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**Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services
United Nations**

**Report of the first session of the Plenary of the
Intergovernmental Science-Policy Platform on Biodiversity
and Ecosystem Services**

meeting report IPBES-1-12 of 2013

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Part I – Opening of the session

- (1) The first session of the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services was held in Bonn from 21 to 26 January 2013.
- (2) Opening remarks were made by Ms. Ursula Heinen-Esser, State Secretary at the Federal Ministry for Environment, Nature Conservation and Nuclear Safety of Germany, Mr. Jürgen Nimptsch, Mayor of Bonn, and Mr. Achim Steiner, Executive Director, United Nations Environment Programme (UNEP).
- (3) Ms. Heinen-Esser welcomed participants to the first Plenary of IPBES on behalf of the Government of Germany and thanked members for the trust shown in her country by the selection of Bonn as the home of the IPBES secretariat. The Platform faces unique challenges in preserving biodiversity, which is nothing less than the foundation of existence. Concrete recommendations and the first work programme were urgently needed from IPBES in order to place biodiversity at the top of the international political agenda and raise public awareness of the issue. She noted Germany remains actively engaged and would continue to support the work of the secretariat with an annual contribution of 1 million euros to the Trust Fund. In addition, it would establish a national IPBES coordination office to keep the scientific community up to date on the work of IPBES and support the secretariat.
- (4) Mr. Nimptsch said that it was fitting that the hall where the first Plenary was taking place had been built in the spirit of democracy and freedom for its former use as home of the German Parliament. The IPBES secretariat was a welcome addition to the United Nations family of organizations in Bonn with sustainable development and coordination of global strategies as their common element.
- (5) Mr. Steiner, Executive Director of UNEP, thanked the Government of Germany for hosting the first session of the Plenary of IPBES; the Governments of Canada, France, Germany, Japan, Norway, Sweden, Switzerland, the Republic of Korea, the United Kingdom of Great Britain and Northern Ireland and the United States of America for their financial support; and colleagues from other United Nations organizations, in particular the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Food and Agriculture Organization of the United Nations (FAO) and the United Nations Development Programme (UNDP), multilateral environmental agreements, scientific institutions, the private sector, non-governmental organizations and UNEP, as well as individuals, for their assistance in the preparations for the session.
- (6) He reminded those present of the calls at the sixty-fifth session of the United Nations General Assembly and in the outcome document of the United Nations Conference on Sustainable Development (Rio+20), “The Future We Want”, for the early commencement of the work of the Platform. He expressed optimism regarding the possibility of linking science to policymaking in future, and highlighted that the first session

should mark the end of the design phase of the Platform with an agreement on the next steps towards its initial work programme so that future meetings could be dedicated to scientific and technical work. In closing, he emphasized the spirit of multilateralism which underpinned the United Nations institutions and was essential to the effectiveness of the Platform. Following his opening remarks, he declared the meeting open.

Part II – Organizational matters

- (7) The Chair indicated that the Rules of procedure for the Plenary of the Platform, which were agreed upon at the second session of the Plenary meeting to determine modalities and institutional arrangements for IPBES, held in Panama City in April 2012, would apply. Should any existing gaps in the Platform's Rules of procedure prevent the Plenary from moving forward with its work, the relevant Rules of procedure of the Governing Council of UNEP would apply, mutatis mutandis, to the proceedings of the session. The members of the Platform, agreed that the meeting would make its decisions by consensus.

A – Status of membership of the Platform

- (8) The secretariat reported to the Plenary that the Platform as of 21 January 2013, had 105 member States, as follows:

Albania, Algeria, Andorra, Antigua and Barbuda, Argentina, Australia, Azerbaijan, Bahrain, Bangladesh, Belgium, Benin, Bhutan, Bolivia (Plurinational State of), Bosnia and Herzegovina, Botswana, Brazil, Burundi, Cambodia, Canada, Central African Republic, Chad, Chile, China, Colombia, Congo (Republic of the), Costa Rica, Cuba, Democratic Republic of the Congo, Denmark, Dominican Republic, Ecuador, Egypt, El Salvador, Ethiopia, Fiji, Finland, France, Georgia, Germany, Ghana, Grenada, Guatemala, Guinea-Bissau, Guyana, Honduras, Hungary, India, Indonesia, Iraq, Ireland, Islamic Republic of Iran, Israel, Japan, Kenya, Kyrgyzstan, Republic of Korea, Latvia, Liberia, Libya, Luxembourg, Malawi, Malaysia, Mauritania, Mexico, Monaco, Montenegro, Morocco, Republic of Moldova, Netherlands, Nepal, New Zealand, Nicaragua, Niger, Nigeria, Norway, Pakistan, Panama, Peru, Philippines, Portugal, Russian Federation, Saint Lucia, Saudi Arabia, Senegal, Slovakia, South Africa, Spain, Sri Lanka, Saint Kitts and Nevis, Sudan, Swaziland, Sweden, Switzerland, Thailand, Togo, Trinidad and Tobago, Tunisia, Turkey, United Republic of Tanzania, Uganda, United Kingdom of Great Britain and Northern Ireland, United States of America, Uruguay, Yemen, Zimbabwe.

B – Election of officers of the Bureau of the Plenary of the Platform

- (9) As agreed in the Rules of procedure for meetings of the Plenary, representatives of United Nations regional groups submitted nominations to the Plenary for the positions of the Bureau and their alternates. The following nominees were selected:

Africa Group:

Vice-Chair: Mr. Alfred Apau Oteng-Yeboah (Ghana)

Bureau Member: Mr. Fundisile Goodman Mketeni (South Africa)

Alternate: Mr. Ali Daud Mohamed (Kenya)

Asia-Pacific Group:

Chair: Mr. Zakri Abdul Hamid (Malaysia)

Bureau member: Mr. Yoo Yeon Chul (Republic of Korea) for first half of the term of the Bureau, and Mr. Jay Ram Adhikari (Nepal) for second half of the term of the Bureau

Alternates: Mr Asghar Fazel (Islamic Republic of Iran), and Mr. Jay Ram Adhikari (Nepal) for first half of the term of the Bureau, and Mr. Yoo Yeon Chul (Republic of Korea) for second half of the term of the Bureau

Eastern Europe Group:

Vice-Chair: Mr. Sergey Trepelkov (Russian Federation) for first half of the term of the Bureau, and Ms. Senka Barudanović (Bosnia and Herzegovina) for second half of the term of the Bureau

Bureau member: Mr. Adem Bilgin (Turkey) for first half of the term of the Bureau, and Mr. Ioseb Kartsivadze (Georgia) for second half of the term of the Bureau

Latin America and Caribbean Group:

Vice-Chair: Mr. Leonel Sierralta (Chile) for first half of the term of the Bureau, and Mr. Spencer Thomas (Grenada) for second half of the term of the Bureau

Bureau member: Mr. Spencer Thomas (Grenada) for first half of the term of the Bureau, and Mr. Leonel Sierralta (Chile) for second half of the term of the Bureau

Alternate to Vice-Chair: Mr. Adalberto Luis Val (Brazil) for first half of the term of the Bureau, and Ms. Lilian Ferrufino (Honduras) for second half of the term of the Bureau

Alternate to Bureau member: Ms. Lilian Ferrufino (Honduras) for first half of the term of the Bureau, and Mr. Adalberto Luis Val (Brazil) for second half of the term of the Bureau

Western Europe and Other Group:

Vice-Chair: Mr. Robert T. Watson (United Kingdom)

Bureau member: Mr. Ivar Andreas Baste (Norway)

Alternate to Vice-Chair: Mr. Gilles Boeuf (France)

Alternate to Bureau member: Ms. Idunn Eidheim (Norway)

- (10) Agreement was not initially reached on the position for the Chair. Thus, the Plenary agreed that one of the Vice-Chairs would chair the session until such time as the Chair was elected. Mr. Alfred Apau Oteng-Yeboah was requested to act as Chair until agreement was reached on the selection of the Chair. Mr. Leonel Sierralta was appointed Rapporteur. Agreement on the selection of the Chair was reached on Saturday, 26 January 2013, when Mr. Zakri Abdul Hamid started his functions. It was the understanding of the meeting that the Vice-Chair of the Western Europe and Other Group would become the Chair of the Bureau for the next term.

C – Adoption of the agenda and organization of work

- (11) The representatives adopted the agenda as set out in the provisional agenda (IPBES/1/1).

