



**Conference of the Parties serving as the meeting
of the Parties to the Kyoto Protocol**

Thirteenth session

Bonn, 6–17 November 2017

Item 2(a) of the provisional agenda

Organizational matters

Adoption of the agenda

Provisional agenda and annotations

Note by the Executive Secretary

I. Provisional agenda

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 - (a) Audit report and financial statements for 2016;
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 - (b) Closure of the session.

II. Proposed organization of the session: overview

- (a) Scenario for the launch and completion of work in all bodies
 1. The President of the Conference of the Parties (COP) at its twenty-second session will open COP 23 and propose the election of the President of COP 23, who will also serve as the President of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) at its thirteenth session and the President of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) at the second part of its first session. The COP will then take up some of the organizational and procedural items on its provisional agenda, including the adoption of the agenda and the organization of work. The COP will refer items on its agenda to the subsidiary bodies, as appropriate. The opening plenary meeting of the COP will then be adjourned. CMP 13 will then open and take up some of the organizational and procedural items on its provisional agenda. The opening plenary of the CMP will then be adjourned. CMA 1 will resume for the second part of its first session and take up some of the organizational and procedural items on its agenda. The resumed plenary of the CMA will then be adjourned.
 2. After launching their work, the COP, the CMP and the CMA will convene a joint plenary meeting to hear statements made on behalf of groups of Parties. On the basis of the guidance from the Subsidiary Body for Implementation (SBI) urging Parties and presiding officers to conclude the conference in a timely manner,² it is envisaged that statements made on behalf of groups of Parties will be concise.

¹ The term “Party included in Annex I” is defined in Article 1, paragraph 7, of the Kyoto Protocol.

² FCCC/SBI/2014/8, paragraph 218.

3. The following sessions of the subsidiary bodies have been scheduled in conjunction with COP 23, CMP 13 and CMA 1.2:

(a) Forty-seventh session of the Subsidiary Body for Scientific and Technological Advice (SBSTA);

(b) Forty-seventh session of the SBI;

(c) Fourth part of the first session of the Ad Hoc Working Group on the Paris Agreement (APA).

4. The COP, the CMP and the CMA will convene plenary meetings during the first week of the conference to take up the items on their agendas that have not been referred to the SBSTA, the SBI or the APA.

5. During the conference, meetings will be organized in line with the conclusions of the SBI³ so as to ensure the observance of clear and effective working practices agreed to by all Parties.

6. In order to ensure that draft texts can be processed and made available in all United Nations official languages before the COP, the CMP and the CMA consider them for adoption, and to enable timely closure of the conference, all negotiations under the COP, the CMP and the CMA must conclude by Wednesday, 15 November.

7. In keeping with the conclusions adopted at SBI 40,⁴ all meetings are scheduled to end by 6 p.m. each day in order 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.

8. The SBI also recommended⁵ that the secretariat, when organizing sessional periods, follow the practice of holding no more than two meetings of plenary and/or contact groups concurrently, with the total number of meetings held concurrently, including informal meetings, not exceeding six, to the extent possible. It further recommended that the secretariat continue to take into consideration, when scheduling meetings, the constraints faced by delegations and avoid clashes on similar issues, to the extent possible.

9. The principles of openness, transparency and inclusiveness will guide the organization of work leading up to and during the conference. To this end, efforts will continue, as at recent conferences, to demonstrate these principles through the use of informal plenary meetings, the enhanced availability of electronic documentation, timely meeting announcements and the broadcasting of meeting information on closed-circuit television, the UNFCCC website and Twitter.

(b) High-level segment

10. The inauguration of the high-level segment will take place in the afternoon of Wednesday, 15 November (see paras. 65–70 below).

III. Annotations to the provisional agenda

1. Opening of the session

11. CMP 13 will be opened by the President of COP 23 and CMA 1.2, Mr. Josaia Frank Voreqe Bainimarama, Prime Minister of Fiji, who will also serve as the President of CMP 13. Mr. Bainimarama was nominated by the Asia-Pacific States in accordance with the principle of rotation of the Presidency among the regional groups.

³ FCCC/SBI/2014/8, paragraphs 218–221.

⁴ FCCC/SBI/2014/8, paragraph 219.

⁵ FCCC/SBI/2010/10, paragraph 164.

2. Organizational matters

(a) Adoption of the agenda

12. *Background:* The secretariat, in agreement with the President of CMP 12,⁶ has drafted the provisional agenda for CMP 13, after consultations with the Bureau and Parties.

