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

Eighth meeting

Curitiba, Brazil, 20-31 March 2006

Item 22.1 of the provisional agenda\*

### **CONSOLIDATED *MODUS OPERANDI* OF THE SUBSIDIARY BODY ON SCIENTIFIC, TECHNICAL AND TECHNOLOGICAL ADVICE**

*Note by the Executive Secretary*

#### **I. INTRODUCTION**

1. In paragraph 5 of recommendation 1/2, the Ad Hoc Open-ended Working Group on Review of Implementation of the Convention (WGRI) requested the Executive Secretary, in consultation with the Bureau of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA), to consolidate the existing *modus operandi* of SBSTTA (annex I of decision IV/16 and elements of section III of decision V/20), the proposed Operational Plan of SBSTTA (WGRI recommendation 1/2 annex I), and the recommendations of the Working Group on Review of Implementation of the Convention relevant to the operations of SBSTTA (WGRI recommendation 1/2, paragraph 13, section II).

2. Pursuant to this recommendation, the Executive Secretary, in consultation with the SBSTTA Bureau, prepared a consolidated *modus operandi* of SBSTTA, which is contained in the annex to the present note. It builds on the consolidation of decisions on the operations of the Convention undertaken by the Executive Secretary in response to paragraph 2 of recommendation 1/2 of the Working Group on Review of Implementation (see document UNEP/CBD/COP/8/16/Add.2) by integrating additional components of section III of decision V/20 into the existing *modus operandi* of SBSTTA, as well as the relevant recommendations of the Working Group on Review of Implementation and the components of the proposed Operational Plan of SBSTTA. Thus, if the consolidated *modus operandi* of SBSTTA is endorsed, paragraphs 18, 19, 20, 22 and 26 of decision V/20 need not be considered as part of the consolidated decision on the Operations of the Convention. Furthermore, paragraphs 12, 15, 17 and some parts of paragraphs 11 and 13 of the draft decision of the Conference of the Parties in WGRI recommendation 1/2 need not be reflected in a new decision of the Conference of the Parties on the Operations of the Convention.

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\* UNEP/CBD/COP/8/1.

3. The changes made to the existing *modus operandi* of SBSTTA as a result of the consolidation process have been identified using footnotes in the consolidated *modus operandi*. It should be noted, however, that, consistent with paragraph 13 of the draft decision in recommendation 1/2 of the Working Group on the Review of Implementation of the Convention that recommends discontinuing the maintenance and use of the roster of experts, section XI of the existing *modus operandi* of SBSTTA on the roster of experts has not been included in the consolidated *modus operandi* of SBSTTA. Whether this section is included in the consolidated *modus operandi* of SBSTTA will depend on the final decision of the Conference of the Parties regarding the roster of experts.

4. It should also be noted that there appears to be some inconsistency between sub-paragraphs 18 (a) and 18 (d) of the consolidated *modus operandi* of SBSTTA. Sub-paragraph 18 (a) reflects the chapeau of paragraph 21 of decision V/20, which states that “the Subsidiary Body on Scientific, Technical and Technological Advice may establish ad hoc technical expert groups”. This chapeau seems to be open-ended, suggesting that SBSTTA may establish ad hoc technical expert groups without specific guidance to do so from the Conference of the Parties. However, paragraph 18 (d), which was included as an amendment to the original *modus operandi* (annex I of decision IV/16) also in paragraph 21 of decision V/20, states that SBSTTA “will determine the exact duration and specific terms of reference... when establishing such expert groups under the guidance of the Conference of the Parties.” This suggests that SBSTTA can only establish ad hoc technical expert groups upon invitation or request from the Conference of the Parties. The Conference of the Parties may wish to resolve this issue prior to endorsing the consolidated *modus operandi* of SBSTTA, as it will influence whether SBSTTA has the mandate to establish ad hoc technical expert groups between meetings of the Conference of the Parties.

5. Lastly, during their review of the consolidated *modus operandi* of SBSTTA, members of the Bureau of the Subsidiary Body raised a number issues regarding the operations of SBSTTA, which the Conference of the Parties may wish to bear in mind in its consideration of the consolidated *modus operandi* of SBSTTA. These issues have been outlined in Section II below.

