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## Subsidiary Body for Implementation

### Sixty-second session

Bonn, 16–26 June 2025

Item 17 of the provisional agenda

### Arrangements for intergovernmental meetings

## **Approaches to and opportunities for increasing the efficiency of the UNFCCC process, including visualization of options for streamlining the agendas of the governing and subsidiary bodies**

### **Note by the secretariat**

#### *Summary*

The growing scale and complexity of the UNFCCC process presents challenges, particularly with regard to the increasing number of agenda items and mandated events. This note outlines existing approaches to enhance the efficiency of the UNFCCC process, as well as opportunities for further enhancement. Parties and observer organizations identified three key areas for improvement: implementing targeted improvements to the UNFCCC process itself, streamlining the provisional agendas for sessions of the governing and subsidiary bodies, and facilitating inclusive and effective participation in United Nations climate change conferences. In accordance with the mandate for its preparation, this note contains visualizations of options for streamlining provisional agendas. The Subsidiary Body for Implementation is invited to consider the proposals set out in this note and may wish to encourage the presiding officers, comprising the current and incoming Presidencies and the Chairs of the subsidiary bodies, and the secretariat to continue their efforts to improve the efficiency of the UNFCCC process in a transparent and inclusive manner.



## Abbreviations and acronyms

BTR*	biennial transparency report
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
GCF	Green Climate Fund
GEF	Global Environment Facility
NCQG*	new collective quantitative goal on climate finance
SBI	Subsidiary Body for Implementation
SBSTA	Subsidiary Body for Scientific and Technological Advice
SCF*	Standing Committee on Finance
WIM	Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts

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\* Used only in the figure in the annex.

## I. Introduction

### A. Mandate and scope

1. For years, the SBI has discussed the challenges posed by the growing scale and complexity of the UNFCCC process and the increasing size and costs of UNFCCC conferences, including as a result of the increasing number of agenda items and mandated events.<sup>1</sup> The discussions have highlighted the difficulties faced by some delegations to engage effectively and meaningfully in negotiations and mandated events and the challenges faced by the secretariat to effectively organize work at sessions and schedule mandated events, as well as the financial implications for operations under the UNFCCC process.

2. The discussions under the SBI have also focused on opportunities and approaches for increasing the efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation.

3. SBI 60 welcomed the continued efforts of the COP 28 Presidency, 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, and encouraged them, as well as future presiding officers, to continue to enhance efforts in this regard.<sup>2</sup>

4. Also at SBI 60, discussions on this matter focused on streamlining the agendas for sessions of the governing and subsidiary bodies and were informed by a technical paper<sup>3</sup> prepared by the secretariat that outlines options for reducing overlapping items on the provisional agendas, taking into account views submitted by Parties and observer organizations. The SBI requested the secretariat to prepare an information paper for consideration at SBI 62 that includes visualizing the operationalization of the options for streamlining the agendas contained in the technical paper and submissions from Parties and observer organizations and agreed to continue consideration of this matter at SBI 62.<sup>4</sup>

### B. Possible action by the Subsidiary Body for Implementation

5. The SBI is invited to consider the information in this note and to provide further guidance on increasing the efficiency of the UNFCCC process towards enhancing ambition and strengthening implementation.

## II. Approaches to increasing the efficiency of the UNFCCC process

6. In their submissions on increasing the efficiency of the UNFCCC process,<sup>5</sup> Parties and observer organizations emphasized that climate change negotiations have entered a new phase, focusing on implementation of the Paris Agreement. While some Parties were of the view that improving efficiency should remain a Party-driven process, others highlighted that the UNFCCC process should further evolve, including through operationalizing the proposals put forth in the submissions, which are outlined in this chapter.

7. The submissions highlight the need to explore opportunities and new approaches for increasing the efficiency of the UNFCCC process in three key areas: implementing targeted improvements to the process itself, streamlining agendas to help focus discussions, and

<sup>1</sup> See documents [FCCC/SBI/2019/9](#), para. 134, [FCCC/SBI/2021/16](#), para. 104, [FCCC/SBI/2022/10](#), paras. 161–165, [FCCC/SBI/2023/10](#), paras. 134–140, and [FCCC/SBI/2024/13](#), paras. 191–196.

<sup>2</sup> [FCCC/SBI/2024/13](#), para. 170.

