



## Convention on Biological Diversity

Distr.  
GENERAL

UNEP/CBD/SBI/1/13  
7 April 2016\*

ORIGINAL: ENGLISH

### SUBSIDIARY BODY ON IMPLEMENTATION

First meeting

Montreal, Canada, 2-6 May 2016

Item 15 of the provisional agenda\*\*

### ADMINISTRATION OF THE CONVENTION

*Note by the Executive Secretary*

#### BACKGROUND

1. At each of its meetings, the Conference of the Parties adopts a decision on the administration of the Convention and the budget for the trust funds of the Convention which provides, among other things, for budgets for the trust funds of the Convention, including the core programme, activities funded through a voluntary trust fund, and facilitating the participation of developing country Parties, in particular the least developed countries and small island developing States, as well as Parties with economies in transition. The decision also provides for the staffing of the Secretariat and its main activities, and for guidance on various other matters related to the administration of the Convention. Similar decisions are taken by the Conference of the Parties serving as the meetings of the Parties to the Cartagena and Nagoya Protocols.
2. At its eleventh and twelfth meetings, the Conference of the Parties requested the Executive Secretary to undertake an in-depth functional review of the Secretariat. A report on the functional review is provided in part I of the present document, with further information provided in an addendum (UNEP/CBD/SBI/1/13/Add.1) and various information notes.
3. General information on the trends of the budgets of the Convention and its Protocols, and contributions to these budgets, is provided in part II of the present note, with some considerations for improvements. Further information is provided in an information note (UNEP/CBD/SBI/1/INF/43). Following the usual practice, detailed information on the administration of the Convention, including budget will be prepared by the Secretariat and made available in a timely fashion to the Parties for their deliberation at COP 13, COP-MOP 8 to the Cartagena Protocol and COP-MOP 2 to the Nagoya Protocol.
4. Information on the current status of implementation of Party obligations, including designation of focal points, attendance at major CBD meetings, submission of credentials, submission of national reports and NBSAPs, and provision of financial contributions is provided in part III.
5. Suggested recommendations are provided in part IV of the present note.

\* Reissued for technical reasons on 15 April 2016.

\*\* UNEP/CBD/SBI/1/1/Rev.1.

## I. FUNCTIONAL REVIEW OF THE SECRETARIAT

### A. Mandate

6. At its eleventh meeting, the Conference of the Parties requested the Executive Secretary to undertake an in-depth functional review of the Secretariat, in consultation with the Executive Director of UNEP, with a view to updating its structure and the grading of posts to the Strategic Plan's focus on implementation by Parties and to report to the twelfth meeting of the Conference of the Parties (decision XI/31, para. 25). The Conference of the Parties also invited the Executive Secretary to bear in mind the need for periodic review of classification of staff positions, subject to the United Nations Staff Rules and Regulations and within the limits of available positions set out in the annexes to the decision, including upgrading and downgrading, taking into account the functional review giving priority in undertaking the review to the post of national reporting and doing so in a timely manner (decision XI/31, para 29).

7. At its twelfth meeting, the Conference of the Parties regretted that the in-depth Functional Review of the Secretariat was not completed in time to be considered at the twelfth meeting as originally envisaged and requested the Executive Secretary to complete the Functional Review, to notify the Parties when each of steps are completed, to consult the Bureau on the progress of the Review; and to submit the final report of the in-depth Functional Review of the Secretariat, including individual post analysis, in time for discussion at the first meeting of the Subsidiary Body on Implementation, with a view to preparing a decision for the thirteenth meeting of the Conference of the Parties (decision XII/32, paras. 3-5);

8. Also at its twelfth meeting, the Conference of the Parties authorized, on an exceptional basis and within the United Nations rules and regulations and without prejudice to the decision of the thirteenth meeting of the Conference of the Parties on the in-depth Functional Review and the classification of staff positions, the Executive Secretary to adjust the staffing levels, numbers and structure of the Secretariat in the light of the continuing outputs of the Functional Review, provided that the overall cost of the Secretariat of the Convention on Biological Diversity remained within that of the indicative staffing table, and to report on the adjustments made at the thirteenth meeting of the Conference of the Parties. The Conference of the Parties also authorized the Executive Secretary to fill the post of the Deputy Executive Secretary as soon as possible noting that the terms of reference of this post may have to be reviewed during the Functional Review (decision XII/32, paras. 7-8).

