

## **IPBES-4/3: Procedures for the preparation of Platform deliverables**

### *The Plenary*

Revises the procedures for the preparation of Platform deliverables<sup>1</sup> by:

- (a) *Approving* the procedure for filling gaps in the availability of experts set out in annex I to the present decision, for inclusion as section 8 of the procedures for the preparation of Platform deliverables;
- (b) *Approving* the procedures for working with indigenous and local knowledge systems set out in annex II to the present decision, for inclusion as appendix III of the procedures for the preparation of Platform deliverables.

## **Annex I to decision IPBES-4/3**

### **Procedure for filling gaps in the availability of experts**

#### **Rationale for the additional procedure**

1. The present procedure is needed because the pool of nominations received from Governments and stakeholders suffers from geographic, disciplinary and gender gaps. The total number of experts selected in response to all the calls made since the beginning of the work programme amounts to 945, distributed as follows: African States, 17 per cent; Asian-Pacific States, 21 per cent; Latin American and Caribbean States, 17 per cent; Eastern European States, 10 per cent; and Western European and other States, 35 per cent. Those percentages were similar for governmental and non-governmental nominations. In terms of gender balance, 33 per cent of government nominees were women. All selection processes suffered from a lack of experts in the social sciences and indigenous and local knowledge.

2. While the present procedure can reduce imbalances, it will not by itself solve the situation. The bulk of the effort should be made at the time of the call for nominations. To that end, members of the Plenary and non-governmental stakeholders might wish to make a particular effort, in their response to future calls for nominations, to propose experts of both genders and experts in social sciences, indigenous and local knowledge and other underrepresented disciplines relevant to the call and set out in the letter calling for nominations. The Multidisciplinary Expert Panel will in future calls endeavour to describe more specifically the disciplines needed.

#### **Approach to filling gaps in expertise for scoping and preparing assessments and task forces**

3. The procedure includes the following steps:

- (a) The Multidisciplinary Expert Panel identifies or is informed by report co-chairs, once nominated, of gaps in nominations received at the time of the selection process and after the finalization of the selection process. Those gaps could be of a geographic, disciplinary, gender or knowledge system nature;
- (b) The Multidisciplinary Expert Panel through the secretariat will inform Governments and relevant stakeholders where there are gaps in the availability of experts;
- (c) The Multidisciplinary Expert Panel may suggest potential experts and ask the report co-chairs to suggest potential experts;
- (d) The secretariat compiles those suggestions, contacts the potential experts to gauge their interest in being nominated and asks for their curricula vitae. It then forwards a list of potential experts that have confirmed their interest to the Multidisciplinary Expert Panel, which, based on the curricula vitae, produces, in consultation with the co-chairs, a list of additional experts for possible nomination;
- (e) The secretariat invites the appropriate Governments or the appropriate stakeholders to nominate the additional experts suggested by the Multidisciplinary Expert Panel and by the report co-chairs;

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<sup>1</sup> Decision IPBES-3/3, annex I.

(f) The Multidisciplinary Expert Panel will inform the Plenary on the selection process, the extent to which these procedures have been applied, and on the persons appointed to the various positions through the present procedure.

## **Annex II to decision IPBES-4/3**

### **Procedures for working with indigenous and local knowledge systems**

#### **Procedures for bringing indigenous and local knowledge into the Platform's assessments**

The procedures outlined below originate from the stated aim of the Platform to include indigenous and local knowledge in all aspects of its work. Accordingly, the Multidisciplinary Expert Panel should encourage Governments and stakeholders to nominate an appropriate number of indigenous and local knowledge holders and indigenous and local knowledge experts to contribute to Platform deliverables. Furthermore, the Multidisciplinary Expert Panel should work to ensure that indigenous and local knowledge, and an appropriate number of indigenous and local knowledge holders and indigenous and local knowledge experts, are included in all stages of the Platform's assessments. In accordance with applicable international obligations and national legislation, nothing in these procedures should be construed as diminishing or extinguishing any existing rights of indigenous peoples or local communities.

#### **1. Receiving requests to the Platform**

When submitting inputs, requests and suggestions for Platform attention and action in line with the procedure for receiving and prioritizing requests put to the Platform, Governments, multilateral environmental agreements, United Nations bodies and other stakeholders are encouraged to take into account relevant indigenous and local knowledge and the concerns and priorities of indigenous and local knowledge holders and indigenous and local knowledge experts.

The annex to decision IPBES-1/3 sets out the procedure for receiving and prioritizing requests put to the Platform. In addition to the information already identified in paragraph 7 of the procedure, which outlines the information that should accompany requests, requests should also, where relevant, be accompanied by information about the availability of relevant indigenous and local knowledge and the potential contribution of indigenous and local knowledge holders and indigenous and local knowledge experts.

