



Katowice Committee of Experts on the Impacts of the Implementation of Response Measures

4th meeting, virtual, 25–27 May and 1–4 June 2021

Report on the 4th meeting of the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures

I. Opening of the meeting

1. Due to travel restrictions, the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures (hereinafter referred to as the KCI) met virtually.
2. The Co-Chairs of the KCI, Annela Anger-Kraavi and Peter Govindasamy, opened its 4th meeting on Tuesday, 25 May 2021 at 1 p.m. Central European Summer Time, and asserted that the quorum requirement was met.
3. The table below lists the KCI members who attended the meeting. Observers who registered to participate are listed in annex I.

Members of the Katowice Committee on Impacts who attended its 4th meeting

<i>Group</i>	<i>Members</i>
African States	Balisi Gopolang Wael Farag Basyouny Kamel Keshk
Asia-Pacific States	Peter Govindasamy Albara Tawfiq
Eastern European States	Annela Anger-Kraavi Mikhail Gitarskiy
Latin America and Caribbean States	Federico Grullon Arry Simon
Least developed countries	Gabriel Kpaka (attended part II of the meeting)
Western European and other States	Catherine Ann Goldberg Stig Øyvind Uhr Svenningsen
Small island developing States	Ali Shareef
Intergovernmental organizations	Moustapha Kamal Gueye Jan-Willem van de Ven

II. Organizational matters

A. Adoption of the agenda

4. The KCI adopted the agenda for its 4th meeting,¹ adding delays in document preparation and the election of Co-Chairs under agenda item VI.B.

¹ KCI document KCI/2021/4/02.

B. Organization of the work

5. The Co-Chairs presented, and the KCI took note of, the proposal to organize the work for the meeting.²

C. Membership matters

6. The KCI took note of its membership.³

III. Implementation of the workplan of the Katowice Committee on Impacts for 2020–2025

A. Enhance the capacity and understanding of Parties, through collaboration and input from stakeholders, on the assessment and analysis of the impacts of the implementation of response measures to facilitate the undertaking of economic diversification and transformation and just transition

7. A member of the KCI's open-ended working group presented the draft technical paper on enhancing the capacity and understanding of Parties, through collaboration and input from stakeholders, on the assessment and analysis of the impacts of the implementation of response measures to facilitate the undertaking of economic diversification and transformation and just transition.

8. The KCI welcomed the draft technical paper and provided comments for improvement. The KCI requested the working group to finalize the technical paper, taking into account the comments and guidance provided by the KCI at the meeting (see annex II).

9. The KCI also deliberated on key findings and/or possible recommendations, and proposed specific possible recommendations for the forum on the impact of the implementation of response measures (hereinafter referred to as the forum) to consider with a view to making recommendations to the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), and agreed to finalize them at its 5th meeting.

B. Facilitate the development, enhancement, customization and use of tools and methodologies for modelling and assessing the impacts of the implementation of response measures, including identifying and reviewing existing tools and approaches in data-poor environments, in consultation with technical experts, practitioners and other relevant stakeholders

10. A member of the KCI's open-ended working group presented the draft technical paper on facilitating the development, enhancement, customization and use of tools and methodologies for modelling and assessing the impacts of the implementation of response measures, including identifying and reviewing existing tools and approaches in data-poor environments, in consultation with technical experts, practitioners and other relevant stakeholders.

11. The KCI welcomed the draft technical paper and provided comments for improvement. The KCI requested the working group to finalize the technical paper, taking into account the comments and guidance provided by the KCI at the meeting (see annex III).

² KCI document KCI/2021/4/04.

³ <https://unfccc.int/documents/226436>.

12. The KCI also deliberated on key findings and possible recommendations and proposed specific recommendations⁴ for the forum to consider with a view to making recommendations to the COP, the CMP and the CMA, and agreed to finalize them at its 5th meeting.

C. Integrating gender considerations into the work of the Katowice Committee on Impacts

13. The secretariat presented a background note on integrating gender considerations into the work of the KCI.

14. The KCI took note of the information presented and agreed to the approaches⁵ contained therein.

15. The KCI agreed to request the secretariat, under the guidance of the Co-Chairs, to prepare a draft concept note containing a detailed description of the approaches and illustrative examples of how to apply the approaches for consideration at its 5th meeting.

16. The KCI also agreed to appoint its Co-Chairs as gender focal points.

D. Strategy for implementing activities in the workplan of the Katowice Committee on Impacts for 2021–2022

17. The Co-Chairs presented the draft strategy for implementing the five activities to be delivered by the KCI in 2021–2022, in accordance with the workplan of the forum and its KCI, which contains the activities and proposals for modalities to support the implementation of these activities.