9. The Executive Secretary reported to the twelfth meeting the Conference of the Parties on the first phase of the functional review (UNEP/CBD/COP/12/28) and set out the plans for the next steps.

### B. Medium-term Operational Results Framework

10. The first step after the twelfth meeting of the Conference of the Parties was the development of a Secretariat-wide Medium-term Operational Results Framework (MTOPF) for the period up to the year 2020. This was developed by the management, in consultation with staff, taking into account an analysis of tasks mandated for the Secretariat by decisions of the Conference of the Parties. The framework is composed of a vision, a mission statement for the remainder of the Decade on Biodiversity and six operational goals of Secretariat functions:

1. Support COP and COP-MOPs, including preparatory processes, in an integrated and coherent manner;
2. Enhance the integration of biodiversity into the development agenda and relevant international processes;

3. Support Parties, in meeting their obligations under the Convention and the Protocols, including integration of biodiversity, biosafety and access and benefit-sharing into national development planning, implementation and other relevant processes;
  4. Enhance the political profile of the Convention and its Protocols by raising general awareness of the value of biodiversity, biosafety and access and benefit sharing related issues;
  5. Support the review and evaluation of the implementation of the Convention and its Protocols; and
  6. Ensure that the Secretariat, its managers and staff, function efficiently to provide support to Parties, COP and COP-MOPs.
11. Each operational goal has its operational objectives (see annex I) and indicative activities, as further described in UNEP/CBD/SBI/1/13/Add.1. The Framework informed both the identification of areas of work where cross-cutting actions are needed (see next section) and the development of the new organizational structure (see sub-section D).
12. The Medium-term Operational Results Framework is complemented by a comprehensive list of activities organized using a results-based management framework. This list will be updated following each meeting of the Conference of the Parties and used as an internal tool for planning and monitoring.

### **C. Enhancing cross-cutting activities in the Secretariat**

13. The second step following the twelfth meeting of the Conference of the Parties is the organizational design of the Secretariat. Traditionally, the structure of the Secretariat and many of its activities have been organized primarily along the lines of the thematic and cross-cutting substantive (“vertical”) programmes of work of the Convention and of the Protocols. While these remain important, over the years, more and more emphasis has been given to (“horizontal”) activities and mechanisms that cut cross these substantive programmes, such as capacity-building. The early stages of the Functional Review and the development of the Medium-term Operational Results Framework suggested that the efficiency and effectiveness of the Secretariat could be increased by giving more attention to these “horizontal” areas of work, thus allowing for more effective institutional learning and the more effective use of scarce human and financial resources.
14. Prior to developing the new structure of the Secretariat, it was decided to test the approach, focussing on a number of areas identified as requiring further strengthening. A number of “cluster teams” of staff were established, each one containing some staff with a primary responsibility for the (“horizontal”) issue at hand, supplemented by a larger number of staff who, while retaining their responsibility to their (“vertical”) programme of work, would also contribute to the cross-cutting issue.
15. Teams were established to address the following areas: Legal and Intergovernmental Affairs; Capacity-Building; Knowledge Management; Resource Mobilization; Cooperation and Mainstreaming; Communication; Monitoring and reporting; and Information Technology. Information on the activities and results from each team is provided in the report on the functional review of the Secretariat (UNEP/CBD/SBI/1/13/Add.1).
16. Though the results varied from one team to another, generally, the exercise demonstrated the potential to foster inter-divisional collaboration and coordination and to strengthen certain areas that had not been fully successful in the past.

#### D. New structure for the Secretariat

17. To complete the second step, a new structure for the Secretariat has been developed. The new structure reflects the main operational goals of the Medium-term Operational Results Framework and builds on the experience of the teams to enhance the cross-cutting activities. The structure aims to help refocus the efforts of the Secretariat to meet the challenges of the coming years, building on existing strengths. It aims to further strengthen support for implementation, promote mainstreaming and foster integration among the Convention and its Protocols. It also puts in place arrangements to ensure efficient and effective support to the intergovernmental processes and places new emphasis on monitoring, review and reporting. With regard to both support for implementation and review of implementation, a key cross-cutting theme is the need to facilitate greater action by the Parties themselves.