## **II. ISSUES RAISED BY SBSTTA BUREAU MEMBERS REGARDING THE OPERATIONS OF SBSTTA**

6. In reviewing the consolidated *modus operandi* of SBSTTA, members of the Bureau of the Subsidiary Body raised a number of issues that specifically concern the *modus operandi*, as well as some issues related to the operations of SBSTTA more generally. These issues are summarized below starting with the more specific considerations.

7. First, in section IV of the consolidated *modus operandi* on the frequency and timing of SBSTTA meetings, paragraph 11 states that SBSTTA meetings “should take place every year”. The term “twice inter-sessionally” may more adequately reflect the intended result of this paragraph, as the exact timing of SBSTTA meetings will depend on that of meetings of the Conference of the Parties and other biodiversity-related meetings. If this were to be changed, the phrase “the terms of office of members of its Bureau will be two years” in paragraph 9 of section III may need to be amended to reflect that the terms of office would be for two SBSTTA meetings.

8. In addition, paragraph 18 (b) of section VIII states that “ad hoc technical expert groups shall be composed of no more than fifteen experts”. In practice, this limitation is often exceeded in order to accommodate experts from international organizations that may be providing the data for, or carrying out, assessments, while ensuring adequate diversity in terms of geographical representation and types of expertise. Thus, the Conference of the Parties may wish to consider increasing the number of experts for ad hoc technical expert groups, subject to the necessary funds being available. This issue was considered by the Working Group on Review of Implementation, but no agreement was reached.

9. The following specific suggestions were also made by various Bureau members: (a) separating paragraph 1 of section II on the function of the Subsidiary Body into two separate points to place emphasis on the fact that SBSTTA “fulfils its mandate under the authority of, and in accordance with, guidance laid down by the Conference of the Parties, and upon its request”; (b) deleting the second sentence in paragraph 6 of section III on the working languages of SBSTTA since it is a mere reiteration of the first sentence using different language; (c) creating a separate section on the ‘election of officers’ which would include paragraphs 9 and 10 of section III; (d) including greater detail on the peer-review process for assessments referred to in paragraph 18 (g); (e) highlighting the importance of communication by modifying paragraph 21 of section X to read, SBSTTA “emphasizes the importance of ‘effective communication and’ research to further increase available knowledge and reduce uncertainties”; and (f) strengthening SBSTTA’s recognition of the importance of, and commitment to, regional and sub-regional preparatory meetings by amending the phrase “regional and sub-regional meetings for the preparation of regular meetings of the Subsidiary Body on Scientific, Technical and Technological Advice ‘may be’ organized” to read, ‘will be’ organized.

10. Finally, Bureau members raised two more general issues related to the operations of SBSTTA. First, some members suggested that the Conference of the Parties consider funding the participation of SBSTTA Bureau members from developing countries from the core budget (BY). They argued that due to the additional responsibilities of Bureau members during SBSTTA meetings, Bureau members from developing countries with one-person delegations found it difficult to effectively engage in the negotiations. Thus, enabling an additional delegate to participate in the meetings would enhance the capacity of developing countries with a representative on the Bureau to participate in the negotiations. Some Bureau members also highlighted the need to fund, from the core budget, the participation of Bureau members from developing countries in Bureau meetings, in order to ensure transparency and more effective decision-making.

11. Secondly, some Bureau members raised concerns about paragraph 13 of decision IV/16, which states that “while SBSTTA should consider the financial implications of its proposals, its recommendations will only include advice to the Conference of the Parties regarding financial matters, including guidance to the financial mechanism, when the Conference of the Parties has so requested.” They argued that scientists are often criticized for not considering the financial implications of their recommendations and that SBSTTA’s advice to the Conference of the Parties would be more relevant and more easily utilized if it included advice on financial matters, wherever it deemed such advice appropriate.

*Annex*

**CONSOLIDATED *MODUS OPERANDI* OF THE SUBSIDIARY BODY ON SCIENTIFIC,  
TECHNICAL AND TECHNOLOGICAL ADVICE <sup>1/</sup>**

**A. *Functions***

1. The functions of the Subsidiary Body on Scientific, Technical and Technological Advice are those contained in Article 25 of the Convention and the decisions of the Conference of the Parties (see Appendix A for a list of functions of the Subsidiary Body). <sup>2/</sup> Accordingly, the Subsidiary Body on Scientific, Technical and Technological Advice will fulfil its mandate under the authority of, and in accordance with, guidance laid down by the Conference of the Parties, and upon its request.