18. The KCI set strategies to implement activities 2 and 11 of its workplan (see annex IV), including an agreement on the scope of the call for input and an outline for compiling concrete examples for activity 2 (see annex V).

19. The KCI agreed that the open-ended working group will start preparing a technical paper for activities 5 and 9 after the 4th meeting has ended.

20. The KCI also agreed to consider the draft strategy at its next meeting for the remaining activities to be implemented by the KCI in 2021–2022, in accordance with the workplan of the forum and its KCI.

IV. Annual report of the Katowice Committee on Impacts for 2020–2021

21. The KCI considered the draft annual report prepared by its Co-Chairs in support of the secretariat and agreed to submit the annual report⁶ to the forum to consider with a view to making recommendations to the COP, the CMP and the CMA.

V. Date and venue of the next meeting

22. The KCI agreed that the Co-Chairs should propose dates, in consultation with the secretariat, for its next meeting, taking into account views from members and any guidance provided by the forum.

⁴ KCI/2021/4/12 available at <https://unfccc.int/documents/278647>

⁵ Document KCI/2021/4/10, para. 9.

⁶ KCI/2021/4/8 available at <https://unfccc.int/documents/278649>

VI. Other matters

A. Integration of a conflict of interest provision into the rules of procedure of the Katowice Committee on Impacts

23. The KCI agreed to integrate a conflict of interest provision into its rules of procedure and include the amended rules of procedure (see annex VI) in its annual report for consideration by the forum with a view to forwarding them to the COP, the CMP and the CMA for adoption.

B. Any other matters

24. The KCI agreed to amend rule 7 related to members in its rules of procedure and include the amended rules of procedure (see annex VI) in its annual report for consideration by the forum with a view to forwarding them to the COP, the CMP and the CMA for adoption.

25. The KCI agreed to deliberate the delays in documents' preparation and the election of co-chairs at its 5th meeting.

VII. Closure of the meeting

26. The Co-Chairs thanked the members and observers for their active participation and closed the 4th meeting of the KCI on Friday, 4 June 2021.

Annex I

List of observers

Presidency

Ms. Victoria Boyes
Mr. Matias Ignacio Pinto Pimentel (Chile)

Party Observers

Ms. Alexandria Rantino (Australia)
Mr. Yashar Karimov (Azerbaijan)
Mr. Corinna Klein (BMU-Germany)
Ms. Fani Mamede (Brazil)
Mr. Matheus Bastos (Brazil)
Mr. Touch Sim (Cambodia)
Mr. Sum Cheat (Cambodia)
Mr. Chanthoeun Heng (Cambodia)
Mr. Graeme Reed (Canada)
Mr. Eddy Perez (Canada)
Mr. Jérôme Boutang (CGE)
Ms. Lu Li (China)
Mr. Jacobo Carrizales (Colombia)
Mr. Isaac Ryan (Cook Islands)
Ms. Ange Patricia (Côte d'Ivoire)
Mr. Rajiv Garg (CTCN)
Mr. Daniel Slovák (Czechia)
Mr. Mohammad Ramadan (Egypt)
Mr. Raul Alfaro-Pelico (Equatorial Guinea)
Ms. Kibebework G. Eshete (Ethiopia)
Mr. Paul Watkinson (France)
Mr. Quentin Perret (France)
Ms. Lindsey Fielder Cook (Friends World Committee for Consultation)
Ms. Ama Essel (Ghana)
Mr. Kennedy Amankwa (Ghana)
Ms. Jennifer Bansard (IISD)
Mr. Sonamani Haobam (India)
Ms. Kanika Grover (India)
Mr. Arif Wibowo (Indonesia)
Ms. Fona Lengkana (Indonesia)
Ms. Astutie Widyarissantie (Indonesia)
Ms. Wina Aprilita (Indonesia)
Ms. Rita Octafiani (Indonesia)
Ms. Fona Lengkana (Indonesia)
Mr. Kus Prisetiahadi (Indonesia)
Mr. Patrick Rondeau (International Trade Union Confederation)
Ms. Jennifer Hobbs (Ireland)
Ms. Akiko Nagano (Japan)
Ms. Tomoko Hirai (Japan)
Mr. Tomonobu Sato (Japan)
Mr. James Thonjo (Kenya)
Mr. Ibrahim Adan (Kenya)
Mr. Francis Mwangi (Kenya)
Mr. Samuel N. Muchiri (Kenya)
Mr. Michael O. Okumu (Kenya)
Ms. Ressa Kombi (Kenya)
Ms. Sheila Moraa (Kenya)

