



Convention on Biological Diversity

BUREAU OF THE SUBSIDIARY BODY ON SCIENTIFIC,
TECHNICAL AND TECHNOLOGICAL ADVICE
9.00 a.m to 12.20 p.m. (Montreal time)
Via teleconference (Microsoft Teams)
7 December 2023

MINUTES

1. A meeting of the Bureau of the Subsidiary Body on Scientific, Technical and Technological Advice was held via teleconference on Thursday 7 December 2023, from 9.00 a.m. to 12.20 p.m. (Montreal time).
2. The meeting was attended by the following members of the Bureau: Ms. Senka Barudanovic (Bosnia-Herzegovina, Chair), Mr. Taulant Bino (Albania), Mr. Scott Wilson (Canada), Mr. Jan Plesnik (Czechia), Mr. Francis Reyes Polanco (Dominican Republic), Ms. Marina von Weissenberg (Finland), Ms. Aria St. Louis (Grenada), Mr. Bilal Qtishat (Jordan), Mr. Kenneth Uiseb (Namibia), Ms. Mariela Cánepa Montalvo (Peru), and Ms. Jane Stratford (UK). Apologies were received from Mr. Md. Jahidul Kabir (Bangladesh) and Mr. Jean Bruno Mikissa (Gabon) due to technical issues in accessing the online meeting platform.
3. The meeting was supported by the following staff of the Secretariat of the Convention on Biological Diversity: Ms. Jihyun Lee (SBSTTA Secretary), Ms. Véronique Allain, Mr. Joseph Appiott, Ms. Jillian Campbell, Ms. Jacqueline Grekin, Ms. Wadzanayi Mandivenyi, Ms. Marianela Araya Quesada, Ms. Sakhile Silitshena and Mr. Tristan Tyrrell.

I. OPENING OF THE MEETING

4. The meeting was opened at 9:00 a.m. (Montreal time) on Thursday 7 December 2023 by the Chair of the Subsidiary Body.
5. In her opening remarks, the Chair welcomed the Bureau members to the first Bureau meeting since she assumed the role of Chair in October, together with incoming Bureau members elected during the twenty-fifth meeting of the Subsidiary Body. She then briefed participants on her activities undertaken in her capacity as Chair since the twenty-fifth meeting of the Subsidiary Body and the resumed second part of the fifteenth meeting of the Convention on Biological Diversity in Nairobi, including her participation in the twelfth meeting of the Ad Hoc Open-ended Intersessional Working Group on Article 8(j) as well as

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the first meeting of the Ad Hoc Open-ended Working Group on Benefit-sharing from the Use of Digital Sequence Information on Genetic Resources, from 12 to 18 November in Geneva. On the margins of these meetings, she interacted with some of the members of the Bureau of the Subsidiary Body to share views and ideas informally on the preparations for twenty-sixth meeting of the Subsidiary Body. She also attended the meeting of the Bureau of the Conference of the Parties, informing on possible challenges to the SBSTTA Bureau in preparation for SBSTTA 26. She then also informed of her coordination meetings with the previous Chair of the Subsidiary Body, the Secretariat, and the Secretariat of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services. She was invited by the Secretariat of the Science-Policy Platform to attend the twenty-first meeting of its Multidisciplinary Expert Panel from 12 to 13 December, to present on the outcomes of twenty-fifth meeting of the Subsidiary Body relating to the assessments of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services as well as intersessional activities to be undertaken before the twenty-sixth meeting of the Subsidiary Body, which will also have implications for the future work programme of the Science-Policy Platform.

6. In concluding her remarks, the Chair highlighted that this meeting was convened to welcome and empower all the incoming Bureau members for their effective contribution by providing them with necessary orientation and guidance and to provide an overview of the preparatory activities for the twenty-sixth meeting of the Subsidiary Body, including identification of any potential challenges and initial consideration of possible work arrangements among Bureau members. Based on meeting interactions today and better understanding of intersessional work activities by the Secretariat as well as the potential contributions by the Bureau members, she indicated that she planned to prepare a draft workplan for this Bureau as it worked towards the twenty-sixth meeting of the Subsidiary Body. This draft workplan would include the meeting schedule, both in-person and online, work arrangements among the Bureau members, and the plan for managing the negotiations at the twenty-sixth meeting of the Subsidiary Body.

7. In her opening remarks, Ms. Jihyun Lee, Meeting Secretary to the Subsidiary Body and Director of the Science, Society and Sustainable Futures Division at the Secretariat, welcomed the new Bureau members and highlighted that the Secretariat is in close coordination and communication with the Chair of the Subsidiary Body, internally among different work areas that will contribute to the the twenty-sixth meeting of the Subsidiary Body, and with relevant external partners, in order to ensure that all the meeting documents would be prepared in a timely manner. She expressed her appreciation to the Chair for her guidance thus far, and expressed her interest in hearing insightful advice from the Bureau members.

