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**Plenary of the Intergovernmental Science-Policy  
Platform on Biodiversity and Ecosystem Services  
Second session**  
Antalya, Turkey, 9–14 December 2013

**Report of the second session of the Plenary of the  
Intergovernmental Science-Policy Platform on Biodiversity and  
Ecosystem Services**

**I. Opening of the session**

1. The second session of the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services was held in Antalya, Turkey, from 9 to 14 December 2013.
2. The session began at 10.20 a.m. with the reading of messages of welcome on behalf of the Prime Minister of Turkey, Mr. Recep Tayyip Erdoğan, and the Minister of Forestry and Water Affairs of Turkey, Mr. Veysel Eroğlu, as well as the viewing of a video presentation on biodiversity in Turkey and the role of that country in global efforts to preserve biodiversity and the ecosystem services that it provided.
3. Mr. Alfred Apau Oteng-Yeboah (Ghana) then read a tribute to mark the recent passing of Nelson Mandela. The meeting participants observed a minute of silence in memory of Mr. Mandela.
4. Welcoming remarks were then made by Mr. Ibrahim Thiaw, Deputy Executive Director of the United Nations Environment Programme (UNEP), Mr. Nurettin Akman, Vice-Minister of Forestry and Water Affairs of Turkey, and Mr. Zakri Abdul Hamid, Chair of the Plenary.
5. Thanking the Government of Turkey for hosting the current session, Mr. Thiaw said that nature was the wellspring of human well-being and constituted a vast wealth that could not be measured solely in terms of gross domestic product. By helping to ensure that countries had direct access to sound scientific knowledge as the basis for policymaking, the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services would play a vital role in preserving and enhancing that wealth and well-being. With 115 member States, the Platform was rapidly gaining momentum, but the current session was taking place at a time marked by a strong upsurge in the illegal exploitation of fauna and flora that threatened the extinction of some species in the near future. The world was reacting and had already taken important steps to stem the trend. In the meantime, however, organized criminals were acting swiftly and decisively to meet a growing demand, taking advantage of exporting countries that were not equipped, and in some cases lacked the motivation, to stop them. Much, therefore, needed to be done, and information was needed as the basis for policy in a host of areas. He noted that the post of Executive Secretary of the secretariat had recently been filled and that the secretariat would henceforth be fully functional. He thanked the UNEP staff members who had performed the secretariat function on an interim basis. UNEP, he said, looked forward to the adoption of a work programme and budget so that implementation could

begin in earnest, and he urged member States and others to respond positively to the recent plea by the Chair for voluntary financial contributions.

6. In closing, he thanked the Governments of Australia, Canada, Chile, China, Denmark, Finland, France, Germany, India, Japan, New Zealand, Norway, the Republic of Korea, South Africa, Sweden, Switzerland, Turkey, the United Kingdom of Great Britain and Northern Ireland and the United States of America for their financial support for the current session and other meetings leading up to it, and he wished the session participants the best in striving for a successful outcome.

7. Speaking on behalf of Mr. Eroğlu, who had been unable to attend owing to other urgent business, Mr. Akman said that the Plenary at the current session would tackle important matters with long-lasting implications, including the adoption of an “Antalya Consensus”. Biodiversity, he said, was the source not only of natural beauty but also of life itself; not only did it perform functions such as climate and soil regulation, but it was also vital to culture, art and wealth; it was a source of inspiration to all and insurance for the future. His Government saw the Platform as a forward-looking institution that would seek to provide recommendations relevant at the local, regional and global levels; to be sustainable, however, those recommendations would have to be science based.

8. The Platform faced challenges, however, including how to create a balance between the needs of nature and the needs of people and how to construct a unique identity for itself and avoid duplicating the work of existing institutions. As a new entity, the Platform would be facilitating and enhancing the implementation of biodiversity-related international agreements, such as the Convention on the International Trade in Endangered Species of Wild Flora and Fauna. A multidisciplinary approach was a prerequisite for success in doing so, and only such an approach could create the sustainable interaction between stakeholders that would enable countries to forge effective policies that were responsive to their unique situations.

9. For its part, his country, which had hosted many international meetings and otherwise played an active role in international efforts to protect the environment and promote sustainable development, would do its utmost to ensure the success of the Platform over the long term. Its hosting of the current session was merely a reflection of its larger role, and it would continue to share its experiences with the world and cooperate in the efforts to improve it.

10. In closing, he expressed the hope that Anatolia, which had long served as a forum for the civilizations that inhabited it, would prove a positive atmosphere in which the members of the Platform would adopt an Antalya Consensus.

11. Thanking the Government of Turkey, Mr. Zakri said that Antalya, as a paradise of nature and therefore a reminder of what was at stake, was an especially apt venue for the current session. Humans, he said, were no different from any other species in that they were fully dependent on the natural world’s life-support services. All, therefore, had an obligation to future generations to halt biodiversity loss. Species extinctions were occurring at a rate 100 times or even 1,000 times greater than the natural rate, and there was evidence that the Earth’s natural systems could not withstand the pressure to which humans were subjecting them. It was therefore crucial that, as stated in the 2005 Millennium Ecosystem Assessment, the conservation and sustainable use of biodiversity and ecosystem services be placed at the centre of policymaking.

12. That, in turn, required the establishment of a platform for a structured dialogue between scientists and policymakers to inform the decision-making process with relevant science. The task at the current session was to establish a conceptual framework and initial priorities for the Platform that, it was hoped, would result in the transformation of knowledge into policy that would slow and reverse damaging trends by promoting and amplifying successful efforts, identifying gaps in knowledge and building the capacity needed to maintain an effective interface between policy and knowledge in all its forms, including local and indigenous knowledge.

13. Thanking all involved in the preparation of the documents for the current session in a process that he praised as inclusive and transparent, he commended the draft conceptual framework before the Plenary as a useful basis for guiding the future assessments and other work of the Platform; the draft programme of work for 2014–2018 was likewise an ambitious response to the many requests, inputs and submissions received by the Platform that achieved a good balance between the four mandated functions of the Platform and the differing scales of the proposed assessments. He stressed in particular the central role of

capacity-building in the programme of work, saying that it would make a substantial contribution to ensuring a sustained response to the biodiversity crisis.

14. Implementing the programme of work successfully would, of course, require resources, and he expressed the hope that Governments and others would respond positively to his call for financial and in-kind contributions.

15. The post-2015 sustainable development goals – and the Platform, if it was to be relevant – would need to reflect both the importance of biodiversity and ecosystem services and the right of countries and regions to develop, to alleviate poverty and to aim for a better life. The Antalya Consensus proposed by the host Government encapsulated well the challenge: to achieve both healthy ecosystems, capable of continuing to provide essential services, and inclusive sustainable development for all.

## **II. Organizational matters**

16. The Plenary decided that the rules of procedure agreed upon at the second session of the plenary meeting to determine modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services, as amended by the Plenary at its first session, would apply to the current session. In accordance with those rules, decisions at the current session would be made by the representatives of members of the Platform with valid credentials.

### **A. Adoption of the agenda and organization of work**

#### **1. Membership of the Bureau**

17. During the current session, three new alternate members of the Bureau were elected. Ms. Alice A. Kaudia (Kenya) was elected as alternate member representing the African States. Mr. Ioseb Kartsivadze (Georgia) and Mr. Adem Bilgin (Turkey) were elected as alternate members representing the Eastern European States; Mr. Kartsivadze would serve as alternate for the first half of the term of the current Bureau and Mr. Bilgin would serve as alternate for the second half. In addition, the Plenary was informed by the Russian Federation that the Bureau Vice-Chair representing Eastern European States had resigned from the Bureau, and the Plenary subsequently elected Mr Vladimir Lenev (Russian Federation) as Vice-Chair for the first half of the term of the current Bureau.

#### **2. Adoption of the agenda**

18. The Plenary adopted the following agenda on the basis of the provisional agenda (IPBES/2/1):

1. Opening of the session.
2. Organizational matters:
  - (a) Adoption of the agenda and organization of work;
  - (b) Status of the membership of the Platform;
  - (c) Admission of observers to the second session of the Plenary of the Platform.
3. Credentials of representatives.
4. Initial work programme of the Platform:
  - (a) Work programme 2014–2018;
  - (b) Conceptual framework.
5. Financial and budgetary arrangements for the Platform:
  - (a) Budget 2014–2018;
  - (b) Options for the trust fund;
  - (c) Financial procedures.
6. Rules and procedures for the operation of the Platform:
  - (a) Regional structure of the Multidisciplinary Expert Panel;

- (b) Review of the administrative procedures for the selection of the members of the Multidisciplinary Expert Panel;
  - (c) Procedures for the preparation, review, acceptance, adoption, approval and publication of assessment reports and other deliverables of the Platform;
  - (d) Policy and procedures for the admission of observers;
  - (e) Conflict of interest policy.
7. Communications and stakeholder engagement:
    - (a) Communications and outreach strategy;
    - (b) Stakeholder engagement strategy;
    - (c) Guidance on strategic partnerships.
  8. Institutional arrangements: United Nations collaborative partnership arrangements for the work of the Platform and its secretariat.
  9. Provisional agenda, date and venue of future sessions of the Plenary.
  10. Adoption of decisions and the report of the session.
  11. Closure of the session.

### **3. Organization of work**

19. In accordance with a proposal prepared by the secretariat in consultation with the Bureau, which had been circulated in a non-paper, the Plenary agreed to conduct its work in plenary meetings and to establish such contact groups and other groups as might be necessary to facilitate discussions on specific topics. Such groups would meet in a manner that avoided overlapping with plenary meetings. Plenary meetings would be held from 10 a.m. to 1 p.m. and from 3 to 6 p.m. each day. In addition, evening plenary meetings would be held as necessary to complete the work of the session. Interpretation in the six official languages of the United Nations would be provided for all plenary meetings.

### **B. Status of the membership of the Platform**

20. The Chair reported that the Platform, as at 9 December 2013, had the following 115 member States: Albania, Algeria, Andorra, Antigua and Barbuda, Argentina, Australia, Austria, Azerbaijan, Bahrain, Bangladesh, Belgium, Benin, Bhutan, Bolivia (Plurinational State of), Bosnia and Herzegovina, Botswana, Brazil, Burkina Faso, Burundi, Cambodia, Canada, Central African Republic, Chad, Chile, China, Colombia, Comoros, Congo, Costa Rica, Côte d'Ivoire, Croatia, Cuba, Democratic Republic of the Congo, Denmark, Dominican Republic, Ecuador, Egypt, El Salvador, Ethiopia, Fiji, Finland, France, Gabon, Georgia, Germany, Ghana, Grenada, Guatemala, Guinea-Bissau, Guyana, Honduras, Hungary, India, Indonesia, Iran (Islamic Republic of), Iraq, Ireland, Israel, Japan, Kenya, Kyrgyzstan, Latvia, Liberia, Libya, Lithuania, Luxembourg, Madagascar, Malawi, Malaysia, Mali, Mauritania, Mexico, Monaco, Montenegro, Morocco, Nepal, Netherlands, New Zealand, Nicaragua, Niger, Nigeria, Norway, Pakistan, Panama, Peru, Philippines, Portugal, Republic of Korea, Republic of Moldova, Russian Federation, Saint Kitts and Nevis, Saint Lucia, Saudi Arabia, Senegal, Slovakia, South Africa, Spain, Sri Lanka, Sudan, Swaziland, Sweden, Switzerland, Tajikistan, Thailand, Togo, Trinidad and Tobago, Tunisia, Turkey, Uganda, United Kingdom of Great Britain and Northern Ireland, United Republic of Tanzania, United States of America, Uruguay, Yemen and Zimbabwe.

### **C. Admission of observers to the second session of the Plenary**

21. In accordance with the procedure for the admission of observers to the current session adopted by the Plenary at its first session (see IPBES/1/12, para. 22, and IPBES/2/INF/11), the following organizations were accepted as observers at the current session, in addition to those organizations that had been approved as observers at the first session: DesertNet International, Doğa Koruma Merkezi (Nature Conservation Centre), Economic Cooperation Organization Science Foundation, Foundation for the Promotion of Indigenous Knowledge, Mediterranean Institute of Marine and Continental Biodiversity and Ecology, Protection of Environment and EcoSystem, Platform for Agrobiodiversity Research, Terra-1530, University of Hamburg Research Unit, Action Group on Erosion, Technology and Concentration, African Centre for Advocacy and Human Development, Collaboration for Environmental Evidence, Local

Governments for Sustainability, Island Sustainability, Action Jeunesse pour le Développement, bioGENESIS, Inter-American Institute for Global Change Research, International Council for the Exploration of the Sea, Karlsruhe Institute of Technology, Zoi Environment Network, ArcMED, Asia-Pacific network for Global Change Research, European Environment Agency, Fonce Congo, Forest Peoples Programme, Indigenous Partnership for Agrobiodiversity and Food Sovereignty, Lelewal Foundation, University of Southampton, World Academy of Art and Science, Youth Action International, Sevalanka Foundation, Burundi Sustainable Development Agenda 21 and Australian Research Council Centre of Excellence for Environment Decisions.

### **III. Credentials of representatives**

22. In accordance with rule 13 of the rules of procedure, the Bureau, with the assistance of the secretariat, examined the credentials of the representatives of the members of the Platform participating in the current session. On 13 December 2013, the Bureau reported to the Plenary that the credentials of the representatives of the following 76 members of the Platform, which had been issued by or on behalf of Heads of State or Government or ministers for foreign affairs as required by rule 12 of the rules of procedure, were in good order: Argentina, Algeria, Antigua and Barbuda, Australia, Bahrain, Bangladesh, Belgium, Bhutan, Bolivia (Plurinational State of), Bosnia and Herzegovina, Botswana, Brazil, Cambodia, Canada, Chile, China, Colombia, Comoros, Costa Rica, Croatia, Cuba, Dominican Republic, Egypt, Ethiopia, Finland, France, Georgia, Germany, Ghana, Grenada, Guatemala, Honduras, India, Indonesia, Iran (Islamic Republic of), Iraq, Ireland, Japan, Kenya, Latvia, Liberia, Lithuania, Malaysia, Mexico, Monaco, Nepal, Netherlands, New Zealand, Niger, Norway, Pakistan, Panama, Philippines, Portugal, Republic of Korea, Republic of Moldova, Russian Federation, Saint Kitts and Nevis, Saint Lucia, Saudi Arabia, Spain, Sudan, Swaziland, Sweden, Switzerland, Thailand, Togo, Trinidad and Tobago, Turkey, Uganda, United Kingdom of Great Britain and Northern Ireland, United Republic of Tanzania, United States of America, Uruguay, Yemen and Zimbabwe.

23. The representatives of 20 other Platform member States participated in the current session without credentials. Those members were therefore considered to be observers during the current session.

24. The Plenary approved the report of the Bureau on credentials.

### **IV. Initial work programme of the Platform**

#### **A. Work programme 2014–2018**

25. In decision IPBES/1/2, the Plenary had requested the Bureau and the Multidisciplinary Expert Panel to develop a draft work programme for the Platform for adoption by the Plenary at its second session, drawing on, among other sources, requests made by Governments and multilateral environmental agreements and inputs and suggestions made by other stakeholders. At the current session, a member of the Bureau, on behalf of the Multidisciplinary Expert Panel and the Bureau, introduced the draft work programme (IPBES/2/2 and Add.1); a note by the secretariat describing its preparation, including the review and prioritization of requests, inputs and suggestions (IPBES/2/3 and IPBES/2/INF/9); a note by the secretariat on possible institutional arrangements for implementation of the work programme (IPBES/2/INF/10); and initial scoping documents on thematic and methodological assessments that could begin in 2014 (IPBES/2/16 and Add.1–8). The development and review of the note on the 2014–2018 work programme and the procedure for receiving and prioritizing requests, and preparations for the discussion of them, had been facilitated by a number of workshops and consultations that had taken place during the period between the first and second sessions of the Plenary (see IPBES/2/INF/1 and Add.1, IPBES/2/INF/4, IPBES/2/INF/5, IPBES/2/INF/6, IPBES/2/INF/7, IPBES/2/INF/8 and IPBES/2/INF/13).

26. Participants generally welcomed the draft work programme and commended the Multidisciplinary Expert Panel, the Bureau and the secretariat for the work that had been done in preparing it. Participants questioned the level of ambition (including both content and timing) and said that there was a need to match the agreed work programme with the funding available; to better reflect the priorities attached by member States to various proposed deliverables; to enhance consistency with the conceptual framework in the use of language and approach; to demonstrate more clearly how capacity-building would be integrated into all the activities in the work programme; and to undertake an assessment of capacities in various countries and sectors. It was also said that there was a lack of substantive reference to marine and coastal ecosystems and a need to work closely with the United Nations World Ocean Assessment.

