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INFORMATION TO PARTIES

Nominations for election during the Climate Change Conferences in Bonn, Germany, from 8 to 18 May 2017, and from 6 to 17 November 2017

This is to inform Parties to the United Nations Framework Convention on Climate Change, the Kyoto Protocol and the Paris Agreement that during the Climate Change Conference to be held in Bonn from 8 to 18 May 2017, Parties will be invited to elect the bureau of the Ad Hoc Working Group on the Paris Agreement (APA) and the Vice-Chair of the Subsidiary Body for Scientific and Technological Advice (SBSTA).

Parties are also informed that during the Climate Change Conference to be held in Bonn from 6 to 17 November 2017, they will be invited to elect the members and/or alternate members of the following bodies:

- The Bureau of the COP 23, the CMP 13 and the CMA 1.2;
- The Rapporteur of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
- The Bureau of the Subsidiary Body for Implementation (SBI);
- The Rapporteur of the Ad Hoc Working Group on the Paris Agreement (APA);
- The Adaptation Committee (AC);
- The Adaptation Fund Board (AFB);
- The Advisory Board of the Climate Technology Centre and Network (CTCN);
- The Compliance Committee;
- The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE);
- The Executive Board of the Clean Development Mechanism (CDM EB);
- The Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts (WIM Excom);
- The Joint Implementation Supervisory Committee (JISC);
- The Least Developed Countries Expert Group (LEG);
- The Technology Executive Committee (TEC).

Distribution: To Parties through National Focal Points for climate change, Permanent Representatives to the United Nations in New York and diplomatic missions accredited to the Federal Republic of Germany. It is also available on the UNFCCC website at the following link: <<http://unfccc.int/6558.php>>.



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Parties are also reminded of the following nominations that are outstanding from the Marrakech Conference, as well as from recent resignations, and groups and constituencies are urged to submit these nominations as soon as possible:

- A Vice-President of the COP/CMP/CMA Bureau from Eastern Europe;
- The Rapporteur of the COP/CMP/CMA Bureau;
- An alternate member from Parties included in Annex I to the Convention (Annex I Parties), as well as a member and two alternate members from Parties not included in Annex I to the Convention (Non-Annex I Parties) to the JISC;
- One member from Annex I Parties to the TEC.

Furthermore, groups and constituencies that have not communicated to the secretariat the remaining two and three-year term of the members of the Paris Committee on Capacity-building are urged to do so.

Parties are also invited to recall decisions 36/CP.7 and 23/CP.18 and make additional efforts to improve the participation of women and achieve the goal of gender balance in these bodies.

All information on the UNFCCC electoral process is available at the following link: [<http://unfccc.int/6558.php>](http://unfccc.int/6558.php) and information on the criteria for the membership is contained in the annex.

Regional groups and constituencies are invited to submit their nominations for the elections to be held during the Bonn Climate Change Conference in May by the deadline of 8 p.m., Friday, 12 May 2017. The deadline for the nominations for the elections to be held during the Bonn Climate Change Conference in November is 8 p.m., Friday, 10 November 2017. Groups and constituencies are strongly urged to submit their nominations well before the deadlines.

For any questions or for further information on elections, please contact the secretariat at: [<elections@unfccc.int>](mailto:elections@unfccc.int).

Yours faithfully,

(Signed by Halldór Thorgeirsson)

Halldór Thorgeirsson
Senior Director for Intergovernmental Affairs



Annex

**CRITERIA FOR MEMBERSHIP OF BODIES ESTABLISHED UNDER
THE CONVENTION, THE KYOTO PROTOCOL AND THE PARIS AGREEMENT**

A. The Bureau of the COP, the CMP and the CMA

1. The draft rules of procedure of the COP, being applied, state that: “At the commencement of the first meeting of each ordinary session, a President, seven Vice-Presidents, the Chairmen of the subsidiary bodies established by Articles 9 and 10 of the Convention, and a Rapporteur shall be elected from among the representatives of the Parties present at the session. They will serve as the Bureau of the session. Each of the five regional groups shall be represented by two Bureau members and one Bureau member shall represent the small island developing states. The offices of President and Rapporteur shall normally be subject to rotation among the five regional groups.” No officer may serve on the Bureau for more than two consecutive terms of one year.¹

