Orientation session for newly accredited members of the Committee of Permanent Representatives

Thursday 30 May, 16:00 – 17:30 (Nairobi Time)
Governance Affairs Office, United Nations Environment Programme
<table>
<thead>
<tr>
<th>TIME</th>
<th>PROGRAMME</th>
</tr>
</thead>
<tbody>
<tr>
<td>16:00</td>
<td>Welcome remarks</td>
</tr>
<tr>
<td>16:05</td>
<td>UNEA</td>
</tr>
<tr>
<td></td>
<td>• Structure and functions of UNEA and its Bureau</td>
</tr>
<tr>
<td>16:20</td>
<td>CPR</td>
</tr>
<tr>
<td></td>
<td>• Structure and functions of the CPR and its Bureau</td>
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<tr>
<td>16:35</td>
<td>Q&amp;A (15min)</td>
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<tr>
<td>16:50</td>
<td>Working methods of UNEP Secretariat of the Governing Bodies</td>
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<tr>
<td></td>
<td>• Meeting portals</td>
</tr>
<tr>
<td></td>
<td>• Roadmap for UNEP Governing Bodies</td>
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<tr>
<td></td>
<td>• United Nations Journal at Nairobi</td>
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<td></td>
<td>• Member States Directory</td>
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<tr>
<td>17:05</td>
<td>Q&amp;A (15min)</td>
</tr>
<tr>
<td>17:25</td>
<td>Closing remarks</td>
</tr>
</tbody>
</table>
Structure and functions of UNEA and its Bureau

Ms. Radhika Ochalik
Secretary of Governing Bodies
Director, Governance Affairs Office
UN Environment Programme Governance Structure

- 10 members from the 5 UN regions
- Meets 4-6 times a year

UNEABureau

- 5 members from the 5 UN regions
- Meets every month

CPR Bureau

UNITED NATIONS ENVIRONMENT ASSEMBLY
Every 2 years – universal membership

Committee of Permanent Representatives (CPR)
Composed of about 145 members including the Holy See, the State of Palestine and the European Union

Quarterly CPR meetings
- Formal
- 4 times a year

Subcommittee meetings
- Informal
- Once or twice a month

Open Ended CPR meeting
- Acts as PREPCOM for UNEA
- Every 2 years, back-to-back with UNEA

Annual Subcommittee meeting
- Oversight and review of the Medium-Term strategy and the Programme of Work
- Once a year
United Nations Environment Assembly (UNEA)

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
• 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
UNE A Bureau meetings

