

**Convention on  
Biological Diversity**

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BUREAU OF THE CONFERENCE OF THE  
PARTIES TO THE CONVENTION ON  
BIOLOGICAL DIVERSITY

First meeting  
Montreal, 27-28 April 2015

**MINUTES OF THE FIRST MEETING OF THE COP BUREAU**

**INTRODUCTION**

1. The first meeting of the Bureau of the Conference of the Parties in the intersessional period between the twelfth and thirteenth meetings was held from 27 to 28 April 2015, at the premises of the Secretariat of the Convention on Biological Diversity, in Montreal, Canada. The Bureau was elected at the twelfth meeting of the Conference of the Parties (with substitutes elected where necessary for issues related to the Cartagena and Nagoya Protocols). Its members, other than the President, took office at the end of that meeting and will serve until the end of the thirteenth meeting of the Conference of the Parties (COP 13) as well as the concurrent meetings of Conference of the Parties serving as the meetings of the Parties to the Cartagena and Nagoya Protocols (CP MOP 8 and NP MOP 2).

**ITEM 1. OPENING OF THE MEETING**

2. Prof. Jae Chun Choe, representative of the President of the twelfth meeting of the Conference of the Parties, opened the meeting at 10.30 a.m.

3. The following Bureau members were present:

Mr. Naohisa Okuda (Japan),

Mr. Hem Pande (India, substituting Japan for matters related to the Nagoya Protocol),

Dr. Elena Makeyeva (Belarus, replacing Ms. Natalya Minchenko),

Ms. Elvana Ramaj (Albania, substituting Bosnia and Herzegovina for matters related to the Nagoya Protocol),

Dr. Indarjit Ramdass (Guyana, substituting Saint Kitts and Nevis for matters of the Nagoya Protocol),

Ms. Maria Luisa del Rio Mispireta (Peru),

Ms. Tia Stevens (Australia),

Mr. Andreas Obrecht (Switzerland, substituting Australia for matters related to the Cartagena and Nagoya Protocols),

Ms. Mette Gervin Damsgaard (Denmark).

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Ms. Gi-won Seo, Mr. Taewoo Lee, Mr. Homin Jang and Mr. Gi Cheol Kim – additional representatives from the Republic of Korea, with Mr. Jang representing the Presidency on matters relating to the Cartagena Protocol in particular.

4. Apologies were received from:

Mr. Randolph Edmead (St. Kitts and Nevis, who asked to be represented by Dr. Indarjit Ramdass, Guyana),

Dr. Senka Barudanovic (Bosnia and Herzegovina, who asked to be represented by Ms. Elvana Ramaj),

Mr. Mike Ipanga (Democratic Republic of the Congo),

Mr. Belal Al-Hayek (Syria),

Ms. Skumsa Mancotywa (South Africa), and

Mr. Yousef Al-Hafedh (Saudi Arabia).

5. Mr. Victor Lichtinger, Mr. Enrique Lendo Fuentes, Mr. Hesiquio Benitez and Ms. Emilia Blancarte Jaber also (Mexico) participated as observers representing the incoming Presidency.

6. Mr. Andrew Bignell (New Zealand), SBSTTA Chair, provided a report on the work of the SBSTTA Bureau via telephone. Apologies were received from Ms. Elizabeth Maruma Mrema (UNEP).

7. The Secretariat was represented by Mr. Braulio Ferreira de Souza Dias, Mr. David Cooper, Ms. Amy Fraenkel, Mr. Ravi Sharma, Mr. Charles Gbedemah, Ms. Valerie Normand, Mr. Atsuhiko Yoshinaka, and Mr. Worku Damena Yifru.

## **ITEM 2. ADOPTION OF THE AGENDA**

8. The Bureau adopted the agenda for its meeting as presented in document UNEP/CBD/COP13/Bur/2015/1/1.

## **ITEM 3. INTRODUCTION AND OVERVIEW**

9. The Chair noted that this meeting provides an opportunity for the Bureau to not only address a number of specific tasks, including the approval of the agendas for the meetings leading up to and including COP 13, NP/MOP 8, and NP/MOP 2 but also to develop a common understanding of the work lying ahead for the biennium. Therefore, the Chair invited the Bureau, under this agenda item, to have a general discussion on the work of the biennium to facilitate the consideration of subsequent agenda items.