Constituted body representatives

Mr. Jérôme Boutang (CGE)

Observers (NGOs)

Mr. Eddy Pérez (CAN ENGO)
Ms. Anne Beth Skrede (TUNGO-ITUC)
Mr. Patrick Rondeau (TUNGO-ITUC)
Mr. Peter James Glynn (BINGO - ICC)
Ms. Atieh Khatibi (YOUGO)
Mr. Laksh Sharma (YOUGO)
Ms. Lindsey Fielder Cook (RINGO)
Ms. Pradeep Mahapatra (WGC)
Mr. Andrei Marcu (ERCST)

Observers (IGOs)

Ms. Eleni Kaditi (OPEC)
Mr. Tarek Sadek (ESCWA)
Ms. Aya Ibrahim (ESCWA)
Mr. Luis Fernando Rosales (South Centre)
Mr. Maxime Souvignet (UNU)
Mr. David Daou (UNU)
Mr. Rajiv Garg (UNEP Denmark)
Ms. Clarine Ovando-Lacroux (UNEP Denmark)

Annex II

Enhance the capacity and understanding of Parties, through collaboration and input from stakeholders, on the assessment and analysis of the impacts of the implementation of response measures to facilitate the undertaking of economic diversification and transformation and just transition

Comments to finalize the draft the technical paper

1. An executive summary can be included in the technical paper.
2. The technical paper may include definition for impacts of the implementation of response measures and describe the diversity of the impacts from all perspectives.
3. Section on II.B of the technical paper should include description how the implementation of response measures will have impacts and more examples on impacts of response measures on developing countries including cross border impacts.
4. Social indicators to facilitate undertaking of economic diversification and transformation and just transition should include social security and loss in income.
5. The technical paper may include how models, tools and indicators can assess links of green growth with economic diversification and transition and just transition.

Annex III

Facilitate the development, enhancement, customization and use of tools and methodologies for modelling and assessing the impacts of the implementation of response measures, including identifying and reviewing existing tools and approaches in data-poor environments, in consultation with technical experts, practitioners and other relevant stakeholders

Comments to finalize the draft the technical paper

1. Strengths and weaknesses of different methods and tools can be further elaborated in the technical paper.
2. Social aspects in the technical paper can be further elaborated. For example, to include labour market, social dialogue, social protection.
3. The technical paper should highlight the positive impacts of implementation of response measures and the importance of gender consideration in the analysis.

Annex IV

Strategy for implementing activities in the workplan (2021-2022) of the Katowice Committee on Impacts

No ^a .	Activity	Timeline	modality/ Output ^b	Considerations to develop strategy for implementing activities ^c
2	Identify country-driven strategies and best practices on just transition of the work force and creation of decent work and quality jobs and on economic diversification and transformation focusing on challenges and opportunities from the implementation of low greenhouse gas emission policies and strategies towards the achievement of sustainable development.	SB 54/KCI 5 (originally planned for 2021) and SB 58 Note: forum holds in-session workshop in SB 58	IEPO CE	<ol style="list-style-type: none"> 1) Preparation of compilation of concrete examples by KCI 5 2) The Compilation will be prepared in steps as described below. <ol style="list-style-type: none"> a. Prepare draft outline at KCI 4 b. KCI invites submission to provide concrete examples and best practices and participation of experts in the meeting. Call for inputs will be done right after KCI 4. c. KCIs open-ended working group to develop the compilation of concrete examples with support of secretariat, and consultant if considered necessary, subject to the availability of financial resources, considering the inputs from experts and other available concrete examples and drawing on examples from LT-LEDS, strategies for achievement of sustainable development, NATCOMs, NAPs, NAMA, BUR, BR, BTRs, etc. d. Prepare draft compilation two weeks before the KCI 5 for comments and finalisation by KCI members e. Finalisation and publication of compilation of concrete examples 3) KCI 5 meeting report will be adopted in advance of the next forum meeting. The KCI meeting report will include recommendations and/or key findings, as applicable, for consideration by the forum, including for the in-session workshop