<sup>3</sup> [FCCC/TP/2024/5](#).

<sup>4</sup> [FCCC/SBI/2024/13](#), paras. 191–194.

<sup>5</sup> The submissions are available at <https://www4.unfccc.int/sites/submissionsstaging/Pages/Home.aspx> (select “2024” and “2025” and in the search field, type “arrangements for intergovernmental meetings”).

facilitating inclusive and effective participation in United Nations climate change conferences.

## **A. Improving targeted aspects of the UNFCCC process**

### **1. Advancing process improvements under the leadership of the presiding officers, with the support of the Bureau and the secretariat**

#### **(a) Existing approaches**

8. The presiding officers, comprising the current and incoming Presidencies and the Chairs of the subsidiary bodies, with the support of the Bureau and the secretariat, have implemented various measures aimed at improving coordination under and increasing the efficiency of the UNFCCC process, adopting a transparent, inclusive and open approach in doing so. Examples of such measures include:

(a) Convening regular coordination meetings of the presiding officers to shape a common vision and identify priorities for forthcoming sessions, thereby contributing to successful outcomes of those sessions, and to aligning strategies for organizing the work of the governing and subsidiary bodies;

(b) Engaging proactively with Parties and observer organizations on a continuous basis, including by holding informal consultations (in both virtual and hybrid format), in order to lay the groundwork for successful conferences, including the smooth adoption of the agendas, the swift launch of work and the achievement of ambitious outcomes that enable implementation of climate action;

(c) Requesting the Bureau to provide, with the support of the secretariat, strategic advice on the organization of work for the year, as well as guidance on further improving the UNFCCC process, streamlining agendas, preparing for forthcoming sessions and developing strategies that will deliver progress and ambitious outcomes at conferences;

(d) Preparing draft texts under their own authority, as necessary, with the aim of assisting Parties in reaching agreement, particularly on matters critical to achieving successful outcomes for conferences;<sup>6</sup>

(e) Fostering inclusive and collaborative approaches to raising ambition for implementation of climate action, particularly innovative approaches such as the COP Presidencies Troika and the Roadmap to Mission 1.5°C;<sup>7</sup>

(f) Collaborating closely with the Secretary-General of the United Nations and other political decision makers to increase support for raising ambition and implementing the Paris Agreement;

(g) Providing guidance to the secretariat on organizing capacity-building support for co-facilitators and co-chairs involved in negotiations to support their leadership role in those negotiations by enhancing their knowledge of the procedures and workings of the UNFCCC process and enhancing their skills in preparing draft texts.

#### **(b) Proposals for further improvement**

9. In their submissions, Parties and observer organizations highlighted the ongoing, critical leadership role of the presiding officers, the Bureau and the secretariat in guiding the UNFCCC process and enabling ambitious and effective implementation of climate action. Proposals for SBI guidance to further strengthen the role of the presiding officers and the secretariat include:

(a) Inviting the current and incoming Presidencies and the Bureau, with the support of the secretariat, to explore additional innovative arrangements for reinforcing

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<sup>6</sup> For example, the informal note prepared by the SBSTA Chair ahead of SBSTA 60 on Article 6, paragraphs 2 and 4, of the Paris Agreement, available at <https://unfccc.int/documents/638801>.

<sup>7</sup> See <https://unfccc.int/process-and-meetings/conferences/un-climate-change-conference-belem-november-2025/troika-mission-15>.

continuity in the UNFCCC process, strengthening global climate governance, supporting multi-year programmatic planning (see chap. II.B.3 below) and enhancing synergies across related issues in the context of implementing the Paris Agreement;

(b) Inviting Presidencies to increase accountability for non-negotiated outcomes at climate change conferences, such as initiatives launched by the Presidencies, including by establishing coordinating mechanisms for tracking progress in implementing those initiatives, as well for enabling their continuity and follow-up;

(c) Inviting current and incoming Presidencies to strengthen their coordination with high-level political decision makers with a view to raising ambition and bolstering implementation;

(d) Requesting the secretariat to provide training to Parties on negotiation, preparation of draft texts, and the intergovernmental process and procedures, and to make training and capacity-building materials available on the UNFCCC website.

