



Distr.: General
12 October 2023

English only



United Nations Environment Assembly of the United Nations Environment Programme

**163rd meeting of the Committee of Permanent
Representatives to the United Nations
Environment Programme**
Nairobi, 31 October 2023
Conference Room 2
10:00 – 13:00 and 15:00 – 18:00 (GMT+3)
Hybrid meeting

Agenda Item 4: Update on the preparations for UNEA-6

This note provides an overview of the status of preparations for the sixth session of the United Nations Environment Assembly (UNEA-6), to be held at the UNEP Headquarters in Nairobi, from 26 February to 1 March 2024.

A draft budget for the organization of UNEA-6 is attached in an annex to the note.

The Committee is invited to consider the note and the accompanying PowerPoint presentation on the status of preparations for UNEA-6, and provide guidance to the Secretariat and to the Bureau of the Committee of Permanent Representatives (CPR) as appropriate.

A. Agenda and theme for UNEA-6

1. In accordance with the [UNEA decision 5/4](#), the sixth session of the Environment Assembly (UNEA-6) of the United Nations Environment Programme (UNEP) will be held at the headquarters of UNEP in Nairobi from Monday, 26 February to Friday, 1 March 2024. The session will be preceded by the sixth meeting of the Open-ended Committee of Permanent Representatives (OECPR-6) to be held from Monday, 19 to Friday, 23 February 2024, which will serve as the main preparatory meeting for the Assembly.
2. The provisional agenda ([UNEP/EA.6/1](#)) and the annotated provisional agenda (UNEP/EA.6/1/Add.1) for the sixth session, as well as a [draft structure for the UNEA-6](#), has been endorsed by the [Bureau of UNEA-6](#) at the joint retreat of the Bureau of UNEA-6 and the CPR Bureau held in Morocco on [6-7 July 2023](#), and has been made available on the "[Meetings document](#)" page of the UNEA-6 website.
3. In accordance with a proposal from the UNEA-6 Presidency and a decision of the UNEA-6 Bureau, the provisional agenda for UNEA-6 includes a supplementary agenda item entitled "Cooperation with multilateral environmental agreements". Consequently, the third day of UNEA-6 (28 February 2023) will be devoted to two consecutive high-level dialogues on this topic (the "[MEA Day](#)"). The discussion will be supported by a note by the secretariat (UNEP/EA.6/INF/6), and the outcomes of the two dialogues will be presented at the closing plenary meeting of UNEA-6 on 1 March 2024. Furthermore, several parallel panel discussions and exhibitions will be organized throughout the week of UNEA-6, to showcase cooperation between Multilateral Environmental Agreements, UNEP and other UN entities.
4. Following extensive consultations with the CPR and in accordance with [Paragraph 9 of UNEA decision 5/4](#), the Bureau of UNEA-6 defined the [theme for UNEA-6](#) as "**Effective, inclusive, and sustainable multilateral actions to tackle climate change, biodiversity loss and pollution**". A [background document](#) prepared by the Secretariat, at the request of the UNEA-6 Presidency, and communicated to Member States, observers and Major Groups and Stakeholders through a [letter from the UNEA-6 President](#), guided the discussion to define the theme.

B. Participation modalities, registration and travel support

5. At the [joint retreat of the UNEA and CPR Bureaux on 6-7 July 2023](#), it was decided that UNEA-6 will be held under the following participation modalities:
 - a. All meetings, i.e., formal plenary meetings and informal meetings (high-level dialogues, leadership dialogues and multi-stakeholder dialogues), as well as the meetings of the Committee of the Whole, are to be held fully in-person. Interpretation will be available in the six UN official languages.
 - b. While not providing for online interventions, these meetings will nevertheless offer live web-streaming in all six UN languages to allow participants as well as the general public to follow the proceedings.
 - c. All Member States will have an opportunity to deliver one national statement during the high-level segment. National statements are expected to be delivered in person. However, exceptionally, pre-recorded video messages could be provided by Heads of State and Government who will not be able to attend in person.
 - d. Informal consultations and negotiations under working groups or contact groups established under UNEA-6 or OECPR-6 will be organized as hybrid meetings with a combination of in-person and online participation through an online platform, to facilitate participation from capitals for small delegations.
6. Registration for UNEA-6 and OECPR-6 was opened on 12 September 2023 and will close on [9 February 2024](#). Registration is required for all delegations and is open to Member States, members of specialized agencies, specialized agencies and related organizations,