11	Facilitate, exchange and share experiences and best practices on the assessment of the environmental, social and economic co-benefits of climate change policies and actions informed by the best available science, including the use of existing tools and methodologies.	SB 55/ KCI 6 (originally planned for 2021) and SB 57/ KCI 8 (originally planned for 2022)	IEPO	<ol style="list-style-type: none"> 1) KCI invites submission to provide concrete examples and best practices and participation of experts in the meeting. 2) Agree on specific focus for requesting call for inputs by KCI 5. Call for inputs will be done right after KCI 5. 3) KCI considers the inputs received at KCI 6. 4) KCI holds discussions on “best practices on the assessment of the environmental, social and economic co-benefits of climate change policies and actions informed by the best available science, including the use of existing tools and methodologies” at KCI 6 5) KCI 6 meeting report will be adopted in advance of the next forum meeting. The KCI meeting report will include recommendations and/or key findings, as applicable, for consideration by the forum. 6) repeat the process for KCI 8
----	---	---	------	---

a The numbering of activities follows the agreed workplan activities for the forum and its KCI.

b IEPO = Input from experts, practitioners and relevant organizations; TP = Technical paper; CE = Concrete examples

c Also consider how to include gender considerations in implementation of these activities

Annex V

Identify country-driven strategies and best practices on just transition of the workforce and creation of decent work and quality jobs and on economic diversification and transformation focusing on challenges and opportunities from the implementation of low greenhouse gas emission policies and strategies towards the achievement of sustainable development

A. Call for inputs

1. KCI invites submission to provide concrete examples and best practices on
 - (a) Just transition of the work force and creation of decent work and quality jobs
 - (b) Economic diversification and transformation.
2. The respondents are encouraged to use the outline described in chapter 2 and 3 of the outline below, for each example while making submission.
3. Key characteristic of the example may include strategy's/policy's geographical coverage, sector coverage, implementation process including assessment of impacts of policy if done. The example should focus on challenges and opportunities encountered while implementing low greenhouse gas emission policies and strategies towards the achievement of sustainable development that have led to country-driven strategies and best practices on just transition of the workforce and creation of decent work and quality jobs and on economic diversification and transformation.

B. Outline for the compilation of concrete examples

Forward

Executive summary

1. Introduction and mapping of concrete examples
2. Concrete examples of country-driven strategies and best practices on just transition of the work force and creation of decent work and quality jobs (outline to be followed for each example)
 - (a) Title
 - (b) Key characteristics
 - (c) Description of low-GHG-emission strategies or policies.
 - (d) Impacts of identified strategy or policy on just transition of the work force and creation of decent work and quality jobs
 - (e) Identified challenges, opportunities and stakeholder involvement
 - (f) Lessons learned
3. Concrete examples of country-driven strategies and best practices on economic diversification and transformation (outline to be followed for each example)

- (a) Title
 - (b) Key characteristics
 - (c) Description of low-GHG-emission strategies or policies.
 - (d) Impacts of identified strategy or policy on economic diversification and transformation
 - (e) Identified challenges, opportunities and stakeholder involvement
 - (f) Lessons learned
4. Synthesis of country-driven strategies and best practices
 5. Conclusions and recommendations
 6. References
 7. Acknowledgement

Annex VI

Draft rules of procedure of the Katowice Committee on Impacts

I. Scope

1. These rules of procedure shall apply to the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures (KCI) in accordance with decision 7/CMA.1 and its annex.

II. Mandate

2. The Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), by decision 7/CMA.1, decided to establish the KCI to support the work of the forum on the impact of the implementation of response measures in implementing its work programme and operating in accordance with the terms of reference contained in the annex to that decision.

3. The forum and the KCI may use the following modalities, as appropriate and as decided on a case-by-case basis, to carry out the work programme of the forum:

- (a) Building awareness and enhancing information-sharing through the exchange and sharing of experience and best practices;
- (b) Preparing technical papers, case studies, specific examples and guidelines;
- (c) Receiving inputs from experts, practitioners and relevant organizations;
- (d) Organizing workshops.

III. Members

4. The CMA, by decision 7/CMA.1, decided that the KCI shall be composed of 14 members, of which:

- (a) Two members from each of the five United Nations regional groups;
- (b) One member from the least developed countries;
- (c) One member from the small island developing States;
- (d) Two members from relevant intergovernmental organizations.⁷

5. By the same decision, the CMA also decided that members shall be nominated by their respective groups. Groups are encouraged to nominate members taking into account the goal of achieving gender balance. The Chairs of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI) shall be notified of these appointments.⁸

6. The CMA also decided that members shall serve in their expert capacity and should have relevant qualifications and expertise in the technical and socioeconomic fields related to the areas of the work programme of the forum.⁹

7. Further, the CMA decided that members shall serve a term of two years and be eligible to serve a maximum of two consecutive terms in office.¹⁰ The following rules shall apply:

⁷ Decision 7/CMA.1, annex, para. 4(b).

