



SUBSIDIARY BODY FOR IMPLEMENTATION

Twenty-second session

Bonn, 20–27 May 2005

Item 2 (a) of the provisional agenda

Organizational matters

Adoption of the agenda

Provisional agenda and annotations

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II. Annotations to the provisional agenda

1. Opening of the session

1. The twenty-second session of the Subsidiary Body for Implementation (SBI) is scheduled to be opened by the Chair on Friday, 20 May 2005.

2. Organizational matters

- (a) Adoption of the agenda
2. The provisional agenda for the session will be presented for adoption.

(b) Organization of the work of the session

3. *Action:* Parties are invited to refer to the overview of the session posted on the UNFCCC web site and to consult the Daily Programme, published during the session, for a detailed and up-to-date schedule of the work of the SBI. In order to economize on resources, there will be no capacity for parallel meetings with interpretation.

4. Representatives of Parties and international organizations are requested to keep their oral statements as brief as possible. Those wishing to make a written statement available should bring copies for distribution.

<i>FCCC/SBI/2005/1</i>	<i>Provisional agenda and annotations. Note by the Executive Secretary</i>
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3. National communications from Parties not included in Annex I to the Convention(a) Submission of second and, where appropriate, third national communications

5. *Background:* Consideration of this agenda sub-item at SBI 21 was inconclusive. Hence, in accordance with rule 16 of the draft rules of procedure being applied, the SBI should continue its deliberations on this agenda sub-item at this session.

6. *Action:* The SBI will be invited to continue consideration of the draft text on submission of second and, where appropriate, third national communications from Parties not included in Annex I to the Convention (non-Annex I Parties), contained in the draft conclusions proposed by the Chair at SBI 21, with a view to recommending a draft decision for adoption by the Conference of the Parties (COP) at its eleventh session.

<i>FCCC/SBI/2004/L.27</i>	<i>Submission of second and, where appropriate, third national communications from Parties not included in Annex I to the Convention. Draft conclusions proposed by the Chair</i>
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(b) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention

7. *Background:* The third meeting of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE), under its revised mandate, was held in Buenos Aires, Argentina, immediately before SBI 21. The CGE considered activities relating to the implementation of its work programme for the period 2004–2005, including the recommendations of the hands-on training workshop on greenhouse gas (GHG) inventories for the Latin America and Caribbean region that was held in Panama City, Panama, from 25 to 29 October 2004. Planned activities included training workshops on GHG inventories for the Asia region, to be held in Shanghai, China, from 8 to 12 February 2005, and on vulnerability and adaptation assessments for the Africa region, to be held in Maputo, Mozambique, from 18 to 22 April 2005. The fourth meeting of the CGE will be held in conjunction with the latter training workshop.

8. *Action:* The SBI will be invited to consider the progress report on the activities of the CGE and to recommend further actions relating to the work of the CGE.

<i>FCCC/SBI/2005/7</i>	<i>Progress report on the activities of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention. Note by the secretariat</i>
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(c) Compilation and synthesis of initial national communications*List of projects*

9. *Background:* In accordance with Article 12, paragraph 4, of the Convention and COP decisions 10/CP.2 and 12/CP.4, the secretariat compiles and makes available to Parties a list of projects submitted by non-Annex I Parties. This list has been updated by the secretariat, based on national communications submitted up to 15 March 2005.

10. *Action:* The SBI will be invited to consider the list of projects and take any action it deems necessary.

<i>FCCC/SBI/2005/INF.2</i>	<i>List of projects submitted by Parties not included in Annex I to the Convention in accordance with Article 12, paragraph 4, of the Convention. Note by the secretariat</i>
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Possible means to implement projects pursuant to Article 12, paragraph 4, of the Convention

11. *Background:* At COP 9, Parties requested the secretariat to prepare, in consultation with the financial mechanism of the Convention and its implementing agencies, for consideration at its tenth session, an information document on possible means to facilitate the implementation of projects proposed by non-Annex I Parties for funding, on a voluntary basis, in accordance with Article 12, paragraph 4, of the Convention.¹ Paragraphs 1 and 2 of the draft conclusions proposed by the Chair of the SBI on this issue were adopted.² Paragraph 3 was forwarded to the Presidency of the COP for inclusion in a decision on additional guidance to the Global Environment Facility (GEF), but the issue was not resolved. Hence, in accordance with rule 16 of the draft rules of procedure being applied, the SBI should continue consideration of this issue at this session.

12. *Action:* The SBI will be invited to continue consideration of paragraph 3 of the draft SBI 21 conclusions with a view to recommending a draft decision for adoption by the COP at its eleventh session.