27. With respect to implementation, participants said that there was a need for effective quality control, called for exploration of the use of virtual meetings and other collaborative approaches, said that the establishment of technical support units might be done on the basis of calls for tender, and said that effective collaboration with other related initiatives and processes was of fundamental importance. One government representative also suggested that a separate task force on indigenous and local knowledge might be established.

## **B. Conceptual framework**

28. In decision IPBES/1/2, the Plenary had requested the Multidisciplinary Expert Panel to recommend a conceptual framework for the Platform for adoption by the Plenary at its second session. At the current session, the representative of the Panel introduced the draft recommended conceptual framework that the Panel had prepared during the intersessional period (IPBES/2/4 and IPBES/2/INF/2 and Add.1), describing the steps that had been taken in its development.

29. There was broad support for the draft conceptual framework, and many participants congratulated the Multidisciplinary Expert Panel on its work. It was generally recognized that the draft conceptual framework was a good basis for the Platform's work over the life of the first work programme and that it should be considered to be a dynamic document, to be revised on the basis of experience. Some participants expressed concern that the diagrams and explanations in the draft framework might be a little complicated for some audiences, and it was recognized that the framework might need to be presented in different ways for different audiences.

## **C. Establishment of a contact group and adoption of decisions**

30. The Plenary agreed to establish a contact group on the work programme and conceptual framework, co-chaired by Bureau members Mr. Ivar Baste (Norway) and Mr Alfred Oteng Yeboah (Ghana). The contact group was mandated to consider the work programme for 2014–2018, including the related scoping documents, the institutional arrangements for implementing the work programme and consideration of the budget for the implementation of the work programme; and the conceptual framework.

31. The co-chair of the contact group subsequently reported on the outcome of the group's discussions, introducing a number of conference room papers embodying that outcome. In the ensuing discussion, agreement was reached on several amendments relating to the draft work programme and the draft initial scoping process for the fast-track thematic assessment of pollination and pollinators associated with food production that had been agreed to by the contact group. Views were expressed on the inclusion of overseas territories in the subregional and regional assessments relevant for the subregions and regions in which they lay, but no agreement was reached.

32. The Plenary then adopted decision IPBES-2/4, by which it adopted the conceptual framework for the Platform set out in the annex to the decision, and decision IPBES-2/5, by which it adopted the work programme for the period 2014–2018 set out in annex I to the decision and six additional annexes. Annex II to the decision set out the terms of reference for the task force on capacity-building established in paragraph 1 of section I of the decision, annex III, the terms of reference for the task force on knowledge and data established in paragraph 2 of section II of the decision, annex IV, the terms of reference for the task force on indigenous and local knowledge established in paragraph 1 of section II of the decision, annex V, the initial scoping document for the fast-track thematic assessment of pollination and pollinators associated with food production approved in section IV of the decision, annex VI, the initial scoping for the fast-track methodological assessment of scenarios and modelling of biodiversity and ecosystem services approved in section IV of the decision, and annex VII, a list of confirmed in-kind contributions to meet the costed elements of the work programme received as at 14 December 2013.

33. During discussion of the draft decision on the work programme the representative of Brazil said that his Government would provide in-kind support worth \$144,000 in 2014, in particular for supporting regional activities.

## **V. Financial and budgetary arrangements for the Platform**

### **A. Budget 2014–2018**

34. As requested by the Plenary at its first session, the Secretariat introduced a report setting out an indication of expenditures during 2013, a proposed budget for 2014–2015 and an indicative budget for 2016–2018 (IPBES/2/5). In addition, the Chair referred to a letter that he had sent to Governments and other stakeholders asking for contributions to the Platform's trust fund and pledges of in-kind contributions. He thanked those that had already indicated their willingness to contribute financially or in kind and called on participants to identify further contributions.

35. Government representatives pledged support as follows:

- (a) The representative of Brazil said that Brazil was planning to provide both technical and in-kind support in the coming years;
- (b) The representative of France pledged 200,000 euros to the Platform's trust fund in addition to in-kind contributions and indicated that France was seeking additional resources;
- (c) The representative of Finland said that Finland was planning to provide financial support but could not yet specify the amount;
- (d) The representative of Georgia said that Georgia stood ready to host regional meetings;
- (e) The representative of Germany pledged 300,000 euros of in-kind support for the two-year period 2014–2015, in addition to Germany's existing annual pledge and contributions in kind, and indicated that the Government was seeking further resources for subsequent years;
- (f) The representative of the Islamic Republic of Iran said that he would shortly be in a position to confirm support for implementation in the Asia-Pacific region and in countries of the Economic Cooperation Organization;
- (g) The representative of the Netherlands pledged 500,000 euros to the Platform trust fund;
- (h) The representative of Norway pledged 50 million Norwegian kroner (approximately \$8.2 million) to the trust fund for 2014, in addition to in-kind contributions to support the work of the Platform on capacity-building;
- (i) The representative of Switzerland pledged \$420,000 over the period covered by the work programme and said that in-kind contributions would also be made.

36. The Plenary discussed the budget for the period 2014–2018, together with the work programme and conceptual framework. Participants made few interventions regarding the budget itself. Participants broadly agreed, however, that it was essential to adopt a work programme and associated budget at the current meeting. A number of participants expressed concern as to whether sufficient funding would be available, and it was stressed by others that no commitment to activities should be made unless the funding needed to implement them was known to be available.

### **B. Options for the trust fund and financial procedures**

37. As requested in decision IPBES/1/4, the secretariat, on the basis of questions submitted by members of the Platform, had prepared for consideration by the Plenary a note on options for the administration of the Platform's trust fund by the United Nations Multi-Partner Trust Fund Office or UNEP (IPBES/2/6). At the current session, the secretariat outlined the information contained in the note, together with the draft financial procedures for the Platform (IPBES/2/7).

38. On financial procedures, some concerns were raised in relation to the restrictions placed on earmarked contributions to the Platform; some representatives advocated a funding mechanism that was flexible in that regard, allowing scope for earmarked funding without orienting the work programme of the Platform. Some representatives also said that it was important to allow private sector contributions, although matters such as the proportion of such contributions to total contributions should be clearly defined.

39. Regarding which entity should be entrusted with administration of the Platform trust fund, some representatives said that they preferred the Multi-Partner Trust Fund Office option, while many expressed a preference for UNEP. Some said that the Multi-Partner Trust Fund Office could facilitate collaboration

among United Nations partners to enhance coherence and cooperation in their provision of support for the Platform. Many representatives were of the view that the options should be carefully examined, taking into consideration a range of matters, including overhead charges and financial rules of United Nations bodies.

### **C. Establishment of a contact group and adoption of decisions**

40. Following initial discussions, the Plenary established a contact group on the budget and financial arrangements for the Platform, co-chaired by Bureau members Mr. Spencer Thomas (Grenada) and Mr. Jay Ram Adhikari (Nepal).

41. The co-chair of the contact group subsequently reported on the group's deliberations, saying that it had discussed contributions received for the Platform since its inception in 2012, the Platform budget and financial procedures and issues relating to the Platform trust fund.

42. Following the report of the contact group co-chair the Plenary adopted decision IPBES-2/6, on the status of contributions, expenditures to date and the budget for the Platform for the biennium 2014–2015, and decision IPBES-2/7, on the trust fund and financial procedures for the Platform.

## **VI. Rules and procedures for the operation of the Platform**

### **A. Regional structure of the Multidisciplinary Expert Panel**

43. In decision IPBES/1/2, the Plenary had requested the Multidisciplinary Expert Panel to work with the Bureau to develop a recommendation for consideration by the Plenary at its second session on the regional structure and composition of the Panel. At the current session, a member of the Bureau, on behalf of the Multidisciplinary Expert Panel and the Bureau, presented the recommendation (IPBES/2/8). There was broad support for the recommendation of the Panel and the Bureau to maintain the United Nations regional groupings for the selection of the members of the Panel and to give further consideration to the Panel's regional structure in the light of the experience gained from the implementation of the Panel's work programme for the period 2014–2018.

### **B. Review of the administrative procedures for the selection of the members of the Multidisciplinary Expert Panel**

44. In decision IPBES/1/2, the Plenary had requested the Bureau to review the administrative procedure used in the selection of the members of the interim Multidisciplinary Expert Panel, with a particular focus on ensuring effective consultation to ensure overall balance with regard to the work programme, and to draft recommendations on the procedure for the selection of members of the Panel. At the current session, a member of the Bureau presented the recommended procedure (IPBES/2/8).

45. In the ensuing discussion, diverging views were expressed, with some representatives supporting the recommended step-wise process and others saying that decision-making on the selection process should rest solely with the Plenary. Some representatives said that the role of the Bureau should be to provide more guidance on the selection criteria and to monitor the nomination process to ensure that the nominations received were in accordance with the selection criteria set out in rule 26 of the rules of procedure.

### **C. Procedures for the preparation, review, acceptance, adoption, approval and publication of assessment reports and other deliverables of the Platform**

46. In decision IPBES/1/2, the Plenary had requested the Multidisciplinary Expert Panel to recommend a set of procedures and a scoping process for the preparation of the Platform's deliverables. At the current session, a member of the Panel presented the set of procedures (IPBES/2/9), noting that the scoping process, which was intended to guide the development of potential assessments and other Platform activities and was to be applied in accordance with other rules and procedures of the Platform, would form part of the procedures for the preparation of the Platform's deliverables. The Panel member also noted that the procedures could be expanded to include other deliverables of the Platform at a later stage.

47. Many suggestions for improvement of the draft procedures were offered.



## **D. Policy and procedures for the admission of observers**

48. The representative of the secretariat presented the draft policy and procedures for the admission of observers to sessions of the Plenary (IPBES/2/10), recalling that there had not been sufficient time to come to agreement on them at the first session of the Plenary and that they had accordingly been placed in square brackets for further consideration at the current session.

49. Some participants said that broad and meaningful participation by those with appropriate expertise and qualifications was important in order to support the implementation of the work programme and that the admission of observers should be done by consensus.

## **E. Conflict of interest policy**

50. A member of the Multidisciplinary Expert Panel presented the draft conflict of interest policy and procedures (IPBES/2/11), saying that the independence and integrity of the Platform were extremely important and that the work of the Platform should not be compromised. The roles and responsibilities of the various bodies should be clearly defined. Some participants suggested that each of the articles should have a title to enable easy reading of the policy. Participants also queried whether the committee on conflicts of interest being proposed should be independent and not include members of the Bureau or Panel. Specific suggestions on the text, and a process for additional intersessional work on the policy, were also discussed.

## **F. Establishment of a contact group and adoption of decisions**

51. The Plenary agreed to establish a contact group on the policies and procedures of the Platform, chaired by Bureau members Mr. Leonel Sierralta (Chile) and Mr. Robert Watson (United Kingdom of Great Britain and Northern Ireland). The contact group was mandated to consider the policies and procedures for the selection of the members of the Panel, the preparation of the Platform's deliverables, the admission of observers and conflicts of interest.

52. The co-chair of the contact group subsequently reported on the group's deliberations, saying that it had reached agreement on most issues but had not had time to discuss the draft policy and procedures for the admission of observers to sessions of the Platform or the matter of conflicts of interest.

53. The Plenary then adopted decision IPBES-2/1, on amendments to the rules of procedure for the Plenary of the Platform with respect to rules governing the Multidisciplinary Expert Panel, decision IPBES-2/2, on procedures for the selection of the members of the Multidisciplinary Expert Panel, and decision IPBES-2/3, on procedures for the preparation of the Platform's deliverables.

54. The Plenary decided that it would resume consideration of the admission of observers at its third session. It also decided that the policy and procedures for the admission of observers to its second session (IPBES/1/12, para. 22) would be applied to determine the admission of observers to its third session, on the understanding that observers admitted to both its first and second sessions would be among those admitted to its third session. The Plenary also decided that it would resume consideration of a policy on conflicts of interest at its third session.

# **VII. Communications and stakeholder engagement**

## **A. Communications and outreach strategy**

55. A member of the Bureau presented the draft communication strategy for the Platform set out in document IPBES/2/12. He explained that it had been developed in accordance with the request of the Bureau in the intersessional process leading up to the current session based on an information document presented at the second plenary meeting to determine modalities and institutional arrangements for the Platform (UNEP/IPBES.MI/2/INF/4), which had been produced by UNEP in coordination with the United Nations Educational, Scientific and Cultural Organization (UNESCO), the United Nations Development Programme (UNDP) and the Food and Agriculture Organization of the United Nations (FAO).

56. In the ensuing discussion there was general support for the draft strategy, with representatives saying that the success of the Platform in strengthening the science-policy interface in the field of biodiversity and ecosystem services, with the ultimate objective of contributing to effectively addressing the challenges of biodiversity loss and the degradation of ecosystem services, would depend to a

considerable degree on its communications activities. They also commented on the importance of communication in ensuring general support for the Platform itself, securing engagement from relevant stakeholders in its work, ensuring maximum dissemination of the Platform's products and supporting resource mobilization efforts.

57. Following the discussion, the Chair proposed that the secretariat develop a revised version of the draft strategy, taking into account the comments made during the discussion, for consideration by the Plenary.

58. Following further discussion on the matter the Plenary adopted decision IPBES-2/9, by which it requested the Executive Secretary, under the supervision of the Bureau and in cooperation with the Multidisciplinary Expert Panel, to prepare a draft communications and outreach strategy for consideration by the Plenary at its third session, adopted the logo for the Platform set out in document IPBES/2/12 and requested the Executive Secretary, in consultation with the Bureau, to develop and implement a policy for use of the logo.

## **B. Stakeholder engagement strategy**

59. In its decision IPBES/1/2, the Plenary had invited the International Union for Conservation of Nature (IUCN) and the International Council for Science (ICSU) to work with relevant stakeholders, including indigenous peoples and local communities and the private sector, and with the secretariat, to prepare in consultation with the Bureau and the Multidisciplinary Expert Panel a draft stakeholder engagement strategy for supporting the implementation of the Panel's work programme. It had also requested the secretariat to conduct a widely publicized process of consultation, involving members, observers and stakeholders, on the draft stakeholder engagement strategy and to present a revised version of the strategy for consideration at the second session of the Plenary. At the current session a member of the Bureau presented the draft stakeholder engagement strategy (IPBES/2/13).

60. There was general support from representatives, who said that the strategy was a key element for the relevance, effectiveness, credibility, communication efforts and overall success of the Platform. A range of views on the two options proposed for the further oversight and development of an implementation plan for the strategy were expressed, with some supporting the option of a secretariat-led process and others the establishment of an inclusive open-ended forum of stakeholders working in collaboration with the secretariat.

61. Following the discussion, the Chair proposed that the secretariat develop a revised version of the draft strategy for consideration by the Plenary.

62. Owing to a shortage of time, the Plenary decided to defer further consideration of the draft stakeholder engagement strategy to its third session.

## **C. Guidance on strategic partnerships**

63. In decision IPBES/1/2, the Plenary had requested the Bureau to prepare, in consultation with the Multidisciplinary Expert Panel and supported by the secretariat, draft guidance on the development of strategic partnerships with various categories of partners, such as multilateral environmental agreements and academic, scientific and United Nations system organizations, focused on supporting implementation of the work programme. The draft guidance had been made available for review by Governments and other stakeholders from 17 June to 28 July 2013, and revised guidance on the development of strategic partnerships to take account of comments received had been prepared (IPBES/2/14).

64. During the discussion at the current session, there was general support for the value of developing strategic partnerships with a limited range of organizations, in particular United Nations bodies and multilateral environmental agreements. It was recognized that strategic partnerships would need to be developed on a case-by-case basis and emphasized that strategic partnerships were not the only approach to helping to ensure the support of other organizations in implementing the work programme.

65. Following the discussion, the Chair proposed that the secretariat develop a revised version of the draft guidance for consideration by the Plenary.

66. Owing to a shortage of time, the Plenary decided to defer further consideration of the draft guidance to its third session.

## **VIII. Institutional arrangements: United Nations collaborative partnership arrangements for the work of the Platform and its secretariat**

67. In decision IPBES/1/4, the Plenary had requested UNEP, UNESCO, FAO and UNDP to establish an institutional link with the Platform through a collaborative partnership arrangement for the work of the Platform and its secretariat. At the current session, the representative of FAO presented the relevant documents (IPBES/2/15 and IPBES/2/INF/3), highlighting the decision text provided in document IPBES/2/15.

68. Participants welcomed the collaboration of the United Nations organizations with the Platform. It was noted, however, that the partnership arrangement would not be legally binding. With regard to the organizations' right to participate in meetings of the Multidisciplinary Expert Panel, it was said that the organizations might be invited to meetings of the Panel as appropriate. One representative said that synthesis reports on the implementation of the collaborative partnership arrangement should be presented to the Plenary on a regular basis.

69. The Plenary agreed that the contact group discussing the rules and procedures of the Platform should also discuss the proposed collaborative partnership arrangements.

