

Guidelines for Plenary Presentations and Breakout Sessions

Expert Group Meeting on Enabling Measures for an Inclusive Green Economy in Africa

1. Guidelines for Authors/Presenters (Plenary)

Each author will have 20 minutes for plenary presentation. Please time your talk for 15 minutes to allow for introduction and questions. Please email your PowerPoint presentations to **Benjamin and Romuald** by **15:00 Monday 22 September 2014**. The plenary presentations should be organized to include the following key elements:

- **Introduction or overview.**
- **Role, trends and gaps**
- **Challenges**
- **Opportunities**
- **Conclusion and recommendations**

The author's role in plenary and the breakout groups

- Propose 5 to 6 key messages to be part of the plenary presentation and the breakout group discussions;
- Provide separately, a two paragraph summary of the plenary presentation in reported speech format;
- Take notes and provide detailed summary of the comments received during the plenary; and
- Make a detailed presentation of the chapter during the breakout group session;

2. Guidelines for Breakout Group Discussions

There will be 5 Breakout Groups organized according to the thematic chapters of the report and by expertise of the participants. The thematic groups are:

- Implications of the transition to an inclusive green economy;
- Institutions, policies and economic instruments;
- Technology development and transfer;
- Capacity development; and
- Financing the green economy

2.1 Organization of the Breakout Groups

Each group will nominate a moderator /chairperson for the breakout group, and a rapporteur (to take notes and present the group findings/report).

The breakout group will critically discuss the assigned chapter of the report. In particular, the group will identify and provide the following:

- Gaps in information and factual errors to be addressed or corrected in the draft report;
- Additional information, data or inputs to strengthen the report;
- Sources of information/data (publications and websites) to fill identified gaps for the assigned sections; and
- Other suggestions to enrich the report and enhance its effectiveness.

- Key messages on the assigned chapter

The groups will examine relevant chapters of the report with particular attention to the indicative content outlined below.

Group 1: Implications of the transition to an inclusive green economy.

Key elements that should be in the chapter:

- Provides the link between Chapter 1 and the rest of the report.
- Outlines Africa's development challenges and explains how inclusive green economy (IGE) could help drive Africa's structural transformation and sustainable development;
- Articulates the implications of the transition to IGE (supported by examples of case studies);
- Highlights challenges and opportunities to operationalizing IGE for Africa's development;
- Distils policy recommendations that provide the link and justification for the enabling measures discussed in subsequent chapters.

Group 2: Group combines Institutions, policies and economic instruments

(i) Chapter on Institutions and Policies

Key elements that should be in the chapter:

- Reviews the institutional and policy enablers for successful green economy transitioning in Africa;
- Outlines basic institutional or policy frameworks currently available at regional, subregional and national level to foster IGE in Africa;
- Discusses the strengths and weakness of these measures, and highlights good practices;
- Adequately mainstreams the role and participation of the private sector;
- Proffers recommendations focusing on policies and institutions that could facilitate the transition to an inclusive green economy and contribute in Africa.

(ii) Chapter on Economic Instruments

Key elements that should be in the chapter:

- Provides an overview of economic instruments in general;
- Outlines trends in the application of economic instruments providing the context and the objectives;
- Discusses the suitability of economic instruments for inclusive green economy (challenges and opportunities)
- Identify economic instruments that could be used to support the implementation of inclusive green economy, taking into consideration the wider implications.
- Provides links with policies and institutions and other chapters of the report, as appropriate;
- Adequately mainstreams the role and participation of the private sector
- Proffers recommendations in the application of economic instruments for IGE.

Group 3: Technology development and transfer

Key elements that should be in the chapter:

- Provides a link between technological development and industrial and structural transformation (with emphasis on technological requirements for IGE transition in Africa).
- Analyses the state of technological development in Africa with the view to promoting green technology innovation,
- Identifies challenges and opportunities for technology development and transfer;
- Adequately mainstreams the role and participation of the private sector
- Proposes recommendations focusing on enabling conditions for successful green technology development and transfer.

Group 4: Capacity development

Key elements that should be in the chapter:

- Makes the case for enhanced efforts in capacity development for the transition to IGE in Africa;
- Highlights sectoral capacity development needs identified from existing IGE policies and strategies;
- Discusses the strengths and weakness of these measures, and highlights good practices;
- Identifies and highlights challenges and opportunities related to capacity development for IGE;
- Adequately mainstreams the role and participation of the private sector
- Proffers recommendations, highlighting the capacity building recommendations from the other chapters;

Group 5: Financing the green economy

Key elements that should be in the chapter:

- Makes the case for adequate financing in implementing IGE in developing countries;
- Identifies domestic and external sources of financing inclusive green economy within the context of sustainable development financing.
- Identifies areas requiring strengthening for green finance and investment; and in the targeted use of official development assistance.
- Identifies challenges and opportunities related to financing IGE in Africa;
- Adequately mainstreams the role and participation of the private sector
- Proffers recommendations focusing on enabling conditions for financing green economy transition

2.2 Format of Breakout Group Write-ups and Presentation

Each group will prepare and submit a write-up of main discussion points and outcomes to be presented by the rapporteur during Plenary Session Two. Each breakout group presentation will last no more than 15 minutes. The structure of the breakout group write-up and presentation to the plenary will be as below.

I. Comments and inputs to the assigned area

- General comments on this area
- Additional information/data /inputs that should be included in the area
- Key messages from the area:

II. Role, trends and gaps in the assigned area

- Gaps and factual errors to be addressed or corrected
- Additional information/data /inputs that should be included in the area

III. Challenges and opportunities

- Validation of challenges and opportunities presented in the draft report
- Other challenges identified (that are not in the draft report)
- Other opportunities identified (that are not in the draft report)

IV. Policy recommendations in the assigned area

- Validation of policy recommendations presented in the draft report
- Additional suggested policy recommendations:

V. Additional suggestions

- Other suggestions to enrich the report and enhance its effectiveness
- Sources of information/data (*publications and websites that should be referred to*) to obtain or derive detailed or additional information for the assigned sections: