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**United Nations Environment
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**Committee of Permanent Representatives to the
United Nations Environment Programme
168th meeting**
Nairobi, 17 December 2024

Agenda item 6: Preparations for the seventh session of the United Nations Environment Assembly

This note, entitled “*Draft roadmap for an iterative, open, transparent, participatory and inclusive intergovernmental consultations, on the draft ministerial declaration of the seventh session of the United Nations Environment Assembly*”, has been developed by the Presidency for the seventh session of the United Nations Environment Assembly (UNEA-7) for discussion under agenda item 6 - Preparations for the seventh session of the UN Environment Assembly.

The note and attached draft roadmap have been prepared building on established practice and experience gained for this process since UNEA-1, as well as the guidance provided by the Committee of Permanent Representatives (CPR) in its [decision 167/1](#) on the UNEA-6 lessons learned.

The note outlines milestones and key dates for an iterative, open, transparent, participatory and inclusive intergovernmental consultations leading up to the adoption of a draft ministerial declaration at the seventh session of the UN Environment Assembly (UNEA-7) under the leadership of the UNEA President.

Members of the Committee are invited to provide further guidance to the President of UNEA-7 on the nature and process to develop the ministerial declaration ensuring the broadest possible ownership for the UNEA-7 ministerial declaration.

Draft roadmap for an iterative, open, transparent, participatory and inclusive intergovernmental consultations on the draft ministerial declaration of the seventh session of the United Nations Environment Assembly

Following the established practice of the previous sessions of the United Nations Environment Assembly (UNEA), it is expected that the UNEA-7, during its high-level segment, will consider for adoption by consensus a concise and action-oriented draft ministerial declaration, providing high-level political guidance on the implementation of the UNEA-7 theme.

The UNEA-7 Presidency will provide leadership as the penholder and facilitate intergovernmental consultations in finalizing the draft ministerial declaration, ensuring the broadest possible ownership through an iterative, open, transparent, participatory and inclusive intergovernmental consultations.

Throughout the consultation process, as indicated in the proposed draft roadmap, the UNEA President will be guided and supported by the members of the UNEA and CPR Bureaux.

Traditionally, the consultation process has been initiated by the President soon after the theme for the session has been defined by the UNEA Bureau.

Building on established practice and experience gained from the process since UNEA-1, as well as the guidance provided by the CPR in its [decision 167/1](#) on UNEA-6 lessons learned, the process will start with a letter from the President of UNEA addressed to all Member States and UNEA-accredited observers, including the major groups and stakeholders, inviting them to identify key elements and issues to be included in the draft ministerial declaration.

Following the circulation of a zero draft, an iterative process is proposed, including submission of written inputs by Member States and observers and an open, transparent, participatory and inclusive intergovernmental consultations, towards finalization of a first draft, revised first draft and a final draft.

It is also proposed that the President will make available a revised final draft for consideration at the seventh meeting of the Open-ended Committee of Permanent Representatives for finalization and adoption by consensus during the high-level segment of UNEA-7.

In support of the intergovernmental consultations, all written input will be made available on a dedicated website. As a reference, the inputs to the UNEA- 6 ministerial declaration were made available [here](#).

Draft roadmap for the preparation of the draft ministerial declaration of the seventh session of the United Nations Environment Assembly (UNEA-7)