D – Attendance

- (12) Representatives of the following 89 States that are members of the Platform attended the meeting: Antigua and Barbuda, Argentina, Australia, Azerbaijan, Bangladesh, Belgium, Benin, Bhutan, Bolivia (Plurinational State of), Bosnia and Herzegovina, Botswana, Brazil, Burundi, Cambodia, Canada, Central African Republic, Chad, Chile, China, Colombia, Congo (Republic of), Costa Rica, Cuba, Denmark, Dominican Republic, Ecuador, Egypt, Ethiopia, Fiji, Finland, France, Georgia, Germany, Ghana, Grenada, Guatemala, Guinea Bissau, Honduras, Hungary, India, Indonesia, Iran (Islamic Republic of), Iraq, Ireland, Israel, Japan, Kenya, Kyrgyzstan, Latvia, Liberia, Libya, Malawi, Malaysia, Mexico, Moldova, Monaco, Morocco, Nepal, Netherlands, New Zealand, Niger, Nigeria, Norway, Pakistan, Peru, Philippines, Portugal, Republic of Korea, Russian Federation, Saint Lucia, Saint Kitts and Nevis, Saudi Arabia, South Africa, Spain, Sri Lanka, Swaziland, Sweden, Switzerland, Thailand, Togo, Trinidad and Tobago, Tunisia, Turkey, Uganda, United Kingdom, United Republic of Tanzania, United States of America, Yemen, Zimbabwe.
- (13) The following 23 States were present as observers: Afghanistan, Austria, Burkina Faso, Comoros, Cook Islands, Côte d'Ivoire, Croatia, Democratic People's Republic of Korea, Djibouti, Dominica, Gabon, Kazakhstan, Lebanon, Lithuania, Maldives, Mauritius, Myanmar, Mozambique, Nauru, Poland, State of Palestine, Venezuela (Bolivarian Republic of), Zambia.
- (14) Representatives of the following United Nations bodies and specialized agencies, intergovernmental

organizations and secretariats or scientific subsidiary bodies of conventions were also present as observers: Food and Agriculture Organization of the United Nations, United Nations Development Programme, United Nations Educational, Scientific and Cultural Organization, United Nations Environment Programme-World Conservation Monitoring Centre, United Nations University, United Nations World Tourism Organization, Arab League, ASEAN Centre for Biodiversity, European Union, Global Biodiversity Information Facility, Global Environment Facility, Group on Earth Observations, International Centre for Integrated Mountain Development, Intergovernmental Panel on Climate Change, International Union for the Conservation of Nature, Convention on Biological Diversity, United Nations Environment Programme-Environment Management Group, Convention on Migratory Species, African-Eurasian Waterbird Agreement, Agreement on the Conservation of Small Cetaceans of the Baltic and North Seas, Convention on the International Trade in Endangered Species, Ramsar Convention on Wetlands, United Nations Convention to Combat Desertification, Agreement on the Conservation of Populations of European Bats, and United Nations Framework Convention on Climate Change.

- (15) A number of representatives of governmental, non-governmental, private-sector and business organizations attended the meeting as observers. Their names can be found in the list of participants, which was circulated as document IPBES/1/INF/16.

Part III – Credentials of representatives

- (16) In accordance with SUBPART Rule 14 of the Rules of procedure of the Plenary of the Platform, the Bureau examined the credentials of the representatives attending the First Plenary of IPBES. As of 25 January 2013, representatives of 89 member States attended the session and the credentials submitted by 85 member States were found to be in order. Credentials were also submitted by the European Union. The Bureau so reported to the Plenary, which approved the Bureau's report on 25 January 2013.

Part IV – Rules and procedures for the operations of the Plenary of the Platform

A – Rules of procedure for the meetings of the Plenary

- (17) As requested by the second session of the Plenary meeting to determine modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services in Panama City, the Rules of procedure adopted in Panama were presented in document IPBES/1/3, taking into account the comments made by governments and stakeholders during the intersessional period. All the submissions were presented in an information document (IPBES/1/INF/2/Rev.1).
- (18) Following an exchange of general remarks by a number of members of the Platform, the Plenary established a contact group on this matter, co-chaired by Mr. Robert T. Watson (United Kingdom) and Mr. Leonel Sierralta (Chile). The group elaborated on the matter and the results were reported to the Plenary. The Plenary adopted Decision IPBES/1/1 as reflected in Annex I to this report.
- (19) Some representatives expressed concern with the absence of the principle of geographic representation and rotation under SUBPART Rule 26 and the unwillingness of the Plenary to incorporate it, as it is a fundamental principle of multilateralism.

B – Policy and procedures for the admission of observers

- (20) The representatives considered various issues under the agenda item on the basis of the information contained in the note by the secretariat on the draft policy and procedures for the admission of observers (IPBES/1/4). The need for open and easy access of observers to the Plenary, with particular reference to the inclusion of intergovernmental organizations, non-governmental organizations, indigenous peoples and local communities, was highlighted.
- (21) General comments were made on this agenda item. Given its connection to the previous agenda item, the Chair decided to assign this matter to the contact group on Rules of procedure. The contact group deliberated the draft policy and procedures for the admission of observers and the outcome of their discussions is contained in Annex II to this report, noting that the entire text remains in square brackets with lack of agreement on paragraphs 14 and 16, which will be further considered at the second session of

the Platform's Plenary.

- (22) The Plenary agreed that the following procedure would be applied to the admission of observers to its second session:
- (a) The observers represented at the first session of the Plenary will be admitted and do not need to resubmit their requests for admission;
 - (b) With regard to new observers, the following procedure will be applied solely for the second session of the Plenary:
 - (i) Any body or organization, which is qualified in matters covered by the Platform, should inform the secretariat of the Platform of its wish to be represented at the second session of the Plenary;
 - (ii) The Bureau will review the list of those who expressed their wish to be represented at the second session of the Plenary as observers, upon submission of such list by the secretariat;
 - (iii) The Bureau will make recommendations on the admission of new observers to the second session of the Plenary and communicate those recommendations to members of the Platform at least eight weeks before the opening of the second session of the Plenary;
 - (iv) Any member of the Platform may communicate its view on the recommendations of the Bureau, which should be received by the Bureau at least two weeks before the opening of the second session of the Plenary;
 - (v) If there are concerns among some members of the Platform regarding the request by a body or organization for its admission to be observer of the Plenary, the Bureau will inform the body or organization of such concerns;
 - (vi) At the second session of the Plenary, a member of the Platform may reject the admission of a body or an organization to be an observer of the Plenary, and such rejection will stand unless overruled by two-thirds majority of the members of the Platform present and voting.

Part V – Initial work programme of the Platform

A – Next steps required for the preparation of the initial work programme

- (23) The representatives discussed the various issues under the agenda item, on the basis of the information contained in the note by the secretariat on considerations for the preparation of the initial work programme and the institutional arrangements that may be required to support its implementation (IPBES/1/2), and the information documents prepared by the secretariat on a critical review of the assessment landscape for biodiversity and ecosystem services (IPBES/1/INF/8), the elements to consider in a draft conceptual framework document (IPBES/1/INF/9), a compilation of the capacity-building needs on the basis of input by Governments and other stakeholders and capacity-building needs identified in multilateral environmental agreement reports (IPBES/1/INF/10), and the possible elements of the work programme of the Platform (IPBES/1/INF/14).
- (24) The representatives expressed appreciation to the secretariat for all the documents prepared for the four elements of this agenda item, while recognizing that there was a significant amount of information in the two working documents and five information documents, and that discussion on the four interconnected issues would be complex.
- (25) On the question of the next steps required for the preparation of the work programme, participants identified a number of issues as being particularly important. These included: ensuring an appropriate balance across the four functions of the Platform; reducing potential bureaucracy in procedures; clarifying the respective roles of the Bureau and the Multidisciplinary Expert Panel in a number of activities; and the urgent need for further work on the conceptual framework. In particular, participants agreed that there was a need for a clear process for the next intersessional period so as to ensure that the second session of

the Plenary could take the necessary decisions for the beginning of the implementation of the work programme, including the adoption of a conceptual framework.

- (26) Following an exchange of views by a number of members of the Platform, the Plenary established a contact group on this matter, co-chaired by Mr. Zakri Abdul Hamid (Malaysia) and Mr. Ivar Andreas Baste (Norway). The group further discussed the matter and the results were reported to the Plenary. The Plenary adopted Decision IPBES/1/2 as reflected in Annex III to this report.

B – Procedure for receiving and prioritizing requests put to the Platform

- (27) The representatives discussed the various issues under the agenda item, on the basis of information contained in the note by the secretariat on the procedure for receiving and prioritizing requests put to the Platform (IPBES/1/5).
- (28) Participants recognized that it was important to agree on the procedure at this meeting so as to be able to solicit requests from Governments and other stakeholders (noting the requests already made in decisions of the governing bodies of three of the biodiversity-related multilateral environmental agreements). While participants broadly accepted the approach recommended in the working document, initial concerns included: the ways in which requests might be prioritized and the need to clarify the respective roles of the Bureau and the Multidisciplinary Expert Panel. Comments were also made about the information that was being collected through the process, and how it was being used.
- (29) Given the connection between this agenda item and the Platform's work programme, it was decided that the matter was to be discussed at the contact group established on the work programme. The group further elaborated on the matter, and the results of the discussions were adopted in Decision IPBES/1/3 as reflected in Annex IV to this report.

