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INFORMATION TO PARTIES

Nominations for election during the United Nations Climate Change Conference to be held in Bonn, Germany, from 6 to 17 November 2017

This is to inform Parties to the United Nations Framework Convention on Climate Change, the Kyoto Protocol and the Paris Agreement that during the forthcoming United Nations Climate Change Conference, Parties will be invited to elect the members and/or alternate members of the following bodies:

- The Bureau of the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA);
- The Rapporteur of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
- The Bureau of the Subsidiary Body for Implementation (SBI);
- The Rapporteur of the Ad Hoc Working Group on the Paris Agreement (APA);
- The Adaptation Committee (AC);
- The Adaptation Fund Board (AFB);
- The Advisory Board of the Climate Technology Centre and Network (CTCN);
- The Compliance Committee;
- The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE);
- The Executive Board of the Clean Development Mechanism (CDM EB);
- The Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts (WIM Excom);
- The Joint Implementation Supervisory Committee (JISC);
- The Least Developed Countries Expert Group (LEG);
- The Technology Executive Committee (TEC).

Distribution: To Parties through National Focal Points for climate change, Permanent Representatives to the United Nations in New York and diplomatic missions accredited to the Federal Republic of Germany. It is also available on the UNFCCC website at the following link: <<http://unfccc.int/6558.php>>.



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All information on the UNFCCC electoral process is available at the following link: <http://unfccc.int/6558.php>, and information on the criteria for the membership is contained in the annex.

Regional groups and constituencies are invited to submit their nominations for the elections by the deadline of 8 p.m., Friday, 10 November 2017. Groups and constituencies are strongly urged to submit their nominations well before the deadline.

Parties are also invited to recall decisions 36/CP.7 and 23/CP.18 and make additional efforts to improve the participation of women and achieve the goal of gender balance in these bodies.

For any questions or for further information on elections, please contact the secretariat at: elections@unfccc.int.

Yours sincerely,

(Signed by)

Halldór Thorgeirsson
Senior Director for Intergovernmental Affairs



Annex

**CRITERIA FOR MEMBERSHIP OF BODIES ESTABLISHED UNDER
THE CONVENTION, THE KYOTO PROTOCOL AND THE PARIS AGREEMENT**

A. The Bureau of the COP, CMP and CMA

1. The draft rules of procedure of the COP, being applied, state that: “At the commencement of the first meeting of each ordinary session, a President, seven Vice-Presidents, the Chairmen of the subsidiary bodies established by Articles 9 and 10 of the Convention, and a Rapporteur shall be elected from among the representatives of the Parties present at the session. They will serve as the Bureau of the session. Each of the five regional groups shall be represented by two Bureau members and one Bureau member shall represent the small island developing states. The offices of President and Rapporteur shall normally be subject to rotation among the five regional groups.” No officer may serve on the Bureau for more than two consecutive terms of one year.¹
2. The Kyoto Protocol provides that: “When the Conference of the Parties serves as the meeting of the Parties to the Kyoto Protocol, any member of the Bureau of the Conference of the Parties representing a Party to the Convention but, at that time, not a Party to this Protocol, shall be replaced by an additional member to be elected by and from amongst the Parties to this Protocol”.²
3. The Paris Agreement also provides that: “When the Conference of the Parties serves as the meeting of the Parties to the Paris Agreement, any member of the Bureau of the Conference of the Parties representing a Party to the Convention but at that time, not a Party to this Agreement, shall be replaced by an additional member to be elected by and from amongst the Parties to this Agreement”.³
4. At COP 23, the COP will be invited to elect, for a term of one year, 11 members of the Bureau of the COP, CMP and CMA as follows:
 - Two members nominated by the Group of African States (Africa);
 - Two members nominated by the Group of Asia-Pacific States (Asia-Pacific);
 - Two members nominated by the Group of Eastern European States (Eastern Europe);
 - Two members nominated by the Group of Latin American and Caribbean States (GRULAC);
 - Two members nominated by the Group of Western European and Other States (WEOG);
 - One member nominated by the Small Island Developing States (SIDS).
5. Groups and constituencies are invited to submit nominations to the Bureau of the COP, CMP and CMA. At the opening of COP 23, the COP will be invited to elect the President of COP 23, CMP 13 and CMA 1.2. Following completion of the consultations among regional groups, the COP will be invited to elect the other members of the Bureau at the closure of the session. If any member of the Bureau represents a State that is not a Party to the Kyoto Protocol at CMP 13, the CMP will be invited to elect an additional member from amongst Parties to the Kyoto Protocol to replace such a member. In addition, if

¹ See rule 22, paragraphs 1 and 2, of the draft rules of procedure of the COP (document FCCC/CP/1996/2).

² See Article 13, paragraph 3, of the Kyoto Protocol.

