educational tool on the state of forests in Europe and relevant publications or material on forest pedagogics. Involve the Forest Pedagogics Group in disseminating the tool and identifying relevant stakeholders to further develop the tool or translate it in other languages;
6. Cooperating with the FOREST EUROPE Liaison Unit and other relevant institutions, organisations, processes and initiatives, on matters relevant to forest communication;
7. Developing a concept and seek funding for a possible second (follow-up) survey on public perception of forests and the forest sector in Europe.

C. EXPECTED MAJOR OUTPUTS:

Contribute to and support the communication activities of the ECE-FAO joint programme of work in particular:

1. Revised version of the Strategic Framework for Forest Communication in Europe by end 2015;
2. Fact sheet or leaflet with key messages on the role of forests, forest products and their role in a green economy by end 2015;
3. Information note on development of other regional forest communicators networks – to be included in the annual team activities' annual report;
4. Draft set of recommendations for the promotion of forest education and pedagogics by end 2014

D. BACKGROUND

The UNECE/FAO ToS on Forest Communication (Forest Communicators' Network) was established in 1994 by the UNECE Timber Committee and the FAO European Forestry Commission (EFC) with the overall objective to improve the ability of the forest and forest products sector to communicate effectively, within and outside the sector. Participation has been open to all sharing the common objectives and willing to contribute to fulfilling its tasks. Members are therefore either nominated by TC/EFC member countries or participate on invitation by the FCN Leaders. The strategic direction of future work on forest communication is based on the review 2008-2013. 2014 will mark the beginning of the Strategic Plan covering the period 2014-2017.

ESTABLISHED / APPROVED BY	The ECE Timber Committee on the [Forest and Forest Industry] and the FAO European Forestry Commission, Rovaniemi, Finland, 2013.
DURATION	<i>From January 2014 to December 2015. Renewable to cover the full period of the programme of work (2014-2017)</i>
METHODS OF WORK	<i>Meetings, workshops, advice on forest communication related issues, including for awareness campaigns.</i>
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADER	To be elected at first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	Eve Charles

**DRAFT TERMS OF REFERENCE OF
UNECE/FAO TEAM OF SPECIALISTS ON
FOREST PRODUCTS STATISTICS**

**Reference to proposed Joint Programme of Work:
Work Area 1 (Data, monitoring and assessment)**

Programme element: XXX

A. OBJECTIVES:

1. Advise and support work on forest products statistics, including data coverage and collection, validation and classifications in the ECE region.
2. Suggest and support proposals for increasing reliability and visibility of forest products statistics.
3. Advise on implementation of activities in Work Area 1 relating to forest products statistics.

B. ACTIVITIES:

1. Review materials such as questionnaires and procedures circulated by Secretariat and Team members prior to meeting
2. Contact national data users for input
3. Raise issues of concern related to forest products statistics
4. Disseminate information on forest products statistics further through network

C. EXPECTED MAJOR OUTPUTS:

1. Recommendations for revisions to Joint Forest Sector Questionnaire and Timber Committee Questionnaire (forecast).
2. Propose improvements for national and international practices in data validation and where necessary with the aim of contributing to a working paper describing best practices.
3. Recommend procedure for estimating wood balance, including the desirable level of detail to include and conversion factors to use.

D. BACKGROUND: For a number of years there has been discussion on the interaction between the Working Party and the forest products statistics work. The Strategic Review suggested (TIM/2012/11, para. 28) creating a team to permit the Working Party to focus more on the coordinating function. There has been a high degree of interest in the forest products statistics activities. The substantive discussion on statistics would move to the Team level where it could be carried out in greater detail and more informally. The Working Party would continue to review activities and proposals from the Team.

ESTABLISHED / APPROVED BY	The UNECE Timber Committee [Committee on Forest and Forest Industry] and FAO European Forestry Commission, Rovaniemi, Finland, 2013.
DURATION	<i>From January 2014 to December 2015. Renewable</i>
METHODS OF WORK	Annual meeting. Further methods to be determined by the team.
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	To be elected at first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	Alex McCusker

**DRAFT TERMS OF REFERENCE OF
UNECE/FAO TEAM OF SPECIALISTS ON
WOOD ENERGY (FOREST BIOENERGY)**

**Reference to Integrated Work Programme: Work Area 1 (Data, monitoring and assessment) and
Work Area 2 (Policy dialogue and advice)**

A. OBJECTIVES:

1. Advise and support the UNECE/FAO secretariat activities in Work Areas 1 and 2 on the methodology, implementation and follow-up of the UNECE/FAO Joint Wood Energy Enquiry and specific studies
2. Contribute to a better understanding of wood energy statistics as a basis for sound policy making.

B. ACTIVITIES:

1. Monitor and analyse policy aspects of use of wood for energy generation and the implications for the forest sector
2. Provide guidance on wood energy parameters (such as heating values and conversion factors) and indicators as well as on data processing and analysis systems and procedures.
3. Build capacity of UNECE member states to develop reliable statistics on wood energy sources and uses.
4. Disseminate information on wood energy.