• In English
• Can be attended online
• Takes its decisions by consensus
• CPR Chair invited
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
Approved 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.
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.
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
<table>
<thead>
<tr>
<th>Monday, 26 February 2024</th>
<th>Tuesday, 27 February 2024</th>
<th>Wednesday, 28 February 2024</th>
<th>Thursday, 29 February 2024</th>
<th>Friday, 1 March 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reg/pol group meetings</strong></td>
<td><strong>Reg/pol group meetings</strong></td>
<td><strong>High-level segment</strong></td>
<td><strong>Reg/pol group meetings</strong></td>
<td><strong>EU Ministerial breakfast [by invitation]</strong></td>
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<tr>
<td><strong>Major Groups meetings</strong></td>
<td><strong>Major Groups meetings</strong></td>
<td><strong>Cultural opening [09:30]</strong></td>
<td><strong>Cultural opening [09:30]</strong></td>
<td><strong>Reg/pol group meetings</strong></td>
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<tr>
<td><strong>Structure of the sixth session of the United Nations Environment Assembly (UNEA-6)</strong></td>
<td><strong>Reg/pol group meetings</strong></td>
<td><strong>Cooperation with MEAs</strong> [item 9] [2nd plenary meeting] (CR1)</td>
<td><strong>Cultural opening [09:30]</strong></td>
<td><strong>Reg/pol group meetings</strong></td>
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<tr>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>High-Level Dialogue on Cooperation with MEAs</strong> [CR1]</td>
<td><strong>[CR 2]</strong></td>
<td><strong>Leadership Dialogue</strong> [CR 1]*</td>
</tr>
<tr>
<td><strong>Adoption of the agenda</strong></td>
<td><strong>Adoption of the agenda</strong></td>
<td><strong>5th plenary meeting</strong> [item 9] [7:30-10:30 p.m.] (List of speakers) [TBC]</td>
<td><strong>Leadership Dialogue</strong> [CR 1]*</td>
<td><strong>Active and inclusive environmental multilateralism as a beacon of hope but is it delivering fast enough?</strong></td>
</tr>
<tr>
<td><strong>Establishment of the Committee of the Whole</strong></td>
<td><strong>Establishment of the Committee of the Whole</strong></td>
<td><strong>High-Level Dialogue on Cooperation with MEAs</strong> [CR 1]</td>
<td><strong>Leadership Dialogue</strong> [CR 1]*</td>
<td><strong>Show me the money: can the global financial system really tackle climate change, nature loss and pollution?</strong></td>
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<tr>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>4th plenary meeting</strong> [CR 1]</td>
<td><strong>leadership Dialogue</strong> [CR 1]*</td>
<td><strong>[CR 2]</strong></td>
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<tr>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Credentials of representatives [item 3]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- National Statements</strong> [item 9] (List of speakers)</td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<tr>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- High-Level Dialogue on Cooperation between UNEA, UNEP and MEAs to enhance effective implementation at national level, including through means of implementation</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Presentation of summaries</strong></td>
<td><strong>[CR 2]</strong></td>
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<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Action on draft Ministerial Declaration [item 12]</strong></td>
<td><strong>[CR 2]</strong></td>
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<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Cooperation with MEAs</strong> [item 10]</td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Consideration of the report of the Committee of the Whole</strong> [items 5 and 6]**</td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<tr>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Action on draft resolutions and decisions</strong> [item 12]</td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<tr>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Adoption of the report [item 15]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
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<tr>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>- Closure of the session [item 16]</strong></td>
<td><strong>[CR 2]</strong></td>
<td><strong>[CR 2]</strong></td>
</tr>
</tbody>
</table>

*Each Leadership Dialogue will focus on different trans-formative, multi-stakeholder and multidimensional actions and solutions to tackle climate change, biodiversity loss and pollution.
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

Mr. Ulf Bjornholm
Deputy Secretary of Governing Bodies
Deputy Director, Governance Affairs Office
Head, Governing Bodies Unit
Head a.i., Civil Society unit
Committee of Permanent Representative (CPR)

Overview of Meetings

UNITED NATIONS ENVIRONMENT ASSEMBLY
Every 2 years – universal membership

Committee of Permanent Representatives (CPR)
Composed of 145 accredited members including the Holy See, the State of Palestine and the European Union

Quarterly CPR meetings
- 4 times a year
- Formal
- Full day
- Full interpretation

Subcommittee meetings
- Once or twice a month
- Informal
- Half or full day
- In English only

Open Ended CPR meeting
- Every 2 years, back-to-back with UNEA
- 5 days
- Acts as PREPCOM for UNEA

Annual Subcommittee meeting
- Once a year
- In English only
- Oversight and review of the Medium-Term Strategy and the Programme of Work

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.

- There are 9 Major Groups: Business and Industry, Children and Youth, Indigenous Peoples and their Communities, Farmers, Local Authorities, NGOs, Women, Workers and Trade Unions, Science and Technology, represented by 1150 accredited observer organizations.

- 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

Governing Council decision 19/32, 1997

- Reviews, monitors and assesses the implementation of decisions of the UNEP’s governing body on administrative, budgetary and programme matters;
- Reviews the draft UNEP Programme of Work and Budget during its preparation by the secretariat;
- Reviews reports requested of the Secretariat by Member States on the effectiveness, efficiency and transparency of functions and work of the Secretariat and makes recommendations;
- Prepares draft decisions for consideration by the UNEP governing body based on inputs from the secretariat and on the results of the above functions.
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

Current membership – 145 members
Accredited Member States: 142 Member States  (96 in Nairobi; 49 outside Nairobi)
Accredited Non-Member States: The European Union+ Holy See + State of Palestine
Observers: League of Arab States  +  Sovereign Military Order of Malta

More than 1000 accredited Major Groups and Stakeholders
## Committee of Permanent Representative (CPR)

