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ECONOMIC COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN
Subregional Headquarters for the Caribbean

UNITED NATIONS ENVIRONMENT PROGRAMME



WIDER CARIBBEAN EXPERT MEETING ON
ENVIRONMENT AND TOURISM IN CARIBBEAN DEVELOPMENT
Port-of-Spain, Trinidad, 2-4 December 1985

PROVISIONAL AGENDA

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PROVISIONAL AGENDA

1. Opening Session;
2. Presentation and Review of Case studies;
3. Preparation of Draft Conclusions and Recommendations;
4. Consideration and approval of Conclusions and Recommendations for future action;
5. Any other business.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for ensuring transparency and accountability in financial matters.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data sources to support the analysis and reporting process.

3. The third part of the document provides a detailed overview of the reporting process, including the preparation of reports and the distribution of information to relevant stakeholders. It stresses the importance of clear and concise communication in these reports.

4. The fourth part of the document discusses the challenges and risks associated with data collection and reporting. It identifies potential areas of concern and offers strategies to mitigate these risks, such as implementing robust data security measures and ensuring data integrity.

5. The fifth part of the document concludes with a summary of the key findings and recommendations. It reiterates the importance of ongoing monitoring and evaluation to ensure the effectiveness of the reporting process and to identify areas for improvement.