10. Mr. Victor Lichtinger, representative of the incoming Presidency of COP 13, presented the plans and efforts being made by Mexico in preparation for COP 13, including the development of a biodiversity law, as well as their vision for COP 13, CP MOP 8 and NP MOP 2. Some of the key points of the vision as presented by Mr. Lichtinger included:

- Mainstreaming and the integration of biodiversity in sectorial public policy to be the main theme of the high-level segment, and a topic for decisions by COP-13;
- A negotiated Ministerial Declaration to be adopted by ministers as the outcome of the high-level segment;
- The high-level segment to bring together experts and ministers for the environment, as well as for the agriculture, forest, fisheries, and tourism sectors to present innovative approaches and success stories of mainstreaming biodiversity into these sectors;
- Consideration by COP 13 on how to link decisions of the United Nations General Assembly on the post-2015 development agenda and the Sustainable Development Goals and implement them;
- Consideration by COP 13 on the implications of the results of COP 21 to the United Nations Framework Convention on Climate Change (UNFCCC) for work under the CBD; and

- A limited number of key decisions on priority subjects as outcome of COP 13, prepared in streamlined negotiations.

11. The Bureau and the Executive Secretary congratulated Mexico on their efforts and discussed their proposals. The conclusions of this discussion are reflected under item 7 below.

12. The Secretariat presented the background and context for the discussions. In particular, an overview of the work expected to be undertaken by COP 13 was provided. Issues to be addressed by COP 13 follow from requests by the Conference of the Parties on specific issues, but also from the multi-year programme of work of the Conference of the Parties (MYPOW), contained in the annex to decision XII/31. The MYPOW identified a number of issues to be addressed by COP 13, for some of which no specific preparatory process under a subsidiary body was mandated. In addition, he noted that work at COP 13 would be undertaken in the context of the Strategic Plan for Biodiversity, mainly within its 2011-2020 timeframe, but also taking into account its 2050 vision. Furthermore, the institutional context would also need to be considered in planning for COP 13, such as the establishment of the Subsidiary Body for Implementation and the concurrent organization of COP 13, the eighth meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol (CP MOP 8) and the second meeting of the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol (NP MOP 2) within the period of two weeks.

13. Further details were provided on the issues of resource mobilization and the financial mechanism, in particular on the determination of funding needs to inform the GEF-7 replenishment for the 2018-2022 cycle and the relevant work on financing for development at the UN. In the context of the implications of the post-2015 development agenda and the sustainable development goals it was noted that indicators for the sustainable development goals are only expected to be agreed in 2016 and that this timeline needs to be taken into account in the preparations for COP 13.

14. The Secretariat also provided an overview of the work expected to be undertaken by CP MOP 8, and an overview of the items on the agenda of NP MOP 2 as well as intersessional activities planned in support of the operationalization of the Nagoya Protocol.

15. Mr. Andrew Bignell, Chair of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA) updated the Bureau on preparations for SBSTTA 19 and SBSTTA 20 and the outcomes of the first and second SBSTTA Bureau meetings. He presented the agendas for SBSTTA 19 and SBSTTA 20 as agreed by the SBSTTA Bureau. He also noted that the SBSTTA Bureau had agreed to the plan for the integrated organization of work of SBSTTA 19 and of the ninth meeting of the Ad Hoc Open-Ended Inter-Sessional Working Group on Article 8(j) and Related Provisions (WG 8(j) 9), and urged the COP Bureau to agree to this plan from the perspective of the WG 8(j).

16. In the ensuing discussion, the COP Bureau suggested to the SBSTTA Bureau to modify the title of item 3.1 of the agenda of SBSTTA 19 to give more prominence to the issue of "mainstreaming", which will be a major focus of COP 13 and its high level segment. In addition, it was noted that in the future, the Conference of the Parties serving as the meetings of the Parties to the Cartagena and Nagoya Protocols could also send requests to SBSTTA.

#### **ITEM 4. PROVISIONAL AGENDAS FOR THE THIRTEENTH MEETING OF THE CONFERENCE OF THE PARTIES (COP 13)**

17. The Secretariat introduced the draft provisional agenda and draft annotations for the thirteenth meeting of the Conference of the Parties (documents UNEP/CBD/COP/13/1 and UNEP/CBD/COP/13/1/Add.1). The Bureau approved the draft provisional agenda with a number of amendments.

18. The Bureau decided to include separate items on the adoption of the agenda and organization of work, and the election of officers. It also decided to separate the consideration of resource mobilization

and the financial mechanism from other means of implementation. In addition, the title of item 9 was revised to give more prominence to the issue of "mainstreaming".