C. EXPECTED MAJOR OUTPUTS:

1. List of recommendations on methods, analysis and conduct of the Joint Wood Energy Enquiry
2. Suggestions on focus of work on wood energy-related publications and products
3. Improved quality and quantity of replies to the JWEE.

D. BACKGROUND: Since 2003 the Working Party has undertaken a number of efforts to improve the quality of information on wood energy. The Strategic Review suggested (TIM/2012/11, para. 28) creating a team to support the development of data and relevant policy advice on wood energy in the region. The Working Party would continue to review activities.

ESTABLISHED / APPROVED BY	The UNECE Timber Committee [Forest and Forest Industry] and the FAO European Forestry Commission, Rovaniemi, Finland, 2013.
DURATION	<i>From January 2014 to December 2015. Renewable</i>
METHODS OF WORK	Annual meeting To be determined by the team.
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	To be elected at first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	David Ellul

**DRAFT TERMS OF REFERENCE OF
UNECE/FAO TEAM OF SPECIALISTS ON
WILDLIFE MANAGEMENT**

**Reference to proposed Integrated Programme of Work:
WA 2: Policy dialogue and advice**

Programme element: XXX

A. OBJECTIVES:

1. Development of guidance for policy makers at international, regional and local levels in order to foster sustainable wildlife management (also in view of conflict over different types of land use and/or damage caused by wildlife);
2. Highlight the role of sustainable use of wildlife in forest management, biodiversity conservation, poverty alleviation, and the promotion of traditional livelihoods and cultural values.

B. ACTIVITIES:

1. Identify and evaluate available innovative methodologies that can be used to quantify the monetary value of wildlife and its use;
2. Improve the methodologies where appropriate by using a stakeholder approach (including peer reviewed articles, symposia etc.);
3. Seek interest and funding to develop and implement pilot projects in selected ECE countries to test the valuation methodology and deliver basic data to quantify the monetary value of wildlife, together with other benefits associated with its use.

EXPECTED MAJOR OUTPUTS:

1. At least two ToS meetings and one regional workshop to define a methodology to quantify the monetary value of wildlife and its use;
2. Agreed methodology to quantify the monetary value of wildlife and its use;
3. At least one pilot country identified and implementing the developed and proposed methodology.

D. BACKGROUND:

Forests are major habitats for wildlife. Forests and wildlife together provide a basis for commercial and/or recreational activities. In view of its economical, ecological and social value, wildlife is one of the most important renewable natural resources. Wildlife is of a cross-cutting dimension and its relevance goes much beyond one sector alone. The lack of coordination between the various actors in the wildlife sector often results in poor public visibility and understanding of the benefits of wildlife management for conservation. Furthermore, the focus is often solely on the animal protection linkage while neglecting the significant role wildlife is playing for food security and livelihoods, ecosystem resilience and human health.

No study has so far attempted to quantify the monetary value of the sustainable use of wildlife in the ECE region. In addition, different national and/or regional studies have used different assessment methodologies; therefore figures can neither be compared, nor extrapolated at different scales.

**ESTABLISHED /
APPROVED BY**

The UNECE Timber Committee [Committee on Forest and Forest Industry] and European Forestry Commission, Rovaniemi, Finland, 2013.

DURATION

From January 2014 to November 2015. Renewable

METHODS OF WORK	Annual meeting. Other methods to be determined by the team.
REPORTING	Annually, to the Joint UNECE/FAO Working Party on Forest Statistics, Economics and Management
TEAM LEADERS	To be elected at first Team meeting
RESPONSIBLE SECRETARIAT MEMBER	Dominique Reeb

Economic Commission for Europe

Timber Committee

**Joint FAO/UNECE Working Party on
Forest Statistics, Economics and Management**

Food and Agriculture Organization

European Forestry Commission

Thirty-fifth session

Geneva, 23-25 April 2013

Item 6 of the provisional agenda

Draft Guidelines for ECE/FAO Teams of Specialists

AGENDA ITEM 6

Note by the secretariat

Summary

According to its mandate, the Working Party is expected to discuss the Terms of Reference for the Teams of Specialists that will support the next ECE/FAO Programme of Work 2014-2017. This document contains draft guidelines for the consideration of the Working Party. These guidelines should apply for all Teams of Specialists. They are in line with, and are complementary to, the guidelines for the establishment and functioning of Teams of Specialists within UNECE.

I. Introduction

1. The draft guidelines were prepared at the suggestion of the ECE/FAO joint Bureaux in the framework of the on-going ECE/FAO Strategic Review and will be considered at the 35th Session of the FAO/ECE Working Party for Forest Statistics Economics and Management (WPFSEM) scheduled in Geneva in April 2013. Once approved by the Special Session to be held in Geneva 17-18 June 2013 and endorsed by the ECE Timber Committee¹ and the FAO European Forestry Commission joint meeting scheduled to take place in Rovaniemi, Finland 9-13 December 2013, the guidelines will apply to the ECE/FAO Teams of Specialists, which contribute to the implementation of the integrated ECE/FAO Programme of Work.

