

Committee of Permanent Representatives

Bureau meeting

11 December 2024

10:00 – 12:00 (GMT +3)

Executive Boardroom (in person)
and Microsoft Teams (online)

Summary

Agenda item 1: Opening of the meeting and adoption of the agenda.

1. His Excellency Firas Khouri, Chair of the Committee of Permanent Representatives (CPR), Ambassador of the Hashemite Kingdom of Jordan to Kenya and Permanent Representative to UNEP, opened and chaired the meeting.
2. Ms. Inger Andersen, Executive Director of UNEP, delivered her opening remarks.
3. The [agenda](#) was adopted.

Agenda item 2: Preparations for the 168th meeting of the Committee of Permanent Representatives.

4. The secretariat provided a briefing on the state of preparations for the 168th meeting of the Committee of Permanent Representatives, which is scheduled for 17 December 2024.
5. One Bureau member noted challenges in finalizing draft decisions/recommendations when proponents of draft recommendations were not at the subcommittee meeting held on 3 December and proposed that the secretariat inform Member States of the need for the proponents of recommendations to be at the subcommittee meeting when their proposed recommendations are being considered. Another Bureau member suggested institutionalizing subcommittee meetings before quarterly CPR meetings to finalize recommendations to be presented to the CPR quarterly meetings for the CPR's consideration and adoption.
6. The Executive Director highlighted the importance of adhering to the CPR's mandate and staying within its defined scope. She encouraged Member States to review the note prepared by the Law Division, which provides guidance on the mandate and the role of the CPR.
7. The secretariat outlined the now established procedure for addressing recommendations in advance of the CPR quarterly meetings and confirmed that moving forward meeting notifications will emphasize the importance of the presence of proponents during the discussions in the subcommittee to ensure smooth proceeding.

Agenda item 3: Organization of work.

8. The secretariat provided a briefing on the proposed organization of work of the Committee of Permanent Representatives based on the [draft roadmap for the UNEP Governing Bodies \(January – December 2025\)](#).
9. One Bureau member suggested advancing the subcommittee briefings on the Conference of the Parties (COPs) of the three Rio Conventions currently scheduled for 25 February 2025 to an earlier date to better align with the preparations for the resumed session of

the Convention on Biological Diversity (CBD) COP. He also suggested moving the consultation on the 2026-2029 Medium-Term Strategy (MTS), now set for the subcommittee on 13 March 2025, to an earlier date to allow more timely engagement with the Member States.

10. The secretariat explained that the scheduling of the COP briefings in late February was to allow adequate time for the preparation and documentation availability and agreed to reconsider advancing at least one of the briefings, in particular, the briefing on the CBD COP. The secretariat also highlighted that a roadmap for MTS consultations is being developed, with more details to be shared at the 168th meeting of the CPR on 17 December 2024.

Agenda item 4: Other matters.

11. No other matters were raised.

Agenda item 5: Closing of the meeting.

12. The meeting closed at 11:00 (GMT+3).

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Annex: List of Participants

The Committee of Permanent Representatives Bureau Members:

H. E. Mr. Firas Khouri, Chair of the Committee of Permanent Representatives, Ambassador of the Hashemite Kingdom of Jordan to Kenya and Permanent Representative to UNEP.

H. E. Mr. Wael Nasreldin Attiya, Vice Chair of the Committee, Ambassador of the Arab Republic of Egypt and Permanent Representative to UNEP.

H. E. Ms. Nicol Adamcová, Vice-Chair of the Committee, Ambassador of Czechia to Kenya and Permanent Representative to UNEP.

H. E. Mr. Arnaud Suquet, Vice Chair of the Committee, Ambassador of France and Permanent Representative of France to UNEP, **represented by** Mr. Clément Payeur, Deputy Permanent Representative to UNEP.

Mr. Jovan Bernard Reid, Rapporteur of the Committee, and Deputy Head of Mission of the Permanent Mission of Barbados.

Representative of the President of the UN Environment Assembly participating in an ex-officio capacity:

H. E. Ms. Nasra Salim Mohamed Al Hashmi, Ambassador of the Sultanate of Oman to Kenya and Permanent Representative of Oman to UNEP.

The UN Environment Program Secretariat was represented by:

Ms. Inger Andersen, Executive Director.

Ms. Elizabeth Maruma Mrema, Deputy Executive Director

Mr. Nicolas Bertrand, Chief of Staff.

Ms. Radhika Ochalik, Secretary of Governing Bodies.

Mr. Gerhard Kreutzer, Legal Adviser