2. Pursuant to Article 25, paragraph 3, of the Convention, the functions, terms of reference, organization and operation of the Subsidiary Body on Scientific, Technical and Technological Advice may be further elaborated, for approval by the Conference of the Parties.

**B. *Operating principles* <sup>3/</sup>**

3. The Subsidiary Body on Scientific, Technical and Technological Advice, in carrying out its functions, shall support the implementation of the multi-year programme of work of the Conference of the Parties, the Strategic Plan of the Convention and other internationally agreed goals relevant to the objectives of the Convention. <sup>4/</sup>

4. The Subsidiary Body on Scientific, Technical and Technological Advice shall endeavor to constantly improve the quality of its scientific, technical and technological advice by improving scientific, technical and technological input into, debate at, and work of, meetings of the Subsidiary Body. <sup>5/</sup> Strategic ways and means of improving the advice of the Subsidiary Body are included in Appendix B. <sup>6/</sup>

**C. *Rules of procedure***

5. The rules of procedure for meetings of the Conference of the Parties to the Convention on Biological Diversity shall apply, *mutatis mutandis*, in accordance with rule 26, paragraph 5, to the proceedings of the Subsidiary Body on Scientific, Technical and Technological Advice. Therefore, rule 18, on credentials, will not apply.

6. In accordance with rule 52, the official and working languages of the Subsidiary Body on Scientific, Technical and Technological Advice will be those of the United Nations Organization. The proceedings of the Subsidiary Body on Scientific, Technical and Technological Advice will be carried out in the working languages of the Conference of the Parties.

7. The Subsidiary Body on Scientific, Technical and Technological Advice, within the available budgetary resources for matters related to its mandate, may make requests to the Executive Secretary and

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<sup>1/</sup> From annex I of decision IV/16, Section III of decision V/20, the proposed Operational Plan of the Subsidiary Body on Scientific, Technical and Technological Advice and recommendation 1/2 of the Ad Hoc Open-ended Working Group on the Review of Implementation of the Convention.

<sup>2/</sup> The phrase “and the decisions of the Conference of the Parties (see Appendix A for a list of functions of the Subsidiary Body)” was included to accommodate paragraph 7 of the proposed Operational Plan of SBSTTA.

<sup>3/</sup> This section was added to accommodate the paragraphs identified in footnotes 4 and 5.

<sup>4/</sup> This paragraph reflects paragraph 2 of the proposed Operational Plan of SBSTTA.

<sup>5/</sup> This sentence reflects paragraph 26 of decision V/20 and paragraphs 10 and 11 of the proposed Operational Plan of SBSTTA.

<sup>6/</sup> This sentence was included to accommodate paragraphs 11 and 12 of the proposed Operational Plan of SBSTTA.

utilize the clearing-house mechanism, and other appropriate means, to assist in the preparation of its meetings. <sup>7/</sup>

8. The Subsidiary Body on Scientific, Technical and Technological Advice may make recommendations that include options or alternatives. <sup>8/</sup>

9. In order to facilitate continuity in the work of the Subsidiary Body on Scientific, Technical and Technological Advice and taking into account the technical and scientific character of the input of the Subsidiary Body, the terms of office of members of its Bureau will be two years. At each meeting of the Subsidiary Body on Scientific, Technical and Technological Advice one of the two regional representatives shall be elected in order to achieve staggered terms of office. The members of the Bureau of the Subsidiary Body will take office at the end of the meeting at which they are elected.

10. The Chairperson of the Subsidiary Body on Scientific, Technical and Technological Advice, elected at an ordinary meeting of the Conference of the Parties, shall take office from the end of the next ordinary meeting of the Subsidiary Body on Scientific, Technical and Technological Advice and remain in office until his/her successor takes office. As a general rule the chairmanship of the Subsidiary Body shall rotate among United Nations regional groups. Candidates for the Chair of the Subsidiary Body should be recognized experts, qualified in the field of biological diversity and experienced in the process of the Convention and the Subsidiary Body on Scientific, Technical and Technological Advice.