³ See Article 16, paragraph 3, of the Paris Agreement.



any member of the Bureau represents a State that is not a Party to the Paris Agreement at CMA 1.2, the CMA will be invited to elect an additional member from amongst Parties to the Paris Agreement to replace such a member.

B. The Bureaux of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI)

6. The draft rules of procedure of the COP provide that each subsidiary body shall elect its own Vice-Chair and Rapporteur.⁴ The Kyoto Protocol further provides that: “When the subsidiary bodies established by Articles 9 and 10 of the Convention exercise their functions with regard to matters concerning this Protocol, any member of the Bureaux of those subsidiary bodies representing a Party to the Convention but, at that time, not a party to this Protocol, shall be replaced by an additional member to be elected by and from amongst the Parties to this Protocol”.⁵

7. Groups are invited to submit nomination for the position of Rapporteur of the SBSTA. Following completion of consultations, the SBSTA, at its 47th session (November 2017), will be invited to elect for a term of one year its Rapporteur.

8. In addition, groups are invited to submit nominations for the positions of Vice-Chair and Rapporteur of the SBI. Following completion of consultations, the SBI, at its 47th session (November 2017), will be invited to elect for a term of one year its Vice-Chair and Rapporteur.

C. The Bureau of the Ad Hoc Working Group on the Paris Agreement (APA)

9. The COP, in its decision 1/CP.21, established the APA and decided that the same arrangement as for the election of the ADP Bureau⁶ would apply, mutatis mutandis, to the APA.

10. At the third part of its first session, the APA agreed to elect, at the opening of the fourth part of its first session (APA 1.4), Ms. Sarah Baashan (Non-Annex I Parties) and Ms. Jo Tyndall (Annex I Parties) as Co-Chairs for a second consecutive term of one year to serve until the end of APA session to be convened with COP 24 (November 2018).

11. Groups and Constituencies are invited to submit a nomination for the position of Rapporteur of the APA. Following completion of consultations, the APA, at the closure of APA 1.4, will be invited to elect for a term of one year its Rapporteur.

⁴ See rule 27, paragraphs 1 and 6, of the draft rules of procedure of the COP.

⁵ See Article 15, paragraph 3, of the Kyoto Protocol.

⁶ The ADP Bureau arrangement is available at: <<http://unfccc.int/6558>>.



D. The Adaptation Committee (AC)

12. The AC comprises 16 members, nominated by Parties in their respective groups/constituencies and elected by the COP. The members shall be eligible to serve a maximum of two consecutive terms and the members shall remain in office until their successors have been elected.⁷

13. At COP 23, the COP will be invited to elect for a term of two years, 8 members as follows:

- Two members nominated by Africa;
- One member nominated by Asia-Pacific;
- Two members nominated by Eastern Europe;
- One member nominated by WEOG;
- One member nominated by Annex I Parties;
- One member nominated by Non-Annex I Parties.

14. Groups and constituencies are encouraged to nominate experts to the AC with a diversity of experience and knowledge relevant to adaptation to climate change, while also taking into account the need to achieve gender balance in accordance with decision 36/CP.7.

E. The Adaptation Fund Board (AFB)

15. The AFB comprises 16 members and their alternates, nominated by the relevant groups/constituencies and elected by the CMP. The members and alternate members serve for a term of two years and are eligible to serve a maximum of two consecutive terms.⁸ Terms as members do not count towards the terms as alternate members, and terms as alternate members do not count towards the terms as members.⁹ Members and alternate members of the Adaptation Fund Board shall have the appropriate technical, adaptation and/or policy expertise.¹⁰

16. At CMP 13, the CMP will be invited to elect for a term of two years, 8 members and 8 alternate members to the AFB as follows:

- One member and one alternate member nominated by Africa;
- One member and one alternate member nominated by Asia-Pacific;
- One member and one alternate member nominated by Eastern Europe;
- One member and one alternate member nominated by GRULAC;
- One member and one alternate member nominated by WEOG;
- One member and one alternate member nominated by LDCs;
- One member and one alternate member nominated by Annex I Parties;
- One member and one alternate member nominated by Non-Annex I Parties.

⁷ See paragraph 106, decision 2/CP.17.

⁸ See paragraph 8, decision 1/CMP.3.

⁹ See paragraph 16, decision 1/CMP.4.

¹⁰ See paragraph 8, decision 1/CMP.3.



17. Groups and constituencies are invited to submit nominations to the AFB bearing in mind that the members and alternate members of the Board shall have the appropriate technical, adaptation and/or policy expertise¹¹.

