



Convention on Biological Diversity

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Meeting of the Bureau of the Conference of the Parties to the Convention on Biological Diversity

Fourth meeting
28 August 2025
Videoconference

MINUTES OF THE FOURTH MEETING OF THE BUREAU OF THE CONFERENCE OF THE PARTIES TO THE CONVENTION ON BIOLOGICAL DIVERSITY

1. A meeting of the Bureau of the seventeenth meeting of the Conference of the Parties was held online by videoconference on 28 August 2025 from 10:00 a.m. to 12:00 p.m. (GMT-4).

2. The main purpose of the meeting was for the Bureau to discuss preparations for the first meeting of the Subsidiary Body on Article 8(j) and Other Provisions of the Convention on Biological Diversity Related to Indigenous Peoples and Local Communities (SB8J-1) and consider for approval the provisional agenda for the sixth meeting of the Subsidiary Body on Implementation (SBI-6). Updates on the financial status of the BE¹, BZ² and VB³ trust funds, Functional Review and preparations for the retreat of the Bureau, were also provided.

3. The meeting was attended online by the following members of the COP Bureau and substitutes:

COP 16 and COP-MOP 11 President Representative: Ms. Daniela Durán (Colombia);

Africa: Ms. Joséphine Thérèse B. Eloundou (Cameroon); Mr. Jonas Anthé (Togo);

Asia and the Pacific: no representative was present

Eastern European States: Ms. Adla Kahrić (Bosnia and Herzegovina), Ms. Ditta Greguss (Hungary, substitute for Bosnia and Herzegovina for matters related to the Nagoya Protocol), Mr. Jakhongir Talipov (Uzbekistan);

Latin America and the Caribbean: Mr. Jeremiah Edmund (Saint Lucia substitute for Jamaica for matters related to the Nagoya Protocol), Ms. Greta Rubinich for Ms. Corina Sarli (Argentina);

¹ General Trust Fund for Additional Voluntary Contributions in Support of Approved Activities under the Convention on Biological Diversity and its Protocols

² General Trust Fund for Voluntary Contributions to Facilitate the Participation of Parties in the Process of the Convention on Biological Diversity

³ General Trust Fund for Voluntary Contributions to Facilitate the Participation of Indigenous Peoples and Local Communities in the work of the Convention of Biological Diversity

Western Europe and Others: Mr. Eric Schauls (Luxembourg), Mr. Gaute Hanssen (Norway);

Ex-officio: Ms. Clarissa Nina (Brazil), Chair of the Subsidiary Body on Implementation; Mr. Jean Bruno Mikissa (Gabon), Chair of the Subsidiary Body on Scientific, Technical and Technological Advice;

Observers: Mr. Davit Knyazyan, Ms. Voskehat Grigoryan and Mr. Davit Manukyan (Representatives from Armenia as COP 17 incoming hosts); Mr. Neville Ash and Ms. Doreen Robinson (United Nations Environment Programme); Mr. Eugene Pak and Ms. Cyrie Sendashonga (Consultants for the Functional Review)

4. The Secretariat of the Convention on Biological Diversity (CBD) was represented by Ms. Jihyun Lee, Deputy Executive Secretary; Mr. Asad Naqvi, Director of the Implementation Support Division; Ms. Sakhile Silitshena, Officer-in-Charge for the Director of the Science, Society and Sustainable Futures Division; Ms. Wadzanayi Mandivenyi, Head, Biosafety Unit; Mr. Taukondjo Shikongo, Head ABS Unit; Ms. Fumiko Nakao, Principal Coordination Officer, Japan Biodiversity Fund; Mr. Ide Ahmed, Head of Administration; Mr. Markus Lehmann, Head of the Biodiversity Economy Transformation and Innovation Unit; Mr. Olivier Rukundo, Head of the Peoples and Biodiversity Unit; Ms. Jillian Campbell, Head of the Monitoring, Review and National Reporting Unit; Mr. Nicolaas Van Der Werf, Head of the Programme Management Unit; Ms. Inonge Mweene, Legal Officer for the Convention; Ms. Maria Morgado, Special Assistant to the Executive Secretary; Mr. Q’apaj Conde, Programme Officer; Mr. Samuel Shimba, Programme Officer, and Ms. Christine Estrada, Senior Programme Assistant.

