

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

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

Bonn, Germany, 12–17 January 2015

Annotations to the provisional agenda**Item 1****Opening of the session**

1. The third session of the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services will be held in Bonn, Germany, from 12 to 17 January 2015. The session will be opened at 10 a.m. on Monday, 12 January 2015, by the Chair of the Plenary, who will welcome participants. Following this, welcoming remarks will be made by the Executive Secretary, the Executive Director of the United Nations Environment Programme (UNEP) or his representative, a representative of the Government of Germany and the Mayor of the city of Bonn.

Item 2**Organizational matters**

2. The rules of procedure for the Plenary of the Platform, as adopted by the Plenary at its first session, held in Bonn from 21 to 26 January 2013 (see decision IPBES/1/1), and further amended by the Plenary at its second session, held in Antalya, Turkey, from 9 to 14 December 2013 (see decision IPBES-2/1), will govern the third session.

(a) Adoption of the agenda and organization of work

3. The Plenary may wish to adopt the agenda, amended as appropriate, on the basis of the provisional agenda and the annotations thereto (IPBES/3/1 and Add.1).

4. It is suggested that deliberations take place in the form of plenary meetings. When deemed necessary, however, the Plenary may wish to establish working groups to discuss specific matters. It is also suggested that, in line with earlier practice at sessions of the Plenary, the Plenary establish three working groups dedicated to the work programme, the rules of procedure and the budget, with two working groups working simultaneously at any time. It is further suggested that plenary meetings be held from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m. each day. It may also be necessary to hold a number of evening plenary meetings to ensure that the agenda is fully addressed during the week. The Plenary may wish to hold such evening meetings from 7.30 p.m. to 10.30 p.m. on Wednesday, 14 January, and Friday, 16 January, as necessary.

5. A proposal on how the Plenary may wish to organize its work has been developed, based on the practice of earlier meetings of the Plenary (see annex). The proposal includes the allocation of time and tasks to working groups that the Plenary may wish to establish as well as for regional consultations for which the Plenary may wish to make provision. Simultaneous interpretation into the six official languages of the United Nations will be provided for all plenary meetings.

(b) Status of the membership of the Platform

6. The Secretariat will present information on the status of the membership of the Platform. Any State Member of the United Nations that is not currently a member of the Platform but intends to become one is requested to express its intent to the secretariat in an official letter from the appropriate governmental authority.

(c) Admission of observers to the third session of the Plenary of the Platform

7. The Chair of the Platform will propose, on behalf of the Bureau, the list of observers admitted to the third session in accordance with the decision made by the Plenary at its second session (IPBES/2/17, para. 54) and the procedures agreed upon by the Plenary at its first session (IPBES/1/12, para. 22).

Item 3**Credentials of representatives**

8. All States members of the Platform are invited to participate fully in the session. In accordance with rule 11 of the rules of procedure, each member of the Platform is to be represented by a delegation consisting of a head of delegation and such other accredited representatives, alternate representatives and advisers as it may require.

9. Pursuant to rule 12 of the rules of procedure, the representatives of States members of the Platform attending the session should submit to the secretariat their credentials, issued by or on behalf of their Heads of State or Government or their ministers for foreign affairs, consistent with their countries' policies and laws, no later than 24 hours after the opening of the session. Such credentials are required for representatives to participate in the adoption of decisions at the session.

10. In accordance with rule 13 of the rules of procedure, the credentials of the representatives of members of the Platform will be examined by the Bureau, which will submit a report thereon to the Plenary. The Bureau will report on the outcome of its examination on the morning of Saturday, 17 January 2015, before the adoption of any draft resolutions, decisions or recommendations.

Item 4**Report of the Executive Secretary on the implementation of the work programme 2014–2018**

11. Pursuant to decision IPBES-2/5, on the work programme for the period 2014–2018, the Multidisciplinary Expert Panel and the Bureau developed for the consideration of the Plenary a report on the work programme for 2014–2018 (IPBES/3/2). The report outlines all ongoing activities under the work programme deliverables, challenges and lessons learned in 2014 in the implementation of the work programme, together with options for the future implementation of the work programme in the light of those challenges and lessons learned.

