

Second Joint Preparatory Retreat of the Bureaux
of the UN Environment Assembly and
the Committee of Permanent Representatives
9 – 10 June 2017
Hotel Villa Caletas (Pacífico Central)
Puntarenas, Costa Rica

**Note by the Secretariat on the Ministerial Declaration
Roadmap**

The Secretariat submits a document on the Ministerial Declaration Roadmap. The Secretariat, suggests that the joint bureaux meeting consider the items under Agenda item 6: Consultations on the Ministerial Declaration, at the Second Joint Preparatory Retreat of the Bureaux of the UN Environment Assembly and the Committee of Permanent Representatives, to be held on 9 – 10 June 2017.

Ministerial Declaration Roadmap

Due date	Task	Responsible	Status	Comments
April 6th	Definition of drafting group for Ministerial Declaration.	Presidency - Secretariat	Completed	
April 7th	Transmission of first letter to all Member States informing general lines of consultations process	Presidency	Completed	
April 18th	Meeting of the Bureau of the Assembly - Define UNEA Bureau members participation in International Environmental Agenda and Regional Consultations. - Receive feedback from Bureau members on the Ministerial Declaration roadmap	Presidency – Secretariat	Completed	
May 5th	First deadline for reception of inputs from Member States on the Ministerial Declaration roadmap and on the general approach to be followed by Presidency	Secretariat – Presidency	Completed	
May 8th	Transmission of second letter containing proposed ideas for the Ministerial Declaration	Presidency	Completed	
May 22nd	Joint meeting of the bureaux of the Assembly and Committee - Update on inputs and consultation process	Presidency – Secretariat	Pending	
May 25th	Finalize compilation of inputs received and drafting of outline for the Ministerial Declaration.	Secretariat – Presidency	Pending	
May 30th	Letter to Member States with draft outline for the Ministerial Declaration.	Secretariat – Presidency	Pending	
June 10th	Second Preparatory Retreat for the Assembly- consultations on draft outline of the Ministerial Declaration	Presidency	Pending	
June	European and African ministerial consultations and consultations amongst political groups on the basis of draft outline of the Ministerial Declaration			
June 30th	Release of the zero draft of the Ministerial Declaration	Secretariat – Presidency	Pending	
July- October	Asia Pacific, West Asia and Latin America and Caribbean ministerial-level consultations and consultations amongst political groups on the basis of the zero draft of the Ministerial Declaration	UNEP-Secretariat- Presidency- Bureau members	Pending	
October 30th	Letter to Member States with final draft for final consultations in preparation for Open Ended Committee of Permanent Representatives			
November 22nd	Final consultations on final draft with Member States in Nairobi prior to Open Ended Committee of Permanent Representatives	Presidency	Pending	
November 29th	Present to MS for their consideration final document during Open Ended Committee of Permanent Representatives in readiness for adoption	CPR – Presidency	Pending	
December 6th	Formal adoption by Assembly of Ministerial Declaration			