



Subsidiary Body for Implementation

Sixtieth session

Bonn, 3–13 June 2024

Arrangements for intergovernmental meetings

Note by the secretariat*

Summary

This document provides information on the preliminary scenario for the organization of the November 2024 sessions of the governing bodies, including possible elements of the provisional agendas; planning for future sessions; increasing the efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation; and engaging observer organizations in the intergovernmental process, including their admission to the UNFCCC process.

* This document was scheduled for publication after the standard publication date owing to circumstances beyond the submitter's control.



Abbreviations and acronyms

AC	Adaptation Committee
ACE	Action for Climate Empowerment
CMA	Conference of the Parties serving as the meeting of the Parties to the Paris Agreement
CMP	Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol
COP	Conference of the Parties
ETF	enhanced transparency framework under the Paris Agreement
FWG	Facilitative Working Group
GST	global stocktake
IGO	intergovernmental organization
LCIPP	Local Communities and Indigenous Peoples Platform
NGO	non-governmental organization
NWP	Nairobi work programme on impacts, vulnerability and adaptation to climate change
PCCB	Paris Committee on Capacity-building
SB	sessions of the subsidiary bodies
SBI	Subsidiary Body for Implementation
SBSTA	Subsidiary Body for Scientific and Technological Advice
TEC	Technology Executive Committee
TT:CLEAR	technology information clearing house
YOUNGO constituency	children and youth constituency

I. Introduction

A. Mandate

1. Article 8, paragraph 2, of the Convention, Article 14, paragraph 2, of the Kyoto Protocol and Article 17, paragraph 2, of the Paris Agreement provide that a function of the secretariat shall be to make arrangements for the sessions of the governing and subsidiary bodies and to provide them with services as required. In order to make the necessary arrangements for intergovernmental meetings, the secretariat periodically seeks guidance from the SBI under this agenda item.

B. Possible action by the Subsidiary Body for Implementation

2. The SBI will be invited to:

(a) Provide guidance to the COP 28 and 29 Presidencies, the Bureau and the secretariat on the planning of the sessions of the governing and subsidiary bodies to be held during the United Nations Climate Change Conference in November 2024 and the organization of work of the governing bodies, including the joint high-level segment, with a view to reaching successful outcomes;

(b) Consider and provide advice to the secretariat on possible elements of the provisional agendas for COP 29, CMP 19 and CMA 6 (see annexes I–III);

(c) Recommend the dates proposed for the sessional periods in 2028–2029 for adoption at COP 29 (see paras. 24–25 below);

(d) Encourage the regional groups hosting COP 31, 32 and 33 to accelerate their consultations and decisions on the host countries for those sessions in order to facilitate early planning;

(e) Continue consideration of the efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation;

(f) Provide further guidance on ways of enhancing the meaningful engagement of observer organizations in the UNFCCC process.

II. November 2024 sessions

A. Preparations

3. COP 28 accepted with appreciation the offer of the Government of Azerbaijan to host COP 29, CMP 19 and CMA 6 and requested the Executive Secretary to conclude and sign as soon as possible, and preferably before SB 60, a Host Country Agreement for convening the sessions so as to allow for its prompt implementation.¹

4. At its meeting on 26 March 2024, the Bureau acknowledged receipt of an update from the host country and the secretariat on the progress of preparations for the sessions. Further information on the preparations will be provided by the secretariat and the COP 29 Presidency in due course.

B. Organization

5. The United Nations Climate Change Conference in Baku will encompass COP 29, CMP 19, CMA 6, SBSTA 61 and SBI 61 and will include a joint high-level segment of the governing bodies.

¹ Decision 17/CP.28, paras. 1–2.

6. The Government of Azerbaijan will convene a World Leaders Summit on 12 and 13 November 2024. Information on the engagement of leaders in the Summit will be provided by the secretariat and the Government of Azerbaijan in due course. Heads of State and Government would deliver national statements in the first part of the high-level segment during the Summit.

7. A preliminary overview of the proposed organizational scenario for the Baku Conference is presented below.

8. The Conference will be opened on Monday, 11 November 2024, by the COP 28 President, who would propose the election of the President of COP 29, who would also serve as the President of CMP 19 and CMA 6.² COP 29, CMP 19 and CMA 6 would convene their opening plenaries in turn to take up the items on their agendas. SBSTA 61 and SBI 61 would thereafter convene their opening plenaries together.

9. A joint plenary meeting of the five bodies would also be convened upon completion of all opening plenaries to hear statements on behalf of groups of Parties.

10. The SBSTA and the SBI are expected to forward the results of the work undertaken at SB 60 and 61 to the relevant governing body or bodies for consideration and adoption, as appropriate. SBSTA and SBI 61 would complete their work by Saturday, 16 November 2024.

11. COP 29, CMP 19 and CMA 6 would complete their work by Friday, 22 November 2024, when their closing plenaries would be convened in turn to take up items on their agendas and the work forwarded by the SBSTA and the SBI.

12. Several events have been mandated to take place during the Conference, including, under the COP, the annual high-level event on global climate action³ and the biennial high-level ministerial dialogue on climate finance;⁴ and, under the CMA, the high-level ministerial dialogue on the urgent need to scale up adaptation finance,⁵ the high-level ministerial dialogue on the new collective quantified goal on climate finance,⁶ the annual high-level ministerial round table on pre-2030 ambition⁷ and the annual high-level ministerial round table on just transition.⁸ In addition, events will be organized under the leadership of the COP 29 Presidency. Information on all events will be provided in due course.

13. The secretariat, in collaboration with the presiding officers of bodies, will continue to make efforts to ensure balanced and efficient allocation of negotiating time and avoid clashes of meetings during the Conference. Meetings at the Conference will be organized in line with the recommendations of the SBI⁹ so as to ensure the observance of clear and effective working practices agreed to by all Parties.

14. In keeping with established practice, the Conference will be guided by the principles of openness, transparency and inclusiveness, reflected in the conduct of formal and informal plenary meetings; the timely availability of documentation and meeting announcements; and the broadcasting of information via close-circuit television and official UNFCCC online platforms, including the website, the Negotiator app and social media channels.