12. The Plenary, taking note of the report by the Bureau and the Panel, may wish to consider the information contained in it with a view to reaching agreement on effective and efficient ways to implement the work programme of the Platform for 2014–2018.

Item 5**Initial work programme of the Platform****(a) Task forces on capacity-building, knowledge and data (including data and management plan/system) and indigenous and local knowledge systems (deliverables 1 (a), (b), (c) and (d) and 4 (b))**

13. In decision IPBES-2/5, the Plenary requested the task force on capacity-building to develop a proposed programme of fellowship, exchange and training programmes for consideration by the Plenary at its third session. In addition, in accordance with its mandated functions, the Platform shall prioritize key capacity-building needs, and then provide and call for financial and other support for the highest priority needs related directly to its activities, as decided by the Plenary. Accordingly, the task force has also developed a proposed list of key capacity-building needs.

14. The Plenary will have before it a proposed programme of fellowship, exchange and training programmes prepared by the task force on capacity-building in response to decision IPBES-2/5 and submitted for its consideration, and a proposed list of priority capacity-building needs prepared by the

task force as a basis for decision-making on capacity-building activities (see IPBES/3/3). Additional information in that regard is set out in the note by the secretariat on capacity-building (IPBES/3/INF/1). The Plenary may wish to consider the information contained in the above-mentioned documents with a view to approving the proposed programme and list.

15. In decision IPBES-2/5, the Plenary requested the secretariat, working with the Bureau, to develop a data and information management plan, in close coordination with current international initiatives, which will be implemented to support the Platform's work, including future assessments. The Plenary will have before it, for its consideration, a proposed data and information management plan (IPBES/3/4) developed by the secretariat, working with the Bureau and the task force on knowledge and data, in response to decision IPBES-2/5. The task force has also produced a draft knowledge and data strategy to guide its work in meeting priority knowledge and data needs for policymaking, by catalysing efforts to generate new knowledge and networking (see IPBES/3/INF/3). The Plenary may wish to consider the information contained in the above-mentioned documents with a view to approving the proposed data and information management plan.

16. In decision IPBES-2/5, the Plenary requested the Panel and the Bureau, with support from the task force on indigenous and local knowledge systems, to establish in 2014 a roster and network of experts and a participatory mechanism for working with various knowledge systems. In response to that request, the task force on indigenous and local knowledge systems prepared a report (see IPBES/3/2, deliverable 1 (c)), with additional information, including on progress on drafting procedures and approaches to working with indigenous and local knowledge systems, provided in a note by the secretariat (IPBES/3/INF/2). The Plenary may wish to consider the information contained in the above-mentioned documents with a view to providing guidance on the further development of the roster and network of experts, the participatory mechanism and the procedures and approaches to working with indigenous and local knowledge systems.

(b) Guides on assessments, policy support tools and methodologies, and preliminary guides on scenario analysis and modelling and the conceptualization of values (deliverables 2 (a), 3 (d) and 4 (c))

17. In decision IPBES-2/5, the Plenary requested the Multidisciplinary Expert Panel, in consultation with the Bureau, supported by a time-bound and task-specific expert group, to develop a guide to the production and integration of assessments from and across all levels. Following the establishment of the expert group, the guide on assessments was developed and underwent one expert review. The Plenary may wish to take note of the resulting guide on assessments (see IPBES/3/INF/4) and is invited to provide guidance for its further development.

18. In decision IPBES-2/5, the Plenary approved the development of a preliminary guide on the conceptualization of values of biodiversity and nature's benefits to people. An expert group was established for this purpose and developed the preliminary guide (see IPBES/3/INF/7). The Plenary may wish to take note of the preliminary guide and is invited to provide guidance for its further development.

