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ORGANIZATION
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Timber Committee
European Forestry Commission

**JOINT FAO/ECE/ILO COMMITTEE ON FOREST TECHNOLOGY,
MANAGEMENT AND TRAINING**

With the participation of IUFRO and the General Directorate of Forests in Lisbon

**SEMINAR on “WOMEN IN FORESTRY” - Strategies to increase
women’s participation in the forestry sector in Europe and North America**

Viseu (Portugal), 2-6 April 2001

**Second announcement:
PROVISIONAL AGENDA AND INFORMATION ABOUT THE SEMINAR**

This document is an **Information note for participants**. It contains explanatory notes on the seminar, a provisional agenda and practical information. Attached is a registration form which participants are requested to return before **31 January 2001**.

Please note that the number of participants is limited because of meeting facilities, therefore it is strongly recommend to register early.

Kindly forward this information note to those specialists who may be interested in the seminar topic.

Introduction

Rather far reaching changes have taken place with respect to the positions and roles of men and women in European and North American societies at large. The forestry sector, by contrast, appears to have largely ignored this development and mostly remained 'a man's world'. There are both ethical and factual reasons why the forestry sector should acknowledge the various roles women play in and for the sector, seek to enhance their participation and create the equality of opportunities that many other sectors have come to take for granted.

Political will to foster change has been expressed. Equality of opportunity and treatment in employment as enshrined in international labour conventions has been recognized as a fundamental human right by all 174 member countries of the ILO in June 1998. In the same month, the Third Ministerial Conference on the Protection of Forests in Europe adopted Resolution L1 on 'People, Forests and Forestry'. In the sections of the resolution relating to women, the countries and the European Union undertake to strive to offer equal opportunity in employment, income, training and careers. They also commit themselves to recognise gender aspects in European forestry, to adapt education and training systems and programmes as well as to encourage studies on gender concerns.

Objectives and Topics

While momentum and political will for change have been building up, there is a looming gap in information about the actual situation of women in forestry, as well as a lack of specific ideas and strategies for ways forward. Concerning their role in forestry, the seminar will contribute to filling the information gaps and to devising strategies at different levels from enterprise to sector wide. Specifically, participants will explore:

- what is the current extent and nature of the involvement of women in forestry?
- why are women usually under-represented?
- what is the scope for increasing the share of women in the workforce and strengthening their participation in the sector at large?
- what opportunities and obstacles exist?
- what changes are desirable concerning women's employment and their participation in decision making in forestry at all levels?
- how can these changes be achieved?

Place and date of the Seminar

The Seminar will be held in Portugal, at the Hotel Montebelo – in the city of Viseu (in the central part of the country), approximately 300 km from Lisbon. Viseu is located on a wide plateau at an altitude of 483 metres high between the Caramulo and the Estrela Mountains. The earliest visible traces of its origin are a pre-Roman Castle and Viseu can boast a distinct existence since the Roman conquest.

Organisation

The Seminar will be held at the request and under the auspices of the Joint FAO/ECE/ILO Committee on

Forest Technology, Management and Training with the cooperation of IUFRO. The institution responsible for the local organization of the Seminar is the General Directorate of Forests, of the Ministry of Agriculture, Rural Development & Fisheries in Lisbon, which also provides the Seminar secretariat.

Interpretation

Presentations and discussions at the Seminar will be conducted in four languages: English, French, Russian and Portuguese, with simultaneous interpretation.

Participants

In order to achieve its objectives, the seminar depends on a broad participation of men and women from a cross-section of the forestry sector in Europe and North America, but also from other parts of the world:

- S Forest authorities
- S Forest management
- S Forest industry
- S Forest owners and their associations
- S Forest service officials
- S Forestry contractors and their associations
- S Trade unions and associations of professional foresters
- S Training and education institutions
- S Researchers

Provisional Agenda

Monday, 2 April 2001

Opening – adoption of agenda and election of officers (Items 1 and 2 of the agenda);

General introduction (Item 3);

Exploring the situation of women in the forestry sector: status, obstacles and opportunities (*plenary*) (Item 4).

Tuesday, 3 April 2001

Strategies to promote equality of opportunity in employment, income and careers (*plenary and working groups*) (Item 5);

Poster session I;

Plenary report of groups.

Wednesday, 4 April 2001

Strategies to promote adequate participation of women in decision making (*plenary and working groups*) (item 6);

Poster session II;

Plenary report of groups (cont.).

