

**Convention on
Biological Diversity**

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ORIGINAL: ENGLISH**BUREAU OF THE CONFERENCE OF THE
PARTIES TO THE CONVENTION ON
BIOLOGICAL DIVERSITY**Third meeting
Montreal, 15 June 2014**MINUTES OF THE THIRD MEETING OF THE COP 11 BUREAU AND THE JOINT MEETING
OF THE COP 11 AND ICNP BUREAUX****INTRODUCTION**

1. The third inter-sessional meeting of the Bureau of the eleventh meeting of the Conference of the Parties (COP 11) took place on Sunday, 15 June 2014, from 10:00 a.m. to 6:30 p.m., at the premises of the Secretariat of the Convention in Montreal, Canada. The meeting was chaired by Mr. Hem Pande, Additional Secretary, Ministry of Environment and Forests of India, representing the President of the eleventh meeting of the Conference of the Parties. The following Bureau members attended the meeting:

1. Mr. Boukar Attari (Niger) - Member
2. Mr. Francis Ogwal (Uganda) - Member
3. Ms. Chaweewan Hutacharern (Thailand) - Member
4. Ms. Eleni Marama Tokaduadua (Fiji) - Member
5. Mr. Ioseb Kartsivadze (Georgia) - Member
6. Ms. Senka Barudanovic (Bosnia and Herzegovina) - Member
7. Ms. Maria Luisa del Rio Mispireta (Peru) - Member
8. Mr. Spencer Thomas (Grenada) - Member
9. Mr. Jeremy Eppel (United Kingdom) - Member
10. Ms. Tone Solhaug (Norway) - Member

2. Item 5, Arrangements for concurrent meetings of the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol, was addressed in a joint session together with the Bureau of the Intergovernmental Committee for the Nagoya Protocol, which took place after a joint lunch of the two Bureaux. The following members of the Bureau of the Intergovernmental Committee for the Nagoya Protocol attended the meeting:

1. Ms. Janet Lowe - Co-Chair
2. Mr. Fernando Casas - Co-Chair
3. Mr. Samuel Dieme (Senegal) - Member
4. Mr. David Hafashimana (Uganda) - Member
5. Mr. Hem Pande (India) - Member
6. Mr. Sergiy Gubar (Ukraine) - Member
7. Ms. Anita James (Saint Lucia) - Member
8. Ms. Ines Verleye (Belgium) - Member

Absent with apologies: Ms. Monica Rosell Medina (Peru) - Member

Mr. Benjamin Phillips (Australia) - Member
Ms. Leina Al-Awadhi (Kuwait) - Member
Ms. Dubravka Stepic (Croatia) - Member

3. Mr. Seukwoo Kang, Director in the Korean Secretariat of the twelfth meeting of the Conference of the Parties (COP 12) accompanied by Mr. Kim Sanghoon, Ms. Seo Giwon and Ms. Lee Hyunjoo, in their capacity as representatives of the host country of COP 12, attended as *ex officio* members of the Bureau.

4. The Secretariat was represented by Mr. Braulio Ferreira de Souza Dias, Executive Secretary of the Convention; Mr. David Cooper, Principal Officer; Mr. Ravi Sharma, Principal Officer; Ms. Amy Fraenkel, Principal Officer; Mr. Atsuhiko Yoshinaka, Coordinator of the Japan Biodiversity Fund; Mr. Charles Gbedemah, Principal Officer; Ms. Michele Rattray-Huish, Chief of Financial Resources Management Services; Mr. Worku Damena Yifru, Senior Legal Officer; Mr. Sarat Gidda, Senior Programme Officer and Mr. Neil Pratt, Senior Programme Officer. Ms. Elizabeth Maruma Mrema, Director, Division for Environmental Law and Conventions (DELIC) of UNEP, represented the Executive Director of UNEP. Prior to the Bureau's consideration of the matter of the extension of the term of appointment of the Executive Secretary under agenda item 8, the Executive Secretary and his staff, with the exception of the Senior Legal Officer, were released from the meeting.

