

DRAFT TEXT
on
SBI 62 agenda item 17
Arrangements for intergovernmental meetings

Version 24/6/2025 7:30

1. The Subsidiary Body for Implementation (SBI) took note of the document¹ on arrangements for intergovernmental meetings prepared for this session.
2. The SBI welcomed the continued efforts of the Presidency of the twenty-ninth session of the Conference of the Parties (COP), the incoming Presidency of COP 30 and the Chairs of the subsidiary bodies (hereinafter presiding officers) to ensure efficiency, coordination, coherence and due process in the consideration of issues under discussion, including mandated events. The SBI encouraged them, as well as future presiding officers, to continue to enhance efforts in this regard.
3. Emphasizing the need to ensure time management during sessions of the governing and subsidiary bodies, the SBI requested presiding officers of the governing and the subsidiary bodies, with the support of the secretariat, to continue to enhance efforts in this regard.

I. Preparations for the thirtieth session of the Conference of the Parties, the twentieth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the seventh session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

4. The SBI noted with appreciation the preparations by the Government of Brazil to ensure the success of the United Nations Climate Change Conference to be held in Belém from 10 to 21 November 2025, which will include the thirtieth session of the Conference of the Parties (COP), the twentieth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), the seventh session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) and the sixty-third sessions of the subsidiary bodies.
5. The SBI noted that the Government of Brazil will invite Heads of State and Government to attend a Leaders Summit to be held on 6 and 7 November 2025, and requested the secretariat, in consultation with the Government of Brazil, to develop alternative arrangements to avoid overlaps with the preparatory meetings of the groups of Parties.
6. The SBI invited the Government of Brazil to provide information in a timely manner to Parties and observer organizations on the arrangements for a Leaders Summit.
7. The SBI invited the secretariat to provide information on arrangements for the high-level segment, including the approach for statements by Parties and observer organizations, and the high-level and mandated events.
8. The SBI invited the incoming Presidency of COP 30, CMP 20 and CMA 7, in consultation with the secretariat and the Bureau, to finalize the details of the arrangements for the Conference and to keep Parties informed thereof.
9. The SBI requested the secretariat to take note of the views of Parties on the possible elements of the provisional agendas for COP 30, CMP 20 and CMA 7.
10. The SBI emphasized the importance of concise statements at plenary meetings and invited Parties and observer organizations to limit the duration of their statements at plenary meetings to five minutes for groups of Parties, three minutes for individual Parties and two

¹ FCCC/SBI/2025/6.

minutes for observers. The SBI also encouraged Parties and observer organizations to upload their full statements to the submission portal.

11. The SBI recalled its invitation to the secretariat to make arrangements for the delivery of concise national statements by ministers and other heads of delegation during the high-level segment of the Conference with a recommended time limit of three minutes, and statements by representatives of observer organizations with a recommended time limit of two minutes. The SBI also recalled its encouragement to Parties and observer organizations to keep within their respective time allocations.²

II. Hosts of future sessions

12. The SBI noted that, in keeping with the principle of rotation among the United Nations regional groups, the President of COP 31 (November 2026) would come from the Western European and other States.

13. [Placeholder]

14. The SBI noted that, in keeping with the principle of rotation among the United Nations regional groups, the President of COP 32 (November 2027) would come from the African States.

15. The SBI encouraged the African States to finalize their consultations and submit an offer to host COP 32 as soon as possible and no later than at SBI 64 (June 2026) in order to facilitate early planning.

16. The SBI noted that, in keeping with the principle of rotation among the United Nations regional groups, the President of COP 33 (2028) would come from the Asia-Pacific States.

17. The SBI encouraged the Asia-Pacific States to finalize their consultations and submit an offer to host COP 33 as soon as possible and no later than at SBI 66 (June 2027) in order to facilitate early planning.

18. The SBI reiterated that confirming the host country for a session of the COP as far in advance of the conference as possible minimizes logistical and financial risks and enables the secretariat to facilitate timely planning.

19. The SBI acknowledged the views shared by Parties and observers on improving inclusivity, accessibility and the overall experience of participants at United Nations climate change conferences, including making the UNFCCC website available in all official languages of the United Nations, and highlighted the following additional measures for enhancing the inclusivity of these conferences and participation:

(a) Inviting Parties with large delegations to limit the issuance of Party overflow badges to 500 delegates in order to reduce the overall size of conferences, improve manageability, reduce pressure on conference services and on the price and availability of accommodation, and ensure adequate space and time for observer participation.

(b) Recommending the host countries of future sessions to:

(i) Make sure that sufficient accommodation is available within a reasonable distance of the venue, and the safety and security of participants in those accommodations can be ensured;

(ii) Consider affordability measures, including flexible payment arrangements, relating to the price of accommodation and delegation offices, pavilion spaces and services at the venue.

(c) Recommending the secretariat and hosts of sessions and mandated events to work together to make logistical arrangements that will facilitate the inclusive and effective participation of Parties and observer organizations, including timely issuance of visas, where

² FCCC/SBI/2023/10, para. 120.

required, to all participants; a safe and secure conference venue for all; and ease of access to the venue.