70. Following the work of the contact group the Plenary adopted decision IPBES-2/8, on collaborative partnership arrangements to establish an institutional link between the Plenary of the Platform and UNEP, UNESCO, FAO and UNDP.

## **IX. Provisional agenda, date and venue of future sessions of the Plenary**

71. The Plenary agreed that its third session would be held in Bonn, the location of the Platform secretariat. The Plenary mandated the Bureau to determine the provisional agenda and dates of the session, taking into account the dates of other international meetings.

## **X. Adoption of decisions and the report of the session**

72. The Plenary adopted decisions IPBES-2/1–IPBES-2/9 as set out in the annex to the present report. At the suggestion of the representative of the host country, the Plenary decided that those decisions as a whole should be known as the “Antalya Consensus”.

73. The Plenary adopted the present report, on the basis of the draft report set out in document IPBES/2/L.1, on the understanding that the report would be finalized by the secretariat under the supervision of the Bureau.

## **XI. Closure of the session**

74. Following the customary exchange of courtesies, the Chair declared the session closed at 7.35 pm on 14 December 2013.

**Annex****Decisions of the Plenary of the Platform adopted at its second session**

- IPBES-2/1: Amendments to the rules of procedure for the Plenary with regard to rules governing the Multidisciplinary Expert Panel
- IPBES-2/2: Multidisciplinary Expert Panel
- IPBES-2/3: Procedures for the preparation of the Platform's deliverables
- IPBES-2/4: Conceptual framework for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services
- IPBES-2/5: Work programme for the period 2014–2018
- IPBES-2/6: Status of contributions and expenditures to date and budget for the biennium 2014–2015
- IPBES-2/7: Financial and budgetary arrangements
- IPBES-2/8: Collaborative partnership arrangement to establish an institutional link between the Plenary and the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme
- IPBES-2/9: Communications and outreach

## **Decision IPBES-2/1: Amendments to the rules of procedure for the Plenary with regard to rules governing the Multidisciplinary Expert Panel**

*The Plenary*

*Adopts* rules 25–28 of its rules of procedure as set out below, thereby amending those rules:

### **Rule 25**

1. The interim membership of the Panel will be based on equal representation of five participants nominated by each of the five United Nations regions. Such a membership will be in place for not more than a two-year period in order to allow the final regional structure and expert composition to be agreed at a session of the Plenary. The members of the Bureau will also be observers of the Panel during this period.
2. The membership of the Panel will be based on equal representation of five participants nominated by each of the five United Nations regions.
3. The co-chairs of the Panel may invite the Bureau to participate as observers of the Panel. The chairs of the scientific subsidiary bodies of the multilateral environmental agreements related to biodiversity and ecosystem services and the Intergovernmental Panel on Climate Change will be observers. The Panel may also invite experts from the United Nations organizations that are partners of the collaborative partnership arrangement to participate as observers, as appropriate.
4. The members of the Panel are elected for their personal expertise and are not intended to represent any particular region.

## **Guidelines for the nomination and selection of members of the Multidisciplinary Expert Panel**

### **Rule 26**

Candidates for the Panel are to be proposed by members of the Platform for nomination by the regions and election by the Plenary. In the event that a region cannot agree on its nomination, the Plenary will decide. Taking into account disciplinary and gender balance, each region will nominate five candidates for membership of the Panel. The following criteria could be taken into account in nominating and selecting members of the Panel:

- (a) Scientific expertise in biodiversity and ecosystem services with regard to both natural and social sciences and traditional and local knowledge among the members of the Panel;
- (b) Scientific, technical or policy expertise and knowledge of the main elements of the Platform's programme of work;
- (c) Experience in communicating, promoting and incorporating science into policy development processes;
- (d) Ability to work in international scientific and policy processes.

### **Rule 27**

1. The secretariat of the Platform will invite members of the Platform to submit to the secretariat written nominations and accompanying curricula vitae of nominees for the Panel no less than four months before the scheduled election. Curricula vitae of all nominees are to be submitted to the secretariat and made available to members of the Platform, together with the names of persons nominated, as well as the identity of the region or observer making the nomination, on the website of the Platform.
2. The Plenary can accept late nominations at its discretion.

## **Election of members of the Multidisciplinary Expert Panel**

### **Rule 28**

1. The members of the Panel will be elected by the Plenary by consensus, unless the Plenary decides otherwise.
2. If the Plenary decides to elect members of the Panel by vote:
  - (a) The elections will be held during ordinary sessions of the Plenary;
  - (b) Each member of the Plenary has one vote in the elections;
  - (c) All elections will be decided by a majority of the members present and voting;
  - (d) All elections will be held by secret ballot, unless otherwise decided by the Plenary;
  - (e) After completion of the elections, the number of votes for each candidate and the number of abstentions will be recorded.

## Decision IPBES-2/2: Multidisciplinary Expert Panel

### *The Plenary*

1. *Reiterates* the need to ensure that the Multidisciplinary Expert Panel reflects regional, gender and disciplinary balance consistent with the rules of procedure, in particular rule 26;
2. *Emphasizes* that the final choice of the nominees of each regional grouping is the responsibility of that grouping;
3. *Requests* the interim Multidisciplinary Expert Panel to prepare a report, by June 2014, reflecting on the lessons learned with regard to its functioning and how to improve it;
4. *Urges* the regional groupings, in submitting nominations of Panel members, to take into account the need for gender balance and disciplinary diversity in order to attain an overall gender and disciplinary balance of the Panel;
5. *Also urges* the regional groupings to begin consultations on possible nominees early and to engage with their respective Bureau members, as appropriate, to facilitate discussions within and across the regions in order to ensure a balanced Multidisciplinary Expert Panel;
6. *Encourages* the regional groupings to solicit nominations for potential Panel candidates from the widest range of stakeholders;
7. *Encourages* each regional grouping to consider nominating for a further term from one to three current Panel members to ensure continuity within the Panel;
8. *Requests* the Panel and the Bureau, by the end of the first work programme, to assess the functionality of the United Nations regional structure in ensuring the most appropriate regional balance of the Panel and to evaluate and propose options for the regional distribution of members of the Panel.

## Decision IPBES-2/3: Procedures for the preparation of the Platform’s deliverables

### *The Plenary*

*Adopts* the procedures for the preparation of the Platform’s deliverables set out in the annex to the present decision.

## Annex

### Procedures for the preparation of the Platform’s deliverables

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## 1. Definitions

The definitions of terms used in this document are as follows:

### 1.1 Governance structures

“**Platform**” means the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services.

“**Plenary**” means the Platform’s decision-making body, comprising all the members of the Platform.

“**Bureau**” refers to the body of elected members of the Bureau of the session of the Plenary as set forth in the rules of procedure for the Plenary of the Platform.<sup>1</sup>

“**Multidisciplinary Expert Panel**” refers to the subsidiary body established by the Plenary which carries out the scientific and technical functions agreed upon by the Plenary, as articulated in the functions, operating principles and institutional arrangements of the Platform ( UNEP/IPBES.MI/2/9, annex I, appendix I).

“**Session of the Plenary**” means any ordinary or extraordinary session of the Platform’s Plenary.

### 1.2 Deliverables

“**Reports**” means the main deliverables of the Platform, including assessment reports and synthesis reports, their summaries for policymakers, and technical summaries, technical papers and technical guidelines.

“**Assessment reports**” are published assessments of scientific, technical and socio-economic issues that take into account different approaches, visions and knowledge systems, including global assessments of biodiversity and ecosystem services, regional and subregional assessments of biodiversity and ecosystem services with a defined geographical scope, and thematic or methodological assessments based on the standard or the fast-track approach. They are to be composed of two or more sections including: (a) summary for policymakers; (b) optional technical summary; (c) individual chapters and their executive summaries.

“**Synthesis reports**” synthesize and integrate materials drawing from [one or] [more][multiple] assessment reports, are written in a non-technical style suitable for policymakers and address a broad range of policy-relevant questions. They are to be composed of two sections: (a) summary for policymakers; (b) full report.

“**Summary for policymakers**” is a component of any report, providing a policy-relevant but not policy-prescriptive summary of that report.

[“**Technical summary**” is a longer detailed and specialized version of the material contained in the summary for policymakers.]

“**Technical papers**” are based on the material contained in the assessment reports and are prepared on topics deemed important by the Plenary.

“**Supporting material**” may include the following:

- (a) Dialogue reports based on the material generated by discussions, which may include intercultural and interscientific dialogue, at the regional and subregional levels, among members of academic, indigenous peoples, local, and civil society organizations and which take into account the different approaches, visions and knowledge systems that exist as well as the various views and approaches to sustainable development;
- (b) Reports and proceedings of workshops and expert meetings that are either commissioned or supported by the Platform;
- (c) Software or databases that facilitate the preparation or use of the Platform’s reports;
- (d) Policy relevant tools and methodologies that facilitate the preparation or use of the Platform’s reports;
- (e) Guidance materials (guidance notes and guidance documents) that assist in the preparation of comprehensive and scientifically sound Platform reports and technical papers.

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<sup>1</sup>IPBES/1/12, annex I.

### 1.3 [Clearance processes]

“**Validation**” of the Platform’s reports is a process by which the Multidisciplinary Expert Panel and the Bureau provide their endorsement that the processes for the preparation of Platform reports have been duly followed.

“**Acceptance**” of the Platform’s global, regional, subregional, eco-regional, thematic and methodological reports at a session of the Plenary signifies that the material has not been subjected to line-by-line discussion and agreement, but nevertheless presents a comprehensive and balanced view of the subject matter.

“**Adoption**” of the Platform’s reports is a process of section-by-section (and not line-by-line) endorsement, as described in section 3.9, at a session of the Plenary.

“**Approval**” of the Platform’s summaries for policymakers signifies that the material has been subject to detailed, line-by-line discussion and agreement by consensus at a session of the Plenary.

“**Acceptance, adoption and preliminary approval**” of regional reports will be undertaken by the regional representatives at a session of the Plenary, and such reports will be “further reviewed and approved” by the Plenary as a whole.

“**Scoping**” is the process by which the Platform will define the scope and objective of a deliverable and the information, human and financial requirements to achieve that objective.

“**Traditional and local knowledge**” refers to knowledge and know-how accumulated by regional, indigenous or local communities over generations that guide human societies in their interactions with their environment.]

[Acceptance, adoption and approval]<sup>2</sup> are done by consensus, consistent with the rules of procedure.

## 2. [Overview of clearance processes for the Platform’s deliverables]

2.1 There are three main classes of Platform assessment-related material, each of which is defined in section 1:

- (a) Platform reports include global, regional, subregional, eco-regional, thematic and methodological assessments, and synthesis reports and their summaries for policymakers;
- (b) Technical papers;
- (c) Supporting material, including intercultural and interscientific dialogue reports.

2.2 The various classes of material are subject, as appropriate, to different levels of formal endorsement. These levels are described in terms of acceptance, adoption and approval, as defined in section 1, as follows:

- (a) In general, Platform reports are accepted and their summaries for policymakers are approved by consensus by the Plenary. Regional and subregional reports and their summaries for policymakers are preliminarily accepted and approved by the relevant regional representatives of the Plenary and subsequently accepted and approved by the Plenary. In the case of the synthesis report, the Plenary adopts the full report, section by section, and approves its summary for policymakers. The definition of the terms “acceptance”, “adoption” and “approval” will be included in the Platform’s published reports;
- (b) Technical papers are not accepted, approved or adopted by the Plenary, but are finalized by the authors in consultation with the Multidisciplinary Expert Panel, which performs the role of an editorial board;
- (c) Supporting materials are not accepted, approved or adopted.

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<sup>2</sup> Denomination of terms to be confirmed or modified at the third session of the Plenary.

**Clearance processes for Platform reports**

<i>Platform reports</i>	<i>Process validation</i>	<i>[Acceptance]</i>	<i>[Adoption]</i>	<i>[Approval]</i>
<b>Assessments</b>				
• Thematic and methodological assessment reports (based on standard or fast-track approach)	MEP/Bureau	Plenary	N/A	N/A
• Thematic and methodological assessment SPMs (based on standard or fast-track approach)	MEP/Bureau	N/A	N/A	Plenary
• Regional/subregional/eco-regional assessment reports	MEP/Bureau	Regional Plenary/Plenary	N/A	N/A
• Regional/subregional/eco-regional assessment SPMs	MEP/Bureau	N/A	N/A	Regional Plenary/Plenary
• Global assessment reports	MEP/Bureau	Plenary	N/A	N/A
• Global assessment SPMs	MEP/Bureau	N/A	N/A	Plenary
<b>Synthesis reports</b>	MEP/Bureau	N/A	Plenary	N/A
<b>Synthesis SPMs</b>	MEP/Bureau	N/A	N/A	Plenary
<b>Technical papers</b>	MEP/Bureau	Authors and MEP	N/A	N/A
<b>Supporting materials</b>	MEP/Bureau	N/A	N/A	N/A

*Abbreviations:* MEP, Multidisciplinary Expert Panel; N/A, not applicable; SPM, summary for policymakers

### 3. Procedures for the preparation of the Platform's deliverables

#### 3.1 Standard approach for thematic or methodological assessments

(a) Consistent with decision IPBES/1/3 the requests, inputs and suggestions received by the secretariat will be considered and prioritized by the Multidisciplinary Expert Panel and the Bureau, in accordance with paragraphs 7 and 9 of decision IPBES/1/3; this process may include an initial scoping, including feasibility and estimated cost;

(b) The Multidisciplinary Expert Panel and the Bureau will prepare a report containing a prioritized list of requests, with an analysis of the scientific and policy relevance of the requests as referred to in paragraph 7 of decision IPBES/1/3, including the implications of the requests for the Platform's work programme and resource requirements;

(c) Should the Multidisciplinary Expert Panel and the Bureau conclude that additional scoping is required to complete the prioritization of certain requests, the Multidisciplinary Expert Panel will submit a proposal to that end to the Plenary for consideration and decision together with the list and analysis referred to in subparagraph (b) above;

(d) If the Plenary approves detailed scoping, it will then need to decide whether to request the Multidisciplinary Expert Panel to submit a detailed scoping study for the Plenary's review and decision to proceed with an assessment or whether instead to request the Multidisciplinary Expert Panel to proceed with an assessment, with an agreed budget and timetable, following the completion of the detailed scoping study;

- (e) If the Plenary approves the issue for detailed scoping, the Multidisciplinary Expert Panel, through the secretariat, will request nominations from Governments and invite relevant stakeholders<sup>3</sup> to present names of experts to assist with the scoping. The secretariat would compile the lists of nominations, which will be made available to Multidisciplinary Expert Panel;
- (f) The Multidisciplinary Expert Panel would then select experts from the lists of nominations, of which experts selected from those presented by relevant stakeholders should not exceed twenty percent, and then oversee the detailed scoping, including outline, costs and feasibility;
- (g) If the Plenary has requested the Multidisciplinary Expert Panel to proceed to an assessment, the detailed scoping report is sent to members of the Platform for review and comment over a four-week period and made available on the Platform website;
- (h) Based on the results of the detailed scoping exercise and comments received from members of the Platform and other stakeholders, the Multidisciplinary Expert Panel and the Bureau decide whether to proceed with the assessment, assuming that it could be conducted within the budget and timetable approved by the Plenary. If however, the Panel and the Bureau conclude that the assessment should not go forward, they will so inform the Plenary for its review and decision;
- (i) If the decision is to proceed with the assessment, the Multidisciplinary Expert Panel will request nominations from Governments and invite relevant stakeholders to present names of experts to contribute to the preparation of the report;
- (j) The Multidisciplinary Expert Panel will select the report co-chairs, coordinating lead authors, lead authors and review editors using the selection criteria (section 3.6.2) from the lists of nominations, of which experts selected from those presented by relevant stakeholders should not exceed twenty per cent;
- (k) The report co-chairs, coordinating lead authors and lead authors prepare the first draft of the report;
- (l) The first draft of the report is peer reviewed by experts in an open and transparent process;
- (m) The report co-chairs, coordinating lead authors and lead authors prepare the second draft of the report and the first draft of the summary for policymakers under the guidance of the review editors and the Multidisciplinary Expert Panel;
- (n) The second draft of the report and the first draft of the summary for policymakers are reviewed concurrently by both Governments and experts in an open and transparent process;
- (o) The report co-chairs, coordinating lead authors and lead authors prepare final drafts of the report and the summary for policymakers under the guidance of the review editors and the Multidisciplinary Expert Panel;
- (p) The summary for policymakers is translated into the six official languages of the United Nations and prior to distribution is checked for accuracy by the experts involved in the assessments;
- (q) The final drafts of the report and the summary for policymakers are sent to Governments for final review and made available on the Platform website;
- (r) Governments are strongly encouraged to submit written comments to the secretariat at least two weeks prior to any session of the Plenary;
- (s) The Plenary reviews [and may accept the report and approve] the summary for policymakers.