18. Some key features of the new structure are:

(a) *A strengthened division to focus on support for implementation:* The Division for Implementation Support will bring together the Secretariat's work on capacity development, technical and scientific cooperation and clearing-house mechanisms. The new division will ensure that the Secretariat has a coherent approach to capacity-building, supporting staff in other divisions and establishing/strengthening external partnerships. With regard to these activities, the new division will seek innovative approaches, reach out to partners and foster learning-by-doing across the Secretariat. The new division will foster greater coherence between the clearing-house mechanism, the biosafety and ABS clearing-houses and work on technical and scientific cooperation. It will enable a focus on facilitating cooperation among Parties and by partners to support implementation. It will draw upon resources from both the core budget and voluntary contributions (including the Japan Biodiversity Fund Team and the Bio-Bridge Initiative);

(b) *A refocused unit on mainstreaming.* This division will combine the existing strengths of the Secretariat's work on communications, outreach, gender and partnerships under the existing division with work on economics and resource mobilization, including engagement of the private sector. Staff will work closely with other divisions to promote a coherent approach to mainstreaming within and across sectors;

(c) *Integration of the Convention and Protocols.* The Parties have given a clear signal that they expect greater integration between the Convention and the Protocols. This applies to the substantive work addressed through our thematic and cross-cutting programmes. Therefore, the previous divisions of Biosafety and Access and Benefit-sharing will be brought together with many of the programmes of the old division on Science, Assessment and Monitoring unit to form a Scientific and Policy Support division;

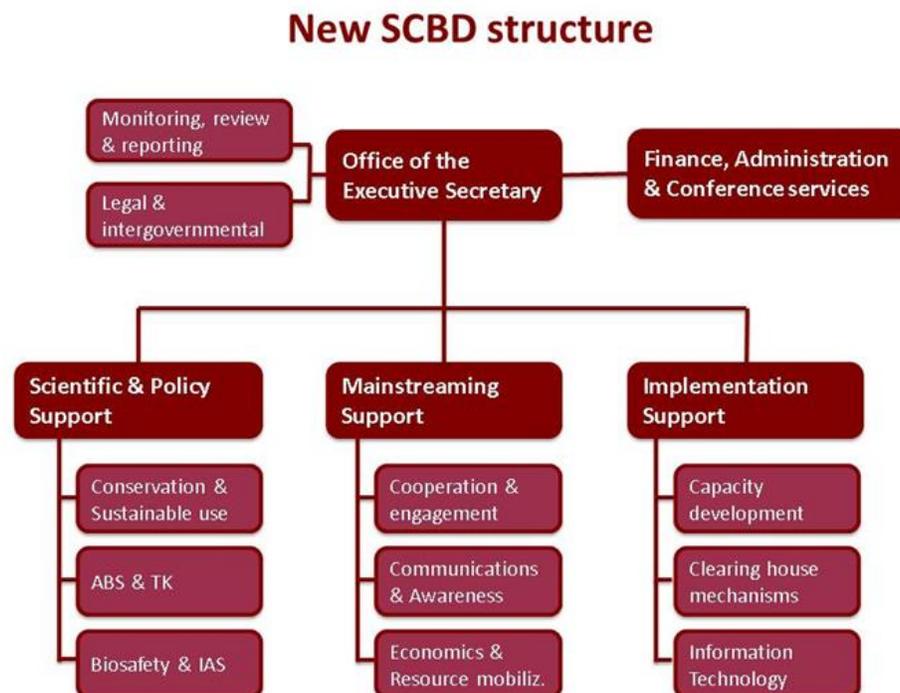
(d) *Administration, Finance and Conference Services.* The existing division of Resource Management and Conference Services is vital in supporting the work of all the others, and with only small changes, it will continue under the new structure.

19. Each of the above-mentioned divisions will comprise a number of units, as indicated in Figure 1 and further described in the addendum (UNEP/CBD/SBI/1/13/Add.1).

