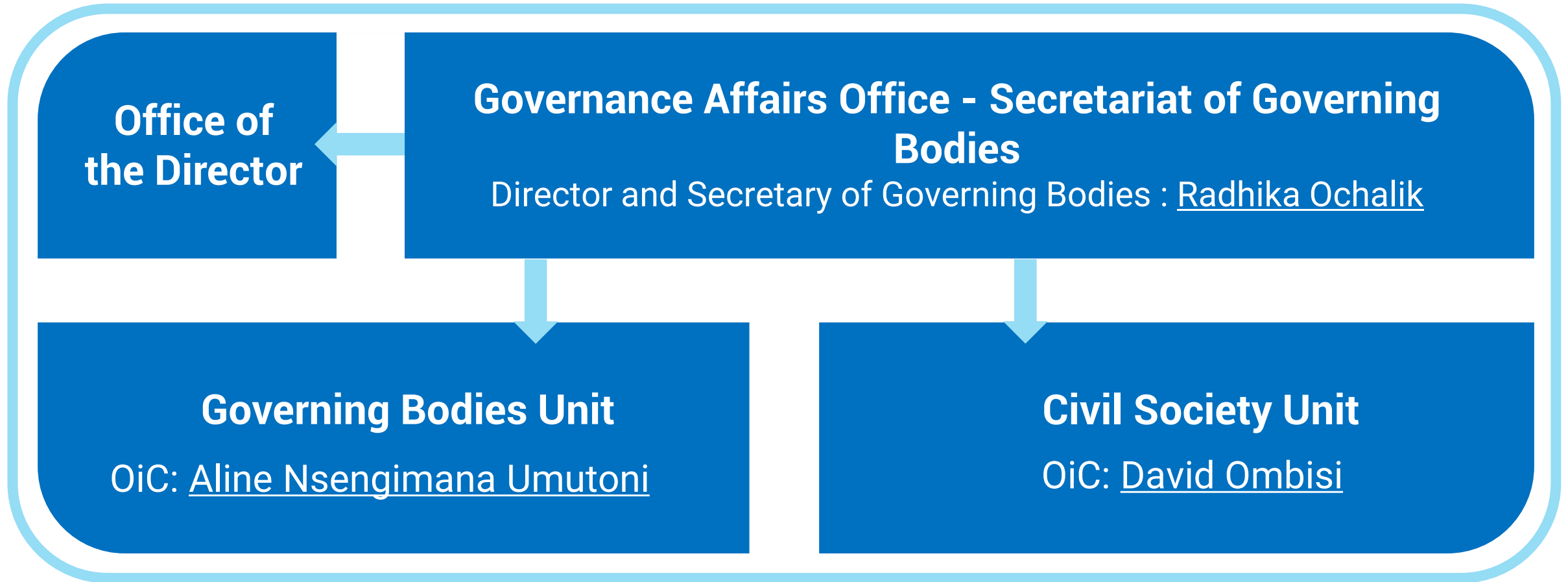


Orientation session for the members of the Committee of Permanent Representatives

Tuesday, 11 March 2025
Governance Affairs Office, United Nations Environment Programme