13. *Action:* The CMP will be invited to adopt its agenda.

FCCC/KP/CMP/2017/1 Provisional agenda and annotations. Note by the Executive Secretary

(b) Election of additional officers

14. *Background:* If any member of the Bureau represents a State that is not a Party to the Kyoto Protocol, consultations will be required to identify a nominee representing a Party to the Kyoto Protocol to replace such a member, in accordance with Article 13, paragraph 3, of the Kyoto Protocol. Parties are invited to recall decisions 36/CP.7 and 23/CP.18 and give active consideration to the nomination of women for elective posts in any body established under the Convention or its Kyoto Protocol.

15. *Action:* The CMP will be invited, as necessary, to elect additional members of the Bureau of COP 23, CMP 13 and CMA 1.2 to replace any members representing States that are not Parties to the Kyoto Protocol.

(c) Organization of work, including for the sessions of the subsidiary bodies

16. *Action:* The CMP will be invited to agree upon the organization of the work of the session, including the proposed schedule of meetings (see paras. 1–10 above) and the referral of items to the subsidiary bodies as indicated under the relevant agenda items.

17. The CMP will also be invited to organize the work in a manner that is flexible enough to respond to changing circumstances and new developments, that is guided by the principles of openness, transparency and inclusiveness and that can ensure that mandates for CMP 13 are addressed.

FCCC/KP/CMP/2017/1 Provisional agenda and annotations. Note by the Executive Secretary

FCCC/CP/2017/1 Provisional agenda and annotations. Note by the Executive Secretary

FCCC/PA/CMA/2017/1 Agenda and annotations. Note by the Executive Secretary

FCCC/SBSTA/2017/5 Provisional agenda and annotations. Note by the Executive Secretary

FCCC/SBI/2017/8 Provisional agenda and annotations. Note by the Executive Secretary

FCCC/APA/2017/3 Agenda and annotations. Note by the Executive Secretary

(d) Approval of the report on credentials

18. *Background:* The Bureau will examine the credentials submitted by Parties to the Kyoto Protocol and submit its report on credentials for approval by the CMP.⁷

⁶ The President of CMP 12 is Mr. Salaheddine Mezouar (Morocco).

⁷ Decision 36/CMP.1 states that credentials from Parties to the Kyoto Protocol would apply for the participation of their representatives in sessions of the COP and the CMP and that a single report on credentials would be submitted by the Bureau of the COP, following established procedures, for approval by the COP and the CMP. For further information on the submission of credentials, see the COP 23 provisional agenda and annotations (FCCC/CP/2017/1/), paragraphs xx–xx.

19. *Action:* The CMP will be invited to approve the report on credentials of the representatives of Parties attending CMP 13. Representatives may participate provisionally, pending this action.

(e) Status of ratification of the Doha Amendment to the Kyoto Protocol

20. *Background:* The secretariat will present an oral report on the instruments of acceptance received by the Depository in respect of the Doha Amendment to the Kyoto Protocol.

21. The CMP will have before it an information note on the actions taken by Parties included in Annex I⁸ in reporting information to establish their assigned amounts for the second commitment period of the Kyoto Protocol and other related information required by the reporting guidelines under Article 7 of the Kyoto Protocol. The note will also provide information on the status of reviews by expert review teams of the information submitted by Parties included in Annex I for the second commitment period and possible steps to be taken by the secretariat regarding the issuance of the assigned amount units for the second commitment period of the Kyoto Protocol.

22. *Action:* The CMP may wish to take note of the information provided by the secretariat regarding the status of ratification of the Doha Amendment and to invite Parties intending to do so to expedite the deposit of their instruments of acceptance of the Doha Amendment to the Kyoto Protocol.

23. The CMP may also wish to take note of the information on the action taken on reporting and review of information submitted by Parties under the Doha Amendment to the Kyoto Protocol, and take any action that it deems necessary.

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| <i>FCCC/CMP/2017/INF.1</i> | <i>Action taken on reporting and review of information submitted by Parties under the Doha Amendment to the Kyoto Protocol</i> |
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3. Reports of the subsidiary bodies

(a) Report of the Subsidiary Body for Scientific and Technological Advice

24. *Background:* The Chair of the SBSTA will report, inter alia, on any recommendations of draft decisions or conclusions for consideration and adoption at CMP 13 arising from the work conducted at SBSTA 46 and 47 and on any other issues that have been mandated for consideration by the SBSTA.