20. The *Office of the Executive Secretary* will also be strengthened. In line with decision XII/32, a Deputy Executive Secretary has been appointed to assist the Executive Secretary in strategic planning, ensuring coordination of the Secretariat's activities and in monitoring progress in the implementation of the Secretariat's work programme, in line with the Medium-term Operational Framework and decisions of the Conference of the Parties and meetings of the Parties. Also, to these ends, two units are being established within the office of the Executive Secretary:

(a) *Legal and intergovernmental affairs.* This unit will house the corporate legal services and ensure the coherence of the concurrent meetings, organization of work and consistency of procedures, with the aim of improving the efficiency and the effectiveness of processes and structures under the Convention and the Protocols in achieving full integration. The unit is also responsible for the coordination of the agenda of COP, COP-MOPs and the subsidiary bodies, ensures legal consistency across the Secretariat, and provides legal advice to all staff in their work. It will thus support the Secretary of the Conference of the Parties, subsidiary bodies and the meeting of the Parties to the Protocols;

(b) *Monitoring, review and reporting.* This unit will help integrate reporting across the Convention and the Protocols and focus on improving the monitoring and review of implementation of the Convention.



21. Building on the recent work outlined above, the divisions and units will be complemented by teams working across them. In this regard, the “culture” of the Secretariat is at least as important as the structure. All staff, and especially senior staff, will have a responsibility that goes beyond managing their particular division or unit; they will also have the responsibility to drive forward the operational objectives across the Secretariat as a whole. A management committee, comprising heads of divisions and units, will continue to advise the Executive Secretary.

### E. Individual post analysis

22. The third step of the functional review following the twelfth meeting of the Conference of the Parties is the review of individual posts and their adjustment and/or reassignment, as necessary.

23. An analysis of individual posts of Professional Staff has been carried out through a desk review by a human resources management consultant. The exercise involved a review of the terms of reference of various posts at the Secretariat with a view to adjusting them in the light of the new expanded responsibilities of the Secretariat and the challenges facing the Convention and its Protocols; and to also ensure the effective functioning of the Secretariat. The analysis includes: reviewing the current functions

of the incumbent as compared to those in the job description of the post; considering the relevance of the post to the core functions of the Secretariat (as envisaged in Article 24 of the Convention) and the Medium-term Operation Results Framework; identification of any gaps or expanded responsibilities in the functions of each post as they currently exist; and determination of whether the current duties and responsibilities of each post are commensurate with the level of the post. Given the recent renumbering exercise of the General Service posts and subsequent review, these positions were not included in the review.

24. The analysis of the 41 posts in the Professional and higher categories yielded the following recommendations: (a) updating and upgrading of posts (three posts); (b) updating of the job description to reflect significant changes in duties and responsibilities but no change in grade (nine posts); (c) minor changes needed in job description, (11 posts); (d) no change needed (17 posts). Additional work will be needed to take into account the new structure. The final recommendations of the desk review will be implemented in line with United Nations rules and in a consultative manner through workshops and discussions with the incumbents on the posts in the coming months.

25. It is envisaged that, in the new structure, taking into account the review, that the overall profile of the Secretariat will be changed to give a distribution of posts across the grades, with a general shift from higher to lower grades within the Professional and higher categories (including a reduced number of D-1, P-4 and P-3 posts, and an increased number of P-5 and P-2 posts). In line with the decisions of the Conference of the Parties, all changes will be within the budgetary envelope. Future staff retirements and other staff changes may allow for further adjustments in this regard.

26. Given the integration of activities related to the Convention and those related to the Protocols, the way that costs are apportioned among the Parties to the various instruments may need to be reviewed. This would be reflected with options in the budget proposals to be prepared by the Secretariat for COP 13, COP-MOP 8 to the Cartagena Protocol and COP-MOP 2 to the Nagoya Protocol.

27. As requested in decision XII/32, paragraph 3, the Secretariat has been in consultations with the Executive Director of the United Nations Environment Programme (UNEP) on the processes during the functional review. A report was presented to UNEP on the completion of the planning phase. The Bureau of the Conference of the Parties has also been updated regularly during the period.

## **II. BUDGET OF THE CONVENTION AND THE PROTOCOLS**

28. For the Convention and each of the Cartagena and Nagoya Protocols, the Conference of the Parties, and the Conference of the Parties serving as the meetings of the Parties to respective Protocols, adopt biennial core budgets, funded through assessed contributions, and biennial indicative budgets for additional activities that are funded through voluntary contributions. In addition, the Conference of the Parties adopts indicative budgets to support the participation of developing country Parties, in particular the least developed and the small island developing States, as well as Parties with economies in transition,<sup>1</sup> and representatives of indigenous peoples and local communities.