20. The SBI noted with concern the difficulties experienced by some delegates in obtaining visas to enable them to attend sessions of the governing and subsidiary bodies, and mandated events convened at the seat of the secretariat, and welcomed the efforts undertaken by the Government of Germany and the secretariat to address these issues.

21. The SBI encouraged hosts of sessions of the governing and subsidiary bodies and mandated events to reaffirm their commitment to upholding the purposes and principles of the Charter of the United Nations and international human rights law before, during and after the sessions and mandated events. The SBI emphasized the importance of ensuring that participants can exercise human rights, including the freedom of speech and assembly, without fear of intimidation and repercussions.

22. The SBI noted progress by the secretariat regarding the Code of Conduct for UNFCCC events,³ relevant UNFCCC standard operating procedures and efforts to provide safe and secure conference venues for participants. The SBI highlighted the importance of participants abiding by the Code of Conduct at all sessions and events and respecting the national laws of the host country outside of those venues.

23. The SBI recalled that host country agreements should reflect the purposes and principles of the Charter of the United Nations and the respective obligations under international human rights law, and facilitate the inclusive and effective participation of Parties and observer organizations, with a view to ensuring that sessions and mandated events are convened in places where human rights and fundamental freedoms are promoted and protected, and where all participants are effectively protected against any violations or abuses including harassment and sexual harassment.

24. The SBI noted the views shared by Parties and observers regarding host country agreements and requested that these agreements contain assurances with respect to the availability and affordability of accommodations and logistical space for delegations.

25. The SBI noted that, to ensure transparency, the host country agreement for sessions of the COP should be made publicly available, consistently with the Charter of the United Nations and relevant United Nations regulations. The SBI requested the secretariat, in consultation with the host Governments of sessions of the United Nations climate change conferences, to publish the legal text of the host country agreement on the UNFCCC website as soon as possible after entry into force. The SBI encouraged host Governments to ensure host country agreements enter into force as expeditiously as possible.

26. The SBI requested the secretariat to report to the Bureau on the implementation of the matters referred to paragraphs 19(b), 24, and 25 above.

III. Calendar of future sessions

27. The SBI recommended the following dates for the sessional periods in 2030 for consideration and adoption at COP 30:

- (a) First sessional period: Monday, 3 June, to Thursday, 13 June;
- (b) Second sessional period: Monday, 11 November, to Friday, 22 November.

28. The SBI also recommended the following dates for the sessional periods in 2031 for consideration and adoption at COP 30:

- (a) First sessional period: Monday, 2 June, to Thursday, 12 June;
- (b) Second sessional period: Monday, 10 November, to Friday, 21 November.

³ Available at <https://unfccc.int/about-us/code-of-conduct-for-unfccc-conferences-meetings-and-events>.

IV. Increasing the efficiency of the UNFCCC process

29. The SBI welcomed the submissions⁴ from Parties and observers, and the rich exchange of views among Parties at this session on increasing efficiency of the UNFCCC process.

30. The SBI took note of the information note prepared by the secretariat.⁵

31. The SBI stressed the importance of striving for efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation in accordance with the draft rules of procedure of the Conference of the Parties being applied, noting the decision making role of the Parties.

32. The SBI noted the challenges posed by the increasing scale and complexity of the UNFCCC process and the increasing size and costs of UNFCCC conferences, in particular the growing number of agenda items, institutional arrangements, reports, platforms, and mandated events in the recent past. It took note of the implications of this for the transparency, inclusiveness and effectiveness of the process.

33. The SBI acknowledged approaches undertaken by the Presiding Officers, supported by the Bureau and the secretariat, under the draft rules of procedure being applied to improve coordination and increase the efficiency of the UNFCCC process, and invited them to continue such approaches.

34. The SBI welcomed the continued measures introduced by the Presiding Officers and the secretariat to optimize the organization of work during sessions, to improve efficient conduct and time management.

35. The SBI acknowledged the need for further efficiencies in the organization of work under the UNFCCC process and in this regard:

(a) Invited Parties and observers to continue to reduce the length of their statements to give more time for negotiations, encouraged Presiding Officers to strictly and consistently enforce time limits and encouraged written statements to be posted on the UNFCCC website, where possible, in lieu of delivering oral statements;

(b) Encouraged Presiding Officers to conduct early consultations with Parties to ensure the smooth adoption of the agendas and launch of work at the opening of the sessions of the subsidiary and governing bodies;

(c) Requested the secretariat to support Parties to build their capacity to engage with existing mandates, negotiation, preparation of draft texts, and the intergovernmental process and procedures and to make training and other relevant materials available on the UNFCCC website.

(d) The SBI invited the secretariat to consider ways of enhancing the capacity of delegates to understand the current methods of operation and existing mandates under the UNFCCC.

36. The SBI noted the range of views of Parties on the proposals contained in the information paper⁶ on streamlining the agendas, including reducing overlapping items on the provisional agendas of the subsidiary and governing bodies, using broad thematic headings and clustering related matters, multi-year programmatic planning and thematic sessions of the governing bodies.