C – Role of the Multidisciplinary Expert Panel in overseeing the preparation of the initial work programme

- (30) The representatives discussed the various issues under the agenda item, on the basis of information contained in section III of the note by the secretariat on considerations for the initial work programme and the institutional arrangements that may be required to support its implementation (IPBES/1/2) and the note by the secretariat on options for the future composition of the Multidisciplinary Expert Panel (IPBES/1/INF/7).
- (31) With respect to the role of the Multidisciplinary Expert Panel in overseeing the development of the initial work programme during the intersessional period, there was general agreement on the need to set priorities, the need for the Multidisciplinary Expert Panel to develop its own working methods with the support of the secretariat, and the need for the Multidisciplinary Expert Panel to retain its independence (which was a crucial issue for the credibility of the Platform). Some of the delegates also highlighted the importance of the independence of the Platform. The point was also made that the Multidisciplinary Expert Panel must focus on scientific and technical issues, with political issues being addressed by the Bureau and Plenary. It was also noted that the MEP may wish to develop a code of practice for its members to ensure highest scientific integrity in its work.
- (32) With respect to the future composition of the Multidisciplinary Expert Panel, a number of comments were made on the draft document (IPBES/1/INF/7), although it was still under open review on the Platform's website. Some participants wanted increased recognition of subregions, others recognized the value of identified individuals linking to other regions or processes (such as Antarctica or the World Oceans Assessment), and others wanted to ensure that the Multidisciplinary Expert Panel would be able to call on other expertise as necessary. There was broad support for a regional arrangement that more closely recognized the biogeographical distribution of biodiversity.
- (33) This matter was assigned to the contact group on the work programme, and the results of the discussions, were adopted by the Plenary in Decision IPBES/1/2 as reflected in Annex III to this report.

D – Possible institutional arrangements for the implementation of the work programme

- (34) The representatives discussed the various issues under the agenda item, on the basis of information contained in section IV of the note by the secretariat on considerations for the initial work programme and the institutional arrangements that may be required to support its implementation (IPBES/1/2).
- (35) This matter was assigned to the contact group on the work programme, and the results of the discussions were adopted by the Plenary in Decision IPBES/1/2 as reflected in Annex III to this report.

Part VI – Nomination and selection of the members of the Multidisciplinary Expert Panel

- (36) Following regional consultations, the members of the Multidisciplinary Expert Panel were nominated by the regions and selected by the Plenary, as listed below:

African States:

Mr. Jean Bruno Mikissa (Central African Republic)

Mr. Moustafa Mokhtar Ali Fouda (Egypt)

Mr. Sebsebe Demissew (Ethiopia)

Mr. Callistus Akosim (Nigeria)

Mr. Rodger Lewis Mpande (Zimbabwe)

Asia-Pacific States:

Mr. Bojie Fu (China) (first half of term); Mr. Yoshihisa Shirayama (Japan) (second half of term)

Mr. Dedy Darnaedi (Indonesia) (first half of term); Mr. Utis Kutintara (Thailand) (second half of term)

Ms. Mehrasa Mehrdadi (Iran) (first half of term); Mr. Vinod Bihari Mathur (India) (second half of term)

Mr. Yousef Saleh Al-Hafedh (Saudi Arabia)

Mr. Randolph R. Thaman (Fiji)

Eastern European States:

Ms. Tamar Pataridze (Georgia)

Mr. Andras Baldi (Hungary)

Mr. Gyorgy Pataki (Hungary)

Mr. Gunay Erpul (Turkey)

Ms. Nigmet Uzal (Turkey)

Latin American and Caribbean States:

Ms. Sandra Myrna Diaz (Argentina)

Mr. Carlos Alfredo Joly (Brazil)

Mr. Edgar Selvin Perez (Guatemala)

Ms. Julia Carabias Lillo (Mexico)

Mr. Floyd M. Homer (Trinidad and Tobago)

Western European and Other States:

Mr. Mark Lonsdale (Australia)

Ms. Eva Roth (Denmark)

Mr. Paul Leadley (France)

Mr. Philip Lyver (New Zealand)

Ms. Ann M. Bartuska (United States of America)

Part VII – Institutional arrangements

A – Secretariat: joint proposal by the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme

- (37) Document IPBES/1/7/Rev.1: Administering the IPBES secretariat: a joint proposal submitted by UNEP, UNESCO, FAO and UNDP, was presented by a representative of UNESCO on behalf of the four United Nations organizations and opened for discussion. There was general support for UNEP to take the lead in the administration of the secretariat. It was proposed by many delegates that the four United Nations organizations should participate in the implementation of the Platform's work programme. In addition, Governments urged the United Nations organizations to second staff to the IPBES secretariat. Upon a proposal by the Acting Chair, a friends of the chair group to consider the subject was established, which was chaired by Luthando Dziba (South Africa), which considered the matter further. The results of the discussions were adopted by the Plenary in Decision IPBES/1/4 as reflected in Annex V to this report.

B – Link between the Platform and the United Nations system

- (38) As agreed in the resolution establishing the Platform, the Plenary considered the link between the Platform and the United Nations system. Following the introduction of this item by the secretariat, upon a proposal by the Acting Chair, a friends of the chair group to consider the subject was established, which was chaired by Mr. Spencer Thomas (Grenada). The chair of that group, having convened a meeting of the group, reported that representatives at that group were generally of the view that the Plenary should further develop arrangements with UNEP, UNESCO, FAO and UNDP for facilitating the functioning of the Platform and to consider this matter at its second session. This subject was subsequently considered in the context of consideration of the institutional and administrative arrangements of the Platform's secretariat. The Plenary decided to further consider the links between the Platform and the United Nations system.

Part VIII – Financial and budgetary arrangements for the Platform

A – Financial procedures

- (39) Document IPBES/1/6: Draft financial Procedures for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services was presented by the secretariat and opened for discussion. Some representatives made comments referring to the financial period and the financial year subject to the International Public Sector Accounting Standards (IPSAS), Financial Task Team, the need to identify the working capital reserve figure, and the percentage of budget appropriation lines to be authorized for the secretariat to reallocate if necessary. Considering the fact that the financial procedures of the Platform will need to be aligned with the Rules and procedures to be used for the administration of the trust fund of the Platform by the organization that will be entrusted with such administration, the Plenary decided to further consider and finalize financial procedures for the Platform at its next session on the basis of discussions at its first session.

B – Initial budget of the Platform

- (40) The representatives discussed the various issues under the agenda item, on the basis of information contained in the initial budget requirements for the administration and implementation of the Platform (IPBES/1/10). Representatives were largely of the view that there should be a lean, efficient secretariat. Some representatives suggested a step-by-step approach to building the secretariat, responding to the

development of the work programme. Many suggested that meetings of subsidiary bodies should be kept to a minimum and that electronic means of communication should be used to the greatest extent possible. However, it was noted that in order to make progress on the development of the initial work programme, two meetings of the Bureau and the Multidisciplinary Expert Panel should be held in 2013. The representatives also welcomed the intention of a secondment by the United Nations Environment Programme, and encouraged the other United Nations organizations to likewise consider such secondments. The secretariat was requested to further elaborate on the proposed budget for 2013 and 2014. An informal group was established under the leadership of Mr. Spencer Thomas (Grenada). The results of the discussions were adopted by the Plenary in Decision IPBES/1/5 as reflected in Annex VI to this report.

- (41) In addition to the financial contributions contained in Decision IPBES/1/5 as reflected in Annex VI to this report, the following countries also pledged financial support for 2013: Chile, China, Finland, Japan, Republic of Korea, New Zealand, Norway, South Africa, Sweden and Switzerland. The European Union noted that it will be in a position to provide financial support to the Platform upon its acceptance as a member of the Platform.

Part IX – Provisional agenda, date and venue of future sessions of the Plenary of the Platform

- (42) Under this agenda item, the Plenary mandated the Bureau to further consider the provisional agenda, date and venue of the second session of the Platform's Plenary.

Part X – Adoption of decisions and the report of the session

- (43) The following decisions were adopted by the Plenary on Saturday, 26 January 2013 at 7 p.m. followed by the adoption of the meeting report with some amendments:

Decision IPBES/1/1 Rules of procedure for the Plenary of the Platform

Decision IPBES/1/2 Next steps for the development of the initial IPBES work programme

Decision IPBES/1/3 Procedure for receiving and prioritizing requests put to the Platform

Decision IPBES/1/4 IPBES administrative and institutional arrangements

Decision IPBES/1/5 Status of contributions and initial budget for the Platform for 2013

Part XI – Closure of the session

- (44) The Chair said that the first session of the Plenary was the start of the ambitious process of meeting the targets of the Platform, which had achieved political legitimacy and now needed to ensure its scientific credibility by obtaining input from as many scientists, regions and disciplines as possible.
- (45) After an exchange of courtesies in which representatives of the Group of 77, the European Union, the regional groups, stakeholders, multilateral environmental agreements and the United Nations Environment Programme took part, the Chair declared the meeting closed at 7.20 p.m. on Saturday, 26 January 2013.