10. Proposals for further strengthening the role of the Bureau, supported by the secretariat, include:

(a) Enhancing its role in providing guidance and where possible, taking decisions on ways to increase the efficiency of the UNFCCC process, including by streamlining the agendas (see chap. II.B below);

(b) Supporting the efforts of the Presidencies related to implementing innovative approaches to reinforcing continuity in the process (see para. 8(e) above), proposals for streamlining the agendas (see chap. II.B below) and rationalizing the approach to the organization of mandated events, such as by limiting their number (see para. 14(a) below);

(c) Developing modalities to assess the status of implementation of host country agreements on the basis of the updates from the host countries of future sessions and the secretariat (see para. 36(d) below).

## **2. Optimizing the organization of work at sessions**

### **(a) Existing approaches**

11. In response to the increasing volume of work at sessions, the presiding officers and the secretariat have taken steps to optimize the organization of work, including by implementing measures aimed at ensuring that work is conducted efficiently. Examples of such measures include:

(a) Clarifying expectations and outlining a proposed approach to work at the sessions, including in joint notes issued by the Chairs of the subsidiary bodies prior to the sessions, and communicating to Parties and observer organizations the vision and priorities of the incoming Presidency;

(b) Increasing the number of concurrent negotiating sessions from four to six to provide more space for negotiations, while taking care to avoid scheduling clashes;

(c) Directing technical work to proceed under the subsidiary bodies on the understanding that only the outcomes are to be considered by the governing bodies, thereby reducing overall time spent on any given issue and avoiding duplication of work across bodies;

(d) Convening joint plenaries for statements by Parties and observer organizations and informal plenaries for assessing progress in negotiations and providing information on the way forward to conclude them;

(e) Convening the opening and closing plenaries of the subsidiary bodies to enable efficient initiation and conclusion of substantive work;

(f) Establishing single contact groups or informal consultations, led by the same co-facilitators, for consultations on joint or similar or related matters under the governing and subsidiary bodies, with outcomes adopted by the relevant governing or subsidiary body, in order to efficiently manage time and ensure consistency and coherence of outcomes;

(g) Applying innovative approaches to document management, such as reflecting procedural conclusions on the UNFCCC website as soon as they are agreed to ensure transparency and avoid any delays that may arise owing to document preparation and translation.

**(b) Proposals for further improvement**

12. The need for further efficiencies in the organization of work was highlighted by several Parties and observer organizations in their submissions. Proposals include:

(a) Inviting Parties and observer organizations to reduce the length of their statements to give more time for negotiations, and encouraging the presiding officers to strictly enforce time limits, for example by ensuring that speakers are called to order when time limits are exceeded and encouraging written statements to be posted on the UNFCCC website in lieu of delivering oral statements;<sup>8</sup>

(b) Inviting the Bureau and the presiding officers to take forward proposals relating to multi-year programmatic planning (see chap. II.A.3 below), taking into account the views of Parties and with the support of the secretariat;

(c) While recognizing that Parties may submit proposals for new agenda items, Parties are encouraged to exercise restraint and to consider how possible proposals could be addressed under existing agenda items or workstreams, as proposals for new agenda items result in burdensome consultations among Parties and delays in the adoption of the agendas and launch of work;

(d) Inviting the presiding officers and the secretariat to strategically assess opportunities to further improve the efficiency of the UNFCCC process by continuing to consult with Parties, and possibly by commissioning an external independent study of the process, subject to considerations related to timing and the availability of funds.

**3. Rationalizing the approach to mandated events**

**(a) Existing approaches**

13. Presiding officers and the secretariat have taken steps to address the challenges posed by the increasing number of mandated events, including by:

(a) Scheduling mandated events at sessions to avoid clashes with negotiations and coordination meetings and to enable as many participants as possible to attend;

(b) Convening mandated events during intersessional periods to avoid clashes with negotiations and in hybrid format, where possible, to enable broad participation;

(c) Clustering mandated events so that several are held in a single location within a relatively short time frame (e.g., during climate weeks), thereby maximizing participation while avoiding higher costs and promoting inclusiveness.