C. High-level segment

15. During the high-level segment, a joint plenary meeting of the governing bodies will be convened to hear national statements by Parties. There will be one list of speakers for statements on behalf of Parties to the Convention, the Kyoto Protocol and the Paris Agreement. No decisions would be taken at the joint plenary meeting. To make best use of

² The Government of Azerbaijan has nominated Mukhtar Babayev, Minister of Ecology and Natural Resources, to serve as President of COP 29, CMP 19 and CMA 6.

³ Decision 1/CP.25, para. 27.

⁴ Decision 4/CP.26, para. 20.

⁵ Decision 1/CMA.5, para. 99.

⁶ Decision 9/CMA.3, para. 10.

⁷ Decision 1/CMA.3, para. 31.

⁸ Decision 1/CMA.4, para. 53.

⁹ FCCC/SBI/2014/8, paras. 213 and 218–221.

available time, the recommended time limit for each statement, as at previous sessions, will be three minutes (five minutes for statements on behalf of groups of Parties). The full text of the official statements will be posted on the UNFCCC website.

16. Statements by observer organizations will be heard following the delivery of national statements, with a recommended time limit of two minutes per statement.

D. Provisional agendas of the governing bodies

17. Rule 9 of the draft rules of procedure being applied provides that “in agreement with the President, the secretariat shall draft the provisional agenda of each session”. Possible elements of the provisional agendas for COP 29, CMP 19 and CMA 6 have been prepared by the secretariat, following consultations with the COP 28 President and the Bureau, and are contained in annexes I, II and III respectively.

18. The possible elements are based on mandates arising from previous sessions and take into account the outcomes of COP 28, CMP 18 and CMA 5.

19. Taking the views of Parties thereon into account, the secretariat will finalize the provisional agendas in agreement with the COP 28 President and make them available in the official United Nations languages at least six weeks before the opening of the sessions, in accordance with rule 11 of the draft rules of procedure being applied.

III. Future sessions

A. Upcoming sessions

20. COP 28 accepted with appreciation the offer of the Government of Brazil to host COP 30, CMP 20 and CMA 7 from 10 to 21 November 2025.¹⁰

21. COP 31, CMP 21 and CMA 8 will be held from 9 to 20 November 2026.¹¹ In keeping with the principle of rotation among the United Nations regional groups, the President of those sessions would come from the Western European and other States. The Western European and other States should aim to finalize consultations and submit an offer to host the sessions as soon as possible, to be forwarded for consideration at COP 29 or 30 at the latest.

22. In keeping with the principle of rotation among the regional groups, the President of COP 32, CMP 22 and CMA 9 would come from the African States. The African States should initiate consultations with a view to taking an early decision regarding proposing a host for those sessions.

23. In keeping with the principle of rotation among the regional groups, the President of COP 33, CMP 23 and CMA 10 would come from the Asia-Pacific States. The Asia-Pacific States should initiate consultations with a view to taking an early decision regarding proposing a host for those sessions.

B. Calendar of meetings of the Convention bodies

24. The following dates for the sessional periods in 2028 are proposed for consideration and adoption at COP 29:

- (a) First sessional period: Monday, 5 June, to Thursday, 15 June;
- (b) Second sessional period: Monday, 6 November, to Friday, 17 November.

25. The following dates for the sessional periods in 2029 are also proposed for consideration and adoption at COP 29:

¹⁰ Decision 17/CP.28, para. 4.

¹¹ Decision 17/CP.28, para. 10(b).

- (a) First sessional period: Monday, 4 June, to Thursday, 14 June;
- (b) Second sessional period: Monday, 5 November, to Friday, 16 November.

IV. Increasing efficiency of the UNFCCC process

26. Over the years, the SBI has been considering opportunities for increasing the efficiency of the UNFCCC process. SBI 58 noted the challenges posed by the increasing scale of the UNFCCC conferences, in particular the growing number of agenda items and mandated events. It took note of the implications of this for the transparency, inclusiveness and effectiveness of the process and the implications for the budget and other organizational issues.¹²

27. SBI 58 also took note of the preliminary exchange of views among Parties and observer organizations on opportunities for increasing the efficiency of the UNFCCC process, including, but not limited to, streamlining the provisional agendas of the governing and subsidiary bodies and encouraging the adoption of the rules of procedure by the COP.¹³

28. Following the outcomes of COP 28, including new mandates, the challenges referred to in paragraph 26 above continue and have become more acute, with further implications for the budget and other organizational issues.

29. With new mandates, including for events, arising from each session and the growing number of agenda items, it is challenging for the secretariat to ensure efficient time management at sessions. At SB 60, 33 mandated events are scheduled to be convened in conjunction with the negotiations on 49 items or sub-items on the agendas of the subsidiary bodies. As the number of mandated events and agenda items that address cross-cutting issues has grown, avoiding clashes of meetings and events while ensuring that Parties have sufficient time for participating in the negotiations has become a challenge.

30. Some efforts, innovations and initiatives introduced by the presiding officers, with the support of the secretariat, to ensure the efficiency of the UNFCCC process include:

- (a) Simplifying and clustering items on provisional agendas;
- (b) Convening plenary meetings together for efficient time management and organization of work, such as joint plenaries of the governing and subsidiary bodies to hear opening and closing statements, and holding the opening and closing plenary meetings of the sessions of the subsidiary bodies together to organize work and agree on conclusions respectively;
- (c) Enhancing transparency of participation in sessions through changes to the registration process.

31. Parties are invited to continue consideration of this matter at SBI 60¹⁴ and to explore further opportunities for increasing the efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation taking into account:

- (a) The information paper¹⁵ requested at SBI 50¹⁶ on the implications of changing the frequency of sessions of the governing bodies from the current annual cycle;
- (b) The submissions¹⁷ of views¹⁸ on streamlining the provisional agendas of the governing and subsidiary bodies;

¹² FCCC/SBI/2023/10, para. 136.

¹³ FCCC/SBI/2023/10, para. 137.

¹⁴ As per document FCCC/SBI/2023/10, para. 140.

¹⁵ To be made available as document FCCC/SBI/2024/INF.4.

¹⁶ FCCC/SBI/2019/9, para. 133.

¹⁷ Available at <https://www4.unfccc.int/sites/submissionsstaging/Pages/Home.aspx> (in the search field, type “arrangements for intergovernmental meetings”).

¹⁸ As invited in document FCCC/SBI/2023/10, para. 138.