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<sup>3</sup> In the context of these procedures, relevant stakeholders are qualified national, regional and international scientific organizations, centres of excellence and institutions known for their work and expertise, including experts on indigenous and local knowledge on issues related to the Platform's functions and programme of work.

### 3.2 Fast-track approach for thematic and methodological assessments

(a) Consistent with decision IPBES/1/3 the requests, inputs and suggestions for assessments, including those specifically requested for fast-track treatment, received by the secretariat will be considered and prioritized by the Multidisciplinary Expert Panel and the Bureau in accordance with paragraphs 7 and 9 of decision IPBES/1/3; this process may include an initial scoping, including feasibility and estimated cost;

(b) The Multidisciplinary Expert Panel and the Bureau will prepare a report containing a prioritized list of assessments to be developed using a fast-track approach, with an analysis of the scientific and policy relevance of the requests as referred to in paragraph 7 of decision IPBES/1/3, including the implications of the requests for the Platform's work programme and resource requirements;

(c) If the Multidisciplinary Expert Panel and Bureau agree that the Plenary may deem this to be an important issue for fast-track assessment, the Panel, in conjunction with the Bureau, identifies a small team of experts to assist the Panel in scoping the proposed issue, including feasibility and cost;

(d) The Plenary reviews the scoping and decides whether to approve or reject the undertaking of the fast-track assessment. The Plenary based on the advice by the Panel may also decide that a fast-track approach involving a [single] robust review procedure is appropriate for the topic given the level of complexity of the issue concerned. If the Plenary does not approve the fast tracking of the assessment it can be considered under the standard approach;

(e) If the Plenary approves the issue for a fast-track assessment, the Multidisciplinary Expert Panel will request nominations from Governments and invite relevant stakeholders<sup>[2]</sup> to present names of experts to contribute to the preparation of the report based on the scope developed during the Multidisciplinary Expert Panel scoping exercise;

(f) The Multidisciplinary Expert Panel will select the report co-chairs, coordinating lead authors, lead authors and review editors using the selection criteria (section 3.6.2) from the lists of nominations, of which experts selected from those presented by relevant stakeholders should not exceed twenty per cent;

(g) The report co-chairs, coordinating lead authors and lead authors prepare first drafts of the report and the summary for policymakers;

(h) The first drafts of the report and the summary for policymakers are reviewed by Governments and experts in an open and transparent process;

(i) The report co-chairs, coordinating lead authors and lead authors revise the first drafts of the report and the summary for policymakers with the guidance of the review editors and the Multidisciplinary Expert Panel;

(j) The summary for policymakers is translated into the six official languages of the United Nations and prior to distribution is checked for accuracy by the experts involved in the assessments;

(k) The final drafts of the report and the summary for policymakers are sent to Governments for final review and made available on the Platform website;

(l) Plenary reviews [and may accept the report and approve] the summary for policymakers.

### 3.3 Approach for regional, subregional or global assessments

(a) Consistent with decision IPBES/1/3 the requests, inputs and suggestions received by the secretariat will be considered and prioritized by the Multidisciplinary Expert Panel and the Bureau in accordance with paragraphs 7 and 9 of decision IPBES/1/3; this process may include an initial scoping, including feasibility and estimated cost;

- (b) The Multidisciplinary Expert Panel and the Bureau will prepare a report containing a prioritized list of requests, with an analysis of the scientific and policy relevance of the requests as referred to in paragraph 7 of decision IPBES/1/3, including the implications of the requests for the Platform's work programme and resource requirements;
- (c) Should the Multidisciplinary Expert Panel and the Bureau conclude that additional scoping is required to complete the prioritization of certain requests, the Multidisciplinary Expert Panel will submit a proposal to that end to the plenary for consideration and decision together with the list and analysis referred to in subparagraph (b) above;
- (d) The Plenary reviews the initial scoping and decides to approve or reject the undertaking of a detailed scoping of one or more of the proposed assessments;
- (e) If the Plenary approves the issue for a detailed scoping, the Multidisciplinary Expert Panel, through the secretariat, will request nominations from Governments and invite relevant stakeholders<sup>[2]</sup> to present names of experts to assist with the scoping. For regional and subregional assessments emphasis is placed on expertise from as well as relevant to the geographic region under consideration. The secretariat would compile the lists of nominations, which will be made available to Multidisciplinary Expert Panel;
- (f) The Multidisciplinary Expert Panel would then select experts from the lists of nominations, of which experts selected from those presented by relevant stakeholders should not exceed twenty per cent. For regional and subregional assessments, the Panel will, in particular, take into account the views of the Panel members from the relevant regions as well as those with experience with the geographic region under consideration;
- (g) The Multidisciplinary Expert Panel and the Bureau oversee a detailed scoping, including outline, costs and feasibility;
- (h) The detailed scoping report is sent to the secretariat for distribution to Governments and experts in an open and transparent process for consideration at the following session of the Plenary; if the Plenary decides, based on the detailed scoping report, to approve the preparation of the report, the Multidisciplinary Expert Panel will request nominations from Governments and invite relevant stakeholders to present names of experts to contribute to the preparation of the report;
- (i) The Multidisciplinary Expert Panel will select the report co-chairs, coordinating lead authors, lead authors and review editors using the selection criteria (section 3.6.2) from the lists of nominations, of which experts selected from those presented by relevant stakeholders should not exceed twenty per cent. The Multidisciplinary Expert Panel will, in particular, take into account the views of the Panel members from the relevant regions as well as those with experience with the geographic region under consideration;
- (j) The report co-chairs, coordinating lead authors and lead authors prepare the first draft of the report;
- (k) The first draft of the report is peer reviewed by experts in an open and transparent process. The review of regional and subregional reports will emphasize the use of expertise from, as well as relevant to, the geographic region under consideration;
- (l) The report co-chairs, coordinating lead authors and lead authors prepare the second draft of the report and the first draft of the summary for policymakers with the guidance of the review editors and the Multidisciplinary Expert Panel;
- (m) The second draft of the report and the first draft of the summary for policymakers are reviewed concurrently by both Governments and experts in an open and transparent process;
- (n) The report co-chairs, coordinating lead authors and lead authors prepare the final drafts of the report and the summary for policymakers with the guidance of the review editors and the Multidisciplinary Expert Panel;

- (o) The summary for policymakers is translated into the six official languages of the United Nations and prior to distribution is checked for accuracy by the experts involved in the assessments;
- (p) The final drafts of the report and the summary for policymakers are sent to Governments for final review and made available on the Platform website;
- (q) Governments are strongly encouraged to submit written comments on the final draft of the summary for policymakers at least two weeks prior to any session of the Plenary;
- (r) The Plenary reviews [and may accept the report and approve] the summary for policymakers.

### 3.4 Scoping for the preparation of report outlines

Scoping is the process by which the Platform will define the scope and objective of a deliverable and the information, human and financial requirements to achieve that objective. There are three types of scoping process, of varying complexity. See annex II to the present procedures for details.

- (a) Pre-scoping material is the preliminary scoping material, usually provided by the body making the original request for assessment;
- (b) Initial scoping is a scoping process carried out by the Multidisciplinary Expert Panel (for scientific issues) and the Bureau (for administrative issues); it is obligatory before any proposal may be considered by the Plenary;
- (c) Full scoping is a detailed scoping process, overseen by the Multidisciplinary Expert Panel, involving a scoping workshop with the experts selected by the Panel.

Each of the Platform's global, regional and subregional assessment reports, thematic and methodological assessment reports and synthesis reports, as defined in section 1 of these procedures, should, except for those assessments approved for the fast-track process, be preceded by a full scoping exercise approved by the Plenary to develop the report's draft outline, explanatory notes and means of implementation, as appropriate.

In some instances, a fast-track approach to scoping may be considered appropriate for thematic or methodological assessments where a demand for policy-relevant information is deemed appropriate by the Plenary. This would involve undertaking the assessment on the sole basis of an initial scoping exercise, based on prior approval of the scoping by the Plenary.

### 3.5 General procedures for preparing Platform reports

In the case of assessment reports and synthesis reports, report co-chairs, coordinating lead authors, lead authors, reviewers and review editors of chapter teams are required to deliver technically and scientifically balanced assessments. Authors should use language that expresses the diversity of the scientific, technical and socio-economic evidence, based on the strength of the evidence and the level of agreement on its interpretation and implications in the literature. Thus guidance will be developed on tackling uncertainties by the Multidisciplinary Expert Panel. Assessments should be based on publicly available and peer-reviewed literature, as well as reports and other materials, including indigenous and local knowledge, which is not published in the peer-reviewed literature but is available to experts and reviewers.

The working language of assessment meetings will normally be English. Subregional and regional assessment reports may be produced in the most relevant of the six official languages of the United Nations. All summaries for policymakers presented to the Plenary will be made available in the six official languages of the United Nations and checked for accuracy prior to distribution by the experts involved in the assessments.

The review process for Platform reports will generally comprise three stages:

- (a) Review by experts in an open and transparent manner of Platform reports;
- (b) Review by Governments and experts in an open and transparent manner of Platform reports and summaries for policymakers;
- (c) Review by Governments of summaries for policymakers and/or synthesis reports.

The Multidisciplinary Expert Panel and Bureau will ensure that the reports are scoped, prepared and peer-reviewed in accordance with the present procedures.

The Multidisciplinary Expert Panel and the Bureau will assist the authors to ensure that the summary for policymakers includes the appropriate policy-relevant materials.

The report co-chairs and the Multidisciplinary Expert Panel will be responsible for ensuring that proper review of the material occurs in a timely manner as outlined in sections 3.1 and 3.3 for the standard approach to thematic and methodological assessments and regional, subregional or global assessments and section 3.2 for the fast-track approach to assessments.

Expert review should normally be allocated up to eight weeks, but not less than six weeks, except by decision of the Multidisciplinary Expert Panel. Government and expert reviews should not be allocated less than eight weeks, except by decision of the Bureau and Multidisciplinary Expert Panel (e.g., six weeks for a fast-track assessment). All written review comments by experts and Governments will be made available on the Platform website during the review process.

The following will be made available on the Platform's website as soon as possible after [the acceptance by the Plenary and] the finalization of a report or technical paper:

- (a) Drafts of Platform reports and technical papers that have been submitted for formal expert and/or government review;
- (b) Government and expert review comments;
- (c) Author responses to those comments.

The Platform considers its draft reports, [prior to their acceptance, adoption and approval by the Plenary,] to be provided in confidence to reviewers, and not for public distribution, quotation or citation.

### **3.6 Preparation of reports**

#### **3.6.1 Compilation of lists of potential report co-chairs, coordinating lead authors, lead authors, review editors and of government-designated national focal points**

The Multidisciplinary Expert Panel, through the Platform secretariat, will request nominations from Governments and invite relevant stakeholders to present names of experts to act as potential coordinating lead authors, lead authors or review editors to participate in the preparation of the report.

The tasks and responsibilities of report co-chairs, coordinating lead authors, lead authors, review editors and government-designated national focal points are outlined in annex I to the present procedures. To facilitate the nomination of experts and later review of reports by Governments, Governments should designate Platform national focal points responsible for liaising with the secretariat.

#### **3.6.2 Selection of report co-chairs, coordinating lead authors, lead authors and review editors**

Report co-chairs, coordinating lead authors, lead authors and review editors are selected by the Multidisciplinary Expert Panel from the lists of nominations, of which experts selected from those presented by relevant stakeholders should not exceed twenty per cent.

The composition of the group of coordinating lead authors and lead authors for a given chapter, report or its summary should reflect the range of scientific, technical and socio-economic views and expertise; geographical representation, with appropriate representation of experts from developing and developed countries and countries with economies in transition; the diversity of knowledge systems that exist; and gender balance. The Multidisciplinary Expert Panel will inform the Plenary on the selection process and the extent to which the above-mentioned considerations were achieved therein, and on the persons appointed to the positions of report co-chairs, coordinating lead authors, lead authors and review editors for the various chapters. Every effort should be made to engage experts from the relevant region on the author teams for chapters that deal with specific regions, but experts from other regions can be engaged when they can provide an important contribution to the assessment.

The coordinating lead authors and lead authors selected by the Multidisciplinary Expert Panel may enlist other experts as contributing authors to assist with the work.



### 3.6.3 Preparation of a draft report

The preparation of the first draft of a report should be undertaken by report co-chairs, coordinating lead authors and lead authors. The report co-chairs, through the secretariat, should make available information on the topics to be covered by the assessments and the time frame for contributing materials.

Experts who wish to contribute material for consideration in the first draft should submit it directly to the lead authors. Such contributions should be supported as far as possible with references from the peer-reviewed and internationally available literature as well as with copies of any unpublished material cited and outputs deriving from indigenous and local knowledge. Clear indications of how to access such material should be included in the contributions. For material available in electronic format only, the location where such material may be accessed and a soft copy of such material should be sent to the secretariat for archiving.

Lead authors will work on the basis of these contributions as well as the peer-reviewed and internationally available literature. Unpublished material, and outputs deriving from indigenous and local knowledge, may be used in assessments, provided that their inclusion is fully justified in the context of the Platform's assessment process and that their unpublished status is specified. Such materials will need to be made available to the review process and their sources identified by the report co-chairs, who will ensure that appropriate knowledge and data safeguards are in place.

Procedures, approaches and participatory processes for working with indigenous and local knowledge systems will be developed by the Platform's Task Force on Indigenous and Local Knowledge for consideration by the Plenary at its fourth session. Preliminary guidelines will be presented and reviewed at the third session of the Plenary in order to inform the various assessments and to incorporate the lessons learned in fulfilling deliverable 1 (c) of the work programme for 2014–2018. Detailed guidelines for the use of literature in Platform assessments will be developed by the Multidisciplinary Expert Panel for consideration by the Platform at its third session.

In preparing the first draft of a report and at subsequent stages of revision after review, lead authors should clearly identify disparate views for which there is significant scientific, technical or socio-economic support, together with the relevant arguments. Sources of uncertainty should be clearly identified, listed and quantified where possible. The implications for decision-making of the findings, including knowledge gaps, contrasting evidence and minority opinions, should be explicitly discussed. Technical summaries will be prepared, if deemed necessary by the Multidisciplinary Expert Panel, under the leadership of the Panel.

### 3.6.4 Review

Three principles govern the review process: first, the Platform's reports should represent the best possible scientific, technical and socio-economic advice and be as balanced and comprehensive as possible. Second, as many experts as possible should be involved in the review process, ensuring representation of independent experts (i.e., experts not involved in the preparation of the chapter they are to review) from all countries. Third, the review process should be balanced, open and transparent and record the response to each review comment.

The Multidisciplinary Expert Panel should normally select two review editors per chapter (including for the chapter's executive summary) and per technical summary of each report based on the lists of experts nominated as described in section 3.6.2.

Review editors should not be involved as authors or reviewers of material for which they will act as a review editor. Review editors should be selected from among nominees from developed and developing countries and countries with economies in transition with a balanced representation of scientific, technical and socio-economic expertise.

Report co-chairs should arrange a comprehensive review of reports in each review phase, seeking to ensure complete coverage of all content. Sections of a report that deal with similar issues to other reports should be cross-checked through the relevant authors and report co-chairs.

#### 3.6.4.1 First review (by experts)

The first draft of a report should be circulated by the Multidisciplinary Expert Panel through the secretariat for review.

Governments should be notified of the commencement of the first review process. The first draft of a report should be sent by the secretariat to government-designated national focal points for information purposes. A full list of reviewers should be made available on the Platform's website.

The secretariat should make available to reviewers on request during the review process any specific material referenced in the document being reviewed that is not available in the international published literature.

Expert reviewers should provide the comments to the appropriate lead authors through the secretariat.

#### **3.6.4.2 Second review (by Governments, experts in an open and transparent manner)**

The second draft of the report and the first draft of the summary for policymakers should be distributed concurrently by the Platform secretariat to Governments through the government-designated national focal points, the Bureau of the Plenary, the Multidisciplinary Expert Panel and the report co-chairs, coordinating lead authors, lead authors, contributing authors and expert reviewers.

Government focal points should be notified of the commencement of the second review process some six to eight weeks in advance. Governments should send one integrated set of comments for each report to the secretariat through their government-designated national focal points. Experts should send their comments for each report to the secretariat.

#### **3.6.4.3 Preparation of a final draft of a report**

The preparation of a final draft of a report that reflects comments made by Governments, experts, for submission to the Plenary [for acceptance] should be undertaken by report co-chairs, coordinating lead authors and lead authors in consultation with the review editors. If necessary, the Multidisciplinary Expert Panel working with authors, review editors and reviewers can try to resolve areas of major differences of opinion.

Reports should describe different, possibly controversial, scientific, technical and socio-economic views on a given subject, particularly if they are relevant to the policy debate. The final draft of a report should credit all report co-chairs, coordinating lead authors, lead authors, contributing authors, reviewers and review editors and other contributors, as appropriate, by name and affiliation, at the end of the report.

