

**Convention on
Biological Diversity**Distr.: Limited
31 October 2024

Original: English

**Conference of the Parties
to the Convention on
Biological Diversity
Sixteenth meeting**
Cali, Colombia, 21 October–
1 November 2024
Agenda item 27
**Review of the effectiveness of
processes under the
Convention and its Protocols**
Working Group I

**Conference of the Parties
to the Convention on
Biological Diversity serving
as the meeting of the Parties
to the Cartagena Protocol
on Biosafety
Eleventh meeting**
Cali, Colombia, 21 October–
1 November 2024
Agenda item 10
**Review of the effectiveness of
processes under the
Convention and its Protocols**
Working Group I

**Conference of the Parties to the
Convention on Biological Diversity
serving as the meeting of the Parties to
the Nagoya Protocol on Access to
Genetic Resources and the Fair and
Equitable Sharing of Benefits Arising
from their Utilization
Fifth meeting**
Cali, Colombia, 21 October–
1 November 2024
Agenda item 12
**Review of the effectiveness of
processes under the
Convention and its Protocols**
Working Group I

**Options to further improve the effectiveness of processes under the
Convention and its Protocols****Draft decision submitted by the Chair of Working Group I**

The Conference of the Parties,

*The Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol
on Biosafety,*

*The Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol on
Access and Benefit-sharing,*

Recalling decisions XII/29 of 17 October 2014 and 15/18 of 10 December 2022 and CP-10/8
and NP-4/9 of 10 December 2022,

Recognizing the need to further improve the effectiveness of meetings under the Convention
on Biological Diversity¹ and its Protocols,

1. *Takes note* of the recent experience and further suggestions for improving the
effectiveness of processes under the Convention and its Protocols summarized in
document CBD/SBI/4/11;

¹ United Nations, *Treaty Series*, vol. 1760, No. 30619.

2. *Requests* the Executive Secretary and the Bureaux to draw upon that experience when preparing the organization of work and scenario notes for future meetings and to make those notes available to all Parties in advance of the meetings;
3. *Requests* the Executive Secretary, together with the Bureaux, to continue to explore and make use of, as appropriate, relevant ways and means to facilitate early preparations for meetings, such as options for streamlining agendas, peer reviewing documents in advance and the early submission of statements;
4. *Recommends* that, during the meetings of the open-ended subsidiary bodies, the number of sessions of contact groups and friends of the Chair held in parallel be limited, as much as possible, to the number of delegates per developing country whose participation has been supported by the Secretariat;
5. *Requests* the Executive Secretary to facilitate the identification of additional financial support to increase participation from developing countries, in particular the least developed countries and small island developing States, as well as countries with economies in transition;
6. *Decides* that, in the case of back-to-back intergovernmental meetings, a free day shall preferably be scheduled after every week, without prejudice to the support provided to delegates from developing country Parties;
7. *Recognizes* the need to limit evening negotiating sessions to reasonable hours to preserve the health of delegates attending intergovernmental meetings, in particular delegates of small delegations, and recommends, unless otherwise agreed, that preferably no session be scheduled beyond 13 hours from the start of the first open-ended meeting of the day;
8. *Requests* the Bureau of the Conference of the Parties and the Bureau of the Subsidiary Body on Technical and Technological Advise to identify a pool of representatives to serve as chairs of working and contact groups or facilitators of friends of the Chair groups on the basis of their skills in building trust and consensus among those with differing views and their demonstrated knowledge of the issues to be addressed by the group, well in advance of intergovernmental meetings held under the Convention;
9. *Requests* that the Executive Secretary, subject to the availability of resources, facilitate an orientation or training session for the representatives identified in paragraph 8 above ahead of the meetings in order to familiarize them with the rules of procedure and established practices, techniques and skills in the area of managing multilateral negotiations and facilitating consensus, with a view to ensuring ethical approaches and impartiality, in accordance with United Nations standards and principles, including through United Nations-based training modules;
10. *Also requests* that the Executive Secretary, subject to the availability of resources, facilitate the attendance of the representatives from developing countries identified in paragraph 8 above to intergovernmental meetings held under the Convention, without prejudice to the support provided for the participation of their delegations, where feasible;
11. *Recommends* that the organization of meetings include options to avoid protracted and unfruitful discussions, such as the appropriate use of strategic pauses to enable discussions by small groups and friends of the Chair groups to find possible solutions;
12. *Encourages* Parties and other Governments to engage with indigenous peoples and local communities, women, youth and other national observer organizations and to solicit views from a wide range of relevant sectors in the process of preparations at the national level for meetings of the governing and subsidiary bodies, to inform the development of their national positions, as appropriate, and taking into account national circumstances;
13. *Requests* the Executive Secretary, under the guidance of the Bureau:

(a) To ensure that working documents are made available for meetings of the open-ended subsidiary bodies of the Convention in all official languages of the United Nations in accordance with their respective rules of procedure or *modus operandi* and at least six weeks before the opening of the respective meeting, and to ensure that the dates of issuance, included those of any updated versions, are clearly indicated on the web page for the meeting, and assist the meeting chairs in asking Parties to reconsider their respective Convention on Biological Diversity meeting agendas at the beginning of those meetings if the document posting procedures are not met;

(b) To develop a clear schedule for the preparations for each meeting in a timely manner starting with subsidiary body meetings after the sixteenth meeting of the Conference of the Parties;

(c) To provide national focal points at the end of each year, starting in 2024, with a calendar of activities and actions expected in the course of the following year, so as to rationalize intersessional activities and facilitate workflow management;

(d) To make efforts to limit the size of draft recommendations by subsidiary bodies or draft decisions by governing bodies, and to avoid duplication and redundancy with existing decisions, without prejudice to the ability of the Conference of the Parties to revisit previous decisions, in order to facilitate the subsequent implementation of decisions;

(e) To assist the chairs of intergovernmental meetings in limiting the number of items that are not assigned to contact groups, friends of chairs and small groups and directly result in conference room papers to those on which there is little disagreement;

(f) To review the structure of the website of the Convention to make it easier to use;

14. *Requests* the Bureau of the Conference of the Parties and the Bureau of the Subsidiary Body on Scientific, Technical and Technological Advice to publish scenario notes for each of the intergovernmental meetings held under the Convention and to schedule Bureau meetings at strategic points of the process;

15. *Requests* the Executive Secretary to enable consultations with Parties, Bureau members, partners and stakeholders, with the support of qualified external experts in the field, as appropriate, to continue to develop options for further improving the effectiveness of meetings under the Convention, and to submit such proposals for consideration by the Subsidiary Body on Implementation at its sixth meeting, with a view to developing a draft decision for consideration by the Conference of the Parties at its seventeenth meeting, taking into account recommendation 4/12 of the Subsidiary Body on Implementation, including the compilation of submissions contained in annex II.