Timeframe	Action ¹
11 December 2024	<ul style="list-style-type: none"> Agreement on the theme for UNEA-7 and consideration at the joint UNEA and CPR Bureaux meeting of a draft roadmap to ensure an iterative, open, transparent, participatory and inclusive consultation towards an agreement on a draft ministerial declaration.
17 December 2024	<ul style="list-style-type: none"> Presentation of the draft roadmap by the UNEA Presidency at the 168th meeting of the CPR.
Early January 2025	<ul style="list-style-type: none"> Finalization of the roadmap by the UNEA Presidency based on the guidance provided by the UNEA and CPR Bureaux and considering feedback provided at the 168th CPR meeting. Circulation of a letter from the UNEA President informing of the roadmap and inviting Member States and observers, including the major groups and stakeholders, to identify key elements and issues to be included in the draft ministerial declaration, as well as key messages from ministers to be reflected in the draft addressing the theme of UNEA-7 with a deadline of 14 February 2025. Inputs submitted in writing will be made available on a dedicated website.
14 February 2025	<ul style="list-style-type: none"> Deadline for the submission of written inputs.
25 March 2025	<ul style="list-style-type: none"> UNEA Bureau meeting - preliminary discussion at the UNEA Bureau meeting on the zero draft ministerial declaration and additional elements to be included.
31 March 2025	<ul style="list-style-type: none"> Circulation of the zero draft ministerial declaration through a letter from the UNEA President, inviting Member States and observers, including the major groups and stakeholders, to provide written inputs on the zero draft ministerial declaration, with a deadline of 30 April 2025. The President will also invite Member States and observers, including the major groups and stakeholders, to the first informal consultation on the zero draft ministerial declaration scheduled for mid-April 2025. Inputs submitted in writing will be made available on a dedicated website.
15 April 2025	<ul style="list-style-type: none"> First intergovernmental consultations [hybrid] with Member States² and observers, including the major groups and stakeholders, on the zero draft ministerial declaration.
30 April 2025	<ul style="list-style-type: none"> Deadline for submission of written inputs to the zero draft ministerial declaration.
28 May 2025	<ul style="list-style-type: none"> Joint UNEA and CPR Bureaux meeting -preliminary discussion at the Joint Bureaux meeting on the first draft ministerial declaration and additional elements to be included.
30 May 2025	<ul style="list-style-type: none"> Circulation of a letter from the President of UNEA transmitting the first draft ministerial declaration and inviting Member States and observers, including the major groups and stakeholders, to provide written inputs and comments on the first draft with a deadline to provide inputs by 30 June 2025. Inputs submitted in writing will be made available on a dedicated website.
16 June 2025	<ul style="list-style-type: none"> Second intergovernmental consultations [hybrid] with Member States² and observers, including the major groups and stakeholders, on the first draft ministerial declaration.
30 June 2025	<ul style="list-style-type: none"> Deadline for submission of written inputs to the first draft ministerial declaration.
2-3 July 2025	<ul style="list-style-type: none"> Joint UNEA and CPR Bureaux retreat - Further consideration of the first draft at the joint Bureaux retreat in Oman, considering inputs and contributions received from Member States and observers, including the major groups and stakeholders, during the second informal consultations, with the objective to provide further guidance to the Presidency on the first draft.

¹ Consultations also to be held by the President of UNEA through/in the margins of the regional ministerial environmental forums and in the margins of other intergovernmental meetings, as needed.

² UNEA focal points, including those not represented in Nairobi, are expected to participate.

29 August 2025	<ul style="list-style-type: none"> • Circulation of a letter from the UNEA President transmitting the revised first draft of the ministerial declaration based on inputs and contributions received from Member States and observers, including the major groups and stakeholders, with a deadline of 30 September 2025. • Inputs submitted in writing will be made available on a dedicated website.
17 or 24 September 2025	<ul style="list-style-type: none"> • Third intergovernmental consultations [hybrid] with Member States² and observers, including the major groups and stakeholders, on the revised first draft ministerial declaration.
30 September 2025	<ul style="list-style-type: none"> • Deadline for submission of written inputs to the revised first draft ministerial declaration.
15 October 2025	<ul style="list-style-type: none"> • Joint UNEA and CPR Bureaux meeting – consideration of the final draft of the ministerial declaration.
17 October 2025	<ul style="list-style-type: none"> • Circulation of a letter from the President of UNEA transmitting the final draft ministerial declaration and inviting Member States and observers, including the major groups and stakeholders, to provide written inputs and comments by 4 November 2025. • Inputs submitted in writing will be made available on a dedicated website.
30 Oct 2025	<ul style="list-style-type: none"> • Fourth intergovernmental consultations [hybrid] with Member States² and observers, including the major groups and stakeholders, on the final draft of the ministerial declaration.
4 November 2025	<ul style="list-style-type: none"> • Deadline for submission of written inputs to the first draft ministerial declaration.
25 November 2025	<ul style="list-style-type: none"> • UNEA Bureau meeting – consideration of the revised final draft ministerial declaration.
27 Nov 2025	<ul style="list-style-type: none"> • Circulation of a letter from the President of UNEA transmitting the revised final draft declaration for consideration at the 7th meeting of the Open-ended Committee of Permanent Representatives (OECPR-7).
1-5 December 2025	<ul style="list-style-type: none"> • Intergovernmental consultations as needed [in-person] with Member States and observers, including the major groups and stakeholders, on the revised final draft during the OECPR-7 led by the UNEA Presidency.
7 December 2025	<ul style="list-style-type: none"> • Joint UNEA and CPR Bureaux meeting - The President of UNEA will brief the Bureaux on the status of the final draft ministerial declaration.
12 December 2025	<ul style="list-style-type: none"> • Adoption by consensus of the draft ministerial declaration during the high-level segment of UNEA-7.