ITEM 1. OPENING OF THE MEETING

5. The representative of the President of COP 11, Mr. Hem Pande, opened the meeting and welcomed the members of the Bureau. The Executive Secretary also welcomed the members of the Bureau and informed the Bureau that preparations for COP 12 were moving well.

6. He emphasized the mandate of COP 12 to provide a first in-depth review of progress towards the implementation of the Strategic Plan for Biodiversity 2011-2020 and the Aichi Biodiversity Targets. He provided an overview of the expected outcomes of COP 12 with regard to further action to enhance implementation of the Strategic Plan for Biodiversity and how the outcomes of the upcoming meetings of the Ad Hoc Open-ended Working Group on Review of Implementation of the Convention (WGRI 5) and the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA 18) will provide the basis for the outcomes of COP 12.

ITEM 2. ADOPTION OF THE AGENDA

7. The Bureau adopted the provisional agenda prepared by the Executive Secretary in close cooperation with the President (document UNEP/CBD/COP11/Bur/2014/1/1).

ITEM 3. PREPARATIONS FOR THE FIFTH MEETING OF THE AD HOC OPEN-ENDED WORKING GROUP ON REVIEW OF IMPLEMENTATION OF THE CONVENTION

8. Mr. Ravi Sharma, WGRI Secretary, briefed the Bureau on preparations for the meeting. It was agreed that, in accordance with established practice and the rules of procedure, the President of the Conference of the Parties or his/her representative will chair the Working Group and the Bureau of the Conference of the Parties will serve as the Bureau of the meeting.

9. The Bureau member from Fiji, Ms. Eleni Marama Tokaduadua, was designated as Rapporteur consistent with rule 21 of the Rules of Procedure of the Conference of the Parties.

10. The Bureau agreed to recommend to the Working Group the adoption of the provisional agenda contained in document UNEP/CBD/WGRI/5/1, which the Bureau had already approved.

11. The Bureau discussed the possible arrangements for the establishment of contact groups and Friends of the Chair groups as necessary during the meeting, and identified potential chairs for such informal groups.

12. The Bureau decided to meet at 8 a.m. on a daily basis throughout the week, starting on Tuesday, 17 June, and as may be needed.

ITEM 4. PREPARATIONS FOR THE TWELFTH MEETING OF THE CONFERENCE OF THE PARTIES

13. The Chair provided an overview of the key items on the agenda of COP 12 and, in general terms, how the outcomes of WGRI 5 and SBSTTA 18 will provide the basis for the outcomes of COP 12.

14. Mr. David Cooper, COP Secretary, complemented the overview by the Chair focusing on the main focus for the work of COP 12: assessing progress towards achieving the Aichi Biodiversity Targets and progress in the provision of support to Parties in implementing the Strategic Plan for Biodiversity 2011-2020 and achieving the Aichi Biodiversity Targets.

15. He clarified that the “Pyeongchang roadmap for the enhanced implementation of the Strategic Plan for Biodiversity 2011-2020 and achievement of the Aichi Biodiversity Targets” would not be an additional draft decision presented to COP, but rather a name for a set of decisions, originating from the work under WGRI and SBSTTA, which are inter-related and closely linked to the enhanced implementation of the Strategic Plan and achievement of the Aichi Biodiversity Targets. Parties may or may not decide to request the Executive Secretary to work further on these decisions intersessionally. The draft decisions which have been suggested to be referred to collectively as “Pyeongchang roadmap” are in some pre-session documents referred to as “elements” of the roadmap. The importance of branding the outcome of COP 12 in a way that encourages the host country to provide continued support for its implementation was highlighted.

16. The annotations to the agenda of COP 12 (UNEP/CBD/COP/12/Add.1) will be revised in light of the outcomes of discussions at WGRI 5 and SBSTTA 18, in particular with regard to the outcomes of the discussions on the arrangements for the concurrent organization of COP 12 and COP-MOP 1.

