

**United Nations Forum on Forests**  
**Minutes of the Second Meeting of the UNFF16 Bureau (Virtual)**  
**16 December 2020 (8:00–10:00 am, NY Time)**

**Participation**

**Bureau Members:** Ambassador Kitty Sweeb (Suriname), Mr. Javad Momeni (Iran), Mr. Jesse Mahoney (Australia), Mr. Tomasz Markiewicz (Poland);

**UNFF Secretary:** Mr. Ziad Mahmassani, Ms. Jori Joergensen;

**UNFF Secretariat:** Mr. Hossein Moeini Meybodi, Ms. Afsa Kemitale-Rothschild, Ms. Mita Sen, Mr. Ryo Nakamura, and Ms. Yan Lang.

**Summary of Key Actions/Decisions**

- 1. The Bureau agreed on the provisional organization of work of the UNFF16 session and decided that the UNFF16 session would be held in a virtual format.**
- 2. The Bureau expressed its preference to hold all meetings of UNFF16 in the morning, and requested the Secretariat to follow up on this matter and explore relevant options.**
- 3. The Bureau decided to submit its initial input to the 2021 HLPF prior to UNFF16 to meet the deadline of 15 March 2021 set by the ECOSOC President, and provide the Forum's input after the conclusion of UNFF16.**

## **Provisional Agenda**

### **Second Virtual Meeting of the UNFF16 Bureau- 16 December 2020**

- 1. Adoption of the provisional agenda**
  
- 2. Preparations for UNFF16:**
  - a. Discussion on the modality and draft organization of work of UNFF16**
  - b. UNFF16 official documents**
  - c. Update on the preparation of the assessment of the impacts of COVID-19 on forests and the forest sector, and related Expert Group Meeting**
  - d. Update on the preparation of the flagship publication**
  - e. Update on the ongoing consultation with China on the proposed office for GFFFN in Beijing**
  - f. Update on the operationalization of the GFFFN Clearing House**
  - g. UNFF Input to the 2021 session of the HLPF**
  
- 3. Other matters**
  - a. Update on the recruitment of the Director of the UNFF Secretariat**
  - b. Update on preparation for the International Day of Forests 2021**

## 1. Adoption of the provisional agenda

Ambassador Kitty Sweeb, Chair of the UNFF16 Bureau, welcomed members of the Bureau, the UNFF Secretary and the UNFF Secretariat to the second virtual meeting of the UNFF16 Bureau. The Chair introduced the provisional agenda for the meeting. After a brief discussion, the Bureau adopted the agenda with two sub-items added under item 3, a. update on the recruitment of the Director of the UNFF Secretariat, and b. update on preparation for the International Day of Forests 2021.

## 2. Preparations5(o)11(r)-3( )65(of)-3( )54(he )53(U)5(N)5(FF)3( )54(Se)11(cr)5(et)-5(a)9(r)-3( UN)-0915T3.05

procedure, the same way it was done at UNFF15.

**f. Update on the operationalisation of the GFFN Clearing House**

The Secretariat made a presentation on the progress in operationalising Phase I of the Clearing House. So far, over one hundred data entries have been uploaded on the search portal of the Clearing House's website under development. The Secretariat informed that Phase I of the Clearing House was developed in a cost-effective manner by leveraging the UN's in-house resources, and by using existing data and working in partnership.

The Bureau welcomed the progress in the development of the Clearing House and acknowledged the amount of work involved in the development of the Clearing House. The Secretariat informed the Bureau that extra-

wellbeing". The event for the celebration of the International Day for Forests had been scheduled on 19 March in a virtual format. The event would feature high-level participation, a technical panel, and a dialogue segment featuring statements from member states. The messaging of the event would involve elements of forest restoration and COVID being central in the recovery process.

*The meeting finished at 11:*