**(b) Proposals for further improvement**

14. In their submissions, many Parties and observer organizations expressed concern regarding the growing number of mandated events, noting that some have a tangible influence on and directly feed into negotiated outcomes. Some submissions highlighted the need to streamline mandated events while taking care to avoid limiting existing modes of participation, and others stressed the need for innovation in order to save resources and reduce emissions. Proposals include:

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<sup>8</sup> The joint plenaries of the governing and subsidiary bodies convened at the United Nations Climate Change Conference in Baku for opening statements by Parties and observer organizations lasted approximately three hours (see <https://unfccc.int/event/joint-plenary-meetings-of-cop-29-cmp-19-cma-6-to-hear-opening-statements>), which took time away from the negotiations.

- (a) Inviting the Bureau to limit the number of mandated events, for example by setting a maximum number of mandated events to be held at each session and intersessionally and providing guidance on the frequency of some mandated events;
- (b) Requesting the secretariat to provide information on the estimated budget and other requirements for proposed mandated events during the negotiations before Parties reach agreement;
- (c) Encouraging Parties, presiding officers and the secretariat, when convening mandated events, to consider using the hybrid format more to enable virtual participation and accommodating a range of time zones to ensure equitable participation.

## **B. Streamlining the agendas**

15. In the light of the challenges and risks posed by the growing number of provisional agenda items for sessions of the governing and subsidiary bodies,<sup>9</sup> Parties and observers included in their submissions suggestions for streamlining the agendas, as summarized in the technical paper referred to in paragraph 4 above.<sup>10</sup> The options proposed are not mutually exclusive, meaning that a combination of approaches can be used.

### **1. Reducing overlapping items on the provisional agendas for sessions of the governing and subsidiary bodies**

16. In the technical paper,<sup>11</sup> an approach for minimizing the overlap of items on the provisional agendas of the governing and subsidiary bodies was presented, whereby matters under consideration by or referred to the subsidiary bodies would not be included in the provisional agendas of the governing bodies, with some exceptions as noted in paragraph 17 below (item (2) in the list). The outcome of work on those matters would be included in the report of the relevant subsidiary body. This would include draft decisions or conclusions recommended for consideration and adoption by the governing bodies and matters forwarded by the Chairs of the subsidiary bodies to the President for completion.

17. Under this approach, the provisional agendas of the governing bodies would include only (1) matters that are to be considered solely by the relevant governing body and have not been referred to the subsidiary bodies and (2) matters for which different elements are to be considered by the governing and subsidiary bodies.

18. As an example of matters noted in paragraph 17 above (item (1) in the list), elements under matters relating to adaptation, which are to be included in the provisional agendas of the subsidiary bodies would not be included in the provisional agendas of the COP and the CMA. As an example of matters noted in paragraph 17 above (item (2) in the list), under the agenda item on the WIM, the governing bodies are to consider elements related to governance, while the subsidiary bodies are to consider the joint report of the WIM Executive Committee and the Santiago network for averting, minimizing and addressing loss and damage associated with the adverse effects of climate change.

19. To ensure transparency and clarity, the annotations to the provisional agendas of the governing bodies would provide information on those matters being considered by the subsidiary bodies where the outcome of work, including draft decisions or conclusions, are expected to be recommended for consideration and adoption by the governing bodies. For the item on the report of the subsidiary bodies, the annotations would clearly list those draft decisions or conclusions to be forwarded to the governing bodies for consideration and adoption.

<sup>9</sup> See document [FCCC/TP/2024/5](#), paras. 10–22.

<sup>10</sup> See document [FCCC/TP/2024/5](#), paras. 32–41.

<sup>11</sup> [FCCC/TP/2024/5](#), para. 38.

20. This option is presented in box 1, which uses as examples the elements for the provisional agendas for COP 30 and CMA 7<sup>12</sup> taking into account the provisional agendas for SBSTA 62 and SBI 62.<sup>13</sup>

**Box 1**

**Option for reducing overlapping items on the provisional agendas for sessions of the governing and subsidiary bodies**

**Examples of the proposed elements for the provisional agenda for COP 30**

- Opening of the session.
- Organizational matters.
- Reports of the subsidiary bodies.
- WIM.
- Matters relating to finance:
  - Long-term climate finance;
  - Matters relating to the Standing Committee on Finance;
  - Report of the GCF to the COP and guidance to the GCF;
  - Report of the GEF to the COP and guidance to the GEF;
  - Report of the Fund for responding to Loss and Damage and guidance to the Fund;
  - Compilation and synthesis of, and summary report on the in-session workshop on, biennial communications of information related to Article 9, paragraph 5, of the Paris Agreement;
  - Seventh review of the Financial Mechanism.
- 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.
- 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.