***D. Frequency and timing of meetings of the Subsidiary Body on Scientific, Technical and Technological Advice***

11. The meetings of the Subsidiary Body on Scientific, Technical and Technological Advice should take place every year and sufficiently in advance of each regular meeting of the Conference of the Parties, for a duration to be determined by the Conference of the Parties which should not normally exceed five days. The number and length of the meetings and activities of the Subsidiary Body on Scientific, Technical and Technological Advice and its organs should be reflected in the budget adopted by the Conference of the Parties or other sources of extra budgetary funding.

***E. Documentation***

12. The documentation prepared for meetings will be distributed three months before the meeting in the working languages of the Subsidiary Body on Scientific, Technical and Technological Advice, will be concrete, focused draft technical reports and will include proposed conclusions and recommendations for consideration of the Subsidiary Body on Scientific, Technical and Technological Advice.

13. To facilitate the preparation of documentation, and in order to avoid duplication of efforts and ensure the use of available scientific, technical and technological competence available within international and regional organizations, including non-governmental organizations and scientific unions and societies, qualified in fields relating to conservation and sustainable use of biodiversity, the Executive Secretary may establish, in consultation with the Chairperson and the other members of the Bureau of the Subsidiary Body, liaison groups or other consultative processes, as appropriate. Such liaison groups or other consultative processes, and the way in which they interact, will depend on the resources available. <sup>9/</sup>

14. In preparing documentation for meetings, the Executive Secretary will establish work plans, timetables, resource requirements, and collaborators and contributors, and follow a transparent process for

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<sup>7/</sup> This paragraph reflects paragraph 22 of decision V/20.

<sup>8/</sup> This paragraph reflects paragraph 20, decision V/20.

<sup>9/</sup> The phrase “or other consultative processes” in the preceding sentence and the phrase “or other consultative processes, and the way in which they interact,” were added to reflect paragraph 10(c) of the proposed Operational Plan of SBSTTA.

contributions, comments and feedback at various stages of document preparation. <sup>10/</sup> Technical reports prepared for the Subsidiary Body on Scientific, Technical and Technological Advice will be systematically peer-reviewed. <sup>11/</sup>

***F. Organization of work during the meetings***

15. Each meeting of the Subsidiary Body on Scientific, Technical and Technological Advice will propose to the Conference of the Parties, in light of the programme of work for the Conference of the Parties and the Subsidiary Body, a particular theme as the focus of work for the following meeting of the Subsidiary Body.

16. Two open-ended sessional working groups of the Subsidiary Body on Scientific, Technical and Technological Advice could be established and operate simultaneously during meetings of the Subsidiary Body. They shall be established on the basis of well-defined terms of reference, and will be open to all Parties and observers. The financial implications of these arrangements should be reflected in the budget of the Convention.

***G. Scientific and Technical Assessments <sup>12/</sup>***

17. Scientific and technical assessments initiated by the Subsidiary Body on Scientific, Technical and Technological Advice shall be carried out in an objective and authoritative manner <sup>13/</sup> and undertaken according to the process outlined in Appendix C. <sup>14/</sup>

***H. Ad hoc technical expert group meetings***

18. A limited number of ad hoc technical expert groups on specific priority issues on the programme of work of the Subsidiary Body on Scientific, Technical and Technological Advice may be established, as required, for a limited duration, to provide scientific and technical advice and assessments. <sup>15/</sup> The establishment of such ad hoc technical expert groups would be guided by the following elements:

(a) The Subsidiary Body on Scientific, Technical and Technological Advice may establish ad hoc technical expert groups; <sup>16/</sup>

(b) The ad hoc technical expert groups should draw on the existing knowledge and competence available within, and liaise with, international, regional and national organizations, including non-governmental organizations and the scientific community in fields relevant to this Convention;

(c) The Executive Secretary, in consultation with the Bureau of the Subsidiary Body on Scientific, Technical and Technological Advice, will select scientific and technical experts from the nominations submitted by Parties for each ad hoc technical expert group. <sup>17/</sup> The ad hoc technical expert groups shall be composed of no more than fifteen experts competent in the relevant field of expertise, with due regard to geographical representation and to the special conditions of least-developed countries and small island developing States;

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<sup>10/</sup> This sentence reflects paragraph 10(b) of the proposed Operational Plan of SBSTTA.

<sup>11/</sup> This sentence reflects paragraph 10(c) of the proposed Operational Plan of SBSTTA.

<sup>12/</sup> This section was added to accommodate the paragraphs referred to in footnotes 13 and 14.