2. The Kyoto Protocol provides that: “When the Conference of the Parties serves as the meeting of the Parties to the Kyoto Protocol, any member of the Bureau of the Conference of the Parties representing a Party to the Convention but, at that time, not a Party to this Protocol, shall be replaced by an additional member to be elected by and from amongst the Parties to this Protocol”.²

3. The Paris Agreement also provides that: “When the Conference of the Parties serves as the meeting of the Parties to the Paris Agreement, any member of the Bureau of the Conference of the Parties representing a Party to the Convention but at that time, not a Party to this Agreement, shall be replaced by an additional member to be elected by and from amongst the Parties to this Agreement”.³

4. At COP 23, the COP will be invited to elect, for a term of one year, 11 members of the Bureau of the COP, CMP and CMA as follows:

- Two members nominated by the Group of African States (Africa);
- Two members nominated by the Group of Asia-Pacific States (Asia-Pacific);
- Two members nominated by the Group of Eastern European States (Eastern Europe);
- Two members nominated by the Group of Latin American and Caribbean States (GRULAC);
- Two members nominated by the Group of Western European and Other States (WEOG);
- One member nominated by the Small Island Developing States (SIDS).

5. Groups and constituencies are invited to submit nominations to the Bureau of the COP, CMP and CMA. At the opening of COP 23, the COP will be invited to elect the President of COP 23, CMP 13 and CMA 1.2. Following completion of the consultations among regional groups, the COP will be invited to elect the other members of the Bureau at the closure of the session. If any member of the Bureau represents a State that is not a Party to the Kyoto Protocol at CMP 13, the CMP will be invited to elect an additional member from amongst Parties to the Kyoto Protocol to replace such a member. In addition, if any member

¹ See rule 22, paragraphs 1 and 2, of the draft rules of procedure of the COP (document FCCC/CP/1996/2).

² See Article 13, paragraph 3, of the Kyoto Protocol.

³ See Article 16, paragraph 3, of the Paris Agreement.



of the Bureau represents a State that is not a Party to the Paris Agreement at CMA 1.2, the CMA will be invited to elect an additional member from amongst Parties to the Paris Agreement to replace such a member.

B. The Bureau of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI)

6. The draft rules of procedure of the COP provide that each subsidiary body shall elect its own Vice-Chair and Rapporteur.⁴ The Kyoto Protocol further provides that: “When the subsidiary bodies established by Articles 9 and 10 of the Convention exercise their functions with regard to matters concerning this Protocol, any member of the Bureaux of those subsidiary bodies representing a Party to the Convention but, at that time, not a party to this Protocol, shall be replaced by an additional member to be elected by and from amongst the Parties to this Protocol”.⁵

7. Groups are invited to submit nominations for the positions of Vice-Chair and Rapporteur of the SBSTA. Following completion of consultations, the SBSTA, at its 46th session (May 2017), will be invited to elect for a term of one year its Vice-Chair. Further, at its 47th session (November 2017), the SBSTA will be invited to elect for a term of one year its Rapporteur.

8. In addition, groups are invited to submit nominations for the positions of Vice-Chair and Rapporteur of the SBI. Following completion of consultations, the SBI, at its 47th session (November 2017), will be invited to elect for a term of one year its Vice-Chair and Rapporteur.

C. The Bureau of the Ad Hoc Working Group on the Paris Agreement (APA)

9. The COP, in its decision 1/CP.21, para. 7, established the APA and decided that the same arrangement as for the election of the ADP Bureau would apply, mutatis mutandis, to the APA. The ADP Bureau arrangement, as endorsed by the COP in its decision 2/CP.18, paragraph 2, is available on the UNFCCC website at the following link: <<http://unfccc.int/6558>>.

10. Parties are invited to submit nominations for the positions of Co-Chairs and Rapporteur of the APA. Following completion of consultations, the APA, at the closure of its third part of its first session (APA 1.3) (May 2017), will be invited to elect its Co-Chairs (Annex I and Non-Annex I) and Rapporteur (Non-Annex I).