**Examples of the proposed elements for the provisional agenda for CMA 7**

- Opening of the session.
- Organizational matters.
- Reports of the subsidiary bodies.
- Matters relating to the global stocktake:
  - Procedural and logistical elements of the overall global stocktake process;
  - Reports on the annual global stocktake dialogue referred to in paragraph 187 of decision [1/CMA.5](#) for 2024 and 2025.
- WIM.
- Matters relating to finance:
  - Matters relating to the Standing Committee on Finance;
  - Guidance to the GCF;
  - Guidance to the GEF;
  - Report of the Fund for responding to Loss and Damage and guidance to the Fund;
  - Compilation and synthesis of, and summary report on the in-session workshop on, biennial communications of information related to Article 9, paragraph 5, of the Paris Agreement;
  - 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.
- Matters relating to Article 6 of the Paris Agreement:
  - Implementation of the guidance on cooperative approaches referred to in Article 6, paragraph 2, of the Paris Agreement;
  - Report of the Supervisory Body and guidance for the mechanism established by Article 6, paragraph 4, of the Paris Agreement;
  - Work programme under the framework for non-market approaches referred to in Article 6, paragraph 8, of

<sup>12</sup> Contained in annex I and annex III respectively of document [FCCC/SBI/2025/6](#).

<sup>13</sup> The provisional agendas for SBSTA 62 and SBI 62 are in documents [FCCC/SBSTA/2025/2](#) and [FCCC/SBI/2025/5](#) respectively.



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.

*Note:* The sub-elements of some elements for both provisional agendas are not needed to illustrate the option therefore, they have been excluded from the figure for brevity.

## 2. Using broad thematic headings and clustering related matters on provisional agendas

21. In their submissions, some Parties and observers suggested using broad thematic headings under which related matters can be grouped or clustered, while others noted that this approach may not reduce the overall workload. The use of broad headings would expand on the approach that is already being applied for provisional agendas for sessions of the governing and subsidiary bodies.

22. Clustering agenda items and using broader names does not change the underlying mandate pertaining to a particular matter, with the mandate detailed in the annotations. Parties would retain the flexibility to agree on the scope of discussions and the outcomes under all agenda items, regardless of whether a thematic heading is used or whether related matters are clustered. Because work on several matters would be clustered within the same time slot and consultations would be carried out under the guidance of the same co-facilitators, this approach would help to streamline the organization of work and improve time management at sessions.

23. When preparing the provisional agendas, the secretariat, with the agreement of the presiding officers, would take into consideration proposals from Parties on thematic headings and clustering.

24. This option, presented in box 2, uses examples from the provisional agendas for the sixty-second sessions of the subsidiary bodies.

### Box 2

#### **Option for using broad thematic headings and clustering related matters on provisional agendas**

##### **Examples from the provisional agendas for SBSTA 62 and SBI 62**

- Matters relating to science:
  - Research and systematic observation.
- Matters related to market and non-market approaches:
  - Matters relating to the operation of the clean development mechanism;
  - 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](#).
- Methodological matters:
  - Greenhouse gas data interface;
  - Emissions from fuel used for international aviation and maritime transport.
- Matters relating to the global stocktake:
  - Procedural and logistical elements of the overall global stocktake process;\*
  - Modalities of the United Arab Emirates dialogue on implementing the global stocktake outcomes, referred to in paragraph 97 of decision [1/CMA.5](#).
- Matters relating to adaptation:
  - Global goal on adaptation;\*
  - Review of the progress, effectiveness and performance of the Adaptation Committee;\*

- National adaptation plans;
- Guidance relating to adaptation communications;
- Matters relating to the least developed countries.

*Note:* Joint SBSTA 62–SBI 62 agenda items are marked with an asterisk.

### 3. Exploring multi-year programmatic planning

25. In the submissions, some Parties and observers advocated for multi-year programmatic planning, noting that not all items need to be discussed every year. Proponents of this approach noted that it would aim to reduce the number of items on the agendas each year, allowing more time for Parties to focus on implementation. It would also enhance the stability, continuity and predictability of both the agendas and the organization of work. Parties and observers recommended that the presiding officers, in consultation with the Bureau, propose which matters would be taken up in any given year and which matters may be postponed for future consideration, ensuring clarity and transparency as to when items will be considered. Some Parties informed they did not support multi-year programmatic planning as this could be inconsistent with the draft rules of procedure being applied and could limit the ability and influence of future Presidencies to reflect their regional expertise on the process.