**UNEP Reporting to the CPR**

<table>
<thead>
<tr>
<th>Description</th>
<th>Frequency</th>
<th>Where</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNEP Programme Performance Report (assesses the status of implementation incl through indicators)</td>
<td>Annually</td>
<td>PPR and CPR quarterly report page</td>
</tr>
<tr>
<td>UNEP Annual Report (for communication to the wider public)</td>
<td>Annually</td>
<td>Annual report page</td>
</tr>
<tr>
<td>UNEP Quarterly ED Report to the CPR assesses the status of implementation incl through indicators</td>
<td>Quarterly</td>
<td>PPR and CPR quarterly report page</td>
</tr>
<tr>
<td>Online reporting tool for access, monitoring and reporting of UNEA resolutions, decisions and miniterial declarations</td>
<td>Regularly updated</td>
<td>UNEA Monitoring and Reporting tool</td>
</tr>
<tr>
<td>Ad-hoc requests from Member States</td>
<td>Ad-hoc</td>
<td>Under each meeting, on the <a href="#">CPR Meeting portal</a></td>
</tr>
</tbody>
</table>
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 and tools of the UNEP Secretariat of the Governing Bodies

Mr. Ulf Bjornholm
Deputy Secretary of Governing Bodies
Deputy Director, Governance Affairs Office
Head, Governing Bodies Unit
Head a.i., Civil Society unit
Meeting portal
www.unep.org/cpr/meetings

July 2024

- 11th Annual Subcommittee meeting of the Committee of Permanent Representatives
  08 July, 2024

- Committee of Permanent Representatives Bureau meeting
  03 July, 2024

June 2024

- Committee of Permanent Representatives Subcommittee meeting
  27 June, 2024

- 166th Meeting of the Committee of Permanent Representatives
  13 June, 2024

- Committee of Permanent Representatives Subcommittee meeting
  06 June, 2024

- Committee of Permanent Representatives Bureau meeting
  04 June, 2024
# Roadmap for UNEP


## Roadmap for UNEP Governing Bodies: March 2024 – December 2024

<table>
<thead>
<tr>
<th>Date</th>
<th>Agenda</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 May</td>
<td>- Briefing on human rights and the environment.</td>
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<tr>
<td></td>
<td>- UNEA-6 assessment and lessons learned</td>
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<tr>
<td></td>
<td>- Review of UNEP thematic programmes.</td>
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<td></td>
<td>- Briefing on the preparations for the third session of the ad hoc open-ended working group on a science policy panel (DEWG-3).</td>
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<td>- Briefing on World Environment Day.</td>
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<td>- Briefing on the new UNEP Youth and Education Programme.</td>
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<tr>
<td>3 May</td>
<td>- Labor Day (UN holiday)</td>
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<tr>
<td>4–8 May</td>
<td>- First session of the Executive Board for the year 2024, UN-Habitat</td>
</tr>
<tr>
<td>6–10 May</td>
<td>- 19th session of the UN Forum on Forests (UNF 19) (New York)</td>
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<tr>
<td>9–10 May</td>
<td>- UN Civil Society Conference in preparation for the 2024 Summit of the Future (Nairobi)</td>
</tr>
<tr>
<td>9–10 May</td>
<td>- UN Multi-stakeholder Forum on Science, Technology and Innovation for the SDGs (STI Forum 2024) (New York)</td>
</tr>
<tr>
<td>13–17 May</td>
<td>- SBSTTA 26 (TBA)</td>
</tr>
<tr>
<td>14–16 May</td>
<td>- ECOSOC Operational Activities for Development Segment 2024 (New York)</td>
</tr>
<tr>
<td>24–25 May</td>
<td>- 10th World Water Forum (Bali, Indonesia)</td>
</tr>
<tr>
<td>25 May</td>
<td>- Day of Vesak (flooding holiday)</td>
</tr>
<tr>
<td>20–29 May</td>
<td>- Fourth meeting of the Subsidiary Body on Implementation of the CBD (TBA)</td>
</tr>
<tr>
<td>31 May</td>
<td>- Mabukala Day (in lieu of Saturday, 3 June) (UN holiday)</td>
</tr>
</tbody>
</table>

**Tentative agenda**
- Induction of the UNEA Bureau members
- Organization of work
- UNEA-6 assessment and lessons learned
- Consideration of the process to define the theme for UNEA-7