#### **2. Scoping for Platform deliverables**

The procedures for the preparation of Platform deliverables<sup>2</sup> include guidance on defining the scope and objective of a deliverable and the information, human and financial requirements to achieve the objective. The Panel selects experts to carry out the scoping, including determination of the outline, costs and feasibility. In order for indigenous and local knowledge to be appropriately included in the Platform's assessments, it is important that the requisite indigenous and local knowledge experience and expertise are available during the scoping phase in order to allow for the co-design of the assessment based on diverse knowledge systems, including indigenous and local knowledge systems.

##### **(a) Nomination of experts**

The Multidisciplinary Expert Panel, when requesting nominations of experts for a detailed scoping, should encourage Governments and stakeholders to nominate indigenous and local knowledge holders and indigenous and local knowledge experts and when appropriate to utilize the roster of indigenous and local knowledge holders and experts provided by the Platform.

##### **(b) Selection of experts**

The composition of the group of experts for a scoping should reflect the diversity of knowledge systems that exist. When making its selection for a detailed scoping (decision IPBES-3/3, annex I, sects. 3.1.(f) and 3.3.(f)), the Multidisciplinary Expert Panel should ensure that the scoping team includes an appropriate number of indigenous and local knowledge holders and indigenous and local knowledge experts. In the event that the composition falls short of expectations, the Multidisciplinary Expert Panel can consult the roster of indigenous and local knowledge holders and

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<sup>2</sup> Decision IPBES-3/3, annex I.

indigenous and local knowledge experts in order to identify additional individuals who can fill the gap in indigenous and local knowledge experience and expertise in the scoping team. The procedure for filling gaps in the availability of experts for thematic or methodological assessments<sup>3</sup> should be followed.

### **3. Preparation of reports**

The procedures for the preparation of Platform deliverables<sup>4</sup> contain, in sections 3.5 and 3.6, a series of steps for the preparation of reports, including the nomination and selection of author teams, the preparation of draft reports and the review of draft reports.

#### **(a) Nomination and selection of experts for assessment teams**

##### **Nomination of experts**

The Multidisciplinary Expert Panel, when requesting through the Platform secretariat nominations of experts to act as coordinating lead authors, lead authors or review editors, could encourage Governments and stakeholders to nominate indigenous and local knowledge holders and indigenous and local knowledge experts and/or to utilize the roster of indigenous and local knowledge holders and indigenous and local knowledge experts.

##### **Selection of experts**

The composition of the group of coordinating lead authors and lead authors for a given chapter, report or summary should reflect the diversity of knowledge systems as appropriate (decision IPBES-3/3, annex I, sect. 3.6.2). When making its selection, the Panel should aim to include within the author teams for relevant chapters an appropriate number of authors who are indigenous and local knowledge holders and indigenous and local knowledge experts. If there are gaps in indigenous and local knowledge expertise, the Panel, in collaboration with the assessment co-chairs, can consult the roster of indigenous and local knowledge holders and indigenous and local knowledge experts. The procedure for filling gaps in the availability of experts for thematic or methodological assessments should be followed.

#### **(b) Preparation of draft reports**

##### **Identification of relevant sources of indigenous and local knowledge**

While mainstream scientific resources provide access to some indigenous and local knowledge literature, the indigenous and local knowledge field also has its own dedicated journals, search engines, databases and networks that differ from those generally consulted in the fields of ecology, biodiversity and economics. Indigenous and local knowledge holders and indigenous and local knowledge experts on an author team should identify the indigenous and local knowledge resources that are most relevant to their assessment. They should be invited to use annotated lists of key indigenous-and-local-knowledge-relevant resources if such lists are developed in the framework of the Platform's assessments.

#### **(c) Review**

##### **Expert reviews**

Indigenous and local knowledge holders and indigenous and local knowledge experts who have contributed in situ knowledge to an assessment may use their own community-based validation and documentation processes. In order to ensure the review process is user friendly, comments may be submitted in flexible formats.

##### **Review editors**

The Panel should make every effort to include an appropriate number of review editors with indigenous and local knowledge experience and expertise on each assessment team.

If there are gaps in indigenous and local knowledge expertise in the team of review editors, the Panel, in collaboration with the assessment co-chairs, can consult the roster of indigenous and local knowledge holders and indigenous and local knowledge experts in order to identify individuals who can fill such gaps. The procedure for filling gaps in the availability of experts for thematic or methodological assessments should be followed.

<sup>3</sup> Decision IPBES-4/3, annex I.

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**4. Preparation of summaries for policy makers**

The responsibility for preparing first drafts and revised drafts of summaries for policymakers lies with the report co-chairs and an appropriate representation of coordinating lead authors and lead authors (decision IPBES-3/3, annex I, sect. 3.8). The Panel should ensure that an appropriate number of individuals with indigenous and local knowledge experience and expertise are included in author teams for summaries for policymakers.

**5. Preparation of synthesis reports**

The writing teams for synthesis reports could be composed of report co-chairs, coordinating lead authors and Panel and Bureau members (decision IPBES-3/3, annex I, sect. 3.9). The Panel should ensure that writing teams include an appropriate number of individuals with indigenous and local knowledge experience and expertise.

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