11. Nominations for the officers of the Bureau of the APA should be submitted to the secretariat through the Coordinators of the Annex I Parties constituency and the Coordinator of the Non-Annex I Parties constituency, as the case may be.

⁴ See rule 27, paragraphs 1 and 6, of the draft rules of procedure of the COP.

⁵ See Article 15, paragraph 3, of the Kyoto Protocol.



D. The Adaptation Committee (AC)

12. The AC comprises 16 members, who will be nominated by Parties in their respective groups or constituencies and elected by the COP. The members shall be eligible to serve a maximum of two consecutive terms and the members shall remain in office until their successors have been elected.⁶

13. At COP 23, the COP will be invited to elect for a term of two years, 8 members as follows:

- Two members nominated by Africa;
- One member nominated by Asia-Pacific;
- Two members nominated by Eastern Europe;
- One member nominated by WEOG;
- One member nominated by Annex I Parties;
- One member nominated by Non-Annex I Parties.

14. Parties are encouraged to nominate experts to the AC with a diversity of experience and knowledge relevant to adaptation to climate change, while also taking into account the need to achieve gender balance in accordance with decision 36/CP.7.

E. The Adaptation Fund Board (AFB)

15. The AFB comprises 16 members and their alternates. The members and alternate members are identified by their respective governments, nominated by the relevant groups/constituencies and elected by the CMP. The members and alternate members serve for a term of two years and are eligible to serve a maximum of two consecutive terms.⁷ Terms as members do not count towards the terms as alternate members, and terms as alternate members do not count towards the terms as members.⁸ Members and alternate members of the Adaptation Fund Board shall have the appropriate technical, adaptation and/or policy expertise.⁹

16. At CMP 13, the CMP will be invited to elect for a term of two years, 8 members and 8 alternate members to the AFB as follows:

- One member and one alternate member nominated by Africa;
- One member and one alternate member nominated by Asia-Pacific;
- One member and one alternate member nominated by Eastern Europe;
- One member and one alternate member nominated by GRULAC;
- One member and one alternate member nominated by WEOG;
- One member and one alternate member nominated by LDCs;
- One member and one alternate member nominated by Annex I Parties;
- One member and one alternate member nominated by Non-Annex I Parties.

⁶ See paragraph 106, decision 2/CP.17.

⁷ See paragraph 8, decision 1/CMP.3.

⁸ See paragraph 16, decision 1/CMP.4.

⁹ See paragraph 8, decision 1/CMP.3.



F. The Advisory Board of the Climate Technology Centre and Network (CTCN)

17. The CTCN Advisory Board comprises 16 government representatives, which shall be nominated by their respective groups or constituencies and elected by the COP. Government representatives elected to the Advisory Board shall serve for a term of two years and shall be eligible to serve a maximum of two consecutive terms.¹⁰

18. At COP 23, the COP will be invited to elect for a term of two years 8 government representatives to the CTCN Advisory Board as follows:

- Four government representatives nominated by Non-Annex I Parties as follows:
 - One member from Africa;
 - One member from Asia-Pacific;
 - One member from GRULAC;
 - One member from Eastern Europe.
- Four government representatives nominated by Annex I Parties.

19. Groups and constituencies are encouraged to nominate government representatives to the Advisory Board with a view to achieving an appropriate balance of expertise relevant to the development and transfer of technologies for adaptation and mitigation, taking into account the need to achieve gender balance in accordance with decisions 36/CP.7 and 23/CP.18.

G. The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE)

20. The CGE comprises 24 experts. Twenty-one (21) members will be nominated by Parties to the Convention. Three international organizations, with relevant experience in providing technical assistance to non-Annex I Parties in the preparation of national communications, will each be invited to nominate an expert to the CGE. The members of the CGE shall be nominated by Parties for a period of two years and shall serve a maximum of two consecutive terms.

21. At COP 23, 11 members are to be nominated as follows:

- One member nominated by Africa;
- Five members nominated by Asia-Pacific;
- Three members nominated by GRULAC;
- Two members nominated by Annex I Parties.

