



Guidance from the COP/CMP/CMA Bureau on working hours
during COP23/CMP13/CMA1-2

- During the Bureau meeting held on Wednesday, 8 November 2017, the Bureau heard concerns expressed by members of the Bureau regarding increasing challenges to schedule meetings due to a considerable number of agenda items and complex clashes between agenda items.
- In order to allow for the timely completion of work, including document processing and translation into the six official United Nations languages, and for an orderly closure of the Conference, the Bureau agreed the following guidelines:
 - It is essential to make sure that all agenda items are adequately treated;
 - On an exceptional basis, meetings may be scheduled up to 7pm, and 8pm if justified, in particular for finance related issues.
- This request is consistent with the conclusions of the SBI at its thirtieth session in which the SBI agreed that all meetings end by 6 p.m., particularly to give Parties and regional groups sufficient time to prepare for daily meetings, but may, in exceptional circumstances, and on a case by case basis, continue for two to three hours.¹
- The Bureau invites its members to communicate these guidelines to its constituencies.

¹ See FCCC/SBI/2009/8, para. 115.