Annex I

Decision IPBES/1/1 Rules of procedure for the Plenary of the Platform

The Plenary,

Adopts the Rules of procedure for the Plenary of the Platform as contained in the annex to this decision.

Part I – Scope

Rule – 1

These Rules of procedure apply to any session of the Plenary of the Intergovernmental Science Policy Platform on Biodiversity and Ecosystem Services convened in accordance with a decision of the Plenary and in compliance with these Rules.

Part II – Definitions

Rule – 2

For the purposes of these Rules:

- (a) “Platform” means the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services;
- (b) “Members of the Platform” means States Members of the United Nations expressing their intent to be members of the Platform;

[Issues of membership/participation of regional economic integration organizations remain under discussion with a view to resolution as soon as possible.][1]

- (c) “Plenary” means the Platform’s decision-making body, comprising all members of the Platform;
- (d) “Session” means any ordinary or extraordinary session of the Plenary;
- (e) “Members present and voting” means members of the Platform present at a session and casting an affirmative or negative vote. Members who abstain from voting are considered as not voting;
- (f) “Secretariat” means the secretariat of the Platform;
- (g) “Observer” means any State not a member of the Platform and any body, organization or agency, whether national or international, governmental, intergovernmental or non-governmental, including organizations of and representatives of indigenous peoples and local communities,[2] which is qualified in matters covered by the Platform, and which has informed the secretariat of the Platform of its wish to be represented at sessions of the Plenary, subject to provisions set out in these Rules of procedure;
- (h) “Meeting” means a single sitting at a session of the Plenary of the Platform;
- (i) “Bureau” refers to the body of elected members of the Bureau of the session of the Plenary as set forth in these Rules of procedure;
- (j) “Bureau member” or “member of the Bureau” refers to any person who holds one of the posts in the Bureau;
- (k) “Multidisciplinarity” connotes an approach that crosses many disciplinary boundaries, knowledge systems and approaches to create a holistic approach, focusing on complex problems that require expertise across two or more disciplines. Multidisciplinarity arises when scientists (including natural and social scientists), policy and technical experts, natural resource managers, other relevant knowledge holders and users, interact in an open discussion and dialogue giving consideration to each perspective.

Part III – Venue, dates and notice of sessions

Rule – 3

The venue and dates of each session are to be decided by the Plenary at the preceding session. If this is not possible, it should be decided by the Bureau.

Rule – 4

The secretariat will invite and notify the members and observers of the Platform of the venue and dates of any session at least eight weeks before it is due to commence.

Part IV – Members and observers

Rule – 5

- (1) Membership of the Platform is open to States Members of the United Nations, who may become members by expressing their intent to be members of the Platform.
- (2) [Issues of membership/participation of regional economic integration organizations remain under discussion with a view to resolution as soon as possible.][3]

[2bis. Membership of the Platform is also open to regional economic integration organizations. A regional economic integration organization may participate in the proceedings of IPBES as any of its other members. A regional economic integration organization may have a number of votes equal to the number of its Member States that are members of IPBES [that are present and eligible at the time of the vote]. However, a regional economic integration organization shall not exercise its right to take decisions concurrently with its Member States that are members to the Platform, and vice versa. A regional economic integration organization shall not be counted as an additional member when determining a quorum.]

[2bis alt The European Union, as a regional economic integration organization constituted by sovereign states of a given region to which its member states have transferred competence in respect of matters within the scope of the Platform's work, may also be a Member in the Platform within the scope of such competences and without any participation rights additional to those of European Union member states. The European Union will present a declaration of competence setting forth the extent of its competences with respect to the matters falling within the scope of the IPBES work. Notwithstanding any provision other than this paragraph in any IPBES governing instruments or decisions, the European Union may exercise only the following participation rights on behalf of its member states on matters within its competence, and only when European Union member states do not exercise such rights:

- (a) the right to speak in turn, rather than after all participant states have been acknowledged;
- (b) the right to reply;
- (c) the right to introduce proposals. [; and]
- (d) [the right to participate in decisions of the Plenary, including casting votes and joining or blocking consensus. Any exercise of the right to vote on behalf of its member states by the European Union shall comprise the number of votes of its member states that are Members and are present and eligible to vote.]

These rights are exhaustive and exclusive, and may not be exercised on a given issue by the European Union if exercised by any European Union member state, nor vice versa. For example, the European Union is not counted in the determination of a quorum, and is not eligible to seek any leadership positions in the Plenary, such as Chair or Vice-Chair, or positions on any other governing or policy body of the Platform, such as the Bureau. If the European Union speaks on behalf of its member states, it will be accorded the same amount of time as any other Member.]

Admission of Observers

Rule – 6

- (1) The Plenary will adopt at its first session the Platform's policy and procedures on admission of observers.
- (2) The provisions on observers set forth in the Rules of procedure of the Governing Council of the United Nations Environment Programme will apply to the first session of the Plenary, unless the Plenary decides otherwise by consensus.

[3. The Platform's policy and procedures on admission of Observers are set forth in annex I to these Rules of procedure.]

Participation by Observers

Rule – 7

Any Observer may, upon the invitation of the Chair, participate in the Plenary without the ability to cast votes or join or block consensus.

Part V – Agenda

Rule – 8

- (1) The secretariat will, in consultation with and under the guidance of the Bureau, prepare a provisional agenda for each session in accordance with the guidance of the Plenary. Any member of the Platform may request the secretariat of the Plenary to include specific items in the provisional agenda.
- (2) The secretariat will, after consultation with the Bureau, distribute the provisional agenda for each session, along with other official documents to be considered at the session, to the members and those entitled to be represented as observers in the official languages of the Platform at least six weeks before the session is due to commence.
- (3) Between the date of distribution of the provisional agenda and the adoption of the agenda by the Plenary, members of the Platform may propose supplementary items for inclusion in the agenda, provided they are of an important and urgent nature. The secretariat will, after consultation with the Bureau, include such items on an updated provisional agenda.

Rule – 9

At the beginning of each session the members of the Platform that are present will adopt the agenda for the session on the basis of the provisional agenda and any supplementary items proposed in accordance with paragraph 3 of SUBPART Rule 8.

Rule – 10

If the Plenary so decides it may revise its agenda by adding, deleting or amending items.

Part VI – Representation, credentials and accreditation

Rule – 11

Each member of the Platform participating in a session will be represented by a delegation consisting of a head of delegation and such other accredited representatives, alternate representatives and advisers as it may require. An alternate representative or adviser may act as a representative upon designation by the head of delegation.

Rule – 12

- (1) The credentials of representatives of members of the Platform and the names of alternate representatives and advisers need to be submitted to the secretariat, if possible not later than 24 hours after the opening of the session. Information regarding any later change in the composition of a delegation, along with any necessary credentials, also needs to be submitted to the secretariat.
- (2) The credentials of the representatives of any member of the Platform need to be issued by or on behalf of the member's Head of State or Government or minister for foreign affairs consistent with each country's policies and law. [The credentials of the representatives of a regional economic integration organization need to be issued by the competent authority of that organization.]

Rule – 13

The Bureau examines the credentials and submits a report thereon to the Plenary.

Rule – 14

Representatives of members of the Plenary are entitled to participate provisionally in a session pending a

decision by the Plenary to accept their credentials. These representatives do not have the right to make decisions until their credentials are accepted.

Part VII – Members and operation of the Bureau

Rule – 15

- (1) Candidates for the Bureau will be proposed by Government[s] [members] [members of the Platform] for nomination by regions and election by the Plenary.
- (2) The Bureau of the Plenary, consisting of the Chair, four Vice-Chairs, and five other officers, is elected from among the members of the Platform. Each region is represented by two officers in the Bureau, taking into account the principle of geographical representation. The Chair and four Vice-Chairs, one of whom acts as Rapporteur, will be selected with due consideration to scientific and technical expertise and will be selected from each of the five United Nations regions. The five additional members of the Bureau will carry out relevant administrative functions. The officers of the Bureau remain in office until their replacement is elected.
- (3) The term of office of a Bureau member is 3 years with the opportunity for re-election for one consecutive term. Such term of office starts at the end of the session at which he/she is elected and ends at the close of the session at which his or her successor is elected. The Chair will be rotated among the five United Nations regions every 3 years without the possibility of re-election as Chair.
- (4) Each region may designate alternates, to be approved by the Plenary, to represent the region at a Bureau meeting if the Bureau member(s) is/are unable to attend.

