



**Convention on
Biological Diversity**

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BUREAU OF THE CONFERENCE OF THE
PARTIES TO THE CONVENTION ON
BIOLOGICAL DIVERSITY
29 August 2022

**MINUTES OF THE FOURTH TELECONFERENCE OF THE BUREAU OF THE
CONFERENCE OF THE PARTIES IN THE INTER-SESSIONAL PERIOD**

1. A teleconference session of the Bureau of the Conference of the Parties was held via Zoom on 29 August 2022 at 7:00 a.m. EST to discuss preparations for the second part of the fifteenth meeting of the Conference of the Parties, the tenth meeting of the Parties to the Cartagena Protocol and the fourth meeting of the Parties to the Nagoya Protocol.
2. The meeting was attended by the following members of the COP Bureau and substitutes:
COP President: Minister Huang Runqiu (China);
Africa: Mr. Melesse Maryo (Ethiopia);
Asia and the Pacific: Ms. Leina Al-Awadhi (Kuwait);
Latin America and the Caribbean: Ms. Helena Jeffery Brown (Antigua and Barbuda); Ms. Eugenia Arguedas Montezuma (Costa Rica); Mr. Joaquín Salzberg (Argentina, substitute for Costa Rica for matters related to the Nagoya Protocol);
Central and Eastern Europe: Mr. Dilovarsho Dustzoda (Tajikistan, substitute for Georgia for matters related to the Nagoya Protocol);
Western Europe and Others: Ms. Gabriele Obermayr (Austria); Ms. Rosemary Paterson (New Zealand); and Ms. Marie Haraldstad (Norway, substitute for New Zealand for matters related to the Nagoya Protocol);
Ex-officio: Ms. Charlotta Sörqvist (Sweden), Chair of the Subsidiary Body on Implementation; Mr. Hesiquio Benítez (Mexico), Chair of the Subsidiary Body on Scientific, Technical and Technological Advice; Mr. Basile van Havre (Canada) and Mr. Francis Ogwal (Uganda) Co-chairs of the Open-Ended Working Group on the Post-2020 Global Biodiversity Framework; Mr. Hamdallah Zedan (Egypt), Representative of COP 14 Presidency;
COP Presidency: Dr. ZHOU Guomei, Dr. CUI Shuhong, Mr. QI dahai (Ministry of Foreign Affairs), Ms. CAI Lei, Ms. LIU Han (MFA), Ms. CHEN Haijun;
Observer: Ms. Tara Shannon (Canada), Ms. Kelly Torck (Canada).
3. The Secretariat was represented by Mrs. Elizabeth Mrema, Executive Secretary; Mr. David Cooper, Deputy Executive Secretary; Ms. Jihyun Lee, Director of Science, Society and Sustainable Futures

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Division; Mr. Wataru Suzuki, Global Coordinator, Japan Biodiversity Fund; Ms. Gudrun Fosse, Head of Administration Division; Mr. Taukondjo Shikongo, Head, Nagoya Protocol Unit; Ms. Wadzanayi Mandivenyi, Head, Cartagena Protocol Unit; Mr. Neil Pratt, Officer-in-Charge, Implementation Support Division; Ms. Li Gu, Programme Officer; and Mr. David Ainsworth, Information Officer.

ITEM 1. OPENING OF THE MEETING

4. The teleconference was opened on 29 August 2022 at 7:00 a.m. EST by the Minister of Ecology and Environment, Mr. Huang Runqiu, President of the fifteenth meeting of the Conference of the Parties who chaired the Bureau meeting. The Chair welcomed the Bureau Members and informed them that the Government of China, the Secretariat and the Government of Canada have had extensive communications and exchanges on the preparations of COP15.2. The Chair informed of his meeting with the Canadian Minister of Environment and the Minister of Environment and Forestry of Indonesia where they discussed ways to facilitate negotiations for the post-2020 process. He also noted that Vice-Minister Zhao was currently in Bali, Indonesia for the G20 Joint Environment and Climate Ministers' Meeting and would take the opportunity to exchange with officials and ministers regarding the post-2020 process. The Chair briefly highlighted the plans for China to organize an event at the margins of the United Nations General Assembly in New York, and emphasized that China continued its leadership role to ensure a successful COP15.2.

