



Tehran Process Secretariat of LFCCs

Date: 26/06/2004  
Our ref: LFCCs/1/4  
Your ref:

**Subject: Work plan for the Tehran Process Secretariat of LFCCs  
Year 2004 - 2005**

**Dear Colleague,**

The TP Secretariat of LFCCs, with due respect to its objectives and responsibilities and in collaboration with FAO, UNEP as well as member countries has prepared its work plan for 2004-2005.

Concerning the specific significance of programme in determining and enhancing of international status of the secretariat and also suggested responsibilities for member countries and international agencies in Bamako Resolution, in the work plan convening of LFCC Ministerial Conference and an International Expert Meeting in mid 2005 have been anticipated.

We deeply appreciated to have your comment and point of views on different aspects especially related to date and venue of LFCC Ministerial Conference and also International Expert Meeting by the end of July 2004.

Sincerely Yours,

**Mostafa Jafari (Ph.D)**  
**Head of TP Secretariat of LFCCs**

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## **Work plan for the Tehran Process Secretariat of LFCCs Year 2004 - 2005**

### **Background:**

TP Secretariat of LFCCs is the organization to reach fulfilment recommendations that have been declared in Tehran meeting in 1999 dealing with needs and requirements of low forest cover countries and have been reaffirmed in Bamako Resolution in 2004 by the member countries aimed to strengthen the legal and institutional status of the secretariat relying on accreditation for the secretariat at UNFF3 as a intergovernmental organisation on forest.

### **Summary of Bamako Resolutions and Recommendations:**

So far many gains have been obtained to prepare the way to overcome LFCCs issues on all aspects (political, social, technical, cultural, and economic) on forest. The secretariat with cooperation of FAO, UNEP and UNFF have concentrated their efforts to reinforce lfc members and stakeholders at political level through different events on forestry issues including workshops, and case studies across the world to reach the solution against their *forestry problems*. Low forest cover countries with especial conditions and their needs and requirement should receive due attention in any new arrangement and mechanism dealing with sustainable forest management.

As a result in Bamako Resolution in 2004 the LFCCs governments, FAO, UNEP, and Donors reaffirmed to:

- Implementation of the recommendations of the Tehran process through concrete actions at political and institutional level.
- Involving continuing to support financially and technically the Tehran process and the secretariat.
- To elaborate appropriate related legal text and propose the institutional setting to be adopted by a ministerial conference of which date and venue are to be defined later on.
- Request the government of Iran, with assistance of the secretariat and FAO to approach LFCCs governments to discuss the opportunity to organize a ministerial conference.
- To develop the synergy between the Tehran process and related international conventions endorsed by Rio and Johannesburg conferences on sustainable development, (United Nations Convention to combat desertification (UNCCD), United Nations Convention on Biological Diversity (UNCBD), United Nations Framework Convention on Climate Change (UNFCCC).

TP secretariat will work to move to put in action the mentioned recommendations, through its programme of work that should be finalized through consultation with member countries, FAO and UNEP and other related agencies.

*(The secretariat would appreciate to receive response of all focal points and other stakeholders by end of July 2004)*



## **A-Continuing tasks:**

### **I. Follow up Bamako resolution**

- LFCCs International Ministerial Conference:

According to Bamako Resolution Tehran Process needs to be clarified and strengthened if the process is to fulfil the aspiration of the LFCCs. To this end one of the main recommendations for finalizing the status of TP secretariat of LFCCs is organizing a LFCCs ministerial meeting.

- An International expert meeting

In order to pave the way for organizing the ministerial meeting it is necessitated to convene an expert meeting which should work on two main documents as follow:

1-Term of Reference and institutional framework of the TP secretariat of LFCCs:

This document is already drafted and should be considered in the expert meeting and then be ready for adoption by LFCCs Ministers.

2-Legal Status of the TP secretariat:

The secretariat has already drafted the report on legal status of the TP secretariat with cooperation of FAO consultant. This document also should be considered in the expert meeting and will be adopted in the LFCCs ministerial conference.

