



United Nations
Climate Change Secretariat

Executive Secretary

Nations Unies
Secrétariat sur les changements climatiques

Secrétaire exécutive

Date: 29 September 2014

Reference: LA/NAW/drl

INFORMATION TO PARTIES

Nominations for elections during the United Nations Climate Change Conference to be convened in Peru, Lima, from 1 to 12 December 2014

This is to inform Parties that during the twentieth session of the Conference of the Parties (COP 20) and the tenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 10), to be held in Lima, Peru, from 1 – 12 December 2014, members and/or alternate members will be elected to serve on the following bodies:

- the Bureau of the COP 20 and the CMP 10;
- the Bureau of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
- the Bureau of the Subsidiary Body for Implementation (SBI);
- the Bureau of the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP);
- the Adaptation Committee (AC);
- the Adaptation Fund Board (AFB);
- the Advisory Board of the Climate Technology Centre and Network (CTCN);
- 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 Compliance Committee;
- the Joint Implementation Supervisory Committee (JISC);
- the Standing Committee on Finance (SCF);
- the Technology Executive Committee (TEC).

The President of COP 19 and CMP 9 has invited Mr. Cheikh Ndiaye Sylla (Senegal), Vice-President of the COP and CMP, to conduct consultations on the nominations on his behalf. Consultations began during the sessions of the subsidiary bodies held in Bonn in June 2014 and will continue during the upcoming session of the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP), to be held in Bonn from 20-25 October 2014, as well as during the United Nations Climate Change Conference in Lima.

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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The secretariat has already received nominations from regional groups and constituencies for some of the positions that are open for election. An overview of these nominations is available on the UNFCCC website at the following link:

http://unfccc.int/bodies/election_and_membership/items/6558.php.

However, many nominations are still pending. It is recommended that Parties intensify their consultations within their respective regional groups or constituencies concerning these nominations, with a view to reaching an agreement as early as possible. In order to facilitate the elections at the close of the Conference and to ensure transparency and efficiency of the electoral process, Parties are informed that the deadline for the submission of nominations is 8 p.m., Thursday, 11 December 2014.

Information on the criteria for membership is contained in the annex to this Notification. 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 by achieving a goal of gender balance in these bodies.

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>.

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, 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 20, the COP will be invited to elect, for a term of one year, 11 members of the COP and CMP Bureau as follows:
 - two members from the Group of African States (Africa);
 - two members from the Group of Asia-Pacific States (Asia-Pacific);
 - two members from the Group of Eastern European States (Eastern Europe);
 - two members from the Group of Latin American and Caribbean States (GRULAC);
 - two members from the Group of Western European and Other States (WEOG);
 - one member from the Small Island Developing States (SIDS).
4. Groups and constituencies are invited to submit nominations to the COP and CMP Bureau. At the opening of COP 20, the COP will be invited to elect the President of COP 20 and CMP 10. Following completion of the consultations, 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 10, 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

6. The Kyoto Protocol 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.

7. Groups are invited to submit nominations for the positions of Vice-Chair of the SBSTA and for the positions of Vice-Chair and Rapporteur of the SBI. Following completion of consultations, the SBSTA, at the close of its 41st session (6 December 2014) will be invited to elect for a term of one year its Vice-Chair and the SBI, at the close of its 41st session (8 December 2014), 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 Durban Platform for Enhanced Action (ADP)

8. The COP, at its seventeenth session, established the ADP⁵ and at its eighteenth session endorsed the arrangements for the Bureau of the ADP recognizing that this is an exception to rule 27, paragraphs 5 and 6, of the draft rules of procedure.⁶

9. Groups are invited to submit nominations for the positions of Co-Chair?? (Annex I and Non-Annex I) and Rapporteur (Non-Annex I) of the ADP. Following completion of consultations, the ADP at the close of its session in December 2014, will be invited to elect for a term of one year its Co-Chairs and Rapporteur.

D. The Adaptation Committee (AC)

10. 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.⁷

11. At COP 20, the COP will be invited to elect for a term of two years, 8 members as follows:

- one member from Asia-Pacific;
- two members from GRULAC;

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 2, decision 1/CP.17.

⁶ See paragraph 2, decision 2/CP.18.

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



- one member from WEOG;
- one member from SIDS;
- one member from LDCs;
- one member from Annex I Parties;
- one member from Non-Annex I Parties.