H. The Compliance Committee

22. The Compliance Committee comprises 20 members and 20 alternate members, nominated by the relevant groups/constituencies and elected by the CMP. Ten members and their alternates are elected to serve in the facilitative branch, and 10 members and their alternates are elected to serve in the enforcement branch. Every two years the CMP elects, for each branch, 5 members and 5 alternate members for a term of

¹⁰ See paragraph 5 (b) of Annex II, decision 14/CP.18.



four years. Members shall not serve for more than two consecutive terms. The length of term for each member of the Compliance Committee also applies to his or her alternate member and alternate members are not to serve for more than two consecutive terms as alternate members.

23. At CMP 13, the CMP will be invited to elect for a term of four years, five members and their alternate members for each branch of the Compliance Committee, as follows:

- One member and one alternate member nominated by Africa;
- One member and one alternate member nominated by Asia Pacific;
- One member and one alternate member nominated by GRULAC;
- One member and one alternate member nominated by Annex I Parties;
- One member and one alternate member nominated by Non-Annex I Parties.

24. Groups/constituencies are invited to submit nominations, including a brief curriculum vitae of each individual nominated, bearing in mind the agreed competencies of the members of the respective branches of the Compliance Committee, in particular:

- (a) That the members and alternate members of the facilitative branch shall have recognized competencies relating to climate change and in relevant fields such as the scientific, technical, socio-economic or legal fields;
- (b) That the members and alternate members of the enforcement branch shall have legal experience.

25. Parties are reminded that the nature of the Compliance Committee and the particular design and function of the procedures and mechanisms require, for their effective functioning and for the quorum to be met, the availability of members and alternate members for meetings at very short notice (one to two weeks).

I. The Executive Board of the Clean Development Mechanism (CDM)

26. The CDM Executive Board comprises 10 members and 10 alternate members. Members and alternate members of the CDM Executive Board are nominated by the relevant groups and constituencies and elected by the CMP. Each year, the CMP elects five members and their alternate members for a term of two years. Members are eligible to serve a maximum of two consecutive terms.

27. At CMP 13, the CMP will be invited to elect for a term of two years, five members and five alternate members to the Executive Board as follows:

- One member and one alternate member nominated by Eastern Europe;
- One member and one alternate member nominated by SIDS;
- One member and one alternate member nominated by Annex I Parties;
- Two members and two alternate members nominated by Non-Annex I Parties.

28. Groups and constituencies are invited to submit nominations, bearing in mind the skills and expertise required of members and alternates sitting on the CDM Executive Board, as decided by the CMP, in particular that all members and alternate members of the Board should:



- (a) Have experience and competence in developing policy and strategy frameworks within regulatory processes, preferably but not necessarily in an international environment;
- (b) Have an understanding of business perspectives regarding investment in the environmental field;
- (c) Have knowledge on and an understanding of the intergovernmental process in relation to climate change or other environmental agreements, and an appreciation of the nexus of actions to combat climate change and promote sustainable development;
- (d) Be prepared to obtain further knowledge on and understanding of decisions of the CMP relevant to the CDM and guidance previously established by the Board;
- (e) Exhibit the highest levels of professionalism and competence and a commitment to act in their individual capacities and in a manner consistent with the Board's code of conduct;
- (f) Show commitment to the effective management of the CDM and to working as a team with other members and alternate members, including in relation to reaching consensus;
- (g) Have competence in English (written and oral).¹¹

J. The Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts (Executive Committee of the WIM)

29. The WIM Excom comprises 20 members. Members of the WIM Excom are nominated by the relevant groups and constituencies and elected by the COP. Each year, the COP elects 10 members for a term of two years. Members of the WIM Excom may be eligible to serve a maximum of two consecutive terms¹².

30. At COP 23, the COP will be invited to elect for a term of two years, 10 members of the WIM Excom as follows:

- Five members nominated by Non-Annex I Parties as follows:
 - One member from Africa;
 - One member from Asia-Pacific;
 - One member from GRULAC;
 - Two members from Non-Annex I Parties.
- Five members nominated by Annex I Parties.

