



# AFRICA ENVIRONMENT OUTLOOK 3

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*Authors' Guide*



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## ACRONYMS

AEIN	Africa Environmental Information Network
AEO	Africa Environment Outlook
AfDB	African Development Bank
AMCEN	African Ministerial Conference on the Environment
ANEJ	Africa Network of Environmental Journalists
AREIN	Arab Regional Environmental Information Network
AUC	African Union Commission (AUC)
AWF	African Wildlife Foundation
CCs	Collaborating Centres
CDC	Centres for Disease Control and Prevention
CGIAR	Consultative Group on International Agricultural Research
CIFOR	Centre for International Forestry Research
CITES	Convention on International Trade in Endangered Species of Wild Fauna and Flora
DPSEEA	Drivers-Pressure-State-Exposure-Effect-Action
DPSIR	Driver-Pressure-State-Impact-Response
EAC	East African Community
ECOWAS	Economic Community of West African States
FAO	Food and Agriculture Organization
GEO	Global Environment Outlook
GRID	Global Resource Information Database
HEADLAMP	Health and Environment Analysis for Decision Making
IATC	Inter Agency Technical Committee of AMCEN
ICIPE	International Centre for Insect Physiology and Ecology
ICRAF	International Centre for Research in Agroforestry
IDRC	International Development Research Centre
IGAD	Intergovernmental Authority for Development
IIED	International Institute for Environment and Development
IISD	International Institute for Sustainable Development
ILRI	International Livestock Research Institute
IUCN	International Union for the Conservation of Nature
MEAs	Multilateral Environmental Agreements
NASA	National Aeronautics and Space Administration
NEPAD	New Partnership for Africa's Development
SADC	Southern African Development Community
UN	United Nations
UNCBD	UN Convention on Biodiversity
UNDESA	UN Department of Economic and Social Affairs
UNDP	UN Development Programme
UNECA	UN Economic Commission for Africa
UNEP	UN Environment Programme
UNESCO	UN Educational, Scientific and Cultural Organization
UN-Habitat	UN Human Settlements Programme
UNWTO	UN World Tourism Organization
WCMC	World Conservation Monitoring Centre
WHC	World Heritage Convention
WHO	World Health Organization
WRI	World Resources Institute
WWF	World Wildlife Fund for Nature

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## OVERVIEW

### THE AEO REPORT SERIES

The Africa Environment Outlook (AEO) is a publication of the African Ministerial Conference on the Environment. In 2008, a joint meeting of the African Ministers of Health and Environment was held in Libreville, Gabon. During this meeting, the role of the AEO as a decision support tool was reaffirmed. A follow-up joint meeting of the ministers further decided that the AEO-3, the third in the series, should focus on health and environment issues in Africa.

### PURPOSE

The purpose of these guidelines is to serve as a reference point for all players involved in the AEO-3 production process. The main aim is to ensure consistency in the quality of contributions to the report; avoid problems in the use of illustrations; and guide the editorial and review processes. The guidelines are relevant to all partners and stakeholders contributing to the AEO-3 reporting process. They should be used through all stages of the process: from data acquisition, drafting, writing editing, peer review through to design and printing of the finished product.

When the second Africa Environment Outlook (AEO-2) was being written, guidelines were prepared to ensure consistency in the quality of contributions to the report. The AEO-2 Guidelines took into account the difficulties experienced in the production of the first AEO report. The current guidelines aim to further streamline the process and are based on the experiences and lessons learned from the previous AEO and GEO processes, as well as other UNEP-commissioned case studies.

The guidelines are also expected to ensure a strong science-policy interface, by elucidating the health and environment linkages within environmental assessments. To that end, it explains the institutional framework and roles of the different actors involved in the AEO-3 process; indicates possible sources of information; highlights the analytical framework to be used in the report; and provides the report outline.

### TARGETED USERS

These guidelines target the following players in the AEO-3 process:

- The AEO team at UNEP, which is responsible for managing the AEO production process.
- Collaborating Centres (CCs), which are responsible for reviewing the completed Data/Indicator Matrix, coordinating inputs from stakeholders at the sub-regional levels, identifying required specialist support services and supervising the drafting of the AEO-3 manuscript, particularly Parts II and III.
- The AEO Data Working Group, which will design an updated AEO-3 Data and Indicator Matrix to reflect the AEO-3 thematic areas and to guide data collection. They will also respond to questions raised on data or indicators during the drafting of the chapters.
- Other AEO-3 working groups and organs that constitute integral elements of a participatory process for the preparation and quality assurance of the AEO-3.
- The Editorial Coordinators, who will use the AEO Data and Indicator Matrix and inputs from specialists involved in the drafting of the sub-regional inputs for Part I and III of the report.
- Experts, Authors and Editors who will provide specific inputs into the report.
- Reviewers who will cross-check and validate facts and figures as presented in draft manuscripts of AEO-3.
- Copy editors and Proofreaders who will make extensive reference to the guidelines during their work.