Structure of the UNEP Governance Affairs Office

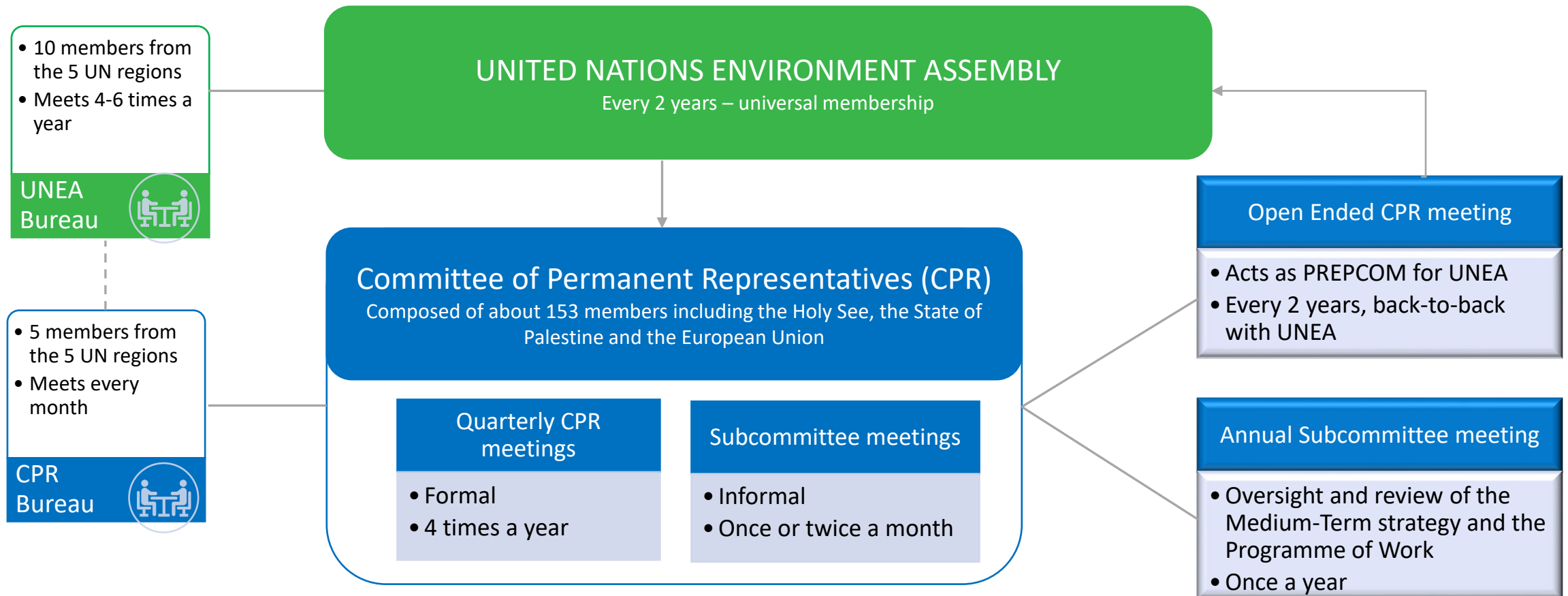


Contact: unep-sgb@un.org

Structure and functions of UNEA and its Bureau

Ms. Radhika Ochalik
Secretary of Governing Bodies
Director, Governance Affairs Office

UN Environment Programme Governance Structure



United Nations Environment Assembly (UNEA)

UNEA Bureau



Bureau

- 10 members - a President; 8 Vice-Presidents; and a Rapporteur
- Elected at the final meeting of a session and members hold office until their successors are elected
- Eligible for re-election
- Replacement of a Bureau member is governed by rule 19
- Oversees the preparations of UNEA and supports the general conduct of business of UNEA

President



His Excellency Abdullah Bin Ali Al-Amri

President of UNEA and Chair of the Environment Authority of Oman

Vice Presidents



Her Excellency Fitsum Assefa Adela

Vice President of UNEA and Minister of Planning and Development of Ethiopia



His Excellency Mike Mposha

Vice President of UNEA and Minister of Green Economy and Environment of Zambia



His Excellency Ali Gholampour

Vice President of UNEA and Ambassador and Permanent Representative of the Islamic Republic of Iran to UNEP



Her Excellency Anikó Raisz

Vice President of UNEA and Minister of State for Environmental Policy and Circular Economy of Hungary



Her Excellency Nino Tandilashvili

Vice President of UNEA and First Deputy Minister of Environmental Protection and Agriculture of Georgia



His Excellency Juan Carlos Castro Vargas

Vice President of UNEA and Minister of Environment of Peru



Her Excellency Zakia Khattabi

Vice President of UNEA and Federal Minister of Climate, Environment, Sustainable Development and Green Deal of Belgium