31. Groups and constituencies are encouraged to nominate members with the diversity of experience and knowledge relevant to loss and damage associated with climate change impacts, taking into account the goal of gender balance pursuant to decision 23/CP.18.¹³

K. The Joint Implementation Supervisory Committee (JISC)

32. The JISC comprises 10 members and 10 alternate members. Members and alternate members of the JISC are nominated by the relevant groups and constituencies and elected by the CMP. Each year, the CMP elects five members and their alternate members for a term of two years. Members and alternate members of the JISC are eligible to serve a maximum of two consecutive terms.

¹¹ See annex I to decision 3/CMP.6.

¹² See decision 2/CP.20, paragraphs 5 and 7.

¹³ See decision 2/CP.20, paragraphs 5 and 6.



33. At CMP 13, the CMP will be invited to elect for a term of two years, five members and five alternate members to the JISC as follows:

- One member and one alternate member nominated by SIDS;
- One member and one alternate member nominated by Annex I Parties;
- One member and one alternate member nominated by Annex I Parties that are undergoing the process of transition to a market economy (Annex I EITs Parties);
- Two members and two alternate members nominated by Non-Annex I Parties.

34. Groups and constituencies are invited to submit nominations, bearing in mind that members and alternate members of the JISC shall have recognized competence relating to climate change issues and in relevant technical and policy fields,¹⁴ and the expected time commitments required of members and alternates sitting on the JISC.¹⁵

L. The Least Developed Countries Expert Group (LEG)

35. The LEG comprises 13 members. Members of the LEG are nominated by the relevant groups and constituencies and elected by the COP and shall have recognized competence and appropriate expertise to assist in the development of NAPAs.

36. At COP 21, the COP decided to extend the mandate of the LEG under its current terms of reference¹⁶ and to review, at its twenty-sixth session, the progress, need for continuation and terms of reference of the LEG with a view to adopting a decision thereon¹⁷. The COP also decided that, in accordance with decision 7/CP.9, paragraph 2, new experts may be nominated to the LEG or existing members of the group may continue in office, as determined by the respective regions or groups, taking into account the goal of gender balance in established bodies, in accordance with decision 23/CP.18, paragraph 2.

37. At COP 23, Parties are invited to communicate to the secretariat whether existing members of the LEG will continue in office or whether new nominations are being submitted for election by the COP and, in the latter case, to submit such nominations. The current membership of the LEG is as follows:

- Five members from Africa;
- Two members from Asia-Pacific;
- Two members from SIDS;
- Three members from Annex II Parties;
- One member from LDCs.

¹⁴ See paragraph 11(a) of the annex to decision 9/CMP.1.

¹⁵ See section VII of the annual report of the JISC to CMP 4, document FCCC/KP/CMP/2008/3 (Part II).

¹⁶ Decisions 29/CP.7, 7/CP.9, 4/CP.11, 8/CP.13, 6/CP.16, 5/CP.17, 12/CP.18 and 3/CP.20.

¹⁷ Decision 19/CP.21



M. The Technology Executive Committee (TEC)

38. The TEC comprises 20 members. Members of the TEC are nominated by the relevant groups and constituencies and elected by the COP. Each year, the COP elects 10 members for a term of two years. Members of the TEC may be eligible to serve a maximum of two consecutive terms.¹⁸

39. At COP 23, the COP will be invited to elect for a term of two years, 10 members to the TEC as follows:

- Six members nominated by Non-Annex I Parties, as follows:
 - One member from Africa;
 - One member from Asia-Pacific;
 - Three members from GRULAC;
 - One member from LDCs;
- Four members nominated by Annex I Parties.

40. Groups and constituencies are encouraged to nominate senior experts with a view to achieving, within the membership, an appropriate balance of technical, legal, policy, social development and financial expertise relevant to the development and transfer of technology for adaptation and mitigation, taking into account the need to achieve gender balance in accordance with decision 36/CP.7.¹⁹

¹⁸ See Appendix IV, paragraph 4, to decision 1/CP.16.

¹⁹ See Appendix IV, paragraph 3, to decision 1/CP.16.