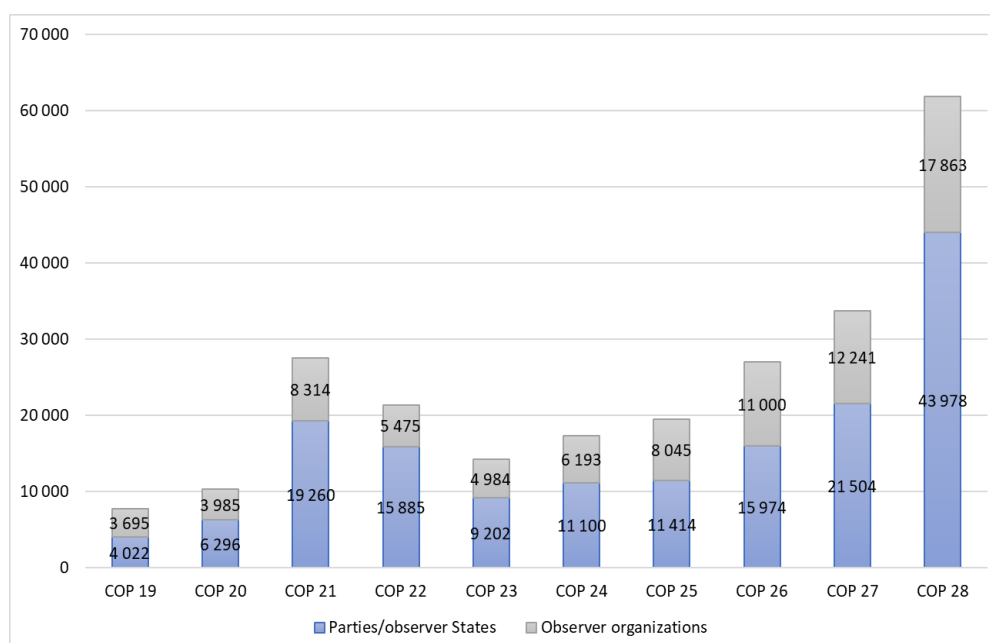
(c) The technical paper¹⁹ requested at SBI 58²⁰ on options for reducing overlapping items on provisional agendas, which takes into account those views.

V. Enhancing engagement of observer organizations in the intergovernmental process

32. The number of admitted observer organizations continues to grow significantly. Of the 1,104 applications that were assessed for COP 28,²¹ 615 observer organizations were deemed eligible and subsequently admitted. This brought the total number of observer organizations admitted to the UNFCCC process to 3,804 by the end of 2023, 19 per cent more than at COP 27. The rate of admissions has also increased significantly in recent years. It took 14 years to reach 1,000 admitted observer organizations, another 8 years to reach 2,000, another 4 years to reach 3,000, and after a further 3 years, by COP 29, that number is expected to have reached 4,000. In this context, it is becoming increasingly difficult to ensure the meaningful participation of the admitted observer organizations in the process.

33. 2023 was another record year for observer organization participation. At SB 58 there were 2,116 observer organization participants, of which 1,752 representing NGOs. As shown in the figure below, there were 17,863 observer organization participants at COP 28, of which 13,278 representing NGOs. Those sessions saw a significant, 45 per cent, increase in observer organization participation compared with SB 56 and COP 27 respectively.

Number of participants at sessions of the Conference of the Parties



34. In terms of quality of engagement, the first GST was notable in providing new and interactive opportunities for observer organizations to exchange views with Parties on collective progress towards the goals of the Paris Agreement and future policy options. As detailed in the biennium report and shown in the table below, presiding officers introduced many innovations to the modes of engagement for the GST. Throughout the process, non-Party stakeholder submissions were significantly incorporated into output documents, and

¹⁹ To be made available as document FCCC/TP/2024/5.

²⁰ FCCC/SBI/2023/10, para. 139.

²¹ As communicated to Parties and observer organizations on 6 July 2023, the secretariat introduced a new timeline for the assessment of admission applications in response to the request of the SBI to take the necessary administrative measures in order to facilitate more effective participation of observer organizations in the intergovernmental process. Applications are now assessed on a continuous basis in order of application date and subject to the availability of resources, with the aim of safeguarding the quality of the assessment, which in turn facilitates effective observer participation in the UNFCCC process.

inclusive formats of engagement conducive to dialogue were introduced to enable Parties to interact with observer organizations and other non-Party stakeholders. In addition, presiding officers ensured that observer statements were heard between Party interventions in plenary and at the high-level events.

35. During COP 28, observer organizations were invited to provide interventions and interact with ministers and Heads of State at various high-level events. Beyond the negotiations, they engaged with Parties at the COP Presidency's open dialogue on just transition. Moreover, observer organizations initiated a record number of advocacy actions and engaged in official side events and exhibits. These engagement modes have increased opportunities for observer organizations to get involved in the process and contribute knowledge and expertise.

36. The COP 28 Presidency developed a diverse engagement programme throughout 2023 with a wide range of stakeholders, notably by engaging observer organization representatives in the Copenhagen Climate Ministerial, the Petersberg Climate Dialogue and the Pre-COP; providing capacity-building and funding for participation in the COP to youth participants; conducting monthly dialogues with NGO constituencies in the lead-up to the COP; and providing funding for the participation of observer organization representatives and for NGO constituency pavilions at the COP, including the interfaith pavilion, while providing programming autonomy to the constituencies. In addition, it offered excellent logistical support across the venue as well as accessibility support to persons with disabilities. Furthermore, the Government of the United Arab Emirates equipped all nine side event rooms with interpretation facilities to address language barriers and enable diverse representation of observer organization participants.

37. As a result of the process of strengthening engagement of observer organizations and the resulting discussions on conflict of interest and transparency, new measures were introduced at COP 28 in relation to the registration process and the final list of participants for COP sessions. These measures were positively received as means of enhancing transparency at UNFCCC sessions, and observer organization participation was facilitated by the updated registration process and daily badge system.

38. Despite these innovations and efforts by presiding officers and the secretariat towards enhancing engagement of observer organizations, the number of opportunities for meaningful engagement²² in the UNFCCC process has not increased in line with the growing number of observer organization participants active at sessions. For example, a high volume of events at commercial pavilions and other thematic events and declarations across the conference that are not connected to the negotiation process are regarded by many observer organizations as preventing meaningful engagement in the UNFCCC process as they burden the conference resources and limit observer access to Parties and negotiation meetings. As at COP 26 and 27, observer organizations' access to negotiation meeting rooms remained a problem at COP 28 to some extent. For the majority of the meetings, bookings were carefully planned to ensure that the size of the room was aligned with expected attendance. In addition, overflow rooms were provided where needed. Ways of ensuring adequate access to sessions of the COP for both participants who follow the negotiation process and those who engage mainly in the non-negotiation activities need to be explored.

