

The 14th InforMEA Steering Committee Meeting Recommendations

Rec. No.	Recommendation	Implementation Status	Comments
Joint issues Recommendations			
E-Learning			
SCM 14/1	<i>Recommends</i> the InforMEA team to support MEAs to create new, or revamp, e-learning courses prioritizing the following ones: • Barcelona Convention • CITES • Ramsar • Biodiversity Plan • Look at the scientific platforms and how they interact with other MEAs like IPBES, IPCC, SPP and create a course and their relationship with MEAs. • Recommend a new cross-cutting course on Indigenous Peoples.		
SCM 14/2	<i>Recommends</i> that MEAs keep their courses under review and keep the information up-to-date and cross-linked one another.		
SCM 14/3	<i>Recommends</i> the InforMEA team to provide a report on e-learning courses that are not translated; the InforMEA team to share the report with MEAs to identify those MEAs who could translate certain courses.		
SCM 14/4	<i>Recommends</i> the InforMEA team and interested MEAs to translate, subject to availability of resources, relevant e-learning courses.		
SCM 14/5	<i>Recommends</i> the InforMEA team to explore collaboration with academia interested in e-learning courses to translate those, with a prioritization on six UN languages and other languages as appropriate.		
SCM 14/6	<i>Recommends</i> the InforMEA to review and harmonize the link to relevant e-learning courses from MEAs pages under the MEAs section and, similarly a filter by MEA on the course pages.		

SCM 14/7	<i>Recommends</i> that the InforMEA team further develops the section on “External related and affiliated courses” with a view to cross-link provide a catalogue of relevant courses hosted and produced outside of InforMEA.		
MEA Section			
SCM 14/8	The group <i>agrees</i> that it is a good idea to have an E-Learning MEA landing page.		
SCM 14/9	<i>Recommends</i> improving access to the MEA courses from the MEA page on InforMEA - better linkages between MEA pages and its courses.		
SCM 14/10	<i>Recommends</i> monitoring and receiving regular statistics on e-learning courses and, in general, from MEAs sections from the InforMEA group to help MEAs make data-driven decisions. Some insights to consider would be Certificates, Languages, Users.		
Other needs			
Languages			
SCM 14/11	<i>Recommendation</i> to focus on language to ensure there is a balance. It is more a matter of resources. Think of ways to translate by engaging with partners. Encourage the translation of courses. Complexity with the new platform having more multimedia content. It is challenging.		
SCM 14/12	<i>Recommends</i> InforMEA to check on the languages of existing courses and propose translations depending on MEAs needs.		
SCM 14/13	MEAs and InforMEA, subject to the availability of resources, are <i>encouraged</i> to translate their courses into UN languages and other relevant languages for the MEA, keeping in mind the maintenance of the courses.		
SCM 14/14	<i>Recommends</i> seeking partnerships with universities for translation in languages [link with partnership and governance] - or with some donors		
SCM 14/15	<i>Recommends</i> considering more concise content with reference and multimedia aspects		

SCM 14/16	<i>Recommend</i> a subscription list to keep updated on new courses [link to outreach]		
SCM 14/17	<i>Recommendation</i> on cross-linkages to other learning platforms, including the metadata of the courses to increase the number of visits - it would be good if we could have this on the MEA e-learning page		
Governance			
SCM 14/18	<i>Recommends</i> updating the Terms of References of the MEA IKM Steering Committee and include a paragraph for co-chairing: - The InforMEA Steering Committee will be co-chaired by the Director of the UNEP Law Division and, on a rotational basis, by at least one of the Executive Heads of the participating MEAs. - The Steering Committee <i>agrees</i> upon the MEA co-chair at its meetings.		
SCM 14/19	<i>Recommends</i> defining the role of the co-chair and what it entails - Convene and chair the Steering Committee meetings - Represent InforMEA at significant events - Approve the Steering Committee meeting agenda		
SCM 14/20	<i>Recommends</i> interested MEAs to jointly request membership to the Data Products Group as individual entities, and that participating MEAs report back to InforMEA members who are not part of the Data Product Group.		
Data strategy – more UNEP			
SCM 14/21	Possible <i>recommendation</i> to support a nomination for the data group and foster collaboration among MEAs on data management. - Interested MEAs to participate in the group. - Do it collectively in the context of InforMEA		
SCM 14/22	<i>Recommends</i> creating a business case so the GEF has a clear idea of the use of data, define the users, the context to help them understand.		

SCM 14/23	<i>Encourage</i> interested MEAs to approach the GEF Secretariat collectively to request easier and more transparent access to relevant project information by MEA, including filtering by MEA allocation of funding, main outcomes, and impactful narratives. Maybe sent by UNEP and signed by the co-chairs		
Outreach			
SCM 14/24	<i>Organize</i> side events at COPs facilitated by the Secretariat organizing the meeting.		
SCM 14/25	Better target audiences, starting with national focal points (because they are already identified in the InforMEA Contacts Hub – the newsletter with curated news is a good tool to reach out to them and measure the impact.		
SCM 14/26	Have a small package about InforMEA.		
SCM 14/27	Impulse the use of social media, at least on LinkedIn and X. Have a plan and repost when MEAs tag them (low-level effort) – to be more active on a regular basis, with cards.		
SCM 14/28	<i>Use</i> international days for small communication campaigns to raise public awareness of existing content on InforMEA.		
SCM 14/29	Digital solution for digital accelerator hub booth.		
SCM 14/30	<i>Include</i> InforMEA content in MEA communication products.		
SCM 14/31	<i>Highlight</i> the subscription.		
Technical issues Recommendations			
API Issues			
SCM 14/32	<i>Encourages</i> the InforMEA team to submit the Drupal module for the JSON based InforMEA API for security review by Drupal.		
SCM 14/33	<i>Recommends</i> the InforMEA team updates documentation to provide more explanation about the various methods of harvesting data from MEA websites to InforMEA (e.g., OData toolkit or JSON based API with Drupal module), including their advantages, risks, and challenges.		