E. The Adaptation Fund Board (AFB)

12. 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.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

13. At CMP 10, 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 from Africa;
- one member and one alternate member from Asia-Pacific;
- one member and one alternate member from Eastern Europe;
- one member and one alternate member from GRULAC;
- one member and one alternate member from WEOG;
- one member and one alternate member from SIDS;
- one member and one alternate member from Annex I Parties;
- one member and one alternate member from Non-Annex I Parties.

14. In addition to the nominations referred to above, the following regional groups and constituencies are urged to reach agreement and submit the outstanding nominations from CMP 9:

- one member of the AFB to represent Parties included in Annex I to the Convention (Annex I Parties);
- one alternate member of the AFB to represent the Asia-Pacific Group.

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

15. The CTCN comprises 16 government representatives, which shall be nominated by their respective groups or constituencies and elected by the COP. 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.18.¹¹

⁸ See paragraph 8, decision 1/CMP.3.

⁹ See paragraph 16, decision 1/CMP.4.

¹⁰ See paragraph 8, decision 1/CMP.3.

¹¹ See Annex II, decision 14/CP.18.



16. 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.¹² In accordance with paragraph 5 (a) of Annex II, decision 14/CP.18, half of the representatives were initially elected for a term of three years, while half were elected for a term of two years. Accordingly, to facilitate the elections at COP 20, the Coordinator for Non-Annex I Parties constituencies is urged to inform the secretariat the remaining government representatives from Non-Annex I Parties currently serving on the CTCN Advisory Board who should serve for a term of three years, and who should serve for a term of two years and whose position are therefore open for the elections at COP 20.

17. At COP 20, 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 from Annex I Parties;
- four government representatives from Non-Annex I Parties.

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

At its nineteenth session, the COP decided to continue the mandate of the CGE for a period of five years from 2014 to 2018.¹³ The COP further decided to review the term and the mandate of the CGE and the need for continuation of the group at its twenty-second session (COP 22).¹⁴

18. The COP also decided that the membership of the CGE shall be the same as in decision 3/CP.8, annex, paragraphs 3-8 and 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 (BURs) in accordance with the relevant guidelines.¹⁵ In addition to the members above, a representative of Parties not included in Annex I to the Convention which are not represented on the CGE by the constituencies referred to in decision 3/CP.8, annex, paragraph 3, will be invited to participate in the work of the CGE in an observer capacity, pending the consideration at COP 20 of the specific matter of the membership of such Parties on the CGE.¹⁶

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.

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

¹³ See paragraph 1, decision 19/CP.19.

¹⁴ See paragraph 8, decision 19/CP.19.

¹⁵ See paragraph 3, decision 19/CP.19.

¹⁶ See paragraph 131 of the Report of the Conference of the Parties on its nineteenth session, document FCCC/CP/2013/10.



20. At COP 20, the COP will be invited to elect for a term of two years, 10 members as follows:

- four members from Africa;
- two members from GRULAC;
- four members from Annex I Parties.

H. Executive Board of the Clean Development Mechanism (CDM EB)

21. The Executive Board comprises 10 members and 10 alternate members. Members and alternate members of the 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 and their alternates are eligible to serve a maximum of two consecutive terms. Terms as alternate members do not count.¹⁷

22. At CMP 10, 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 from Africa;
- one member and one alternate member from Asia-Pacific;
- one member and one alternate member from GRULAC;
- one member and one alternate member from WEOG;
- one member and one alternate member from Annex I.

23. Groups and constituencies are invited to submit nominations, bearing in mind the skills and expertise required of members and alternates sitting on the 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).¹⁸

¹⁷ See paragraphs 8(a) and (b) of the annex to decision 3/CMP.1.

¹⁸ See annex I to decision 3/CMP.6.



24. Parties may also wish to review the annual report of the Executive Board to CMP 4, in which the Executive Board reiterated that “its members must collectively provide the professional and regulatory competence needed to supervise the CDM, which is a mechanism of substantial size, global spread and sectoral diversity” and that members and alternate members “need to invest a considerable amount of time to provide their professional services”.¹⁹

25. In addition to the nominations referred to above, the Annex I Parties constituency is urged to reach agreement and submit the outstanding nomination from CMP 9 of one alternate member of the CDM EB.