UN bodies and entities, intergovernmental organizations and regional economic integration organizations, and accredited international non-governmental organizations. All delegations are encouraged to register as early as possible. Detailed information and guidance are available on the “[Registration](#)” page of the UNEA-6 website. Additional information relating to travel support for developing countries can be found on the same page.

C. Draft Ministerial declaration

7. In May 2023, the UNEA-6 President issued a [letter](#) and a [zero draft ministerial declaration](#), and invited Member States and accredited observers and Stakeholders to share initial ideas and inputs in writing. A [second letter](#) from the UNEA President and a [first draft ministerial declaration](#) were shared on 17 August 2023. Two informal consultations were held on the draft, open to all interested delegations, in accordance with a [roadmap for consultations](#), with additional consultations planned for the remaining period until UNEA-6. All written inputs from Member States and accredited observers and Stakeholders and other relevant information relating to the draft ministerial declaration have been made available on the “[Inputs to the Ministerial Declaration](#)” page of the UNEA-6 website.

D. Submission of draft resolutions and associated secretariat technical notes

8. Member States that consider submitting draft resolutions and draft decisions for consideration at UNEA-6 are encouraged to respect as far as possible the [Guidance on the submission of draft resolutions and decisions to UNEA-6](#), which was endorsed by the UNEA and CPR Bureaux at their [joint meeting on 6 and 7 July 2023](#).
9. In support of the consultations on draft resolutions, the Secretariat will aim to prepare technical notes, which will include: 1) a legal assessment; 2) an assessment of the relationship between the draft resolution/decision and the current UNEP Programme of Work; and 3) an initial estimation of the costs associated with the implementation of the draft resolution, should it be adopted.
10. Draft UNEA resolutions and decisions and related background information such as concept notes, Secretariat technical notes, and previous resolutions on the same topic, among others, will be made available online through a dedicated and password-protected [UNEP Resolutions portal](#), which will be open to Member States and accredited observers and stakeholders only.

E. High-level segment

11. The UNEA-6 high-level segment will take place on 29 February and 1 March 2024, and will consist of a formal opening with high-level dignitaries, three leadership dialogues, and one multistakeholder dialogue, to be held in parallel with national statements. The dialogues will be open to all participants accredited to UNEA-6 and will be webcast live on UN Web TV. Interpretation will be available in the six official languages of the United Nations. The dialogues will be interactive and held fully in person. There will be no pre-established list of speakers. The dialogues will be facilitated by a professional moderator to allow for an interactive discussion among the participants. The participants will be provided with a concept note with framing questions beforehand to guide the preparation of their interventions. A summary of each dialogue will be prepared by the secretariat and presented orally by the moderator at the closing plenary of the session and will be included in the UNEA-6 final report.

F. National Statements

12. Representatives of Member States, members of specialized agencies, intergovernmental organizations, UN entities, and intergovernmental organizations will be invited to deliver national statements under the UNEA-6 theme during the high-level segment on 29 February and 1 March 2024. Statements can be made in any of the six UN official languages and the meetings will be webcast live on UN Web TV. A speakers list will be developed. Heads of State and Government will have the opportunity to deliver their national statements immediately after the opening plenary of the high-level segment on 29 February 2024. The Secretariat will provide detailed guidelines regarding the inscription process for delivering national statements in December 2023.