⁸ Decision 7/CMA.1, annex, para. 4(d).

⁹ Decision 7/CMA.1, annex, para. 4(c).

¹⁰ Decision 7/CMA.1, annex, para. 4(e).

(a) Half of the members shall be nominated initially for a term of three years and half of the members shall be elected for a term of two years;

(b) Thereafter, members are nominated for a term of two years;

(c) The members shall remain in office until their successors are nominated. In such a case, the KCI shall notify the Chairs of the SBSTA and the SBI;

8. The term of office of a member shall commence at the first meeting of the KCI in the calendar year of their appointment and end immediately before the first meeting of the KCI in the calendar year after their second calendar year in office.

9. If a member of the KCI resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, the KCI shall request the group that nominated the member to nominate another member for the remainder of the unexpired term, in which case the appointment shall count as one term. In such a case, the KCI shall notify the Chairs of the SBSTA and the SBI.

10. If a member is unable to participate in two consecutive meetings of the KCI or unable to perform the functions and tasks set by the KCI, the Co-Chairs of the KCI will bring this matter to the attention of the KCI and seek clarification from the group that nominated that member on the status of their membership.

IV. Conflict of interest

11. The KCI members must promptly disclose, and recuse themselves from, any deliberations or decision-making which could have a bearing on their personal or financial interests, in order to avoid a conflict of interest or the appearance of one. Further, KCI members shall not disclose any information deemed by the committee as confidential which they receive in the course of their duties, even after leaving the Committee.

V. Co-Chairs

12. The CMA decided that the KCI shall elect, on a consensus basis, two members from among its members to serve as Co-Chairs for a term of two years each, taking into account the need to ensure equitable geographical representation.¹¹

13. The CMA also decided that if one of the Co-Chairs is temporarily unable to fulfil the obligations of the office, another member designated by the KCI shall serve as Co-Chair.¹²

14. If one of the Co-Chairs is unable to complete the term of office, the KCI shall elect a replacement from among its members of the relevant group of the incumbent Co-Chair, if available, to complete that term of office.

15. The Co-Chairs shall collaborate in chairing meetings of the KCI and in facilitating the work of the KCI throughout the year, in accordance with the workplan of the forum and its KCI, to ensure coherence between meetings.

16. Following the completion of the Co-Chairs' two-year term of office, the KCI shall nominate two members as Co-Chairs to serve the next two-year term of office.

17. The Co-Chairs shall declare the opening and closing of meetings of the KCI, ensure the observance of these rules of procedure and rule on points of order.

18. The Co-Chairs shall call upon speakers at meetings of the KCI in the order in which they signify their desire to speak. The secretariat shall maintain a list of speakers. The Co-Chairs may call a speaker to order if their remarks are not relevant to the subject under discussion.

19. The KCI may further define additional roles and responsibilities for the Co-Chairs.

¹¹ Decision 7/CMA.1, annex, para. 4(f).

¹² Decision 7/CMA.1, annex, para. 4(g).

20. In exercising their functions, the Co-Chairs shall remain under the authority of the KCI.

VI. Secretariat

21. The secretariat shall support and facilitate the work of the KCI, by:

(a) Making the necessary arrangements for the meetings of the KCI, including announcing meetings, issuing invitations, making the necessary travel arrangements for members eligible for funding for their participation in meetings and making available relevant documents for meetings;

(b) Maintaining meeting records and arranging for the storage and preservation of documents of meetings of the KCI;

(c) Making documents of meetings of the KCI available to the public, unless otherwise decided by the KCI.

22. The secretariat shall assist the KCI in tracking its actions, in accordance with the workplan of the forum and its KCI, in its annual report.

23. In addition, the secretariat shall perform any other functions assigned by the KCI, in accordance with the workplan of the forum and its KCI.

VII. Meetings

24. The KCI shall meet twice per year, for two days per meeting, in conjunction with the sessions of the subsidiary bodies.

25. At least nine members of the KCI must be present to constitute a quorum.

26. Members are requested to confirm their attendance at meetings of the KCI as early as possible, and at least four weeks prior to a meeting for members eligible for funding for their participation, to enable sufficient time for the secretariat to make the necessary travel arrangements.

27. Should technical and financial resources permit, open meetings of the KCI shall be webcast through the UNFCCC website.