39. The SBI may wish to provide guidance on enhancing the meaningful engagement of observer organizations in the UNFCCC process, in particular how to address the discrepancy between the high number of observer organization participants and the limited opportunities for their meaningful engagement. In this context, the technical paper²³ requested at SBI 58²⁴ on options for addressing the regional imbalance in observer participation will include options for increasing opportunities for meaningful engagement in the negotiation process.

²² During the observer review process in 2022, meaningful engagement was defined as the possibility to inform and influence decision-making, establish two-way conversations with Parties, convey concerns and contribute expertise and experience to the process, as well as forge alliances with stakeholders in the process and work collaboratively towards solutions.

²³ To be made available as document FCCC/TP/2024/1.

²⁴ FCCC/SBI/2023/10, para. 146(c)(ii) and (iii). See also documents FCCC/SBI/2021/16, paras. 111 and 114(b)(ii), and FCCC/SBI/2022/10, para. 170.

40. The table below provides a non-exhaustive report on the implementation in 2022–2023 of the SBI conclusions on ways to enhance engagement of observer organizations in the intergovernmental process.

41. The table is divided into four sections (A–D) pertaining to conclusions relating to (A) presiding officers of UNFCCC bodies; (B) incumbent and incoming COP Presidencies; (C) hosts of future sessions of the governing bodies; and (D) the secretariat. Each section contains information on the status of implementation of the corresponding conclusions.

42. Information from the secretariat on its activities and initiatives to enhance engagement of observer organizations during the biennium has been synthesized to highlight general trends and provide examples in the table.

Engagement of observer organizations in the intergovernmental process in 2022–2023

SBI conclusion

Implementation

A. Invite the presiding officers of various bodies, as relevant, subject to the availability of funding, time and space, to:

1. Increase intervention opportunities for observers at meetings and make the best use of their inputs, including submissions

Observer organizations continued to make use of intervention opportunities at UNFCCC sessions, including 211 such opportunities at plenary meetings.

Opportunities were provided across technical workstreams for observer organizations to intervene during meetings and provide inputs and submissions, including as follows:

- (a) The co-facilitators of the technical dialogue under the GST promoted the engagement of Parties, observer organizations and other non-Party stakeholders via an open nomination and expression of interest process with the support of the high-level champions and through a variety of modalities, including five informal consultations, six plenary meetings, 10 round tables, several focused discussions and three World Café sessions, as well as through innovative engagement methods, such as two poster sessions, one creative space and the GST information portal,^a culminating in the virtual launch of the synthesis report by the co-facilitators on the technical dialogue.^b Also, they held informal meetings with observer organizations ahead of and after each meeting of the technical dialogue to gather feedback. This approach allowed for rich, dynamic discussions among stakeholders;
- (b) In the political phase of the GST, the Chairs of the subsidiary bodies played a pivotal role in ensuring the meaningful participation of observer organizations and other non-Party stakeholders through an informal consultation, two in-person workshops and three high-level events at COP 28, which enabled insights from civil society, the private sector, city and subnational authorities, and other stakeholders to be integrated into the climate action discourse. This approach was instrumental in broadening the scope of the discussions and ensuring that global climate policy is informed by a diverse range of expertise and views;
- (c) The co-chairs of the Sharm el-Sheikh mitigation ambition and implementation work programme engaged with observer organizations and the high-level champions prior to the two global dialogues held under the work programme in 2023 in order to provide them with information and invite them to submit views on topics and inputs. Observer organizations actively engaged in events, including the two global dialogues and two investment-focused events held in 2023. The co-chairs encouraged a balance in the participation of observer organizations and other non-Party stakeholders from developed and developing countries;
- (d) Observer organizations and other non-Party stakeholders made 14 submissions and actively engaged in negotiations and workshops under the United Arab Emirates just transition work programme (formerly the work programme on just transition pathways) at SB 58 and 59 and at the fifth session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement;
- (e) The TEC established open-ended activity groups that are open to NGO constituencies for participation. A total of 40 representatives from six NGO constituencies are engaged across 16 TEC activity groups;
- (f) Observer organizations were invited to attend meetings, inform discussions and provide input under the AC, the ad hoc work programme on the new collective quantified goal on climate finance, the Executive Board of the clean development mechanism, the Glasgow work programme on Action for Climate Empowerment, the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures, the NWP, the PCCB, the Sharm el-Sheikh dialogue on the scope of Article 2, paragraph 1(c), of the Paris Agreement and its complementarity with Article 9 of the Paris Agreement, the Standing Committee on Finance and the Supervisory Body for the mechanism established by Article 6, paragraph 4, of the Paris Agreement;
- (g) The AC established a partnership with the UNFCCC YOUNGO constituency, including an active communication channel. Additionally, the AC communications working group is now open to the constituency and other external entities.

