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**United Nations Environment
Assembly of the United Nations
Environment Programme**

**162nd meeting of the Committee of Permanent Representatives
to the United Nations Environment Programme**

Nairobi, 16 June 2023

Conference Room 2

10:00 – 13:00 and 15:00 - 18:00 (GMT+3)

Hybrid meeting

Agenda item 5

Election of the Officers of the CPR Bureau 2023-2025.

**Procedures for elections of the members of the Bureau of the Committee of
Permanent Representatives of the United Nations Environment Programme
(UNEP).**

Note by the secretariat

The annex to the present note sets out the procedure for elections of the members of the Bureau of the Committee of Permanent Representatives of the United Nations Environment Programme

Annex

Background

1. The Committee of Permanent Representatives was formally established as a subsidiary organ of the Governing Council (now the United Nations Environment Assembly) in May 1985 by Governing Council decision 13/2.
2. Rule 63, paragraph 3 of the rules of procedure of the United Nations Environment Assembly provides that, “the rules of procedure of subsidiary organs shall be those of the United Nations Environment Assembly, as appropriate, subject to such modifications as the United Nations Environment Assembly may decide upon in the light of proposals by the subsidiary organs concerned. Each subsidiary organ shall elect its own officers.” Accordingly, the rules of the Assembly are as appropriate, applicable to the work of the Committee.
3. Governing Council resolution 19/32 entitled, “Governance of the United Nations Environment Programme” decided in operative paragraphs 8 and 9 respectively, “that the Committee of Permanent Representatives shall consist of the representatives of all States Members of the United Nations and members of its specialized agencies, and the European Community, accredited to the United Nations Environment Programme, whether based in Nairobi or outside”; and “that the Committee of Permanent Representatives shall elect a Bureau composed of a Chairperson, three Vice-Chairpersons and a Rapporteur, for a period of two years, taking into account the principles of rotation and equitable geographical representation.”
4. At an extraordinary meeting of the Committee of Permanent Representatives on 23 June 2021, the Committee elected in accordance with Rule 18 by acclamation its Bureau for the period beginning on 1 July 2021 and ending on 30 June 2023. Accordingly, a new Bureau needs to be elected for the period beginning on 1 July 2023 and ending on 30 June 2025.
5. In accordance with the principles of rotation and equitable geographical representation the **following officers of the Bureau need to be elected for a two year term beginning on 1 July 2023 and ending on 30 June 2025**: A Chairperson from the Asia-Pacific States; three Vice-Chairpersons from the following groups: the Africa States, the Eastern European States, and the Western European and other States; and a Rapporteur from the Latin America and the Caribbean States.
6. **Credentials** signed by Head of State, Head of Government or Minister for Foreign Affairs **are not required to participate in the meetings of the Committee**. This is in accordance with the practice of the United Nations Environment Programme (“UNEP”) where participation by States in meetings of the subsidiary bodies of UNEA do not require the submission of such credentials signed by Head of State, Head of Government and

Minister for Foreign Affairs. As is the usual practice for the meetings of the Committee, **representatives of Member States accredited to the Committee, as well as representatives of the Holy See, the State of Palestine and the European Union are required to register through the INDICO platform** available online by uploading a formal letter or Note Verbale from their Embassy or Permanent Mission addressed to the Secretariat containing the composition of delegation. Formal registration is subject to review and approval by the Secretariat and will be sufficient to participate in the meeting of the Committee, including participating in the election of officers.

Rules applicable to the election of the Chair, Vice Chairs and Rapporteur

7. This shall be an **exclusively in-person meeting and no online voting shall be allowed.**

8. The following nominations have been received as of 12 June 2023 for the Bureau of the Committee: For the position of Chair: H. E. Mr. Firas Khouri, Ambassador and Permanent Representative of Jordan (from the Asia-Pacific States). For the positions of Vice Chairs: H. E. Mr. Wael Nasr Attia, Ambassador and Permanent Representative of Egypt (African States); and H. E. Mr. Gunnar Andreas Holm, Ambassador and Permanent Representative of Norway (from the Western European and other States).

9. Two countries from the Group of Eastern European States have presented nominations for the position of Vice Chair: Mrs. Nicol Adamcová, Director of the Sub-Saharan Africa Department, Ministry of Foreign Affairs of the Czech Republic, and H. E. Mr. Dmitry Maksimychev, Ambassador and Permanent Representative of the Russian Federation.

10. The nomination for the position of Rapporteur from the Group of Latin America and Caribbean States remains pending.

11. **Should there be no representative from a member of the Committee physically present then members of the Committee may authorize the representative of another member of the Committee to vote on their behalf.** However, the following requirements would need to be met: There needs to be a formal communication, such as a Note Verbale from the sending State to the Secretariat of Governance Affairs authorizing the representative from another State to act on its behalf in this election for the Bureau. No representative can simultaneously represent two States. Thus, in the case of this election where the proxy is being exercised, the delegate who is performing the proxy cannot simultaneously represent her/his own State. The State whose delegate is performing the proxy will need at least two representatives in the room, i.e. one representative representing that State and seated behind the State's own nameplate and a second representative who performs the proxy and who is seated behind the nameplate of the State who has granted the proxy.

