## Thursday, 6 September 2018

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<tr>
<th>Time</th>
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| 9:00 – 9:30 | **1. Opening of the Joint Preparatory Retreat and adoption of the agenda**  
*President of the UN Environment Assembly,*  
H.E. Mr. Siim Kiisler  
*Chair of the Committee of Permanent Representatives,*  
H.E. Mrs. Francisca Ashiete-Y-Odunton  
*The Executive Director of UN Environment Programme,*  
Mr. Erik Solheim  

*Expected key outcome:* Guidance provided on the adoption of the agenda and the agenda of the 2nd Joint Preparatory Retreat.  
- *Annex Practical information for participants*  
- *Meeting Summary from the meeting of the Bureau of the Assembly, 20 June 2018*                                                                 | *- Agenda of the 2nd Joint Preparatory Retreat*  
*- Annex Practical information for participants*  
*- Meeting Summary from the meeting of the Bureau of the Assembly, 20 June 2018* |
| 9.30 – 11.00 | **2. Theme and main outcomes of the Assembly**  
*Introduction by the Secretariat*  
*Moderated by the President of the Assembly*  

*Expected key outcome:* Guidance provided on the expected main outcomes of the UN Environment Assembly  
- *Concept note on the theme of the Assembly*  
- *Note on main outcomes of the Assembly*  
- *Note on communication for the Assembly*  
- *Draft outline of the background document for the Assembly*                                                                 | *- Concept note on the theme of the Assembly*  
*- Note on main outcomes of the Assembly*  
*- Note on communication for the Assembly*  
*- Draft outline of the background document for the Assembly* |
| 11.15 – 13.00 | **3. Key messages and Ministerial Outcome Document**  
*Introduction by the President of the Assembly*  
*Moderated by the President of the Assembly*  

*Expected key outcome:* Guidance provided on the elaboration of the Ministerial Outcome Document  
- *Draft Outline document for the Ministerial Outcome Document of the Assembly*  
- *Letter from President on the Draft Outline*                                                                 | *- Draft Outline document for the Ministerial Outcome Document of the Assembly*  
*- Letter from President on the Draft Outline* |
| 14.30 – 17.00 | **4. Preparations for the Fourth Session of the UN Environment Assembly**  
4.1 Structure of the Assembly and the OECPR  
4.2 Themes for the Leadership Dialogues at the High-Level Segment  
4.3 Update on the Action Plan towards a pollution free planet  
4.4 Engagement of stakeholders, including the private sector  
4.5 Guidance to Member States on Assembly resolutions  
4.6 Preparatory regional ministerial meetings and other relevant meetings  
*Introductions by the Secretariat*  
*Moderated by the President of the Assembly and/or the Chair of the Committee of Permanent Representatives*  

*Expected key outcomes:*  
- Adoption of the structures of the Assembly and OECPR  
- Adoption of themes of Leadership Dialogues  
- Adoption of guidance note on Assembly resolutions  
- *Note on agenda and structures of the Assembly and OECPR*  
- *Note on themes for the Leadership Dialogues*  
- *Note on the development of the UNEA-3 Implementation Plan*  
- *Note on Stakeholder engagement*  
- *Note on Regional Preparatory meetings for the Assembly*  
- *Updated Roadmap for the UN Environment Programme Governing Bodies*  
- *Draft guidance note on submission of resolutions*  
- *Note on budget for UNEA 4*  
- *Report from the Workshop on International Environmental Governance in Ittingen, Switzerland, 6-8 June 2018*                                                                 | *- Note on agenda and structures of the Assembly and OECPR*  
*- Note on themes for the Leadership Dialogues*  
*- Note on the development of the UNEA-3 Implementation Plan*  
*- Note on Stakeholder engagement*  
*- Note on Regional Preparatory meetings for the Assembly*  
*- Updated Roadmap for the UN Environment Programme Governing Bodies*  
*- Draft guidance note on submission of resolutions*  
*- Note on budget for UNEA 4*  
*- Report from the Workshop on International Environmental Governance in Ittingen, Switzerland, 6-8 June 2018* |
| 20.00 – 22.00 | **Working Dinner: Innovation and the Sustainable Development Goals**  
*Hosted by the Government of Estonia*  
*Moderated by a representative from the private sector*                                                                 | *Hosted by the Government of Estonia*  
*Moderated by a representative from the private sector* |
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<td>9.00 – 11.00</td>
<td><strong>Working Breakfast: Dialogue with representatives of Major Groups and Stakeholders on the preparations for the Assembly</strong>&lt;br&gt;Moderated by the President of the Assembly</td>
<td>- Written input(s) from Major Groups and Stakeholders (TBC)&lt;br&gt;- Agenda for regional Multi-stakeholder consultations for Europe in preparation for the 2019 UN Environment Assembly</td>
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<td>11.15 – 13.00</td>
<td><strong>5. A long term vision for the global environmental agenda in the context of the UN 2030 Agenda</strong>&lt;br&gt;5.1. Stockholm + 50&lt;br&gt;5.2. The Global Pact for the Environment&lt;br&gt;5.3. International environmental processes beyond 2020&lt;br&gt;<em>Introduction by the Secretariat</em>&lt;br&gt;Moderated by the Chair of the Committee of Permanent Representatives</td>
<td>- Background note from the Secretariat&lt;br&gt;- Report from the Workshop on International Environmental Governance in Ittingen, Switzerland, 6-8 June 2018</td>
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<td>16.00 – 16.30</td>
<td><strong>7. The way forward / next steps for the development of the Ministerial Outcome Document</strong>&lt;br&gt;Moderated by the President of the Assembly</td>
<td>- Draft Outline document for the Ministerial Outcome Document of the Assembly&lt;br&gt;- Letter from President on the Draft Outline</td>
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<td>16.30 – 17.00</td>
<td><strong>8. Consideration of the draft summary from the Retreat, and closure of the meeting</strong>&lt;br&gt;Moderated by the President of the Assembly and the Chair of the Committee of Permanent Representatives</td>
<td>- Draft meeting summary</td>
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<td>19.15 – 21.00</td>
<td><strong>Informal dinner</strong>&lt;br&gt;Hosted by the Government of Estonia</td>
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Special events

I. The retreat will be preceded by a **High-level International Environment Conference entitled “The Earth Innovation Forum”** on 5 September at 9.30am that will focus on global environmental trends and challenges with the view towards how innovative solutions could provide an answer in moving towards sustainable societies. The conference will focus more specifically on 4 thematic areas:

- Governance, partnerships and emerging global issues;
- Data and technology innovation;
- The economy and new business models innovations;
- Life styles and urban environment innovation.

All members of the bureaux are kindly invited to register their participation and access all relevant information at [www.earthinnovationforum.eu](http://www.earthinnovationforum.eu).

II. The above-mentioned conference will end on 5 September at 7 pm with a **high-level dinner hosted by the Estonian Government** (by Invitation only; all Bureaux Members are invited).

I. **A guided tour will be organized to Medieval Old Town** on 6 September, starting at 6pm, which will end at the dinner venue, the Hopneri Maja in Tallinn Old Town.

II. After the retreat, on the **Estonian Government will organize a Nature Tour**, taking place from 10 am to 2 pm on 8 September, which will introduce guests to Estonia’s beautiful and pristine nature.