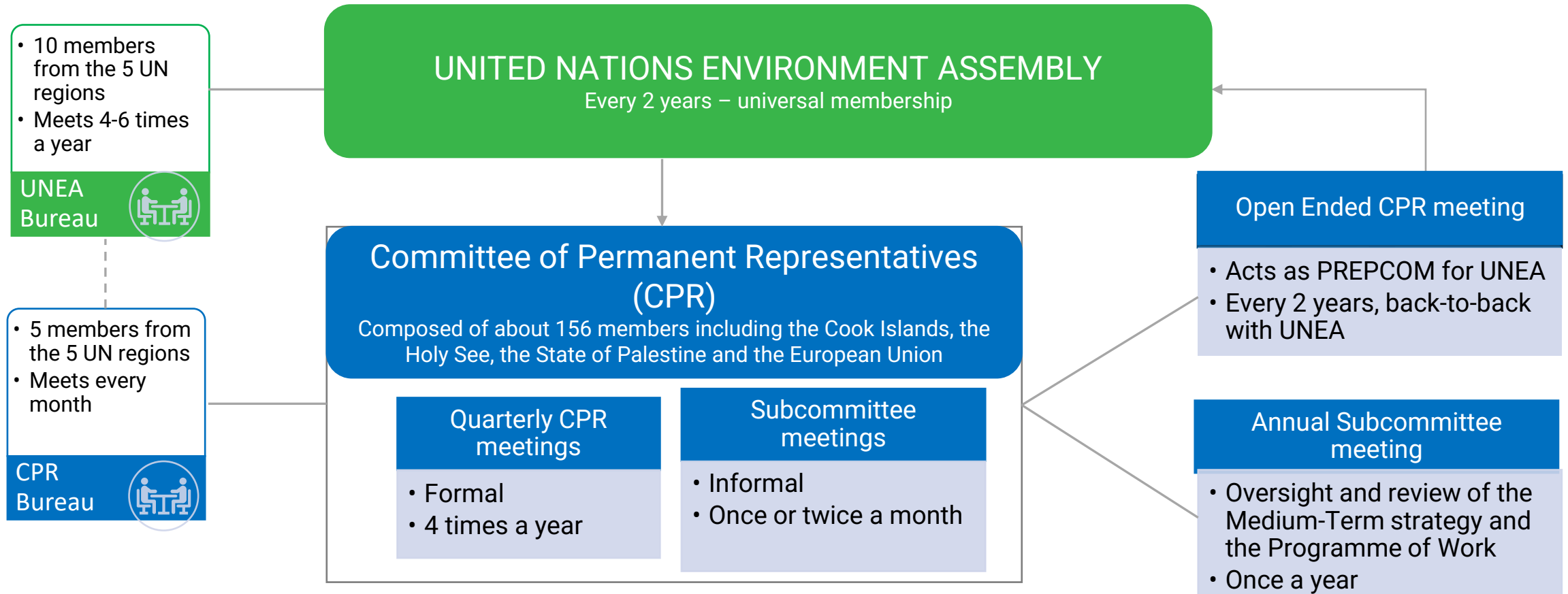


Structure and functions of UNEA and its Bureau

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

UN Environment Programme Governance Structure



UNEA-8: 2027

[UNEA-7 Decision 7/7](#) - Provisional agenda, dates and venue of the eighth session of the United Nations Environment Assembly

November						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
December						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12

5-day OECPR-8: the eighth session of the Open-ended Committee of Permanent Representatives will be held **from 29 November to 3 December 2027**

5-day UNEA-8: the eighth session of the Assembly at the headquarters of the United Nations Environment Programme, in Nairobi, **from 6 to 10 December 2027**

UNEA-9 and future regular sessions of the Assembly will commence on the last Monday in February in odd-numbered years ([UNEA-7 Decision 7/7](#))

February						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

UNEA-9: 2029

3-day OECPR-9 will consist of a three-day meeting from 21 to 23 February 2029 and be convened back-to-back with UNEA-9 in order to minimize financial costs

3-day UNEA-9 will consist of a three-day meeting from 26 to 28 February 2029

In the light of the reduced duration of the ninth session of the Environment Assembly, Member States will be strongly encouraged to limit the number of draft resolutions submitted for consideration by the Assembly, without prejudice to the rules of procedure of the Assembly, in particular rule 44.