### **3.7 Acceptance of reports by the Plenary**

Reports presented for [acceptance] at sessions of the Plenary are the full scientific, technical and socio-economic assessment reports. The subject matter of these reports shall conform to the terms of reference and to the workplan approved by the Plenary or the Multidisciplinary Expert Panel as requested. Reports to be [accepted] by the Plenary will have undergone review by Governments and experts [and other stakeholders]. The purpose of these reviews is to ensure that the reports present a comprehensive and balanced view of the subjects they cover. While the large volume and technical detail of this material places practical limitations upon the extent to which changes to the reports can be made at sessions of the Plenary, [“acceptance”] signifies the view of the Plenary that this purpose has been achieved. The content of the chapters is the responsibility of the coordinating lead authors and is subject to Plenary [acceptance]. Other than grammatical or minor editorial changes, after [acceptance] by the Plenary only changes required to ensure consistency with the summary for policymakers shall be [accepted]. Such changes shall be identified by the lead author in writing and submitted to the Plenary at the time it is asked to [approve] the summary for policymakers.

Reports [accepted] by the Plenary should be formally and prominently described on the front and other introductory covers as a report [accepted] by the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services.

### **3.8 Preparation and approval of summaries for policymakers**

Summaries for policymakers for global, regional, subregional and thematic and methodological assessments should be subject to simultaneous review by Governments and experts. Written comments by Governments on the revised draft should be submitted to the secretariat through the government-designated national focal points<sup>4</sup> before final approval by the Plenary. Regional summaries for policymakers should, as a preliminary step, be [approved] by their respective regional members of the Platform prior to further review and approval by the Plenary.

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<sup>4</sup> Until such time as Governments have designated national focal points, the secretariat will send all communications to existing government contacts.

Responsibility for preparing first drafts and revised drafts of summaries for policymakers lies with the report co-chairs and an appropriate representation of coordinating lead authors and lead authors, overseen by the Multidisciplinary Expert Panel and the Bureau. The summaries for policymakers should be prepared concurrently with the main reports.

The first review of a summary for policymakers will take place during the same period as the review of the second draft of a report by Governments and experts in an open and transparent manner.

The final draft of a summary for policymakers will be circulated for a final round of comments by Governments in preparation for the session of the Plenary at which it will be considered for [approval].

[Approval] of a summary for policymakers signifies that it is consistent with the factual material contained in the full scientific, technical and socio-economic assessment [accepted] by the Plenary.

Report co-chairs and coordinating lead authors should be present at sessions of the Plenary at which the relevant summary for policymakers is to be considered in order to ensure that changes made by the Plenary to the summary are consistent with the findings in the main report. The summaries for policymakers should be formally and prominently described as a report of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services.

### **3.9 [Approval and adoption of synthesis reports by the Plenary]**

Synthesis reports that are approved and adopted by the Plenary provide a synthesis of assessment reports and other reports as decided by the Plenary.

Synthesis reports integrate materials contained in the assessment reports. They should be written in a non-technical style suitable for policymakers and address a broad range of policy-relevant questions as approved by the Plenary. A synthesis report comprises two sections, namely: (a) summary for policymakers; (b) full report.

The Multidisciplinary Expert Panel will agree on the composition of the writing team, which could consist, as appropriate, of report co-chairs, coordinating lead authors, and Panel and Bureau members. In selecting the writing team for a synthesis report, consideration should be given to the importance of the full range of scientific, technical and socioeconomic views and expertise; appropriate geographical representation; representation of the diversity of knowledge systems; and gender balance. Those Bureau and Panel members with appropriate knowledge who are not authors will act as review editors.

The Chair of the Plenary will provide information to the Plenary on the selection process, including the application of the selection criteria for participation and any other considerations. An approval and adoption procedure will allow the Plenary at its sessions to approve the summary for policymakers on a line-by-line basis and ensure that the summary for policymakers and the full report of the synthesis report are consistent, and the synthesis report is consistent with the underlying assessment reports from which the information has been synthesized and integrated.

Step 1: The full report (30–50 pages) and the summary for policymakers (5–10 pages) of the synthesis report are prepared by the writing team.

Step 2: The full report and the summary for policymakers of the synthesis report undergo simultaneous review by Governments, experts and other stakeholders.

Step 3: The full report and the summary for policymakers of the synthesis report are revised by the report co-chairs and lead authors with the assistance of the review editors.

Step 4: The revised drafts of the full report and the summary for policymakers of the synthesis report are submitted to Governments and observer organizations eight weeks before a session of the Plenary.

Step 5: The full report and the summary for policymakers of the synthesis report are submitted for discussion by the Plenary:

1. At its session, the Plenary will provisionally approve the summary for policymakers on a line-by-line basis.
2. The Plenary will then review and adopt the full report of the synthesis report on a section-by-section basis in the following manner:
  - When changes in the full report of the synthesis report are required, either for the purpose of conforming to the summary for policymakers or to ensure consistency with the underlying

assessment reports, the Plenary and the authors will note where such changes are required to ensure consistency in tone and content.

- The authors of the full report of the synthesis report will then make the required changes to the report, which will be presented for consideration by the Plenary for review and possible adoption of the revised sections on a section-by-section basis. If further inconsistencies are identified by the Plenary, the full report of the synthesis report will be further refined by its authors with the assistance of the review editors for subsequent review on a section-by-section basis and possible adoption by the Plenary.

3. The Plenary will, as appropriate, adopt the final text of the full report of the synthesis report and approve the summary for policymakers.

The synthesis report consisting of the full report and the summary for policymakers should be formally and prominently described as a report of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services.

### 3.10 Addressing possible errors and complaints

The review processes described above should ensure that errors are eliminated well before the publication of Platform reports and technical papers. However, if a reader of an accepted Platform report, approved summary for policymakers or finalized technical paper finds a possible error (e.g., a miscalculation or the omission of critically important information) or has a complaint relating to a report or technical paper (e.g., a claim to authorship, an issue of possible plagiarism or of falsification of data) the issue should be brought to the attention of the secretariat, which will implement the following process for error correction or complaint resolution.

**Error correction or complaint resolution: stage 1 resolution.** The secretariat will ask the report co-chairs, or coordinating lead authors in the case of technical papers, to investigate and rectify the possible error or resolve the complaint in a timely manner, reporting back to the secretariat on the conclusion. If they find that an error has been made or if they uphold the complaint, the secretariat will notify the Multidisciplinary Expert Panel co-chairs who will decide on the appropriate remedial action in consultation with the report co-chairs. Any correction to the report or technical paper that is required must be made without undue delay (noting that complex errors may require significant reworking of publications). If no remedial action is deemed necessary, a written justification from the report co-chairs (upon advice from the Multidisciplinary Expert Panel co-chairs and the secretariat) must be provided to the complainant. If the complainant is not satisfied with the outcome of the stage 1 investigation, they must make this known to the secretariat, which will elevate the issue to the Multidisciplinary Expert Panel co-chairs for stage 2 resolution.

**Error or complaint resolution: stage 2 resolution.** The Multidisciplinary Expert Panel co-chairs will conduct an investigation, if necessary requesting independent reviewers to assist them. As a result of the further investigation, remedial action will be taken or the co-chairs will provide justification to the complainant that no further action is required. If the complainant is still not satisfied with the outcome, the secretariat will elevate the complaint to the Chair of the Plenary, as the final arbiter, for stage 3 resolution.

**Error or complaint resolution: stage 3 resolution.** The Chair of the Plenary will review the material and information gathered during stages 1 and 2, and seek further independent advice as necessary in order to reach a final decision on the error or complaint.

Every effort will be made to resolve errors and complaints at stage 1.

## 4. Clearance processes for technical papers

Technical papers are prepared on scientific, technical and socio-economic issues that are deemed appropriate by the Plenary. Such papers are:

- (a) Based upon material contained in the accepted and approved assessment reports;
- (b) On topics agreed upon by the Plenary;

- (c) Prepared by a team of lead authors, including a report co-chair, selected by the Multidisciplinary Expert Panel in accordance with the provisions set out in annex I to the present procedures on the selection of report co-chairs, lead authors and coordinating lead authors;
- (d) Submitted in draft form for simultaneous review by Governments, experts and other stakeholders at least four weeks before their comments are due;
- (e) Revised by the report co-chairs and lead authors on the basis of comments received from Governments, experts and other stakeholders, with the assistance of at least two review editors per technical paper who are selected in accordance with the procedures for selecting review editors for assessment reports and synthesis reports set out in section 3.6.2 and carry out their roles as listed in section 5 of annex I to the present procedures;
- (f) Submitted to Governments, experts and other stakeholders for their review at least four weeks before their comments are due;
- (g) Finalized by the report co-chairs and lead authors, in consultation with the Multidisciplinary Expert Panel functioning as an editorial board, based on the comments received.

If necessary, with guidance from the Multidisciplinary Expert Panel, a technical paper may include in a footnote the differing views expressed in comments submitted by Governments during their final review of the document if these are not otherwise adequately reflected in the paper.

The following guidelines should be used in interpreting requirement (a) above. The scientific, technical and socio-economic information in technical papers shall be derived from:

- (a) The text of Platform assessment reports and the portions of material in cited studies that such reports were based on;
- (b) Relevant scientific models and their assumptions and scenarios based on scientific, technical and socio-economic assumptions [as were used to provide information in the assessment reports].

Technical papers shall reflect the range of findings set out in the assessment reports and support and/or explain the conclusions drawn in the reports. Information in the technical papers should, as far as possible, include references to the relevant subsection of the relevant assessment report and other related material.

Sources and consequences of uncertainty should be explicitly delineated, and quantified where possible. The implications of knowledge gaps and uncertainty for decision-making should be discussed.

Technical papers are publicly available and each should contain a prominent declaration that it is a technical paper of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services and, as such, has undergone expert and government review but has not been considered by the Plenary for formal acceptance or approval.

## 5. Platform supporting material

Supporting material consists of four categories:

- (a) Interscientific and intercultural dialogue reports that are developed within the framework of intercultural, interscientific and eco-regional level initiatives;
- (b) Published reports and the proceedings of workshops and expert meetings that are recognized by the Platform, whose subject matter falls within the scope of the Platform's work programme;
- (c) Material, including databases and software, that is supportive of the Platform's activities;
- (d) Guidance material, such as guidance notes or guidance documents, that assists in the preparation of comprehensive and scientifically, technically and socio-economically sound Platform reports and technical papers.

Procedures for the recognition of workshops are set out in sections 6.1 and 6.2. Arrangements for the publication and/or e-publication of supporting material should be agreed upon as part of the process of workshop recognition

or such publication should be commissioned by the Multidisciplinary Expert Panel for the preparation of specific supporting material.

Any supporting material as described in subparagraphs (a), (b) and (c), above, should contain a prominent declaration stating that it is supporting material prepared for the consideration of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services and, as such, has not been subjected to the formal Platform review processes.

Guidance material, as described in subparagraph (d), above, is intended to assist authors in the preparation of comprehensive and scientifically consistent Platform reports. The preparation of guidance material is usually overseen by the Multidisciplinary Expert Panel and is commissioned by the Plenary.

## **6. Workshops**

### **6.1 Platform workshops**

Platform workshops are defined as meetings that provide support to Plenary-approved activities. Such workshops can focus on:

- (a) A specific topic bringing together a limited number of relevant experts;
- (b) A cross-cutting or complex topic requiring input from a broad community of experts;
- (c) The provision of training and capacity-building.

Through the secretariat, the Multidisciplinary Expert Panel will request nominations of workshop participants by government-designated national focal points and other stakeholders. The Multidisciplinary Expert Panel may also nominate experts and will select the participants to the workshop. The Panel will function as a scientific steering committee to assist the secretariat in organizing such workshops.

The composition of participants to workshops shall aim to reflect:

- (a) The relevant range of scientific, technical and socio-economic views and expertise;
- (b) Appropriate geographical representation;
- (c) The existing diversity of knowledge systems;
- (d) Gender balance;
- (e) Appropriate stakeholder representation, for example, representatives from the scientific community, Governments, universities, non-governmental organizations and the private sector.

The Platform will ensure that funding is made available for the participation in workshops of experts from developing countries and countries with economies in transition as well as indigenous and traditional knowledge holders, as appropriate.

The list of participants invited to a workshop should be made available to government-designated national focal points and other stakeholders within two weeks of the selection having taken place, including a description of the application of the selection criteria and any other considerations for participation in that regard.

The proceedings of Platform workshops will be made available online and should:

- (a) Include a full list of participants, describing their affiliation;
- (b) Indicate when and by whom they were prepared;
- (c) Indicate whether and by whom they were reviewed prior to publication;
- (d) Acknowledge all sources of funding and other support;
- (e) Indicate prominently at the beginning of the document that the activity was held pursuant to a decision of the Plenary but that such decision does not imply the Plenary's endorsement or approval of the proceedings or any recommendations or conclusions contained therein.

## 6.2 Co-sponsored workshops

Workshops can be co-sponsored by the Platform if the Bureau and the Multidisciplinary Expert Panel determine in advance that they are supportive of Plenary-approved activities. Co-sponsorship by the Platform of a workshop does not necessarily convey any obligation by the Platform to provide financial or other support. In considering whether to extend Platform co-sponsorship to a workshop, the following factors should be taken into account:

- (a) Implications for the reputation of the Platform;
- (b) Multidisciplinary Expert Panel involvement in the steering committee for the design and organization of and selection of experts for the workshop;
- (c) Level of funding for the activity available from sources other than the Platform;
- (d) Whether the activity will be open to government experts as well as experts from other stakeholder entities, including non-governmental organizations, and traditional knowledge holders participating in the work of the Platform;
- (e) Whether provision will be made for the participation of experts from developing countries and countries with economies in transition;
- (f) Whether the proceedings will be published and made available to the Platform in a time frame that is relevant to its work;
- (g) Whether the proceedings will:
  - (i) Include a full list of participants and affiliation;
  - (ii) Indicate when and by whom they were prepared;
  - (iii) Indicate whether and by whom they were reviewed prior to publication;
  - (iv) Specify all sources of funding and other support;
  - (v) Prominently display a disclaimer stating that Platform co-sponsorship does not imply Platform endorsement or approval of the proceedings or any recommendations or conclusions contained therein, and that neither the papers presented at the workshop nor the report of its proceedings have been subjected to Platform review.]

## 7. Nomination and selection process for task forces

The secretariat will request nominations from Governments and invite relevant stakeholders<sup>[2]</sup> to present names of experts to participate in task forces. The secretariat will compile the lists of nominations, which will be made available to the Multidisciplinary Expert Panel and the Bureau.

The Multidisciplinary Expert Panel and the Bureau will then select experts from the lists of nominations.

## Annex I

### **Tasks and responsibilities for report co-chairs, coordinating lead authors, lead authors, contributing authors, review editors and expert reviewers of Platform reports and other deliverables, and for government-designated national focal points**

#### **1. Report co-chairs**

*Function:*

To assume responsibility for overseeing the preparation of an assessment report or synthesis report.

*Comment:*

Report co-chairs are responsible for ensuring that a report is completed to the highest scientific standard. The names of all report co-chairs will be acknowledged prominently in the reports that they are involved in preparing.

Report co-chairs are nominated and selected as described in sections 3.6.1 and 3.6.2 of the procedures.

## **2. Coordinating lead authors**

### *Function:*

To assume overall responsibility for coordinating major sections and/or chapters of an assessment report.

### *Comment:*

Coordinating lead authors are lead authors who have the added responsibility of ensuring that major sections and/or chapters of a report are completed to a high standard and are completed and delivered to the report co-chairs in a timely manner and conform to any overall standards of style set for the document.

Coordinating lead authors play a leading role in ensuring that any cross-cutting scientific, technical or socio-economic issues of significance to more than one section of a report are addressed in a complete and coherent manner and reflect the latest information available. The skills and resources required of coordinating lead authors are similar to those required of lead authors together with the additional organizational skills needed to coordinate a section, or sections, of a report. All coordinating lead authors will be acknowledged in the reports.

## **3. Lead authors**

### *Function:*

To assume responsibility for the production of designated sections or parts of chapters that respond to the work programme of the Platform on the basis of the best scientific, technical and socio-economic information available.

### *Comment:*

Lead authors typically work in small groups that are responsible for ensuring that the various components of their sections are put together on time, are of a uniformly high quality and conform to any overall standards of style set for the document.

The role of lead authors is a demanding one and, in recognition of this, lead authors will be acknowledged in final reports. During the final stages of report preparation, when the workload is often particularly heavy and when lead authors are heavily dependent upon each other to read and edit material, and to agree to changes promptly, it is essential that their work should be accorded the highest priority.