ITEM 1. Opening of the Meeting

5. The meeting was opened and chaired at 10:00 a.m. (GMT-4) by the representative of the COP 16 President, Ms. Daniela Durán, Head of the Office for International Affairs of the Ministry of Environment and Sustainable Development of Colombia. After a warm welcome to the Bureau and a brief overview of the agenda, the Chair noted the importance of the issues to be discussed, particularly for the crucial implementation of the Kunming-Montreal Global Biodiversity Framework and the decisions taken at COP16 and started the meeting promptly to address the various agenda items. She then invited the Deputy Executive Secretary, Ms. Jihyun Lee, to deliver opening remarks.

6. The Deputy Executive Secretary also welcomed the Bureau members and conveyed regrets from the Executive Secretary for not being able to join the meeting. She informed the Bureau that the member of the Bureau from Argentina unable to be present and had a representative nominated to attend the meeting. The Deputy Executive Secretary provided a brief update on the document preparation for the twenty-seventh meeting of the Subsidiary Body on Scientific, Technical, and Technological Advice (SBSTTA-27), indicating that 10 out of 14 working documents on substantive items had been posted in all languages on the Convention’s website, in advance of the deadline. She also indicated that 5 out of the 6 working documents on substantive items for the first meeting of the Subsidiary Body on Article 8(j) and Other Provisions of the Convention on Biological Diversity Related to Indigenous Peoples and Local Communities (SB8J-1) had been posted in all languages on the website.

ITEM 2. Adoption of the Agenda

7. The Chair invited the Bureau to adopt the provisional agenda for the meeting. After a request to add updates on the Cali Biodiversity Week and possible modalities for early submission of first reading statements, being considered by the SBSTTA Bureau to be piloted by SBSTTA-27, to be provided under

“Other Matters”, and a brief exchange on the order of the items, the agenda was adopted without any changes to its order.

ITEM 3. Preparations for the first meeting of the Subsidiary Body on Article 8(j) and Other Provisions of the Convention on Biological Diversity Related to Indigenous Peoples and Local Communities (SB8J-1)

8. The Chair thanked the Bureau for approving the revised provisional and annotated agenda for SB8J-1 in a timely manner, which allowed timely posting of meeting documents, and invited the Secretary of SB8J-1, Mr. Olivier Rukundo from the Secretariat, to provide further updates.

9. The Secretary of SB8J-1 noted that substantive and logistical preparations were going well and highlighted that SB8J-1 would consider five substantive agenda items including matters related to the implementation of the Programme of Work that was adopted at COP16, as well as the modus operandi of the Subsidiary Body. The Secretary then provided a detailed overview of the substantive issues to be considered under the agenda items of the meeting, highlighting that the first morning of the meeting would include an in-depth dialogue themed “*Strategies for mobilizing resources to ensure the availability of and access to financial resources and funding, as well as other means of implementation, including capacity-building, development and technical support for indigenous peoples and local communities, including women and youth, to support the full implementation of the Kunming-Montreal Global Biodiversity Framework*”. He also noted that the item on modus operandi of the Subsidiary Body would likely require a contact group or friends of the chair. The Secretary informed the Bureau that an expert workshop had taken place from 22 to 24 July 2025 in Montreal to address implementation of Task 1.1 and Task 1.2, with the experts deciding to include elements for the guidelines for both tasks into one consolidated document.

10. Members of the Bureau thanked the Secretary and the Secretariat for the detailed update and hard work, and recognized the meetings in Panama were going to be very busy and dense. The Chair thanked the Secretariat and assured the Bureau that the Presidency would continue working closely with the Secretariat on the final preparations ahead of Panama.