In the Bamako resolution Following agencies and governments have been committed to support Tehran Process:

- LFCCs Governments: items 1,2,4, 8,9,15 of Bamako Resolution
- I.R.of Iran: items 4,8 of Bamako Resolution
- International Organizations: items 1,3,5,6,7,8,12,14 of Bamako Resolution
- Donors: items 1,3,4,13 of Bamako Resolution
- TP Secretariat of LFCCs: items 1,5,6,7,8,16,17 of Bamako Resolution

### **II. Important issues to be followed by TP Secretariat of LFCCs:**

• Scientific and Technical Support :

As the underlying philosophy for its creation, the secretariat has committed itself to support the member countries from the scientific and technical aspects. Such supports would mainly fall into SFM, nfp and FRA as follow:

*Responsibility: TP Secretariat of LFCCs in cooperation with FAO &FAO's Regional Office, LFCCs Focal Points, UNEP, IUFRO, CIFOR, IUCN, ICRAF, Donor Countries and Agencies*



- *Sustainable Forest Management (SFM)*: Most LFCCs are suffering from inadequate funding, human resources and technological upgrades for their forest and tree resources management and imbalance among ecologic, economic and social needs and conditions. To attain SFM the secretariat should assist members with cooperation of FAO and UNEP to define a set of modified Criteria and Indicators for Sustainable Forest and Tree Resources Management in their national, regional and global level.

*Deadline: as soon as possible and continuously*

- *National Forest Programme (nfp)*: To address forestry issues within the context of sustainable development in liaison with other sectors in a country nfp works as a tool for the planning, implementing and monitoring of forestry and forestry-related activities.

*Deadline: as soon as possible and continuously*

The secretariat with collaboration of forestry department of FAO and its regional offices and other related bodies should assist member countries to prepare their nfp.

- *Forest Resources Assessment (FRA)*: Information and updated data on forest has a crucial role for preparation of nfp and achievement to SFM.

*Deadline: Phase2 end of 2004 & Phase3 July 2005*

The secretariat should provide assistance to the member countries for preparation of FRA 2005 with cooperation of FAO through different mechanisms including TCDC and training workshops.

- Strengthening A Regional Centre of Excellence in TPGSO :

Based on decision made in the UPUFG workshop participants adopted a resolution for establishment of a regional centre of excellence in TPGSO in Tehran. This centre which has been established by TP secretariat of LFCCs in Goftego Park under supervision of TPGSO is going to provide training courses in trees, urban and peri-urban forests, parks and green spaces as appropriate. In this regard, to collect, update and analyse relevant information from member countries and partners, access information centers with the aim of developing data collection mechanisms and promoting regional networks on UPUFG have been advised as a first action to start.

*Responsibility: TP Secretariat of LFCCs, Centre of Excellence and FAO*

*Deadlines: Reporting every 6 months*



- Collection and sharing of information with LFC countries:

A data base of LFCCs matters is undertaking for management, analysis and dissemination in coordination with LFCCs focal points and linking with other information centres. This data base is part of information and communication division tasks which was recommended in the new institutional framework of TP secretariat.

*Responsibility: TP Secretariat of LFCCs & LFCCs Focal Points*

*Deadlines: Reporting every 6 months*

- Participation in international negotiations on forests.

Representatives of LFC countries on behalf of TP Secretariat would participate at different international events such as:

- UNFF-5 (20005 -New York),
- COFO 17<sup>th</sup> Session (March 2005 Italy),
- Tenth Conference of the Parties to the UN Framework Convention on Climate Change (29 November- 10 December 2004-Buenos Aires),
- Third IUCN World Conservation Congress (17-25 November 2004Thailand),
- Regional Workshop for Africa on Synergy among the RIO Conventions and other bio-diversity relation conventions in implementing the programme of work on dry land and sub-humid lands and Agricultural Biodiversity (GABORONE, 13-17 SEPTEMBER 2004).

*Responsibility: TP Secretariat of LFCCs and LFCCs Focal Points*

*Deadlines: based on different dates*

- Publications:

Upgrading brochures and organizing for publication of bimonthly bulletins to present the activities of the Secretariat. Bulletins and brochures should be distributed to LFCCs countries and related agencies.

