

1st Joint Preparatory Retreat of the Bureaux of the UN Environment Assembly
and of the Committee of Permanent Representatives
22-23/24 March 2018

DAY 1: Thursday 22 March 2018	
<i>Time/Venue</i>	<i>Session</i>
8.00-09.30 <i>Tribe Hotel, Market Road, Nairobi</i>	Informal breakfast meeting of the Bureau of the Environment Assembly 1. Overview of the retreat programme 2. Division of work among Bureau Members
09.40	<i>Transportation from the Tribe hotel to the UN compound</i>
10.00-13.00 <i>Conference Room 1, United Nation United Nations Office at Nairobi, Gigiri</i>	Open meeting with Member States and Stakeholders <u>Discussion Theme 1</u> : Follow-up of the Third Session of the UN Environment Assembly <u>Discussion Theme 2</u> : Preparations for the Fourth Session of the UN Environment Assembly
13.00	<i>Transportation from the UN compound to the Tribe hotel</i>
13:15-15:00 <i>Tribe Hotel</i>	Lunch for Members of the Joint Bureau
15:00-15.30 <i>Tribe Hotel</i>	Opening of the first 2018 Environment Assembly Preparatory Retreat
15:30-18:00 <i>Tribe Hotel</i>	Preparations for the Fourth session of the Assembly 1. Theme of the Fourth Session of the Fourth Assembly 2. Partnership-building in support of the preparations of the Fourth Assembly 3. Preparations for the development of Ministerial Outcome Document and draft resolutions

<i>Residence of Ambassador Fernández, 50 Spring Valley Road</i>	Reception for Members of the Joint Bureaux and invited guests Hosted by the Ambassador of Finland, Mrs. Tarja Fernández
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DAY 2: Friday 23 March 2018	
10:00-13:00 <i>Tribe Hotel</i>	Preparations for the Fourth session of the Assembly <ol style="list-style-type: none"> 4. Structure of the High-Level Segment and the Committee of the Whole 5. Outreach and visibility <ol style="list-style-type: none"> a) The High-Level Forum on Sustainable Development b) Meetings of Conferences of Parties c) Other relevant global meetings and processes, including the Global Pact on the Environment d) Preparatory regional ministerial fora and other regional meetings e) Communication strategy for raising the awareness and visibility of the Assembly
13:00-15:00 <i>Tribe Hotel</i>	Lunch for the Joint Bureau Members
15:00-16:00 <i>Tribe Hotel</i>	Closing of the 2017 Environment Assembly Preparatory Retreat <ol style="list-style-type: none"> 1. Endorsement of draft Summary of discussions and decision on the theme of the fourth Assembly (by the Bureau of the Environment Assembly) 2. Next steps – date and venue for the next meeting and preparatory retreat 3. <i>If necessary for decision-making:</i> Closed meeting of the Bureau of the Environment Assembly
DAY 3: Saturday 24 March 2018	

*Departure from
Tribe Hotel early
morning*

Possible excursion in the vicinity of Nairobi – depending on interest