



## United Nations Environment Programme

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### Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services First session

Bonn, Germany, 21-26 January 2013

Items 2 (b) and 6 of the provisional agenda\*

#### Organizational matters; election of officers of the Bureau of the Plenary

#### Nomination and selection of the members of the Multidisciplinary Expert Panel

## Guidance document on the nomination and selection process for officers of the Bureau and members of the Multidisciplinary Expert Panel of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services

### Note by the secretariat

1. The present guidance document has been produced by the secretariat, based on the rules of procedure for the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES), and on the functions, operating principles and institutional arrangements of the Platform, agreed upon 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. It is intended to provide further guidance on the envisaged process for the proposal by IPBES members, the nomination by regions and the selection by the Plenary of the officers of the Bureau and of members of the Multidisciplinary Expert Panel.

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\* IPBES/1/1.



## **I. Process for the nomination and selection of the officers of the Bureau**

2. The institutional arrangements and rules of procedure of the Platform provide for a Bureau comprising the Chair and four Vice-Chairs, and five additional officers who will oversee administrative functions (see annex I to the present document for such agreed functions). In accordance with the provisions of rule 16.2 of the rules of procedure for the IPBES Plenary, the Chair and four Vice-Chairs will be selected from each of the five United Nations regions. Each region is to be represented by two officers in the Bureau, taking into account the principle of geographical representation.

3. The process to be followed for the nomination and selection of the officers of the Bureau, in accordance with the applicable IPBES rules and procedures, has the following three stages.

### **A. Proposals from countries**

4. Candidates for the Bureau will be proposed by Governments for nomination by regions and election by the Plenary (rule 16.1). All nominees for election as the Chair and Vice-Chairs (one of whom acts as Rapporteur) need to have relevant expertise, in accordance with the agreed guidelines (rule 23.1) (see annex I for agreed guidelines).

5. Individual members of the Platform have been invited to submit directly to the interim IPBES secretariat written nominations for the Chair, the Vice-Chairs and for the five other Bureau officers, no less than four months before the scheduled election. The deadline of 30 September 2012 for receipt of such nominations has been communicated to the members. At its discretion, the Plenary can accept late nominations (rule 23.2).

6. In accordance with rule 23.2 of the rules of procedure, the secretariat has posted the names of all persons nominated by individual members of IPBES, as well as the relevant regions, on the website of the Platform at [www.ipbes.net/plenary/nominations-to-the-bureau](http://www.ipbes.net/plenary/nominations-to-the-bureau).

### **B. Consideration and nomination by regions**

7. As mentioned in paragraph 4 above, candidates for the Bureau will be proposed by Governments for nomination by regions and election by the Plenary. This means that each of the five United Nations regions, on the basis of the proposals made by members from each region, will have to nominate two candidates to the Bureau.

8. No specific process or procedure has been agreed upon whereby each region might consult and determine which two candidates it might nominate to the Bureau. The regions are therefore encouraged to find informal opportunities to discuss regional nominations, for example by making the most of the opportunities that might be available for such discussions during the eleventh meeting of the Conference of the Parties to the Convention on Biological Diversity, taking place in Hyderabad, India, in October 2012. In addition, it is proposed that on 20 January

2013, the day prior to the first meeting of the Plenary of IPBES, regional groups of IPBES members convene at the venue of the Plenary meeting with the aim of discussing and agreeing upon the nominations that will be made by the regions to the Plenary meeting on the following day.

9. The expected outcome of the regional discussions is the nomination to the Plenary of two candidates from each region, one of whom would be nominated for the Chair or a Vice-Chair of the Bureau, and one of whom would be nominated as another officer of the Bureau. The five United Nations regions are expected to present their respective nominations to the Plenary at the beginning of its meeting on 21 January 2012. Each region may also designate alternates, to be approved by the Plenary, to represent the region at a Bureau meeting if the designated officers are unable to attend that meeting (rule 16.3).