8. The Chair also invited the new Bureau members to introduce themselves, in particular their area of expertise and experience, with a view to identifying their potential contribution to different issue areas of the Subsidiary Body.

II. ADOPTION OF THE AGENDA

9. The Chair of the Subsidiary Body presented the agenda for the meeting, and it was adopted without any changes.

III. ORIENTATION FOR THE NEW MEMBERS OF THE BUREAU OF THE SUBSIDIARY BODY ON SCIENTIFIC, TECHNICAL AND TECHNOLOGICAL ADVICE

10. Under this item, the Chair, with the support of the Secretariat, provided an orientation to the new Bureau members regarding the mandate and functions of the Bureau, communication among Bureau members, and the organization of Bureau meetings, among others. The meeting had before it two guidance documents for information: (i) Guidance for members of the Bureau of the Subsidiary Body on Scientific, Technical and Technological Advice; and (ii) Managing processes within the framework of the Convention on Biological Diversity

11. The Chair invited Ms. Inonge Mweene, the Legal Officer of the Secretariat, to brief the meeting on the guidance document.

12. After the briefing, the Bureau members shared their views and insights, as summarized below:
- Need for a practical guidance on day-to-day operation of the Bureau, which can be also provided through meetings with previous Chairs and Bureau members to share experiences
 - Need for a guidance/training on the art and science of chairing international negotiations, including contact groups
13. The Secretariat also clarified the modality of engaging Bureau members in various expert meetings in preparation for the twenty-sixth meeting of the Subsidiary Body, highlighting that Bureau members should focus on guiding the Secretariat on matters relating to processes of the Subsidiary Body. The Chair also highlighted the importance of maintaining neutrality when the Bureau members are chairing the negotiation meetings, including the contact groups.
14. The Chair informed the new Bureau members about the Bureau meetings and communication, as follows:
- The Bureau meets in person during the period of the respective meeting of the Subsidiary Body. During intersessional period, the Bureau meets mostly via on-line meetings, two to three times, as the need arises.
 - The Bureau also communicates via emails, in particular when the Secretariat needs the Bureau's feedback on meeting documents, a draft list of selected experts for meetings of ad hoc technical expert groups, or any other issues under the Bureau's responsibility. When there is a request from the Secretariat, the time frame will be indicated for the Bureau members' feedback, and the Bureau members are expected to share their views and inputs in a timely manner.
 - Bureau members communicate internally via e-mail and WhatsApp group messages.

IV. OVERVIEW OF THE PREPARATIONS FOR THE TWENTY-SIXTH MEETING OF THE SUBSIDIARY BODY, INCLUDING THE BRIEFING BY THE SECRETARIAT ON INTERSESSIONAL ACTIVITIES

15. Under this item, the Chair, with the support of the Secretariat, informed the Bureau members of the updates made on the draft annotations to the provisional agenda for the twenty-sixth meeting of the Subsidiary Body, which was approved by the Bureau at its meeting held in May 2023. The draft annotations were updated to reflect relevant requests by the Subsidiary Body at its twenty-fifth meeting, and the revised agenda was circulated to the Bureau members on 23 November 2023, for their comments.
16. Some Bureau members shared the following comments and suggestions on the draft agenda for the twenty-sixth meeting of the Subsidiary Body:
- Textual comments provided on the draft updated version of the annotated agenda, in particular the text under the agenda item on Synthetic Biology: in response, the Secretariat provided a clarification and appreciated the suggested approach.
 - Suggestion to add an agenda item on Biodiversity and Climate Change, in view of limited time for negotiations during SBSTTA 25: divergent views were shared among the Bureau members on this matter. In order to facilitate the discussion among the Bureau members, Mr. Tristan Tyrrell, Programme Officer on Biodiversity and Climate Change at the Secretariat, briefed them on some alternative options, e.g. one-day scientific workshop on the margins of the twenty-sixth meeting of the Subsidiary Body and/or a series of webinars prior to the sixteenth meeting of the Conference of the Parties. An analysis on pros and cons of these alternative options was provided to the Bureau members after the meeting via email.
17. The Bureau has decided to further consider the matter related to Biodiversity and Climate Change, with information from the Secretariat, within a week from this meeting (by 14 December 2023), so that the Secretariat can finalize the meeting agenda for the twenty-sixth meeting of the Subsidiary Body for

posting and translation. The Chair, with the support of the Secretariat, will communicate with the Bureau members via email, WhatsApp, or on-line meetings, as needed.