Her Excellency Johanna Lissinger Peitz

Vice President of UNEA and Senior Advisor, Ministry of Climate and Enterprise, Government Offices of Sweden

Rapporteur



Her Excellency Joyelle Clarke

Rapporteur of UNEA and Minister of Environment of Saint Kitts and Nevis

- Carry out tasks given by UNEA and President
- Assist the President
- Prepare for upcoming UNEA session
- Coordinate with the CPR Bureau and Chair
- Review credentials of representatives to UNEA

UNEA Bureau meetings

UNEA BUREAU MEETINGS

UN Environment Assembly Bureau Meeting

25 March 2025
Nairobi, Kenya



- In English
- Can be attended online
- Takes its decisions by consensus
- CPR Chair invited

[Overview](#)

[Pre-Session Documents](#)

[Post-Session Documents](#)

Time: 15:00 -17:00 (GMT+3)

VENUE: Online

CHAIR: H. E. Mr. Abdullah Bin Ali Al Amri, President of UNEA and Chair of the Environment Authority of Oman.

[Provisional and annotated agenda](#) *Uploaded on 20 February 2025*

UNEA and CPR Joint Bureaux meetings

- Joint Bureaux meetings are regularly organized and co-chaired by the UNEA President and the Chair of the CPR.
- Some joint meetings take the form of a “retreat”, often with a specific topic to be discussed; these meetings are typically longer (1-2 days) and may be hosted by the President.
- Relevant decisions are taken separately by each Bureau

Role of the UNEA president



- declares the opening and closing of each meeting
- rules on points of order
- proposes to the Assembly the limitation of time to be allowed to speakers,
- proposes the suspension or the adjournment of the meeting
- calls upon speakers
- calls a speaker to order
- announces the list of speakers
- represents the Environment Assembly

United Nations Environment Assembly (UNEA)

Agenda

Agenda

- Adopted at the start of the session
- UNEA approves the provisional agenda ahead of a session

Approves the provisional agenda for the seventh session as follows:

1. Opening of the session.
2. Adoption of the agenda and organization of work.
3. Credentials of representatives.
4. Report of the Committee of Permanent Representatives.
5. International environmental policy and governance issues.
6. Programme of work and budget; other administrative and budgetary issues.
7. Stakeholder engagement.
8. Contributions to the meetings of the high-level political forum on sustainable development and implementation of the environmental dimension of the 2030 Agenda for Sustainable Development.
9. High-level segment.
10. Cooperation with multilateral environmental agreements.
11. Provisional agenda, dates and venue of the eighth session of the Environment Assembly.
12. Adoption of the resolutions, decisions and outcome document of the session.
13. Election of officers.
14. Other matters.
15. Adoption of the report.
16. Closure of the session.



United Nations Environment Assembly (UNEA)

Structure



Structure of UNEA

- Opening plenary
- Leadership dialogues
- Multi-stakeholder dialogue
- High-level segment
- National statements
- Cooperation with Multilateral Environmental Agreements
- Closing segment
- Committee of the whole

United Nations Environment Assembly (UNEA)

Reporting and Special Sessions



Reporting

- UN General Assembly – (document symbol A/GA session number/25)
- High-level political forum on sustainable development