<sup>13/</sup> This sentence reflects paragraph 12 of the draft COP decision in WGRI recommendation 1/2.

<sup>14/</sup> This phrase accommodates paragraph 10(a) of the proposed Operational Plan of SBSTTA.

<sup>15/</sup> The phrase “to provide scientific and technical advice and assessments” was added to reflect paragraph 12 of the draft COP decision in WGRI recommendation 1/2.

<sup>16/</sup> This paragraph was added to reflect paragraph 21 of decision V/20.

<sup>17/</sup> This sentence replaces the first sentence of paragraph 12(b) in the existing *modus operandi* of SBSTTA in accordance with paragraph 15 of the draft COP decision in WGRI recommendation 1/2.

(d) Within the available budgetary resources, the Subsidiary Body on Scientific, Technical and Technological Advice will determine the exact duration and specific terms of reference, including the mandate and expected outcomes, <sup>18/</sup> when establishing such expert groups under the guidance of the Conference of the Parties;

(e) The number of ad hoc technical expert groups active each year will be limited to the minimum necessary and will depend on the amount of resources designated to the Subsidiary Body by the Conference of the Parties in its budget or on the availability of extra-budgetary resources; <sup>19/</sup>

(f) The Subsidiary Body on Scientific, Technical and Technological advice will seek ways to ensure transparency in the choice of experts and the rationalization of meetings, <sup>20/</sup> and will seek to ensure that ad hoc technical expert groups conform to their mandates; <sup>21/</sup>

(g) Ad hoc technical expert groups <sup>22/</sup> will be encouraged to use innovative means of communication and to minimize the need for face-to-face meetings;

(h) The ad hoc technical expert groups may also convene meetings parallel to the proceedings of the Subsidiary Body on Scientific, Technical and Technological Advice;

(i) Reports produced by the ad hoc technical expert groups should, as a general rule, be submitted for peer review;

(j) All efforts will be made to provide adequate voluntary financial assistance for the participation of experts, in the ad hoc technical expert groups, <sup>23/</sup> from developing countries and countries with economies in transition Parties.

### ***I. Contribution of non-governmental organizations***

19. The scientific and technical contribution of non-governmental organizations to the fulfilment of the mandate of the Subsidiary Body will be strongly encouraged in accordance with the relevant provisions of the Convention and the rules of procedure for meetings of the Conference of the Parties.

### ***J. Cooperation with other relevant bodies***

20. The Subsidiary Body on Scientific, Technical and Technological Advice shall cooperate with other relevant international, regional and national organizations, under the guidance of the Conference of the Parties, thus building upon the vast experience and knowledge available. To facilitate such cooperation, the Bureau of the Subsidiary Body may hold meetings with equivalent bodies of other relevant biodiversity-related conventions, institutions and processes. <sup>24/</sup> In addition, the Chair of the

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<sup>18/</sup> The phrase “including the mandate and expected outcomes,” reflects paragraph 12 of the draft COP decision in WGRI recommendation 1/2.

<sup>19/</sup> This paragraph was moved from sub-paragraph (h) to sub-paragraph (e) to improve the logical flow of the entire paragraph.

<sup>20/</sup> The phrase “the Subsidiary Body on Scientific, Technical and Technological advice will seek ways to ensure transparency in the choice of experts and the rationalization of meetings” was added to reflect paragraph 21 of decision V/20.

<sup>21/</sup> The phrase “and will seek to ensure that ad hoc technical expert groups conform to their mandates” was added to reflect paragraph 12 of the draft COP decision in WGRI recommendation 1/2.

<sup>22/</sup> The term “expert group” has been replaced with “ad hoc technical expert group” for clarity.

<sup>23/</sup> The term “ad hoc technical” was added for clarity. Similarly, the text “in the ad hoc technical expert groups” was put in comas for clarity.

<sup>24/</sup> This sentence reflects paragraph 19 of decision V/20.

Subsidiary Body, or other member of the Bureau authorized by the Chair, may represent the Subsidiary Body at meetings of the scientific bodies of such groups. <sup>25/</sup>

21. In this context, the Subsidiary Body on Scientific, Technical and Technological Advice emphasizes the importance of research to further increase available knowledge and reduce uncertainties, and recommends that the Conference of the Parties consider this issue in relation to the financial resources required for the effective implementation of the Convention.

