

13th InforMEA Initiative Steering Committee Meeting Golf Hotel, Rene Capt, Montreux, Switzerland and Online (Hybrid) 11-13 October 2022	
11 October 2022	
Time (CET)	Activity
14:00	<u>Opening</u> ☐ Welcome by Co-chairs (UNEP and CITES) ☐ Addresses by Executive/Deputy Heads and High-level representatives ☐ Tour the table including expectations for the meeting
14:30	<u>Contextual Developments in UNEP supported by the Law Division</u> ☐ The potential of MEAs in the context of the Science Policy Interface: UNEP Chief Scientist, Ms. Andrea Hinwood <u>Examples Work on KM - Topics and Teasers for the coming days</u> ☐ Dashboards, Reports and Online Systems: Minamata ☐ Applying Akoma Ntoso for the UN – Case Study InforMEA: IPBES ☐ Approaches to Archiving: UNFCCC ☐ E-Learning (tbc) ☐ SDG indicators and MEA reports – Semantic Indexing
15:30	<i>Health Break and Group Photo</i>
16:00	<u>New Partnership/Observer</u> ☐ Presentation by GEF on the potential collaboration with InforMEA - Yasemin E.K Biro, Knowledge and Learning Coordinator, GEF ☐ Round of feedback
16:20	<u>Annual report by the InforMEA team</u> ☐ Progress Report on InforMEA Phase III and inter-sessional work including the Mid-Term Review audit report recommendations ☐ The future: Phase IV – Section for Negotiations Section ☐ Questions/Feedback
17:00	<u>Introduction of Workstreams and Chairs for Day 2</u> Technical Group: ☐ API related issues (Schemas; OData) ☐ Akoma Ntoso for the UN - applications ☐ Archiving ☐ Hosting; new tools for meeting registration ☐ Reporting and Dashboards ☐ Semantic Indexing

	Joint issues Group: ☐ Focus on InforMEA Phase IV (UNCTs, etc.)/Implementing MRT recommendations on outreach ☐ MEA E-Learning Portfolios ☐ Partnerships and contextual processes (GEF – data sharing; UNEP-Science Policy Interface/WESR; WTO- Matrix and learning) ☐ Dashboards and approaches to reporting ☐ Use cases for Akoma Ntoso/Auto tagging
17:45	Cocktail and Dinner <i>Potential for break out groups or continued discussions on terrace</i>
12 October 2022	
Time	Activity
09:00 – 10:00	<u>Introductory Presentation on Topics for the Morning</u> ☐ E-Learning portfolios – overview of proposed approach ☐ GEF projects- project schema; WESR/Science-Policy Interface ☐ Partnerships (WTO) ☐ Semantic Indexing (technical aspects) ☐ Web Archiving ☐ Hosting (technical) and New API Schemas
10:30	<i>Health Break</i>
	<u>Working Groups Session I: (Plenary or breakout discussions)</u> 1. <u>Technical Group</u> 2. <u>Joint issues Group</u>
12:00 – 12:30	Initial feedback from groups
12:00 – 13:45	Lunch Break
14:00 – 17:00	<u>Introductory Presentation on Topics for the Afternoon:</u> 1. Data Mining and Reports - o Report from Data Mining Exercise (<i>Zoi Environment Network</i>) - o ORS - Plant Treaty, CMS, and Ramsar/<i>UNEP-WCMC</i> - o Minamata Online reporting system - o Semantic Indexing as a joint issue 2. Use Cases for Akoma Ntoso 3. Outreach

	4. New API schemas for approval/review (Legislation and Schemas) 5. OData upgrade – costs and benefits
	<i>Health Break</i>
	<u>Working Groups Session II</u> ☐ <u>Technical Group</u> ☐ <u>Joint issues Group</u>
	The group discussions on Semantic Indexing will integrate the 2 nd Semantic Governance Committee Meeting with the members formulating the outcomes of this discussion.
17:30 – 18:00	<u>Overview of recommendations/outcomes so far on flip chart</u> Plenary discussions of the initial findings
13 October 2022	
Time	Activity
09:00 – 10:30	<u>Recap of the main components of InforMEA IV in light of discussions:</u> ☐ Outreach with the help of partners and direct engagement with National Focal Points ☐ Entry points for Negotiators and other groups ☐ Partners and Context
	<i>Health Break</i>
11:30 – 12:15	Revisiting Outcomes and Round of Feedback by MEAs
12:30	<u>Close of the Meeting followed by Joint Lunch</u> 1. Address by Secretary-General of CITES 2. Concluding remarks by Co-chairs