G. UNEA-6 budget estimation

13. The successful outcomes of previous UNEA sessions have been contingent on generous support from Member States. Similarly, an inclusive and impactful sixth session will require significant additional financial support to complement available resources, in particular to facilitate the participation of representatives from developing countries.
14. The estimated cost for UNEA-6 amounts to approximately USD 4,4 million. These costs are principally financed through 1) funds from the UN Regular Budget; 2) funds from UNEP's Environment Fund; and 3) extrabudgetary resources from Member States. Additional information is made available in the [Annex](#).
15. The total funding gap amounts to approximately USD 1,729,000, and the remaining funding gap after two recent generous contributions from the European Commission and Hungary amounts to USD 1,163,000.
16. To close the remaining funding gap, all Member States in a position to do so are invited to consider providing a financial contribution in support of the organization of the sixth session.

H. UNEA-6 Documentation

17. UNEA-6 working documents will be issued in the six official UN languages at least 6 weeks in advance of the session, and UNEA-6 information documents (English only) will be issued as early as possible. All UNEA-6 documents will be made available on the "[Meetings documents](#)" page of the UNEA-6 website.
18. An advance unedited version of the report by the Executive Director to UNEA-6 ([UNEP/EA.6/2](#)) has been made available on the "Meetings documents" page of the UNEA-6 website.

I. Side events

19. Official side events will be convened in-person and virtually over the five days of UNEA-6, during lunch breaks and in the evenings. A total of 16 slots have been allocated for in-person side events and another 16 slots for virtual side events. Each of these 75-minute side events is intended to enrich and complement the UNEA-6 session by providing a unique opportunity to discuss the theme, share experiences, find solutions, and inspire partnerships towards tackling climate change, biodiversity loss and pollution. Applications will be received through an [online portal](#) with a deadline of 31 October 2023, to be screened and reviewed by the Secretariat. A list of selected in-person and virtual side events will be submitted for endorsement by the UNEA Bureau in December 2023. For more information, please visit the [UNEA-6 official side events webpage](#).

J. Reducing the environmental impacts of UNEA-6

20. The UNEP Secretariat is committed to mitigate the environmental impact of UNEA-6. The goal is to strengthen UNEA-6's sustainability efforts in collaboration with our main partners, UNON and the Host Country. A Greening UNEA webpage will be published closer to UNEA with concrete information on action taken to reduce the environmental impact of the Assembly. A report will be issued after UNEA-6 is finished to evaluate the environmental impact of the meeting.

K. UNEA-6 communication plan

21. A UNEA-6 communication plan has been developed and considered by the UNEA-6 Bureau, covering a wide range of communication aspects including the [UNEA-6 website](#), a communication resources and assets for Member States and Major Groups and Stakeholders, media advisories, outreach through social media, etc.
22. A UNEA-6 event mobile app is under development, to assist delegations in receiving all the latest practical information during the Assembly.

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Annex: Note on budget estimates for the UNEA-6

Note on budget estimates for the sixth session of the United Nations Environment Assembly

This note outlines projected budget estimates and funding gap for the sixth session of the United Nations Environment Assembly (UNEA-6) taking place from Monday, 26 February to Friday, 1 March 2024, as well as the sixth meeting of the open-ended Committee of Permanent Representatives (OECPR-6) taking place from Monday, 19 to Friday, 23 February 2024, and the UNEA Global Major Groups and Stakeholder Forum (UNEA GMGSF) to be held on Saturday, 24 and Sunday, 25 February 2024, in Nairobi, Kenya.

The total estimated budget for UNEA-6, OECPR-6 and GMGSF is approximately USD 4.4 million, and it covers the following core expenses:

- **Conference servicing** such as costs for meeting rooms, processing and issuance of pre-session, in-session and post-session documentations, and interpretation costs.
- **Travel support** for two representatives from developing countries, with priority given to the Least Developed Countries and Small Island Developing States to UNEA-6 and OECPR-6.
- **Organization of the Global Major Groups and Stakeholder Forum and travel support** for a limited number of representatives from accredited Major Groups and Stakeholders to attend UNEA-6, OECPR and the UNEA GMGSF.
- **Core UNEA communication activities**, include branding, media coverage, translation, multimedia coverage, website content management and a dedicated UNEA event app for participants.
- **Organization of official UNEA side events and other associated events** and exhibitions, including as related to the dedicated “MEA Day”.
- **Setting up several additional temporary infrastructures**, including one large and three smaller tented meeting venues for panel discussions, three tented exhibition areas and a tented delegate’s lounge, including furniture, AV equipment etc.