Thursday, 5 April 2001

Study tour.

Friday, 6 April 2001

Any other business (Item 7);

Conclusions and Recommendations (Item 8);

Adoption of the report (Item 9).

Programme / Timetable

	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<i>09h–12h</i>	Registration of participants Opening of the Seminar General introduction	Strategies to promote equality of opportunity in employment, income and careers Poster session I	Strategies to promote adequate participation of women in decision making Poster session II	Study tour	Conclusions and recommendations Adoption of the report
<i>12h–14h</i>	Lunch break	Lunch break	Lunch break	Lunch during study tour	Lunch break
<i>14h–16h</i>	Exploring the situation of women in the forestry sector: status, obstacles, and opportunities	Working groups	Working groups	Study tour	Departure of the participants (transfer to Lisbon)
<i>16h–18h</i>	Plenary	Plenary report of groups	Plenary report of groups		
<i>20h–21h</i>	Welcome drink			Official Dinner	

Registration

An official registration form is attached to this note. **The deadline for the registration is 31 January 2001.** Completed registrations should be sent to the addresses indicated on the form page 8.

Please note: Registration will be valid once payment has been received.

Registration Fee

The registration fee for the Seminar is 250 Euros – per person. The registration fee includes:

- S transport from Lisbon to Viseu and from Viseu to Lisbon;
- S seminar documents;
- S study tour (including two meals).

Payment arrangements for registration fee

Participants are requested to remit the registration fee by bank transfer not later than **31 January 2001** to the following account:

Bank: Caixa Geral de Depósitos

Address: Av. Conde Valbom - Lisboa

Account number: 02570 1126 2030

Banking Identification Number (NIB): 0035 02570 001126 203034

In order to ensure that payment of the registration fee is received in good time, the following scale of charges will apply:

- S standard charge for applications received by the host country organizers before 30 January 2001;
- S supplement of 15% for the applications received by the host country organizers after 30 January 2001.

Cancellation

Cancellations should be announced in writing by mail or fax to the Seminar secretariat in Lisbon. For cancellations received by 2 March 2001 a refund of 80% will be made. For cancellations at a later date no refund will be possible.

Accommodation

Participants are requested to choose their hotel from the list below and make the reservations themselves by fax or e-mail. Please contact:

Mr. Luís Soares

Hotel Montebelo

Urbanização Quinta do Bosque

P - 3500 Viseu (Portugal)

Tel. +351 232 420 000 / Fax. +351 232 415 400

E-mail: hotelmontebelo@grupovisabeira.pt

The Hotel Montebelo will confirm accommodation reservation by fax.

During the seminar several social events will take place in Viseu, where a lot of visitors will attend. Consequently, it is highly recommended to participants of the seminar to reserve hotels as soon as possible. *Approximate accommodation prices in Euro and Escudos. The prices are per person.*

	Hotel Montebelo ****		Hotel Príncipe Perfeito ***		Hotel Ibis **	
	Single room	Double room	Single room	Double room	Single room	Double room

Programme 1 (5 nights + 4 lunches + 4 dinners)	90.000 PTE 449 EUR	65.000 PTE 325 EUR	85.000 PTE 424 EUR	60.000 PTE 300 EUR	75.000 PTE 375 EUR	55.000 PTE 275 EUR
Programme 2 (5 nights + 4 lunches + 1 dinner)	75.000 PTE 375 EUR	50.000 PTE 250 EUR	70.000 PTE 350 EUR	50.000 PTE 250 EUR	65.000 PTE 325 EUR	45.000 PTE 225 EUR
Programme 3 (5 nights + 0 lunches + 0 dinner)	60.000 PTE 300 EUR	35.000 PTE 175 EUR	55.000 PTE 275 EUR	35.000 PTE 175 EUR	50.000 PTE 250 EUR	30.000 PTE 150 EUR

Programme for accompanying persons

Note: If fewer than 25 accompanying persons register, the programmes will have to be cancelled.