10. With the aim of assisting the IPBES members in determining their regional groupings for the purpose of the regional nominations, in annex II to the present document the Secretariat reproduces a list of members of the General Assembly arranged in their current regional groups. The IPBES members are requested to inform the secretariat if they wish to be considered part of another regional grouping for the purposes of the implementation of the various IPBES rules and procedures that make reference to the “five United Nations regions”.

### **C. Selection by the Plenary**

11. One of the agreed functions of the Plenary is the selection of the Bureau of the Plenary from among the members of the Platform, taking due account of the principle of geographical balance among the five United Nations regions. The Chair and four Vice-Chairs will be selected with due consideration to scientific and technical expertise, and the five additional members of the Bureau will carry out relevant administrative functions (rule 16.2).

12. According to rule 22, the members of the Bureau will be elected by the Plenary by consensus unless the Plenary decides otherwise. If the Plenary decides to elect members of the Bureau by a vote:

- (a) This is to be held at ordinary sessions of the Plenary;
- (b) Each member of the Plenary has one vote in the elections;
- (c) All elections are to be decided by a majority of the members present and voting. Elections are to 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 needs to be recorded.

13. If there are fewer nominations than are necessary for each of the 10 Bureau offices to be occupied, or if there is more than one nomination for each of them, the Plenary may wish to agree that, taking into account the principle of geographical representation, the relevant scientific and administrative functions to be exercised and the guidelines for the nomination and selection of the Chair and Vice-Chairs, the Plenary would decide on the allocation of offices, as long as each region is represented by two officers in the Bureau.

## **II. Process for the nomination and selection of the members of the Multidisciplinary Expert Panel**

14. The institutional arrangements and rules of procedure of the Platform provide for a multidisciplinary expert panel that will carry out various scientific and technical functions (see annex I for such agreed functions).

15. An interim arrangement for the membership of the Multidisciplinary Expert Panel has been agreed upon, based on equal representation of five participants from each of the five United Nations regions. The interim arrangement 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 upon at a session of the Plenary.

16. The meeting in Panama did not decide on whether the Chair and four Vice-Chairs of the Bureau would also be members of the Multidisciplinary Expert Panel, although a decision was taken to grant observer status on the Panel to 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.

17. The members of the Multidisciplinary Expert Panel are not intended to represent any particular Government or region. They are to be elected on the basis of their personal capacity and expertise. This understanding makes it possible for a region to nominate a candidate who is not necessarily a national of any of the countries of that region. The process to be followed for the nomination and selection of the Panel members, although not explicit in the agreed interim arrangement, is anticipated, as inferred from the applicable rules and procedures so far agreed upon, as being the same as that established for the nomination and selection of the Bureau.

18. According to rule 24 of the rules of procedure of the IPBES Plenary, each region will nominate five candidates for interim membership of the Multidisciplinary Expert Panel, subject to approval by the Plenary. All nominations received by the secretariat from individual IPBES members have been made available on the IPBES website at [www.ipbes.net/plenary/mep-nominations](http://www.ipbes.net/plenary/mep-nominations).

19. The five United Nations regions are each requested to agree upon their five regional nominations for the Multidisciplinary Expert Panel, through informal consultations and the regional consultations anticipated to be held on 20 January 2013, the day prior to the first IPBES Plenary meeting. The regions are expected to present to the Plenary on 21 January 2013 their five nominations for members of the Multidisciplinary Expert Panel, although the Plenary may decide to receive the regional nominations for the Panel later in the week during the first Plenary session, at the commencement of consideration of the agenda item relating to the Panel.

20. As agreed upon in rule 24 of the rules of procedure for the IPBES Plenary, the following criteria could be taken into account in nominating and selecting the members of the Multidisciplinary Expert Panel:

(a) Scientific expertise in biodiversity and ecosystem services with regard to both the natural and social sciences, and traditional knowledge among the members of the Multidisciplinary Expert Panel;

(b) Scientific, technical or policy expertise and knowledge of the main elements of the Platform's work programme;

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- (c) Experience in communicating, promoting and incorporating science in policy development processes;
- (d) Ability to work in international scientific and policy processes.