### **A. Core budgets**

29. The approved core budgets for the current biennium are as follows:

- (a) For the Convention (BY), US\$ 28,626,300;
- (b) For the Cartagena Protocol (BG) US\$ 6,433,900;

---

<sup>1</sup> Prior to COP 12, separate funds were in operation to support participation in the meetings of the Convention and the Cartagena Protocol. These have been merged and the combined fund also supports participation in the meetings of the Nagoya Protocol.

- (c) For the Nagoya Protocol (BB) US\$ 1,275,700.
30. Contributions to the core trust funds, as of 28 February 2016, are as follows:
- (a) For the Convention (BY), 89.8% of the budget for the year 2015. 99 Parties are in arrears for the years 2015 and prior for a total outstanding amount of US\$ 2,347,349;
- (b) For the Cartagena Protocol (BG) 88% of the budget for the year 2015. A total of 79 Parties are in arrears for the years 2015 and prior for a total outstanding amount of US\$ 315,163;
- (c) For the Nagoya Protocol (BB) 84% of the budget for the year 2015. A total of 40 Parties are in arrears for the years 2015 for a total outstanding amount of US\$ 43,773.

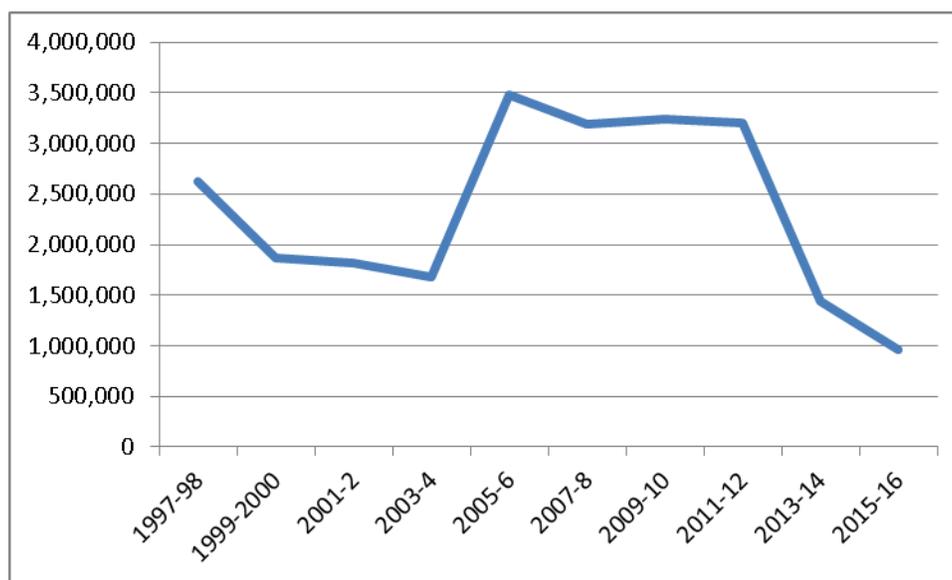
### **B. Voluntary budget for activities**

31. The core budget of the Convention supports only the basic costs of the Convention, mostly staff costs and the basic costs of major meetings (see UNEP/CBD/SBI/1/INF/43 for more information). No activities, beyond the major meetings, are funded through the core budget. Most of the activities of the Convention that are requested by the Conference of the Parties, including most studies and capacity-building activities etc., as well as the participation of delegates from developing countries in the major meetings, are funded through the voluntary trust funds of the Convention (BE, BZ, VB) and through the voluntary trust funds of the Protocols (BH and BX).
32. The Secretariat, in preparing its budget proposal, takes into account the cost of delivering the required outputs emanating from the recommendations from the intersessional meetings of the Convention.
33. For the biennium 2015-2016, the Conference of the Parties approved a voluntary budget (BE Trust Fund) of US\$ 31,234,900, which is larger than the core budget for the biennium. A total of US\$ 2,124,400 was approved for the Cartagena Protocol (BH Trust Fund) and US\$ 2,114,800 for the Nagoya Protocol (BX Trust Fund).
34. For the Convention, the majority of the funds (45%) were approved for the convening of various meetings and regional and international workshops, while 18% of the budget was for staff costs and 12% for consultants and sub-contracts. The remainder of the budget comprised travel (8%), publications (6%) and programme support costs (12%).
35. As of the end of 2015, total voluntary contributions to the BE Trust Fund received in response to the approved budget amounted to US\$ 12,094,100 or 39%. Of these funds, 42% were contributed for meetings and workshops; 33% of the funds received were contributed for consultants; 8% were allocated for travel and 3% were allocated for staff.
36. Nearly all activities implemented by SCBD rely, at least to some extent, on voluntary resources; yet, there are large uncertainties concerning the level and timing of funding. Together with the increased time requirements and decreased flexibility following the introduction of Umoja and the new accounting rules under the International Public Sector Accounting Standards (IPSAS), this can make it difficult to deliver on these activities in a predictable, timely and strategic way. Moreover, the ability to utilize these funds can also be limited due to lack or insufficiency of staff to cover these activities: only 17% of the funds allotted for staff were received.
37. This issue has arisen in the past, and the Parties attempted to address it during COP-10, when they decided that, in reviewing the voluntary budget, they would not approve any activity for which they did not have a pledge. This ensured that the budget was fully funded and that the Secretariat could plan in advance. A return to such a system is recommended.