19. In decision IPBES-2/5, the Plenary requested the Multidisciplinary Expert Panel and the Bureau, supported as necessary by a task-specific expert group, to develop a catalogue of policy support tools and methodologies and to provide guidance on how the further development of such tools and methodologies could be promoted and catalysed in the context of the Platform; and to submit the catalogue and guidance for review by the Plenary. Following its establishment, the expert group developed a proposal for the catalogue and provided preliminary guidance (see IPBES/3/5). The Plenary may wish to consider the proposal and the preliminary guidance, with a view to reviewing them. In addition, the Plenary is invited to provide direction for the further development of the guidance on policy support tools and methodologies.

(c) Scoping documents for regional assessments, land degradation and restoration and the conceptualization of values (deliverables 2 (b), 3 (a) and 3 (d))

20. In decision IPBES-2/5, the Plenary requested the Multidisciplinary Expert Panel and the Bureau to undertake a regional scoping process, in accordance with the procedures for the preparation of the Platform's deliverables set out in the annex to decision IPBES-2/3, for a set of regional and subregional assessments, emphasizing the need to support capacity-building as outlined in objective 1 of the work programme, including by engaging with regional and national institutions and initiatives, for consideration by the Plenary at its third session.

21. Following the selection of experts according to the five United Nations regional groupings, five regional scoping documents were produced for Africa, the Americas, Asia-Pacific, Europe and Central Asia, and Open Oceans and were circulated by the secretariat, on behalf of the Panel and the Bureau, to Governments and observers for their input. In addition, an overarching scoping document has been developed, outlining a common frame for all the regional assessments. That process is reflected in a number of notes by the secretariat submitted to the Plenary at its third session (IPBES/3/6 and Add.1–6). Additional information is set out in a note by the secretariat (IPBES/3/INF/17).

22. In decision IPBES-2/5, the Plenary approved the initiation of scoping for a thematic assessment on land degradation and restoration. Following the selection of experts according to United Nations regional groupings, a scoping report for that thematic assessment has been submitted to the Plenary for consideration at its third session (IPBES/3/7), with additional information set out in a note by the secretariat (IPBES/3/INF/18).

23. By decision IPBES-2/5, the Plenary approved the initiation of scoping for a methodological assessment on the conceptualization of values of biodiversity and nature's benefits to people. The exercise was performed in conjunction with the development of a preliminary guide on values (see para. 18 above). Following the selection of experts according to United Nations regional groupings, a scoping report for the methodological assessment was produced (IPBES/3/8) for consideration by the Plenary at its third session, with additional information provided in a note by the secretariat (IPBES/3/INF/7).

24. In addition, the Multidisciplinary Expert Panel and the Bureau have prepared an initial scoping report for consideration by the Plenary at its third session on the global assessment approved as part of the work programme for 2014–2018, in accordance with the procedures for the preparation of the Platform's deliverables set out in the annex to decision IPBES-2/3 (IPBES/3/9).

25. The Plenary may wish to consider the scoping documents (IPBES/3/6 and Add.1–6, IPBES/3/7 and IPBES/3/8) with a view to adopting them with the necessary amendments. In addition, the Plenary may wish to initiate the scoping process for the global assessment as suggested in the initial scoping document (IPBES/3/9).

Item 6

Financial and budgetary arrangements for the Platform

(a) Budget and expenditure for 2014–2018

26. As requested by the Plenary in its decision IPBES-2/6 on the status of contributions and expenditures to date and budget for the biennium 2014–2015, the secretariat, working under the guidance of the Bureau, has prepared a note on the status of the implementation of the work programme in relation to the budget (IPBES/3/10). The note also provides information on the activities undertaken by the Chair of the Platform with regard to representing the Platform in 2014.

27. The Plenary may wish to discuss the information contained in the note with a view to approving a revised budget for 2015, based on lessons learned, a proposed budget for the biennium 2016–2017 and an indicative budget for 2018. In addition, the Plenary may wish to review the staffing of the Platform necessary for the efficient and effective implementation of the work programme. The Plenary may also wish to provide guidance on eligibility for official development assistance and implementation of the criteria for such assistance to support the implementation of the initial work programme, with a view to adding this advice as part of the financial procedures for the Platform. Additional information on official development assistance eligibility is set out in the addendum to the report on the work programme (IPBES/3/2/Add.1).

