

Committee of Permanent Representatives  
Bureau Meeting  
Tuesday 3 September, 10:00 a.m. to 12:30 p.m.  
UNEP Executive Office Boardroom  
United Nations Office at Nairobi, Gigiri

## **MEETING SUMMARY**

### **Agenda Item 1: Opening of the meeting and adoption of the agenda.**

1. H.E. Mr. Fernando Estellita Lins de Salvo Coimbra, Chair of the Committee of Permanent Representative, Ambassador and Permanent Representative of Brazil opened the meeting, in which the following members of the Bureau, Regional Groups and the Secretariat participated:

#### **Committee of Permanent Representatives Bureau members:**

H.E. Mr. Fernando Coimbra, Chair, Ambassador and Permanent Representative of Brazil  
H.E. Mr. Sunil Da Silva, Vice Chair, Ambassador and Permanent Representative of Sri Lanka  
Mrs. Gudi Alkemade, Deputy Permanent Representative of the Kingdom of the Netherlands, representing H.E. Mr. Frans Makken, Vice Chair, Ambassador and Permanent Representative  
H.E. Mrs. Francisca Ashietey-Odunton, Rapporteur: High Commissioner and Permanent Representative of Ghana

#### **The President of UN Environment Assembly was represented by:**

H.E. Ms. Elin Bergithe Rognlie, Ambassador and Permanent Representative of Norway

#### **The Eastern European Regional Group was represented by:**

H.E. Mr. Dragan Zupanjevac, Ambassador Extraordinary and Plenipotentiary Permanent Representative of Serbia, Chair of the Eastern European Group

#### **The UN Environment Programme Secretariat was represented by:**

Ms. Inger Andersen, Executive Director  
Ms. Joyce Msuya, Deputy Executive Director  
Mr. Jorge Laguna-Celis, Secretary of Governing Bodies  
Mr. Ulf Björnholm, Deputy Secretary of Governing Bodies

2. H.E. Mr. Dragan Zupanjevac, Ambassador Extraordinary and Plenipotentiary Permanent Representative of Serbia, provided an update to the Bureau on the process of selecting a representative from the Eastern European Group as a member of the Bureau, noting that additional consultations would be needed within the group.
3. Ms. Inger Andersen, Executive Director of UN Environment Programme provided the Bureau with a brief update regarding the recent developments and missions relevant to the UN Environment Programme.
4. The provisional agenda was adopted.

### **Agenda Item 2: Outcomes from the meetings of the UNEA Bureau in Trondheim and of the High Level Political Forum in New York in July 2019**

5. The representative of the President of UNEA provided a brief overview of the discussions at

the UNEA Bureau meeting held in Trondheim, Norway, on 3 July 2019, and referred to the Chair's Summary of the meeting, which is available online through the meeting portal. She highlighted that the Bureau held an initial discussion on the selection of a theme for the fifth session of the UN Environment Assembly, in light of the request in UNEA decision 4/2, which mandates the UNEA Bureau to decide on the theme in consultation with the CPR no later than 31 December 2019. She also referred to a letter from the UNEA President to all member States and stakeholders dated 8 July 2019, with a view to encourage wide consultations on the theme, on the basis of a "thought starter" prepared by the Secretariat outlining three thematic areas.