### **III. Applicable operating principles**

21. In accordance with to the agreed functions, operating principles and institutional arrangements of the Platform, in carrying out its work the Platform will be guided by operating principles. Those of particular relevance to the nomination and selection of officers of the Bureau and members of the Multidisciplinary Expert Panel include:

- Recognition and respect for the contribution of indigenous and local knowledge to the conservation and sustainable use of biodiversity and ecosystems
- Recognition of the unique biodiversity and scientific knowledge thereof within and among regions and the need for the full and effective participation of developing countries and balanced regional representation and participation in its structure and work
- Taking an interdisciplinary and multidisciplinary approach that incorporates all relevant disciplines, including the social and natural sciences
- Recognition of the need for gender equity in all relevant aspects of its work
- Addressing terrestrial, marine and inland water biodiversity and ecosystem services and their interactions

## Annex I

### **Extracts from the functions, operating principles and institutional arrangements of the Platform relevant to the nomination and selection of the Bureau and the Multidisciplinary Expert Panel**

#### **Functions of the Chair of the Plenary**

9. As set out in the rules of procedure and as decided and directed by the Plenary, the functions of the Chair include the following:

- (a) Presiding over meetings of the Plenary;
- (b) Chairing the Bureau of the Plenary;
- (c) Representing the Platform as its Chair.

#### **Functions of the Vice-Chairs of the Plenary**

10. As set out in the rules of procedure and as decided and directed by the Plenary, the functions to be carried out by the Vice-Chairs include the following:

- (a) Serving as Rapporteur of the Plenary;
- (b) Participating in the work of the Bureau;
- (c) Acting as the representative of the Platform as Vice-Chair, as necessary.

#### **Guidelines for the nomination and selection of the Chair and Vice-Chairs**

11. The following guidelines will be taken into account in the processes for nominating and selecting the Chair and Vice-Chairs of the Plenary:

- (a) Ability to carry out the agreed functions of the Chair and Vice-Chairs;
- (b) Scientific expertise in biodiversity and ecosystem services with regard to both the natural and social sciences among the officers of the Plenary;
- (c) Scientific, technical or policy expertise and knowledge of the main elements of the Platform's work programme;
- (d) Experience in communicating, promoting and incorporating science in policy development processes;
- (e) Ability both to lead and to work in international scientific and policy processes.

12. The guidelines for the selection of officers by the Plenary might need to be viewed in the light of the work programme adopted by the Plenary and agreement on the work programme. The extent to which the skills of the Chair and the Vice-Chairs complement one another might also need to be taken into consideration in the nomination and selection processes.

#### **Administrative and scientific functions to facilitate the work of the Platform**

13. One or more subsidiary bodies will be established by, and report to, the Plenary to support the smooth, effective and timely operation of the Platform. The

subsidiary body or bodies will, as decided by the Plenary, provide administrative and scientific oversight and facilitate the operations of the Platform.

14. The administrative functions include:

- (a) Addressing requests related to the Platform's work programme and products that require attention by the Platform between sessions of the Plenary;
- (b) Overseeing communication and outreach activities;
- (c) Reviewing progress in the implementation of decisions of the Plenary, if so directed by the Plenary;
- (d) Monitoring the secretariat's performance;
- (e) Organizing and helping to conduct the sessions of the Plenary;
- (f) Reviewing the observance of the Platform's rules and procedures;
- (g) Reviewing the management of resources and observance of the financial rules, and reporting thereon to the Plenary;
- (h) Advising the Plenary on coordination between the Platform and other relevant institutions;
- (i) Identifying donors and developing partnership arrangements for the implementation of the Platform's activities.