The essence of the lead authors' role is to synthesize material drawn from the available literature or other fully-justified unpublished sources as defined in section 3.6.3 of the procedures.

Lead authors must have a proven ability to develop text that is scientifically, technically and socio-economically sound and that faithfully represents, to the greatest extent possible, contributions made by a wide variety of experts, and adheres to the overall standards of style set for a document. When revising text, lead authors and review editors are required to take account of the comments made during reviews by Governments and experts. The ability to work to deadlines is a necessary practical requirement.

Lead authors are required to record in the report views that cannot be reconciled with a consensus view<sup>5</sup> but that are, nonetheless, scientifically, technically or socio-economically valid.

Lead authors are encouraged to work with contributing authors, using electronic means as appropriate, in the preparation of their sections or to discuss expert or government comments.

## **4. Contributing authors**

### *Function:*

To prepare technical information in the form of text, graphs or data for inclusion by the lead authors in the relevant section or part of a chapter.

### *Comment:*

Input from a wide range of contributors is key to the success of Platform assessments. The names of all contributors will therefore be acknowledged in the Platform's reports. Contributions are sometimes solicited by

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<sup>5</sup> Consensus does not imply a single view, but can incorporate a range of views based on the evidence.



lead authors but unsolicited contributions are also encouraged. Contributions should be supported, as far as possible, with references from the peer-reviewed and internationally available literature, and with copies of any unpublished material cited along with clear indications of how to access the latter. For material available in electronic format only, the location where such material may be accessed should be cited. Contributed material may be edited, merged and, if necessary, amended in the course of developing the overall draft text.

## **5. Review editors**

### *Function:*

To assist the Multidisciplinary Expert Panel in identifying reviewers for the expert review process, ensure that all substantive expert and government review comments are afforded appropriate consideration, advise lead authors on how to handle contentious or controversial issues and ensure that genuine controversies are adequately reflected in the text of the report concerned.

### *Comment:*

In general, there will be two review editors per chapter, including its executive summary. In order to carry out the tasks allocated to them, review editors will need to have a broad understanding of the wider scientific, technical and socio-economic issues being addressed.

The workload for review editors will be particularly heavy during the final stages of report preparation, including attending meetings at which writing teams consider the results of the review rounds.

Review editors are not actively engaged in drafting reports and may not serve as reviewers for text that they have been involved in writing. Review editors may be drawn from among members of the Multidisciplinary Expert Panel, the Bureau or other experts as agreed by the Panel. Although responsibility for the final text of a report remains with the relevant coordinating lead authors and lead authors, review editors will need to ensure that where significant differences of opinion on scientific issues remain, such differences are described in an annex to the report.

Review editors must submit a written report to the Multidisciplinary Expert Panel and, where appropriate, will be requested to attend a meeting convened by the Multidisciplinary Expert Panel to communicate their findings from the review process and to assist in finalizing summaries for policymakers and, as necessary, synthesis reports. The names of all review editors will be acknowledged in the reports.

## **6. Expert reviewers**

### *Function:*

To comment on the accuracy and completeness of the scientific, technical and socio-economic content and the overall balance between the scientific, technical and socio-economic aspects of the drafts.

### *Comment:*

Expert reviewers comment on text according to their knowledge and experience. The names of all expert reviewers will be acknowledged in the reports.

## **7. Government and observer organization focal points**

### *Function:*

To prepare and update the list of national experts required to assist in the implementation of the Platform's work programme, and to arrange for the provision of integrated comments on the accuracy and completeness of the scientific, technical and/or socio-economic content and the overall balance between scientific, technical and/or socio-economic aspects of the drafts.

### *Comment:*

Government review will typically be carried out among a number of departments and ministries. For administrative convenience, each Government and observer organization should designate one focal point for all Platform activities, providing full contact information for the focal point to the secretariat and notifying the secretariat of any changes in the information. Focal points should liaise with the secretariat regarding the logistics of the review processes.

## **Annex II**

### **Draft process for scoping potential assessments**

#### **I. Scoping process: broad outline**

1. Scoping is the process by which the Platform defines the objective of a deliverable and the information, human and financial requirements to achieve that objective. In addition, the scoping process should identify opportunities to contribute to the functions of the Platform.
2. Scoping an assessment determines whether or not the knowledge to be assessed is available and sufficient, and therefore represents an important first step in identifying knowledge gaps. In addition, the scoping process should identify opportunities and needs for capacity-building within the framework of potential assessment work. It provides information on potential financial and operational implications of the work programme, including specifying the scope of the subject that can be handled within the available resources.
3. Once requests, inputs and suggestions incorporating relevant pre-scoping material are received from the various Platform constituencies, the Multidisciplinary Expert Panel (for scientific issues) and the Bureau (for administrative issues) perform an initial scoping process prior to potential submission of the proposed activity to the Plenary for its consideration in order to provide sufficient information on the merits of a full scoping exercise. Once completed, the initial scoping process provides the basis for an initial outline of any Platform assessment report and other deliverables, including a cost estimate.
4. A full scoping process can only begin once approved by the Plenary on the basis of the recommendations of the Bureau and the Multidisciplinary Expert Panel.
5. Platform members and other stakeholders nominate experts for possible scoping workshops in accordance with the following criteria: the experts nominated must reflect the range of scientific, technical and socio-economic views and expertise that exist; include appropriate geographical representation, ensuring the representation of experts from developing and developed countries and countries with economies in transition; reflect a diversity of knowledge systems; and reflect gender balance. The Multidisciplinary Expert Panel selects the experts needed for the scoping process, which is overseen by the Multidisciplinary Expert Panel.
6. Assuming that the Plenary has requested the Multidisciplinary Expert Panel and the Bureau to decide whether to proceed to a full assessment, the detailed scoping report is sent to members of the Platform and other stakeholders for review and comment within two weeks. Based on the results of the detailed scoping exercise and comments received from members of the Platform and other stakeholders, the Multidisciplinary Expert Panel and the Bureau decide whether to proceed with the assessment, assuming that it can be conducted within the budget approved by the Plenary.
7. If the Plenary reserves the right to review and approve the detailed scoping report then it is considered at the following session of the Plenary.
8. In some instances, a fast-track approach to scoping may be considered appropriate for thematic or methodological assessments if the demand for policy-relevant information is urgent. This involves undertaking the assessment on the sole basis of an initial scoping exercise, subject to prior approval by the Plenary. When considering fast-tracking the scoping of assessments or other activities, clear guidance is required on the procedures to be followed. There should be coherence between any fast-tracking process for scoping of assessments and other activities and the implementation of such activities.
9. A flow chart describing the scoping process is set out in the appendix to this annex. The need for pre-scoping will depend to some extent on the quality of requests, inputs and suggestions submitted, for which guidance and a standardized form for submissions will be developed on the basis of the information proposed in paragraph 7 of decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform.

## II. Initial and pre-scoping exercise

10. The body making the initial request for an assessment must provide information on the scope, objectives and requirements to complete the assessment as requested in decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform. This is known as the pre-scoping material.

11. The Multidisciplinary Expert Panel (for scientific issues) and Bureau (for administrative issues) conducts an initial scoping process for all assessment proposals of the feasibility and costs involved prior to submission to the Plenary for its consideration. The initial scoping exercise is based, in part, on the pre-scoping material.

12. The Multidisciplinary Expert Panel may request the body that submitted the original request(s) to elaborate on certain pre-scoping information or elements contained in their original submission before the initial scoping can be completed. Such additional information is compiled by the secretariat for consideration by the Multidisciplinary Expert Panel, which may make recommendations to the Plenary on whether to proceed with a full scoping process, taking into account: (a) the scientific and policy relevance of the requests, inputs and suggestions; (b) the need for additional scoping; (c) the implications of the requests, inputs and suggestions for the Platform's work programme and resource requirements (decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform). The Plenary may, at this stage, decide (a) to proceed with a full scoping exercise; (b) not to proceed with the requested work; (c) to seek further pre-scoping information as required. If appropriate, the Multidisciplinary Expert Panel may request an expert or organization to assist in the preparation of the initial scoping document as a preliminary to establishing and implementing a full scoping process to be carried out under the auspices of the Multidisciplinary Expert Panel.

## III. Full scoping process

13. Upon approval by the Plenary, a full scoping exercise is undertaken. The first step is to organize a scoping workshop with an appropriate range of stakeholders, in accordance with the criteria set out in paragraph 5 above, led by one or more members of the Multidisciplinary Expert Panel as appropriate. Nominations for participation in such a scoping workshop are solicited from government and other stakeholders, and members of the Multidisciplinary Expert Panel and the Bureau, and selected by the Panel.

14. Participants for such a scoping workshop should include a range of multidisciplinary experts and stakeholders, including from user groups and members of the Platform. Such a range of participation is important to ensure that assessments and other activities are scientifically robust, based on the knowledge and experience of a range of stakeholders, and relevant to decision-making. In selecting scoping workshop participants, consideration should be given by the Multidisciplinary Expert Panel to the criteria set out in paragraph 5 above.

15. In addition, an open online consultation could be established prior to the scoping workshop to support discussions during the workshop and to allow for broader input to the process. In doing so, information on the initial request for scoping, the initial scoping and any pre-scoping would be made publicly available.

16. In order to facilitate the scoping workshop and to aid the submission of requests, inputs and suggestions, a guidance document for developing a draft outline for an assessment and for developing the scope of other potential activities should be developed by the Multidisciplinary Expert Panel and the Bureau. The guidance document should include a range of scientific, technical and administrative elements for consideration.

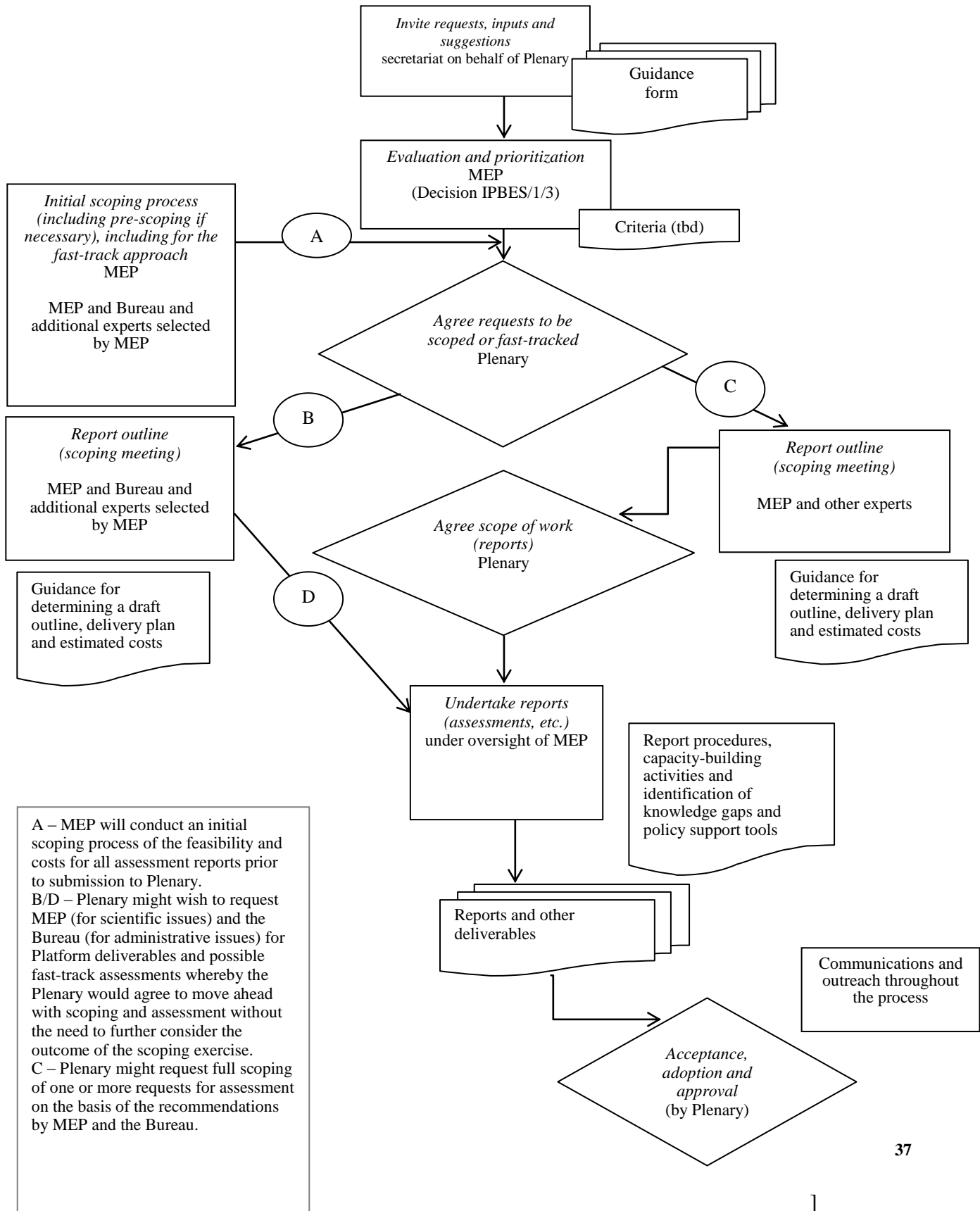
17. The guidance document and scoping process should include the following scientific and technical elements:

- (a) Main issues related to biodiversity and ecosystem services to be covered by the assessment or other activities in relation to the Platform functions and its conceptual framework;
- (b) Main policy questions and users that might be addressed through the assessment or other activities;
- (c) Urgency of the activity and how it will contribute to other processes or decisions;
- (d) Possible constituent chapters for any assessment report and the scope of each of these chapters;

- (e) Any known significant limitations in the existing knowledge that will be needed to undertake any assessment and whether options exist for addressing knowledge gaps;
  - (f) Potential additional activities and outputs that could be derived from an assessment and undertaken to support other functions of the Platform (e.g., capacity-building, policy support, etc.);
  - (g) Evidence on the integration of the four Platform functions, e.g., scoping an assessment should not only look at existing knowledge and knowledge gaps, but also at existing capacity and capacity-building gaps, and potentially at policy support tools and methodologies as well;
  - (h) Methodologies to be used;
  - (i) Geographic boundaries of the assessment;
  - (j) List of scientific disciplines, types of expertise and knowledge needed to carry out the assessment.
18. Possible procedural or administrative elements to be incorporated in the guidance document might include:
- (a) Possible overall activity schedule and milestones;
  - (b) Potential operational structure(s) that might be necessary, and the roles and responsibilities of the various entities to be involved, including the identification of strategic partners in delivering the activity; and the means by which the procedures for the implementation of the work programme will be carried out to ensure effective peer review, quality assurance and transparency;
  - (c) Full estimated costs of the activity and potential sources of funding, including from the Platform trust fund and other sources as appropriate;
  - (d) Any capacity-building interventions that may be required to deliver the activity, which might be included as activities in the general report delivery plan;
  - (e) Any communication and outreach activities that might be appropriate for the specific deliverable, including for the identification of gaps in knowledge and for policy support;
  - (f) Consideration of data and information management for assessments. ]

[Appendix

**Possible Platform scoping process flow chart**



**[Annex III****Summary schedule for assessment and synthesis reports: standard and fast-track approaches (in weeks)**

	<i>Issue proposed to secretariat</i>	<i>Initial scoping</i>	<i>Pre-scoping</i>	<i>Plenary approves for scoping</i>	<i>Nominations for scoping</i>	<i>Scoping</i>	<i>Plenary approves assessment to proceed</i>	<i>Call for experts</i>	<i>Selection of assessment team</i>	<i>Assessment completed, 1<sup>st</sup> draft</i>	<i>1<sup>st</sup>/2<sup>nd</sup> drafts of report reviewed/revised</i>	<i>Final draft of report revised and completed</i>	<i>Report translated</i>	<i>Final review by Governments</i>	<i>Plenary reviews, accepts, approves</i>
<b>Standard approach</b>															End point
Stage duration	0	2	4	25 <sup>1</sup>	8	6	2	8	8	24–36	6+16+8	8–12	6–8	6–8	N/A
Cumulative duration	0	2	6	31	39	45	47	55	63	99	129	141	149	157	N/A
<b>Fast-track approach</b>															End point
Stage duration	0	2	N/A	N/A	N/A	2 <sup>2</sup>	2	2	2	20	6	8	4	6	N/A
Cumulative duration	0	2	-	-	-	4	6	8	10	30	36	44	48	54	N/A

*Abbreviations:* N/A, not applicable.

<sup>1</sup> Average 25 (but up to 50 between plenaries).

<sup>2</sup> Undertaken by a smaller team of experts (selected and overseen by the Multidisciplinary Expert Panel and/or the Bureau) than full scoping under the standard approach.]