17. A representative of the host country of COP 12 provided an overview of the preparations by the incoming Presidency, in particular with regard to logistics, complemented by Mr. Charles Gbedemah, in charge of COP 12 logistics at the Secretariat, and the high-level segment. A concept note on the organization of the high-level segment will be distributed to the Bureau for comments before the end of June. Bureau members were encouraged to consult within their regional groups on the concept note, including the arrangements for the high-level segment and the text of the proposed Pyeongchang Declaration* (see para 21, below). Based on the comments received in the Bureau meeting and further written comments, the Presidency will send an invitation letter in the second week of July through diplomatic channels. The Secretariat will provide the letter to the CBD national focal points.

18. Bureau members discussed the arrangements for statements by Ministers during the high-level segment. It was suggested to invite heads of State and Ministers of countries that have recently hosted relevant meetings to report on these meetings during the opening session of the high-level segment. Many members of the Bureau welcomed the suggestion to confine statements by Ministers to interventions during the three planned roundtables. It was further suggested to invite regional statements at the end of the high-level segment which would allow regions to coordinate a statement based on their interactions during the roundtables.

19. It was also suggested to encourage Ministers to focus their statements on the way forward with regard to implementation of the Strategic Plan for Biodiversity and the achievement of the Aichi Biodiversity Targets, and the announcement of new initiatives. The fifth national reports of Parties provide sufficient information about past activities.

20. Some members of the Bureau mentioned that Ministers could play a role in helping to foster agreement during final negotiations. It was noted, however, that it is difficult to predict where their intervention may be required. It was therefore suggested for the host country to allow some flexibility in the format of the high-level segment to accommodate Ministers to play a role in the negotiations where needed.

* The Korean Government is still consulting on the final name of the declaration.

21. It was clarified that the Pyeongchang Declaration will be a political declaration agreed by the high-level segment and targeted at the process underway at the United Nations in New York to develop the Sustainable Development Goals. It will be separate from the negotiated outcome of COP.

ITEM 5. NAGOYA PROTOCOL ON ACCESS TO GENETIC RESOURCES AND THE FAIR AND EQUITABLE SHARING OF BENEFITS ARISING FROM THEIR UTILIZATION

22. The representative of the COP 11 President welcomed the co-chairs and Members of the Bureau of the Intergovernmental Committee for the Nagoya Protocol (ICNP Bureau), who joined the COP 11 Bureau for considering agenda item 5.

5.1. Update on ratification and related activities

23. Mr. Sarat Gidda, ICNP Secretary, updated the COP 11 Bureau and the ICNP Bureau on progress with the ratification of the Nagoya Protocol on Access and Benefit-Sharing, and related activities. The Nagoya Protocol obtained 92 signatures by the closing date for signature and, as of date, 38 Parties to the Convention have deposited their instruments of ratification or accession, with at least three more countries very close to concluding their domestic processes. The Bureau member from the United Kingdom of Great Britain and Northern Ireland (UK) informed the meeting that the UK was in an advanced stage in its domestic process for ratification but that there were still be a number of steps to take before this would happen.

5.2. Arrangements for concurrent meetings of the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol

24. The representative of the COP 11 President and the Executive Secretary provided an introduction to this item. It was clarified that document UNEP/CBD/WGRI/5/12 (Improving the Efficiency of Structures and Processes under the Convention and Its Protocols), which in paragraphs 8 to 30 and Annex II provides three different options for the arrangements, provides the basis for discussions of the Bureaux on this matter. This document supersedes the earlier note sent to the ICNP Bureau on 2 May 2014 on the proposed organization of concurrent sessions of the Conference of Parties and the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol.

25. The Senior Legal Officer presented the three options contained in document UNEP/CBD/WGRI/5/12. He clarified that option 3 envisages an approach similar to the one followed currently with the Cartagena Protocol, while options 1 and 2 would provide for more integrative approaches.