37. The SBI recalled that a Party may propose any item for inclusion on the provisional agendas, and that agendas are adopted by consensus, in accordance with the draft rules of procedure. The SBI encouraged Parties to consider how proposals could be addressed under existing agenda items or workstreams;

⁴ Available at <https://www4.unfccc.int/sites/submissionsstaging/Pages/Home.aspx> (in the search field, type “arrangements for intergovernmental meetings”).

⁵ FCCC/SB/2025/INF.1.

⁶ FCCC/SBI/2025/INF.6.

38. The SBI further encouraged Parties to consider options for increasing the efficiency of the process as part of their work under existing agenda items.

39. The SBI further recalled that in accordance with the draft rules of procedure, the secretariat in agreement with the President and the chairs of the subsidiary bodies, as appropriate, drafts the provisional agendas of the governing and subsidiary bodies.

40. The SBI requested the secretariat to consider publishing an information note ahead of each of the future sessions of the governing and subsidiary bodies mapping where issues would be taken up under agreed mandates for agenda items and mandated events, and incoming COP Presidency initiatives, as appropriate.

41. The SBI noted that mandated events support implementation.

42. The SBI also noted the challenges posed by the increasing number of mandated events including the ability for full and meaningful participation by Parties.

43. The SBI:

(a) Encouraged Parties, Presiding Officers and the secretariat to enable more virtual participation in mandated events to accommodate a range of time zones and ensure equitable participation through hybrid format;

(b) Encouraged Parties to come forward with offers to host mandated events during the intersessional period;

(c) Requested the Secretariat to explore ways to provide information on an approximate range of expected costs for mandated events and activities to Parties ahead of their approval, at the governing and subsidiary bodies.

44. The SBI agreed to continue consideration of increasing the efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation at SBI 63 (November 2025), including by considering the information note referred to in paragraph 40 above.

V. Enhancing the engagement of observer organizations in the intergovernmental process

45. The SBI reaffirmed the important role of observer organizations in contributing to ambitious outcomes under the UNFCCC process.

46. The SBI welcomed the administrative measures taken by the secretariat to achieve a more diverse representation of observer organizations, while acknowledging that there remains an imbalance in the participation of observer organizations headquartered in developed and developing countries in UNFCCC sessions.

47. The SBI took note of the measures planned by the secretariat contained in the background note on enhancing the engagement of observer organizations in the intergovernmental process.⁷

48. In the context of continued growth in the number of admitted observer organizations, and with a view to ensuring open, inclusive and meaningful observer engagement – while upholding the Party-driven nature of the UNFCCC process and maintaining consistency with the draft rules of procedure being applied – the SBI recalled paragraph 201 of document FCCC/SBI/2024/13, took note of the views expressed by Parties and observer organizations, and highlighted the following existing and additional measures to enhance observer engagement, with particular attention given to improving participation from underrepresented regions:

(a) Recommending that current and incoming Presidencies:

⁷ FCCC/SBI/2025/6.

- (i) Continue to engage a broad range of observer organizations with the support of the secretariat to ensure that necessary measures are taken to promote meaningful and inclusive engagement in the lead-up to and during COP sessions;
- (ii) Ensure that logistical arrangements are communicated in a clear and timely manner and allow for the inclusive participation of observer organizations;
- (b) Recommending that the presiding officers, as applicable, of the governing bodies, the subsidiary bodies, contact groups and informal consultations, UNFCCC constituted bodies and work programmes:
 - (i) Encourage Parties to ensure that adequate time is available at UNFCCC meetings and events for interventions from observer organizations;
 - (ii) **Enhance opportunities for observer interventions during meetings and make best use of observer inputs, including written submissions as mandated;**
 - (iii) **Encourage Parties to allow interventions by representatives of observer constituencies in contact groups and informal consultations before Parties, where the issue under discussion is focused on observers.**
- (c) Encouraging all Parties to:
 - (i) Participate in dialogues, briefings and events with observer organizations, particularly those organized by the COP Presidency and the secretariat, with a view to fostering mutual understanding and identifying opportunities for collaboration;
 - (ii) Create engagement opportunities for observer organizations both in the lead-up to and at UNFCCC sessions;
- (d) Requesting the secretariat to, subject to the availability of resources:
 - (i) Continue implementing administrative measures to further improve the diverse and balanced participation of observer organizations across regions and constituencies in the UNFCCC process;
 - (ii) **Collect additional information on the geographical scope of observer organizations to continue to support more balanced, equitable and transparent approaches to improving observer registration system for UNFCCC sessions.**
 - (iii) Continue to support freedom of speech and freedom of assembly for observer organizations to raise awareness and contribute meaningfully to the UNFCCC process.

49. The SBI took note of the estimated budgetary implications of the activities to be undertaken by the secretariat referred to in paragraphs [XX], [XX], [XX] [XX][XX] [XX] {XX} and [XX(X)] above.

50. It requested that the actions of the secretariat called for in these conclusions be undertaken subject to the availability of financial resources.