ITEM 4. Overview of Provisional Agenda for the sixth meeting of the Subsidiary Body on Implementation

11. For this agenda item, the COP16 Chair invited the Chair of the Subsidiary Body on Implementation (SBI), Ms. Clarissa Nina, to preside over the discussions under this agenda item.

12. The SBI Chair began by noting that the Bureau had before it the draft provisional agenda for SBI-6 for its consideration, as well as the draft annotated agenda of SBI-6, and the draft provisional and annotated agendas for SBI-7, highlighting that the complete set was prepared with the aim of effectively informing the discussion of the meeting. She drew attention to a few changes and updates from the Bureau’s last discussion, including how Resource Mobilization and Financial Mechanism were presented under one agenda item, each to be presented as sub-items, and how synthetic biology was moved from SBI-6 to SBI-7. The SBI Chair also noted a few adjustments in the titles of some agenda items and made an appeal to the Bureau for flexibility on the documentation deadlines for SBI, as the strained capacity of the Secretariat in the upcoming months and the late inputs needed for some documents, could cause some delays. The Secretary of SBI, Mr. Asad Naqvi, also complemented the updates from the Chair of SBI, noting that the item on Cooperation had been moved to SBI-6.

13. The Bureau requested clarification on a few issues including whether the deadlines for documentation would be formally adjusted, as well as enquired whether SBI-6 expected any evening sessions, and if so, they should be included in the organization of work. The Bureau asked for clarity on how Parties were to provide guidance on the draft studies to be addressed under Resource Mobilization.

The SBI Chair and the Secretariat clarified that no formal change of the deadlines would take place and that they would make every effort to meet the deadlines, however based on the constraints, they cautioned that there could be some documents that could be late. The Secretariat also clarified that evening sessions could be added as needed, but for the moment being the plan would be to address all issues with the two sessions per day. On the guidance to the studies on Resource Mobilization, the Secretariat noted that Parties could comment on the substantive elements of the studies or how the studies relate to the larger programme and discussion. Parties could also take note of the studies as it was not imperative to provide guidance on them at the meeting.

14. After a brief overview of the agenda items of SBI-7 provided by the Secretariat and noting that a region had not been able to circulate the SBI-7 agenda for comments, the SBI Chair invited the Bureau to approve the provisional and annotated agenda for SBI-6, which were approved without any objections. The SBI Chair indicated that Bureau members would be invited to provide comments on the draft provisional and annotated agenda for SBI-7 via email after consulting their respective regions, and handed the meeting back to the representative of the COP16 President.

ITEM 5. Overview of the status of the BE⁴, BZ⁵ and VB⁶ Trust Funds

15. The Chair thanked the SBI Chair and Secretariat for the updates and thanked the Bureau for the approval of the SBI-6 agenda. Moving on to the next agenda item, she invited the Secretariat to provide an update and presentation on the status of the BE, BZ and VB Trust Funds.

16. Mr. Ide Ahmed, Head of the Administration Unit of the Secretariat, began by reporting that 72% of the contributions to the core budget had been collected since January 2025. However, regarding the voluntary trust funds, he noted that funding for the participation of delegates to meetings remained largely insufficient with the Secretariat only being able to fund 1 participant from qualifying Parties to the Panama meetings. Regarding the trust fund for the participation of representatives from indigenous peoples and local communities to the meetings, he informed the Bureau that funding was sufficient for the Panama meetings, although the requests for funding were higher this time.

17. Some members of the Bureau emphasized the importance of funding two delegates from developing countries to the Panama meetings and highlighted the need to increase efforts to secure funds. The Secretariat assured the Bureau it had issued calls for funding and would follow-up with specific donors, and that this issue was a priority that it would follow-up on.

ITEM 6. Update on the Functional Review of the Secretariat

18. The Chair thanked the Secretariat for the update on the funds and invited the Deputy Executive Secretary and UNDP consultant, Mr. Eugene Pak, to present a brief overview of the Functional Review.