Special Sessions

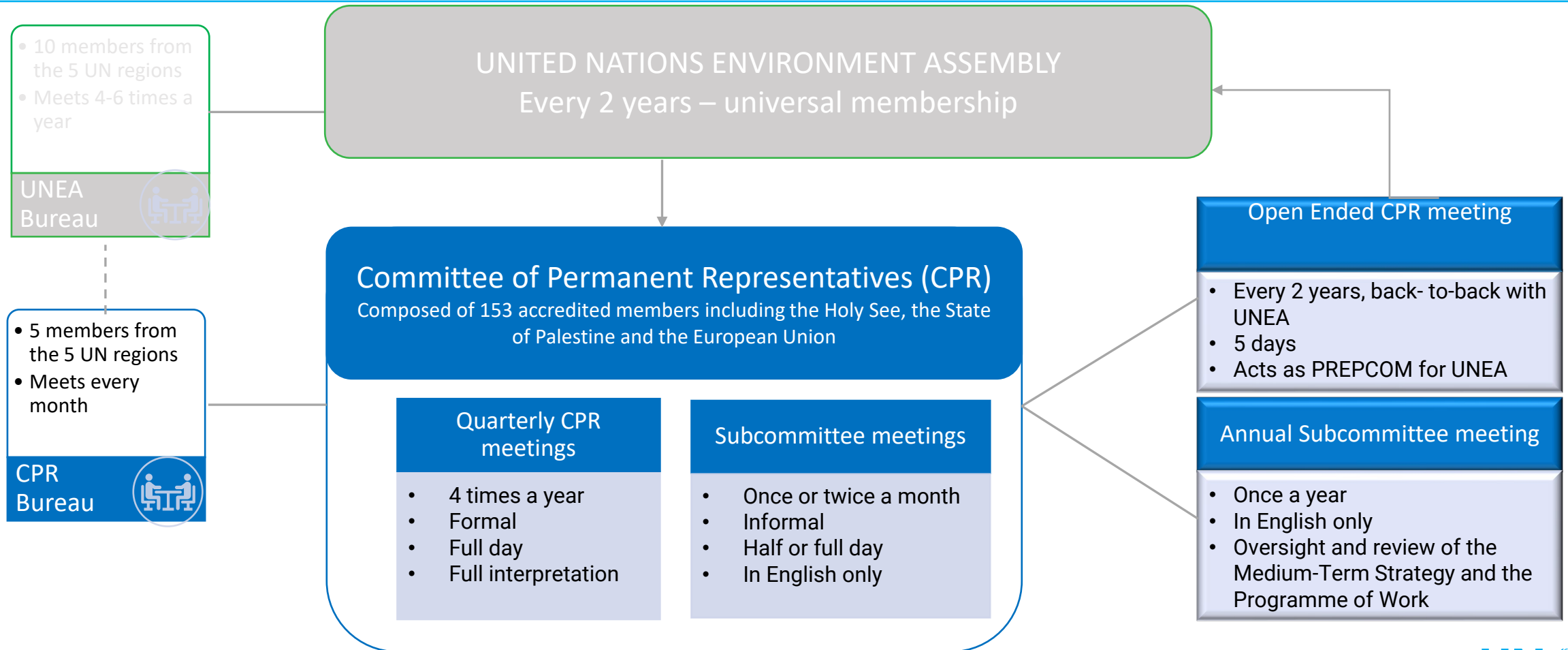
- UNEA can hold special sessions

Structure and functions of the CPR and its Bureau

Ms. Aline Nsengimana Umutoni
Political Affairs Officer
Ms. Marie Pia Texier
Programme Management Officer
Governing Bodies Unit

Committee of Permanent Representative (CPR)

Overview of Meetings



After consultation with the CPR bureau or at the request of at least 5 members, **extraordinary CPR meetings** may be convened

Committee of Permanent Representative (CPR)

Overview



- Established in [May 1985](#) (GC decision 13/2) to create a forum for dialogue between Member State missions in Nairobi and UNEP's Executive Director
- Open to [all UN Member States and members of the specialized agencies](#) (incl the European Union)
- Accredited [Major Groups and Stakeholders](#) representatives participate as observers, with the right to intervene and put forward proposals.
- Meets under the leadership of a [5-member Bureau comprising of a Chair, 3 Vice-Chairs and a Rapporteur](#) based on nominations by regional groups and elected for a period of two years

Committee of Permanent Representative (CPR)

Mandate



2 main functions:

1. Provides review and oversight of UNEP's Programme of Work and implementation of UNEA resolutions
2. Prepares decisions for upcoming UNEA sessions

Based on *Governing Council decision 19/32, 1997*

Committee of Permanent Representative (CPR)