(b) Trust fund

28. Pursuant to decision IPBES-2/7 on financial and budgetary arrangements, the secretariat has prepared a report on the status of the Platform trust fund (see IPBES/3/10) for information purposes only.

(c) Technical support units

29. As requested by the Plenary in decision IPBES-2/5, the secretariat, working in consultation with the Bureau and in accordance with the approved list of in-kind contributions set out in the annex VII to that decision, has established a number of institutional arrangements to operationalize the technical support. Details of the established technical support units are presented in the report on the work programme 2014–2018 (IPBES/3/2) and the report on institutional arrangements established to operationalize technical support (see IPBES/3/INF/13).

Item 7

Rules and procedures for the operation of the Platform

(a) Nomination and selection of members of the Multidisciplinary Expert Panel

30. By decision IPBES-2/1, the Plenary approved the amendments to the rules of procedure for the Plenary with regard to rules governing the Multidisciplinary Expert Panel. In addition, the Plenary provided further guidance with regard to the process for nominating and selecting the Panel at the third session.

31. Working with the Bureau, the secretariat has prepared a report (IPBES/3/11) on the nomination and selection process for the Multidisciplinary Expert Panel, including a list of nominees submitted by Governments for consideration by the Plenary at the third session. In addition, a note by the secretariat (IPBES/3/INF/16) sets out the guidance provided to Governments on the nomination and selection process and a report by the interim Panel reflecting the lessons learned with regard to its functioning and the means of improving it.

32. The Plenary may wish to hold interregional and intra-regional consultations prior to its third session with a view to electing five members, one representing each regional grouping, and to ensure the overall gender and disciplinary balance of the elected Panel at the session.

(b) Procedures for the preparation of Platform's deliverables

33. By decision IPBES-2/3, the Platform approved the procedures for the preparation of the Platform's deliverables. Owing to time constraints, some of the procedures remained bracketed, with a view to their further consideration at the third session.

34. The Plenary may wish to consider further the procedures for the preparation of Platform's deliverables (IPBES/3/12, annex) with a view to adopting them with any necessary amendments for use at subsequent sessions of the Plenary.

(c) Procedure for the review of the Platform

35. In decision IPBES-2/5, the Plenary also requested the Panel, in consultation with the Bureau, to develop a procedure for the review of the effectiveness of the administrative and scientific functions of the Platform. The preliminary draft procedures are being developed (IPBES/3/INF/11). The Plenary is invited to provide guidance for the further development of the procedure for the review of the effectiveness of administrative and scientific functions of the Platform.

(d) Policy and procedures for the admission of observers

36. At its second session the Plenary did not have time to discuss the draft policy and procedures for the admission of observers. It did, however, agree on using the procedures agreed upon at the first session of the Plenary (IPBES/1/12, para. 22) for the admission of observers for the third session only.

37. The Plenary may wish to consider further the policy and procedures for the admission of observers (IPBES/3/13, annex) with a view to adopting them with any necessary amendments for use at subsequent sessions of the Plenary.

(e) Conflict of interest policy

38. At its second session the Plenary did not have time to discuss the draft conflict of interest policy.

39. The Plenary may wish to consider the draft policy, as revised by the Multidisciplinary Expert Panel and the Bureau (IPBES/3/14, annex), with a view to adopting it with any necessary amendments.

Item 8**Communications and stakeholder engagement****(a) Communications and outreach strategy**

40. At the second session of the Plenary, there was general support for the draft communications strategy, with some Governments noting the importance of communication in ensuring general support for the Platform itself, securing engagements from relevant stakeholders in its work, ensuring maximum dissemination of the Platform's products and supporting resource mobilization efforts. To this end, the secretariat, as requested by the Chair of the Platform, has developed a revised draft communication strategy reflecting the comments made by the Plenary at its second session (IPBES/3/15).