18. The Chair then invited the Secretariat to brief the Bureau members regarding intersessional activities that will provide inputs to the twenty-sixth meeting of the Subsidiary Body. The briefing was provided on individual agenda items, as summarized in the table annexed to this document.

19. In response to the briefings provided by the Secretariat, the Bureau members shared the following comments and observations:

- The twenty-sixth meeting of the Subsidiary Body will receive inputs from the following three Ad-Hoc Technical Expert Groups (AHTEGs): on the Monitoring Framework, Synthetic Biology, and Risk Assessment and Risk Management, which may affect the timely finalization of the respective documents for SBSTTA-26.
- In order to support the delegates at SBSTTA to better understand the outcomes of these AHTEGs, the Chair suggested that a one-day workshop prior to SBSTTA 26 could be convened, subject to the availability of financial resources. Bureau members noted it useful in view of the importance of informing Parties on scientific and technical inputs to SBSTTA 26.
- It was also suggested that the relevant Bureau members should closely follow-up on these AHTEG processes and communicate with the respective Co-Chairs of the AHTEGs.
- Clarification was provided on the work activities in response to recommendation 25/3 of the Subsidiary Body, regarding the further gathering of information from the Parties in relation to [notification 2023-120](#) as well as the planned issuance of a separate notification regarding the views of Parties on the work programme of IPBES.
- Importance of engaging relevant organizations, such as World Health Organization, on the preparation of the updated version of draft Global Action Plan on Biodiversity and Health was highlighted, and the Secretariat informed the Bureau of its regular coordination with relevant organizations through various channels, in particular to engage them in the forthcoming peer-review of the updated draft.

20. The Chair expressed her appreciation to all the colleagues from the Secretariat for providing the Bureau with very useful updates. She also thanked the Bureau members for sharing their useful insights and guidance. Drawing on the information on intersessional activities prior to the twenty-sixth meeting of the Subsidiary Body, the Chair informed the Bureau members that she would prepare draft work arrangements among individual Bureau members in support of her function as the Chair, taking into account the Bureau members' indication of interests and expertise. It was also suggested that previous Bureau members be actively engaged as well as other representatives from Parties with relevant expertise and long-term experience in charing negotiation meetings.

VI. OTHER MATTERS

21. Under this agenda item, some Bureau members raised the following matters:

- role of the Secretariat in engaging partnership initiatives, such as the Target 3 partnership, and the need for the Secretariat to focus on the mandates from the Conference of the Parties
- need to explore ways to ensure that the Subsidiary Body can focus its deliberation on scientific, technical and technological matters
- need for the Subsidiary Body to address cross-cutting issues relating to the implementation of the Kunming-Montreal Global Biodiversity Framework, such as climate change

- need to engage actively the previous Chair of the Subsidiary Body and Bureau members for knowledge-sharing and to support future negotiations at SBSTTA 26
- need to convene a joint meeting with the Bureau of the Conference of the Parties, in particular through an in-person meeting

22. The Chair expressed her appreciation to the Bureau members for their suggestions and encouraged them to communicate actively with their respective COP Bureau members in their regions regarding the matters to be considered by the Conference of the Parties.

VII. CLOSURE OF THE MEETING

23. The Bureau meeting was closed at 12:20 p.m. (Montreal time) on Thursday 7 December 2023.

Annex

Preparatory Activities for SBSTTA 26

Agenda Items for SBSTTA 26

Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
Agenda Item 3. Monitoring framework for the Kunming-Montreal Global Biodiversity Framework				
Monitoring framework for the Kunming-Montreal GBF Decision 15/5 Decision 15/22 CBD/SBSTTA/REC/25/1	Consideration of the outcome of the ad hoc technical expert group and complete scientific and technical review of the monitoring framework, and provide inputs to SBI on the national reporting template	Notification on compiling views on the metadata for headline indicators as well as guidance on the methodologies, including for the binary indicators (to be issued in March 2024)	Online discussion forum on monitoring framework (ongoing): https://www.cbd.int/gbf/related/monitoring/ind/forum/ Post -SBSTTA 25 Two online meetings of the AHTEG (5 December 2023 and 29 January 2024): To discuss any intersessional requests from SBSTTA 25, including updates on the indicators In-person AHTEG: (12-15 Mar 2024): Finalization of the work according to the work plan of the AHTEG and guidance from SBSTTA 25. This includes the metadata, proposed disaggregations, capacity building, a review of the component and complementary indicators and accompanying guidance on the indicators.	Note by ES, based on the outcome of the further work by AHTEG The report of the AHTEG as an information document. Summary of compiled views as an information document (in response to SBSTTA 25 request)
	Consideration of the outcome of the technical expert group on financial reporting (as part of the work on indicators for the		In person meeting of the Technical Expert Group on Financial Reporting, 27 November to 2 December 2023. Subsequent meetings of the TEG on financial indicators to be determined.	