Membership - Regular and subcommittee meetings



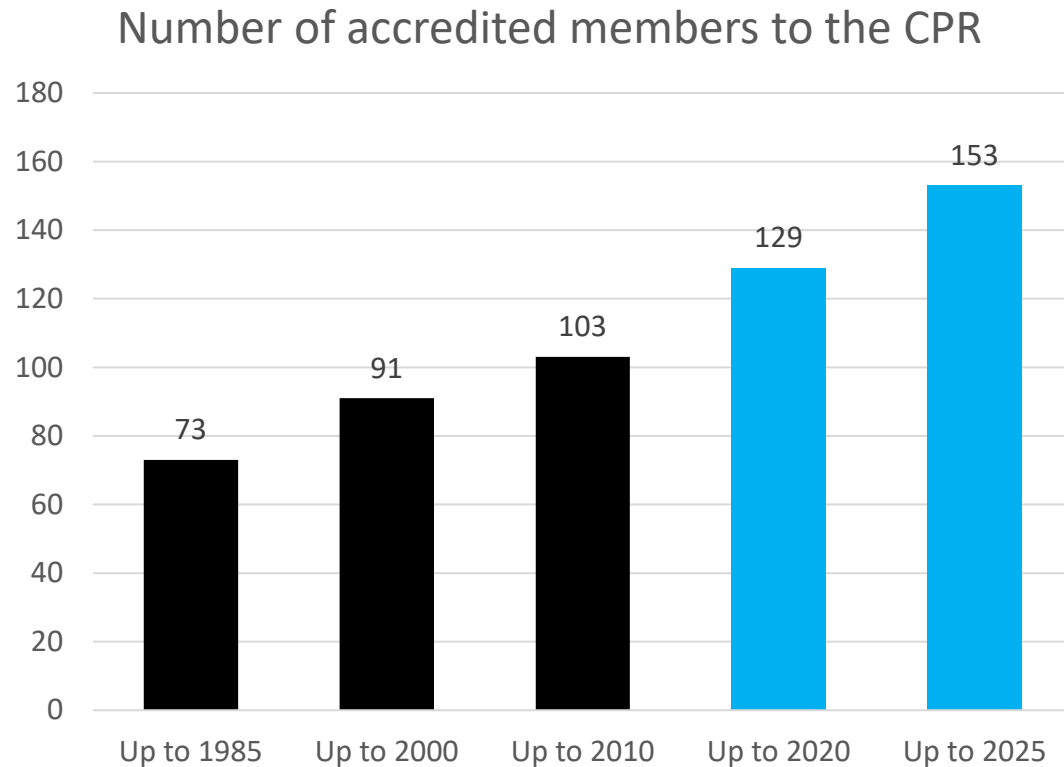
“Representatives of all States Members of the UN, members of the specialized agencies and the European Union, accredited to the UN Environment Programme, **based in Nairobi or outside**” (GC decision 19/32 Para 8).

Meets formally 4 times per year; interpretation provided
In addition, meets informally 1-2 times per month; English only

A detailed online [roadmap of meetings](#) with live links is prepared on an annual basis

Committee of Permanent Representative (CPR)

Membership - Regular and subcommittee meetings



Current membership – **153 members**
(97 in Nairobi; 56 outside Nairobi)
Accredited Members: **149 Member States**

Accredited Non-Member States: the Cook Islands, the European Union, the Holy See and the State of Palestine
Observers: League of Arab States + Sovereign Order of Malta

Accredited Major Groups and Stakeholders

Committee of Permanent Representative (CPR)

Annual Subcommittee of the Committee of Permanent Representatives (ASC)



Governing Council decision 27/2, February 2013

- Meets **annually** for 5 days
- Reviews the **Medium-Term Strategy and Programme of Work** and budget, to be endorsed by the CPR and for the governing body's approval
- If preceding a UNEA session, initiates preparations for the Environment Assembly
- Oversees their **implementation and accountability** of the Secretariat
- Conducts its meetings in English only

Committee of Permanent Representative (CPR)

Open-ended Committee of Permanent Representatives (OECPR)