12. **Members of the Committee who are based outside Nairobi are invited to send proxies to the Secretariat of the Governing Bodies** [email: unep-sgb@un.org with a copy to ochalik@un.org] and those members of the Committee who have Permanent Missions in Nairobi are encouraged to attend the meeting in person, although proxies from such Missions can be accepted.

13. **Proxies in the form of Note Verbale or official letter should be received by the Secretariat at least twenty-four hours in advance of the meeting** whereupon the Secretariat will verify whether the proxy has been correctly executed in accordance with the requirements set out above.

14. As to the **quorum required to elect officials in the Bureau**, any election once finalized, constitutes a decision of the Committee of Permanent Representatives. Pursuant to rule 32 of the rules of procedure as applicable to the Committee, the presence of a majority of the members of the Committee shall be required for any decision to be taken. The current membership of the Committee of Permanent Representatives is one hundred and thirty- two members including the European Union. Accordingly, **the quorum required to proceed with the election is sixty-seven members of the Committee.**

15. As per established practice, **the Committee may wish to decide to elect, by acclamation, the candidates from the regions where there are agreed candidates and the number of candidates corresponds to the number of seats to be filled.**

16. **In the absence of election by acclamation and where there is a formal objection or the number of candidates exceeds the number of seats to be filled, the Committee shall proceed to the election by secret ballot.**

17. The European Union will not be participating in decisions concerning this election.

18. Rules 56 and 57 of the rules of procedure provide as follows:

Rule 56

“All elections shall be held by secret ballot unless otherwise decided by the United Nations Environment Assembly.”

Rule 57

“1. If, when one person or member only is to be elected, no candidate obtains in the first ballot the majority required, a second ballot shall be taken restricted to the two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, the President shall decide between the candidates by drawing lots.”

“2. In the case of a tie in the first ballot among the candidates obtaining the second largest number of votes, a special ballot shall be held for the purpose of reducing the number of candidates to two. In the case of a tie among three or more candidates obtaining the largest number of votes, a second ballot shall be held. If a tie results among more than two candidates, the number shall be reduced to two by lot and the balloting, restricted to them, shall continue in accordance with the preceding paragraph.”

Balloting procedure for the election of the Chair, Vice Chairs and Rapporteur

19. Upon commencement of balloting, the conference officers will first distribute the ballot papers to the representatives sitting behind their nameplates. Each representative will get one single ballot paper for each position on the Bureau.

20. The ballot papers for a particular region will indicate the name of the person(s) nominated by the Regional Group or nominated by the Government together with an additional space on the ballot paper for inscribing the name of any other candidate from the Group. Accordingly, delegates can:

- (a) tick the box for the single candidate nominated by the Group or tick the box for one of the self-nominated candidates; OR
- (b) write down the name of one representative of a Member State that belongs to the Group and is a Member of the Committee; OR
- (c) leave their ballot blank.

21. This procedure will ensure compliance with established United Nations practice and specifically General Assembly resolution 71/323 on the revitalization of the work of the General Assembly. This resolution in operative paragraph 47 states that “the names of candidates for election by the General Assembly or by the Main Committees shall be communicated to the Secretariat, where possible, at least 48 hours prior to an election unless otherwise required by specific rules governing the elections concerned, and that those names shall be printed on the ballot papers, while additional space shall be provided on the ballot paper for inscribing other names, where applicable.

22. The ballot will be considered invalid if representatives tick and/or write down more than one name on the ballot paper or they write down the name of a representative who does not belong to the Regional Group or to the Committee of Permanent Representatives or write down only the name of a Member State as the election is for an individual and not a State. If a ballot paper contains any notation other than a vote in favour of a candidate, those notations will be disregarded.

23. Ballot papers need to be filled out clearly. If a mistake is made in the process of filling out the ballot paper, the delegation in question should immediately request a new ballot paper from the Secretariat staff at the front of the room. After the ballot papers are collected and the presiding officer has announced that the balloting has been closed, the meeting will be suspended to allow time for the counting of the ballots. The Tellers, assisted by the Secretariat, will count the ballots, and the presiding officer will announce the results.

24. The presiding officer will propose three representatives from three Member States to serve as Tellers whose role will be to monitor the election and certify the results. The Secretariat will assist in identifying the Tellers from the representatives participating in the meeting and the Tellers will not be from the regions who are being elected.

25. In accordance with rule 49 of the rules of procedure the majority required to be elected is a majority of the members present and voting.

26. Pursuant to rule 52 of the rules of procedure, no representative shall interrupt the voting except on a point of order on the actual conduct of the voting. All delegates will be required to remain at their seats so that the voting process can proceed in an orderly manner. Ballots will only be distributed at the seats of delegates.

27. Once the results have been tallied and the Tellers have certified the results, they shall be communicated to the presiding officer. The meeting will be resumed for the results to be announced and to declare elected the candidate that has received the largest number of votes and a simple majority of the members present and voting.

28. Pursuant to rule 57, if no candidate obtains the required majority of the members present and voting, there shall be an additional ballot restricted to the two candidates obtaining the largest number of votes in the first ballot.

29. Further, pursuant to rule 57, if in the second ballot the votes are inconclusive, the Chair will decide between the candidates by drawing lots.

30. Pursuant to rule 57, in the case of a tie vote, and when it becomes necessary to determine the candidate that will proceed to the next round of restricted balloting, there shall be a special restricted ballot limited to those candidates that have obtained an equal number of votes.