<i>FCCC/SBI/2004/L.23</i> <i>paragraph 3</i>	<i>Possible means to implement projects pursuant to Article 12, paragraph 4, of the Convention. Draft conclusions proposed by the Chair</i>
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(d) Provision of financial and technical support

13. *Background:* At SBI 18, Parties requested the secretariat to make available to them information on the status of preparation of national communications from non-Annex I Parties, as well as details of the financial support provided to non-Annex I Parties by the GEF for the preparation of initial and subsequent national communications.³ At SBI 21, Parties invited the GEF to continue to provide information on support for the preparation of initial and subsequent national communications to those non-Annex I Parties that have yet to submit their initial national communication, and on subsequent national communications, including second national communications that have been completed.⁴

¹ Decision 2/CP.9.

² FCCC/SBI/2004/19, paragraphs 39 and 40.

³ FCCC/SBI/2003/8, paragraph 19 (b).

⁴ FCCC/SBI/2004/19, paragraphs 35 and 36.

14. *Action:* The SBI will be invited to take note of this information, which is relevant for consideration of issues relating to national communications from non-Annex I Parties.

<i>FCCC/SBI/2005/INF.1</i>	<i>Information on activities by the Global Environment Facility. Note by the secretariat</i>
<i>FCCC/SBI/2005/INF.3</i>	<i>Status of preparation of national communications from Parties not included in Annex I to the Convention. Note by the secretariat</i>

4. Financial mechanism

(a) Special Climate Change Fund

15. *Background:* The COP, by its decision 7/CP.7, established a Special Climate Change Fund (SCCF). It further decided, by its decision 5/CP.9, that activities under paragraph 2 (c) and (d) of decision 7/CP.7 would be funded by the SCCF. Consideration of this agenda item at SBI 21 was inconclusive. Hence, in accordance with rule 16 of the draft rules of procedure being applied, the SBI should continue its deliberations on this issue at this session.

16. *Action:* The SBI will be invited to continue consideration of the draft text on further guidance to the GEF for the operation of the SCCF, contained in the draft conclusions proposed by the Chair at SBI 21, with a view to recommending a draft decision for adoption by the COP at its eleventh session.

<i>FCCC/SBI/2004/L.25</i>	<i>Special Climate Change Fund. Draft conclusions proposed by the Chair</i>
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5. Implementation of Article 4, paragraphs 8 and 9, of the Convention

(a) Matters relating to the least developed countries

17. *Background:* At SBI 21, Parties agreed to forward to the Presidency of the COP for further consideration the bracketed text of a draft decision (FCCC/SBI/2004/L.28/Add.2) on further guidance for the operation of the Least Developed Countries Fund. The COP, having considered an amended text of that draft (FCCC/CP/2004/L.15), was still unable to reach agreement on this issue. Hence, in accordance with rule 16 of the draft rules of procedure being applied, the SBI should continue consideration of this issue at this session.

18. At SBI 20, Parties endorsed the programme of work of the Least Developed Countries Expert Group (LEG) for its second term (2004–2005).⁵ At SBI 22, the Chair of the LEG will update the SBI on progress made in implementing this programme of work.

19. *Action:* The SBI may wish to continue its consideration of further guidance for the operation of the Least Developed Countries Fund based on the text included in document FCCC/CP/2004/L.15, with a view to recommending a draft decision for adoption by the COP at its eleventh session. The SBI may also wish to consider the report of the Chair of the LEG, and to provide any further guidance on the work of the LEG, as appropriate.

<i>FCCC/CP/2004/L.15</i>	<i>Matters relating to the least developed countries. Proposal by the President</i>
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⁵ FCCC/SBI/2004/10, paragraphs 72 and 73.

6. Arrangements for intergovernmental meetings

(a) Eleventh session of the Conference of the Parties

20. *Background:* Following the request of the COP at its tenth session to keep the matter of the venue of COP 11 and the first session of the Conference of the Parties serving as the Meeting of the Parties to the Kyoto Protocol (COP/MOP 1) under review during early 2005, the Bureau decided to accept the generous offer of the Government of Canada, based on an assessment by the secretariat, and agreed to a proposal by the Government of Canada to change the dates to 28 November to 9 December 2005, taking into account the availability of the facilities. Accordingly, COP 11 and COP/MOP 1 will be held from 28 November to 9 December 2005 in Montreal, Canada. This acceptance was communicated to all Parties in an information note dated 16 February 2005.

