



Annex B: AGENDA FOR THE 22ND MPWG MEETING – OCTOBER 16, 17 and 21, 2011

OCTOBER 16 - Hotel Grand Pacific, Galiano Room 233

Time	Topic	Speaker	Outcome	Output	Relevant documents
17:00 – 19:00	Pre-meeting	Outgoing Chair, Incoming Chair	Understand meeting participant roles Clarity on week's agenda Aware of logistical details	Register participants and provide registration materials Hand over of Chair from USA to Canada Appoint Aide Memoire Drafting Committee Appoint Implementation Schedule Amendment Committee Review and revise MPWG meeting agenda as necessary Review agenda for the joint workshop Collect \$25 for field trip from participants	Meeting agenda Registration Package



PROVISIONAL AGENDA FOR MPWG MEETING – OCTOBER 16, 17 and 21, 2011

OCTOBER 17 - Hotel Grand Pacific, Vancouver Island Ballroom

Time	Topic	Speaker	Outcome	Output	Relevant Documents
8:15 – 8:30	Registration	Canada and Liaison Office	Register participants	Provide registration materials to those who have not yet registered	Registration Package
8:30 – 8:40	Welcome introduction from Chair	Chair	Set context	Introductory comments from Chair Logistical details	
8:40 – 9:00	Self introductions from participants	All	Better relationships	Brief introductions with a “check-in” question	
9:00 – 9:05	Confirm agenda	Chair	Common understanding of meeting goals and agenda	Approved agenda for MPWG meeting	Meeting Agenda
9:05 – 10:30	Share country experiences in the application and utilization of C&I to promote and implement SFM	Country Heads of Delegation	Aware of progress in each country	Brief verbal update from each country (5 mins)	
10:30 – 10:45	Break				
10:45 – 10:55	Reports from the TAC and Liaison Office	TAC Convenor and LO	Aware of work of the TAC and LO	Brief reports on activities since the 21st MPWG meeting by TAC and LO	
10:55 – 11:30	Consider case studies and other efforts of member countries to develop and test applicability of the indicator set to the issue of forest degradation and consider future action of the MPWG	Chile, Japan, New Zealand and Russia	Aware of the impact of C&I in addressing sustainability issues	Case study presentations by Chile, Japan, New Zealand and Russia Decision on further analysis of case studies	Any case studies available from countries



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Time	Topic	Speaker	Outcome	Output	Relevant Documents
11:30 – 12:00	Discuss Australia’s paper on SFM	Australia	Aware of the impact of C&I in addressing sustainability issues		Australia’s paper on SFM
12:00 – 13:00	Lunch				
13:00 – 13:45	Applying C&I to Forest-related Policy Development	NZ	Aware of the impact of C&I in addressing sustainability issues	Discussion about how to strengthen the application of C&I in policy development	Paper developed by New Zealand on Applying C&I to Forest-related Policy Development
13:45 – 14:15	Water in relation to the Montreal Process C&I	Australia	Aware of the impact of C&I in addressing sustainability issues	Discuss how the Montreal Process indicators can further progress matters associated with water and forests	Paper by Australia on Water and C&I Paper from USA on Sustainable Water Resources Roundtable (background info)
14:15 – 14:25	Montreal Process meeting frequency	Australia	Understand strategic directions of the Montreal Process	Discuss the frequency of meetings relative to the workload of the Working Group	Paper on MP Meeting Frequency by Australia
14:25 – 15:10	Consider a new Purpose statement for the Montreal Process Working Group	NZ	Shared understanding of continued purpose of MPWG	Approved purpose statement for MPWG	Paper on MP history by NZ Draft Purpose statement for MPWG
15:10 – 15:25	Break				



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15:25 – 16:25	Squeezing more juice from the Montreal Process	Chair	Understand strategic directions of the Montreal Process	Discussion about strategic directions for the Montreal Process	MP Strategic Plan and Implementation Schedule
16:25 – 17:00	Prepare for Welcome Reception and Joint Workshop	Chair	Aware of details of Welcome Reception and joint workshop	Review joint workshop agenda Logistics details for Welcome Reception Logistics details for field trip Collect \$25 for field trip from participants	Joint workshop agenda
17:00	Adjourn for day	Chair			
17:00 – 18:00	Free time				
18:00 – 21:00	Welcome Reception	Government of Canada, Government of British Columbia	Officially Welcome participants	Welcome Reception at Royal BC Museum with cash bar and light snacks	



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OCTOBER 21 - Hotel Grand Pacific, Vancouver Island Ballroom

Time	Topic	Speaker	Outcome	Output	Relevant Documents
8:30 – 8:40	Opening remarks from Chair	Chair	Set context for meeting	Recap of the week's discussions	
8:40 – 10:00	Discuss outcomes of joint Workshop	All	Consider (and approve if necessary) recommendations from the joint workshop	A road map of next steps, activities and timelines in preparation for Rio+20 and other events as necessary	Draft workshop proceedings
10:00 – 10:15	Break				
10:15 – 11:15	Review the revised MP website	USA	Improve public dissemination of information about the MPWG	Direction to US on ways to improve website Timetable and next steps for launch of new website Identification of individuals to create content for site and complete necessary tasks	Assessment of Montreal Process Website Needs
11:15 – 11:30	Review of Collaborative site pilot project	Canada	Improve internal communications within the MPWG	Assess success of pilot project Direction on continuing with collaborative site	
11:30 – 12:00	Review and amend Implementation Schedule	Liaison Office	Determine the work of the MPWG for the next three years	Approved implementation schedule	MP Strategic Plan and Implementation Schedule.
12:00 – 13:00	Lunch				



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13:00 – 13:30	Review and amend Implementation Schedule continued				
13:30 – 13:45	Set date and venue for next MPWG meeting and summarize next steps	Chair	Establish next meeting time and venue	Date and venue for next meeting	
13:45 – 14:00	Break				
14:00 – 16:15	Finalize Aide Memoire	Aide Memoire Drafting Committee	Share information about the work of the MPWG	Approved Aide Memoire	
16:15 – 16:30	Close meeting	Chair		Closing remarks	

