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19 December 2013

NOTIFICATION

Improving the efficiency of structures and processes under the Convention and its Protocols

Dear Madam/Sir,

The purpose of this notification is to seek the views of Parties, governments, international organizations, indigenous and local communities and stakeholders on how to improve the efficiency of structures and processes under the Convention and its Protocols in preparation for the fifth meeting of the Ad Hoc Open-ended Working Group on the Review of Implementation of the Convention.

In paragraph 2 of its decision XI/10, the Conference of the Parties requested the Executive Secretary, in consultation with the Bureau, to prepare a proposal on improving the efficiency of structures and processes under the Convention and its Protocols. The proposal to be prepared by the Executive Secretary is to be submitted to the consideration of the Ad Hoc Open-ended Working Group on the Review of Implementation of the Convention at its fifth meeting, to be held in Montreal, Canada, on 16-20 June 2014.

Pursuant to the request of the Conference of the Parties and with a view to the development of the proposal, Parties, Governments, international organizations, indigenous and local communities and stakeholders are invited to submit views and suggestions to the Secretariat on ways and means to improve the efficiency of structures and processes under the Convention and its Protocols, including, *inter alia*:

- (a) The organization of inter-sessional work, including the periodicity of meetings of SBSTTA and inter-sessional open-ended working groups;
- (b) The organization of the meetings of the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety and the Nagoya Protocol on Access to Genetic Resources and Benefit-Sharing.

In submitting views and suggestions, Parties, governments, international organizations, indigenous and local communities and stakeholders may wish to take into account decision X/9 of the Conference of the Parties on the Multi-Year Programme of Work for the Conference of the Parties for the Period 2011-2020 and Periodicity of Meetings, and note that in decision XI/10 the Conference of the Parties decided to maintain the current periodicity of its meetings until 2020. To facilitate consideration of this matter, an indicative list of current mechanisms and processes under the Convention and its Protocols is provided in Annex I and an indicative list of potential elements for improvement of efficiency is provided in Annex II.

The Secretariat will compile the views received and will take them into consideration in the development of a proposal for submission to the fifth meeting of the Ad Hoc Open-ended Working Group

To : All CBD Focal Points, international and non-governmental organizations, indigenous and local communities and relevant stakeholders



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on the Review of Implementation of the Convention. The Secretariat will also take into account the feedback from Parties on the organization of SBSTTA 17, in line with SBSTTA recommendation XVII/1 (paragraph 6(e)).

Submissions should be addressed to the Executive Secretary via e-mail to secretariat@cbd.int or faxed to 1 514 288-6588 as soon as practicable but no later than **15 February 2014** to allow for the compilation of views and the development of a proposal in a timely manner.

Thank you for your contribution to the work of the Convention.

Please accept, Madam/Sir, the assurances of my highest consideration.

Braulio Ferreira de Souza Dias
Executive Secretary

Enclosure

ANNEX I

Indicative List of Structures and Processes under the Convention and its Protocols

I. Convention on Biological Diversity:

- A. Open-ended bodies established by the Convention:
 - 1. Conference of the Parties (COP) (Article 23)
 - 2. Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA) (Article 25)
 - 3. Secretariat (Article 24) – currently has seven Divisions:
 - 3.1 Office of the Executive Secretary (OES)
 - 3.2 Resource Management and Conference Services (RMCS)
 - 3.3 Technical Support for Implementation (TSI)
 - 3.4 Science, Assessment and Monitoring (SAM)
 - 3.5 Mainstreaming, Partnerships and Outreach (MPO)
 - 3.6 Biosafety Protocol (BP)
 - 3.7 Nagoya Protocol (NP)

- B. Some COP Decisions of relevance to the Operations of the Convention on Biological Diversity and Rules of Procedures
 - 1. Decision I/1 – Rules of procedure for the Conference of the Parties
 - 2. Decision V/20 – Operations of the Convention
 - 3. Decision VI/28 – Multi-year programme of work of the Conference of the Parties up to 2010
 - 4. Decision VIII/10 – Operations of the Convention
 - 5. Decision IX/29 – Operations of the Convention
 - 6. Decision X/11 – Science-policy interface on biodiversity ecosystem services and human well-being and consideration of the outcome of the intergovernmental meetings
 - 7. Decision X/12 – Ways and means to improve the effectiveness of the Subsidiary Body on Scientific, Technical and Technological Advice
 - 8. Decision X/13 – New and emerging issues
 - 9. Decision X/14 – Retirement of decisions
 - 10. Decision XI/10 – Periodicity of meetings

- C. Bureaus as per Rules of Procedures
 - 1. COP Bureau
 - 2. SBSTTA Bureau
 - 3. ICNP Bureau