**[[Annex IV****Procedure on the use of literature in Platform reports (to be developed)]****[Annex V****Procedure for recognition and incorporation of indigenous and local knowledge (to be developed)]]**

## **Decision IPBES-2/4: Conceptual framework for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services**

*The Plenary,*

*Taking note* of the report of the international expert workshop on the conceptual framework for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, convened by the Multidisciplinary Expert Panel in Cape Town, South Africa, on 25 and 26 August 2013,

*Noting with appreciation* the generous hosting of and financial support for the workshop by the Governments of South Africa and the United Kingdom of Great Britain and Northern Ireland, as well as the additional support provided by the Government of Japan,

*Welcoming* the outcome of the workshop and the further work of the Multidisciplinary Expert Panel on the conceptual framework, which effectively addresses the objective, functions and relevant operating principles of the Platform and the relationship among them, including the incorporation of indigenous and local systems and world views,

*Adopts* the conceptual framework set out in the annex to the present decision.

### **Annex**

#### **Conceptual framework for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services**

##### **A. Introduction and rationale for a conceptual framework for the Platform**

1. Human life would not be possible without biodiversity and ecosystems. The intervention in nature by human societies to meet their needs, however, has modified the composition, structure and functions of ecosystems and has caused detrimental changes that seriously threaten the long-term sustainability of societies around the world. In many cases, biodiversity loss and poverty are trapped in a mutually reinforcing vicious circle. Overall, the efforts made on conservation and on the sustainable use of biodiversity and ecosystems have not kept pace with increasing human pressures. A stronger response by Governments, public organizations, communities, the private sector, households and individuals thus requires an improved understanding of such pressures and concerted action to change them.

2. The goal of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services is to “strengthen the science-policy interface for biodiversity and ecosystem services for the conservation and sustainable use of biodiversity, long-term human well-being and sustainable development”. To achieve this goal, the Platform has four functions: to catalyse the generation of new knowledge; to produce assessments of existing knowledge; to support policy formulation and implementation; and to build capacities relevant to achieving its goal. These interconnected functions are realized in the Platform work programme. A conceptual framework for biodiversity and ecosystems services is required to support the analytical work of the Platform, to guide the development, implementation and evolution of its work programme, and to catalyse a positive transformation in the elements and interlinkages that are the causes of detrimental changes in biodiversity and ecosystems and subsequent loss of their benefits to present and future generations.

3. The conceptual framework set out in figure I is a highly simplified model of the complex interactions between the natural world and human societies. The model identifies the main elements, together with their interactions, that are most relevant to the Platform’s goal and should therefore be the focus for assessments and knowledge generation to inform policy and the required capacity-building. The Platform recognizes and considers different knowledge systems, including indigenous and local knowledge systems, which can be complementary to science-based models and can reinforce the delivery of the functions of the Platform. In this sense, the conceptual framework is a tool for the achievement of a shared working understanding across different disciplines, knowledge systems and stakeholders that are expected to be active participants in the Platform. A full alignment between the categories of different knowledge systems or even disciplines is probably unattainable. The Platform’s conceptual framework is intended, however, to be a basic common ground, general and inclusive, for coordinated action towards the achievement of the ultimate goal of the Platform. Within these broad and transcultural categories, different Platform activities may identify more specific subcategories associated with knowledge systems and

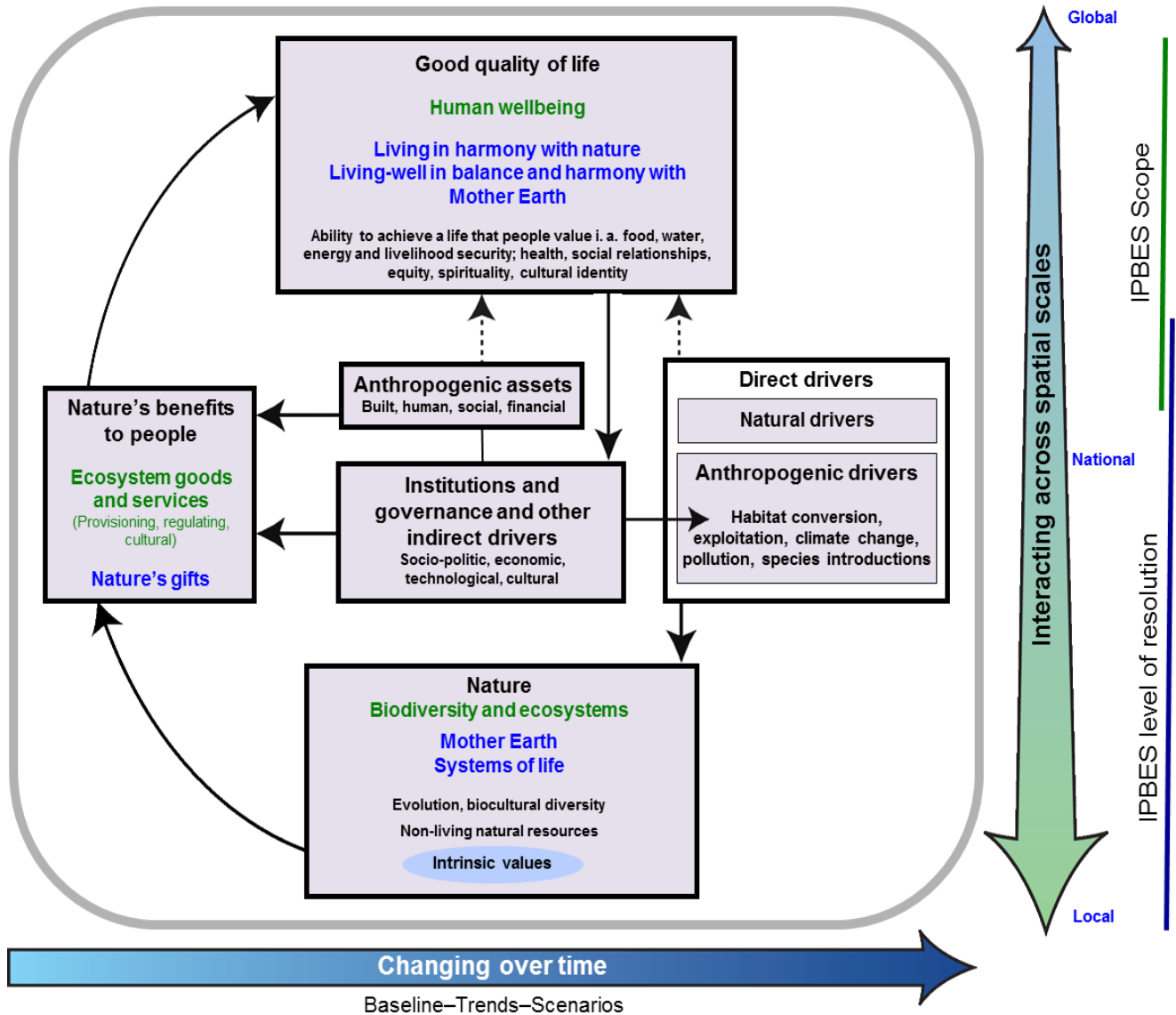
disciplines relevant to the task at hand, without losing view of their placement within the general conceptual framework.

**B. Conceptual framework of the Platform**

**1. Essential elements of the conceptual framework**

4. The Platform’s conceptual framework includes six interlinked elements constituting a social-ecological system that operates at various scales in time and space: nature; nature’s benefits to people; anthropogenic assets; institutions and governance systems and other indirect drivers of change; direct drivers of change; and good quality of life. The framework is graphically depicted in figure I, below.

Figure I  
Analytical conceptual framework



5. Figure I demonstrates the main elements and relationships for the conservation and sustainable use of biodiversity and ecosystem services, human well-being and sustainable development. Similar conceptualizations in other knowledge systems include “living in harmony with nature” and “Mother Earth”, among others. In the main panel, delimited in grey, “nature”, “nature’s benefits to people” and “good quality of life” (indicated as black headlines) are inclusive of all these world views; text in green denotes the concepts of science; and text in blue denotes those of other knowledge systems. Solid arrows in the main panel denote influence between elements; the dotted arrows denote links that are acknowledged as important, but are not the main focus of the Platform. The



thick coloured arrows below and to the right of the central panel indicate different scales of time and space, respectively.

6. “Nature” in the context of the Platform refers to the natural world with an emphasis on biodiversity. Within the context of science, it includes categories such as biodiversity, ecosystems, ecosystem functioning, evolution, the biosphere, humankind’s shared evolutionary heritage, and biocultural diversity. Within the context of other knowledge systems, it includes categories such as Mother Earth and systems of life. Other components of nature, such as deep aquifers, mineral and fossil reserves, and wind, solar, geothermal and wave power, are not the focus of the Platform. Nature contributes to societies through the provision of benefits to people (instrumental and relational values, see below) and has its own intrinsic values, that is, the value inherent to nature, independent of human experience and evaluation and thus beyond the scope of anthropocentric valuation approaches.

7. “Anthropogenic assets” refers to built-up infrastructure, health facilities, knowledge (including indigenous and local knowledge systems and technical or scientific knowledge, as well as formal and non-formal education), technology (both physical objects and procedures), and financial assets, among others. Anthropogenic assets have been highlighted to emphasize that a good life is achieved by a co-production of benefits between nature and societies.

8. “Nature’s benefits to people” refers to all the benefits that humanity obtains from nature. Ecosystem goods and services, considered separately or in bundles, are included in this category. Within other knowledge systems, nature’s gifts and similar concepts refer to the benefits of nature from which people derive a good quality of life. Aspects of nature that can be negative to people, such as pests, pathogens or predators, are also included in this broad category. All nature’s benefits have anthropocentric value, including instrumental values – the direct and indirect contributions of ecosystem services to a good quality of life, which can be conceived in terms of preference satisfaction, and relational values, which contribute to desirable relationships, such as those among people and between people and nature, as in the notion of “living in harmony with nature”.

9. Anthropocentric values can be expressed in diverse ways. They can be material or non-material, can be experienced in a non-consumptive way, or consumed; and they can be expressed from spiritual inspiration to market value. They also include existential value (the satisfaction obtained from knowing that nature continues to be there) and future-oriented values. The latter include bequest value – in other words, the preservation of nature for future generations – or the option values of biodiversity as a reservoir of yet-to-be discovered uses from known and still unknown species and biological processes, or as a constant source, through evolutionary processes, of novel biological solutions to the challenges of a changing environment. Nature provides a number of benefits to people directly without the intervention of society, for example the production of oxygen and the regulation of the Earth’s temperature by photosynthetic organisms; the regulation of the quantity and quality of water resources by vegetation; coastal protection by coral reefs and mangroves; and the direct provision of food or medicines by wild animals, plants and microorganisms.

10. Many benefits, however, depend on or can be enhanced by the joint contribution of nature and anthropogenic assets. For example, some agricultural goods such as food or fibre crops depend on ecosystem processes such as soil formation, nutrient cycling, or primary production as well as on social intervention such as farm labour, knowledge of genetic variety selection and farming techniques, machinery, storage facilities and transportation.

11. Trade-offs between the beneficial and detrimental effects of organisms and ecosystems are not unusual and they need to be understood within the context of the bundles of multiple effects provided by them within specific contexts. For example, wetland ecosystems provide water purification and flood regulation but they can also be a source of vector-borne disease. In addition, the relative contribution of nature and anthropogenic assets to a good quality of life varies according to the context. For example, the level at which water filtration by the vegetation and soils of watersheds contributes to quality of life in the form of improved health or reduced treatment costs is based in part on the availability of water filtration by other means, for example treating water in a built facility. If there are no alternatives to watershed filtration by vegetation, then it will contribute strongly to good lives. If there are cost-effective and affordable alternatives, water filtration by vegetation may contribute less.

12. “Drivers of change” refers to all those external factors that affect nature, anthropogenic assets, nature’s benefits to people and a good quality of life. They include institutions and governance systems and other indirect drivers and direct drivers (both natural and anthropogenic).

13. “Institutions and governance systems and other indirect drivers” are the ways in which societies organize themselves, and the resulting influences on other components. They are the underlying causes of environmental change that are exogenous to the ecosystem in question. Because of their central role, influencing all aspects of

human relationships with nature, these are key levers for decision-making. Institutions encompass all formal and informal interactions among stakeholders and social structures that determine how decisions are taken and implemented, how power is exercised, and how responsibilities are distributed. Institutions determine, to various degrees, the access to, and the control, allocation and distribution of components of nature and anthropogenic assets and their benefits to people. Examples of institutions are systems of property and access rights to land (e.g., public, common-pool, private), legislative arrangements, treaties, informal social norms and rules, including those emerging from indigenous and local knowledge systems, and international regimes such as agreements against stratospheric ozone depletion or the protection of endangered species of wild fauna and flora. Economic policies, including macroeconomic, fiscal, monetary or agricultural policies, play a significant role in influencing people's decisions and behaviour and the way in which they relate to nature in the pursuit of benefits. Many drivers of human behaviour and preferences, however, which reflect different perspectives on a good quality of life, work largely outside the market system.

14. "Direct drivers", both natural and anthropogenic, affect nature directly. "Natural drivers" are those that are not the result of human activities and are beyond human control. These include earthquakes, volcanic eruptions and tsunamis, extreme weather or ocean-related events such as prolonged drought or cold periods, tropical cyclones and floods, the El Niño/La Niña Southern Oscillation and extreme tidal events. The direct anthropogenic drivers are those that are the result of human decisions, namely, of institutions and governance systems and other indirect drivers. Anthropogenic drivers include habitat conversion, e.g., degradation of land and aquatic habitats, deforestation and afforestation, exploitation of wild populations, climate change, pollution of soil, water and air and species introductions. Some of these drivers, such as pollution, can have negative impacts on nature; others, as in the case of habitat restoration, or the introduction of a natural enemy to combat invasive species, can have positive effects.

15. "Good quality of life" is the achievement of a fulfilled human life, a notion which varies strongly across different societies and groups within societies. It is a context-dependent state of individuals and human groups, comprising access to food, water, energy and livelihood security, and also health, good social relationships and equity, security, cultural identity, and freedom of choice and action. From virtually all standpoints, a good quality of life is multidimensional, having material as well as immaterial and spiritual components. What a good quality of life entails, however, is highly dependent on place, time and culture, with different societies espousing different views of their relationships with nature and placing different levels of importance on collective versus individual rights, the material versus the spiritual domain, intrinsic versus instrumental values, and the present time versus the past or the future. The concept of human well-being used in many western societies and its variants, together with those of living in harmony with nature and living well in balance and harmony with Mother Earth, are examples of different perspectives on a good quality of life.

## **2. Interlinkages between the elements of the conceptual framework**

16. A society's achievement of good quality of life and the vision of what this entails directly influence institutions and governance systems and other indirect drivers and, through them, they influence all other elements. For example, to the extent that a good life refers to an individual's immediate material satisfaction and rights, or to the collective needs and rights of present and future generations, it affects institutions that operate from the subnational scale, such as land and water use rights, pollution control, and traditional arrangements for hunting and extraction, to the global scale, as in subscription to international treaties. Good quality of life, and views thereof, also indirectly shape, via institutions, the ways in which individuals and groups relate to nature. Perceptions of nature range from nature being considered as a separate entity to be exploited for the benefit of human societies to nature being seen as a sacred living entity of which humans are only one part.

17. Institutions and governance systems and other indirect drivers affect all elements and are the root causes of the direct anthropogenic drivers that directly affect nature. For example, economic and demographic growth and lifestyle choices (indirect drivers) influence the amount of land that is converted and allocated to food crops, plantations or energy crops; accelerated carbon-based industrial growth over the past two centuries has led to anthropogenic climate change at the global scale; synthetic fertilizer subsidy policies have greatly contributed to the detrimental nutrient loading of freshwater and coastal ecosystems. All of these have strong effects on biodiversity, ecosystem functioning and their derived benefits and, in turn, influence different social arrangements intended to deal with these problems. This may be seen, for example, at the global level, with institutions such as the United Nations Framework Convention on Climate Change, the Convention on Biological Diversity, the Convention on the Conservation of Migratory Species of Wild Animals or, at the national and subnational levels, arrangements in ministries or laws that have effectively contributed to the protection, restoration and sustainable management of biodiversity.

18. Institutions and governance systems and other indirect drivers also affect the interactions and balance between nature and human assets in the co-production of nature's benefits to people, for example by regulating urban sprawl over agricultural or recreational areas. This element also modulates the link between nature's benefits to people and the achievement of a good quality of life, for example, by different regimes of property and access to land and goods and services; transport and circulation policies; and such economic incentives as taxation or subsidies. For each of nature's benefits that contribute to a good quality of life, the contribution of institutions can be understood in terms of instrumental value, such as access to land that enables the achievement of high human well-being, or in terms of relational values, such as regimes of property that both represent and allow human lives deemed to be in harmony with nature.