Rule – 16

The Bureau meets as necessary, either in person or by means of telecommunication, to advise the Chair and the secretariat on the conduct of business of the Plenary and its subsidiary bodies.

Rule – 17

- (1) In addition to exercising the powers conferred upon him or her elsewhere in these Rules, the Chair:
 - (a) Represents the Platform;
 - (b) Declares the opening and closure of each session;
 - (c) Presides at sessions of the Plenary and meetings of the Bureau;
 - (d) Ensures the observance of the present Rules in accordance with the definitions, functions and operating principles of the Platform;
 - (e) Accords participants the right to speak;
 - (f) Applies the decision-making procedure in SUBPART Rule 36;
 - (g) \Rules on any points of order;
 - (h) Subject to these Rules, exercises complete control over the proceedings and maintains order.
- (2) The Chair may also propose:
 - (a) The closure of the list of speakers;
 - (b) A limitation on the time to be allowed to speakers and on the number of times a member or observer may speak on an issue;
 - (c) The adjournment or closure of debate on an issue;
 - (d) The suspension or adjournment of a meeting.
- (3) The Chair and the Bureau, in the exercise of their functions, remain at all times under the authority of the

Plenary.

Rule – 18

The Chair participates in sessions in that capacity and may not at the same time exercise the rights of a representative of a member of the Platform.

Rule – 19

- (1) The Chair, if absent from a session or any part thereof, should designate one of the Vice-Chairs to act as Chair.
- (2) A Vice-Chair acting as Chair has the same powers and duties as the Chair and may not at the same time exercise the rights of a representative of a member of the Platform.

Rule – 20

- (1) If the Chair resigns or is otherwise unable to complete his or her assigned term of office or to perform the functions of that office, a new Chair is to be elected at the next session to serve the remainder of the term of office of the departing Chair. Until a new Chair is elected, one of the Vice-Chairs, as agreed by the Bureau, serves as the Acting Chair.
- (2) If a member of the Bureau, other than the Chair, resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, that member is replaced by the alternate from the same region.

Election of members of the Bureau

Rule – 21

- (1) The members of the Bureau will be elected by the Plenary by consensus unless the Plenary decides otherwise.
- (2) If the Plenary decides to elect members of the Bureau by vote:
 - (a) This is held at ordinary sessions of the Plenary;
 - (b) Each member of the Plenary has one vote in the elections;
 - (c) All elections are decided by a majority of the members present and voting. All elections are held by secret ballot, unless otherwise decided by the Plenary;
 - (d) After completion of the elections, the number of votes for each candidate and the number of abstentions is recorded.

Nominations

Rule – 22

- (1) All nominees for election as the Chair and Vice-Chairs need to have relevant expertise from the agreed guidelines. Curricula vitae of all nominees are to be submitted to the secretariat and made available to members of the Platform before the elections.
- (2) The secretariat of the Platform will invite members of the Platform to submit to the secretariat no less than four months before the scheduled election written nominations, in accordance with SUBPART Rule 15 and accompanying curricula vitae of nominees to the Bureau. The Plenary can accept late nominations at its discretion. The secretariat will post the names of persons nominated and their curricula vitae, as well as the identity of the region making the nomination, on the website of the Platform in a time frame that will facilitate consideration of such persons by members of the Platform.

Part VIII – Subsidiary bodies

Rule – 23

- (1) The Plenary may:
 - (a) Establish subsidiary bodies to carry out such objectives as may be agreed upon at a session of the Plenary;
 - (b) Determine the matters to be considered by any subsidiary body;
 - (c) Establish the terms of reference of any subsidiary body.
- (2) The Plenary will keep under review the composition, effectiveness and need for its subsidiary bodies, including the Bureau and the Multidisciplinary Expert Panel, as part of the periodic review of the operation of the Platform.

Rule – 24

The Multidisciplinary Expert Panel reports to the Plenary and will carry out the scientific and technical functions agreed by the Plenary, as articulated in the document (UNEP/IPBES.MI/2/9, Annex I, Appendix I) on functions, operating principles and institutional arrangements of the Platform, and will organize itself as it considers appropriate to implement the Work Programme.

Rule – 25

- (1) The interim membership of the Panel will be based on equal representation of five participants nominated by each of the five United Nations regions. Such a membership will be in place for not more than a two-year period in order to allow the final regional structure and expert composition to be agreed at a session of the Plenary. The members of the Bureau will also be observers of the Panel during this period.
- (2) [The members of the Bureau will be observers of the Panel.] The chairs of the scientific subsidiary bodies of the multilateral environmental agreements related to biodiversity and ecosystem services and the Intergovernmental Panel on Climate Change will be observers.
- (3) The members of the Panel are elected for their personal expertise and are not intended to represent any particular region.

[Guidelines for the nomination and selection of the members of the Multidisciplinary Expert Panel

Rule – 26

[Candidates for the Panel are to be proposed by members [and observers] of the Platform for nomination by regions and election by the Plenary. In the event that a region cannot agree on its nomination the Plenary will decide. Taking into account disciplinary and gender balance,] each region will nominate five candidates for membership to the Panel. The following criteria [including experiences from previous Panels] could be taken into account in nominating and selecting the members of the Panel:

- (a) Scientific expertise in biodiversity and ecosystem services with regard to both natural and social sciences and traditional knowledge among the members of the Panel;
- (b) Scientific, technical or policy expertise and knowledge of the main elements of the Platform's programme of work;
- (c) Experience in communicating, promoting and incorporating science into policy development processes;
- (d) Ability to work in international scientific and policy processes.]

Rule – 27

[

- (1) The secretariat of the Platform will invite members [and observers] of the Platform to submit to the secretariat written nominations and accompanying curricula vitae of nominees for the Panel no less than four months before the scheduled election. Curricula vitae of all nominees are to be submitted to the

secretariat and made available to members of the Platform together with the names of persons nominated, as well as the identity of the region or observer making the nomination, on the website of the Platform.

- (2) The Plenary can accept late nominations at its discretion.]

Election of members of the Multidisciplinary Expert Panel

Rule – 28

[

- (1) The members of the Panel will be elected by the Plenary by consensus unless the Plenary decides otherwise.
- (2) If the Plenary decides to elect members of the Panel by vote:
- (a) This will be held at ordinary sessions of the Plenary;
 - (b) Each member of the Plenary has one vote in the elections;
 - (c) All elections will be decided by a majority of the members present and voting. All elections will be held by secret ballot, unless otherwise decided by the Plenary;
 - (d) After completion of the elections, the number of votes for each candidate and the number of abstentions will be recorded.]]

Rule – 29

- (1) The term of office of all the Panel members is 3 years with a possibility of re-election for one consecutive term. The term of the office of each Panel member should start at the end of the session at which he or she is elected and end at the close of the session at which his or her successor is elected.
- (2) The Chair or Co-Chairs of the Panel will be elected by the members of the Panel and the Panel should rotate the position of the Chair(s) among the range of its members at regular intervals.

Rule – 30

- (1) A Chair, if absent from a session or any part thereof, should designate another member of the Panel to act as Chair.
- (2) A member of the Panel acting as Chair has the same powers and duties as the Chair.

Rule – 31

- (1) If a Chair resigns or is otherwise unable to complete his or her assigned term of office or to perform the functions of that office, a new Chair is to be elected by the members of the Panel at the session where it is known that the Chair will be unable to complete his or her assigned term of office to serve the remainder of the term of office of the departing Chair.
- (2) If a member of the Panel resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, that member will be replaced by an alternate nominated by the same region and selected by the Plenary.

Meetings of the Multidisciplinary Expert Panel

Rule – 32

The Panel will meet as necessary, either in person or by electronic means, and conduct its business in a transparent way. Efforts shall be made to hold meetings of the Bureau and meetings of the Panel concurrently or in association, where appropriate, to allow for a maximum complementarity and coordination of work, and cost savings.

Rule – 33

In addition to the procedures of the Panel, the Chair(s) of the Multidisciplinary Expert Panel:

- (a) Declares the opening and closure of each meeting of the Panel;
- (b) Presides at meetings of the Panel;
- (c) Ensures the observance of the applicable Platform Rules in accordance with the functions, operating principles and institutional arrangements of the Platform;
- (d) Accords participants in the meetings of the Panel the right to speak.

Part IX – Conduct of business

Quorum

Rule – 34

The Chair may not declare a meeting of any session open and permit discussion to proceed unless at least one third of those members of the Platform participating in the session are present.

Quorum for decision-making

Rule – 35

The presence of a majority of the members of the Platform participating in the session is needed for any decision to be taken.