25. *Action:* The CMP will be invited to take note of the progress made in the work of the SBSTA in 2017 and to consider the recommended draft decisions and conclusions for adoption.

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| <i>FCCC/SBSTA/2017/4 and Add.1</i> | <i>Report of the Subsidiary Body for Scientific and Technological Advice on its forty-sixth session, held in Bonn from 8 to 18 May 2017</i> |
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(b) Report of the Subsidiary Body for Implementation

26. *Background:* The Chair of the SBI will report, inter alia, on any recommendations of draft decisions or conclusions for consideration and adoption at CMP 13 arising from the work conducted at SBI 46 and 47 and on any other issues that have been mandated for consideration by the SBI.

27. *Action:* The CMP will be invited to take note of the progress made in the work of the SBI in 2017 and to consider the recommended draft decisions and conclusions for adoption.

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| <i>FCCC/SBI/2017/7 and</i> | <i>Report of the Subsidiary Body for Implementation on its</i> |
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⁸ As defined in Article 1, paragraph 7, of the Kyoto Protocol.

4. Matters relating to the clean development mechanism

28. *Background:* The annual report of the Executive Board of the clean development mechanism (CDM) to the CMP provides information on the progress made in the implementation of the CDM arising from action by the board during its most recent year of operation.⁹ The report also addresses governance issues, as well as the recommendations of the board on specific matters, including those requested by the CMP in previous years. The Chair of the board will provide an oral report to the CMP, highlighting the tasks and achievements of the board over the past year and the challenges ahead.

29. *Action:* The CMP will be invited to take note of the annual report of the board and provide guidance relating to the CDM.

30. The CMP will also be invited to elect members and alternate members of the Executive Board.

FCCC/KP/CMP/2017/5 *Annual report of the Executive Board of the clean development mechanism to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol*

Further information www.cdm.unfccc.int and www.unfccc.int/6558.php

5. Matters relating to joint implementation

31. *Background:* The annual report of the Joint Implementation Supervisory Committee (JISC) provides information on progress made in the implementation of the joint implementation (JI) mechanism arising from action by the JISC during its most recent year of operation.¹⁰ The Chair of the JISC will provide a brief oral report to the CMP.

32. *Action:* The CMP will be invited to take note of the annual report of the JISC and, in considering this agenda item, provide guidance relating to JI.

33. The CMP will also be invited to elect members and alternate members of the JISC.

FCCC/KP/CMP/2017/2 *Annual report of the Joint Implementation Supervisory Committee to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol*

Further information www.unfccc.int/6558.php

6. Report of the Compliance Committee

34. *Background:* The twelfth annual report of the Compliance Committee to the CMP¹¹ provides information on the activities of the Compliance Committee in the period from 9 September 2016 to 8 September 2017.

⁹ As stated in decision 3/CMP.1, annex, paragraphs 2–5, the Executive Board of the CDM shall report on its activities to each session of the CMP, and the CMP shall review annual reports, provide guidance and take decisions, as appropriate. Following the requests of CMP 2 and 3, the report of the board to the CMP covers the period from the previous session of the CMP to the board meeting that immediately precedes the one held in conjunction with the session of the CMP (decision 1/CMP.2, paragraph 11, and decision 2/CMP.3, paragraph 7).

¹⁰ According to the JI guidelines, the JISC is to report on its activities to each session of the CMP. In exercising its authority over JI, the CMP may review annual reports, provide guidance and take decisions, as appropriate.

¹¹ As stated in decision 27/CMP.1, annex, section III, paragraph 2(a), the plenary of the Compliance Committee shall report to each ordinary session of the CMP.

35. In addition, in response to the proposal made by the President at CMP 12,¹² the secretariat made the necessary arrangements to enable Ukraine to formally demonstrate compliance with its commitment under Article 3, paragraph 1, of the Kyoto Protocol for the first commitment period, taking into account the recommendations set out in chapter III.B of the eleventh annual report of the Compliance Committee to the CMP.¹³ As part of these arrangements and in accordance with decision 13/CMP.1, the secretariat has published the final compilation and accounting report for Ukraine for the first commitment period of the Kyoto Protocol.

36. *Action:* The CMP will be invited to consider the report of the Compliance Committee, take note of the information contained in the final compilation and accounting report for the first commitment period of Ukraine, and to take any action it deems appropriate.

