



Subsidiary Body for Implementation

Sixtieth session

Bonn, 3–13 June 2024

Item 16 of the provisional agenda

Arrangements for intergovernmental meetings

Arrangements for intergovernmental meetings

Draft conclusions proposed by the Chair

1. The Subsidiary Body for Implementation (SBI) took note of the document on arrangements for intergovernmental meetings prepared for this session.¹
2. The SBI emphasized the importance of openness, transparency, inclusiveness and adhering to established decision-making practices in making arrangements for sessions of the governing and subsidiary bodies.
3. The SBI welcomed the continued efforts of the Presidency of the twenty-eighth session of the Conference of the Parties (COP), the incoming COP 29 Presidency and the presiding officers of the subsidiary bodies to ensure efficiency, coordination, coherence, management and due process in the consideration of issues under discussion, including mandated events. The SBI encouraged them, as well as future presiding officers, to continue to enhance efforts in this regard.
4. Emphasizing the need to ensure efficient time management during sessions of the governing and subsidiary bodies, the SBI requested presiding officers of the governing and the subsidiary bodies, with the support of the secretariat, to continue to enhance efforts in this regard.

I. Preparations for the twenty-ninth session of the Conference of the Parties, the nineteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the sixth session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

5. The SBI noted with appreciation the preparations by the Government of Azerbaijan to ensure the success of the United Nations Climate Change Conference to be held there from 11 to 22 November 2024, which will include the twenty-ninth session of the Conference of the Parties (COP), the nineteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), the sixth session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) and the sixty-first sessions of the subsidiary bodies.

¹ FCCC/SBI/2024/8.



6. The SBI noted that the Government of Azerbaijan will invite Heads of State and Government to attend the World Leaders Summit to be held on 12 and 13 November 2024.
7. The SBI invited the incoming Presidency of COP 29, CMP 19 and CMA 6, in consultation with the secretariat and the Bureau, to finalize the details of the arrangements for the Conference and to keep Parties informed thereof.
8. The SBI requested the secretariat to take note of the views of Parties on the possible elements of the provisional agendas for COP 29, CMP 19 and CMA 6.
9. The SBI recalled its invitation to the secretariat to make arrangements for the delivery of concise national statements by ministers and other heads of delegation during the high-level segment of the Conference with a recommended time limit of three minutes, and statements by representatives of observer organizations with a recommended time limit of two minutes. The SBI also recalled its encouragement to Parties and observer organizations to keep within their respective time allocations.²

II. Hosts of future sessions

10. The SBI noted that, in keeping with the principle of rotation among the United Nations regional groups, the President of COP 31 (November 2026) would come from the Western European and other States. The SBI urged the Western European and other States to accelerate consultations within the group with a view to presenting an offer to host COP 31 as soon as possible and no later than at SBI 62 (June 2025) in order to facilitate timely planning.
11. The SBI noted that, in keeping with the principle of rotation among the United Nations regional groups, the President of COP 32 (November 2027) would come from the African States. The SBI encouraged the African States to finalize their consultations and submit an offer to host COP 32 as soon as possible and no later than at SBI 64 (June 2026) in order to facilitate early planning.
12. The SBI noted that, in keeping with the principle of rotation among the United Nations regional groups, the President of COP 33 (2028) would come from the Asia-Pacific States. The SBI encouraged the Asia-Pacific States to finalize their consultations and submit an offer to host COP 33 as soon as possible and no later than at SBI 66 (June 2027) in order to facilitate early planning.
13. The SBI reiterated that confirming the host country for a session of the COP as far in advance of the conference as possible minimizes logistical and financial risks and enables the secretariat to facilitate timely planning.
14. The SBI highlighted the importance of ensuring the full participation of Parties and the effective and meaningful participation of observer organizations in sessions of the governing and subsidiary bodies and mandated events. It emphasized that the secretariat and hosts of sessions and mandated events should make logistical arrangements that will facilitate the inclusive and effective participation of Parties and observer organizations, including timely issuance of visas, where required, to all participants; availability of affordable accommodation; a safe and secure conference venue for all; and ease of access to the venue.
15. The SBI noted with concern the difficulties experienced by some delegates in obtaining visas to enable them to attend sessions of the governing and subsidiary bodies, and mandated events convened at the seat of the secretariat.
16. The SBI affirmed the importance of adhering to the equal treatment of the six official languages of the United Nations.
17. The SBI highlighted that virtual access and webcasting can enhance the inclusivity and transparency of the UNFCCC process and requested the secretariat and future hosts of sessions and mandated events to enhance virtual access³ to the best of their ability and subject

² FCCC/SBI/2023/10, para. 120.

³ Not applicable to formal processes such as negotiations.

to the availability of financial resources, while noting that it is not mandatory and acknowledging the associated challenges and opportunities.

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

19. The SBI noted progress by the secretariat regarding the Code of Conduct for UNFCCC events,⁴ relevant UNFCCC standard operating procedures and efforts to provide safe and secure conference venues for participants. The SBI highlighted the importance of participants abiding by the Code of Conduct at all sessions and events and respecting the national laws of the host country outside of those venues.

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

21. The SBI noted that, to ensure transparency, host country agreements for sessions of the COP should be made publicly available, consistent with the Charter of the United Nations and relevant United Nations regulations.