- D. Global Environment Facility (GEF) - Financial Mechanism of the Convention
 - 1. GEF Secretariat
 - 2. GEF Focal Points
 - 3. GEF Implementing agencies
 - 4. Scientific and Technical Advisory Panel (GEF-STAP)
 - 5. GEF Evaluation Office

- E. Subsidiary bodies established by the Conference of the Parties pursuant to Article 23 of the Convention:
 - 1. Ad Hoc Open-ended Inter-sessional Working Group on Article 8(j) and Related Provisions (WG8J)
 - 2. Ad Hoc Open-ended Working Group on the Review of Implementation of the Convention (WGRI)
 - 3. Intergovernmental Committee on the Nagoya Protocol (ICNP)
 - 4. Ad Hoc Open-ended Working Group on Protected Areas (WGPA)

- F. Expert processes
 - 1. Ad Hoc Technical Expert Groups
 - 2. Liaison Groups
 - 3. Other expert meetings
 - 4. Peer review processes
 - 5. Online expert fora

- G. Information Tools:
 - 1. Clearing-house Mechanism (CHM)
 - 2. Thematic Databases
 - 3. Guidelines and tools
 - 4. E-learning tools
 - 5. Global Biodiversity Outlook (GBO)
 - 6. Cities and Biodiversity Outlook (CBO)
 - 7. International Day for Biological Diversity
 - 8. Publications: CBD Technical Series, newsletters, thematic magazines, fact sheets
 - 9. Side-events
 - 10. Parallel summits (e.g. Cities and Biodiversity Summit)
 - 11. Messages: Notifications, Statements, Press Releases

- H. Strategic Plans:
 - 1. Strategic Plan for Biodiversity 2011-2020 and its 20 Aichi Targets
 - 2. Global Strategy for Plant Conservation (GSPC) and its 16 Targets
 - 3. Capacity-building Strategy for the Global Taxonomy Initiative
 - 4. National Strategy and Action Plan (NBSAP)
 - 5. Sub-National Strategies and Action Plans
 - 6. Plan of Action for Cities, Subnational Governments and other Local Authorities

7. Seven Thematic Programmes
 8. Seventeen Cross-Cutting Issues and Initiatives
 9. United Nations Decade on Biodiversity
- I. Support Mechanisms (Trust Funds)
1. General Trust Fund for the Convention on Biological Diversity (BY)
 2. General Trust Fund for Additional Voluntary Contributions in Support of Approved Activities under the Convention on Biological Diversity (BE)
 3. General Trust Fund for Additional Voluntary Contributions to Facilitate the Participation of Parties in the Process of the Convention on Biological Diversity (BZ)
 4. General Trust Fund for Voluntary Contributions to Facilitate the Participation of Indigenous and Local Communities in the work of the Convention on Biological Diversity (VB)
 5. Japan Biodiversity Fund
 6. LifeWeb Initiative
 7. Regional/subregional capacity-building workshops
 8. CHM Informal Advisory Committee
- J. International Biodiversity-related Groups and Initiatives
1. Biodiversity Initiative under the Environment Management Group (EMG)
 2. Aichi Targets Task Force
 3. NBSAP Forum
 4. South-South Cooperation Plan
 5. Consortium of Scientific Partners
 6. Chairs of Scientific Advisory Bodies of Biodiversity-related Conventions
 7. Biodiversity Liaison Group of the Secretariats of the Biodiversity-related Conventions (BLG)
 8. Joint Liaison Group of the Secretariats of the Rio Conventions (JLG)
 9. Inter-agency Liaison Group on Invasive Alien Species
 10. Global Invasive Alien Species Information Partnership (GIASI Partnership)
 11. Collaborative Partnership on Forests (CPF)
 12. Cooperative Partnership on Wildlife Management (CPW)
 13. Sustainable Oceans Initiative (SOI)
 14. Biodiversity Champions Campaign,
 15. Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES)
 16. Biodiversity Indicators Partnership (BIP)
 17. TEEB initiative
 18. Business and biodiversity partnership
 19. Natural Capital Initiative
 20. Global Taxonomy Initiative (GTI)
 21. Global Island Partnership (GLISPA)
 22. Global Partnership for Subnational and Local Action for Biodiversity

23. Networks of subnational governments: MediverCities (Mediterranean) and the Maritime Innovative Territories' International Network (MiTiN)
 24. Rio Conventions Pavilion
- K. National Focal Points
1. CBD Primary National Focal Point
 2. SBSTTA Focal Point
 3. GTI National Focal Point
 4. GSPC Focal Point
 5. POWPA Focal Point
 6. CHM Focal Point
 7. Traditional Knowledge Focal Point
 8. Resource Mobilization Focal Point
 9. ICNP ABS Focal Point
- L. Reporting Processes
1. National Reporting
 2. Voluntary Thematic National Reports
 3. National Reporting on Resource Mobilization
 4. Online Reporting System