26. Under this option, agendas for sessions would be planned in multi-year cycles and matters to be considered annually, biennially, triennially or on a quinquennial basis would be clearly indicated in a multi-year programmatic plan. For example, constituted bodies could report on their work and seek further guidance from the subsidiary or governing bodies on a biennial or triennial basis rather than annually, and the operating entities of the Financial Mechanism could report to and seek guidance from the governing bodies with the same frequency. Also, the timing of the reviews of constituted bodies, the Financial Mechanism and other institutional arrangements could be adjusted so that all reviews are conducted during the same time frame. Alignment of the reviews could result in consistency, coherence and efficiency in the review processes and the outcomes.

27. Adjusting the current reporting and review cycles of bodies, mechanisms and institutions under the climate regime may require the relevant governing bodies to amend the relevant rules of procedures of such bodies, mechanisms and institutions, as appropriate, or adopt decisions that expressly override previous decisions on the reporting or review cycles.

28. In the submissions, Parties and observers noted that the use of multi-year programmatic planning could provide opportunities to postpone or defer consideration of some items to a future session (e.g., adoption of the draft rules of procedure). Postponing or deferring consideration of an item would require a decision of the relevant governing or subsidiary body. Where necessary, work could be mandated to continue until the item is next considered.

29. The multi-year programmatic planning approach may also provide opportunities for Parties to consider eventual closure of agenda items that have been overtaken by other matters or where little or no progress has been made (e.g., second review of the adequacy of Article 4, para. 2(a–b), of the Convention; proposals for amendments to the Convention under Article 15; and Poznan strategic programme on technology transfer). This would require a decision from the governing or subsidiary bodies.

30. The multi-year programmatic planning approach is presented in the annex. For the purposes of agenda setting for sessions at a future United Nations climate change conference, the approach would help to identify upcoming events, activities, and mandates over a designated timespan in order to determine a logical and efficient sequencing of items on the agendas, while simultaneously enabling the exclusion of elements that have seen little or no progress.

### 4. Thematic sessions of the governing bodies

31. In the submissions, Parties and observers suggested that sessions of the governing bodies could focus on a key theme or event in negotiations, such as the end of the five-year

cycle of the global stocktake. The identification of key themes could be informed by the multi-year programmatic planning approach. Implementing this option could involve applying a similar approach as that used for the agenda for the third part of the first session of the CMA, under which the outcomes of the Paris Agreement work programme were considered under a single agenda item entitled “Matters relating to the implementation of the Paris Agreement”.<sup>14</sup>

32. Under this option, the agendas of the governing and subsidiary bodies would be framed according to a selected theme and only matters relevant to the theme would be included in the agendas, with consideration of all other matters deferred to future sessions (see para. 29 above). This would help to focus negotiations, streamline the organization of work and improve time management.

33. This option is shown in box 3 with the example of the provisional agenda for CMA 10, at which the second global stocktake will conclude.

**Box 3**

**Option for thematically framing agendas for sessions of the governing bodies**

**Examples of proposed elements for the provisional agenda for CMA 10 on the theme of the second global stocktake**

- 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.
- Second global stocktake.
- High-level segment.
- Other matters.
- Conclusion of the session.

## **5. Concluding the work of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol**

34. Some Parties expressed the view that as work under the Kyoto Protocol is phasing down, the agenda for sessions of the CMP should be closed to allow more time for negotiations under the COP and the CMA. Other Parties noted the ongoing mandates under the Kyoto Protocol and the need for the CMP to continue to deliver on those mandates. Some Parties proposed the use of an inclusive, open process for eventually concluding the work of the CMP.

35. The SBI may wish to invite the President to convene a virtual informal dialogue with Parties to the Kyoto Protocol during the intersessional period to exchange views on the approach and timeline for winding down and closing the work of the CMP.