***L. Regional and sub-regional preparatory meetings***

22. Regional and sub-regional meetings for the preparation of regular meetings of the Subsidiary Body on Scientific, Technical and Technological Advice may be organized, as appropriate, for specific items. The possibility of combining such meetings with other scientific regional meetings, in order to make maximum use of available resources, should be considered. The convening of such regional and sub-regional meetings will be subject to the availability of voluntary financial contributions.

23. The Subsidiary Body on Scientific, Technical and Technological Advice should, in the fulfilment of its mandate, draw upon the contributions of the existing regional and sub-regional intergovernmental organizations or initiatives.

***M. Focal points***

24. A list of focal points and focal persons to the Subsidiary Body on Scientific, Technical and Technological Advice shall be established and regularly updated by the Executive Secretary, on the basis of information provided by Parties and other relevant regional, sub-regional and intergovernmental organizations.

25. Although the specific responsibilities of focal points to the Subsidiary Body on Scientific, Technical and Technological Advice will be determined by Parties, such focal points act as liaisons with the Secretariat on behalf of their Parties with regard to scientific, technical and technological matters related to the Convention and, in doing so, they may undertake the following tasks: <sup>26/</sup>

(a) Developing linkages, and facilitating information exchange, between the Subsidiary Body on Scientific, Technical and Technological Advice and relevant regional and national agencies and experts;

(b) Responding to requests for input from the Conference of the Parties and the Secretariat related to scientific, technical and technological issues;

(c) Communicating and collaborating with focal points for the Subsidiary Body on Scientific, Technical and Technological Advice in other countries to improve the effectiveness of the Subsidiary Body and to facilitate implementation of the Convention;

(d) Collaborating with other national-level focal points for the Convention on Biological Diversity and focal points from other biodiversity-related conventions to facilitate implementation of the Convention at the national level.

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<sup>25/</sup> This sentence reflects paragraph 18 of decision V/20.

<sup>26/</sup> This paragraph and its sub-paragraphs reflect paragraph 17 of the draft COP decision in WGRI recommendation 1/2.



## *Appendix A*

### **FUNCTIONS OF THE SUBSIDIARY BODY ON SCIENTIFIC, TECHNICAL AND TECHNOLOGICAL ADVICE**

The Subsidiary Body on Scientific, Technical and Technological Advice was established to provide the Conference of the Parties and, as appropriate, its other subsidiary bodies with timely advice relating to the implementation of the Convention. 27/ Its specific functions are to:

- (a) Provide scientific and technical assessments of the status of biological diversity; 28/
- (b) Prepare scientific and technical assessments of the effects of types of measures taken in accordance with the provisions of this Convention; 29/
- (c) Identify innovative, efficient and state-of-the-art technologies and know-how relating to the conservation and sustainable use of biological diversity and advise on the ways and means of promoting development and/or transferring such technologies; 30/
- (d) Identify new and emerging issues relating to the conservation and sustainable use of biodiversity; 31/
- (e) Provide advice on scientific programmes and international cooperation in research and development related to conservation and sustainable use of biological diversity; 32/
- (f) Respond to scientific, technical, technological and methodological questions that the Conference of the Parties and its subsidiary bodies may put to the body. 33/

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27/ Article 25, paragraph 1.  
28/ Article 25, paragraph 2(a).  
29/ Article 25, paragraph 2(b).  
30/ Article 25, paragraph 2(c).  
31/ This paragraph reflects paragraph 7 of the proposed Operational Plan of SBSTTA.  
32/ Article 25, paragraph 2(d).  
33/ Article 25, paragraph 2(e).

*Appendix B*

**STRATEGIC WAYS AND MEANS OF IMPROVING THE QUALITY OF SCIENTIFIC,  
TECHNICAL AND TECHNOLOGICAL ADVICE OF THE SUBSIDIARY BODY ON  
SCIENTIFIC, TECHNICAL AND TECHNOLOGICAL ADVICE**