<i>SBI conclusion</i>	<i>Implementation</i>
<p>2. Make greater use of inputs from non-Party stakeholders in workshops and technical meetings and inputs provided via submissions</p>	<p>(h) Over 90 per cent of participants at the 4th and 5th PCCB Capacity-building Hubs, held at COP 27 and 28 respectively, were non-Party stakeholders. To address key issues such as gender, Indigenous Peoples' knowledge, youth voices, human rights and ACE, experts from observer organizations joined the Hub steering committee. Observer organizations led thematic days at the Hubs, shaping the related agendas and outcomes. In 2022, the YOUNGO constituency joined the PCCB Network, thereby fostering more active engagement in the activities of the PCCB. The PCCB regularly mobilizes the expertise of observer organizations, including nearly 30 youth organizations and over 200 organizations from developing countries;</p> <p>(i) All LCIPP events and meetings held in the lead-up to and during the COP sessions included interpretation in all six official United Nations languages, subject to the availability of funding. The high-level champion for COP 28 funded the interpretation services provided at the 10th meeting of the FWG of the LCIPP;</p> <p>(j) The 15th NWP Focal Point Forum, on advancing transformative adaptation for agriculture and food security, brought together Parties, expert groups and NWP partners to share insights and best practices aimed at bolstering country- and region-specific initiatives.</p> <p>A total of 81 UNFCCC workshops and meetings, including in-session workshops, were reported as being open to observers. Observer organizations were engaged in meetings, workshops and webinars and invited to make submissions that informed the work of, for example, the AC, the Standing Committee on Finance, the Supervisory Body and the TEC, as well as work related to the new collective quantified goal on climate finance, reporting and review pursuant to Article 13 of the Paris Agreement, and agriculture and food security. A total of 10 calls for input were issued by the Supervisory Body, with 498 submissions received from stakeholders, many of which observer organizations.</p> <p>Under the PCCB Network, 380 of its 394 members are non-Party stakeholders, which actively participated in technical workshops, webinars and regional thematic dialogues. Three calls for submissions on capacity-building themes were issued, and 90 per cent of the submissions received were from observer organizations, which were used to inform the work and activities of the PCCB.</p> <p>Representatives of observer organizations comprised 41 per cent of workshop participants under the Glasgow-Sharm el-Sheikh work programme on the global goal on adaptation, who contributed by moderating sessions, delivering presentations and sharing expertise. A total of 49 submissions were received from non-Party stakeholders (IGOs, NGOs and United Nations entities), which helped to shape the discussions.</p> <p>The FWG is a unique constituted body owing to its inclusive membership, comprising Parties and non-Party stakeholders, with all members having an equal voice. It collaborates closely with Indigenous Peoples organizations, encompassing all seven United Nations Indigenous sociocultural regions. Using participatory methods such as virtual consultations, the FWG ensures that the perspectives of Indigenous youth and local communities are considered at events such as the annual youth round tables held during COP sessions.</p>
<p>3. Continue dialogues with observers</p>	<p>Dialogues with observer organizations were fostered through webinars, meetings, events and workshops across a multitude of workstreams, such as under the AC and the global goal on adaptation process, and as part of the process of improving national greenhouse gas inventories.</p> <p>All mandated LCIPP events are open to observers. The regional/biregional gatherings held in the United Nations Indigenous sociocultural regions of Africa and Asia, and the Arctic and the Pacific were particularly conducive to facilitating engagement and exchanges among observer organizations, with inputs especially from Indigenous Peoples and local communities, including elders, knowledge holders, Indigenous youth and youth from local communities working in remote areas.</p>

B. Recommend incumbent and incoming COP Presidencies to:

1. Consider convening intersessional open dialogues virtually in addition to in-person open dialogues during sessions of the COP

The COP 28 Presidency held an open dialogue at COP 28, which was co-developed with NGO constituencies and enabled a fruitful dialogue between observer organizations and 15 Parties on a just energy transition away from fossil fuels.

The FWG engaged with the COP Presidencies intersessionally to promote dialogues with LCIPP contributors, notably through joint events held in conjunction with the twenty-second session of the United Nations Permanent Forum on Indigenous Issues and by inviting the COP 28 Presidency to deliver a presentation at the virtual LCIPP informal contributors' briefing in 2023.

2. Explore ways to increase the participation of observer organizations, including youth organizations and organizations from developing countries

The regional distribution of IGOs and NGOs registered for COP sessions as observer organizations improved, with a 16 per cent increase in the number of admitted observer organizations from developing countries between COP 27 and 28. In terms of participants representing IGOs and NGOs accredited as observer organizations registered for COP sessions, there was a 45 per cent increase in the number of such delegates from developing countries between COP 27 and 28, while the share of registered participants representing observer organizations from Asia-Pacific States increased by 10 per cent, and the share from Western European and other States fell by 5 per cent. The secretariat has reviewed and will continue to review developments in regional distribution.

Several initiatives across workstreams supported the COP Presidencies in engaging youth organizations, including as follows:

(a) In response to the Glasgow Climate Pact, the secretariat supported the COP Presidencies in convening the annual youth-led climate forums at COP 27 and 28 with the aim of providing children and youth with the opportunity to share policy priorities directly with decision makers;

(b) In 2023, the COP 28 Presidency, UNFCCC Executive Secretary, high-level champions, COP 28 youth climate champion and United Nations Secretary-General's Envoy on Youth made a joint statement to promote the meaningful engagement, including of youth, of members of Party and observer organization delegations in climate decision-making, policy and action in the lead-up to and during the COP.

3. Ensure open, inclusive and meaningful engagement of observer organizations in the lead-up to, during and after sessions of the COP in terms of both logistical arrangements and engagement opportunities

The host Governments of COP 27 and 28 engaged with NGO constituencies on a monthly basis prior to the respective sessions, keeping them informed of developments in consultations with heads of delegation and ministers and operational preparations. The Governments of Egypt and the United Arab Emirates both fostered innovative approaches to observer engagement by providing opportunities for NGO constituencies to participate in the main meetings of the Petersberg Climate Dialogue in 2022 and at the Copenhagen Climate Ministerial in 2023 respectively. They continued the practice of former COP Presidencies of inviting NGO constituencies to the respective Pre-COP meetings.

The Government of the Democratic Republic of the Congo, in cooperation with the Government of Egypt, engaged with the high-level champions and NGO constituencies at the Pre-COP 27 meetings, enabling the NGO constituencies to interact with participants in person and deliver statements at the closing plenary of Pre-COP 27.

The youth stocktake held at SB 58 and COP 28 and organized by the COP 28 youth climate champion and the YOUNGO constituency, with the support of the secretariat, provided an opportunity to review the historical development of youth inclusion in the UNFCCC process, analyse the evolution of youth climate policy priorities through the Global Youth Statement and indicate the way forward for meaningful youth engagement in the UNFCCC process.