UNEA-10 (2031)

24 – 28 February 2031

UNEA-11 (2033)

28 February – 4 March 2033

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 Matthew Samuda

President of UNEA and Minister of Water, Environment and Climate Change of Jamaica

Vice Presidents



His Excellency Ibrahim Alarabi Munir

Vice President of UNEA and Minister of Environment of Libya



His Excellency Hamad Yusuf Masauni

Vice President of UNEA and Minister of State, Vice-President's Office, Union and Environment of the United Republic of Tanzania



His Excellency Mosese Bulitavu

Vice President of UNEA and Minister of Environment and Climate Change of Fiji



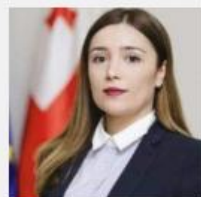
His Excellency Dammika Patabendi

Vice President of UNEA and Minister of Environment of Sri Lanka



Her Excellency Anikó Raisz

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



Her Excellency Nino Tandilashvili

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



Her Excellency Joyelle Clarke

Vice President of UNEA and Minister of Sustainable Development, Environment, Climate Action and Constituency Empowerment of Saint Kitts and Nevis



His Excellency Jochen Flasbarth

Vice President of UNEA and State Secretary at the Federal Ministry for the Environment, Nature Conservation and Nuclear Safety of Germany

Rapporteur



His Excellency Felix Wertli

Rapporteur of UNEA and Ambassador for the Environment, Head of International Affairs Division, Federal Office for the Environment, Federal Department of the Environment, Transport, Energy and Communications of Switzerland

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

UNEA Bureau meetings

UNEA BUREAU MEETINGS

UN Environment Assembly Bureau Meeting

25 March 2025
Nairobi, Kenya



[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*

- Meetings held in English
- Can be attended online
- Makes recommendations and provides guidance
- CPR Chair invited to participate as an ex officio member

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



- Declare the opening and closing of each meeting
- Rule on points of order
- Propose to the Assembly the limitation of time to be allowed to speakers and the number of items each representative may speak on a question
- Propose the closure of the list of speakers or closure of debate
- Propose the suspension or the adjournment of the meeting
- Call upon speakers in the order of inscription
- Call a speaker to order
- Represents the Environment Assembly in intergovernmental meetings