19. The Bureau requested the Executive Secretary, when revising the annotations to the provisional agenda, to specify, where possible, more clearly under which items decisions by the COP will be expected and which subsidiary body will prepare the draft decisions, and to provide more information on recommendations coming from a subsidiary body that do not have their separate agenda items at COP (for example, protected areas and ecosystem restoration). The Bureau also asked for elaborated information on the functional review, including a reference to the preparation of a decision for consideration by COP. It also suggested that the consideration of the implications of the outcomes of UNFCCC COP 21 for the Convention, should be made more explicit in the annotations. Furthermore, a reference to the work of the Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES) on capacity-building should be added to the annotations to item 11.

**ITEM 5. PROVISIONAL AGENDAS FOR THE EIGHTH MEETING OF THE CONFERENCE OF THE PARTIES SERVING AS THE MEETING OF THE PARTIES TO THE CARTAGENA PROTOCOL (CP MOP 8) AND THE SECOND MEETING OF THE CONFERENCE OF THE PARTIES SERVING AS THE MEETING OF THE PARTIES TO THE NAGOYA PROTOCOL (NP MOP 2)**

20. Mr. Homin Jang (Director, Korea Biosafety Clearing House, Republic of Korea) presided over the discussions related to the Cartagena Protocol on behalf of the COP President. The Secretariat was invited to introduce the draft provisional agenda and draft annotations (documents UNEP/CBD/BS/COP-MOP/8/1 and UNEP/CBD/BS/COP-MOP/8/1/Add.1) for the eighth meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol.

21. The Bureau approved the draft provisional agenda, noting that the section headings will be adjusted to fully reflect the items on the agenda for the eighth meeting.

22. Mr. Hem Pande, India, presided over the discussions related to the Nagoya Protocol. The Secretariat was invited to introduce the draft provisional agenda and draft annotations (documents UNEP/CBD/NP/COP-MOP/2/1 and UNEP/CBD/NP/COP-MOP/2/1/Add.1) for the second meeting of the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol.

23. The Bureau approved the draft provisional agenda. The Secretariat was requested to specify the reference to "interim national reports" in the annotations to item 5 of the provisional agenda and, where possible, indicate under which items decisions by the COP-MOP are expected.

**ITEM 6. ARRANGEMENTS FOR THE CONCURRENT ORGANIZATION OF COP 13, CP MOP 8 AND NP MOP 2**

24. Under this item, the Secretariat presented a draft plan for the concurrent organization of COP 13, CP MOP 8 and NP MOP 2. The representative of the Secretariat noted that the organization of work will be presented in a separate document, as it relates to all three meetings (UNEP/CBD/COP/13/1/Add.2, UNEP/CBD/NP/COP-MOP/2/1/Add.2, and UNEP/CBD/BS/COP-MOP/8/1/Add.2).

25. The draft plan proposes that the opening of the three meetings takes place successively one after the other, with the opening of the meeting of the Conference of the Parties being followed by the opening of the meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol, and the meeting of the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol. This would allow Parties to combine their opening statements for the three meetings. The closing of the meetings would follow the same format. The Conference of the Parties would establish two working groups, which would be expected to be subsequently endorsed by the Conference of the Parties serving as the meetings of the Parties to the Cartagena and Nagoya Protocols. Similar items on the agendas of the three meetings would be addressed by the working groups "in close proximity", i.e. as a cluster, but successively.

26. In considering the draft preliminary approach to the organization of work of the concurrent meetings, some members of the Bureau suggested the possibility of limiting the meeting time of the Conference of the Parties serving as the meetings of the Parties to the Cartagena and Nagoya Protocols, in order to confine the need for participation of some experts to less than the two-week period. On the other hand, the Bureau noted that the notion of “concurrent” organization of meetings implies that all three meetings take place over the same two-week period. The Secretariat would take into account these views in preparing a revised plan.

#### **ITEM 7. HIGH LEVEL SEGMENT**

27. Mr. Victor Lichtinger, representative of the COP 13 Presidency, introduced the plans of Mexico for the high-level segment. Mexico envisages the high-level segment to be held immediately prior to COP 13, CP MOP 8 and NP MOP 2, from 2 to 4 December, with the opening ceremony of the meetings being part of the high-level segment on 4 December.