41. The Plenary may wish to consider the draft communication strategy with a view to adopting it with any necessary amendments.

(b) Stakeholder engagement strategy

42. At the second session of the Plenary, there was general support for the draft stakeholder engagement strategy, with some Governments noting that it was a key element for the relevance, effectiveness, credibility, communication efforts and overall success of the Platform. To this end, the secretariat was requested by the Chair of the Platform to develop a revised draft stakeholder engagement strategy for consideration by the Plenary at its third session. The revised draft strategy was circulated on 19 September 2014 to all Governments and stakeholders for their review. The note by the secretariat on the strategy (IPBES/3/16) reflects the comments received.

43. The Plenary may wish to consider the draft stakeholder engagement strategy (see IPBES/3/16) with a view to adopting it with any necessary amendments.

(c) Guidance on strategic partnerships

44. At the second session of the Plenary, general support was expressed for the value of developing strategic partnerships with a limited range of organizations, in particular United Nations bodies and multilateral environmental agreements. It was recognized that strategic partnerships would need to be developed on a case-by-case basis and emphasized that strategic partnerships were not the only means of ensuring the support of other organizations in implementing the work programme. To that end, the secretariat, as requested by the Chair of the Platform, has developed revised guidance on strategic partnerships (IPBES/3/17).

45. The Plenary may wish to discuss the draft guidance with a view to adopting it with any necessary amendments.

Item 9**Institutional arrangements: United Nations collaborative partnership arrangements for the work of the Platform and its secretariat**

46. Following the adoption, by the Plenary at its second session, of the United Nations collaborative partnership arrangements for the work of the Platform and its secretariat, a progress report on the arrangement is provided for the information of the Plenary (IPBES/3/INF/14).

Item 10**Provisional agenda, date and venue of future sessions of the Plenary**

47. The Plenary may wish to consider the provisional agenda, date and venue of its fourth session. Governments wishing to host the fourth session are encouraged to inform the secretariat in advance of, or during, the third session.

Item 11**Adoption of decisions and the report of the session**

48. Having considered the above matters, and following the presentation of the report of the Bureau on credentials, the Plenary may wish to consider adopting draft resolutions, decisions or recommendations that reflect the outcomes of its deliberations during the session. It may also wish to adopt the draft report of the session, as prepared by the Rapporteur.

Item 12**Closure of the session**

49. It is expected that the session will be closed by the Chair of the Plenary by 6 p.m. on Saturday, 17 January 2015.

Annex**Proposed organization of work and list of documents****Proposed organization of work, subject to approval by the Plenary**

<i>Time</i>	<i>Monday 12 January 2015</i>	<i>Tuesday 13 January 2015</i>	<i>Wednesday 14 January 2015</i>		<i>Thursday 15 January 2015</i>		<i>Friday 16 January 2015</i>	<i>Saturday 17 January 2015</i>		
0800–0830	Regional consultations	Regional consultations	Regional consultations	Regional consultations	Regional consultations	Regional consultations	Regional consultations	Regional consultations		
0830–0900										
0900–0930										
0930–1000	Stakeholder consultations	Stakeholder consultations	Stakeholder consultations	Stakeholder consultations	Stakeholder consultations	Stakeholder consultations	Stakeholder consultations	Stakeholder consultations		
1000–1030	Plenary Items 1, 2, 3, 4, 5	Plenary Items 6, 7	Plenary Reporting		Plenary Reporting		Regional discussions on Panel selection	Plenary Reporting and Panel election		
1030–1100			WP	Budget	WP	Budget				
1100–1130										
1130–1200						Plenary Reporting				
1200–1230										
1230–1300										
1300–1330		Budget					Budget			
1330–1400										
1400–1430										
1430–1500										
1500–1530	Plenary Item 5	Plenary Items 8, 9	WP	RoP	WP	RoP	WP	RoP		
1530–1600										
1600–1630										
1630–1700										
1700–1730										
1730–1800										
1800–1830							Budget			
1830–1900										
1900–1930										
1930–2000	Reception hosted by the Government of Germany	WP	Regional discussions on 2 (b)		WP	WP	WP			
2000–2030										
2030–2100										
2100–2130										
2130–2200										
2200–2230										
2230–2300		--	--		--	--	--			
2300–2330		--	--		--	--	--			
2330–0000		--	--		--	--	--			