Part X – Decision-making

Rule – 36

- (1) The members of the Platform take decisions on matters of substance by consensus, unless otherwise provided in its Rules.
- (2) On matters of procedure, the members of the Platform are to make every effort to achieve consensus. If all efforts by the members of the Platform to achieve consensus on a matter of procedure have been exhausted, and no consensus has been reached, the decision will, as a last resort, unless otherwise provided by these Rules of procedure, be taken by a two-thirds vote of the members of the Platform present and voting.
- (3) If the question arises whether a matter is one of procedural or substantive nature, the Chair shall SUBPART Rule on the question. An appeal against this ruling shall be put to the vote immediately and the Chair's ruling shall stand unless overSUBPART Ruled by a majority of the members present and voting.
- (4) When considering reports, differing views are to be explained and, upon request, recorded. Differing views on matters of a scientific, technical, or socioeconomic nature are, as appropriate in the context, to be represented in the scientific, technical, or socioeconomic document concerned. Differences of views on matters of policy or procedure are, as appropriate in the context, to be recorded in the Report of the Session.

Part XI – Languages

Rule – 37

- (1) The official languages of the Platform are Arabic, Chinese, English, French, Russian and Spanish.
- (2) Interpretation into all the official languages of the Platform will be provided for all the sessions of the Plenary. A member may speak in a language other than an official language if the participant provides for interpretation into one of the official languages.

Rule – 38

Official documents of the Plenary are to be drawn up in one of the official languages and translated into the other official languages.

Part XII – Modifications to the Rules of procedure

Rule – 39

- (1) Modifications to these Rules of procedure are adopted by consensus.
- (2) Unless the Plenary decides otherwise, any modifications proposed to these Rules of procedure, submitted by members of the Platform or by the Bureau, should be communicated to all members of the Platform at least eight weeks before they are submitted to the session where the proposals are expected to be discussed.

Annex II

[Draft policy and procedures for the admission of observers

Part I – Policy for admission of observers to the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services

The following policy for admitting observers to sessions of the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) will apply:

- (1) “Observer” means any State not a member of the Platform and any body, organization or agency, whether national or international, governmental, intergovernmental or non-governmental, including organizations of and representatives of indigenous peoples and local communities, which is qualified in matters covered by the Platform, and which has informed the secretariat of the Platform of its wish to be represented at sessions of the Plenary, subject to the provisions set out in the Rules of procedure.[4]
- (2) Any Member State of the United Nations or Observer State to the United Nations not a member of the Platform will be considered as admitted by the Plenary as an Observer and need not submit an application or other documentation.
- (3) United Nations bodies and secretariats of multilateral environment agreements are considered Observers of the Platform and need not submit an application or other documentation.
- (4) The decision as to whether an applicant for Observer status is qualified in matters covered by the Platform should be guided by the documents submitted by the respective organization, as listed in paragraph 10 of the present document, as well as by the functions and operating principles of IPBES.
- (5) Bodies, organizations and agencies that already have observer status with or are accredited to the United Nations Environment Programme (UNEP), the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Food and Agriculture Organization of the United Nations (FAO) and the United Nations Development Programme (UNDP) are considered Observers of the Platform if they so request, except as the Plenary otherwise decides.
- (6) Observers to IPBES-1 will be considered admitted by the Plenary as Observers in subsequent meetings of the Plenary and need not submit an application or other documentation except if the Plenary decides otherwise.
- (7) Only Observers who have been admitted by the Plenary and have registered for specific sessions may designate representatives to attend sessions of the Plenary. Observers must register their representatives in advance of each session.
- (8) The secretariat will notify Observers of sessions of the Plenary.
- (9) United Nations organizations and other international and intergovernmental organizations, as well as

other Observers, will be provided with designation plates, where such facilities exist at the meeting venue.

Part II – Procedures for admission of observers

The following admission process applies:

- (10) Applicants for Observer status to sessions of the Plenary will, as appropriate, be asked to provide the secretariat with copies of, among other things:
 - (a) Documents describing the mandate, scope and governing structure of the organization, such as the charter/statutes/constitution/by-laws or articles of association;
 - (b) Any other information that supports the competence and interest of the organization in matters related to IPBES;
 - (c) Completed form with contact information and website address (if any) of the organization and of a designated focal point (to be updated when necessary).
- (11) New requests for admission as an Observer to sessions of the Plenary should be submitted to the secretariat, at least three months before a session of the Plenary. The secretariat of IPBES will maintain the information submitted by such Observers.
- (12) The secretariat will analyse the requests according to the documents submitted, as detailed in paragraph 10, and to the functions and operating principles of the Platform, and make such analysis available to be considered by the Bureau.
- (13) The list of applicant Observers as reviewed by the Bureau, including any applications not approved, will be presented at the next session of the Plenary, in accordance with the Rules of procedure.
- (14) [The Plenary of the Platform will decide [on the admittance of Observers recommended on the list] on the admission and participation of all Observers in accordance with its Rules of procedure, and Observers accepted by the Bureau as detailed in paragraph 13 may be admitted to a meeting of the Plenary and participate in it [as long as no Member of the Platform objects]], unless at least one third of the Members present at the meeting object.]
- (15) Admission of new applicants as Observers should be included as a regular agenda item of the Bureau and Plenary, consistent with any applicable Rules of procedure.
- (16) [If Observer status has to be withdrawn for any reason, the chair may suspend the Observer status of that observer subject to ratification by the [Bureau][Plenary].]
- (17) Any Observer may retain its status only as long as it satisfies the conditions set out for Observers in the present document and any other relevant SUBPART Rule of procedure for IPBES.]

Annex III

Decision IPBES/1/2 Next steps for the development of the initial IPBES work programme

The Plenary,

Noting that work under this decision will be performed as indicated by the IPBES Bureau and the Multidisciplinary Expert Panel (MEP), among other entities, including the secretariat where specified. The Multidisciplinary Expert Panel and the Bureau will each work within their respective roles and responsibilities as defined in subsections III (B) and III (C) of the institutional arrangements of the Platform. This decision directs both of those subsidiary bodies to work on specific tasks, for which it is expected that they will consult with each other through their chairpersons as needed in an ad hoc manner.

A. Work programme 2014-2018

- (1) Requests the secretariat to compile and structure all the available information and to prepare a document

on draft work programme elements for the period 2014-2018 to support the preparation of the work programme, taking into account deliberations of the Plenary and requests received.

- (2) Requests the Multidisciplinary Expert Panel and the Bureau, to:
 - (a) develop a draft work programme for 2014-2018 with a sequenced and prioritized set of objectives, deliverables, actions and milestones for advancing the four functions of IPBES (assessment, knowledge generation, policy support and capacity-building) at relevant scales, taking into account the information compiled by the secretariat, and noting relevant requests, inputs and suggestions submitted, including by giving consideration to those made by multilateral environmental agreements related to biodiversity and ecosystem services;
 - (b) work with the secretariat to contact those who have submitted requests prior to the IPBES Plenary to provide additional information according to the guidelines in paragraph 7 of Decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform;
 - (c) complete the draft work programme taking account of the comments received during the review phase (described below) and the requests made of the Platform, and suggest options for institutional arrangements for the implementation of the work programme including any subsidiary bodies and their terms of reference.
- (3) Requests the secretariat to submit the draft work programme with indicative cost estimates prepared in consultation with the Bureau to members, observers and stakeholders for their comments through an open process, and to compile the comments received for consideration by the Multidisciplinary Expert Panel and the Bureau prior to the second Plenary.
- (4) Requests the secretariat in consultation with the Bureau, to provide cost estimates for implementation of the revised work programme 2014-2018, also taking into account the proposed institutional arrangements, and suggesting the related actions that need to be taken by the Plenary at its second session.

B. Receiving and prioritizing requests put to the Platform

- (5) Invites members to submit requests, including those conveyed by multilateral environmental agreements related to biodiversity and ecosystem services as determined by their respective governing bodies, following the agreed procedure and guidance set out in Decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform.
- (6) Invites United Nations bodies related to biodiversity and ecosystem services and relevant stakeholders, such as intergovernmental organizations, international and regional scientific organizations, and environment trust funds, to submit inputs and suggestions following the agreed procedure and guidance set out in Decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform.
- (7) Requests the secretariat to compile the requests, inputs and suggestions submitted for analysis by the Multidisciplinary Expert Panel and the Bureau.
- (8) Requests the Multidisciplinary Expert Panel and the Bureau to prepare a report containing a prioritized list of requests, as well as a prioritized list of inputs and suggestions, for consideration of the Plenary at its second session following the agreed procedure and guidance set out in Decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform.