21. The document listed below includes a list of possible elements for a provisional agenda for COP 11, as well as suggestions concerning the organization of the work of the sessions of the subsidiary bodies, the COP and the COP/MOP. The document also addresses possible arrangements for the participation of ministers and other heads of delegation in the high-level segment.

22. *Action:* The SBI will be invited to consider the possible elements for inclusion in the provisional agenda for COP 11 and provide advice to the Executive Secretary. The SBI may also wish to consider the proposals concerning the organization of the session, contained in the document listed below, and provide further guidance.

FCCC/SBI/2005/4	<i>Arrangements for intergovernmental meetings. Note by the Executive Secretary</i>
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(b) First session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

23. *Background:* In accordance with Article 13, paragraph 6, of the Kyoto Protocol, the first session of the COP/MOP shall be convened by the secretariat in conjunction with the first session of the COP that is scheduled after the date of entry into force of the Protocol.

24. The document listed below includes a list of possible elements for a provisional agenda for COP/MOP 1. The document also contains suggestions concerning the organization of the work of the sessions of the subsidiary bodies, the COP and the COP/MOP.

25. *Action:* The SBI will be invited to consider the possible elements for inclusion in the provisional agenda for COP/MOP 1 and provide advice to the Executive Secretary. The SBI may also wish to consider the proposals concerning the organization of the session contained in the document listed below and to provide further guidance.

FCCC/SBI/2005/4	<i>Arrangements for intergovernmental meetings. Note by the Executive Secretary</i>
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(c) Future sessional periods

26. *Background:* There are three issues relating to this sub-item:

- (a) The venue for COP 12 and COP/MOP 2, which is scheduled from 6 to 17 November 2006
- (b) The dates for the two sessional periods in 2010

- (c) The request from the Intergovernmental Panel on Climate Change (IPCC) for the COP to consider whether COP 13 (currently scheduled from 5 to 16 November 2007) could be postponed by three to four weeks.

27. *Action:* The SBI may wish to consider any offers to host COP 12 and invite interested Parties to present offers as soon as possible. The COP, at its eleventh session, will need to decide on the venue for its twelfth session. The SBI may also wish to consider the dates for the two sessional periods in 2010 and recommend them to the COP at its eleventh session. The SBI may also wish to consider the request from the IPCC and make a recommendation to the COP at its eleventh session.

FCCC/SBI/2005/4	<i>Arrangements for intergovernmental meetings. Note by the Executive Secretary</i>
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(d) Organization of the intergovernmental process

28. *Background:* At SBI 20, Parties agreed to continue the discussion on the organization of future sessional periods with a view to ensuring that the Convention bodies can work as efficiently and effectively as possible within the time available at a session, while ensuring a coherent and responsive approach to issues.⁶ They requested the secretariat to convene a workshop on the organization of the intergovernmental process in conjunction with SBI 21. The report of that workshop has been prepared for this session.

29. The other document listed below addresses a number of issues concerning the organization of future sessional periods, drawing on the discussion at the above-mentioned workshop.

30. *Action:* The SBI may wish to consider the issues raised in the above-mentioned documents and provide guidance on arrangements to improve the climate change intergovernmental process.

FCCC/SBI/2005/2	<i>Report on the in-session workshop on organization of the intergovernmental process. Note by the secretariat</i>
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FCCC/SBI/2005/4	<i>Arrangements for intergovernmental meetings. Note by the Executive Secretary</i>
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(e) Observer organizations in the Convention process

31. *Background:* At SBI 20, Parties agreed to continue their consideration of the admission and participation of observers in meetings of Convention bodies at SBI 22, on the basis of submissions received from Parties by 31 January 2005.⁷ They further requested the secretariat to inform the SBI at its twenty-second session of relevant initiatives in the United Nations focused on enhancing the relationship between the United Nations system and civil society, such as the High Level Committee on Programmes and the High Level Panel of Eminent Persons on United Nations–Civil Society Relations.

32. Submissions received from Parties are contained in document FCCC/SBI/2005/MISC.1. Submissions from observer organizations can be found on the UNFCCC web site. Document FCCC/SBI/2005/5 contains information on the Report of the Secretary-General in response to the report of the High Level Panel of Eminent Persons on United Nations–Civil Society Relations (A/59/354) and highlights items relevant to the Convention process. Document FCCC/SBI/2004/5 on promoting effective participation in the Convention process, prepared for SBI 20, is also relevant.

⁶ FCCC/SBI/2004/10, paragraph 94.

⁷ FCCC/SBI/2004/10, paragraphs 99–101.

33. *Action:* The SBI will be invited to consider the information contained in the above-mentioned documents relating to the admission and participation of observer organizations. The SBI may wish to provide guidance to the secretariat or, as appropriate, agree on a recommendation to the COP at its eleventh session and thereby conclude its deliberations on this matter.