The expenditures for the above activities and infrastructure are estimated as follows:

Items	Meetings (USD)			Total (USD)
	UNEA	OECPR	MGS	
Conference services costs (UNON regular budget allocation)	708,000	-	-	708,000
Conference services costs (UNEP regular budget allocation)	239,000	54,000	-	293,000
Support to 2 representatives of developing countries	1,232,000	-	-	1,232,000
Organization of the Global Major Groups and Stakeholder Forum, including travel support	-	-	201,000	201,000
UNEA communication activities	495,000	-	-	495,000
Other conference costs including AV equipment, webcasting and reporting services through the Earth Negotiations Bulletin	809,000	19,000	-	828,000
Temporary infrastructure (large tented areas) to accommodate associated events and exhibitions	630,000	-	-	630,000
Grand Total	4,113,000	73,000	201,000	4,387,000

Funding sources

Historically, the total costs for regular sessions of the Environment Assembly have ranged between USD 3 and 4 million, financed through three main sources of funding, as follows:

1. UN Regular Budget:

As a formal calendar meeting of the UN, the UN regular budget provides financial resources to cover core conference services costs. For UNEA-6, the regular budget is expected to consist of (i) **USD 708,000** through UNON Conference Services, and (ii) **USD 450,000** directly to UNEP, subject to approval by the General Assembly.

2. UNEP funding:

The regular budget does not cover all costs related to UNEA. Therefore, approximately 1/3 of the UNEA budget has previously been funded from UNEP's core budget.

For UNEA-6, UNEP will allocate approximately **USD 1,500,000** from its budget, to ensure a successful UNEA. This is significantly higher than the UNEP's contribution for previous UNEA sessions.

This amount includes **USD 95,000** from the unspent balances of UNEA-5.2.

3. Member States direct contributions (extrabudgetary resources – XB):

Traditionally, about a third of the total costs for UNEA have been covered through generous contributions from individual Member States. Most of these funds have been used for travel support for delegates from developing countries (which is not covered by any of the above-mentioned funding sources). Based on the experience from previous UNEA sessions (adjusted to 2023 cost level), travel support for UNEA-6 is estimated at about 1.2 million USD.

To bridge the funding for travel support and other costs, such as temporary infrastructure (tents) or communication activities and taking into account the level of contributions made to support previous UNEA sessions, Member States in a position to do so are encouraged to provide extrabudgetary support for the organization of UNEA-6, with the aim of mobilizing **USD 1,729,000 in total**. While non-earmarked contributions to UNEA-6 are particularly welcome, Member States may also indicate what type of activities they wish to support, such as travel support to participants from developing countries, or Major Groups and Stakeholders activities.

To date, UNEP has received pledges to support UNEA-6 from the **European Commission (USD 600,000) and Hungary (USD 5,400)** in support of UNEA-6. UNEP expresses its deep appreciation to both parties, and hope that other Member States will follow suit.

Funding gap

As of 10 October 2023, and against the estimated total budget of **USD 4,387,000** for UNEA-6 core activities, the funding gap for UNEA-6 amounts to about **USD 1,729,000**.

The details are as follows:

Total budget estimate (USD)	4,387,000
Secured funding from regular ⁴ budget and UNEP budget	
Regular budget (UNON)	708,000
Regular budget (UNEP)	450,000
UNEP contribution	1,500,000
Total secured funding	2,658,000
Total funding gap	1,729,000
Extrabudgetary contributions received	
XB (European Commission)	560,700 ¹
XB (Hungary)	4,900 ¹
Remaining funding gap	1,163,400

Conclusion

To bridge the remaining funding gap of approximately USD 1,163,400, all Member States in a position to do so are invited, in accordance with their specific circumstances and capacity, to contribute financially to the organization of UNEA-6, to ensure an inclusive, participatory, and a successful session. Every contribution counts – large and small.

¹ Excluding Programme Support Costs (PSC)