C. Knowledge systems

- (9) Requests the secretariat to compile all comments received on the information document on recognizing indigenous and local knowledge and building synergies with science (IPBES/1/INF/5), and to support the Multidisciplinary Expert Panel in convening a multidisciplinary and regionally balanced expert and stakeholder workshop, among other actions, to provide input on this matter in developing the conceptual framework and other aspects of the work of the Platform.
- (10) Invites members, observers and other stakeholders to submit nominations to the secretariat for participation in the multidisciplinary and regionally balanced expert workshop for consideration by the Multidisciplinary Expert Panel.

- (11) Requests the Multidisciplinary Expert Panel to recommend possible procedures and approaches for working with different knowledge systems for consideration by the Plenary at its second session, drawing on the inputs received.

D. Conceptual framework

- (12) Requests the secretariat to compile all comments received on the conceptual framework (IPBES/1/INF/9), and to support the Multidisciplinary Expert Panel in convening a multidisciplinary and regionally balanced expert and stakeholder workshop, among other actions, to provide inputs to the development of a draft conceptual framework for the Platform.
- (13) Invites members, observers and other stakeholders to submit nominations to the secretariat for participation in the multidisciplinary and regionally balanced expert workshop for consideration by the Multidisciplinary Expert Panel.
- (14) Requests the Multidisciplinary Expert Panel to recommend a conceptual framework for adoption by the Plenary at its second session that effectively addresses the objective, functions and relevant operating principles of the Platform and the relationship among them, drawing on a range of sources and activities including the inputs received from the workshops and the work on knowledge systems described in the section above.

E. Scoping process

- (15) Requests the secretariat to compile all comments received on the scoping process and prepare a document for consideration by the Multidisciplinary Expert Panel.
- (16) Requests the Multidisciplinary Expert Panel to review the document, and to recommend a scoping process for consideration by the Plenary at its second session.

F. Procedures relating to reports and deliverables

- (17) Requests the secretariat to compile all comments received and prepare the document on procedures for the preparation of assessments and the review, acceptance, adoption, approval and publication of reports and other deliverables (IPBES/1/INF/3).
- (18) Requests the Multidisciplinary Expert Panel to review the draft, and to recommend a set of procedures for consideration by the Plenary at its second session.

G. Potential future regional structure and composition of the Multidisciplinary Expert Panel

- (19) Requests the secretariat to compile all views and comments received on the information document on the regional structure and composition of the Multidisciplinary Expert Panel (IPBES/1/INF/7) and present a revised document to the Multidisciplinary Expert Panel.
- (20) Requests the Multidisciplinary Expert Panel to work with the Bureau to review the document, and to make a recommendation for consideration by the Plenary at its second session on the regional structure and composition of the future Multidisciplinary Expert Panel.
- (21) Requests the Bureau to thank all the candidates for the interim Multidisciplinary Expert Panel for their candidature, and further requests the Bureau and secretariat to invite the candidates to be on an expert roster to ensure their expertise is available for the future work of the Platform.
- (22) Requests the Multidisciplinary Expert Panel to provide the information on the expertise required by the Multidisciplinary Expert Panel as and when it is determined for the future implementation of the work programme.
- (23) Requests the Bureau to review the administrative procedure used in the selection of the interim Multidisciplinary Expert Panel with a particular focus on ensuring effective consultation to ensure overall balance with respect to the work programme, and to draft recommendations on the procedure for the selection process for the future membership of the Multidisciplinary Expert Panel.

- (24) Requests the secretariat to invite members, observers and stakeholders to provide comments on the draft recommendations, and further requests the Bureau working with the secretariat to prepare a draft administrative procedure which incorporates all comments received for consideration by the Plenary at its second session.

H. Stakeholder engagement strategy

- (25) Invites the International Union for Conservation of Nature (IUCN) and the International Council for Science (ICSU) to work with relevant stakeholders, including indigenous peoples and local communities and the private sector, and with the secretariat, to prepare in consultation with the Bureau and the Multidisciplinary Expert Panel a draft stakeholder engagement strategy for supporting the implementation of the work programme.
- (26) Requests the secretariat to open a widely publicized process of consultation, involving members, observers and stakeholders, on the draft stakeholder engagement strategy, and to present a revised version for consideration at the second session of the Plenary.

I. Possible strategic partnerships

- (27) Requests the Bureau to prepare, in consultation with the Multidisciplinary Expert Panel and supported by the secretariat, guidance on the development of strategic partnerships with different categories of partners such as multilateral environmental agreements and academic, scientific, and United Nations system organizations, focused on supporting implementation of the work programme.
- (28) Requests the secretariat to open a widely publicized process of consultation involving members, observers and stakeholders on the guidance on strategic partnerships, and to present it for the consideration of the Plenary at its second session.

Annex IV

Decision IPBES/1/3 Procedure for receiving and prioritizing requests put to the Platform

The Plenary,

Adopts the procedure for receiving and prioritizing requests put to the Platform as contained in the Annex to this decision.

Procedure for receiving and prioritizing requests put to the Platform

- (1) This procedure is intended to guide the process for receiving and prioritizing requests put to the Platform, and is to be applied in accordance with other Rules and procedures of the Platform. This procedure is not intended to prescribe future decisions by the Platform regarding its work programme.
 - A. Receiving requests put to the Platform
- (2) Governments and multilateral environmental agreements related to biodiversity and ecosystem services can send requests to the Platform on scientific and technical matters that require the Platform's attention and action.
- (3) Inputs and suggestions from United Nations bodies related to biodiversity and ecosystem services, as determined by their respective governing bodies, are also welcomed by the Platform. Inputs and suggestions made by relevant stakeholders, such as other intergovernmental organizations, international and regional scientific organizations, environment trust funds, non-governmental organizations, indigenous peoples and local communities and the private sector, will also be encouraged and taken into account, as appropriate.
- (4) In order to streamline requests sent to the Platform, the submission of requests by Governments conveyed by multilateral environmental agreements related to biodiversity and ecosystem services through their governing bodies or scientific subsidiary bodies is encouraged, allowing some flexibility to MEAs regarding the deadline for submissions due to their internal meeting schedules. The joint submission of

requests by multiple multilateral environmental agreements through their coordination processes, for example the Biodiversity Liaison Group or the Chairs of the Scientific Advisory Bodies of the Biodiversity-related Conventions are also encouraged.

- (5) Joint submissions of requests by multiple Governments, including through regional groups, are also encouraged.
- (6) Joint submissions of inputs and suggestions by United Nations bodies related to biodiversity and ecosystem services, other intergovernmental organizations, international and regional scientific organizations, environment trust funds, non-governmental organizations, indigenous peoples and local communities and the private sector are also encouraged.
- (7) Requests that are submitted to the Platform will be accompanied by information on:
 - (a) Relevance to the objective, functions and work programme of the Platform;
 - (b) Urgency of action by the Platform in the light of the imminence of the risks caused by the issues to be addressed by such action;
 - (c) Relevance of the requested action in addressing specific policies or processes;
 - (d) Geographic scope of the requested action, as well as issues to be covered by such action;
 - (e) Anticipated level of complexity of the issues to be addressed by the requested action;
 - (f) Previous work and existing initiatives of a similar nature and evidence of remaining gaps, such as the absence or limited availability of information and tools to address the issues, and reasons why the Platform is best suited to take action;
 - (g) Availability of scientific literature and expertise for the Platform to undertake the requested action;
 - (h) Scale of the potential impacts, and potential beneficiaries of the requested action;
 - (i) Requirements for financial and human resources, and potential duration of the requested action.
 - (j) An identification of priorities within multiple requests submitted.
- (8) Inputs and suggestions that are submitted to the Platform will also where relevant be accompanied by the information requirement set out in paragraph 7.

B. Prioritizing requests put to the Platform

- (9) All requests, inputs and suggestions should be received by the secretariat no later than six months prior to an IPBES Plenary. The secretariat should compile requests, inputs and suggestions and make these available on the IPBES website. The Multidisciplinary Expert Panel and the Bureau will consider and prioritize the submitted requests, inputs and suggestions in accordance with the considerations outlined in paragraph 7 above.
- (10) The Bureau will consider requests received after the deadline on an extraordinary basis.
- (11) Should the Multidisciplinary Expert Panel and the Bureau consider that additional scoping is required to complete the prioritization of certain requests, they will propose to the Plenary the initiation of such scoping processes.
- (12) The Multidisciplinary Expert Panel and the Bureau will prepare a report containing a prioritized list of requests, with an analysis on the scientific and policy relevance of the requests as referred to in paragraph 7, including the possible need for additional scoping and the implications of the requests for the Platform's work programme and resource requirements, 12 weeks prior to the Plenary meeting at which those requests will be considered. In accordance with the Rules of procedure of the Plenary of the Platform, the secretariat will process the report and make it available to the Plenary for consideration and decision.
- (13) The process described in the paragraph above will apply as appropriate to the prioritization of inputs and suggestions.