5. At the invitation of the Chair, the Executive Secretary offered a warm welcome to all Bureau members and noted that despite the short time between the WG2020-4 in Nairobi and December, the teams had worked very hard and made great advancements for the preparation of COP15.2. She thanked the Government of China for its leadership and support, the Government of Canada for its fast action, and the team at the Secretariat for their dedication. The Executive Secretary highlighted four important issues that needed the attention of the Bureau. She began by urging the Bureau to encourage their regions to register as early as possible, as this had many implications on logistics. She also encouraged delegates to book their hotel accommodations through the link provided in the information note as soon as possible and before the 1 November deadline. Secondly, she reminded the Bureau that the deadline to apply for financial support for eligible countries to attend COP15.2 was 15 September 2022. She noted that due to complex UN administrative procedures and travel processes, the Secretariat would strictly adhere to that deadline. Thirdly, the Executive Secretary noted that following the Nairobi meeting, there was less than USD 100,000 left in the BZ fund, whereas USD 3 million were estimated to be required to cover the funding for three delegates from eligible countries and requested that pledges be made by 15 September or else the Secretariat would not be able to provide funding for delegates. She noted that there had been generous contributions toward the VB fund to facilitate the participation of IPLC representatives. Finally, acknowledging the large financial burden on Canada, the Executive Secretary highlighted the critical financial situation of the Secretariat regarding a shortfall of funds to cover the costs of WG2020-4 in Nairobi of USD 450,000, the costs to cover WG2020-5 and to cover the USD 1.2 million shortfall of the COP 15 budget to cover conference costs such as interpretation, documentation, etc. She emphasized that if the Secretariat did not receive any immediate pledges of support, it would not be able to fulfill its obligations and the organization of the meetings would be jeopardized. She noted that Parties had to take responsibility for their decisions and counted on their support to resolve this urgent matter.

ITEM 2. ADOPTION OF THE AGENDA

6. The Chair introduced the provisional agenda for the meeting. There being no objections, the agenda was adopted.

ITEM 3. PREPARATIONS FOR PART TWO OF THE FIFTEENTH MEETING OF THE CONFERENCE OF THE PARTIES, THE TENTH MEETING OF THE PARTIES TO THE CARTAGENA PROTOCOL AND THE FOURTH MEETING OF THE PARTIES TO THE NAGOYA PROTOCOL

7. Under this agenda item, the Chair addressed three matters including the substantive agendas for the meetings, preparations for the High-Level Segment and overall plans for the meetings and associated events.
8. Regarding the substantive agendas for the meetings, the Deputy Executive Secretary informed that draft annotations to the agendas for the COP and MOPs had been made available in advance to them on 19 May 2022. He indicated that updates, revisions and some corrections would still need to be made, thanked the members of the Bureau who had already provided comments and welcomed any other comments on the agendas. He highlighted the Secretariat was preparing a compilation of decisions for each of the bodies and an analysis of the status of those decisions. He noted that the Secretariat would finalize the agendas for the three meetings with a view to publish them in September, and would prepare a joint organization of work for the three meetings.
9. Regarding the High-Level Segment, the representative of the Government of China, Mr. Cui Shuhong, provided the Bureau with a brief update on the preparations, noting a draft agenda had been prepared which included opening and closing plenaries, as well as luncheons and dinners. He informed the Bureau that the Government of China would soon send invitation letters to ministers. He reiterated China's commitment to fund the participation of one minister from eligible countries (SIDS and LDCs) and reaffirmed that the Government of China and the Secretariat would continue to work closely to ensure a successful event. The Deputy Executive Secretary complemented this information by noting that the information note for participants for the High-Level Segment was being finalized in coordination with China.
10. On the planning of the meetings and associated events, the Deputy Executive Secretary outlined the dates of the consecutive meetings (7 to 19 December), High-Level Segment (15 to 17 December) and the expected break in the official meetings (11 and 12 December), when most major associated events would take place. An "Action Zone" would include discussions on the Sharm El-Sheikh to Kunming & Montreal Action Agenda, with the key sessions running in parallel to the High-Level Segment to facilitate exchanges between ministers and stakeholders. He noted other events and workshops that were being organized and announced that the registration for side-events was open.
11. Regarding the organization of work of the official meetings, the Deputy Executive Secretary acknowledged that many comments were expected on it and the Secretariat would then prepare a revised organization of work to present to the next Bureau meeting.
12. On the logistical planning, the representative from Canada, Ms. Tara Shannon, highlighted a close collaboration with the Secretariat and the Government of China through a tripartite mechanism that would be useful in the planning, and informed of the establishment of a Local Coordination Committee with Canada, Quebec, City of Montreal and the Secretariat. Ms. Shannon noted the establishment of a dedicated group to process visas and urged delegates through the Bureau to apply for visas as soon as possible.
13. The Bureau thanked the Governments of China and Canada, as well as the Secretariat, for the updates and information and provided comments and feedback on the three issues. Regarding the substantive agendas of the meetings, the Bureau emphasized it was important to look for ways to efficiently manage the agenda items and ensure effective distribution of work between the two Working Groups. Bureau members suggested considering deferring some agenda items to COP16 and highlighted the priority should focus on the issues related to the post-2020 global biodiversity framework. Suggestions also included focusing only on the the upcoming biennium in the multi-year programme of work of the Convention, and a member of the Bureau considered it important that the headline indicators were negotiated and adopted at COP15 along with the goals and targets, and this should be reflected in the annotated agenda. The Secretariat noted it would take into account these comments, as well as inputs from the Chairs of the Subsidiary Bodies and WG2020 Co-Chairs, and update the organization of work and circulate for further consideration and decision by the Bureau.
14. Regarding the High-Level Segment, the Bureau commended the idea of having ministers engaging in the final negotiations of the post-2020 global biodiversity framework, noting however that it was important to ensure a balance between the role of the minister and the head negotiators. The representative of China confirmed that ministers would be able to be accompanied by two delegates and that regional statements would be accommodated in the closing plenary. The Secretariat further noted that there would be limited