I. The Compliance Committee

26. The Compliance Committee comprises 20 members and 20 alternate members, nominated by the relevant groups/constituencies and elected by the CMP.²⁰ When a member or alternate member resigns or is otherwise unable to complete the assigned term or to perform the functions of a member or alternate member, the Compliance Committee is to request the CMP to elect, at its next session, a new member or alternate member for the remainder of that member’s term.²¹

27. At CMP 10, the CMP will be invited to elect two replacement alternate members, as follows:

- one replacement alternate from Non-Annex I Parties for the facilitative branch;
- one replacement alternate from WEOG for the enforcement branch.

28. 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;²²
- (b) That the members and alternate members of the enforcement branch shall have legal experience.²³

29. 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).

¹⁹ See paragraph 95 of document FCCC/KP/CMP/2008/4.

²⁰ See section II, paragraphs 3 and 5, of the annex to decision 27/CMP.1.

²¹ See rule 3, paragraph 5, of the rules of procedure of the Compliance Committee of the Kyoto Protocol, annexed to decision 4/CMP.2, as amended by decision 4/CMP.4.

²² See section II, paragraph 6, and section IV, paragraph 3, annex to decision 27/CMP.1.

²³ See section V, paragraph 3, annex to decision 27/CMP.1.



J. The Joint Implementation Supervisory Committee (JISC)

30. 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 of the JISC may be eligible to serve a maximum of two consecutive terms. Terms as alternate members do not count.²⁴

31. At CMP 10, the CMP will be invited to elect for a term of two years, five members and five alternate members to the JISC as follows:

- two members and two alternate members from Annex I Parties;
- two members and two alternate members from Annex I Parties that are undergoing the process of transition to a market economy (Annex I EIT Parties);
- one member and one alternate member from Non-Annex I Parties.

32. 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,²⁵ and the expected time commitments required of members and alternates sitting on the JISC.²⁶

33. In addition to the nominations referred to above, the Annex I Parties constituency is urged to reach agreement and submit the outstanding nomination from CMP 9 of one alternate member of the JISC.

K. The Standing Committee on Finance (SCF)

34. The SCF comprises 20 members. Members of the SCF are nominated by the relevant groups and constituencies and elected by the COP. Members of the SCF shall serve for a term of two years, with the option of seeking additional terms.²⁷

35. At COP 20, the COP will be invited to elect for a term of two years, 20 members to the SCF as follows:

- two members from Africa;
- two members from Asia-Pacific;
- two members from GRULAC;
- one member from SIDS;
- one member from LDCs;
- ten members from Annex I Parties;
- two members from Non-Annex I Parties.

²⁴ See paragraphs 5 and 6 of the annex to decision 9/CMP.1.

²⁵ See paragraph 11(a) of the annex to decision 9/CMP.1

²⁶ See section VII of the annual report of the JISC to CMP 4, document FCCC/KP/CMP/2008/3 (Part II).

²⁷ See Annex VI, decision 2/CP.17.



36. Groups and constituencies are encouraged to nominate members who shall have the necessary experience and skills, notably in the areas of climate change, development and finance, taking into account the need for gender balance in accordance with decision 36/CP.7.²⁸

L. The Technology Executive Committee (TEC)

37. 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.²⁹

38. At COP 20, the COP will be invited to elect for a term of two years, 10 members to the TEC as follows:

- two members from Africa;
- two members from Asia-Pacific;
- one member from SIDS;
- five members from Annex I Parties.

39. 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 for gender balance in accordance with decision 36/CP.7.³⁰

M. The Loss and Damage Executive Committee

40. At COP 19, the COP established the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.³¹ It also established an executive committee to guide the implementation of the functions of the Warsaw International Mechanism.³² The COP also requested the SBSTA and the SBI to consider the composition of, and procedures for, the executive committee, and to make recommendations thereon for adoption by the COP its twentieth session, with a view to finalizing the organization and governance of the executive committee.³³

41. SBI 40 and SBSTA 40 initiated their consideration of the composition of, and procedures for, the executive committee, and concluded that they would continue their consideration of this matter at SBI 41 and SBSTA 41 with a view to forward the matter to the COP to finalize the modalities for the organization and governance of the executive committee. Should agreement be reached on the composition of the executive committee at COP 20, regional groups and constituencies will be invited to submit nominations to ensure the election of the members at COP 20.

²⁸ See Annex VI, decision 2/CP.17.

²⁹ See Appendix IV, paragraph 4 to decision 1/CP.16.

³⁰ See Appendix IV, paragraph 3 to decision 1/CP.16.

³¹ See decision 2/CP.19, paragraph 1.

³² See decision 2/CP.19, paragraph 2.

³³ See decision 2/CP.19, paragraph 10.