28. The members of the Bureau discussed the implications of holding the high-level segment prior to the formal meetings. Concerns were raised that ministers would not be available to provide political guidance to overcome obstacles during the final stage of negotiations. In addition to a focus on sectors, the need to include discussions on cross-sectoral policies was noted, such as financial and development policies and governance mechanisms such as inter-ministerial councils. As potential benefits of the proposed structure of the high-level segment, it was mentioned that the outcome of the high-level segment could set the tone and guide the negotiations at COP, and that it could build political support and pave the way for strong decisions on sectoral and cross-sectoral matters at COP 13. It was noted that, in particular, Parties with small delegations would benefit from the proposed format of the high-level segment, as delegations would be able to fully concentrate on negotiations also in the second week of COP.

29. Considering that the availability of ministers during the final stage of negotiations may not be a critical issue for COP 13, CP MOP 8 and NP MOP 2, and taking into account the significant benefits in particular for smaller delegations, the Bureau provided support for the plans of Mexico, including the proposed dates 2 to 4 December 201. The Bureau emphasised the need to ensure a link between high-level segment and COP itself to allow ministers to take an active role in COP-13.

30. The Bureau encouraged Mexico to continue its preparations and to develop a process for the preparation of the high-level declaration before COP 13, CP MOP 8 and NP MOP 2 to promote cross-sectoral discussions within countries and allow for the participation of the regions. Members of the Bureau also suggested to address synergies with other relevant conventions and agreements, as well as the implications of the sustainable development goals for work under the Convention during the high-level segment.

#### **ITEM 8. PARALLEL EVENTS AND SIDE EVENTS**

31. Mr. Victor Lichtinger briefed the Bureau on Mexico’s plans for other major events on the margins of the Conference of the Parties, including on a Business Forum and a “Green Solutions Expo”; events on the involvement of subnational governments and cities; on traditional knowledge and indigenous peoples; on the implementation of access and benefit-sharing in practice; and on a civil society forum to discuss success stories for the conservation and sustainable use of biodiversity.

32. In the ensuing discussion, it was noted that starting parallel events and side events at the same time as the high-level segment would allow ministers to participate in these events. It was also proposed to cluster events by thematic days, and that further efforts should be undertaken to involve the youth.

33. The Secretariat will work with Mexico and will provide more detailed plans on parallel events and side events to the Bureau in due course, including on the Rio Conventions Pavilion.

**ITEM 9. PROVISIONAL AGENDA AND ANNOTATIONS FOR THE NINTH MEETING OF THE AD HOC OPEN-ENDED WORKING GROUP ON ARTICLE 8(J) AND RELATED PROVISIONS**

34. The Secretariat introduced the provisional agenda for the ninth meeting of the Ad hoc open-ended Working Group on Article 8(j) and Related Provisions (document UNEP/CBD/WG8J/8/1), as well as the annotations to the provisional agenda (document UNEP/CBD/WG8J/8/1/Add.1). It was noted that the agenda for the ninth meeting of the working group is considerably more streamlined than the agendas of previous meetings. Taking into account the establishment of the Subsidiary Body on Implementation, it was foreseen that the consideration of items in the implementation stage would be taken up by this body.

35. The Secretariat noted that items related to implementation will formally be part of the agenda of the ninth meeting of the Working Group, as the Conference of the Parties had requested the Working Group to address them. However, the annotations to the agenda would clarify that it will be proposed to the Working Group to invite the Subsidiary Body on Implementation to take up these issues. With this understanding, the Bureau expressed its support for this approach and approved the provisional agenda.

36. The Bureau also agreed to the plan of the integrated organization of work of SBSTTA 19 and WG 8(j) 9.

37. In the discussion it was noted that the requests related to indicators in paragraph 13 of decision XII/12 will be addressed by SBSTTA as part of its work on indicators (item 3.3).

**ITEM 10. PROVISIONAL AGENDA FOR THE FIRST MEETING OF THE SUBSIDIARY BODY ON IMPLEMENTATION**

38. The Secretariat introduced the provisional agenda for the first meeting of the Subsidiary Body on Implementation (document UNEP/CBD/SBI/1/1), as well as the annotations to the provisional agenda (document UNEP/CBD/SBI/1/1/Add.1).