Agenda Items for SBSTTA 26				
Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
	monitoring framework)			
	<p>Review and update the adopted traditional knowledge indicators (Decision 15/22).</p> <p>WG8J-12 invited the AHTEG on indicators and SBSTTA-26 to further develop the indicators, considering the submissions received on the traditional knowledge indicators.</p> <p>WG8J-12 requested the Secretariat to facilitate a scientific and technical review of the traditional</p>	<p>- Notification 2023-024 : Compilation of views and comments on the review and update of traditional knowledge indicators is , available here.¹</p>	<p>WG8j-12 considered the review and update of traditional knowledge indicators. The compilation of submissions and the outcome of scientific and technical review of the TK indicators, to be undertaken by the Secretariat, will be transmitted to the AHTEG on indicators.</p> <p>AHTEG on indicators will discuss these TK indicators, as relevant, and its outcomes to be transmitted to SBSTTA-26</p>	

¹ <https://www.cbd.int/doc/c/8263/e5a4/614d7aaf85da12979404d7e7/wg8j-10-inf-04-en.pdf>.

Agenda Items for SBSTTA 26				
Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
	knowledge indicators			
Agenda Item 4. Scientific and technical needs to support the implementation of the Kunming-Montreal Global Biodiversity Framework, including implications for the programmes of work of the Convention				
<p>Kunming-Montreal Global Biodiversity Framework Decision 15/4</p> <p>CBD/SBSTTA/ REC/ 25/ 3</p>	<p>Consideration of the outcome of the Secretariat’s work in response to SBSTTA recommendation 25/3, to undertake a comprehensive review and analysis of existing tools and guidance that can support the implementation of the Framework; to identify gaps and redundancies, in line with the mandates of the Convention; prepare technical advice, for the adjustment of work undertaken under the Convention</p>	<p>Notification issued (Ref No. 2023-120), on 6 November 2023, calling for submission of views and information on existing tools and guidance that can support the implementation of the Framework.</p> <p>Notification to be issued on on-line webinars to facilitate knowledge sharing on tools and guidance, together with partner organization (December and onwards)</p>	<p>On-line webinars to facilitate knowledge sharing of tools and guidance, including the launching of FAO’s portal to support the implementation of GBF, scheduled on 19 December</p>	<p>Note by ES, on compilation of the tools and guidance and analysis of gaps, and technical advice, together with compilation on CBD website, including through CHM</p>
Agenda Item 5. Synthetic Biology				

Agenda Items for SBSTTA 26				
Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
Synthetic Biology Decision 15/31	Consideration of the outcomes of multidisciplinary AHTEG established to support the process for broad and regular horizon scanning, monitoring and assessment	<p>Notification inviting for (i) submissions of information and (ii) online forum (issued on 6 February 2023, Ref No 2023-006)</p> <p>Notification inviting nominations for AHTEG on Synthetic Biology (issued in March and April 2023, Ref No. 2023- 034 and 2023-046)</p> <p>Notification for further submissions of information (Issued 26 October 2023, Ref No. 2023-111)</p> <p>Additional online discussions of the Open-ended Online Forum on Synthetic Biology (issued 31</p>	<p>Submissions of information on synthetic biology - March and November 2023</p> <p>Open-ended Online forum on Synthetic Biology – March and November 2023</p> <p>First multidisciplinary AHTEG meeting 11 to 14 July 2023(Ref No. 2023- 034 and 2023-046)</p> <p>Virtual meeting of the multidisciplinary AHTEG (10 to 13 October)</p> <p>Second Face-to-face meeting of multidisciplinary AHTEG (January/February 2024)</p>	Note by ES, based on the outcome of the work by multidisciplinary Ad Hoc Technical Expert Group on Synthetic Biology

Agenda Items for SBSTTA 26				
Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
		October 2023, Ref No. 2023-115)		
Agenda Item 6. Risk assessment and risk management				
Risk Assessment and risk management Decision CP-10/10 <i>(Wadzi)</i>	Consideration of the outcomes of the AHTEG on Risk Assessment	Notification inviting for (i) submissions of information and (ii) online forum (issued on 6 February 2023, Ref No 2023-007) Notification inviting nominations for AHTEG on Risk Assessment issued (Ref No. 2023-059, May 26 2023). Notification inviting for second session of the Open-Ended Online Forum on Risk Assessment (Issued 26 July 2023, Ref No. 2023-079) Notification for additional submissions of	1st online forum (April 2023). 2nd online forum session to peer review the outline (August 2023). First AHTEG meeting (November 1 to 3 2023). Second meeting of AHTEG (February 2024)	Note by ES, based on the outcome of AHTEG on Risk Assessment