Governing Council decision 27/2, February 2013

- Contributes to the [preparation of the agenda](#) of UNEA;
- Provides [advice](#) to UNEA on policy matters;
- Prepares [decisions for adoption](#) by UNEA oversee implementation;
- Convenes thematic / programmatic [debates](#);
- Promotes [participation of the non-resident members](#) of the Committee, particularly from developing countries;

Takes place back-to-back with the UN Environment Assembly (unless otherwise decided by UNEA)

Member States are encouraged to

- **Consolidate proposals** for draft resolutions and decisions aiming to strengthen or follow up on the implementation of previous UNEA resolutions **into one single draft resolution or decision** for each UNEA, subject to the agreement of the proponents.
- **Continue adhering to the deadline** for the submission of draft resolutions:
 - **Announce the intention to submit** draft resolutions at least 12 weeks prior to **UNEA 15 September 2025**
 - **Submit** draft resolutions at least 10 weeks prior to the session – **29 September 2025**

Proponents are encouraged to

- Provide a **concept note** for the draft resolution that **includes an explanation of the purpose** of the initiative :
 - ✓ **New guidance to UNEP** and/or invitations to United Nations system bodies;
 - ✓ **New commitments** of Member States;
 - ✓ A definition of a **new global concept**;
 - ✓ Addressing an **emerging issue** or an **urgent matter**
 - ✓ Information on already agreed language;

Secretariat is encouraged to

Continue to provide **technical notes** that include:

- substantive information on relevant existing mandates, resolutions and UNEP activities,
- information on alignment with the medium-term strategy and
- a best estimate of additional costs required to implement the proposed resolution;

Secretariat is encouraged to

- Provide a **template** for draft resolutions and decisions for voluntary use by Member States;
- Create an **online searchable repository** of resolutions and decisions adopted by the GC and UNEA
- Continue, subject to the availability of resources, to offer **training and guiding documents** to delegates, appointed co-facilitators and screenwriters well in advance of UNEAs in cooperation with the secretariats of MEAs.

Member States, President of UNEA, UNEA and CPR Bureaux, with the support of the Secretariat should make effective use of intersessional period:

- To **facilitate the meaningful participation of all Member States** as early as possible in the preparation process for the sessions of the Environment Assembly
- To encourage **early identification of experienced co-facilitators** in consultation with regional groups and the UNEA and CPR bureaux
- To consider **allowing text proposals made by Member States to be reflected in brackets**, without preventing delegations from introducing additional text during the session of OECPR
- To encourage co-facilitators to provide advice to proponents on possible ways **to streamline the text of draft resolutions**, before the start of the session of the OECPR
- To consider opportunities to **merge proposals** for draft resolutions and draft decisions at an early stage
- To provide sufficient time for **bilateral consultations among** Member States and the secretariat

Working methods



Based on the outcomes of the [Consensual Process for Review by the CPR](#), the **paragraph 41 (j)** of the [Chair's Summary](#) of the 9th ASC recommended that the CPR bureau, supported by the Secretariat

- Prepare a strategically planned roadmap for CPR quarterly and subcommittee meetings
- Develop a standing agenda for quarterly CPR meetings
- Prepare annotated agendas well in advance to the meetings
- Prepare background documents well in advance
- Clearly outline agreed recommendations and decisions in the report of the CPR

Further consensual conclusions, such as working timelines and arrangements are included in the [guidance on the organization of work for the Committee of Permanent Representatives](#), endorsed by the CPR as its resumed 162nd meeting

Identification, formulation and recording of CPR decisions.

The 167th CPR meeting held on 17 December 2024, adopted a decision [UNEP/CPR/167/9/Rev.1](#) which provide additional guidance on identification, fomulation and recording of CPR decision as follows:

- The secretariat, as a general rule, to compile and circulate, in a standalone document, in a standardized format, any draft decisions or draft recommendations proposed by members of the Committee at subcommittee meetings for consideration by the Committee at its quarterly meetings.

