

**Minutes**  
**Support to National REDD+ Action**  
**(Global Programme) Coordination Teleconference**  
**21 August 2012, 14.30 CET**

**Attendance:**

FAO: Tiina Vahanen and Elisa MarzoPerez

UNDP: Estelle Fach and Dina Hajj

UNEP: Tim Christophersen, Julie Greenwalt

UN-REDD Programme Secretariat: Helena Eriksson and John Erik Prydz

**Agenda:**

1. Approval of draft minutes from the concall on 14 August.
2. Status update of the semi-annual report.
3. Agenda of SNA Workplan and Budget Planning Meeting in Geneva.
4. Note on process of SNA workplan and budget review.
5. Update from the SNA working group on planning and budget.
6. Timeline for completion of CNA report and agenda for joint CNA Meeting with FMT/FCPF (video-conference, afternoon of 13 Sept).
7. Proposed workshop on Forest Governance during PB/PC week.
8. AOB.

**1. Approval of draft minutes from the concall on 14 August.**

Minutes approved.

**2. Status update of the semi-annual report.**

All agencies provided their inputs by Friday 10 August (with some parts to be supplemented). The Secretariat (John-Erik) provided an update on the coming steps and timeline.

- By Monday 3 September: Draft report is sent to agencies for review.
- Friday 7 September COB: Agencies deadline for feedback and comments on report
- Monday 10 September COB: Secretariat sends report for final approval by agencies.
- Tuesday 11 September COB: Agencies send the signed report back to the Secretariat.

**3. Agenda of SNA Workplan and Budget Planning Meeting in Geneva.**

- Agreed that the Secretariat sends an updated agenda incorporating agencies' initial comments shared in writing.
- Agencies which have not yet reviewed the draft agenda to send comments to the Secretariat.

**4. Note on process of SNA workplan and budget review.**

- Agreed that the Secretariat sends an updated draft note on the process including the steps of consultations with key countries and donors.

- Agencies which have not yet reviewed the draft note to send comments to the Secretariat by Friday 17 August.

Agenda item 5-7 dealt with by email exchange due to telephone line difficulties.

5. Update from the SNA working group on planning and budget.
6. Timeline for completion of CNA report and agenda for joint CNA Meeting with FMT/FCPF (video-conference, afternoon of 13 Sept).
7. Proposed workshop on Forest Governance during PB/PC week.

#### **8. AOB.**

The next Support to National REDD+ Action (Global Programme) Coordination concall will be held on Tuesday, 28 August, 14.30 CET.