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INFORMATION TO PARTIES

Nominations for election during the Climate Change Conference in Bonn, Germany, from 1 to 11 June 2015, and the Climate Change Conference in Paris, France, from 30 November to 11 December 2015

This is to inform Parties to the United Nations Framework Convention on Climate Change and its Kyoto Protocol that during the sessions of the subsidiary bodies to be held in Bonn from 1 – 11 June 2015, the Rapporteur to the Bureau of the Subsidiary Body for Scientific and Technological Advice (SBSTA) is expected to be elected.

Parties are also informed that during the twenty-first session of the Conference of the Parties (COP 21) and the eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 11) to be held in Paris from 30 November – 11 December 2015, members and/or alternate members will be elected to the following bodies, as appropriate:

- The Bureau of the COP 21 and the CMP 11;
- The Bureau of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
- The Bureau of the Subsidiary Body for Implementation (SBI);
- 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 Joint Implementation Supervisory Committee (JISC);
- The Technology Executive Committee (TEC);
- The LDC Expert Group (LEG), subject to a decision on the mandate at COP 21.

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>>.



In addition, the following nominations from COP 20 and CMP 10 are outstanding and groups and constituencies are urged to submit these as soon as possible:

- A Vice-President of the COP and CMP Bureau from the Asia-Pacific Group;
- An alternate member of the JISC from Parties included in Annex I to the Convention (Annex I Parties);
- An alternate member of the facilitative branch of the Compliance Committee from Parties not included in Annex I to the Convention (Non-Annex I Parties);
- The members of the TEC to represent the Asia-Pacific Group.

Information on the criteria for membership is contained in the annex to this Notification. Further information on the membership of all Convention and Kyoto Protocol bodies, as well as the contact information of the Chairs and Coordinators of the regional groups and constituencies, is available on the UNFCCC website at the following link: <<http://unfccc.int/6558.php>>.

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

Consultations on the nominations for the elections at COP 21 will begin during the Climate Change Conference in June 2015, and will continue during the Climate Change Conferences in Bonn in August-September and October 2015, and finalized in Paris.

Regional groups and constituencies are invited to submit the nominations as soon as possible and by the deadline of 8 p.m., Friday, 4 December 2015. In view of the expected heavy workload at the Climate Change Conference in Paris, groups and constituencies are strongly advised to submit their nominations well before this deadline, preferably before the start of the Climate Change Conference in December 2015.

Following conclusion of the consultations, the nominations will be forwarded for election to the COP, the CMP or the relevant subsidiary body.

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

Yours sincerely,

(signed by Richard Kinley for)

Christiana Figueres



Annex

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

A. The Bureau of the COP and the CMP

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. At COP 21, the COP will be invited to elect, for a term of one year, 11 members of the bureau of the COP and CMP Bureau 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).

4. Groups and constituencies are invited to submit nominations to the Bureau of the COP and CMP. At the opening of COP 21, the COP will be invited to elect the President of COP 21 and CMP 11. Following completion of the consultations among regional groups, the COP will be invited to elect the other members of the Bureau at the close of the session. If any member of the Bureau represents a State that is not a Party to the Kyoto Protocol at CMP 11, the CMP will also be invited to elect a member representing a Party to the Kyoto Protocol to replace such a member.

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.



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

5. The draft rules of procedure of the COP provide that each subsidiary body shall elect its own Vice-Chair and Rapporteur.³ 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”.⁴

6. Groups are invited to submit nominations for the position of Vice-Chair and Rapporteur of the SBSTA. Following completion of consultations, the SBSTA at the close of its 42nd session (June 2015), will be invited to elect for a term of one year its Rapporteur. Further, at the close of its 43rd session (December 2015), the SBSTA will be invited to elect for a term of one year its Vice-Chair.

7. 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 the close of its 43rd session (December 2015), will be invited to elect for a term of one year its Vice-Chair and Rapporteur.

C. The Adaptation Committee (AC)

8. The AC comprises 16 members, who will be nominated by Parties in their respective groups or constituencies and elected by the COP. The members shall be eligible to serve a maximum of two consecutive terms of office and the members shall remain in office until their successors have been elected.⁵

9. At COP 21, 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.

10. Parties 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.

³ See rule 27, paragraphs 1 and 6, of the draft rules of procedure of the COP.