space provided for bilateral meetings amongst ministers with more details to be provided in the information note for the HLS, and clarified that side-events would take place in their regular slots and requests should be made through the online system. However if special events were planned for the HLS programme, then these would need to be discussed with the host and invited the Bureau to provide information on any special requests for events during the High-Level Segment to the Secretariat.

15. Regarding the planning of the meetings and organization of work, Bureau members made some suggestions to streamline the work including considering having the opening ceremony of the COP the evening before on 6 December, have an agreement in the Bureau to not re-open clean text, find ways to shorten the first reading of text, start establishing which contact groups will be needed, among others. The Bureau requested the Secretariat to produce a document highlighting the interlinkages between the agenda items and the post-2020 global biodiversity framework, which could help Parties identify priorities. The Bureau emphasized the importance of ongoing coordination amongst both Working Groups and of making the budget document available 90 days before the COP. Members of the Bureau highlighted the importance of remaining flexible in terms of the allocation of agenda items under each Working Group, and identifying which items needed strict time limitations. A member of the Bureau also suggested clustering related items to make the best use of participation and travel of specific experts. The Bureau also recommended the Secretariat consult closely with each of the subsidiary body chairs when preparing the organization of work. The Secretariat acknowledged the good ideas and would prepare documents for the Bureau accordingly.

16. Responding to questions on logistical matters, the Secretariat noted that if the Bureau agreed, online participation of delegates could be made possible under the same conditions as Geneva and Nairobi with the principle notion that the COP was an in-person meeting. The Secretariat also clarified that it would do the best it could to facilitate room rentals for delegations, but considering the short time available for setting-up and the space limitation, priority would have to be given to ensuring proper space for regional groups and other groups. More information would be provided in due course once the layout is finalized with the venue.

ITEM 4. INTER-SESSIONAL PREPARATORY WORK FOR PART TWO OF THE FIFTEENTH MEETING OF THE CONFERENCE OF THE PARTIES AND RELATED MEETINGS

17. The Chair invited the Co-Chairs of the Working Group on the Post-2020 Global Biodiversity Framework, Mr. Basile Van Havre and Mr. Francis Ogwal, to make a presentation on the preparations of WG2020-5.

18. The Co-Chairs began by informing the Bureau they had been working on the preparation of the Informal Advisory Group, whose meeting will be taking place in Montreal from 26 to 30 September. They noted a number of documents were being prepared and would be shared with the Informal Group by 12 September. It was expected that the report of the work of the Informal Group would be ready by mid-October. The Co-Chairs then provided an overview of the agenda for WG2020-5, which had been previously shared, both provisional and annotated agenda, with the Bureau, and noted they would continue working on the scenario note and would continue their close coordination with the Chairs of SBSTTA and SBI.