<i>FCCC/SBI/2005/5</i>	<i>Recent developments in the United Nations on relations with civil society. Note by the secretariat</i>
<i>FCCC/SBI/2005/MISC.1</i>	<i>Effective participation in the intergovernmental process. Submissions from Parties</i>

7. Administrative and financial matters

(a) Budget performance for the biennium 2004–2005

34. *Background:* The interim financial statements for the current biennium as at 31 December 2004 have been prepared for this session in accordance with the financial procedures of the Convention. Information on the latest status (as at 30 April 2005) of contributions by Parties to the core budget, the Trust Fund for Participation in the UNFCCC Process and the Trust Fund for Supplementary Activities is also provided.

35. *Action:* The SBI will be invited to take note of the information contained in the documents. It may wish to express its appreciation to the Parties that have made timely contributions to the core budget, especially those that have made voluntary contributions to the trust funds. The SBI may also wish to urge Parties that have not made their contributions to do so in a timely manner.

<i>FCCC/SBI/2005/INF.4</i>	<i>Unaudited financial statements for the period January–December 2004 as at 30 April 2005. Note by the Executive Secretary</i>
<i>FCCC/SBI/2005/INF.5</i>	<i>Status of contributions as at 30 April 2005. Note by the secretariat</i>

(b) Programme budget for the biennium 2006–2007

36. *Background:* The COP, at its tenth session, requested the Executive Secretary to propose a programme budget for the biennium 2006–2007 for its consideration at SBI 22.

37. *Action:* The SBI will be invited to consider the proposed programme budget prepared by the Executive Secretary and to recommend a draft decision on the budget for the biennium 2006–2007 for adoption by the COP at its eleventh session and endorsement by the COP/MOP at its first session.

<i>FCCC/SBI/2005/8</i>	<i>Proposed programme budget for the biennium 2006–2007. Note by the Executive Secretary</i>
<i>FCCC/SBI/2005/8/Add.1</i>	<i>Proposed programme budget for the biennium 2006–2007. Note by the Executive Secretary. Addendum. Work programme</i>
<i>FCCC/SBI/2005/8/Add.2</i>	<i>Proposed programme budget for the biennium 2006–2007. Note by the Executive Secretary. Addendum. Activities for which funds are sought from the Trust Fund for Supplementary Activities in 2006–2007</i>

(c) Implementation of paragraph 7 (c) of the financial procedures of the Convention concerning the financial support for participation in the UNFCCC process

38. *Background:* At SBI 19, Parties requested the secretariat to suspend through COP 10 the practice of not funding eligible Parties whose contributions are in arrears, and to review the financial impact of this action and the effects on the implementation of paragraph 7 (c) of the financial procedures of the Convention regarding the participation of representatives of non-Annex I Parties and Parties with economies in transition in the COP and subsidiary body sessions.⁸ It also requested the secretariat to report its findings to the SBI for consideration at its twenty-second session.

39. *Action:* The SBI may wish to take note of the report prepared in response to this request.

<i>FCCC/SBI/2005/3</i>	<i>Implementation of paragraph 7 (c) of the financial procedures of the Convention concerning the financial support for participation in the UNFCCC process. Note by the secretariat</i>
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(d) Implementation of the Headquarters Agreement

40. *Background:* At SBI 17, Parties requested the Host Government and the Executive Secretary to report, once a year, on progress regarding the implementation of the Headquarters Agreement.⁹ The most recent report was provided to SBI 20 in June 2004.

41. *Action:* A representative of the Host Government and the Executive Secretary will make oral presentations on further progress made. The SBI may wish to consider the information provided and take any action it deems necessary.

(e) Internal review of the activities of the secretariat

42. *Background:* The COP, by its decision 16/CP.9, requested the Executive Secretary to undertake, if necessary with relevant United Nations assistance, an internal review to evaluate the activities carried out by the secretariat and to report on findings to the COP at its eleventh session. The secretariat conducted a full inventory and assessment of its activities, with the assistance of the United Nations Office of Internal Oversight Services.

43. *Action:* The SBI may wish to consider the information contained in the report on the findings of the internal review and provide guidance to the secretariat and/or make a recommendation to the COP at its eleventh session on possible action resulting from this review. The SBI may also wish to take the information into account in its consideration of the proposed programme budget for the biennium 2006–2007.