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

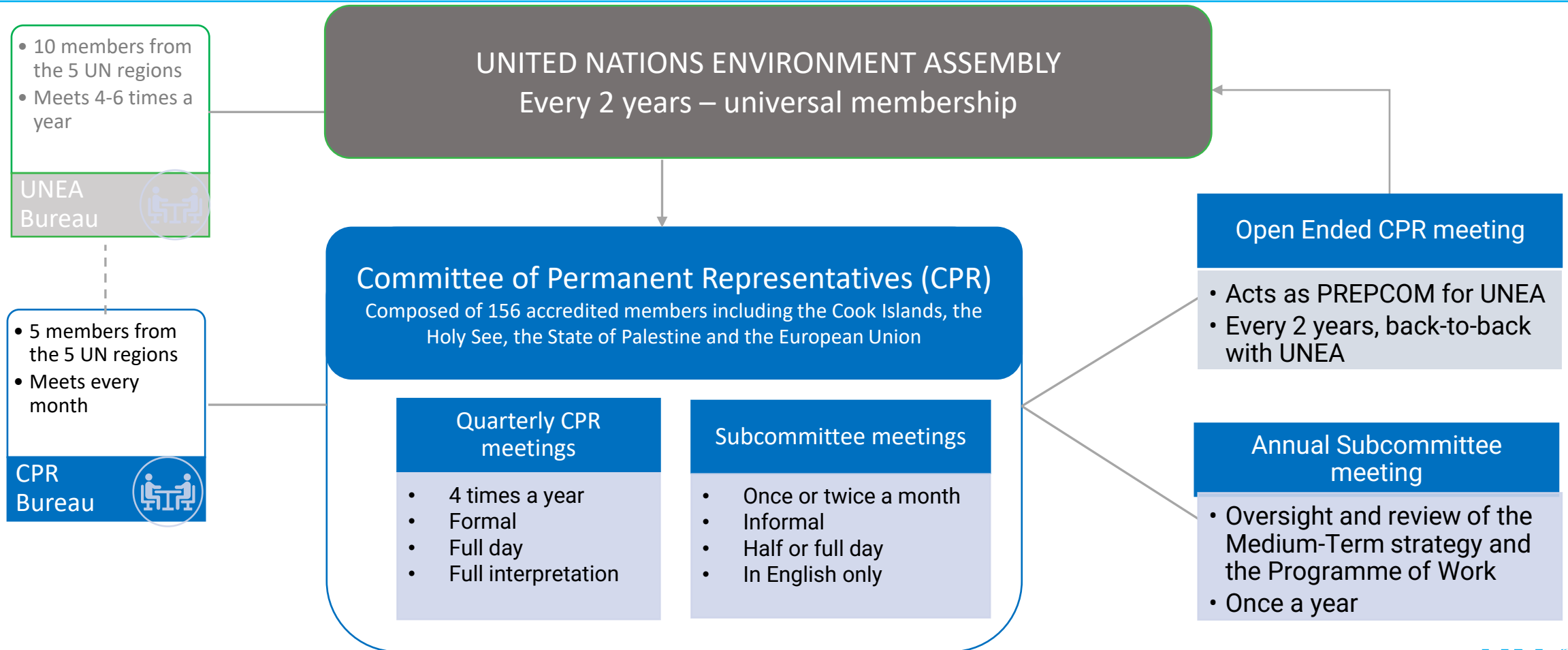
Special Sessions

- UNEA can hold special sessions

Structure and functions of the CPR and its Bureau

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 make statements.
- 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

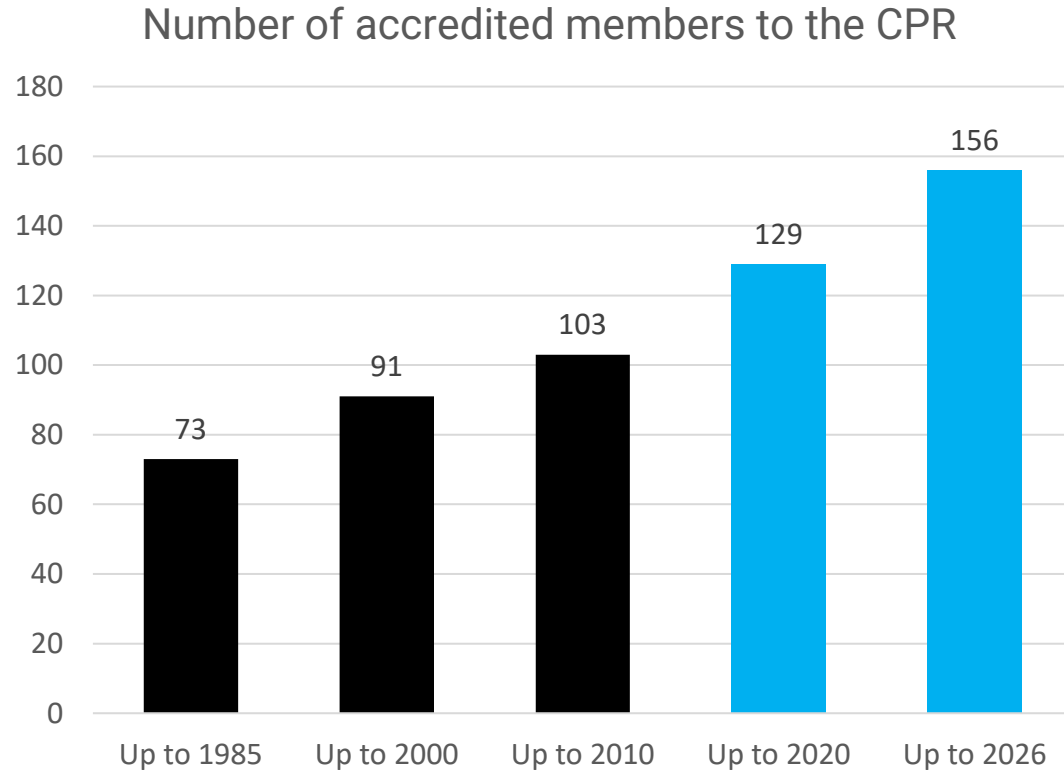
1. Within the policy and budgetary framework provided by UNEA, to review, monitor and assess the implementation of UNEA decisions on administrative, budgetary and programme matters.
2. Review the draft programme of work and budget during their preparation by the Secretariat.
3. Review reports requested of the Secretariat by UNEA on the effectiveness, efficiency and transparency of the functions and work of the Secretariat and to make recommendations thereon to UNEA.
4. Prepare draft decisions for consideration by UNEA based on inputs from the Secretariat.
5. Contribute to the preparation of the agenda of UNEA.
6. Provide advice to its governing body on policy matters.
7. Convene thematic and/or programmatic debates.
8. Oversee the implementation and accountability by the Secretariat of the medium-term strategy and programme of work and budget.
9. Consider the frequency, schedule and programmatic focus of its meetings to enhance its efficiency and effectiveness and to improve its working methods.

Based on [Governing Council decisions 19/32 and 27/2](#)



Committee of Permanent Representative (CPR)

Membership - Regular and subcommittee meetings



Current membership – **156 members**
(98 in Nairobi; 58 outside Nairobi)

Accredited Members:

- 152 Member States
- 3 Observer States
- European Union

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)

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 and in decision 171/2.