1. Improving the scientific, technical and technological inputs into SBSTTA meetings by, *inter alia*: <sup>34/</sup>
  - (a) Strengthening relationships with the scientific and technical community through: <sup>35/</sup>
    - (i) Providing material about the work of the Subsidiary Body in a format that is accessible and relevant to the scientific and technical community;
    - (ii) Actively disseminating the results of the work of the Subsidiary Body through scientific literature, both as reporting items and scientific papers, as reviewed and approved by the Conference of the Parties;
    - (iii) Participating in, and contributing to, the scientific and technical components of other biodiversity-related processes;
    - (iv) Using other bodies as a bridge between the Subsidiary Body and the scientific and technical community in relation to work programmes.
2. Improving the scientific, technical and technological debate during SBSTTA meetings by, *inter alia*:
  - (a) Raising delegates' awareness about, and encouraging informal debate on, key issues through the provision of scientific and technical publications, keynote speakers, poster sessions, round-table debates and other side events during meetings of the Subsidiary Body; <sup>36/</sup>
  - (b) Identifying other opportunities to prepare delegates, particularly those with limited experience, for the discussions on scientific and technical matters; <sup>37/</sup>
  - (c) Dedicating sufficient time to the consideration of results of scientific and technical assessments. <sup>38/</sup>

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<sup>34/</sup> This paragraph was added to accommodate paragraph 12 of the proposed Operational Plan of SBSTTA.  
<sup>35/</sup> This paragraph and its sub-paragraphs reflect paragraph 12 of the proposed Operational Plan of SBSTTA.  
<sup>36/</sup> This paragraph reflects paragraph 11(b) of the proposed Operational Plan of SBSTTA.  
<sup>37/</sup> This paragraph reflects paragraph 11(a) of the proposed Operational Plan of SBSTTA.  
<sup>38/</sup> This paragraph reflects paragraph 12, draft COP decision in WGRI recommendation 1/2.

*Appendix C*

**PROCESS FOR THE CONDUCT OF SCIENTIFIC AND TECHNICAL ASSESSMENTS  
INITIATED BY SBSTTA**

<b>Assessment steps</b>	<b>Modalities/Activities</b>
Recognition of assessment need/mandate	<ol style="list-style-type: none"> <li>1. Mandate usually given by the Conference of the Parties;</li> <li>2. Needs identified: <ul style="list-style-type: none"> <li>• Through the review of programmes of work, e.g., for forest biodiversity, and biodiversity and climate change;</li> <li>• After an initial assessment, e.g., for invasive alien species; or</li> <li>• During implementation of programmes of work, e.g., for rapid assessment methods.</li> </ul> </li> </ol>
Preparation of background document or Note by the Executive Secretary	<p>Background documents or detailed outlines drafted by the Executive Secretary with or without assistance from:</p> <ol style="list-style-type: none"> <li>1. Consultant/collaborating organization; and/or</li> <li>2. Expert meeting.</li> </ol>
Consideration by an AHTEG <sup>39/</sup> established by the Conference of the Parties, SBSTTA or by an expert group	<ol style="list-style-type: none"> <li>1. Review of background document or Note by the Executive Secretary;</li> <li>2. Identification of gaps; and</li> <li>3. Revision of background document taking into account additional published information.</li> </ol>
Peer-review	<p>Peer-review, if applicable, by:</p> <ol style="list-style-type: none"> <li>1. Selected reviewers;</li> <li>2. A wider audience including Parties, other Governments, SBSTTA focal points, experts nominated by Parties, organizations and indigenous and local communities and/or other conventions and their focal points.</li> </ol>
Consideration by SBSTTA	<ol style="list-style-type: none"> <li>1. Development of conclusions on assessment;</li> <li>2. Recommendation to the Conference of the Parties.</li> </ol>
Use and application of results (including consideration by the Conference of the Parties) and identification of gaps to be addressed in future	<ol style="list-style-type: none"> <li>1. Utilization of the revised document to develop elements and activities for the relevant programmes of work, and follow-up activities;</li> <li>2. Decision by the Conference of the Parties;</li> <li>3. Publication of assessment reports in the CBD Technical Series;</li> <li>4. Use in other publications, e.g., Millennium Ecosystem Assessment report;</li> <li>5. Use by Governments and others;</li> <li>6. Identification of additional information needs, including the need for new assessments.</li> </ol>

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<sup>39/</sup> The cost of a meeting of experts (including 12 experts from developing countries and countries with economies in transition) varies between US\$ 40,000 and US\$ 60,000 depending on the venue and participation of the Secretariat of the Convention on Biological Diversity when meetings are held outside of Montreal.