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**Previous roadmaps**
- Roadmap for the UNEP Governing Bodies (January 2022 – December 2022)
- Roadmap for the UNEP Governing Bodies (January 2021 – February 2022)
- Roadmap for the UNEP Governing Bodies (January 2020 – February 2021)
- Roadmap for the UNEP Governing Bodies (April 2019 – December 2019)
- Roadmap for the UNEP Governing Bodies (January 2018 – March 2019)
Member States directory

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

The UNEP Secretariat of Governing Bodies and Stakeholders maintains:

- a directory of all members accredited to the Committee of Permanent Representatives (latest version available online in the table below or on PDF)
- a directory of Ministers of Environment and Focal Points (latest version available 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-sgb@un.org.
Thank you

Governance Affairs Office

United Nations Avenue, Gigiri
PO Box 30552 – 00100 GPO Nairobi, Kenya

www.unep.org
Committee of Permanent Representative (CPR)

Useful online resources for members of the CPR

CPR

• Latest information and access to resources for CPR members: CPR Website
• Schedule of upcoming meetings: UNEP Roadmap
• Documents for upcoming and past meetings: on individual meeting pages, accessible from our CPR Meeting portal
• List and contact details of Member States: Member State directory
• Simplified procedure for non-members to become members of the CPR: Accreditation page
• Outcome of the Consensual Process for Review by the CPR: Document
• Civil Society Engagement with the CPR: Civil Society Website

UNEA

• Review of draft resolutions and decisions: UNEP Resolutions Portal
• Reporting on previous UNEA outcomes: UNEA Monitoring & Reporting portal
• All information regarding past and future UNEA sessions: UNEA website
• Procedure for accreditation of intergovernmental organizations: accreditation of IGOs
• Procedure for accreditation of non-governmental organizations: accreditation of NGOs
• Civil Society Engagement with UNEA: Civil Society Website
United Nations Environment Assembly (UNEA)

[Governing Council decisions 27/1 and 27/2]

- Adopted a new set of rules of procedure.
- Decided that UNEA will convene in Nairobi on a biennial basis.
- Decided that each session of UNEA will conclude with a two-day high-level segment.
- Decided that the Bureau of UNEA will be composed of 10 members.
- Decided that UNEA will ensure the active participation of all relevant stakeholders.
- Decided that UNEA will promote a strong science-policy interface.
United Nations Environment Assembly (UNEA)
Key mandates and functions [Governing Council decision 27/2 of 2013]

- Sets the **global environmental agenda**
- Provides **overarching policy guidance** and defines **policy responses** to emerging environmental challenges
- Undertakes **policy review, dialogue and exchange** of experiences
- Sets the **strategic guidance** on the future direction of UNEP
- Organizes **multi-stakeholder dialogue** sessions
- Fosters **partnerships** for achieving environmental goals through resources mobilization
United Nations Environment Assembly (UNEA)

Session and Theme

**Session**
- Every *two years for a period of five-days*
- Every odd numbered years (UNEA resolution 2/22)
- Held during the *last week of February* (UNEA resolution 3/2)

**Theme**
- Provides a *framework for political debate*
- *Agreed/defined by the Bureau* of UNEA based on consultations
Role of the UNEA president (2/2)

Ministerial declaration

- Prepares a draft
- Holds a consultation process
- Produces the different iterations of the draft

NB: the UNEP Secretariat provides support
United Nations Environment Assembly (UNEA)

Roadmap of Bureau meetings for 2024

• **16 May 2024** – Meeting of UNEA-7 Bureau (16:00 – 18:00), hybrid
  • Assessment and lessons learned from UNEA-6.
  • Consideration of the process to define the theme for UNEA-7

• **26 June 2024** - Joint meeting of the Bureau of UNEA-7 and of the CPR Bureau (16:00-18:00), hybrid
  • Consideration of options for the theme for UNEA-7

• **8 to 12 July** – 11th annual subcommittee of the Committee of Permanent Representatives
  • Consultations on the options for the theme for UNEA-7

• **7 November 2024** – Meeting of UNEA-7 Bureau (16:00 – 18:00), hybrid
  • Update on the consultations on the theme for UNEA-7

• **11 December 2024** - Joint meeting of the Bureau of UNEA-7 and the CPR Bureau (16:00 - 18:00), hybrid
  • Theme for UNEA-7 defined
  • Preliminary discussion on the process and roadmap for consultation on the draft ministerial declaration of UNEA-7