⁴ See Article 15, paragraph 3, of the Kyoto Protocol.

⁵ See paragraph 106, decision 2/CP.17.



D. The Adaptation Fund Board (AFB)

11. The AFB comprises 16 members and their alternates. The members and alternate members are identified by their respective governments, 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.⁶ 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.⁷ Members and alternate members of the Adaptation Fund Board shall have the appropriate technical, adaptation and/or policy expertise.⁸

12. At CMP 11, the CMP will be invited to elect for a term of two years, eight members and eight 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.

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

13. The CTCN Advisory Board comprises 16 government representatives, which shall be nominated by their respective groups or 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 of office.⁹

14. At COP 21, 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 Annex I Parties;
- Four government representatives nominated by Non-Annex I Parties.

15. Groups or 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.

⁶ See paragraph 8, decision 1/CMP.3.

⁷ See paragraph 16, decision 1/CMP.4.

⁸ See paragraph 8, decision 1/CMP.3.

⁹ See paragraph 5 (b) of Annex II, decision 14/CP.18.



F. The Compliance Committee

15. 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.¹⁰ 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.¹¹

16. At CMP 11, 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 Eastern Europe;
- One member and one alternate member nominated by WEOG;
- 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 Non-Annex I Parties.

17. Groups/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;¹²
- (b) That the members and alternate members of the enforcement branch shall have legal experience.¹³

18. 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).

¹⁰ See section II, paragraphs 3 and 5, section IV, paragraph 2, and section V, paragraph 2, of the annex to decision 27/CMP.1.

¹¹ See paragraph 4 (a) and (b), decision 4/CMP.4.

¹² See section II, paragraph 6, and section IV, paragraph 3, annex to decision 27/CMP.1.

¹³ See section V, paragraph 3, annex to decision 27/CMP.1.



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

19. The CGE comprises 24 experts. Twenty-one (21) members will be 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 Parties for a period of two years and shall serve a maximum of two consecutive terms.

20. At COP 21, 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.

H. The Executive Board of the clean development mechanism (CDM)

21. The CDM Executive Board comprises 10 members and 10 alternate members. Members and alternate members of the CDM Executive Board are nominated by the relevant groups and 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.

22. At CMP 11, 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.

23. Non-Annex I Parties are invited to submit one nomination for the remainder of the term of the position of alternate member, vacant due to a resignation.

24. 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

I. The Joint Implementation Supervisory Committee (JISC)

25. The JISC comprises 10 members and 10 alternate members. Members and alternate members of the JISC are nominated by the relevant groups and 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.

26. At CMP 11, 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 EIT Parties);
- Two members and two alternate members nominated by Non-Annex I Parties.

27. 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,¹⁵ and the expected time commitments required of members and alternates sitting on the JISC.¹⁶

J. The Technology Executive Committee (TEC)

28. The TEC comprises 20 members. Members of the TEC are nominated by the relevant groups and 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.¹⁷ The Asia-

¹⁴ See annex I to decision 3/CMP.6.

¹⁵ See paragraph 11(a) of the annex to decision 9/CMP.1

¹⁶ See section VII of the annual report of the JISC to CMP 4, document FCCC/KP/CMP/2008/3 (Part II).

¹⁷ See Appendix IV, paragraph 4 to decision 1/CP.16.



Pacific Group is invited to submit nominations for two members, pending from COP 20.

29. At COP 21, 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, including:
 - One member from Africa;
 - One member from Asia-Pacific;
 - Three members from GRULAC; and,
 - One member from LDCs;
- Four members nominated by Annex I Parties.

30. 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.¹⁸

K. The LDCs Expert Group (LEG)

31. At COP 16, the COP decided to extend the mandate of the LEG under its current terms of reference and to review the progress, need for continuation and its terms of reference and to adopt a decision thereon at COP 21.¹⁹

32. At COP 21, should the COP decide to extend the mandate of the LEG, groups and constituencies will be invited to nominate members during the session to facilitate approval of the LEG membership at COP 21.

¹⁸ See Appendix IV, paragraph 3 to decision 1/CP.16.

¹⁹ See paragraph 8, decision 6/CP.16.