The high-level champions helped to mobilize and support the effective participation of observer organizations and other non-Party stakeholders in the technical dialogues and thematic discussions under the GST by supporting the expression of interest process conducted by the secretariat, which was aimed at gathering a wide range of perspectives and integrating scientific insights, Indigenous knowledge and community experience to inform and enrich the GST. Through structured dialogues and collaboration led by the high-level champions intersessionally under the Marrakech Partnership for Global Climate Action, observer organizations and other non-

<i>SBI conclusion</i>	<i>Implementation</i>
	Party stakeholders contributed to identifying effective solutions and sharing best practices in the area of climate action, thereby enhancing the comprehensiveness and effectiveness of the GST outcomes. These efforts underscored the high-level champions' commitment to a transparent, Party-driven process that values the contributions of all stakeholders in shaping climate action, support and international cooperation.
4. Facilitate the engagement of a wide range of stakeholders with Parties during sessions of the COP, including by enabling them to express their views on substantive issues, while respecting the draft rules of procedure being applied and the Party-driven nature of the UNFCCC process	<p>To promote policy coherence and international cooperation on ACE under the Convention and the Paris Agreement, the secretariat supported the COP 27 Presidency in organizing and delivering an in-session event on civil society's role in adaptation and resilience, and the COP 28 Presidency an in-session event on the use of ACE to promote just transition.</p> <p>Under the workplan of the LCIPP for 2022–2024, the FWG facilitated two dialogues at both COP 27 and 28, aimed at promoting interaction between Parties and non-Party stakeholders, such as knowledge holders, Indigenous youth and youth from local communities.</p>
5. Consider developing capacity-building initiatives for observer organizations, including for youth, in the lead-up to sessions	<p>A number of capacity-building programmes for observer organizations, particularly youth observer organizations, were hosted in the lead-up to the COP sessions, including as follows:</p> <p>(a) Under the Youth4Capacity programme, launched in 2022, a series of events was held at SB 58 in collaboration with observer organizations to build the capacities of youth;</p> <p>(b) The YOUNGO constituency in collaboration with the ACE Hub delivered hands-on capacity-building sessions at the 2023 regional climate weeks, exploring themes such as youth participation and skills development for a just transition and engagement in policymaking processes, climate communication and community-led climate action. Observer organizations, including youth organizations, contributed to the development and delivery of the sessions;</p> <p>(c) As part of the International Youth Climate Delegates Programme, the COP 28 Presidency and youth climate champion, with the support of the secretariat, delivered 31 online training sessions prior to COP 28 for 100 youth delegates to COP 28 and members of the YOUNGO constituency. An additional 16 training modules on UNFCCC workstreams were developed and made publicly available on the UNFCCC website.</p>
6. Consider venue size	Each COP venue is unique. The size and layout are carefully considered in discussion with the host country taking sustainability considerations into account.

C. Suggest that the hosts of future sessions of the governing bodies and the secretariat explore the possibility, subject to the availability of financial resources, of holding high-level events with observer organizations during the high-level segment

Observer organizations were actively engaged across several high-level events during COP 28, such as NGO constituencies delivering presentations during the opening segment of the first annual high-level ministerial round table on just transition, participating in the high-level ministerial round table on pre-2030 ambition, and engaging with high-level Party and group representatives at the two mandated high-level ministerial dialogues on climate finance. For the high-level ministerial dialogues on climate finance, two representatives per NGO constituency were invited to register and speak following all ministers, and a room was allocated to support observer organizations in following the dialogues.

A high-level Presidency dialogue was held at COP 27 and 28 with Indigenous Peoples from the seven United Nations Indigenous sociocultural regions.

D. Request the secretariat, where feasible and appropriate, and subject to the availability of resources, to:

1. Explore ways to encourage broad participation of observer organizations, in particular of those from developing countries and of youth organizations, including through remote participation

The secretariat held 20 dialogues and meetings during UNFCCC sessions to enable observer organizations to engage with high-level officials, including the COP Presidencies, UNFCCC Executive Secretary and high-level champions.

In the lead-up to COP 27 and 28, the secretariat published a handbook for observers in five and six official United Nations languages respectively, which covers policies for observer engagement in the UNFCCC process, conference logistics, specific opportunities for engagement and the Code of Conduct for UNFCCC events. Two briefing sessions across two time zones were held on those aspects of observer engagement prior to COP 27 and 28, in addition to a briefing session held prior to SB 58. The briefings were widely shared among observer organizations, in particular with the YOUNGO constituency, Indigenous Peoples organizations, and the women and gender constituency.

The secretariat facilitated 114 approved advocacy actions at COP 27, 15 at SB 58 and 168 at COP 28, many of which organized by youth organizations and organizations from developing countries.

Following the easing of restrictions implemented as a result of the coronavirus disease 2019 pandemic, in-person exhibits resumed at COP 27, while side events continued to be held in hybrid format and live-streamed to enable virtual participation. At COP 27 almost 360 side events involving nearly 960 observer organizations and Parties, as well as 160 exhibits co-organized by nearly 270 stakeholders, were coordinated by the secretariat. At COP 28 over 360 side events involving nearly 1,130 observer organizations and Parties, as well as 170 exhibits co-organized by nearly 230 stakeholders, were coordinated by the secretariat. At SB 56 over 130 side events involving nearly 235 organizers were coordinated by the secretariat, while at SB 58 nearly 125 side events involving nearly 300 stakeholders were coordinated by the secretariat.

The secretariat continued to prioritize side event and exhibit applications from developing country and youth observer organizations. In terms of youth-led merged side event and exhibit applications, 100 per cent were selected at COP 27 and 28, 100 per cent at SB 56 and 75 per cent at SB 58. Of the side event and exhibit applications led by observer organizations from developing countries, 100 per cent were selected across the sessions. Overall, 100 per cent of side event and exhibit applications from observer organizations from developing countries were selected as lead organizers or co-organizers at COP 27 and 28 and at SB 56, while 93 per cent were selected at SB 58.

The broad participation of observer organizations in initiatives and workstreams across the secretariat continued to be facilitated. The secretariat invited all NGO constituencies to attend online, in-person and hybrid workshops or meetings under the AC, the global goal on adaptation process, the TEC and the Together4Transparency initiative, with 41 per cent of the average workshop attendance consisting of observer organizations.

Under the NWP, the secretariat engaged observer organizations in thematic expert groups, including on the priority theme of agriculture and food security. Together with NWP partners and UNFCCC constituted bodies, the secretariat convened both in-person and virtual regional and global events, including on the Hindu Kush Himalayan region and on the Pacific Islands in collaboration with the United Nations Environment Programme, the Global Adaptation Network and the International Centre for Integrated Mountain Development.

2. Further enhance Parties' access to submissions from non-Party stakeholders

All submissions from Parties, observer organizations and other non-Party stakeholders are available on the UNFCCC submission portal. Observer organizations and other non-Party stakeholders are regularly invited to provide inputs via the submission portal, which is publicly accessible. The number of submissions from observer organizations and other non-Party stakeholders has increased significantly, by 290 per cent compared with the biennium 2020–2021, with 781 submissions received from observer organizations in 2022–2023.