39. The Bureau discussed, in particular, the distribution of work between SBSTTA and SBI, also based on a background document prepared by the Secretariat and stressed the importance of the SBI to discuss policy and political issues related to implementation. The Bureau discussed a number of specific items such as the future of GBO reports, and noted that the roles of each body may need to be further clarified in the future. The Bureau also noted that, where possible, meetings of the Bureau and the Bureau of SBSTTA should be held jointly to allow the two Bureaux to ensure a coherent approach to matters relevant to both bodies. The Bureau also considered that attention may be given to the pros and cons of holding meetings of subsidiary bodies back-to-back, including with respect to the merits of allowing time between meetings for Parties to consider the outcomes of one meeting in the preparation for the next.

40. The Bureau revised the title of item 5.2 in order to give more prominence to the issue of “mainstreaming”. With this change, the Bureau approved the provisional agenda.

41. The Bureau requested the Secretariat to include, in the annotations to item 11 of the provisional agenda, a reference to ways and means to approach the budget negotiations. Furthermore, the Bureau also asked for the consideration of the implications of the outcomes of UNFCCC COP 21 for the Convention to be made more explicit in the annotations to item 5.2. A reference to the work of IPBES on capacity-building should be added to the annotations to item 7.1. The Secretariat was also requested to indicate which outcomes (recommendations or conclusions) are expected under which item.

**ITEM 11. OTHER PREPARATORY MEETINGS AND PROCESSES TOWARDS COP 13, CP MOP 8 AND NP MOP 2**

42. Under this item, the Secretariat briefed the Bureau on the draft plans for other preparatory meetings and processes towards COP 13, CP MOP 8 and NP MOP 2, including informal preparatory meetings, and highlighted for which activities resources are lacking.

43. The Secretariat will make available to the Bureau an overview of preparatory processes for items on the agenda of WG 8(j) 9, SBI 1, COP 13, CP MOP 8 and NP MOP 2. An overview of preparatory processes for SBSTTA 19 and 20 will be available at [www.cbd.int/sbstta/preparation](http://www.cbd.int/sbstta/preparation).

44. It was discussed that the Bureau could, at its future meetings, address in more detail progress under other relevant processes, such as the negotiations on the UN post-2015 development agenda and sustainable development goals or the processes related to financing for development.

**ITEM 12. UPDATE BY THE EXECUTIVE SECRETARY ON THE FUNCTIONAL REVIEW OF THE SECRETARIAT**

45. The Secretariat briefed the Bureau on the status of progress of the functional review.

46. The Secretariat will provide the Bureau shortly with more detailed information on the outcomes of the functional review to date.

**ITEM 13. REPORT ON CONTRIBUTIONS TO THE VOLUNTARY FUNDS FOR APPROVED ACTIVITIES (BE) AND PARTICIPATION (BZ)**

47. The Secretariat provided an overview of the status of the Special Voluntary Trust Fund (BE) for the Additional Voluntary Contributions in Support of Approved Activities for the Biennium 2015-2016, the Special Voluntary Trust Fund (BZ) for Facilitating Participation of Parties in the Convention Process for the 2015-2016 Biennium, and the Voluntary Trust Fund (VB) for Facilitating Participation of Indigenous and Local Communities in the Convention Process for the 2015-2016 Biennium.

48. In the discussion following the presentation, the Executive Secretary was encouraged to continue the practice to send official reminders, jointly with the COP President, to Parties with contributions in arrears. He was also invited to provide information to Parties on activities for the biennium that still require financial resources, as this may facilitate the mobilization of additional resources.

**ITEM 14. REPORT ON CREDENTIALS FOR COP 12, CP COP-MOP 7 AND NP COP-MOP 1**

49. The Secretariat provided a report on the status of credentials for COP 12, CP MOP 7 and NP MOP 1. Some of those delegations that had not presented credentials in good order at COP 12, CP MOP 7 and NP MOP 1 had undertaken to do so before 17 November 2014. By this date, 147 Parties (out of 163) that participated in COP 12, 103 Parties (out of 115) that participated in CP MOP 7 and 46 Parties (out of 50) that participated in NP MOP 1 had submitted credentials that were fully compliant with rule 18 of the rules of procedure.

**ITEM 15. OTHER MATTERS**

50. Under this item, Ms. Gi-Won Seo, representative from the Republic of Korea provided an update on activities of the Presidency. She highlighted, in particular, activities undertaken with regards to the Biobridge Initiative and invited Bureau members to support the mainstreaming of biodiversity into the development agenda in their regions.

**ITEM 16. CLOSURE OF THE MEETING**

51. The Chair closed the meeting at 4:00 p.m. on 28 April 2015.