

Committee of Permanent Representatives
Bureau meeting
3 June 2025
11:00 – 12:30 (GMT +3)
Conference Room 9 (in person)
and Microsoft Teams (online)

Summary

Agenda item 1: Opening of the meeting and adoption of the agenda.

1. His Excellency Firas Khouri, Chair of the Committee of Permanent Representatives (CPR), Ambassador of the Hashemite Kingdom of Jordan to Kenya and Permanent Representative to the United Nations Environment Programme (UNEP), opened and chaired the meeting.
2. Ms. Elizabeth Mrema, Deputy Executive Director of UNEP, delivered her opening remarks.
3. The [agenda](#) was adopted.

Agenda item 2: Nomination of candidates for the Bureau of the Committee of Permanent Representatives for 2025 – 2027.

Agenda item 3: Preparations for the 170th meeting of the Committee of Permanent Representatives.

4. The secretariat provided an update on the [nomination of candidates](#) for the Bureau of the Committee of Permanent Representatives for the two-year term beginning on 1 July 2025 and ending on 30 June 2027, and the preparations for the [170th meeting of the Committee of Permanent Representatives](#), scheduled for 24 June 2025, based on the [annotated agenda](#). The Secretariat requested the Bureau members to inform their Groups of the need for the accredited members to register for the upcoming 170th meeting of the Committee and to attend the meeting in-person, emphasizing the need for at least 77 members of the Committee to be physically present to meet the quorum for decision-making. The Secretariat informed that arrangements will be made for online participants to view the meeting.
5. One Bureau member inquired about the rationale for changing the sequence of the agenda items for the 170th meeting.
6. Another Bureau member requested clarification regarding the quorum requirement.
7. The Secretariat explained that agenda item 5, concerning the election of the Bureau, would be prioritized to ensure the Committee had sufficient time for its consideration. Similarly, agenda item 7, on evaluation and audit, including the previously postponed reports of the Joint Inspection Unit, would be prioritized to avoid further delays. Under item 8, relating to the report of the subcommittee, the Committee would consider a draft decision requiring its approval; Agenda item 6, addressing the medium-term strategy and the programme of work and budget, was scheduled last as it would have been discussed at the [subcommittee meeting on 12 June](#) and would be further reviewed at the subsequent [subcommittee meeting scheduled for 10 July 2025](#).
8. Regarding quorum, the Secretariat clarified that the Committee has 153 accredited

members and that, in accordance with [rule 32 of the rules of procedure of UNEA](#), which is applicable to the Committee, *mutatis mutandis*, a quorum of 77 members, representing a majority, is required for the election to take place.

9. The Bureau agreed on the following organization of work for the 170th quarterly meeting and requested the Secretariat to inform delegations accordingly:

- Under agenda item 1 (Opening of the meeting), members wishing to deliver statements should be encouraged to deliver group statements only.
- For statements under various agenda items, including statements under item 4 (Report of the Executive Director), members should be encouraged to limit group statements to five minutes and individual statements to three minutes. A timer would be displayed on the screens in the meeting room to assist delegations in adhering to these time limits.
- Given the limited time available, delegations should be informed that the provisional agenda items will be considered in the following order:

Agenda item 1 - Opening of the meeting by the Chair of the Committee of Permanent Representatives.

Agenda item 2 - Adoption of the provisional agenda of the 170th meeting of the Committee of Permanent Representatives.

Agenda item 3 - Adoption of the draft minutes of the 169th meeting of the Committee of Permanent Representatives.

Agenda item 5 - Election of officers to the Bureau of the Committee of Permanent Representatives.

Agenda item 4 - Report of the Executive Director to the 170th meeting of the Committee of Permanent Representatives.

Agenda item 7 - Consideration of relevant evaluation reports and audits.

Agenda item 8 - Report of the subcommittee.

Agenda item 6 - Development of a medium-term strategy for the period 2026-2029 and a draft programme of work and budget for the period 2026-2027.

Agenda item 9 - Any other business.

Agenda item 10 - Closing of the meeting.