Annex V

Decision IPBES/1/4 IPBES administrative and institutional arrangements

The Plenary,

- (1) Takes note of the joint proposal for administering the secretariat of IPBES submitted by the United Nations Environment Programme (UNEP), the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Food and Agriculture Organization of the United Nations (FAO) and the United Nations Development Programme (UNDP), and expresses appreciation to the four United Nations organizations for further developing the proposal in response to the requests made at the second session of the Plenary meeting to determine modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services, held in Panama City from 16 to 21 April 2012;

Institutional arrangements

- (2) Requests UNEP, UNESCO, FAO and UNDP to establish an institutional link with the Platform through a collaborative partnership arrangement for the work of IPBES and its secretariat;
- (3) Requests UNEP to provide the Platform's secretariat, which will be solely accountable to the IPBES Plenary on policy and programmatic matters;

Administrative arrangements

- (4) Invites UNEP to provide administrative arrangements for the Platform's secretariat in accordance with the Rules of UNEP;
- (5) Requests the Executive Director of UNEP to recruit as soon as possible the head of the Platform's secretariat, in consultation with UNESCO, FAO, UNDP and the Bureau of the Plenary;
- (6) Further requests the Executive Director of UNEP to:
 - (a) Finalize a host country agreement with the Government of Germany for the presence of the IPBES secretariat in Bonn;
 - (b) Make those arrangements necessary for the secretariat of the Platform to operate, with a view to having a functioning secretariat, at the latest, by the end of the second session of the Plenary;
 - (c) Provide interim arrangements for the secretariat until such time as those posts of the secretariat determined in Decision IPBES/1/5 Status of contributions and initial budget for the Platform for 2013 are filled;
- (7) Also requests the Executive Director of UNEP, in collaboration with the Executive Heads of UNESCO, FAO and UNDP, to fill through recruitment or secondment the staffing posts of the IPBES secretariat as set out in Decision IPBES/1/5 Status of contributions and initial budget for the Platform for 2013;
- (8) Also requests the Executive Director of UNEP, in collaboration with the Executive Heads of UNESCO, FAO and UNDP, to fill posts in the secretariat in an incremental manner subject to the availability of resources and taking into account the development of the work programme;
- (9) Requests UNEP, in consultation with the Bureau, to conduct regular performance appraisals of the secretariat in accordance with the established United Nations practices;
- (10) Welcomes the offer by UNEP, subject to the approval from its Governing Council, for the secondment of a professional officer to the Platform's secretariat, and invites UNESCO, FAO and UNDP to also second dedicated staff to the IPBES secretariat;

Trust Fund

- (11) Invites members of the Platform to submit questions by end of June 2013 to the Platform's secretariat about either the Multi-Partner Trust Fund Office or UNEP administering the Platform's Trust Fund and

requests the Platform's secretariat to compile and provide information that addresses these questions to members and to the Bureau in time for consideration and a decision by the second Plenary;

- (12) Requests UNEP to continue to receive financial contributions that are provided for the Platform, until the Platform's Trust Fund is established.

Annex VI

Decision IPBES/1/5 Status of contributions and initial budget for the Platform for 2013

The Plenary,

- (1) Takes note of the status of cash contributions and anticipated income (Table 1) and other in-kind contributions provided (Table 2) to support the work of the Platform, expresses appreciation for this support and encourages the early payment of contributions;
- (2) Invites pledges and contributions to the Trust Fund from Governments, as well as from United Nations bodies, the Global Environment Facility, other intergovernmental organizations and other stakeholders such as the private sector and foundations, to support the work of the Platform;
- (3) Approves the proposed budget for 2013 (Table 3);
- (4) Requests the secretariat, working under the guidance of the Bureau, to report back on the expenditure for 2013 and develop the budget for 2014 for consideration at the second session of the Platform's Plenary, which should include both the administrative elements and the anticipated costs associated with the implementation of the initial work programme.
- (5) Requests the Bureau to provide oversight of strategic resource commitments to be made by the secretariat, including proposals for the recruitment of budgeted permanent staff.
- (6) Decides to review the staffing of the Platform at the next session of the Plenary to support the efficient and effective implementation of the work programme.
- (7) Requests the Bureau to encourage potential donations from Governments, as well as from United Nations bodies, the Global Environment Facility, other intergovernmental organizations and other stakeholders such as the private sector and foundations, to contribute to supporting the work of the Platform.
- (8) Requests the secretariat in consultation with the Bureau to develop a draft process for the review and evaluation of the Platform's efficiency and effectiveness.

Table 1

Status of cash contributions to IPBES

Table 1 presents the cash contributions received in 2012, since the establishment of the Platform, and in 2013, as well as anticipated income as at 26 January 2013 (amounts in USD).

	2012	2013	2013 Anticipated income	Total
Cash contributions				
Canada			40 000	40 000
France	35 663		268 000	268 000
Germany	1 994 500		1 300 000	3 294 500
Japan[5]	341 190			341 190

Norway Switzerland	141 695		32 000	141 695 32 000
United Kingdom	619 480	643 697	400 000	1 663 177
United States of America	500 000		500 000	1 000 000
IUCN	30 000			30 000
Grand total	3 662 528[6]	643 697	2 648 000	6 810 562

Table 2

Status of in-kind contributions to IPBES

Table 2 presents the in-kind contributions received in 2012, since the establishment of the Platform (amounts in USD).

In-kind contributions	2012
Germany[7]	400 000
UNEP	447 731
UNESCO	288 862
FAO	92 027
UNDP	155 000
Grand total	1 383 620

Table 3

Budget for 2013 adopted by IPBES-1

Budget item	Breakdown	Amount (in USD)
Meetings of the Platform bodies		
1st session of the Plenary (6 days)	(Meeting costs: 600 000, travel costs – 100 supported: 400 000)	1 000 000
2nd session of the Plenary[8] (5 days)	(Meeting costs: 525 000, travel costs – 90 supported: 337 500)	862 500
1st meeting of the Bureau[9] (6 days)	(Meeting costs: 10 000, travel costs – 5 supported: 20 000)	30 000
2nd meeting of the Bureau (6 days)	(Meeting costs: 10 000, travel costs – 5 supported: 20 000)	30 000
1st meeting of the MEP[10] (3 days)	(Meeting costs: 25 000, travel costs – 20 supported: 60 000)	85 000

2nd meeting of the MEP (3 days)	(Meeting costs: 25 000, travel costs – 20 supported: 60 000)	85 000
International expert meetings to implement the intersessional process		0
Subtotal		2 092 500
Secretariat		
Secretariat (20 per cent of the annual costs for professional staff, and 50 per cent of the annual costs for administrative staff)	D1/P5 – Head of secretariat P3/4 – Programme officer P2/3 – Programme officer P2/3 – Programme officer P1/2 – Associate programme officer G5 – Administrative support staff G5 – Administrative support staff G5 – Administrative support staff	80 310 61 100 52 110 0 0 55 150 55 150 0
Subtotal		303 820
Interim secretariat arrangements		
Interim secretariat	Personnel costs in advance of the recruitment of the staff of the secretariat for the development of the work programme	370 000
Subtotal		370 000
Publications, outreach and communications		
Outreach and communications	Website, corporate materials, outreach events, outreach and communications strategy	100 000
Subtotal		100 000
Miscellaneous expenses		
Travel of secretariat staff on official business	Staff travel to meetings of the Platform bodies and other necessary travel	75 000
Monitoring and evaluation	Development of draft process for review and evaluation of the Platform's efficiency and effectiveness	20 000
Contingency	(5 per cent of total budget)	148 000
Subtotal		243 000
Contribution to working capital reserve		0
Grand total		3 109 320

1. Participation is open to regional economic integration organizations as observers ad interim. ↑
2. This includes indigenous and local communities. ↑
3. Participation is open to regional economic integration organizations as observers ad interim. ↑
4. In the Rules of procedure for the Plenary of the Platform (see UNEP/IPBES.MI/2/9, annex I, appendix II), it is noted that issues of membership and/or participation of regional economic organizations remain under discussion with a view to resolution as soon as possible. It is further noted that participation is open to regional economic integration organizations as observers ad interim. ↑
5. USD 300,000 from Japan was received by UNESCO partly to support the organization of an informal expert workshop on the main issues relating to the development of a conceptual framework for the Platform, held from 27 to 29 October 2012 in Paris. Remaining funds will be used in 2013. ↑
6. The anticipated carry-over to 2013 from this amount is in the region of USD 1.8 million, subject to the finalization of the 2012 expenditure report. ↑
7. The estimated in-kind contributions from Germany in 2013 are USD 400,000. ↑
8. Budgeted on the assumption that meeting facilities are provided by the host Government. ↑
9. Includes Bureau meetings and attendance of MEP meetings as observers. ↑
10. Excluding chairs of scientific subsidiary bodies. ↑