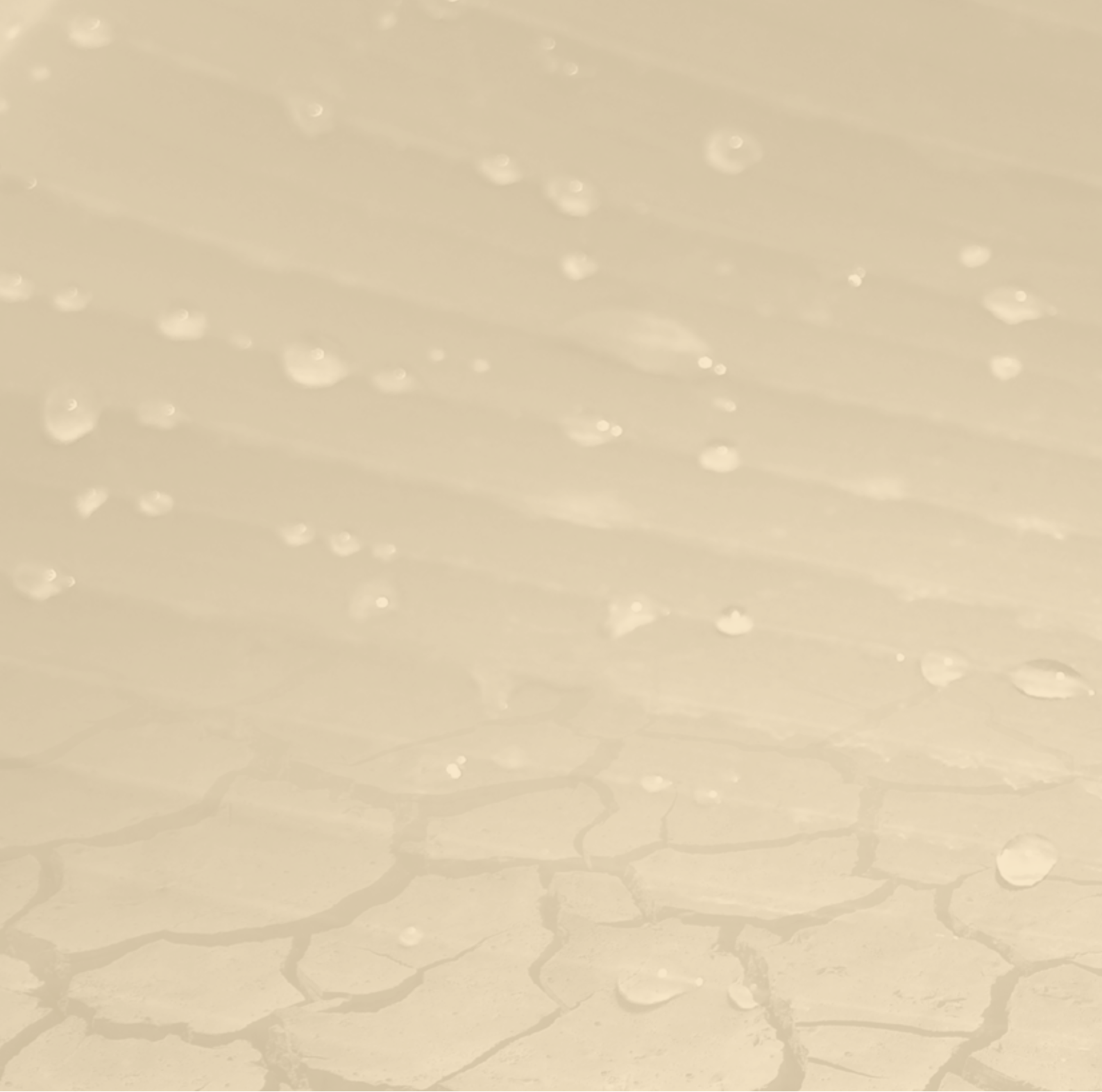
## STRUCTURE OF THE GUIDELINES

The Guidelines are presented in five main sections.

Part 1 of the Guidelines identifies the institutional framework for the AEO-3. It also describes the specific responsibilities of the major players. This is intended to enable a clear allocation of duties and understanding of inter-linkages between the different stakeholders. It will also ensure that tasks are performed smoothly without any misunderstanding.

Part 2 lists the possible data needs and identifies potential sources of information for data acquisition purposes. The institutions listed may also provide the specialist support needed for data compilation and analysis.

Part 3 explains the analytical framework to be used in writing the report. It also highlights other aspects to be included in the analysis. The style guide to be used by the authors, CCs and reviewers is in Part 4. Lastly, Part 5 describes the main sections of the AEO-3 report.



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