

**Proposed Programme for Orientation Session for New Members of the Committee of
Permanent Representatives
Tuesday 7 November 2017, 9:00 am to 1:30 pm, Conference Room 4**

TIME	AGENDA
9.00 am – 9.10 am (10 min)	Introductions and welcome remarks
9.10 am – 9.15 am (5 min)	Video on UN Environment Programme Mandate
9.15 am – 9.25 am (10 min)	Introduction to UN Environment Programme: History, structure and place in the UN System
9.25 am – 9.35 am (10 min)	The work of the Governing Bodies of UN Environment
9.35 am – 9.45 am (10 min)	The working methods of the Committee
9.45 am – 10.00 am (15 min)	Understanding the Essence of UN Environment: The Medium Term Strategy, Programme of Work and Budget
10.00 am – 10.40 am (40 min)	Brief introduction to the work of Divisions <ul style="list-style-type: none"> - Regional Office for Africa (10 min) - Science Division (10 min) - Law Division (10 min) - Ecosystems Division (10 min)
10.40 am – 11.20 am (40 min)	COFFEE BREAK
11.20 am – 12.00 pm (40 min)	Brief introduction to the work of Divisions <ul style="list-style-type: none"> - Economy Division (10 min) - Communications Division (10 min) - Policy and Programme Division (10 min) - Corporate Services Division (10 min)
12.00 pm – 12.20 pm (20 min)	QUESTIONS AND ANSWERS
12.20 pm – 12.30 pm (10 min)	Civil Society engagement
12.30 pm – 12.40 pm (10 min)	Private Sector engagement
12.40 pm – 1.10 pm (30 min)	Briefing by the Division of Conference Services, UN Office at Nairobi <ul style="list-style-type: none"> - Briefing on the Department for General Assembly and Conference Management (DGACM) - Briefing on logistical arrangements of the UN Environment Assembly
1.10 pm – 1.25 pm (15 min)	QUESTIONS AND ANSWERS
1.25 pm	CLOSING