## **C. Facilitating inclusive and effective participation in United Nations climate change conferences**

### **(a) Existing approach**

36. In consultation with the Bureau and host governments of United Nations climate change conferences, the secretariat, in accordance with its mandate,<sup>15</sup> engages extensively with the host Governments of United Nations climate change conferences on arrangements for hosting the conferences in order to aim for more inclusive and effective participation of Parties and observers. The secretariat achieves this by, inter alia:

<sup>14</sup> See document [FCCC/PA/CMA/2018/1](#).

<sup>15</sup> See Article 8, para. 2(a), of the Convention in relation to the arrangements for sessions of the COP.

(a) Providing the host country with technical support and guidance on UNFCCC policies and requirements, taking into account any issues raised by Parties regarding the organization of sessions, and regularly reporting to the Bureau;

(b) Working with the host country to ensure both the sustainability of the conference and the effectiveness of the logistical arrangements in place, including ensuring that visas, where required, are issued in a timely manner, affordable accommodation is available, and the conference venue is safe, secure and easily accessible;

(c) Consulting with each host country to conclude a host country agreement<sup>16</sup> for convening the sessions in accordance with United Nations General Assembly resolution 40/243 and the provisions of United Nations administrative instruction ST/AI/342 and ensuring that provisions on the protection of human rights are reflected;

(d) Reinforcing the Code of Conduct for UNFCCC events<sup>17</sup> and providing gender sensitivity training to the presiding officers;

(e) Regularly updating, adding to and improving the UNFCCC website as a key communication tool and source of information for Parties, observers and other stakeholders with regard to activities related to the UNFCCC process and making the UNFCCC website available in all official languages of the United Nations, as well as expanding the use of artificial intelligence, social media channels and conference applications, where appropriate, to share information;

(f) Utilizing virtual access formats, webcasting and alternative modes of engagement to enhance inclusivity and transparency, both at sessions and intersessionally, with a view to complementing in-person negotiations and increasing attendance at negotiations and mandated events, where feasible and subject to availability of financial resources;

(g) Promoting ways to increase the engagement of observers in the UNFCCC process.<sup>18</sup>

**(b) Proposals for further improvement**

37. In their submissions, Parties and observers proposed additional measures for enhancing inclusivity and participation in United Nations climate change conferences, including:

(a) Encouraging Parties to exercise moderation and limit the number of participants attending conferences as part of national delegations, specifically those registered as Party overflow, and aim for gender balance in their delegations;

(b) Encouraging the secretariat to pursue early engagement with host countries on choosing a city for the location of the conference venue;

(c) Urging the host countries of future sessions to ensure that sufficient accommodation is available within a reasonable distance of the venue and the safety and security of participants in those accommodations can be assured;

(d) Encouraging the host countries of future sessions to consider cost control measures relating to the price of accommodation and of delegation offices, pavilion spaces and services at the venue;

(e) Requesting the secretariat to improve the transparency of the host country agreement by publishing the legal text of the agreement on the UNFCCC website;

(f) Requesting the secretariat to inform Parties through the Bureau of the results of fact-finding missions to host countries;

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<sup>16</sup> See, for example, decision 19/CP.29, para. 2.

<sup>17</sup> Available at <https://unfccc.int/about-us/code-of-conduct-for-unfccc-conferences-meetings-and-events>.

<sup>18</sup> For example, document FCCC/TP/2024/1 outlines options for increasing the participation of observer organizations from developing countries in the UNFCCC process.

(g) Inviting the host countries of future sessions and the secretariat to update the Bureau on the status of the implementation of the provisions of the host country agreement, on the basis of modalities to be agreed by the Bureau;

(h) Inviting the host countries of future sessions to reconsider the overall size of the conference, number of activities to be convened and associated cost, noting the concerns from Parties about the growing size and complexity of recent conferences;

(i) Inviting the host countries of future sessions and the secretariat to hold Green Zone events separately from conferences, for example during climate weeks, and provide opportunities for hybrid participation.

### **III. Conclusions**

38. Over the years, the presiding officers and the secretariat have implemented approaches aimed at improving the efficiency of the UNFCCC process in response to challenges, complexities, and new developments. In doing so, the presiding officers and the secretariat have consistently aimed to keep the process open, transparent and inclusive. A number of these approaches have been outlined above.