### C. Budget for supporting participation of delegates

38. The BZ Trust Fund provides voluntary contributions from Parties (donor countries) to enable the participation of developing country Parties – in particular the least developed countries and small island developing States – as well as Parties with economies in transition in the meetings of the Convention. However, following high contributions for COP-10, contributions to that fund have declined in recent years (see figure 2). In addition, funding is often provided late, thus driving up the costs of tickets and reducing the efficiency of use of the resources.

39. The budget to enable the participation of Parties for the current biennium is US\$ 3,955,000. As of 7 April 2016, US\$ 962,600 – only 24% of the budget – has been provided or pledged. Clearly, significantly higher contributions are needed to allow the full and effective participation of Parties in the meetings of the Convention.



**Figure 2. Trends in contributions to the fund(s) for participation (BZ+BI)**  
(United States dollars, nominal)

40. The consequence of the decline in funding for participants is that, for a number of recent meetings, fund has been largely limited to least developed countries and small island developing States. Moreover, in the majority of cases, only one delegate has been funded from these countries to attend two meetings that are held back-to-back, or concurrently.

41. Yet, with the movement towards more integration between the Convention and its two Protocols, including the organization of concurrent COP and COP/MOPs, there is clearly a need for more support for developing country Parties and economies in transition to be funded to attend the meetings of the Convention and its Protocols. Additional information in this regard is available in the note by the Executive Secretary on concurrent meetings (UNEP/CBD/SBI/1/12/Add.1).

42. The Conference of the Parties may wish to review the manner in which funds for participation should be apportioned, drawing upon the experience in UNFCCC and related processes. A review of such experience is provided in UNEP/CBD/SBI/1/INF/43.

### III. OPERATIONAL OBLIGATIONS UNDER THE CONVENTION AND ITS PROTOCOLS

43. There are a number of operational obligations of Parties to the Convention and its Protocols. In accordance with the focus by the Subsidiary Body on Implementation on the review of implementation, the Executive Secretary has carried out an initial evaluation of the current status of implementation of these obligations by each Party. Data has been gathered concerning Parties' designation of focal points,<sup>2</sup> attendance at major CBD meetings, submission of credentials, submission of national reports and NBSAPs, and provision of financial contributions (see also para. 30, above). The table containing this combined data can be found in annex II to the present document.

44. Meeting attendance and presentation of credentials are an area with some gaps to be narrowed. The majority of Parties submitted the proper credentials for meeting attendance. However, three Parties had a submission rate of 50% or less for the three most recent COP and COP-MOPs. Average attendance over the meetings reviewed is just over 61% across all Parties.

45. The majority of Parties have submitted their fifth national reports: as of 31 March 2016, 177 national reports had been received. An in-depth analysis of national report and NBSAP submission can be found in document UNEP/CBD/SBI/1/2 and its addenda. Since 1993, 185 Parties have developed at least one NBSAP, while 11 Parties have yet to submit their first NBSAP. Of the 185 Parties that have prepared NBSAPs, 89 have revised them at least once. As of 31 December 2015, 67 Parties had submitted to the Secretariat an NBSAP revised after the adoption of the Strategic Plan for Biodiversity 2011-2020, and, by the end of March 2016, this total has increased to 85. Of these 85 Parties, 71 Parties submitted revised versions, 11 first versions, two Parties submitted both their first NBSAP and a revised version, and one Party submitted an Action Plan to 2020 for enhancing implementation of its Strategy adopted before COP 10. These NBSAPs reflect varying degrees of compliance with the Nagoya outcomes.