Agenda Items for SBSTTA 26				
Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
		information on risk assessment (to be issued week of 20 November 2023)		
Agenda Item 7. Detection and identification of living modified organisms				
Detection and identification of living modified organisms Decision CP-10/11	Consideration of the information on experience with detecting newly developed and unauthorized living modified organisms, and the need to update the training manual on the detection and identification of living modified organisms	Notification inviting for submission of information on detecting newly developed and unauthorized living modified organisms, and developing reference materials, as well as ongoing collaborations involving national and regional laboratories (issued 20 September 2023, Ref No. 2023-100)) Notification inviting for online discussions of the Network of Laboratories for the	Online discussions of the Network of Laboratories for the Detection and Identification of Living Modified Organisms (17 to 25 November 2023)	Note by ES based on the compilation of submissions and online meetings/technical collaboration with partner organizations

Agenda Items for SBSTTA 26

Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
		Detection and Identification of Living Modified Organisms (issued 20 September 2023, Ref No. 2023-099)		
<p>Agenda Item 8. Marine and coastal biodiversity: <i>8A. Ecologically or biologically significant marine areas: further work;</i> <i>8B. Conservation and sustainable use of marine and coastal biodiversity.</i></p>				
<p>EBSAs: further work CBD/COP/15/25</p>	<p>Consideration on adopting modalities for modifying descriptions of EBSAs and for describing new areas, based on the outcomes of 2 workshops;</p> <p>Consideration of draft terms of reference for a “relevant expert advisory body” in the context of EBSA modalities</p>	<p>Notification to request nominations for IAG (issued on 22 February 2023, Ref No 2023-014, Action by 6 April)</p> <p>Notification to request nominations for EBSA modalities workshops (2) (September 2023)</p> <p>Notification to request views on draft modalities for modifying EBSAs</p>	<p><u>EBSA IAG</u> The informal advisory group on EBSA will work virtually or in-person in conjunction with other meetings.</p> <p><u>EBSA modalities (para 4)</u> Technical and legal expert workshops (back to back): 20-27 November 2023</p> <p>Webinar on draft modalities for modifying EBSAs and describing EBSAs (January 2024)</p>	<p>Note by ES, based on the outcomes of two workshops and the work by IAG</p> <p>Reports of two expert workshops (as information documents)</p> <p>Compilation of views on draft EBSA modalities (as information document)</p>

Agenda Items for SBSTTA 26				
Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
	Consideration of voluntary guidelines on peer-review processes for the EBSA description	and describing EBSAs; views to be compiled and made available for SBSTTA(January 2024)		
Conservation and sustainable use of marine and coastal biodiversity CBD/COP/15/24	Consideration of draft update to the programme of work on marine and coastal biodiversity as well as that of island biodiversity, based on strategic review and analysis in the context of supporting the implementation of GBF Potential options for modalities for collaboration and cooperation with relevant global and regional organizations in the context of the Agreement under	Notification issued (Ref No. 2023-120), on 6 November 2023, calling for submission of views and information on existing tools and guidance that can support the implementation of the Framework. To be discussed with EBSA Informal Advisory Group through an online discussion forum	Possible online discussion forum or peer-review for draft updates to marine and islands programmes of work (to be discussed in context of broader work on basis of SBSTTA recommendation 25/3)	Note by ES, based on the outcome of the strategic review and analysis of the programme of work on marine and coastal biodiversity, including the inputs from Parties and stakeholders and potential options for modalities for collaboration and cooperation in support of the BBNJ Agreement under UNCLOS

Agenda Items for SBSTTA 26

Agenda Item with Decisions	SBSTTA Action requested by COP	Notifications, including Peer-review	AHTEG/Expert/IAG Meetings	Inputs to SBSTTA by the Secretariat
	the UNCLOS on the Conservation and Sustainable Use of Marine Biological Diversity of Areas beyond National Jurisdiction (BBNJ agreement)			
Agenda Item 9. Biodiversity and health				
Biodiversity and Health Decision 15/29	Consideration of the updated version of the draft global action plan and targeted messages	Notification to participate in the peer-review of the updated draft Global action plan (to be issued in Dec 2023)		Note by ES on updated version of the draft global action plan and targeted messages

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