Meeting portal

<https://www.unep.org/cpr/meetings>

Roadmap for UNEP

www.unep.org/cpr/roadmap-un-environment-programme-governing-bodies

Member States directory

www.unep.org/cpr/member-states-directory



Roadmap for the UNEP Governing Bodies | UN Journal | IISD event calendar

Meeting Category - Any - Calendar - Any - APPLY

June 2025

- 170th meeting of the Committee of Permanent Representatives ›
23 June, 2025
- Committee of Permanent Representatives Subcommittee meeting ›
17 June, 2025
- Committee of Permanent Representatives Subcommittee meeting ›
12 June, 2025
- Committee of Permanent Representatives Bureau meeting ›

- Overview
- About the CPR
- Member States directory
- ▶ Meetings
- Roadmap for the UNEP Governing Bodies
- UN Environment Assembly
- UNEP PPR and CPR quarterly reports
- Outcome of the Consensual Process for Review by the CPR

Version: 17 February 2025 10:00. This is a "living document" which is updated regularly, building on guidance from the CPR Chair and Bureau. Dates are tentative and may be subject to change. Roadmaps for previous years are available [here](#). The 2025 UNEA-7 Bureau roadmap is available [here](#). An online overview of upcoming meetings is available [here](#).

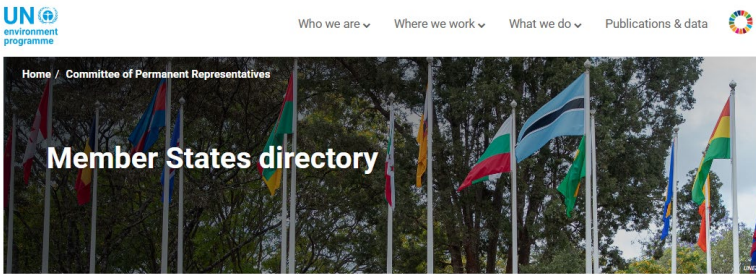
Note: To ensure that you open the latest version of the roadmap, please refresh your browser or clear your cache.

Roadmap for UNEP Governing Bodies: Jan 2025 – Dec 2025

Legend:

Regular CPR meetings	Subcommittee meetings	CPR/UNEA Bureau meetings	Processes emanating from UNEA	UNEA/ASC/OECPR meetings	Other meetings/ official holidays
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Meetings dates of the Governing Bodies of UNEP	Agenda Items	Other relevant meetings
Link to Roadmap January 2024-December 2024		
January 2025		
23 January – CPR Subcommittee Meeting (13:00-16:30) hybrid Additional information here	Preliminary Agenda - Review of UNEP thematic programmes: - Towards Zero Waste - Pollution and Health - New Policy Brief: Policymakers' Guide to Robust Life Cycle Assessment - Briefing on the outcomes of CBD COP 16	1 January – New Year's Day (UN official holiday) 7 January – Orthodox Christmas (floating holiday) 20-24 January – World Economic Forum Annual Meeting 2025 - Davos, Switzerland 26 January – International Day of Clean Energy
28 January – Meeting of the CPR Bureau, (10:00-12:00) hybrid Additional information here	Preliminary Agenda - Preparations for UNEA-7 - Contribution of UNEA to the HLPF - Organization of work	29 January – Lunar New Year (floating holiday)
February 2025		
20 February – CPR Subcommittee Meeting (9:00-	Preliminary Agenda	2 February – World Wetlands



The UNEP Secretariat of Governing Bodies and Stakeholders maintains:

- a directory of all members accredited to the Committee of Permanent Representatives (latest version available in [PDF](#) › only)
- a directory of Ministers of Environment and Focal Points (version from 25 January 2025 on [PDF](#) ›)

It is the sole responsibility of Permanent Missions to inform UNEP of any changes regarding the information displayed in both directories. All changes should be submitted via a Note Verbale sent by email to the Secretariat of Governing Bodies and Stakeholders at unep-gao-directory@un.org.

- Overview
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- Roadmap for the UNEP Governing Bodies
- UN Environment Assembly

Thank you



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