26. Bureau members emphasized the need to promote greater integration among the Convention and its two Protocols while respecting their distinct legal mandates and membership. Members of both Bureaux noted the need for sufficient funding to ensure full participation of Parties in the concurrent meetings. Those members of the Bureau that expressed a preference favoured either option 1 or 2, emphasizing the need for clarity about the options. Bureau members were encouraged to discuss this matter in their regional groups with a view to promoting a common understanding on the various options.

ITEM 6. FUNCTIONAL REVIEW: REPORT BY THE EXECUTIVE SECRETARY

27. Under this item, the Executive Secretary briefed the Bureau on the status of progress of the functional review as provided in document UNEP/CBD/WGRI/5/INF/16/Rev1. Universal Management Group of Montreal, Canada, the consultants who were awarded the contract to carry out the functional review, will provide a further report to the Secretariat with suggestions for next steps in early July. The Executive Secretary would if necessary bring any proposals to COP 12.

ITEM 7. REPORT ON CONTRIBUTIONS TO THE VOLUNTARY FUNDS (BE, BZ AND VB TRUST FUNDS)

28. The Executive Secretary briefed the Bureau on the status of the following trust funds: the Special Voluntary Trust Fund for the Additional Voluntary Contributions in Support of Approved Activities for

the biennium 2013-2014 (BE Trust Fund); the Special Voluntary Trust Fund for Facilitating Participation of Parties in the Convention Process for the 2013-2014 Biennium (BZ Trust Fund); and the Voluntary Trust Fund for Facilitating Participation of Indigenous and Local Communities in the Convention Process for the 2013-2014 biennium (VB Trust Fund).

29. Members of the Bureau noted the need for funding to ensure full and fair participation of Parties in the meetings of the Convention. The Secretariat explained the process of funding countries to CBD meetings. It was suggested to raise this matter both at WGRI 5 under agenda item 13 on Improving the Efficiency of Structures and Processes under the Convention and Its Protocols and in the budget committee at COP 12. The Secretariat was asked to include funding for participation in its proposal for the core budget for the next biennium.

ITEM 8. OTHER MATTERS

30. Under this item, a Bureau member informed the Bureau about plans for the next Trondheim Conference in 2016. Another Bureau member invited the Secretariat to provide a resource person to a pre-COP meeting for ASEAN countries which will be held in August. It was also proposed that the Friends of the CBD meeting, which will be held in August, will provide an opportunity for the Bureau to meet and to continue discussions in preparation for COP 12. The Secretariat agreed to arrange such a meeting.

31. Under this item, Bureau members also addressed the issue of the extension of the term of appointment of the Executive Secretary. The Bureau was informed that the current term of office of the Executive Secretary is due to end by February 2015. It was also informed that the Executive Secretary has expressed his interest to continue to serve the Convention and its Parties and to be considered for extension.

32. The Bureau reviewed the matter in the context of the Revised Administrative Arrangements agreed between the United Nations Environment Programme (UNEP) and the Secretariat of the Convention on Biological Diversity and contained in decision X/45, Annex I, as well as the letters of the Interpretive Statement that the Executive Director of UNEP and the Executive Secretary have subsequently exchanged in accordance with the guidance from the COP 10 Bureau meeting held on 23 and 24 July 2012, regarding the conditions (see paragraph 43 of the Minutes) that apply to the extension of the term of office of the Executive Secretary. The Interpretive Statement specified that paragraphs 2 and 3 of the Revised Administrative Arrangements would apply to the extension of the term of office of the Executive Secretary.

33. Members of the Bureau expressed their appreciation and satisfaction with the performance of the Executive Secretary since he took the office in the area of programme management and delivery. They noted that as the Secretariat and the Convention processes are currently going through important reform and restructuring with a view to enhancing implementation and improving efficiencies, continuity and stability in the leadership of the Secretariat is very important.

34. Accordingly, the Bureau has unanimously expressed its strong support to the extension of the term of office of the Executive Secretary and asked the President of the Bureau to communicate such support to the Executive Director of UNEP.

ITEM 9. CLOSURE OF MEETING

35. The representative of the COP 11 President closed the meeting at 6.30 p.m.