Notes: (a) Draft schedule is subject to approval by the Plenary; (b) simultaneous interpretation will be provided in all six official languages of the United Nations during all Plenary meetings; meetings on the work programme will be conducted with interpretation into all six official languages except on Tuesday and Thursday evening, when they will be in English only; (c) regional discussions on deliverable 2 (b) (Regional and subregional assessments) will be conducted with partial simultaneous interpretation, as follows: English and French for Africa; English and Spanish for the Americas; English, Arabic and Chinese for Asia-Pacific; and English and Russian for Europe and Central Asia.

Abbreviations: WP, work programme; RoP, rules of procedure.

List of working documents

<i>Symbol</i>	<i>Title</i>	<i>Agenda item</i>
IPBES/3/1	Provisional agenda	2 (a)
IPBES/3/1/Add.1	Annotations to the provisional agenda	2 (a)
IPBES/3/2	Implementation of the work programme for 2014–2018	4
IPBES/3/2/Add.1	Implementation of the work programme for 2014–2018: eligibility for financial support from the Platform trust fund	4
IPBES/3/3	Outcome of the task force on capacity-building (deliverables 1 (a) and (b))	5 (a)
IPBES/3/4	Outcome of the task force on knowledge and data, including the draft data and information management plan (deliverables 1 (d) and 4 (b))	5 (a)
IPBES/3/5	Draft catalogue and guidance on policy support tools and methodologies (deliverable 4 (c))	5 (b)
IPBES/3/6	Report on the regional scoping process for a set of regional and subregional assessments (deliverable 2 (b))	5 (c)
IPBES/3/6/Add.1	Generic scoping report for the regional and subregional assessments of biodiversity and ecosystem services	5 (c)
IPBES/3/6/Add.2	Draft complementary scoping report for the regional assessment of biodiversity and ecosystem services for Africa	5 (c)
IPBES/3/6/Add.3	Draft complementary scoping report for the regional assessment of biodiversity and ecosystem services for the Americas	5 (c)
IPBES/3/6/Add.4	Draft complementary scoping report for the regional assessment of biodiversity and ecosystem services for Asia-Pacific	5 (c)
IPBES/3/6/Add.5	Draft complementary scoping report for the regional assessment of biodiversity and ecosystem services for Europe and Central Asia	5 (c)
IPBES/3/6/Add.6	Draft complementary scoping report for the regional assessment of biodiversity and ecosystem services for the Open Oceans region	5 (c)
IPBES/3/7	Scoping for a thematic assessment of land degradation and restoration (deliverable 3 (b) (i))	5 (c)
IPBES/3/8	Scoping for the methodological assessment regarding diverse conceptualization of multiple values of nature and its benefits, including biodiversity and ecosystem functions and services (deliverable 3 (d))	5 (c)
IPBES/3/9	Initial scoping report for a global assessment of biodiversity and ecosystem services (deliverable 2 (c))	5 (c)
IPBES/3/10	Budget and expenditure for 2014–2018	6 (a)
IPBES/3/11	Multidisciplinary Expert Panel: nomination and selection process and proposals received for members of the Panel	7 (a)
IPBES/3/12	Procedures for the preparation of Platform deliverables	7 (b)
IPBES/3/13	Draft policy and procedures for the admission of observers	7 (d)
IPBES/3/14	Draft conflict of interest policy and procedures	7 (e)
IPBES/3/15	Draft communications and outreach strategy (deliverable 4 (d))	8 (a)
IPBES/3/16	Revised draft stakeholder engagement strategy (deliverable 4 (d))	8 (b)
IPBES/3/17	Guidance on the development of strategic partnerships and other collaborative arrangements	8 (c)