15. The scientific and technical functions include:

- (a) Providing advice to the Plenary on scientific and technical aspects of the Platform's work programme;
- (b) Providing advice and assistance on technical and/or scientific communication matters;
- (c) Managing the Platform's peer-review process to ensure the highest levels of scientific quality, independence and credibility for all products delivered by the Platform at all stages of the process;
- (d) Engaging the scientific community and other knowledge holders with the work programme, taking into account the need for different disciplines and types of knowledge, gender balance, and effective contribution and participation by experts from developing countries;
- (e) Assuring scientific and technical coordination among structures set up under the Platform and facilitating coordination between the Platform and other related processes to build upon existing efforts;
- (f) Exploring approaches to facilitating the sharing and transfer of technology in the context of assessment, knowledge generation and capacity-building in accordance with the work programme of the Platform;
- (g) Exploring ways and means to bring different knowledge systems, including indigenous knowledge systems, into the science-policy interface.

## Annex II

### Members of the General Assembly, by current regional group

#### African Group

Algeria, Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Cape Verde, Central African Republic, Chad, Comoros, Congo, Côte d'Ivoire, Democratic Republic of the Congo, Djibouti, Egypt, Equatorial Guinea, Eritrea, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Lesotho, Liberia, Libya, Madagascar, Malawi, Mali, Mauritania, Mauritius, Morocco, Mozambique, Namibia, Niger, Nigeria, Rwanda, São Tomé and Príncipe, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Swaziland, Togo, Tunisia, Uganda, United Republic of Tanzania, Zambia, Zimbabwe.

#### Asian Group

Afghanistan, Bahrain, Bangladesh, Bhutan, Brunei Darussalam, Cambodia, China, Cyprus, Democratic People's Republic of Korea, Fiji, India, Indonesia, Iran (Islamic Republic of), Iraq, Japan, Jordan, Kazakhstan, Kuwait, Kyrgyzstan, Lao People's Democratic Republic, Lebanon, Malaysia, Maldives, Marshall Islands, Micronesia (Federate States of), Mongolia, Myanmar, Nauru, Nepal, Oman, Pakistan, Palau, Papua New Guinea, Philippines, Qatar, Republic of Korea, Samoa, Saudi Arabia, Singapore, Solomon Islands, Sri Lanka, Syrian Arab Republic, Tajikistan, Thailand, Timor-Leste, Tonga, Turkey, Turkmenistan, Tuvalu, United Arab Emirates, Uzbekistan, Vanuatu, Viet Nam, Yemen.

#### Eastern European Group

Albania, Armenia, Azerbaijan, Belarus, Bosnia and Herzegovina, Bulgaria, Croatia, Czech Republic, Estonia, Georgia, Hungary, Latvia, Lithuania, Montenegro, Poland, Republic of Moldova, Romania, Russian Federation, Serbia, Slovakia, Slovenia, the Former Yugoslav Republic of Macedonia, Ukraine.

#### Latin American and Caribbean Group

Antigua and Barbuda, Argentina, Bahamas, Barbados, Belize, Bolivia (Plurinational State of), Brazil, Chile, Colombia, Costa Rica, Cuba, Dominica, Dominican Republic, Ecuador, El Salvador, Grenada, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname, Trinidad and Tobago, Uruguay, Venezuela (Bolivarian Republic of).



**Western European and Others Group**

Andorra, Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Israel, Italy, Liechtenstein, Luxembourg, Malta, Monaco, Netherlands, New Zealand, Norway, Portugal, San Marino, Spain, Sweden, Switzerland, Turkey, United Kingdom of Great Britain and Northern Ireland.

*Notes*

The United States of America is not a member of any regional group, but attends meetings of the Group of Western European and Other States as an observer and is considered to be a member of that group for electoral purposes.

Turkey participates fully in both the Group of Asian States and the Group of Western European and Other States, but for electoral purposes is considered a member of the latter group only.

Israel became a full member of the Group of Western European and Other States on a temporary basis on 28 May 2000.

As of June 2010, Kiribati was not a member of any regional group.

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