<i>SBI conclusion</i>	<i>Implementation</i>
	Throughout the GST process, 137 observer organizations and other non-Party stakeholders submitted information on their action to support the goals of the Paris Agreement, representing 90 per cent of the submissions from Parties and non-Party stakeholders. The secretariat, together with the co-facilitators of the technical dialogue, ensured that all submissions received during the technical phase were captured in the online search tool within the GST information portal. These submissions helped to shape the technical dialogues under the GST and were reflected in the synthesis report by the co-facilitators on the technical dialogue. The submissions received during the consideration of outputs component served as input to the intersessional in-person workshop convened by the Chairs of the subsidiary bodies in support of the associated political phase.
3. Make use of observer inputs in preparing background documentation	Feedback from observer organizations was integrated into activities and documentation across workstreams, including concept notes under the global goal on adaptation process, the PCCB annual focus areas and regional thematic dialogues, TEC technical papers and events for its open-ended activity groups, the LCIPP annual youth round tables and forthcoming workplan, and the stocktake of operational and institutional modalities under the NWP, as well as documentation of the Supervisory Body and the Executive Board of the clean development mechanism.
4. Enhance existing practices for facilitating observer participation with a view to promoting the openness, transparency and inclusiveness of the UNFCCC process	<p>The Director of the Conference Affairs division of the secretariat proactively interacted with observer organizations before, during and after UNFCCC sessions. Prior to sessions, observer organizations received logistical information during capacity-building sessions. After each session, a stocktaking meeting with NGO constituency focal points was held for feedback on logistics and observer engagement policies. Insights shared by observer organizations during such interactions help to inform discussions between the secretariat and future host countries regarding preparations for COP sessions.</p> <p>The secretariat developed updated reports and materials, including revised versions of the reference manual for the ETF and the technical handbook prepared by the Consultative Group of Experts to support implementation of the ETF, incorporating recent guidance and decisions from negotiations on the methodological work under the ETF. These documents are part of a wider collection of materials aimed at supporting Parties and other stakeholders, including observer organizations, in understanding the essential elements of transparency under the ETF, alongside the connection with nationally determined contributions, the GST and the committee to facilitate implementation and promote compliance.</p>
5. Increase the number of meetings that are webcast	<p>Two global dialogues under the Sharm el-Sheikh mitigation ambition and implementation work programme, the 6th and 7th meetings of the PCCB, and meetings and/or workshops of the AC, the Executive Board of the clean development mechanism, the Supervisory Body and the TEC, as well as under the LCIPP, were webcast.</p> <p>All official side events at UNFCCC sessions were live-streamed to the official YouTube channel managed by the secretariat, the webcasts section of the UNFCCC website and the UNFCCC virtual conference platform.</p> <p>In collaboration with the United Nations Statistics Division and the International Energy Agency, the secretariat held quality assurance workshops on national energy information management systems and energy statistics for developing country Parties. The secretariat held eight such workshops online and three in person to address the most urgent and critical needs identified during the quality assurance workshops.</p>
6. Ensure the standard wording of calls for submissions of information and views refers to Parties and observer organizations	Under the PCCB, the wording of calls for submissions is standardized and they are directed at all Parties, bodies, entities and processes under the Convention and the Paris Agreement, as well as to all non-Party stakeholders, including public and private sector entities, governmental organizations and NGOs, philanthropic organizations, academic and research organizations, and regional and international organizations and initiatives.
7. Prepare a technical paper on options for increasing the	Options for increasing the participation of observer organizations from developing countries in the UNFCCC process are presented in this paper.

<i>SBI conclusion</i>	<i>Implementation</i>
<p>participation of observer organizations from developing countries</p> <p>8. Continue making use of technology and enhancing virtual tools to facilitate the remote participation of observer organizations in meetings, while noting that remote engagement has its challenges</p>	<p>Virtual participation was offered for all UNFCCC sessions, which not only benefited individuals unable to attend owing to illness but also those facing resource constraints preventing travel or having difficulty securing quota allocations for in-person attendance. This initiative has significantly improved inclusivity, transparency and openness within the UNFCCC process.</p> <p>A wide range of virtual participation and social media tools were used to facilitate enhanced participation and interaction of observer organizations across meetings and workshops, for example:</p> <p>(a) The calendar of events under the Together4Transparency initiative during COP 28 and the regional climate weeks held in 2023 helped to strengthen coordination with partners and key stakeholders and enabled wider virtual participation;</p> <p>(b) TT:CLEAR, the TEC platform that provides information on technology-related activities, events and documents, recorded over 141,600 page views.</p>

^a <https://unfccc.int/topics/global-stocktake/information-portal>.

^b FCCC/SB/2023/9.

Annex I

Possible elements of the provisional agenda for the twenty-ninth session of the Conference of the Parties

[English only]

- Opening of the session.
- Organizational matters:
 - Election of the President of the Conference of the Parties at its twenty-ninth session;
 - Adoption of the rules of procedure;
 - Adoption of the agenda;
 - Election of officers other than the President;
 - Admission of organizations as observers;
 - Organization of work, including for the sessions of the subsidiary bodies;
 - Dates and venues of future sessions;
 - Adoption of the report on credentials.
- Reports of the subsidiary bodies.
- Reporting from and review of Parties included in Annex I to the Convention.
- Reporting from Parties not included in Annex I to the Convention.
- Matters relating to adaptation:¹
 - Reports of the Adaptation Committee (for 2023 and 2024);
 - Review of the progress, effectiveness and performance of the Adaptation Committee.
- Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts and joint annual report of its Executive Committee and the Santiago network for averting, minimizing and addressing loss and damage associated with the adverse effects of climate change.²
- Matters relating to finance:
 - Long-term climate finance;
 - Matters relating to the Standing Committee on Finance;
 - Report of the Green Climate Fund to the Conference of the Parties and guidance to the Green Climate Fund;
 - Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility;
 - Report of the Fund for responding to loss and damage associated with the adverse effects of climate change and guidance to the Fund;
 - Arrangements between the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement and the

¹ Further to para. 2 of decision 3/CP.26, recommendations from SBI 60 on the initial assessment of progress in the process to formulate and implement national adaptation plans referred to in para. 19 of decision 8/CP.24 would be addressed under this element.

