



REPUBLIC OF ZAMBIA

MINISTRY OF LANDS, NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION

Safeguards Technical Working Group Meeting
Twangale Lodge, 29 and 30 May 2018

Workshop objectives:

The workshop is intended to achieve the following:

- Conclude and validate the national interpretation of UNFCCC safeguards for Zambia
- Review an updated version of the SIS design document that incorporates references to the benefits and risks analysis of Investment Plan Policies & Measures (PaMs) and the national clarification of safeguards
- Discuss next steps to advance the operationalization of the SIS
- Agree on plans for the development of Zambia’s first Summary of Information (Sol) on safeguards
- Hold an overall discussion on how the STWG work fits with the broader national process

DRAFT AGENDA

Workshop to finalize the draft national interpretation of safeguards and initiate next steps on the Safeguards Information System (SIS) and Summary of Information (Sol) Safeguards Technical Working Group Twangale Lodge, 29-30 May 2018			
29 May 2018			
Time	Activity	Responsible	Output/Outcome
8:30-9:00	Registration of Participants	All	
9:00-9:10	Opening and Welcome Remarks	Forestry Department	
9:10-9:25	Workshop introduction: overview of agenda	Victor Chiiba, Chair, STWG	Participants on same page about expectations for the meeting
Session 1: Finalizing the national interpretation of safeguards			
9:25-9:45	Overview of progress to date and outstanding questions on the national interpretation	Thais Narciso, UN Environment	Participants reminded of what has been developed so far, and aware of issues

			that still need to be addressed
9:45-9:55	Proposed approach for finalizing the document during the workshop	Thais Narciso, UN Environment	Participants understand tasks to be completed and the proposed approach, as a basis for discussion
9:55-10:15	Questions & Answers and agreeing on approach	All	Arrangements for work on outstanding questions agreed
10:15-10:45	Coffee break		
10:45-12:00	Group work part I: addressing outstanding questions on the national interpretation	All; group facilitators; note takers	Input from participants to finalize the document
12:00-12:30	Report back to plenary	All; group speakers	Participants informed about progress made in other groups; additional feedback received
12:30-14:00	Lunch		
14:00-15:00	Plenary wrap-up of session 1 – agreeing changes to document and identifying next steps on its approval	All	Changes to document agreed by all; next steps agreed to carry out final edits and gain formal approval of the national interpretation
Session 2: Review of updated SIS design document			
15:00-15:30	Overview of new content in the SIS design document and proposed next steps towards making the SIS operational	Thais Narciso, UN Environment	Participants aware of progress made on SIS design, areas that require further work and proposed next steps
15:30-16:00	Coffee break		
16:00-16:45	Questions & Answers; discussion on next steps	Victor Chiiba, Chair, STWG	Participants' questions on proposed changes to the document and next steps answered and feedback received

16:45-17:00	Closing Remarks	Victor Chiiba, Chair, STWG	
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30 May 2018			
Time	Activity	Responsible	Output/Outcome
9:00-9:30	Reflection on outcomes of day 1 and introduction to agenda of day 2	Victor Chiiba, Chair, STWG	Participants on same page about expectations for the day
Session 2 (continued): Review of updated SIS design document			
9:30-10:15	Plenary wrap-up of session 2 – agreeing on next steps to finalize SIS design	Thais Narciso, UN Environment	Way forward and next steps agreed
10:15-10:45	Coffee break		
Session 3: Developing an outline and roadmap for the Summary of Information			
10:45-11:05	Introduction to summaries of information for REDD+: UNFCCC requirements and examples from other countries	Thais Narciso, UN Environment	Participants on the same page about required contents for Sol, and possible approaches for producing a first iteration of the summary
11:05-11:15	Questions & Answers	All	Any need for clarification addressed
11:15-11:30	Presentation on possible elements of the Summary of Information	Thais Narciso, UN Environment	Participants introduced to initial ideas for content as a basis for discussion, drawing on the inputs that are currently available
11:30-11:45	Plenary discussion on elements of the Sol and agreement on main headings	All	Headings for first draft of Sol outline agreed
11:45-12:30	Developing a roadmap for the Sol – plenary discussion on timeline, responsibilities and approach for compilation of information and quality control	Thais Narciso, UN Environment	Steps, roles and responsibilities for development of Zambia’s first Sol agreed

30 May 2018			
Time	Activity	Responsible	Output/Outcome
12:30-14:00	Lunch		
Session 4: Conclusions and next steps for STWG			
14:00–14:45	Discussion on linkages between the tasks of STWG and other ongoing efforts within the national REDD+ process; firming up conclusions on next steps and opportunities to ensure that STWG’s work makes a strong impact	Victor Chiiba, Chair, STWG	Participants aware of relevant ongoing processes and joint understanding reached on next steps.
14:45-15:15	Coffee break		
15:15-15:45	Reflection on the outcomes of the workshop and opportunity for final feedback and observations from participants	Victor Chiiba, Chair, STWG	Workshop conclusions firming up and any remaining need for clarification addressed
15:45-16:00	Closing Remarks	Victor Chiiba, Chair, STWG	