II. Cartagena Protocol on Biosafety

- A. Open-ended bodies established by the Protocol:
1. Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (COP-MOP) (Article 29)
 2. Secretariat (Article 31)
- B. Bureau (as per Rules of Procedures)
1. COP-MOP Bureau
- C. Information Tools
1. Biosafety Clearing-House (BCH)
 2. Publications: Biosafety Technical Series, newsletters, fact sheets
 3. Guidance and training tools
 4. E-learning tools (under development)
 5. Messages: notifications, statements and press releases
- D. Support Mechanisms
1. General Trust Fund for the Core Budget of the Cartagena Protocol on Biosafety (BG)
 2. Special Voluntary Trust Fund for Additional Voluntary Contributions in Support of Approved Activities of the Cartagena Protocol on Biosafety (BH)

3. Special Voluntary Trust Fund for Additional Voluntary Contributions to Facilitate the Participation of Parties in the Cartagena Protocol on Biosafety (BI)
 4. Regional/sub-regional capacity-building workshops
 5. Informal Advisory Committee on the Biosafety Clearing-House
 6. Liaison Group on Capacity-Building for Biosafety
 7. Roster of Biosafety Experts
- E. National Focal Points
1. Cartagena Protocol on Biosafety Focal Point
 2. Biosafety Clearing-House Focal Point
 3. Emergency Measures (Article 17) Contact Point
- F. Strategic Plans
1. Strategic Plan for the Cartagena Protocol on Biosafety covering the period 2011-2020
 2. Framework and Action Plan for Capacity-Building for the Effective Implementation of the Cartagena Protocol on Biosafety
- G. Expert Processes
1. Ad Hoc Technical Expert Group on Risk Assessment and Risk Management
 2. Ad Hoc Technical Expert Group on Socio-economic Considerations
 3. Ad Hoc Technical Expert Group on Assessment and Review
 4. Open-ended Online Expert Group on Risk Assessment and Risk Management
 5. Online Network of Laboratories for the Detection and Identification of Living Modified Organisms
- H. Reporting processes
1. National Reporting
 2. Compliance Committee

III. Nagoya – Kuala Lumpur Supplementary Protocol on Liability and Redress to the Cartagena Protocol on Biosafety

- A. Open-ended bodies established by the Cartagena Protocol:
1. Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (COP-MOP) (Article 14)
 2. Secretariat (Article 15)

IV. Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization to the Convention on Biological Diversity

- A. Open-ended bodies established by the Protocol:
 - 1. Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol on Access and Benefit-sharing (COP-MOP) (Article 26)

- B. Information Tools
 - 1. ABS Clearing-House
 - 2. Policy briefs and factsheets

- C. Support Mechanisms
 - 1. Regional/subregional capacity-building workshops
 - 2. Informal Advisory Committee to the ABS Clearing-House

- D. National Focal Points
 - 1. ABS National Focal Point

- E. Reporting mechanisms
 - 1. National reports (Article 29)

- F. Compliance mechanisms
 - 1. Procedures and mechanisms to promote compliance with the Protocol (Article 30)

- G. Assessment and review (Article 31)

ANNEX II

Indicative List of Potential Elements for Improvement of Efficiency

- A. Open-ended meetings
 - 1. Pre-session documents
 - 2. Frequency
 - 3. Duration
 - 4. Number of working groups
 - 5. Chairing of working groups
 - 6. Technical panels
 - 7. Session on exchange of experiences
 - 8. Role and participation of stakeholder groups
 - 9. Contact groups/friends of chair groups
 - 10. Dissemination of in session documents
 - 11. Number and type of recommendations and decisions
 - 12. High-level Segment
 - 13. Parallel and side-events
 - 14. Training events
 - 15. Support to representatives from developing countries
 - 16. Support to representatives from Indigenous and Local Communities

- B. Committees/Expert Groups
 - 1. Membership
 - 2. Mandates
 - 3. Frequency of meetings
 - 4. Number of experts
 - 5. Nomination and selection of members
 - 6. Duration of meetings
 - 7. Frequency of meetings
 - 8. Coordination mechanism among experts (GTI CM, GLISPA, GSPC CM, etc.)

- C. Reports
 - 1. Frequency
 - 2. Type of submission (traditional PDF or online)
 - 3. Focus on process or outcomes
 - 4. Use of indicators
 - 5. Type of assessment (self-assessment, voluntary third party assessment, assessment sessions at WGRI and/or COP)

D. Online meetings

1. Purposes

1.1 Meetings of the Bureaux

1.2 Preparatory meetings to face-to-face meetings of expert groups and advisory committees

1.3 Training and capacity-building

1.4 Drafting of documents

2. Format

2.1 Mode of delivery: video conferencing, discussion forum, “webinar”, “chat rooms”, etc

2.2 Geographical area: regional, subregional and national level

E. Secretariat

1. Secondment of staff