F. The Advisory Board of the Climate Technology Centre and Network (CTCN)

18. The CTCN Advisory Board comprises 16 government representatives, nominated by their respective groups/constituencies and elected by the COP. Government representatives elected to the Advisory Board shall serve for a term of two years and shall be eligible to serve a maximum of two consecutive terms.¹²

19. At COP 23, the COP will be invited to elect for a term of two years 8 government representatives to the CTCN Advisory Board as follows:

- Four government representatives nominated by Non-Annex I Parties as follows:
 - One member from Africa;
 - One member from Asia-Pacific;
 - One member from GRULAC;
 - One member from Eastern Europe.
- Four government representatives nominated by Annex I Parties.

20. Groups and constituencies are encouraged to nominate government representatives to the Advisory Board with a view to achieving an appropriate balance of expertise relevant to the development and transfer of technologies for adaptation and mitigation, taking into account the need to achieve gender balance in accordance with decisions 36/CP.7 and 23/CP.18.

G. The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE)

21. The CGE comprises 24 experts. Twenty-one (21) members, nominated by Parties to the Convention. Three international organizations, with relevant experience in providing technical assistance to non-Annex I Parties in the preparation of national communications, will each be invited to nominate an expert to the CGE. The members of the CGE shall be nominated by Groups and Constituencies for a period of two years and shall serve a maximum of two consecutive terms.

22. At COP 23, 11 members are to be nominated as follows:

- One member nominated by Africa;
- Five members nominated by Asia-Pacific;
- Three members nominated by GRULAC;
- Two members nominated by Annex I Parties.

¹¹ See paragraph 8, decision 1/CMP.3.

¹² See paragraph 5 (b) of Annex II, decision 14/CP.18.



23. Groups and constituencies are invited to submit nominations to the CGE bearing in mind that the experts of the CGE shall be composed of experts drawn from the UNFCCC roster of experts with expertise in at least one of the sections of national communications or biennial update reports in accordance with the relevant guidelines.¹³

H. The Compliance Committee

24. The Compliance Committee comprises 20 members and 20 alternate members, nominated by the relevant groups/constituencies and elected by the CMP. Ten members and their alternates are elected to serve in the facilitative branch, and 10 members and their alternates are elected to serve in the enforcement branch. Every two years the CMP elects, for each branch, 5 members and 5 alternate members for a term of four years. Members shall not serve for more than two consecutive terms. The length of term for each member of the Compliance Committee also applies to his or her alternate member and alternate members are not to serve for more than two consecutive terms as alternate members.

25. At CMP 13, the CMP will be invited to elect for a term of four years, five members and their alternate members for each branch of the Compliance Committee, as follows:

- One member and one alternate member nominated by Africa;
- One member and one alternate member nominated by Asia Pacific;
- One member and one alternate member nominated by GRULAC;
- One member and one alternate member nominated by Annex I Parties;
- One member and one alternate member nominated by Non-Annex I Parties.

26. Groups and constituencies are invited to submit nominations, including a brief curriculum vitae of each individual nominated, bearing in mind the agreed competencies of the members of the respective branches of the Compliance Committee, in particular:

- (a) That the members and alternate members of the facilitative branch shall have recognized competencies relating to climate change and in relevant fields such as the scientific, technical, socio-economic or legal fields;
- (b) That the members and alternate members of the enforcement branch shall have legal experience.

27. Parties are reminded that the nature of the Compliance Committee and the particular design and function of the procedures and mechanisms require, for their effective functioning and for the quorum to be met, the availability of members and alternate members for meetings at very short notice (one to two weeks).

¹³ See paragraph 4, decision 19/CP.19.



I. The Executive Board of the Clean Development Mechanism (CDM)

28. The CDM Executive Board comprises 10 members and 10 alternate members, nominated by the relevant groups/constituencies and elected by the CMP. Each year, the CMP elects five members and their alternate members for a term of two years. Members are eligible to serve a maximum of two consecutive terms.

29. At CMP 13, the CMP will be invited to elect for a term of two years, five members and five alternate members to the Executive Board as follows:

- One member and one alternate member nominated by Eastern Europe;
- One member and one alternate member nominated by SIDS;
- One member and one alternate member nominated by Annex I Parties;
- Two members and two alternate members nominated by Non-Annex I Parties.

30. Groups and constituencies are invited to submit nominations, bearing in mind the skills and expertise required of members and alternates sitting on the CDM Executive Board, as decided by the CMP, in particular that all members and alternate members of the Board should:

- (a) Have experience and competence in developing policy and strategy frameworks within regulatory processes, preferably but not necessarily in an international environment;
- (b) Have an understanding of business perspectives regarding investment in the environmental field;
- (c) Have knowledge on and an understanding of the intergovernmental process in relation to climate change or other environmental agreements, and an appreciation of the nexus of actions to combat climate change and promote sustainable development;
- (d) Be prepared to obtain further knowledge on and understanding of decisions of the CMP relevant to the CDM and guidance previously established by the Board;
- (e) Exhibit the highest levels of professionalism and competence and a commitment to act in their individual capacities and in a manner consistent with the Board's code of conduct;
- (f) Show commitment to the effective management of the CDM and to working as a team with other members and alternate members, including in relation to reaching consensus;
- (g) Have competence in English (written and oral).¹⁴

J. The Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts (Executive Committee of the WIM)

31. The WIM Excom comprises 20 members, nominated by the relevant groups/constituencies and elected by the COP. Each year, the COP elects 10 members for a term of two years. Members of the WIM Excom may be eligible to serve a maximum of two consecutive terms¹⁵.