6. The Chair welcomed the briefing on the meeting of the UNEA Bureau, underlined the need for inclusive and transparent consultations on the theme and proposed the following roadmap for consultations with the Committee of Permanent Representatives, developed in collaboration with the UNEA presidency, with a view to arrive at a broad consensus on the selection of a theme for UNEA-5 by December this year, as follows:
  - CPR Subcommittee 12 September 2019: presentation and first exchange of views on the three proposed thematic areas and on the consultation process.
  - UNEA Bureau meeting 1 October 2019: Update to the UNEA Bureau on inputs received so far.
  - 6<sup>th</sup> Annual Subcommittee meeting 7 – 11 October 2019: Informal consultations with member States and regional groups in the margins of the meeting.
  - CPR Subcommittee meeting 31 October 2019: Dedicated discussion with members of the Committee on the selection of the theme.
  - November 2019: Continued consultations with member States, including if necessary, through Subcommittee meetings.
  - Joint meeting of the UNEA and CPR Bureaux 3 December 2019: Final decision on the theme.
7. The Bureau agreed to the proposed consultation process as presented by the Chair. The Chair committed to share the roadmap through a letter to the members of the Committee, together with the "thought starter" already shared by the UNEA President.
8. The representative of the President of UNEA reported briefly on the participation of the UNEA President in the 2019 High-Level Political Forum on Sustainable Development during the ministerial segment, 16 -18 July, where the President was given a dedicated speaking slot to convey the messages of the Assembly to the Forum. The UNEA President also met with representatives of Major Groups and stakeholders, participated in side events, and granted media interviews.

### **Agenda Item 3: Visual identity of the UN Environment Programme.**

9. The Executive Director presented a proposal on the way forward with regard to the visual identity of UN Environment Programme, with a view to phase out the short form "UN Environment" and to instead revert to the consensually recognized acronym "UNEP" in all future communication where an acronym/short form is needed, and to adjust the current logo of the organization, for final consideration and approval of member States. The proposal is outlined in a background note available on the meeting portal.
10. The Bureau welcomed the initiative of the Executive Director with regard to applying "UNEP" as the short form of the UN Environment Programme, and expressed general agreement with option 1 in the background note with respect to the choice of logo. The Bureau also decided to add this topic as a new agenda item at the meeting of the Subcommittee scheduled for 12 September 2019, with a view to receive further guidance from member States.

#### **Agenda Item 4: Organization of work of the Bureau and the Committee of Permanent Representatives**

11. The Bureau welcomed the draft overview of main follow-up activities and progress updates for the implementation of UNEA-4 resolutions and decisions from the Secretariat, and recommended to present an updated and more complete version to member States, taking into account that it should be seen as a comprehensive and “living” document.
12. The Bureau considered and agreed to the draft provisional agenda of the 6<sup>th</sup> Annual Subcommittee Meeting and the 147<sup>th</sup> meeting of the Committee of Permanent Representatives. With regard to the draft annotated agenda and draft structure for the Annual Subcommittee, the Bureau requested the Secretariat to expand on the annotations and adjust some of the time frames, to clarify what is expected of Member States under each agenda item and also, to allow for sufficient time to consider Agenda Item 4 with regard to the CPR-based review and options for reporting to the CPR.
13. The Bureau also recalled the need for concise and forward-looking presentations from the Secretariat which allow for an interactive dialogue under each agenda point during the Annual Subcommittee, and underlined the importance of circulating documents well ahead the meeting so that member States have enough time to review and consult with capitals. The Secretariat took due note of the guidance from the Bureau with regard to presentations, and confirmed that meeting documentation will be made available to member States on 16 September 2019 (three weeks in advance of the meeting) at the latest. The Secretariat also informed the Bureau of plans to organize a number of side events on selected work streams outside the formal agenda of the Annual Subcommittee, to allow for an informal dialogue with interested member States.
14. The Chair informed the meeting of his intentions to explore possible options for the meeting schedule and co-chairmanship relating to the CPR-based review as mandated in UNEA decision 4/2, with a view to present a proposal for consideration by the 6<sup>th</sup> Annual Subcommittee.
15. Bureau agreed to the draft roadmap of meetings for the governing bodies of the UN Environment Programme, and underlined its usefulness for member States to facilitate early planning and organizing of their contributions to CPR meetings.
16. The Bureau agreed to schedule its next meeting for 11 October at 9:00 am.

#### **Agenda Item 5: Any other matters**

17. No other matters were raised.

#### **Agenda Item 6: Closing of the meeting**

18. The meeting closed at 12:45 pm.