² The inclusion of this element does not prejudice outcomes on matters related to the governance of the Warsaw International Mechanism.

- Fund for responding to loss and damage associated with the adverse effects of climate change;
- Seventh review of the Financial Mechanism.
 - Development and transfer of technologies and implementation of the Technology Mechanism:
 - Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;
 - Linkages between the Technology Mechanism and the Financial Mechanism.
 - Matters relating to capacity-building.³
 - Matters relating to the least developed countries.
 - Report of the forum on the impact of the implementation of response measures.
 - Local Communities and Indigenous Peoples Platform.
 - Periodic review of the long-term global goal under the Convention and of overall progress towards achieving it.
 - Gender and climate change.
 - Consideration of proposals from Parties for amendments to the Convention under Article 15:
 - Proposal from the Russian Federation to amend Article 4, paragraph 2(f), of the Convention;
 - Proposal from Papua New Guinea and Mexico to amend Articles 7 and 18 of the Convention.
 - Second review of the adequacy of Article 4, paragraph 2(a–b), of the Convention.
 - Administrative, financial and institutional matters.
 - High-level segment.
 - Other matters.
 - Conclusion of the session.

³ The following recommendations from the SBI would be addressed under this element: further to paras. 5–6 of decision 12/CP.28, recommendations from SBI 60 on the second review of the Paris Committee on Capacity-building; further to para. 14 of decision 10/CP.25, recommendations from SBI 60 on the terms of reference for the fifth comprehensive review of the implementation of the framework for capacity-building in developing countries established under decision 2/CP.7 under the Convention; and further to para. 80 of decision 1/CP.21, recommendations from SBI 61 on the annual technical progress report of the Paris Committee on Capacity-building.

Annex II

Possible elements of the provisional agenda for the nineteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

[English only]

- Opening of the session.
- Organizational matters:
 - Adoption of the agenda;
 - Election of additional officers;
 - Organization of work, including for the sessions of the subsidiary bodies;
 - Approval of the report on credentials.
- Reports of the subsidiary bodies.
- Reporting from and review of Parties included in Annex I:¹
 - National communications;
 - Final compilation and accounting report for the second commitment period of the Kyoto Protocol for Parties included in Annex I with a commitment inscribed in the third column of Annex B in the Doha Amendment to the Kyoto Protocol.
- Matters relating to the clean development mechanism.
- Matters relating to the Adaptation Fund.
- Matters relating to capacity-building.
- Report of the forum on the impact of the implementation of response measures.
- Report of the Compliance Committee.
- Report on the high-level ministerial round table on increased ambition of Kyoto Protocol commitments.
- Administrative, financial and institutional matters.
- High-level segment.
- Other matters.
- Conclusion of the session.

¹ As defined in Article 1, para. 7, of the Kyoto Protocol.

Annex III

Possible elements of the provisional agenda for the sixth session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

[English only]

- Opening of the session.
- Organizational matters:
 - Adoption of the agenda;
 - Election of additional officers;
 - Organization of work, including for the sessions of the subsidiary bodies;
 - Approval of the report on credentials.
- Matters relating to the global stocktake.
- United Arab Emirates just transition work programme.
- Sharm el-Sheikh mitigation ambition and implementation work programme.
- Further guidance on features of nationally determined contributions referred to in paragraph 26 of decision 1/CP.21.
- Reporting and review pursuant to Article 13 of the Paris Agreement: provision of financial and technical support to developing country Parties for reporting and capacity-building.
- Matters relating to adaptation:
 - Global goal on adaptation;
 - Reports of the Adaptation Committee (for 2023 and 2024);
 - Review of the progress, effectiveness and performance of the Adaptation Committee.
- Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts and joint annual report of its Executive Committee and the Santiago network for averting, minimizing and addressing loss and damage associated with the adverse effects of climate change.^{1,2}
- Matters relating to finance:
 - Matters relating to the Standing Committee on Finance;
 - Guidance to the Green Climate Fund;
 - Guidance to the Global Environment Facility;
 - Report of the Fund for responding to loss and damage associated with the adverse effects of climate change and guidance to the Fund;
 - Arrangements between the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement and the

¹ The inclusion of this element does not prejudice outcomes on matters related to the governance of the Warsaw International Mechanism.

² Further to para. 46 of decision 2/CMA.2, para. 25 of decision 6/CMA.5 and para. 8 of decision 7/CMA.5, recommendations from SB 61 on the terms of reference for the third review of the Warsaw International Mechanism, the joint annual report of the Executive Committee and the Santiago network, and the rules of procedure for the Advisory Board of the Santiago network would be addressed under this element.

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- Fund for responding to loss and damage associated with the adverse effects of climate change;
 - New collective quantified goal on climate finance;
 - Matters relating to the Adaptation Fund;
 - Sharm el-Sheikh dialogue on the scope of Article 2, paragraph 1(c), of the Paris Agreement and its complementarity with Article 9 of the Paris Agreement;
 - United Arab Emirates dialogue on implementing the outcomes of the global stocktake, referred to in paragraph 97 of decision 1/CMA.5.
 - Report on doubling the collective provision of climate finance for adaptation to developing country Parties from 2019 levels by 2025.
 - Development and transfer of technologies and implementation of the Technology Mechanism:
 - Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;
 - Technology implementation programme.
 - Matters relating to capacity-building.³
 - Report of the forum on the impact of the implementation of response measures.
 - Matters relating to Article 6 of the Paris Agreement:
 - Guidance on cooperative approaches referred to in Article 6, paragraph 2, of the Paris Agreement and in decision 2/CMA.3;
 - Rules, modalities and procedures for the mechanism established by Article 6, paragraph 4, of the Paris Agreement and referred to in decision 3/CMA.3;
 - Work programme under the framework for non-market approaches referred to in Article 6, paragraph 8, of the Paris Agreement and in decision 4/CMA.3.
 - Matters relating to the committee to facilitate implementation and promote compliance referred to in Article 15, paragraph 2, of the Paris Agreement.
 - Administrative, financial and institutional matters.
 - High-level segment.
 - Other matters.
 - Conclusion of the session.
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³ The following recommendations from SBI 61 would be addressed under this element: further to para. 7 of decision 16/CMA.5, recommendations on the second review of the Paris Committee on Capacity-building; and further to para. 8 of decision 3/CMA.2, recommendations on the annual technical progress report of the Paris Committee on Capacity-building.