28. At each of its meetings, the KCI shall propose the dates of its next meeting. The Co-Chairs will agree the dates of the next meeting in consultation with the secretariat.

VIII. Agenda and documentation for meetings

29. The Co-Chairs, assisted by the secretariat, shall prepare the provisional agenda and provisional annotated agenda for each meeting of the KCI in accordance with the workplan of the forum and its KCI. The Co-Chairs will prepare a report on the meeting, to be agreed by members, and this will be made available on the UNFCCC website. The Co-Chairs will report back to the forum on the meeting of the KCI.

30. The provisional agenda and provisional annotated agenda for each meeting shall be transmitted to the members of the KCI at least four weeks in advance of the meeting.

31. Members may propose additions or changes to the provisional agenda and provisional annotated agenda, in writing, to the secretariat within one week of receiving the documents, and these additions or changes shall be considered for a revised provisional agenda and provisional annotated agenda by the secretariat in agreement with the Co-Chairs.

32. The secretariat shall transmit the provisional agenda and provisional annotated agenda and any supporting documentation to the members at least two weeks prior to a meeting. Documents may be transmitted after that date with the approval of the Co-Chairs.

33. Documents for a meeting shall be published on the UNFCCC website at least two weeks prior to that meeting, to the extent possible.

34. The KCI shall, at the beginning of each meeting, adopt the agenda for that meeting.

35. The CMA decided that members of the KCI shall prepare an annual report for consideration by the forum with a view to making recommendations for consideration by the SBSTA and the SBI, which, in turn, are to recommend actions to the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and the CMA for their consideration and adoption.¹³

36. This annual report shall be made available on the UNFCCC website before the relevant sessions of the COP, the CMP and the CMA.

IX. Decision-making

37. The CMA decided that the KCI shall operate on the basis of consensus of its members.¹⁴

38. The KCI may use electronic means to facilitate its work, as appropriate and in accordance with the workplan of the forum and its KCI.

X. Working language

39. The working language of the KCI shall be English.

XI. Participation of expert advisers in meetings

40. The KCI, in performing its mandate, should draw upon outside expertise at its meetings.

41. The Co-Chairs may, in consultation with the KCI, invite representatives of international organizations, the private sector, academia and/or civil society to participate in a meeting of the KCI as expert advisers on specific issues under consideration at the meeting.

XII. Participation of observers

42. The CMA decided that meetings of the KCI shall be open to attendance as observers by all Parties and accredited observer organizations, unless otherwise decided by the KCI.¹⁵

43. The KCI may decide to close a meeting or part thereof to observers at any time.

44. The secretariat shall make the dates and venues of the meetings available to the public to enable participation by observers.

45. Observers may, with the agreement of the KCI, be invited to address the KCI on matters under consideration by the KCI. The Co-Chairs shall notify the KCI one week in advance of the meeting of any proposed interventions by observers.

46. The KCI may request interventions from observers throughout the meeting, as appropriate.

XIII. Use of electronic means of communication

47. The KCI shall use electronic means of communication to facilitate intersessional work, as appropriate and in accordance with the workplan of the forum and its KCI. The

¹³ Decision 7/CMA.1, para. 12, and annex, para. 4(j).

¹⁴ Decision 7/CMA.1, annex, para. 4(i).

¹⁵ Decision 7/CMA.1, annex, para. 4(h).

secretariat shall ensure that a secure and dedicated web interface is established and maintained to facilitate the work of the KCI.

XIV. Working groups

48. The KCI may establish working groups among its members to support the forum in performing its functions. The working groups may receive inputs from experts, practitioners and relevant organizations in accordance with the workplan of the forum and its KCI and in line with paragraphs 39–40 above.

XV. Workplan

49. The KCI will support the work of the forum in line with the workplan of the forum and its KCI.

XVI. Amendments to the rules of procedure

50. The KCI may recommend amendments to these rules of procedure for consideration by the forum and approval by the subsidiary bodies.

51. Proposals and amendments to proposals for the rules of procedure may be introduced and submitted to the secretariat in writing by KCI members; such proposals and amendments shall be circulated for consideration by all members of the KCI.

52. No proposal for the rules of procedure shall be discussed or put forward for a decision at any meeting unless copies have been circulated to the KCI members no later than two weeks before the meeting.

XVII. Overriding authority of the Convention, the Kyoto Protocol and the Paris Agreement

53. In the event of a conflict between any provision of these rules and any provision of the Convention, the Kyoto Protocol or the Paris Agreement, the provision of the Convention, the Kyoto Protocol or the Paris Agreement shall take precedence.