III. Calendar of future sessions

22. The SBI recommended the following dates for the sessional periods in 2028 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.

23. The SBI also recommended the following dates for the sessional periods in 2029 for consideration and adoption at COP 29:

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

IV. Increasing the efficiency of the UNFCCC process

24. The SBI welcomed the rich exchange of views among Parties at this session on increasing efficiency in the UNFCCC process, including the streamlining of the agendas of the governing and subsidiary bodies informed by submissions⁵ and a technical paper.⁶

25. The SBI invited Parties and observer organizations to submit via the submission portal⁷ by 31 March 2025 views on the matters referred to in paragraph 24 above.

26. The SBI requested the secretariat to prepare an information paper for consideration at SBI 62 that includes visualising the operationalization of the options contained in the submissions and the technical paper referred to in paragraph 24 above and the submissions referred to in paragraph 25 above.

⁴ Available at <https://unfccc.int/about-us/code-of-conduct-for-unfccc-conferences-meetings-and-events>.

⁵ Available at <https://www4.unfccc.int/sites/submissionsstaging/Pages/Home.aspx> (in the search field, type “arrangements for intergovernmental meetings”).

⁶ FCCC/TP/2024/5.

⁷ <https://www4.unfccc.int/sites/submissionsstaging/Pages/Home.aspx>.

27. The SBI decided to continue consideration of the matter of increasing the efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation at SBI 62.

28. The SBI noted with appreciation the note by the secretariat on the implications of changing the frequency of sessions of the governing bodies⁸ and the related submissions from Parties.

29. The SBI requested the secretariat to prepare an updated version of the information paper referred to in paragraph 28 above for consideration at SBI 68 (2028).

V. Observer engagement

30. The SBI welcomed the information on enhancing engagement of observer organizations, including on the implementation by the secretariat in 2022–2023 of the SBI conclusions on this matter.⁹

31. The SBI reaffirmed the value of substantive contributions from observer organizations for achieving ambitious outcomes in the UNFCCC process.

32. The SBI took note of the significant increase in the number of observer organizations admitted to the UNFCCC process at recent sessions of the COP and the associated challenges in ensuring their meaningful participation therein, including regional imbalance.

33. The SBI welcomed the exchange of views among Parties at this session on options for increasing the participation of observer organizations from developing countries, informed by the technical paper prepared by the secretariat.¹⁰ The SBI recognized that developing countries form the majority of underrepresented regions for observer organizations admitted to the UNFCCC process.

34. To ensure open, inclusive and meaningful observer engagement in the face of an increasing number of admitted observer organizations, while fully preserving and respecting the Party-driven nature of the UNFCCC process and ensuring alignment with the draft rules of procedure being applied, the SBI took note of the views provided by Parties and observer organizations, and highlighted the following existing and additional practices and steps for engaging observers, subject to the availability of financial resources and while increasing the participation of observer organizations from underrepresented regions:

(a) Recommending that current and incoming Presidencies:

(i) 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 and accessibility arrangements and engagement opportunities;

(ii) Continue to increase the engagement of observer organizations, particularly organizations from underrepresented regions and organizations for children and youth, Indigenous Peoples and women and gender, in Presidency initiatives and events;

(iii) Increase intervention opportunities for observers at meetings and make the best use of their inputs, including submissions;

(b) Recommending that the presiding officers, co-chairs and co-facilitators, as applicable, of the governing bodies, the subsidiary bodies, UNFCCC constituted bodies and work programmes, encourage Parties to ensure at UNFCCC meetings and events that adequate time is available for interventions from observer organizations, particularly for agenda items related to observer engagement;

⁸ FCCC/SBI/2024/INF.4.

⁹ FCCC/SBI/2024/8, chap. V.

¹⁰ FCCC/TP/2024/1.

- (c) Encouraging all Parties to:
 - (i) Enhance the engagement of observer organizations to enable exchange of more varied views on substantive issues, while maintaining gender balance among participants;
 - (ii) Consider developing capacity-building initiatives for observer organizations, particularly organizations from underrepresented regions and organizations for children and youth, Indigenous Peoples, and women and gender;
 - (iii) Consider improving time management of meetings with a view to enabling the nine constituencies of non-governmental organizations to deliver short interventions at meetings on agenda items related to observer engagement;
- (d) Requesting the secretariat to:
 - (i) Report back to SBI 62 on the follow-up in relation to this paragraph and explore further technical measures to facilitate the engagement of a broad range of observer organizations in sessions in the face of the increasing number of admitted observer organizations, based on the availability of financial resources;
 - (ii) Consider making available detailed information on the distribution of regional presence among observers at sessions of the COP;
 - (iii) Continue taking administrative measures to encourage a more diverse representation of observer organizations and to consider opportunities to enhance participation of observer organizations, such as through undertaking capacity-building activities as regards procedures for observer participation and engagement, in particular for organizations from underrepresented regions;
 - (iv) Prioritize assessment of applications for admission of observer organizations from the regions of the incoming COP Presidencies, taking into consideration observer organizations from underrepresented regions.

35. The SBI noted the importance of financial resources for the impactful engagement of observer organizations, in particular those from underrepresented regions.

36. The SBI took note of the estimated budgetary implications of the activities to be undertaken by the secretariat referred to in paragraphs 26, 29 and 34(d)(i–iii) above.

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