19. At the invitation of the Deputy Executive Secretary, Mr. Pak provided a short presentation to the Bureau on the background and objectives of the Functional Review, the scope and approach they had used for the process so far, the progress done and highlighted a few of the emerging insights based on consultations, survey, workshops and data on staffing, functions, metrics, resources and technology, and which was ongoing. As part of the next steps, he informed the Bureau that the Bureau members would be engaged in September for feedback on expectations and perspectives as inputs to the overall analysis.

⁴ General Trust Fund for Additional Voluntary Contributions in Support of Approved Activities under the Convention on Biological Diversity and its Protocols

⁵ General Trust Fund for Voluntary Contributions to Facilitate the Participation of Parties in the Process of the Convention on Biological Diversity

⁶ General Trust Fund for Voluntary Contributions to Facilitate the Participation of Indigenous Peoples and Local Communities in the work of the Convention of Biological Diversity

20. The Bureau thanked the consultant for the presentation and highlighted the importance of the Functional Review in the context of the overall work of the Convention and its Protocols, and requested the Bureau receive further updates on the process of the Functional Review at the COP Bureau retreat in Panama, scheduled for 31 October – 1 November 2025. The Bureau also sought clarification as to how it would provide feedback in September on the process. The Secretariat informed that SBSTTA-27 would be undertaking a strategic review and analysis of the programmes of work under the Convention in the context of the Framework, which would inform the SBI-6 in their consideration of the outcomes of the Functional Review. The Secretariat noted that the engagement of the Bureau was very important and the methodology to do so was still being discussed internally and would be communicated shortly.

ITEM 7. Update on Bureau Retreat

21. The Chair thanked the Secretariat and the consultant for the update and invited the Deputy Executive Secretary to provide a brief overview on the provisional agenda circulated to the Bureau for the retreat.

22. The Deputy Executive Secretary provided a short overview of the provisional agenda, highlighting that the first objective was to discuss a more strategic vision on what the outcomes of COP17 would be and the road ahead towards 2030. She also informed the Bureau that discussions on the overall organization of the UN Biodiversity Conference 2026, including the High-Level Segment and parallel events of COP would be discussed, in particular regarding engagement of stakeholders. The Bureau would also have an opportunity to consider the provisional agendas for COP17, as well as CP COP-MOP12 and NP COP-MOP6. The discussion on the Functional Review would also be included as per the Bureau's request.

23. The Bureau thanked the Secretariat and had no comment on the provisional agenda presented for the retreat.

ITEM 8. Other Matters

24. Under this agenda item, the Chair provided a brief overview of the preparations for the Biodiversity Week, noting that this was an initiative organized and led by the City of Cali and would take place from 29 September to 5 October 2025. She highlighted the City and Regions Summit, co-organized with ICLEI, the Green Business Fair as well as the academic and cultural programme with a similar format to the Green Zone of COP16.

25. The Chair invited the Secretariat to provide an update on the modalities for early submission of first reading of statements that is being considered by the SBSTTA Bureau to be piloted at the meeting of SBSTTA-27. Ms. Sakhile Silitshena, Officer-in-Charge for SBSTTA matters, informed the Bureau that the Secretariat had prepared draft options to trial modalities for early submission of first reading of statements. However, she noted that African states and a Party from GRULAC had not supported the proposals put forward in the SBSTTA Bureau meetings and raised some concerns that were shared by other regions. Africa sent their objection in writing to the SBSTTA Chair and it was conveyed to the SBSTTA Bureau. She noted that the SBSTTA Bureau requested a meeting to discuss an alternative presented by Africa and it would take place on 2 September 2025.

26. Members of the Bureau thanked the Secretariat for the update. The Bureau emphasized the importance of this issue for the COP Bureau as it would provide an example to be used at subsequent meetings and also emphasized that reaching a consensus with all regions would be crucial for such a trial to be successful.

ITEM 9. Closure of the meeting

27. The Chair thanked the Secretariat and the Bureau for the very efficient discussions which had allowed for the meeting to finish on time. She noted that unless a pressing matter arose, the next meeting of the Bureau would be in person, in Panama City on 26 October 2025. The Chair wished the Bureau a good rest of the day/night and closed the meeting at 11:57am EST.