37. The CMP will also be invited to elect members and alternate members of the Compliance Committee.

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| <i>FCCC/KP/CMP/2017/4</i> | <i>Annual report of the Compliance Committee to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol</i> |
| <i>FCCC/KP/CMP/2017/CAR/UKR</i> | <i>Final compilation and accounting report for Ukraine for the first commitment period of the Kyoto Protocol</i> |
| <i>Further information</i> | www.unfccc.int/6558.php |

7. Matters relating to the Adaptation Fund

(a) Report of the Adaptation Fund Board

38. *Background:* By decision 1/CMP.3, the CMP decided that the Adaptation Fund Board should report on its activities at each session of the CMP. The Chair of the Adaptation Fund Board will provide a brief oral report to the CMP, highlighting the work accomplished by the board over the past year.

39. *Action:* The CMP will be invited to take note of the report of the Adaptation Fund Board, provide guidance to the Adaptation Fund Board and take any action it deems appropriate.

40. The CMP will also be invited to elect members and alternate members of the Adaptation Fund Board.

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| <i>FCCC/KP/CMP/2017/6</i> | <i>Report of the Adaptation Fund Board. Note by the Chair of the Adaptation Fund Board</i> |
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(b) Third review of the Adaptation Fund

41. *Background:* By decision 1/CMP.12, the CMP decided that the review of the Adaptation Fund would be undertaken in accordance with the terms of reference contained in the annex to that decision. By the same decision, the CMP requested the secretariat, in collaboration with the Adaptation Fund Board secretariat, to prepare a technical paper on the third review of the Adaptation Fund, in accordance with the aforementioned terms of reference, taking into account the deliberations and conclusions of SBI 46.

42. Furthermore, the CMP requested the SBI to complete its work on the third review of the Adaptation Fund at SBI 47 with a view to recommending a draft decision on the matter for consideration and adoption at CMP 13. See the SBI 47 provisional agenda and annotations¹⁴ for further details.

¹² FCCC/KP/CMP/2016/8, paragraph 50.

¹³ FCCC/KP/CMP/2016/3.

¹⁴ FCCC/SBI/2017/8.

43. *Action:* The CMP will be invited to refer this sub-item to the SBI for its consideration and to take any action it deems appropriate on the basis of the recommendations of the SBI.

FCCC/TP/2017/6 *Third review of the Adaptation Fund. Technical paper by the secretariat*

8. Report on the high-level ministerial round table on increased ambition of Kyoto Protocol commitments

44. By decision 1/CMP.8, the CMP adopted the Doha Amendment to the Kyoto Protocol, which established a second commitment period of the Kyoto Protocol. A high-level ministerial round table was held on 5 June 2014, which considered information on the intention of Parties included in Annex I taking on commitments in the second commitment period to increase the ambition of their mitigation commitments. A report on the round table was prepared for consideration at CMP 10.¹⁵

45. CMP 10 initiated consideration of this agenda item. Pursuant to rules 10(c) and 16 of the draft rules of procedure being applied, it was placed on the agendas for CMP 11, 12 and 13.

46. *Action:* The CMP will be invited to conclude its consideration of this item and to take any action it deems appropriate.

9. Reporting from and review of Parties included in Annex I¹⁶

(a) National communications

47. *Background:* See the SBI 47 provisional agenda and annotations for further details.

48. *Action:* The CMP will be invited to refer this sub-item to the SBI for its consideration and to take any action it deems appropriate on the basis of the recommendations of the SBI.

(b) Annual compilation and accounting report for the second commitment period for Annex B Parties under the Kyoto Protocol

49. *Background:* By decision 13/CMP.1, the CMP requested the secretariat to publish an annual compilation and accounting report and to forward it to the CMP, the Compliance Committee and each Party concerned.

50. *Action:* The CMP will be invited to take note of the information contained in the report.

FCCC/KP/CMP/2017/3 *Annual compilation and accounting report for Annex B Parties under the Kyoto Protocol for 2017*

10. Capacity-building under the Kyoto Protocol

51. *Background:* See the SBI 47 provisional agenda and annotations for further details.

52. *Action:* The CMP will be invited to refer this item to the SBI for its consideration and to take any action it deems appropriate on the basis of the recommendations of the SBI.

¹⁵ FCCC/KP/CMP/2014/3.

¹⁶ The term "Party included in Annex I" is defined in Article 1, paragraph 7, of the Kyoto Protocol.

11. Matters relating to:

(a) Article 2, paragraph 3, of the Kyoto Protocol

53. *Background:* See the SBSTA 47 provisional agenda and annotations¹⁷ for further details.