*Responsibility: TP Secretariat of LFCCs*

*Deadlines: every two months*

- Upgrading and Improvement of the LFCCs website:

Designing an upgrade, dynamic, proactive and abundantly illustrated LFCCs information website describing the status of planted forests and tree resources in member countries and the major actions and events taking place within the Secretariat and the LFCCs

*Responsibility: TP Secretariat of LFCCs in cooperation with FAO*

*Deadlines: Reporting every 6 months*



### **III. Linkage with other organizations and processes**

#### **FAO**

According to the Bamako Resolution, it has been recalled to develop a synergy between the Tehran Process and related international conventions endorsed by Rio and Johannesburg conferences on sustainable development.

#### **COFO:**

The committee on forestry took note of the needs and requirements of low forest cover countries (LFCCs) and the role that the TP secretariat could play in addressing related issues. It recommended that FAO, and encouraged UNEP, UNCCD and partners provide technical support to LFCCs for the sustainable management of forest and trees outside forests, including the rehabilitation of degraded lands, desertification control and strengthening national planning and institutional frameworks (COFO-2003/REP).

TP secretariat would have an activities report and announcement of its work plan to the committee and will continue consultation with them for the expert meeting and ministerial conference.

*Responsibility: TP Secretariat of LFCCs in cooperation with COFO*

*Deadlines: .....*

#### **Sylva Mediterranea Committee:**

Action in progress with development towards an international ministerial conference (As Sylva Mediterranea Committee has considered this activity in its programm) will be considered in the TP secretariat work plan through continuing consultation with them.

*Responsibility: TP Secretariat of LFCCs & FAO Regional Offices (Cairo*

*Deadlines: .....*

#### **NEFC:**

According to NEFC/2002/REP the Near East commission on forestry called upon FAO to support the LFCCs, including strengthening of the TP secretariat as an effective network.

TP secretariat would have an activities report and announcement of its work plan to the commission and will continue consultation with them for the expert meeting and ministerial conference.

*Responsibility: TP Secretariat of LFCCs in cooperation with NEFC*

*Deadlines: .....*



- UNEP:

The Governing council of the United Nations Environment Programme has requested the Executive Director, in collaboration with the Coordinator and Head of the secretariat of the United Nations Forum on Forest, to cooperate with other organizations in response to decision C adapted by the United nations Forum on Forest at its second session as well as other relevant decisions, to support the work of Tehran Process and its secretariat to strengthen the capacity of low forest cover countries.[UNEP/GC.22/11]

According to this document TP secretariat will continue consultation with them for LFCCs ministerial conference as well reporting its activities.

*Responsibility: TP Secretariat  
of LFCCs & UNEP  
Secretariat*

*Deadlines: .....*

- UNFF:

The secretariat of the UNFF has judged the activities of TP Secretariat of LFCCs to be relevant to the work of the Forum and they have been approved by its bureau and they have granted observer status as intergovernmental organization in UNFF3 [E/CN.18/2003/12].

TP secretariat will continue consultation with them for LFCCs ministerial conference as well as reporting its activities.

*Responsibility: TP Secretariat  
of LFCCs & UNFF  
Secretariat*

*Deadlines: .....*

- UNCCD

According to decision 12 ICCD/COP(6)/Add.1 the conference of the party requests the executive secretary in collaboration with the Coordinator and Head of the UNFF and with the secretariat of the UNFCCC and UNCBD to cooperate with the Tehran Process and its secretariat in order to strengthen the capacity of LFCCs to combat desertification, land degradation and deforestation.

TP secretariat will focus on the synergy between its work plan and the programme of work of UNCCD.

*Responsibility: TP Secretariat  
of LFCCs & UNCCD  
Secretariat*

*Deadlines: .....*



- UNFCCC :

LFCCs could share in the following objectives of UNFCCC:

Forest both as sink for atmospheric carbon dioxide and reservoirs of carbon.

Most of LFCCs countries which are least developed or developing countries have been considered by UNFCCC to be supported in related activities to climate change like afforestation, reforestation, land use change and forestry.