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.

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<https://e-delegate.un.org/>

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Committee of Permanent Representatives ▾

MY CONTACT INFO MY PREFERENCES MY MODULES MY ACCESS ADMINISTRATION

Name
Carlota Estalella Alba

Mission/Organization
Mission/Organization

Phone
Phone

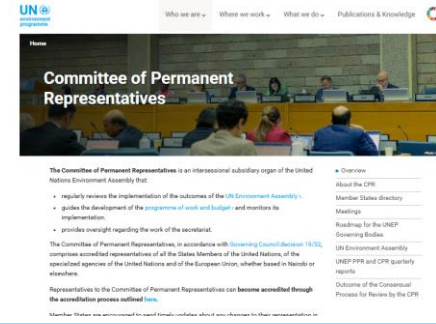
Email
carlota.esta

Save

2024 Survey of Conference Services
The Department for General Assembly and Conference Management (DGACM) invites delegations to provide their feedback on the conference New" or directly at this link: <https://forms.office.com/e/X5zhX2Kx12>

- **Only for Member States, observer States, IGOs, MEAs and UN entities.**
- **Minimum 2 admins per Member State**
 - Admins can create unlimited users and admins
- **How to get an e-Delegate account**
 - If you don't have an e-deleGATE account, contact your e-deleGATE administrators in your Mission/Organization/Ministry.
 - They will create an account for you so you can receive CPR and UNEA-related correspondence.
 - If you don't know who your administrators are, please contact us on unep-sgb@un.org

Working with the UNEP Secretariat



How to?	Resource
Receive official emails and updates from the Secretariat	e-deleGATE
View upcoming key meetings	Roadmap for the UN Environment Programme Governing Bodies UNEP - UN Environment Programme
Find documents related to a specific meeting	Meetings UNEP - UN Environment Programme
Read the statements delivered at a meeting	UN Journal
Find contact details of missions, ministries and focal points	Member States directory UNEP - UN Environment Programme
Register for participation in a quarterly CPR meetings or UNEA	Indico (exact link provided by email)

UN Journal for Nairobi

Open calendar,

To access, select United Nations Office at Nairobi at the bottom of the left-hand menu

Events hosted by UNON-based UN country offices, UN regional offices and other UN entities do not appear in the Journal.

- Type of meeting
- Title
- Time and venue
- Documentation and resources

Welcome to the United Nations

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 **Journal**
of the United Nations

Summit of the Future Action Days 2024
20 and 21 September 2024

Convened by the Secretary-General of the United Nations

Updated 03/09/2024 15:45

Tuesday 3 September 2024

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New York

All Meetings of the day

- Official Meetings
- Informal Consultations
- Other Meetings
- Forthcoming Meetings

Daily List of Documents

Signatures and Ratifications

Press Conferences

General Information

Other Events

International Court of Justice, The Hague, Kingdom of the Netherlands

United Nations Office at Geneva

United Nations Office at Nairobi

United Nations Office at Vienna

Conferences and Summits

Global Calendar of Conferences and Meetings

All Meetings of the day

Official Meetings

Security Council

Security Council

11:30	Security Council Consultations Room	Consultations of the whole	Closed
15:00	Economic and Social Council Chamber	Briefing to non-Council members	

General Assembly

Committee on Conferences

10:00 - 13:00	Conference Room 5	568th meeting	Closed
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Economic and Social Council

Executive Board of the United Nations Children's Fund

Second regular session

11:00 - 13:00	Conference Room 1	1st plenary meeting	
15:00 - 17:00	Conference Room 1	2nd plenary meeting	

Informal Consultations

No meetings scheduled.

Contacting UNEP by email

Related to	Office	Email account
Letters and Notes Verbales related to the work of UNEP	Executive Office of UNEP	unep-executiveoffice@un.org
Other kinds of correspondence e.g. emails on the work of UNEP and its meetings	Office of the Secretariat of Governing Bodies	unep-sgb@un.org
Invitations to meetings and events addressed to the Executive Director and the Deputy Executive Director	Executive Office of UNEP	unep-executiveoffice@un.org
Accreditation to the CPR, changes to the directory of CPR members and environmental focal points from capitals	Office of the Secretariat of Governing Bodies	unep-gao-directory@un.org
Communication related to the work of the CPR and its meetings	Office of the Secretariat of Governing Bodies	unep-sgb@un.org
Communication related to UNEA preparations* and the work of UNEA	Office of the Secretariat of Governing Bodies	unep-sgb@un.org
Communication related to the major groups and stakeholders	Civil Society Unit	unep-civilsociety@un.org

Thank you



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