SCM 14/34	<i>Recommends</i> the InforMEA team completes the harvester of the JSON based InforMEA API with the missing content types (e.g., Documents, National Reports) and includes them in the relevant documentation as well as on SwaggerHub		
SCM 14/35	<i>Encourages</i> MEAs to use the JSON based InforMEA API compliant with the InforMEA schema standard and specification provided on SwaggerHub .		
SCM 14/36	<i>Recommends</i> InforMEA team reviews, with input from MEAs, issues with deleted or unpublished data on MEA websites and how to handle this on InforMEA.		
SCM 14/37	<i>Recalls</i> SCM 13/4 and SCM 13/5 and recommends the InforMEA team ensures resources are allocated for the development and implementation of OData version 4 on InforMEA website to expose data.		
SCM 14/38	<i>Encourages</i> MEAs, with the help of the InforMEA team, to add description of endpoints from MEAs exposing data not going through InforMEA (e.g., National reports from CBD) to the API catalogue .		
SCM 14/39	<i>Recommends</i> the InforMEA team reviews the UNEP Program Recommendations Document on APIs and the UNEP API catalogue.		
UN Maps			
SCM 14/40	<i>Recommends</i> wherever maps are used on InforMEA because they add value to use the latest versions of maps from the UN Cartographic Department.		
SCM 14/41	<i>Requests</i> the InforMEA team to continuously review the quality of maps and organize working group sessions to provide feedback to the UN Cartographic Department		
AKN4UN			
SCM 14/42	<i>Appreciates</i> the current efforts and progress made by Laws.Africa and Eau de Web.		
SCM 14/43	<i>Acknowledges</i> the importance of AKN4UN for improving the relevance of search results in AI.		
SCM 14/44	<i>Encourages</i> MEAs to test and InforMEA to further develop the “UNEP Legislation” Drupal module which allows the presentation of outputs from Indigo on MEA websites		

SCM 14/45	<i>Requests</i> the InforMEA team with the support and contribution of MEAs to continue to be responsible for the conversion and creation of AKN4UN documents in Indigo.		
Artificial Intelligence			
SCM 14/46	<i>Recommends</i> consolidating InforMEA efforts with those of UNEP Environment GPT without prejudice to existing efforts by MEAs.		
SCM 14/47	<i>Recommends</i> developing a concept note with requirements for a chatbot which should include but not be limited to: a. Respect of ownership of data and distribution/copyright terms b. Provide disclaimers on limits of the tools c. Limit provision of responses when the tool has no sources d. Linked to outputs and API of InforMEA websites through API and Indigo e. Listing of sources ranked by relevance f. Respond to different audiences and needs of non-technical users g. Allow users to configure audience, sources h. Allow users to search in multiple languages i. Build on knowledge and developments of MEAs from their individual projects j. Make use of existing knowledge graphs e.g. from PoolParty k. Use UN list of countries l. Allow users to limit responses at each MEA level m. Provide citations and background resources (e.g. images) that have been used to generate responses		
Hosting			
SCM 14/48	<i>Recommends</i> the InforMEA team, with support from BRS, to migrate InforMEA servers and applications to cloud hosting in a phased manner.		
SCM 14/49	<i>Requests</i> the InforMEA team, with support from BRS, to liaise with UNEP Corporate Services Division and its IT Solutions Group (ISG) to explore options to host InforMEA servers and applications, including their costs, management, ownership and maintenance implications.		
SCM 14/50	<i>Invites the secretariat of the Convention on Biological Diversity to back up and maintain the server hosting Indigo.</i>		

Indexing			
SCM 14/51	Encourages MEAs with thesauri close to production to submit to the Governance Committee for review after testing using the tagger.		
SCM 14/52	<i>Recommends</i> that the Secretariat of the Convention on Biological Diversity take into consideration the work done by InforMEA on the Kunming-Montreal Global Biodiversity Framework (GBF) in PoolParty and the test goals page when developing the GBF Ontology and Taxonomy.		
SCM 14/53	<i>Encourages</i> the InforMEA team to procure the services of a semantic web expert review and guide the development of thesauri.		
SCM 14/54	<i>Recommends</i> BRS with the support of the InforMEA team to finish the upgrade of PoolParty to version 9 and performing only major upgrades except for critical security updates.		
SCM 14/55	<i>Requests</i> the InforMEA team to ensure the maintenance of the PoolParty modules in Drupal to guarantee compatibility with Drupal upgrades and submit them for security review by Drupal.		