According to the decision 7/CP.7 the conference of the parties of UNFCCC ,a special fund should be established to finance activities, programmes and measures relating to climate change in forestry area.

Using clean development mechanism in reforestation and afforestation project activities is one of the main recommendations of the conference of the parties of UNFCCC.

TP secretariat should consider the matters mentioned above in its programme of work through contacting LFC members and related agencies. The secretariat will focus on the synergy between its work plan and the programme of work of UNFCCC.

*Responsibility:* TP Secretariat of LFCCs & UNFCCC Secretariat  
*Deadlines:* .....

- UNCBD

The conference of the parties of UNCBD in COP2 and COP5 decided to call upon parties, Governments and organizations to take practical actions within the scope of the existing programme of work in order to address urgently the conservation and sustainable use of forest biological diversity, Protection of unique type of forests applying the ecosystem approach and it also encouraged parties and other government to promote the integration of nfps with national biodiversity strategies.

The secretariat will focus on the synergy between its work plan and the programme of work of UNCBD.

*Responsibility:* TP Secretariat of LFCCs & UNF CBD Secretariat  
*Deadlines:* .....

- NGOs:

Establishing a network of the NGOs dealing with forests to focus on LFCCs issues and making a strong communication at national, regional and international level.

(IUCN as one of the NGOs in its forest conservation programme has considered contributing to fulfilling the objective of Tehran Process for LFCCs.

*Responsibility:* TP Secretariat of LFCCs in cooperation with LFCCs focal points & NGOs  
*Deadlines:* .....





## **B - New tasks:**

### **I. Preparation and Organization of LFCCs Ministerial meeting**

#### **- To prepare an expert meeting:**

An expert meeting will be organized to consider the documents prepared by TP secretariat of LFCCs which should be adopted by LFCCs ministers. The documents are as follow:

- 1- An agreed definition of Low Forest Cover
- 2- Restatement draft of the objectives of the LFCCs Grouping /Tehran Process
- 3- Drafting country membership registration forms
- 4 - Drafting a final Resolution
- 5- Drafting an Agreement (Technical cooperation) for TP Secretariat of LFCCs
- 6- Fund mobilization / partnership (related agencies and donors)

*Responsibility: TP Secretariat of LFCCs in cooperation with LFCCs Focal points , FAO and UNEP*

*Deadlines: Before Expert Meeting in early 2005*

#### **- LFCCs Ministerial Meeting**

- To finalize the international framework of the secretariat and accredit its legal status the secretariat should liaise with the government of I.R. of Iran (as the host) and related ministers of LFC members as well as FAO and UNEP to organize a ministerial conference to officially endorse the Tehran Process and continuation of the secretariat activities.
- The secretariat should reproduce and disseminate the outcomes of the expert meeting feedbacks for advance inspections of the LFCC ministers.
- Preparing the required documents for the expert and ministerial meeting.

### **II. International Settlement of TP Secretariat of LFCCs**

#### **- Staff Recruitment**

International and national experts would be recruitment by TP secretariat to fulfil institutional needs based on proposed chart.

*Responsibility: TP Secretariat of LFCCs &FAO, UNEP*

*Deadlines: .....*

#### **- Fund Mobilization:**

According to the Bamako resolution the participants agreed of to support and reinforce financially the Tehran process and its secretariat.

*Responsibility: TP Secretariat of LFCCs &FAO, UNEP & UNFF*

*Deadlines:.....*



**C- Proposed Work shops**

- National forest programmes and Criteria & Indicators for Near East, Lebanon in December 2005 (to be discussed).
- National forest programmes and Criteria & Indicators for Africa , Sudan in March 2005(to be discussed).
- National forest programmes and Criteria & Indicators for Asia , Mongolia in May 2005(to be discussed).
- Monitoring, Assessment and Reporting (IPF/IFF Proposals for Action),Morocco in April 2005(to be discussed)
- Preparing a training workshop for LFCCs on Tree Planting and Management to be held tentatively in Egypt, in February 2005(to be confirmed);
- Preparing a training workshop for LFCCs on Sustainable Forest Management to be held tentatively in Africa or Asia, in April 2005(to be confirmed);