54. *Action:* The CMP will be invited to refer this sub-item to the SBSTA for its consideration and to take any action it deems appropriate on the basis of the recommendations of the SBSTA.

(b) Article 3, paragraph 14, of the Kyoto Protocol

55. *Background:* See the SBI 47 provisional agenda and annotations for further details.

56. *Action:* The CMP will be invited to refer this sub-item to the SBI for its consideration and to take any action it deems appropriate on the basis of the recommendations of the SBI.

12. Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies

57. *Background:* Any other matters concerning the Kyoto Protocol referred to the CMP by the subsidiary bodies will be taken up under this agenda item.

58. *Action:* The CMP will be invited to consider for adoption any draft decisions or conclusions recommended under this agenda item.

13. Administrative, financial and institutional matters

(a) Audit report and financial statements for 2016

59. *Background:* See the SBI 47 provisional agenda and annotations for further details.

60. *Action:* The CMP will be invited to refer this sub-item to the SBI for its consideration and to take any action it deems appropriate on the basis of the recommendations of the SBI.

(b) Budget performance for the biennium 2016–2017

61. *Background:* See the SBI 47 provisional agenda and annotations for further details.

62. *Action:* The CMP will be invited to refer this sub-item to the SBI for its consideration and to take any action it deems appropriate on the basis of the recommendations of the SBI.

(c) Programme budget for the biennium 2018–2019

63. *Background:* SBI 46 recommended a draft decision on the programme budget for the biennium 2018–2019 for consideration and adoption at CMP 13.¹⁸ SBI 46 also recommended a draft decision on the budget for the international transaction log and a methodology for the collection of its fees for the biennium 2018–2019.¹⁹

64. *Action:* The CMP will be invited to consider and adopt the draft decisions referred to in paragraph 62 above.

¹⁷ FCCC/SBSTA/2017/5.

¹⁸ Contained in document FCCC/SBI/2017/7/Add.1.

¹⁹ As footnote 18 above.

14. High-level segment

65. The inauguration of the high-level segment will take place in the afternoon of Wednesday, 15 November. National statements will be heard in the joint plenary meetings of the COP, the CMP and the CMA to be held on Wednesday, 15 November, and Thursday 16 November, followed by the statements of the representatives of intergovernmental and observer organizations.

66. The COP, the CMP and the CMA will hold separate meetings on Friday, 17 November, to conclude their work.

(a) Statements by Parties

67. National statements may be delivered by the Head of State or Government, a minister or the head of delegation. There will be one list of speakers and each Party, including Parties to the Convention, the Kyoto Protocol and the Paris Agreement, may speak only once. Parties may wish to note that, as per SBI guidance urging Parties and presiding officers to conclude conferences in a timely manner,²⁰ statements must not exceed three minutes. Statements on behalf of groups, where other members of the group do not speak, are strongly encouraged and will be accorded additional time. Time limits will be strictly enforced. Following United Nations practice, a mechanism, in this case a bell system, will signal to speakers when the time limit has been exceeded. Speakers will be interrupted should they exceed the time limit.

68. The full text of the official statements will be posted on the UNFCCC website and will not be circulated in hard copy. In order to have a statement posted on the UNFCCC website, Parties speaking at the high-level segment are requested to send a copy of the statement in advance to external-relations@unfccc.int.

69. Registration for the list of speakers will be open from Monday, 10 July, to Friday, 27 October 2017. Information related to the list, including a registration form, was included in the notification of the sessions sent to Parties on 10 July 2017.²¹

(b) Statements by observer organizations

70. Representatives of intergovernmental and observer organizations will be invited to make statements at the high-level segment upon conclusion of the national statements. The time limit of two minutes will be strictly enforced (see para. 67 above). The full text of the official statements will be posted on the UNFCCC website and will not be circulated in hard copy (see para. 68 above).

15. Other matters

71. Any other matters for the attention of the CMP will be taken up under this agenda item.

16. Conclusion of the session

(a) Adoption of the draft report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its thirteenth session

72. *Background:* A draft report on the session will be prepared for adoption by the CMP at the end of the session.

73. *Action:* The CMP will be invited to adopt the draft report and authorize the Rapporteur to complete the report after the session under the guidance of the President and with the assistance of the secretariat

²⁰ FCCC/SBI/2014/8, paragraph 218.

²¹ http://unfccc.int/files/parties_and_observers/notifications/application/pdf/notification_to_parties_cop_23.pdf.

(b) Closure of the session

74. The President will declare the session closed.
