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INFORMATION TO PARTIES

Nominations for election during the Climate Change Conference in Bonn, Germany, from 3 to 14 June 2013 and the Climate Change Conference in Warsaw, Poland, from 11 to 22 November 2013

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 in June 2013, members will be elected to the following bodies:

- the Bureau of the Subsidiary Body for Scientific and Technological Advice (SBSTA); and,
- the Bureau of the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP).

Information on the bureau arrangements for the SBSTA and ADP is contained in sections B and C of the annex to this Notification.

Parties are also informed that during the nineteenth session of the Conference of the Parties (COP 19) and the ninth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 9) to be held in Warsaw in November 2013, members and/or alternate members will be elected to the following bodies, as appropriate:

- the Bureau of the COP 19 and the CMP 9;
- the Bureau of the Subsidiary Body for Implementation (SBI);
- the Adaptation Fund Board (AFB);
- the Executive Board of the Clean Development Mechanism (CDM EB);
- the Compliance Committee;
- the Joint Implementation Supervisory Committee (JISC);
- the Technology Executive Committee (TEC).

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 the COP decide to reconstitute the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE), nominations will be invited in order to facilitate approval of the CGE membership at COP 19.

Further to the nominations stated above, the following regional groups and constituencies are urged to reach agreement and submit the outstanding nominations from COP 18 and CMP 8 to the following bodies:

- one member and one alternate member of the CDM EB from the Group of Asia-Pacific States (Asia-Pacific);
- one member and one alternate member of the AFB from Asia-Pacific;
- one member of the AFB from the Small Island Developing States (SIDS);
- one member of the CGE from Parties included in Annex I to the Convention (Annex I Parties);
- two government representatives of the Advisory Board of the Climate Technology Centre and Network(CTCN) from Asia-Pacific, to represent Parties not included in Annex I to the Convention (Non-Annex I Parties);
- one government representative of the Advisory Board of the CTCN from the Least Developed Countries (LDCs) to represent Non-Annex I Parties.

Information on the criteria for membership of bodies is contained in the annex to this Notification. 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>>.

Consultations on the nominations will begin during the sessions of the subsidiary bodies, to be held in Bonn in June 2013, and will continue during the conference in Warsaw. It is recommended that Parties consult their respective regional groups or constituencies concerning these nominations. 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. Following completion of the consultations, the nominations will be forwarded to the COP, the CMP or the relevant subsidiary body for further action, as appropriate, in accordance with the relevant rules of procedure and decisions of the COP and the CMP.

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 19, 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 19, the COP will be invited to elect the President of COP 19 and CMP 9. 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 9, the CMP will also be invited to elect a member representing a Party to the 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 Implementation (SBI) and the Subsidiary Body for Scientific and Technological Advice (SBSTA)

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 and Rapporteur of the SBSTA. Following completion of consultations, the SBSTA at the close of its 38th session (June 2013) will be invited to elect for a term of one year its Vice-Chair and Rapporteur.

8. 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 39th session (November 2013) 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)

9. 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

10. GRULAC has submitted its nomination for Co-Chair of the ADP to represent Non-Annex I Parties.⁷ Other groups are invited to submit nominations of the second position of Co-Chair and Rapporteur of the ADP to represent Annex I Parties. Following completion of consultations, the ADP at the close of its session to be held in June 2013 will be invited to elect its Co-Chairs and Rapporteur.

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.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

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 annex I of document FCCC/ADP/2012/2.

⁸ See paragraph 8, decision 1/CMP.3.

⁹ See paragraph 16, decision 1/CMP.4.



alternate members of the Adaptation Fund Board shall have the appropriate technical, adaptation and/or policy expertise.¹⁰

12. At CMP 9, 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 LDCs;
- one member and one alternate member from Annex I Parties;
- one member and one alternate member from Non-Annex I Parties.

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

13. 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.¹¹

14. At CMP 9, 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 Eastern Europe;
- one member and one alternate member from SIDS;
- one member and one alternate member from Annex I Parties;
- two members and two alternate members from Non-Annex I Parties.

15. 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;

¹⁰ See paragraph 8, decision 1/CMP.3.

¹¹ See paragraphs 8(a) and (b) of the annex to decision 3/CMP.1.



- (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).¹²

16. 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”.¹³

F. The Compliance Committee

17. 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.¹⁴ 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.¹⁵

18. 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.¹⁶ During 2013, the secretariat received the resignation of a member nominated by WEOG.

19. At CMP 9, 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 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 Annex I Parties;
- one member and one alternate member from Non-Annex I Parties.

¹² See annex I to decision 3/CMP.6.

¹³ See paragraph 95 of document FCCC/KP/CMP/2008/4.

¹⁴ See section II, paragraphs 3 and 5, section IV, paragraph 2, and section V, paragraph 2, of the annex to decision 27/CMP.1.

¹⁵ See paragraph 4 (a) and (b), decision 4/CMP.4.

¹⁶ 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.



20. 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;¹⁷
- (b) That the members and alternate members of the enforcement branch shall have legal experience.¹⁸

21. WEOG is also invited to nominate a candidate to replace the member of the Compliance Committee who resigned in 2013.

22. 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).

G. The Joint Implementation Supervisory Committee (JISC)

23. 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.¹⁹

24. At CMP 9, 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 from SIDS;
- one member and one alternate member from Annex I Parties;
- one member and one alternate member from Annex I Parties that are undergoing the process of transition to a market economy (Annex I EIT Parties);
- two members and two alternate members from Non-Annex I Parties.

25. 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,²⁰ and the expected time commitments required of members and alternates sitting on the JISC.²¹

¹⁷ See section II, paragraph 6, and section IV, paragraph 3, annex to decision 27/CMP.1.

¹⁸ See section V, paragraph 3, annex to decision 27/CMP.1.

¹⁹ See paragraphs 5 and 6 of the annex to decision 9/CMP.1.

²⁰ See paragraph 11(a) of the annex to decision 9/CMP.1

²¹ See section VII of the annual report of the JISC to CMP 4, document FCCC/KP/CMP/2008/3 (Part II).



H. The Technology Executive Committee (TEC)

26. 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.²²

27. At COP 19, the COP will be invited to elect for a term of two years, 10 members to the TEC as follows:

- one member from Africa;
- one member from Asia-Pacific;
- three members from GRULAC;
- one member from LDCs;
- four members from Annex I Parties.

28. 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.²³

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

29. At its fifteenth session, the COP decided to reconstitute the CGE for a period of three years from 2010 to 2012, and decided to review the term and the mandate of the CGE and the need for continuation of the group at its seventeenth session.²⁴ At COP 18, the COP decided to continue the CGE under its current mandate until the end of 2013.²⁵ At COP 19, should the COP decide to reconstitute the CGE, groups and constituencies will be invited to nominate members during the session to facilitate approval of the CGE membership at COP 19.

²² See Appendix IV, paragraph 4 to decision 1/CP.16.

²³ See Appendix IV, paragraph 3 to decision 1/CP.16.

²⁴ See paragraphs 1 and 6, decision 5/CP.15.

²⁵ See paragraphs 1 and 2, decision 18/CP.18.