### IV. RECOMMENDATIONS

46. The Subsidiary Body on Implementation may wish to adopt a recommendation along the following lines:

*The Subsidiary Body on Implementation*

1. Welcomes the progress of the functional review of the Secretariat and requests the Executive Secretary to continue implementation in accordance with decision XII/32, paragraph 7, and to report to the Conference of the Parties at its thirteenth meeting;

2. Takes note of the Medium-term Operational Results Framework of the Secretariat and of the new organizational structure of the Secretariat;

---

<sup>2</sup> In accordance with the following decisions establishing the relevant focal points, data was gathered regarding their assignment:

- (a) Decision VIII/10, para. 26 establishing the terms of reference for CBD focal points;
- (b) Decision II/3, paragraph 7 establishing CHM focal points;
- (c) Decision V/9, para. 4 establishing GTI focal points;
- (d) Decision VII/10, establishing GSPC focal points;
- (e) Decision IX/11, establishing resource mobilization focal points;
- (f) Decision IX/19, para. 21, establishing focal points for the programme of work on protected areas;
- (g) Decision X/40(B), para. 7, establishing traditional knowledge/article 8(j) focal points;
- (h) Article 13 of the Nagoya Protocol;
- (i) Article 19 of the Cartagena Protocol;
- (j) And recommendation 1 of SBSTTA 1 establishing SBSTTA focal points.

3. *Requests* Parties to ensure that they meet their operational obligations, including as regards the designation of the required focal points, timely delivery of their assessed contributions, regular attendance at meetings of the Conference of Parties and its subsidiary bodies, and compliance with the rules of procedure concerning credential requirements as well as timely submission of national reports and updated national biodiversity strategies and action plans;

4. *Calls upon* Parties in a position to do so:

(a) To provide financial support for participation of representatives of developing countries, in particular the least developed countries and small island developing States among them, as well as countries with economies in transition, in the thirteenth meeting of the Conference of the Parties and concurrent meetings of the Parties of the Cartagena and Nagoya Protocols, noting that early contributions can allow for early travel arrangements and reduced costs;

(b) To prepare for the thirteenth meeting of the Conference of the Parties and concurrent meetings of the Parties of the Cartagena and Nagoya Protocols on the basis of information to be provided in advance by the Secretariat, with a view to making, during the meetings, pledges of financial support for voluntary activities envisaged in the draft decisions of the meetings, in order to allow the Secretariat to plan more effectively and use the resources more efficiently;

5. *Requests* the Executive Secretary to prepare, for consideration by the Conference of the Parties at its thirteenth meeting and the concurrent meetings of the Parties of the Cartagena and Nagoya Protocols, the following:

(a) A proposal for the review and update of the guidelines for the apportionment of funds for the participation of developing county parties, in particular the least developed countries and small island developing States as well as countries with economies in transition, in the meetings of the Convention and its Protocols with a view to promoting full and effective participation in meetings of the Conference of the Parties, concurrent meetings of the Parties of the Cartagena and Nagoya Protocols and meetings of subsidiary bodies;

(b) A proposal for the review of the way the costs of the core budgets of the Secretariat are shared among the Convention, the Cartagena Protocol and the Nagoya Protocol to develop cost scenarios, in the light of the increased integration of work and taking into account the number of Parties to the respective instruments.

*Annex I***MEDIUM TERM OPERATIONAL RESULTS FRAMEWORK**

**Vision:** To be the leading body that supports Parties and stakeholders in their efforts to achieve the objectives of the Convention on Biological Diversity and its Protocols.

**Mission 2015-2020:** To provide support to Parties, in their policy development, coordination, implementation and review of the Convention and its Protocols in an integrated and efficient manner.

**Operational Goal 1: Support COP and COP-MOPs including preparatory processes in an integrated and coherent manner**

*Functional Objectives:*

- 1.1 Facilitate the convening of the meetings of the Convention and the Protocols for review of implementation and decision-making.
- 1.2 Improve the efficiency and effectiveness of processes and structures under the Convention and the Protocols.
- 1.3 Provide neutral, balanced and evidence-based reports and technical and scientific analysis to facilitate decision-making.

**Operational Goal 2: Enhance the integration of biodiversity into the development agenda and relevant international processes**

*Functional Objectives:*

- 2.1 Facilitate the integration of the biodiversity agenda into all relevant international intergovernmental processes, under the United Nations and others.
- 2.2 Support efforts to include biodiversity in other relevant global initiatives of non-governmental stakeholders.