32. At COP 23, the COP will be invited to elect for a term of two years, 10 members of the WIM Excom as follows:

- Five members nominated by Non-Annex I Parties as follows:

¹⁴ See annex I to decision 3/CMP.6.

¹⁵ See paragraphs 5 and 7, decision 2/CP.20.



- One member from Africa;
- One member from Asia-Pacific;
- One member from GRULAC;
- Two members from Non-Annex I Parties.
- Five members nominated by Annex I Parties.

33. Groups and constituencies are encouraged to nominate members with the diversity of experience and knowledge relevant to loss and damage associated with climate change impacts, taking into account the goal of gender balance pursuant to decision 23/CP.18.¹⁶

K. The Joint Implementation Supervisory Committee (JISC)

34. The JISC comprises 10 members and 10 alternate members, nominated by the relevant groups/constituencies and elected by the CMP. Each year, the CMP elects five members and their alternate members for a term of two years. Members and alternate members of the JISC are eligible to serve a maximum of two consecutive terms.

35. At CMP 13, the CMP will be invited to elect for a term of two years, five members and five alternate members to the JISC as follows:

- One member and one alternate member nominated by SIDS;
- One member and one alternate member nominated by Annex I Parties;
- One member and one alternate member nominated by Annex I Parties that are undergoing the process of transition to a market economy (Annex I EITs Parties);
- Two members and two alternate members nominated by Non-Annex I Parties.

36. Groups and constituencies are invited to submit nominations, bearing in mind that members and alternate members of the JISC shall have recognized competence relating to climate change issues and in relevant technical and policy fields,¹⁷ and the expected time commitments required of members and alternates sitting on the JISC.¹⁸

L. The Least Developed Countries Expert Group (LEG)

37. The LEG comprises 13 members, nominated by the relevant groups/constituencies and confirmed by the SBI and shall have recognized competence and appropriate expertise to support the LDCs on adaptation.

38. At COP 21, the COP decided to extend the mandate of the LEG under its current terms of reference¹⁹ and to review, at its twenty-sixth session, the progress, need for continuation and terms of reference of the LEG with a view to adopting a decision thereon²⁰. The COP also decided that, in accordance with decision 7/CP.9, paragraph 2, new experts may be nominated to the LEG or existing

¹⁶ See paragraphs 5 and 6, decision 2/CP.20.

¹⁷ See paragraph 11(a) of the annex to decision 9/CMP.1.

¹⁸ See section VII of the annual report of the JISC to CMP 4, document FCCC/KP/CMP/2008/3 (Part II).

¹⁹ Decisions 29/CP.7, 7/CP.9, 4/CP.11, 8/CP.13, 6/CP.16, 5/CP.17, 12/CP.18 and 3/CP.20.

²⁰ Decision 19/CP.21.



members of the group may continue in office, as determined by the respective regions or groups, taking into account the goal of gender balance in established bodies, in accordance with decision 23/CP.18, paragraph 2.

39. Groups and Constituencies are invited to communicate to the secretariat whether existing members of the LEG will continue in office or whether new nominations are being submitted and, in the latter case, to submit such nominations. The current membership of the LEG is as follows:

- Five members from Africa;
- Two members from Asia-Pacific;
- Two members from SIDS;
- Three members from Annex II Parties;
- One member from LDCs.

M. The Technology Executive Committee (TEC)

40. The TEC comprises 20 members, nominated by the relevant groups/constituencies and elected by the COP. Each year, the COP elects 10 members for a term of two years. Members of the TEC may be eligible to serve a maximum of two consecutive terms.²¹

41. At COP 23, the COP will be invited to elect for a term of two years, 10 members to the TEC as follows:

- Six members nominated by Non-Annex I Parties, as follows:
 - One member from Africa;
 - One member from Asia-Pacific;
 - Three members from GRULAC;
 - One member from LDCs;
- Four members nominated by Annex I Parties.

42. Groups and constituencies are encouraged to nominate senior experts with a view to achieving, within the membership, an appropriate balance of technical, legal, policy, social development and financial expertise relevant to the development and transfer of technology for adaptation and mitigation, taking into account the need to achieve gender balance in accordance with decision 36/CP.7.²²

²¹ See Appendix IV, paragraph 4, to decision 1/CP.16.

²² See Appendix IV, paragraph 3, to decision 1/CP.16.