Programme	Itinerary	Cost
<i>1st option</i>	-Visit to Viseu Historical centre, Cathedral and Grão Vasco Museum.. - Lunch at the Montebelo Golf Course. - Golf entertainment.	7.000 PTE 35 EUR
<i>2nd option</i>	- Visit to several historical places near Viseu (Celorico da Beira, Castelo Melhor, Vila Nova de Foz Côa, Freixo de Numão, Mêda, and Marialva) and to the Archaeological courses.	12.000 PTE 60 EUR

Payment and banking services for hotel and accompanying persons programme

Participants living outside Portugal can make payments for their accommodation through the following bank account:

Bank: Caixa Geral de Depósitos

Address: Praça da República – 3500 Viseu

Account number: 0930 129 1941 230

Banking Identification Number (NIB): 0035 0930 00129 191 230 42

Payments can also be made by credit cards directly to the Hotel Montebelo. Money and checks can be exchanged in the following banks:

S Caixa Geral de Depósitos - Praça da República - 3500 Viseu,

Tel. + 351 232 425424

S Banco Espírito Santo – Av. Emídio Navarro – 3500 Viseu,

Tel. + 351 232 426750

Arrival of participants

The organization provides transport of participants by bus from the airport in Lisbon and from the center of the city to Viseu. Because of the long distance, please note that **departure date and time will be as follows:**

April, 01

Center of the city of Lisbon (near Hotel Holiday Inn – Av. António José Almeida) 17:00 hrs;
Airport of Lisbon 17:30 hrs.

The organizers will announce any changes of the departure time, on the basis of information in the participants' registration forms, in good time.

Departure of participants (06 April)

The buses will depart from Hotel Montebelo – Viseu, at 15:00 hrs and arrive at Lisbon Airport at 18:00 hrs.

Climate

In April, the weather in this area is normally rainy, and sometimes cold (average temperature:15°). Participants should bring some warm clothes and raincoats as well as suitable shoes for the excursion.

Cultural attractions in Viseu

Today Viseu is a city proud of its rich historical wealth. Its people, agriculture, the wealth of the subsoil and the tourist potential are remarkable resources, which together with the recent industrialization and a new road network will inevitably give Viseu its former reputation.

Key-points:

Historical, monumental and cultural points (Viseu and spread niches);

Museums (Grão Vasco / Almeida Moreira / Tesouro da Sé / Caramulo);

Nature, Environment and Parks;

Archaeological and Nature courses;

Adventure Sports;

Thermal baths (S. Pedro do Sul, Caldas da Felgueira, Carvalhal, Alcafache, Caldas de Sangemil, Caldas da Cavaca);

Handicrafts;

Golf Club and swimming pool.

Telecommunications

Participants will be responsible for the payment when using the telephone and fax services.

Additional information

Documentation for the seminar will be sent to participants by the Seminar secretariat later.

Annex

SEMINAR ON "WOMEN IN FORESTRY - Strategies to increase women's participation in forestry sector in Europe and North America"
Viseu (Portugal), 02-06 April 2001

REGISTRATION FORM

To be completed and sent not later than 30 January 2001 to both:

Aurora Verde
Direcção-Geral das Florestas
Ministério Agricultura, Desenvolvimento Rural e Pescas
Av. João Crisóstomo, 28
P - 1069-040 Lisboa (Portugal)
Tel. + 351 21 312 4918 / Fax. + 351 21 312 4992
E-mail. a.verde@dgf.min-agricultura.pt

Christiane Kind
FAO-ECE Timber Section
UN-ECE Trade Division
Palais des Nations
CH - 1211 Geneva 10 (Switzerland)
Tel. +41 22 917 2870 / Fax. +41 22 917 0041
E-mail christiane.kind@unece.org

Family name _____ First name _____

Function/Title _____

Country/organization _____

Nationality _____

Office address _____

Postal code _____ Town _____ Country _____

Tel _____ Fax _____ E-mail _____

Preferred language English [] French [] Russian [] Portuguese []

Accompanied by Mr. Mrs./Ms _____

(each accompanying person must fill in his/her own registration form)

Arrival Date _____ Time _____ Flight _____

Departure Date _____ Time _____ Flight _____

Accommodation

I have reserved accommodation through Hotel Montebelo, Viseu at:

[] Hotel Montebelo****

[] Hotel Príncipe Perfeito***

[] Hotel Ibis**

Seminar Sessions

I will present a paper entitled: _____

I intend to show:

<input type="checkbox"/>	Video	Approx. minutes	Format/system:	_____
<input type="checkbox"/>	Slides	Approx. minutes		_____
<input type="checkbox"/>	Transparencies	Approx. minutes		_____

Place and Date _____

Signature _____