- The meeting would continue beyond 6:00 p.m. without interpretation, if necessary, for the Committee to conclude its consideration of all the agenda items; and
- In light of the election of the Bureau, in-person participation of the members of the Committee would be required.
- In the event that a secret ballot is foreseen, the Bureau requested the Secretariat, in consultation with the Chair, to circulate an information note on the procedure for election by secret ballot; and to organize a briefing for delegations in advance of 170th meeting to explain the procedure for election by secret ballot.

Agenda item 4: Working methods of the Committee of Permanent Representatives.

10. The Secretariat presented the [guidance](#) on the preparation of draft recommendations for consideration by the Committee, which included a template for submitting draft recommendations featuring a checklist of the mandates of the Committee outlined in the Governing Council decisions 19/32 and 27/2. The aim of the guidance was to ensure alignment with the Committee's mandate and UNEP's strategic framework.
11. One Bureau member sought clarification on the proposed annex, specifically how a recommendation by a proponent would be addressed if other delegations disagreed.
12. The Secretariat explained that a proponent would have to present the rationale for the

proposed recommendation and indicate the relevant mandate of the Committee, adding that other delegations could express reservations or provide comments, and clarified that if the proponent would need to hold consultations with concerned delegations in advance of the consideration of the recommendation at a subsequent subcommittee meeting; emphasized that the annex served as a non-binding guidance, for the voluntary consideration of the members of the Committee, and it is the Committee's prerogative to determine whether a recommendation fell within its mandate, with the secretariat available to provide guidance if requested.

13. The Bureau endorsed the [guidance](#) and requested the secretariat to circulate it to all members of the Committee and make it available on the subcommittee meetings portal as a background document. The Bureau also agreed that for future subcommittee meetings, all proponents of draft recommendations should be encouraged to follow the guidance when submitting a draft recommendation.

Agenda item 5: Other matters.

14. One Bureau member inquired about the outcome of the silence procedure on the second revised final contribution of the United Nations Environment Assembly (UNEA) to the 2025 High-level political forum on sustainable development (HLPF).
15. The Secretariat confirmed that the second revised final draft of the UNEA contribution to the HLPF was circulated on Wednesday, 28 May for a silence procedure ending on Friday, 30 May 2025, noting that the silence procedure was broken by several delegations, and announced that a communication on behalf of the President of UNEA would be sent to inform Member States that there will be no UNEA contribution to the HLPF this year.

Agenda item 6: Closing of the meeting.

16. The Deputy Executive Director of UNEP acknowledged that this was the last meeting of the current CPR Bureau, expressed gratitude to the Bureau on behalf of the Executive Director of UNEP and the Secretariat, and sincerely thanked each Bureau member for their valuable contributions, steadfast support, and commitment throughout their term.
17. The meeting closed at 12:10 (GMT+3).

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Annex: List of Participants

The Committee of Permanent Representatives Bureau Members:

H. E. Mr. Firas Khouri, Chair of the Committee of Permanent Representatives, Ambassador of the Hashemite Kingdom of Jordan to Kenya and Permanent Representative to UNEP.

H. E. Ms. Nicol Adamcová, Vice-Chair of the Committee, Ambassador of Czechia to Kenya and Permanent Representative to UNEP.

H. E. Mr. Wael Nasreldin Attiya, Vice Chair of the Committee, Ambassador of the Arab Republic of Egypt to Kenya and Permanent Representative to UNEP.

H. E. Mr. Arnaud Suquet, Vice Chair of the Committee, Ambassador of France to Kenya and Permanent Representative to UNEP, **represented by** Ms. Leny Potavin, Embassy of France.

Mr. Jovan Bernard Reid, Rapporteur of the Committee and Deputy Head of Mission of the Permanent Mission of Barbados.

Representative of the President of the United Nations Environment Assembly participating in an ex-officio capacity:

H. E. Ms. Nasra Salim Mohamed Al Hashmi, Ambassador of the Sultanate of Oman to Kenya and Permanent Representative to UNEP.

The UN Environment Program Secretariat was represented by:

Ms. Elizabeth Mrema, Deputy Executive Director.

Mr. Nicolas Bertrand, Chief of Staff.

Ms. Radhika Ochalik, Secretary of Governing Bodies.

Mr. Stadler Trengove, Principal Legal Advisor