

**1st CPF – GFIS STEERING
COMMITTEE MEETING**

Telephone conference
November 12, 2004

MINUTES

Global Forest Information Service - GFIS
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1.0	New document	Eero Mikkola, IUFRO	17/11/2004
1.1	Amendments	Peter Mayer, FAO	19/11/2004

CPF - Global Forest Information Service (GFIS)

1st CPF – GFIS Steering Committee Meeting,

12 November, 2004
Telephone Conference

MINUTES

1. Opening of the Meeting

Peter Mayer opened the meeting and welcomed Michael Martin (FAO) and Michael Hailu (CIFOR) as participants of the meeting. It was agreed that P. Mayer chairs the meeting and that Eero Mikkola (IUFRO) takes the minutes of the meeting.

2. GFIS concept adopted by CPF – commitments

All partners expressed their appreciation for the way GFIS as CPF initiative is developing. Based on the components of the GFIS concept paper IUFRO, CIFOR and FAO confirmed that the following staff resources will be available for GFIS from 11/2004 until 12/2005:

Component	IUFRO	FAO	CIFOR
Information provider partnership development, including to establish procedures and technology for extracting metadata	4 + 1 SPDC	0	1
Specification of metadata standards for use with all partners	2	3	1
GFIS multilingual gateway with information browsing functions and access to search function	1	8	0,5
Metadata maintenance and refinement of search functionalities	2	1(-4)	3
Training and capacity building	2 SPDC	0	2
GFIS coordination and documentation	5	1	1

It was agreed that further resources needed for the component “Metadata maintenance and refinement of search functionalities” should be discussed in January 2005 based on the approach taken for this component.

Following a request for guidance by the GFIS Implementation Group, which had convened a meeting from 2-5 November 2004, it was clarified that GFIS follows the same principles as all other CPF initiatives: GFIS is a joint activity of partners, lead and coordinated by IUFRO and does not have a legal status of its own. Concerning possible financing of GFIS activities all GFIS partner organizations could approach donors individually but also in joint approaches. In this respect it was agreed that IUFRO should draft a financing strategy for GFIS for a better estimation of the additional support needed.

3. Work plan of GFIS Implementation Group until Brisbane

The work plan with milestones and deliverables until the IUFRO World Congress in Brisbane (8-13 August 2005) as prepared by the GFIS Implementation Group was approved (see minutes of the 1st GFIS Implementation Group Meeting).

4. GFIS Steering Committee – the future

While IUFRO, CIFOR and FAO represent the core group for GFIS additional partners were regarded as being beneficial for the further development of GFIS. Consequently it was agreed that selected CPF members should be invited to the SC and potentially to the Implementation Group. Non-CPF members should be invited to the Implementation Group only. However, new partners would be asked to clearly express how they would contribute to the further development of GFIS. It was agreed that any new partner has to be approved by the Steering Committee.

In this context P. Mayer informed that the UNFF Secretariat has indicated a strong interest to be part of the GFIS work and also of the willingness of CABI to contribute to GFIS. IUFRO, CIFOR and FAO welcomed the interest shown and agreed to invite the UNFF Secretariat to the GFIS SC and CABI to the Implementation Group.

It was also agreed that contacts should be made by IUFRO on behalf of the GFIS SC with ICRAF, ITTO, IUCN and the CBD Secretariat to investigate their willingness to be part of the GFIS SC and their potential contribution to the further development of GFIS.

5. Next meeting

It was agreed in principle to convene a next GFIS SC meeting at the begin of 2005. Since travel schedules seemed to be conflicting in early January it was agreed to follow up on possible dates by e-mail between the three partners. It was also suggested that the 2nd GFIS SC could again be a telephone meeting.

6. Closure of the meeting

Peter Mayer thanked all partners for the productive meeting and closed the 1st GFIS SC Meeting.