39. Further approaches to enhancing the efficiency of the UNFCCC process have been proposed by Parties and observers. Some of the proposed approaches could be advanced by the presiding officers, the Bureau and the secretariat immediately; others will require further input from Parties.

40. In order to enable the presiding officers, the Bureau and the secretariat to take forward some of the proposals outlined above, the SBI would need to provide clear guidance. Furthermore, the implementation of some of the proposals to be undertaken by the secretariat would be subject to the availability of financial resources.

41. Considering the proposals from Parties and observers, the SBI may wish to encourage the presiding officers, the Bureau and the secretariat to strengthen their efforts to further improve the efficiency of the UNFCCC process in a transparent and inclusive manner.

## Annex

## Example of applying multi-year programmatic planning

Latin American and Caribbean States	Western European and other States	African States	Asia-Pacific States	Eastern European States	Latin American and Caribbean States	Western European and other States	African States	Asia-Pacific States	Eastern European States
<b>2025</b> <b>COP 30 and CMA 7</b> <ul style="list-style-type: none"> <li>• Nationally determined contributions<sup>a</sup></li> <li>• Global goal on adaptation indicators<sup>2</sup></li> <li>• United Arab Emirates just transition work programme<sup>b</sup></li> <li>• Technology implementation programme<sup>b</sup></li> <li>• Gender action plan<sup>c</sup></li> <li>• Reports of the constituted bodies<sup>d</sup></li> <li>• Reports of operating entities of Financial Mechanism<sup>e</sup></li> </ul>	<b>2026</b> <b>COP 31 and CMA 8</b> <ul style="list-style-type: none"> <li>• BTRs<sup>a</sup></li> </ul>	<b>2027</b> <b>COP 32 and CMA 9</b> <ul style="list-style-type: none"> <li>• Reports of the constituted bodies<sup>d</sup></li> <li>• Reports of operating entities of Financial Mechanism<sup>e</sup></li> </ul>	<b>2028</b> <b>COP 33 and CMA 10</b> <ul style="list-style-type: none"> <li>• BTRs<sup>a</sup></li> <li>• Outcome of the second global stocktake<sup>b</sup></li> <li>• SCF report on the NCQG<sup>b</sup></li> </ul>	<b>2029</b> <b>COP 34 and CMA 11</b> <ul style="list-style-type: none"> <li>• Reports of the constituted bodies<sup>d</sup></li> <li>• Reports of the operating entities of the Financial Mechanism<sup>e</sup></li> </ul>	<b>2030</b> <b>COP 35 and CMA 12</b> <ul style="list-style-type: none"> <li>• Nationally determined contributions<sup>a</sup></li> <li>• BTRs<sup>a</sup></li> <li>• SCF report on the NCQG<sup>b</sup></li> <li>• Special assessment of access to climate finance<sup>b</sup></li> </ul>	<b>2031</b> <b>COP 36 and CMA 13</b> <ul style="list-style-type: none"> <li>• Reports of the constituted bodies<sup>d</sup></li> <li>• Reports of the operating entities of the Financial Mechanism<sup>e</sup></li> </ul>	<b>2032</b> <b>COP 37 and CMA 14</b> <ul style="list-style-type: none"> <li>• BTRs<sup>a</sup></li> <li>• SCF report on the NCQG<sup>2</sup></li> </ul>	<b>2033</b> <b>COP 38 and CMA 15</b> <ul style="list-style-type: none"> <li>• Outcome of the third global stocktake<sup>b</sup></li> </ul>	<b>2034</b> <b>COP 39 and CMA16</b> <ul style="list-style-type: none"> <li>• BTRs<sup>a</sup></li> <li>• SCF report on the NCQG<sup>b</sup></li> <li>• Reports of the constituted bodies<sup>d</sup></li> <li>• Reports of the operating entities of the Financial Mechanism<sup>e</sup></li> </ul>

*Notes:* Some of the items shown are not items to be included in the agendas, but rather are key activities that may affect or determine the order of how items may be taken up. Rotation of the Presidency by geographic region is included for information only. The Seventh Assessment Report of the Intergovernmental Panel on Climate Change is expected to be published in 2029 or 2030.

<sup>a</sup> Relevant non-negotiated matters.

<sup>b</sup> CMA only.

<sup>c</sup> COP only.

<sup>d</sup> All governing bodies.

<sup>e</sup> COP and CMA.