<i>FCCC/SBI/2005/6</i>	<i>Report on the internal review of the activities of the secretariat. Note by the Executive Secretary</i>
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8. Other matters

(a) Level of emissions for the base year of Croatia

44. *Background:* During SBI 15 the Government of Croatia requested that its base year emissions be considered with reference to Article 4, paragraph 6, of the Convention. The SBI referred the matter to the Subsidiary Body for Scientific and Technological Advice (SBSTA) for consideration of the methodological aspects of the request. The SBSTA considered the matter at its fifteenth, sixteenth and seventeenth sessions and completed its consideration of the methodological aspects. The SBSTA referred the consideration of the request of the Government of Croatia back to the SBI, which again

⁸ FCCC/SBI/2003/19, paragraph 59.

⁹ FCCC/SBI/2002/17, paragraph 58.

considered the matter at its seventeenth, eighteenth, nineteenth and twenty-first sessions, but was unable to reach consensus.

45. *Action:* The SBI will be invited to continue its consideration of this issue with a view to recommending a draft decision for adoption by the COP at its eleventh session.

(b) Any other matters

46. Any other matters arising during the session will be taken up under this sub-item.

9. Report on the session

47. *Background:* A draft report on the work of the session will be prepared for adoption by the SBI at the end of the session.

48. *Action:* The SBI will be invited to adopt the draft report and authorize the Rapporteur to complete the report after the session, under the guidance of the Chair and with the assistance of the secretariat.

Annex**Documents before the Subsidiary Body for Implementation
at its twenty-second session****Documents prepared for the session**

FCCC/SBI/2005/1	Provisional agenda and annotations. Note by the Executive Secretary
FCCC/SBI/2005/2	Report on the in-session workshop on organization of the intergovernmental process. Note by the secretariat
FCCC/SBI/2005/3	Implementation of paragraph 7 (c) of the financial procedures of the Convention concerning the financial support for participation in the UNFCCC process. Note by the secretariat
FCCC/SBI/2005/4	Arrangements for intergovernmental meetings. Note by the Executive Secretary
FCCC/SBI/2005/5	Recent developments in the United Nations on relations with civil society. Note by the secretariat
FCCC/SBI/2005/6	Report on the internal review of the activities of the secretariat. Note by the Executive Secretary
FCCC/SBI/2005/7	Progress report on the activities of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention. Note by the secretariat
FCCC/SBI/2005/8	Proposed programme budget for the biennium 2006–2007. Note by the Executive Secretary
FCCC/SBI/2005/8/Add.1	Proposed programme budget for the biennium 2006–2007. Note by the Executive Secretary. Addendum. Work programme
FCCC/SBI/2005/8/Add.2	Proposed programme budget for the biennium 2006–2007. Note by the Executive Secretary. Addendum. Activities for which funds are sought from the Trust Fund for Supplementary Activities in 2006–2007
FCCC/SBI/2005/INF.1	Information on activities by the Global Environment Facility. Note by the secretariat
FCCC/SBI/2005/INF.2	List of projects submitted by Parties not included in Annex I to the Convention in accordance with Article 12, paragraph 4, of the Convention. Note by the secretariat
FCCC/SBI/2005/INF.3	Status of preparation of national communications from Parties not included in Annex I to the Convention. Note by the secretariat
FCCC/SBI/2005/INF.4	Unaudited financial statements for the period January–December 2004 as at 30 April 2005. Note by the Executive Secretary
FCCC/SBI/2005/INF.5	Status of contributions as at 30 April 2005. Note by the secretariat

FCCC/SBI/2005/MISC.1 Effective participation in the intergovernmental process. Submissions from Parties

Draft texts forwarded to the session by the Conference of the Parties at its tenth session in accordance with rule 16 of the draft rules of procedure being applied

FCCC/SBI/2004/L.23 Possible means to implement projects pursuant to Article 12, paragraph 4, of the Convention. Draft conclusions proposed by the Chair

FCCC/SBI/2004/L.25 Special Climate Change Fund. Draft conclusions proposed by the Chair

FCCC/SBI//2004/L.27 Submission of second and, where appropriate, third national communications from Parties not included in Annex I to the Convention. Draft conclusions proposed by the Chair

FCCC/CP/2004/L.15 Matters relating to the least developed countries. Proposal by the President

Other documents before the session

FCCC/CP/2004/10 and Add.1-2 Report of the Conference of the Parties on its tenth session, held at Buenos Aires from 6 to 18 December 2004

FCCC/SBI/2004/5 Promoting effective participation in the Convention process. Note by the secretariat

FCCC/SBI/2004/19 Report of the Subsidiary Body for Implementation on its twenty-first session, held at Buenos Aires from 6 to 14 December 2004
