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Climate Change Secretariat

Executive Secretary

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INFORMATION TO PARTIES

Nominations for election during the Climate Change Conference in Bonn, Germany, from 16 to 26 May 2016, and the Climate Change Conference in Marrakech, Morocco, from 7 to 18 November 2016

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 16 to 26 May 2016, Parties will be invited to elect the bureau of the Ad Hoc Working Group on the Paris Agreement (APA), and the Rapporteur of the Subsidiary Body for Implementation (SBI).

Parties are also informed that during the twenty-second session of the Conference of the Parties (COP 22) and the twelfth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 12) to be held in Marrakech from 7 to 18 November 2016, members and/or alternate members will be elected to the following bodies, as appropriate:

- The Bureau of the COP 22 and the CMP 12;
- The Bureau of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
- The Vice-Chair 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 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 Standing Committee on Finance (SCF).

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>>.



Should COP 22 adopt the terms of reference for the Paris Committee on Capacity-Building, elections will also be held in Marrakech for this Committee.

Parties are also reminded that the following nominations are outstanding from the Paris Conference, as well as from recent resignations, and groups and constituencies are urged to submit these nominations as soon as possible:

- A Vice-President of the COP/CMP Bureau from the Asia-Pacific Group;
- A member from GRULAC to the AC;
- An alternate member from Parties included in Annex I to the Convention (Annex I Parties), as well as a member and an alternate member from Parties not included in Annex I to the Convention (Non-Annex I Parties) to the JISC;
- A member and an alternate member from Non-Annex I Parties to the facilitative branch of the Compliance Committee;
- An alternate member from SIDS to the enforcement branch of the Compliance Committee;
- One government representative from Non-Annex I Parties to the Advisory Board of the CTCN;
- Three members from Non-Annex I Parties to the SCF;
- Three members from Non-Annex I Parties to the TEC.

Furthermore, the Non-Annex I Parties constituency is urged to inform the secretariat of the remaining two and three year term of the members of the Executive Committee of the WIM Loss and Damage.

Information on the criteria for membership is contained in the annex, and general information on the UNFCCC electoral process is available 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 22 will be held during the Climate Change Conference in Bonn. Regional groups and constituencies are invited to submit their nominations for election in Marrakech by the deadline of 8 p.m., Friday, 11 November 2016. Groups and constituencies are strongly advised to submit their nominations well before this deadline, preferably before the start of the Climate Change Conference in Marrakech.

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

Yours faithfully,

(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 22, 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 22, the COP will be invited to elect the President of COP 22 and CMP 12. 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 12, 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 positions of Vice-Chair and Rapporteur of the SBSTA. Following completion of consultations, the SBSTA at the closure of its 45th session (November 2016), will be invited to elect for a term of one year its Vice-Chair and Rapporteur.

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 44th session (May 2016), will be invited to elect for a term of one year its Rapporteur. Further, at the close of its 45th session (November 2016), the SBI will be invited to elect for a term of one year its Vice-Chair.

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 22, the COP will be invited to elect for a term of two years, 8 members as follows:

- One member nominated by Asia-Pacific;
- Two members nominated by GRULAC;
- One member nominated by WEOG;
- One members nominated by SIDS;
- One member nominated by Annex I Parties;
- One members nominated by LDCs;
- 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 12, 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 SIDS;
- 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 22, 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 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.

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

16. 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.

17. At COP 22, 10 members are to be nominated as follows:

- Four members nominated by Africa;
- Two members nominated by GRULAC;
- Four members nominated by Annex I Parties.

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

18. 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.

19. At CMP 12, 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 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 WEOG;
- One member and one alternate member nominated by Annex I Parties.

20. 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).¹⁰

H. The Joint Implementation Supervisory Committee (JISC)

21. 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.

22. At CMP 12, 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 one alternate member nominated by Annex I Parties;
- Two members and two alternate members nominated by Annex I Parties that are undergoing the process of transition to a market economy (Annex I EITs Parties);
- One member and one alternate member nominated by Non-Annex I Parties.

23. 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,¹¹ and the expected time commitments required of members and alternates sitting on the JISC.¹²

I. The Technology Executive Committee (TEC)

24. 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.¹³

¹⁰ See annex I to decision 3/CMP.6.

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

¹² See section VII of the annual report of the JISC to CMP 4, document FCCC/KP/CMP/2008/3 (Part II).

¹³ See Appendix IV, paragraph 4, to decision 1/CP.16.



25. At COP 22, the COP will be invited to elect for a term of two years, 10 members to the TEC as follows:

- Five members nominated by Non-Annex I Parties, as follows:
 - Two members from Africa;
 - Two members from Asia-Pacific;
 - One member from SIDS;
- Five members nominated by Annex I Parties.

26. 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.7.¹⁴

J. The Standing Committee on Finance (SCF)

27. 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.¹⁵

28. At COP 22, the COP will be invited to elect for a term of two years, 20 members to the SCF as follows:

- Ten members nominated by Non-Annex I Parties as follows:
 - Two members from Non-Annex I Parties;
 - Two members from Africa;
 - Two members from Asia-Pacific;
 - Two members from GRULAC;
 - One member from SIDS;
 - One member from LDCs;
- Ten members nominated by Annex I Parties.

29. 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.7.¹⁶

¹⁴ See Appendix IV, paragraph 3, to decision 1/CP.16.

¹⁵ See Annex VI, decision 2/CP.17.

¹⁶ See Annex VI, decision 2/CP.17.