2. These draft guidelines are in line with, and are complementary to, the guidelines for the establishment and functioning of Teams of Specialists within UNECE as contained in document ECE/EX/2/Rev.1.

¹ The next session of ECE (9-11 April 2013) is expected to discuss the recommendation of the 70th TC session to rename the Committee as follows: "Committee on Forest and Forest Industry".

II. Role of the Teams of Specialists

3. The ECE/FAO Teams of Specialists are established by the TC and EFC for an initial period of two years, which can be extended as long as required, after review by the TC and EFC every two years. The TC and EFC also approve Terms of Reference for all Teams of Specialists.

4. The primary role of the Teams of Specialists is to support the implementation of the ECE/FAO Programme of Work as expressed in their respective Terms of Reference. All Teams of Specialists report annually to the WPFSEM, which gives them guidance and evaluates their work based on their Terms of Reference and Work Plan. In addition, the WPFSEM provides recommendations to the TC and the EFC for updating their Terms of Reference and for their extension or discontinuation.

III. Membership and Officers

5. For each Team of Specialists, the secretariat circulates the Terms of Reference to ECE Member States and all relevant Stakeholders in the ECE region and asks them to nominate their official representative, should they wish to participate in the Team activities. Member States and Stakeholders are expected to nominate their representative to a Team based on their interest on the issues covered by this Team and their capacity to support the participation of their representative in the Team work. On the basis of the answers received, the secretariat prepares a list of Team Members and establishes the Team. The request for nomination might be repeated at the end of the first two-year duration or at the beginning of the next joint Programme of Work, as appropriate. When Member States and stakeholders wish to nominate another or additional representative to a Team, they notify this proposal to the secretariat which informs the Team at its next meeting.

6. Experts without official affiliation can also contribute to the Team work at the invitation of the secretariat, in close consultation with the Team Leader. To the extent possible, due consideration should be given to ensuring geographical and gender balance.

7. Each Team of Specialists appoints its officers for a duration of two years: a Leader and, if deemed necessary, one or two Deputy Leaders. After one term of two years, one of the Deputy Leaders is usually appointed Leader. When the Team appoints two Deputy Leaders, and to ensure adequate continuity, the outgoing Leader is usually re-appointed Deputy Leader. Candidates for the office of Leader should obtain the relevant authorization and secure the necessary resources (time and funding), from their government or organization, to fulfil their responsibilities over these terms.

IV. Role of the Team Leaders and Team Members

8. With the assistance of, and in close cooperation with, the secretariat, the Leader's responsibilities are to:

- a) Conduct the Team meetings, ensure that the Team's Terms of Reference are applied and lead the Team;
- b) Supervise the preparation of the work plan;
- c) Coordinate and facilitate the implementation of the work plan, including by raising funds, where appropriate;
- d) Prepare and present annually an implementation report at the WPFSEM: a one-year report at the end of the first year and a two-year report ("full report") at the end of its term;
- e) Attend meetings of the Leaders of the Teams of Specialists.

9. When the Leader is not able to attend a Team meeting or to represent the Team at a parent body meeting, the Leader makes sure that one of the Deputy Leaders can replace him/her. In addition, Deputy Leaders may assist the Leader for certain tasks such as preparing the work plan or reports, making contacts or fund raising.

10. Team Members are expected to actively participate in the Team activities by:
- a) Attending the Team meetings;
 - b) Contributing to the work between the Team meetings;
 - c) Answering enquiries from the Leader or the secretariat;
 - d) Relaying the information on the Team work at the national or subnational level for country representatives or within their respective organization for other stakeholders.

IV. Methods of Work

11. Under the guidance of the Leader and with the support of the secretariat, the Team prepares its work plan for a two year period defining, for each activity from its Terms of Reference, the time schedule and the resources needed, including those resulting from fund raising. Teams are expected to be self-sustaining and regular budget funds would not be available to support the Teams. The Team uses the work plan format and the report template that are provided by the secretariat.

12. Team meetings are convened by the secretariat in Geneva or any other place where the meetings can be hosted by a Member State or a partner organization. The working language of Teams of Specialists is English. In general, no interpretation will be provided. More detailed methods of work may be developed by the Team.

13. Teams are encouraged to seek assistance from other Teams of Specialists especially for cross-sectoral activities that are mentioned as in their Terms of Reference.

V. Role of the secretariat

14. In close cooperation with the Team Leader, the secretariat is responsible for:
- a) Contacting Member States and other relevant Stakeholders, including for the nomination of Team Members, for updating of the lists of Team Members and issuing meeting invitations;
 - b) Assisting in the scheduling of meetings and other activities for adoption by the Team;
 - c) Providing guidance in fulfilling the Terms of Reference;
 - d) Facilitating the meetings, taking notes and disseminating information on the Team's activities;
 - e) Cooperating with the Leader in preparing the reports on the Team's accomplishments;
 - f) Posting meeting reports and main outputs of the Team's work on the web.
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