**Operational Goal 3: Support Parties, in meeting their obligations under the Convention and the Protocols, including integration of biodiversity, biosafety and access and benefit sharing into national development planning, implementation and other relevant processes**

*Functional Objectives:*

- 3.1 Facilitate capacity building, and promote technical and scientific cooperation among Parties, to collectively achieve the goals of the Strategic Plans for Biodiversity and Biosafety; and the Aichi Targets.
- 3.2 Manage and facilitate access to, and sharing of knowledge and information relevant to biodiversity, biosafety and access and benefit-sharing.
- 3.3 Facilitate resource mobilisation for the implementation of the Convention and its Protocols.
- 3.4 Provide information, tools and technical guidelines in support of national implementation of the Conventions and Protocols.

**Operational Goal 4: Enhance the political profile of the Convention and its Protocols by raising general awareness of the value of biodiversity, biosafety and access and benefit sharing related issues**

*Functional Objectives:*

- 4.1 Increase awareness and understanding of the importance of biodiversity, biosafety and access and benefit-sharing related issues among decision-makers, civil society, business, sectoral actors and the public at large.
- 4.2 Facilitate and enhance political support for implementation of the Convention and its Protocols.
- 4.3 Promote universal membership of the Convention and its Protocols.

**Operational Goal 5: Support the review and evaluation of the implementation of the Convention and its Protocols**

*Functional Objectives:*

- 5.1 Facilitate the review and evaluation of national, regional and other actions, in particular targets and indicators established in accordance with the Strategic Plans, in achieving the Aichi Biodiversity Targets and compliance with its Protocols.

5.2 Monitoring and assessment of biodiversity

**Operational Goal 6: Ensure that the Secretariat, its managers and staff, function efficiently to provide support to Parties, COP and COP MOPs**

*Functional Objectives:*

6.1 Provide management and strategic planning to maximise the effectiveness of the Secretariat.

6.2 Provide fund management and logistics support under the guidance of the Parties and within the rules and regulations of the United Nations.

6.3 Provide efficient administrative and human resources support to staff of the Convention and its Protocols.

*Annex II*

**TABLE LEGEND:**

**Longer bar = higher percentage (where applicable).**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
<b>NFPs</b>	<b>BY % paid (2015)</b>	<b>BY % paid (2014)</b>	<b>BG % paid (2015)</b>	<b>BG % paid (2014)</b>	<b>First national report</b>	<b>Second national report</b>	<b>Third national report</b>	<b>Fourth national report</b>	<b>Fifth national report</b>
Percentage of national focal points assigned, as per the Convention and its Protocols	Percentage of contributions to the core budget (BY) paid (as of 29 February 2016)	Percentage of contributions to the core budget (BY) paid (as of 31 December 2015)	Percentage of contributions to the Cartagena Trust Fund (BG) paid (as of 29 February 2016)	Percentage of contributions to the Cartagena Trust Fund (BG) paid (as of 31 December 2015)	Report submitted as of 1 March 2016.				

<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>
<b>National reports (Cartagena Protocol on Biosafety)</b>	<b>NBSAP (1994-2000)</b>	<b>NBSAP (2001-2010)</b>	<b>NBSAP (2011- )</b>	<b>Meeting credentials</b>	<b>Meeting attendance</b>	<b>Meeting attendance (CP)</b>	<b>National CHM</b>
Report submitted as of 1 March 2016.	Report submitted as of 1 March 2016.	Report submitted as of 1 March 2016.	Revised NBSAP submitted as of 1 March 2016.	Percentage of meetings with proper credentials submitted, COP 10 through 12, and MOP 5 through 7, inclusive. (Adjusted for Party/non-Party status).	Percentage of attendance at CBD and subsidiary body meetings: COP 5 through 12, including Ex-COP 1, SBSTTA 4 through 19, WG on 8J 3 through 9, WGRI 1 through 5. (Adjusted for Party/non-Party status).	Percentage of attendance at Cartagena Protocol MOP meetings. (Adjusted for Party/non-Party status).	National CHM focal point assigned.

\* Reissued for technical reasons on 15 April 29016.

\*\* UNEP/CBD/SBI/1/1/Rev.1.