19. The Chair of SBSTTA, Mr. Hesiquio Benitez, provided an overview of the intersessional work of SBSTTA. He highlighted that an online discussion forum on the conservation and sustainable use of marine and coastal biodiversity was convened from 8 to 15 June 2022 and the report was made available as an information document to WG2020-4, and would also be available for the COP 15.2. Further to recommendation 24/10 of SBSTTA, an online discussion forum was being organized on the issue of ecologically or biologically significant marine areas (EBSAs) in the same manner as the previous forum. This forum would be held from 14 to 21 September 2022, and its results would be made available for the COP 15.2. Regarding the monitoring framework, he informed the Bureau that the expert group met from 29 June to 1 July in Bonn, Germany and assessed the indicators that had been proposed by SBSTTA for inclusion in the monitoring framework. Based on the three separate assessments, the Secretariat would prepare the Annex for SBSTTA-24 Recommendation 3 as part of the pre-session document for COP. He further noted the report of the workshop was posted on the meeting website and would be made available to WG2020-5 and the COP 15.2.

20. The Chair of SBI, Ms. Charlotta Sörqvist, provided the Bureau with an update of SBI's intersessional work on key issues. On mainstreaming, the Chair of SBI noted that a notification was issued to invite views on the drafts of the long-term approach to mainstreaming and its action plan, and the Secretariat would prepare the compilation of views that would be made available for consideration by COP. She noted that consultations facilitated by the SBI-3 contact group co-chairs on resource mobilization and the financial mechanism had been conducted and an interim report had been provided to WG2020-4. The co-chairs of these contact groups continue to have informal consultations and next steps were to be determined. Regarding the financial mechanism, the SBI Chair informed the Bureau that a pre-session document concerning guidance to the GEF was being prepared and would be published at least six weeks prior to the opening of COP. She noted the report of the GEF Council to the COP had been submitted and would be published as a pre-session document. Concerning technical and scientific cooperation (TSC), a notification issued to Parties and organizations in May invited them to provide relevant information on TSC programmes and initiatives. In June 2022, an independent team of three experts undertook the review and have conducted a literature review and analysis of the responses. The team would continue its work and submit a draft report to the Secretariat by mid-September, which would then be completed and published as a pre-session document for COP. And on enhanced planning, monitoring, review and reporting mechanism, the SBI Chair informed the Bureau that regarding the four annexes of the draft decision (3/11), the Secretariat had extended their peer review and the annexes had been revised and used as a background document for a workshop held in Nairobi before the WG2020-4. She noted the updated annexes would be published in the documentation for COP 15.

21. The Bureau thanked the Co-Chairs of the Working Group, as well as the Chairs of SBSTTA and SBI for the updates. In response to a few questions from the Bureau, the SBSTTA Chair indicated that they would work on awareness events for the outcomes of the workshop on the monitoring framework and would advise of the dates in due course. The Co-Chairs of the Working Group also clarified that the main working document for WG2020-5 would be the report of WG2020-4, including the parts not addressed by WG2020-4. The report of the Informal Group would also be made available as an addendum to the outcome of WG2020-4.

22. The Chair thanked the SBSTTA and SBI Chairs and Working Group Co-Chairs for their work and updates and emphasized the need to give proper importance to the September meeting. The work of the Informal Group would need to focus on options on how to resolve the text and come up with more constructive next steps; this would be very important in order to facilitate consensus and negotiations. The Chair noted the limited time left to COP and the need to conduct multidimensional consultations to promote consensus. He called upon the Bureau to encourage their regions to exercise ambition and flexibility in order to adopt a robust global biodiversity framework.

23. The Executive Secretary thanked the Bureau for the productive meeting. She noted the Informal Group would proceed with its plan and the Secretariat would move ahead to finalize the agenda items for the COP. She urged the Bureau once again to pronounce themselves on the financial situation, and to register and book their hotels in order to facilitate the logistical preparations.

ITEM 5. CLOSING OF THE MEETING

24. The Chair thanked the Bureau and all participants for the successful discussion. The meeting was closed on 29 August 2022 at 9:15 a.m. EST.