19. Direct drivers cause a change directly in the ecological system and, as a consequence, in the supply of nature's benefits to people. Natural drivers of change affect nature directly, for example, the impact by a massive meteorite is believed to have triggered one of the mass extinctions of plants and animals in the history of life on Earth. Furthermore, a volcanic eruption can cause ecosystem destruction, at the same time serving as a source of new rock materials for fertile soils. These drivers also affect anthropogenic assets, such as the destruction of housing and supply systems by earthquakes or hurricanes, and a good life, as may be seen with heat stroke as a result of climate warming or poisoning as a result of pollution. In addition, anthropogenic assets directly affect the possibility of leading a good life through the provision of and access to material wealth, shelter, health, education, satisfactory human relationships, freedom of choice and action, and sense of cultural identity and security. These linkages are acknowledged in figure I but not addressed in depth because they are not the main focus of the Platform.

### 3. Example: the causes and consequences of declining fisheries

20. There are more than 28,000 fish species recorded in 43 ecoregions in the world's marine ecosystems and probably still many more to be discovered (nature). With a worldwide network of infrastructure such as ports and processing industries, and several million vessels (anthropogenic assets), about 78 million tons of fish are caught every year. Fish are predicted to become one of the most important items in the food supply of over 7 billion people (nature's benefits). This is an important contribution to the animal protein required to achieve food security (good quality of life).

21. Changes in consumption patterns (good quality of life) have brought about an increased demand for fish in the global markets. This, together with the predominance of private short-term interests over collective long-term interests, weak regulation and enforcement of fishing operations, and perverse subsidies for diesel, are indirect drivers underlying the overexploitation of fisheries by fishing practices (direct drivers) that, because of their technology or spatial scope or time scale of deployment, are destructive to fish populations and their associated ecosystems. The impacts of these practices are combined with those of other direct drivers and include chemical pollution associated with agriculture and aquaculture runoff, the introduction of invasive species, diversions and obstructions of freshwater flows into rivers and estuaries, the mechanical destruction of habitats, such as coral reefs and mangroves, and climate and atmosphere change, including ocean warming and acidification.

22. The steep decline in fish populations can dramatically affect nature, in the form of wildlife, ecological food chains, including those of marine mammals and seabirds, and ecosystems from the deep sea to the coast. Increasingly depleted fisheries have also had a negative effect on nature's benefits to people and the good quality of life that many societies derive from them, in the form of decreases in catches, reduced access, and the impaired viability of commercial and recreational fishing fleets and associated industries across the globe. In the case of many small-scale fisheries in less developed countries, this disproportionately affects the poor and women. In some cases it also affects nature and its benefits to people well beyond coastal areas, for example by increasing bush-meat harvest in forest areas and thus affecting populations of wild mammals such as primates, and posing threats to human health (good quality of life).

23. Institutions and governance systems and other indirect drivers at the root of the present crisis can be mobilized to halt these negative trends and aid the recovery of many depleted marine ecosystems (nature), fisheries (nature's benefits to people) and their associated food security and lifestyles (good quality of life). Other approaches that they can promote include ecosystem-based fisheries management, strengthening and enforcement of existing fishing regulations, such as the Code of Conduct for Responsible Fisheries of the Food and Agriculture Organization of the United Nations (FAO), the zoning of the oceans into reserves and areas with different levels of catch effort, and enhanced control of quotas and pollution. In addition, anthropogenic assets could be mobilized towards this end in the form of the development and implementation of new critical knowledge, such as fishing gear and procedures that minimize by-catch, or a better understanding of the role of no-catch areas in the long-term resilience of exploited fisheries.

#### **4. Application of the conceptual framework across scales**

24. The natural and social processes described above occur and interact at different scales of space and time (indicated by the thick arrows around the central panel of figure I). Accordingly, the conceptual framework can be applied to different scales of management and policy implementation, scales of ecological processes and scales of potential drivers of change. Such a multi-scale and cross-scale perspective also supports the identification of trade-offs within scales, such as between different policy sectors, and across scales, including by limiting the local use of forests for the sake of carbon sequestration goals on the global scale.

25. The Platform will focus on supranational (from subregional to global) geographical scales for assessment. The properties and relationships that occur at these coarser spatial scales will, in part, however, be linked to properties and relationships acting at finer scales, such as national and subnational scales. The Platform's framework can also be applied to support understanding of interactions among components of the social-ecological system over various temporal scales. Some interactions make very rapid progress, others slower, and there is often a correspondence between the space and time scales. For example, changes in the chemical composition of the atmosphere and the oceans often occur over centuries or millenniums, whereas changes in biodiversity as a consequence of land use at the landscape scale often occur at the scale of years or decades. Processes at one scale often influence, and are influenced by, processes that occur at other scales. Because of this, assessments will benefit from contemplating the mutual influences, such as control and propagation, between the scale that is the focus of the assessment and finer and coarser scales.

26. The conceptual framework is also relevant to the analysis of institutional arrangements and ecosystem boundaries at different scales. Understanding the mismatch between ecosystems and institutional arrangements is particularly critical at larger scales where political and administrative boundaries cut across environmental systems, such as the watersheds of major rivers, bio-geo-cultural regions or the territories of nomadic or semi-nomadic peoples.

### **C. Links between the conceptual framework, work programme and functions of the Platform**

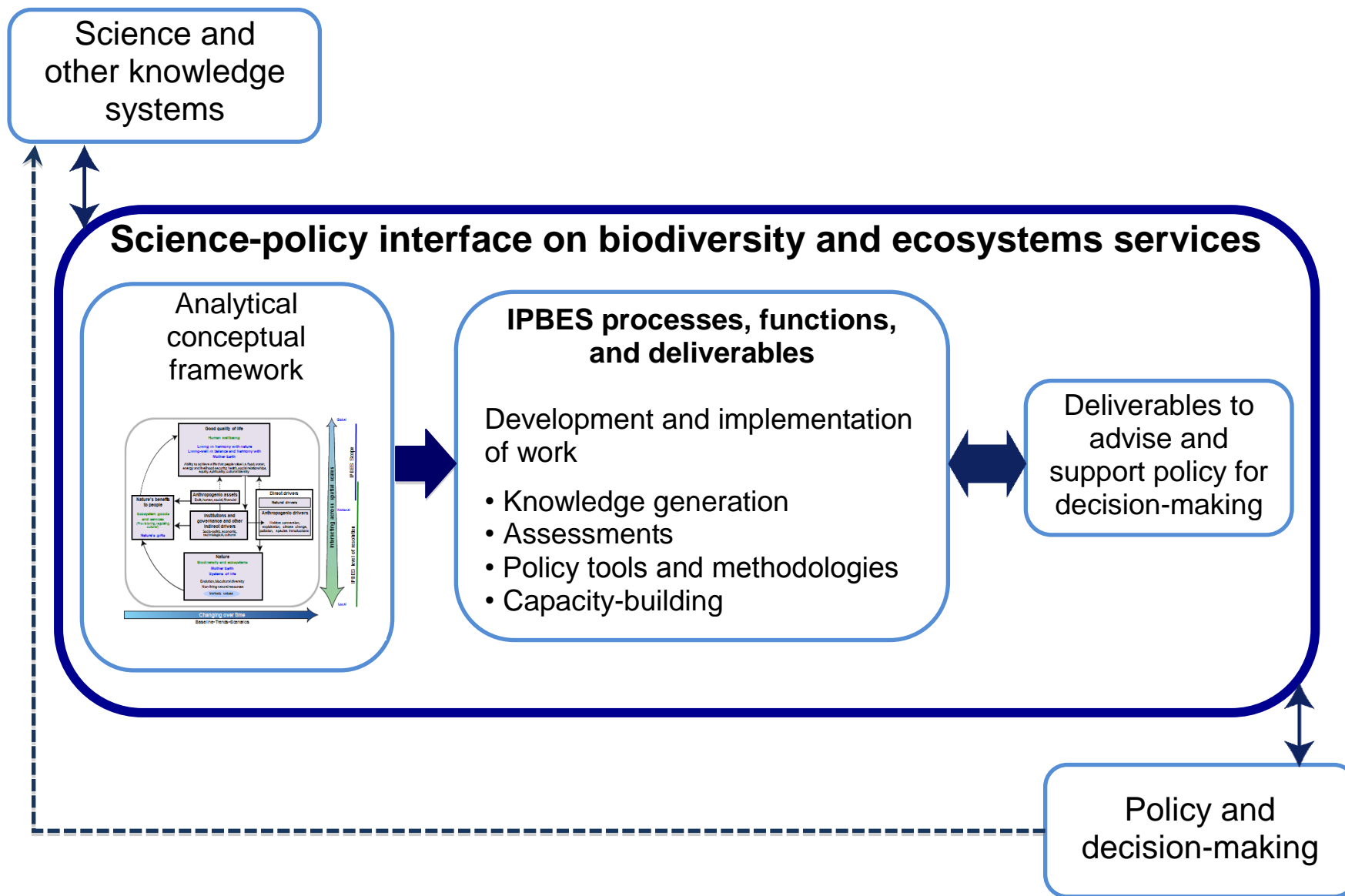
#### **1. Work programme**

27. The Platform's work programme aims to enhance the enabling environment and strengthen the knowledge-policy interface on biodiversity and ecosystem services, and the communication and evaluation of Platform activities.

#### **2. Conceptual framework and the functions of the Platform**

28. The Platform's conceptual framework supports the implementation of all four functions of the Platform – knowledge generation, assessments, policy support tools and capacity-building. The conceptual framework helps to ensure coherence and coordination among these four functions. These are best explained in the operational conceptual model of the Platform depicted in figure II below, which is a schematic representation of the science-policy interface as an operating system.

Figure II  
Operational conceptual model of the Platform



29. Figure II describes an interface system interlinking science and other knowledge systems with policy and decision-making through a dynamic process. The figure shows a continuous flow of knowledge from science and other knowledge systems to the interface that is filtered through the analytical conceptual framework, which is shown in greater detail in figure I, and processed according to the activities defined by the periodically developed work programmes of the Platform to achieve deliverables. The deliverables are produced in order to influence policy and decision-making through the formulation of multi-optional policy advice. The interface features double-sided (thin and thick) arrows and thus also works in more than one direction. The thick one-sided arrow indicates the analytical conceptual framework influencing Platform processes and functions. The dotted arrow indicates that policy and decision-making in turn influence science and other knowledge systems beyond the agency of the Platform.

### **3. Science-policy interface**

30. The science-policy interface is a complex system interlinking the phase of science and other knowledge systems with the phase of policy and decision-making through a dynamic process. The interface works between these two main phases indicated above. The phase of science and other knowledge systems includes the filtration of raw knowledge and knowledge generation in the form of deliverables to advise and support the phase of policy for decision-making governed by the operative function of the work programmes.

### **4. Operation of the science-policy interface**

31. The interface system is operated by a composite function of the four functions of the Platform (knowledge generation, assessment, policy support and capacity-building) and the conceptual model provides a dynamic process that serves at the same time as the mechanism for the realization of the four functions.

#### **(a) Knowledge generation**

32. Although the Platform will not carry out new research to fill knowledge gaps, it will play a vital role in catalysing new research by identifying knowledge gaps and working with partners to prioritize and fill these gaps. The knowledge would come from the scientific community in the natural, social and economic sciences and other knowledge systems.

#### **(b) Assessment**

33. Assessments, whether global, regional or thematic, need coherence in their approach, which will provide opportunities for synthesis between the assessments, the scaling up and down of assessments done at different scales, and also comparison among assessments performed at specific scales or on different themes. The analytical conceptual framework set out in figure I illustrates the multidisciplinary issues to be assessed, spatially and temporally, within thematic, methodological, regional, subregional and global assessments. The ensemble of assessments will assess the current status, trends and functioning of biodiversity and ecosystems and their benefits to people, and the underlying causes, such as the impacts of institutions, governance and other indirect drivers of change, anthropogenic and natural direct drivers of change, and the anthropogenic assets.

34. The implications of changes in nature's benefits to people for a good quality of life will be assessed, together with changes in the multidimensional value of nature's benefits to people. The conceptual framework incorporates all knowledge systems and beliefs or philosophical values, and ensures coherence among the different assessment activities. A global assessment would be informed and guided by a set of regional and subregional assessments and a set of thematic issues consistently self-assessed within the regional and subregional assessments. The assessment activities described above will also identify what is known and what is unknown and will identify where the generation of new knowledge will strengthen the science-policy interface.

#### **(c) Policy support**

35. The policy support would include the identification of policy tools and methodologies, in order to inform the policy process and actors, policy priorities, policy measures, and institutions and organizations. These would help to address the detrimental changes to biodiversity and ecosystem functioning and services.

**(d) Capacity-building**

36. The conceptual framework could support capacity-building in many ways, including by facilitating the engagement of a broad range of stakeholders in the implementation of the work programme in support of national and subnational assessment activities beyond the direct scope of the Platform.

## Decision IPBES-2/5: Work programme for the period 2014–2018

*The Plenary,*

*Welcoming* the draft work programme of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services for the period 2014–2018 developed by the Multidisciplinary Expert Panel and the Bureau, which features a sequenced and prioritized set of objectives, deliverables, actions and milestones for advancing the four functions of the Platform (assessment, knowledge generation, policy support and capacity-building) on relevant scales,

*Taking into account* the information compiled by the secretariat, and taking note of relevant requests, inputs and suggestions submitted, including those submitted by multilateral environmental agreements related to biodiversity and ecosystem services,

*Taking note* of the report<sup>6</sup> containing a prioritized list of requests prepared by the Multidisciplinary Expert Panel and the Bureau and a prioritized list of inputs and suggestions following the agreed procedure and guidance set out in decision IPBES/1/3 on the procedure for receiving and prioritizing requests put to the Platform,

*Welcoming* the report<sup>7</sup> of the international expert and stakeholder workshop on the contribution of indigenous and local knowledge systems to the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, which was convened by the Multidisciplinary Expert Panel from 9 to 11 June 2013 in Tokyo with generous funding provided by the Government of Japan and was co-organized by the United Nations Educational, Scientific and Cultural Organization and the United Nations University,

*Adopts* the work programme of the Platform for the period 2014–2018 set out in annex I to the present decision, which is to be implemented in accordance with the approved biennial budget set out in decision IPBES-2/6;

### I

#### Capacity-building

1. *Establishes* a task force on capacity-building for the period 2014–2018 led by the Bureau in consultation with the Multidisciplinary Expert Panel for the implementation of deliverables 1 (a) and 1 (b) of the work programme in accordance with the terms of reference set out in annex II to the present decision, and requests the Bureau and the Panel, through the Platform's secretariat, to constitute the task force in accordance with the terms of reference on the basis of a call for expressions of interest to take part in the task force;
2. *Requests* the Bureau, through the secretariat and with the support of the task force on capacity-building, to convene regularly a forum, with representatives of conventional and potential sources of funding, on the basis of a call for expressions of interest to take part in the forum;
3. *Requests* the task force on capacity-building to develop a proposed programme of fellowship, exchange and training programmes for consideration by the Plenary at its third session;
4. *Invites* Platform members and observers to submit to the secretariat statements of their capacity-building needs directly related to the implementation of the Platform's work programme for the period 2014–2018;

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<sup>6</sup> IPBES/2/3.

<sup>7</sup> IPBES/2/INF/1.



## II

### Knowledge foundation

1. *Establishes* a task force on indigenous and local knowledge systems for the period for this work programme 2014–2018 led by the Multidisciplinary Expert Panel in consultation with the Bureau for the implementation of deliverable 1 (c) of the work programme in accordance with the terms of reference set out in annex III to the present decision and requests the Bureau and the Panel, through the secretariat, to constitute the task force in accordance with the terms of reference on the basis of the procedures for the nomination and selection of experts set out in the annex to decision IPBES-2/3;
2. *Establishes* a task force on knowledge and data for the period 2014–2018 led by the Bureau in consultation with the Multidisciplinary Expert Panel for the implementation of deliverables 1 (d) and 4 (b) of the work programme in accordance with the terms of reference set out in annex IV to the present decision and requests the Bureau and the Panel, through the secretariat, to constitute the task force in accordance with the terms of reference on the basis of the procedures for the nomination and selection of experts set out in the annex to decision IPBES-2/3;
3. *Requests* the Multidisciplinary Expert Panel and the Bureau to develop for consideration by the Plenary at its fourth session draft procedures for and approaches to working with indigenous and local knowledge systems based on the initial elements of such procedures and approaches developed by the Multidisciplinary Expert Panel;<sup>8</sup>
4. *Also requests* the Multidisciplinary Expert Panel and the Bureau, with support from the time-bound task force on indigenous and local knowledge systems, to establish in 2014 a roster and network of experts and a participatory mechanism for working with various knowledge systems;

## III

### Regional and subregional assessments

1. *Requests* the Multidisciplinary Expert Panel in consultation with the Bureau, supported by a time-bound and task-specific expert group, to implement deliverable 2 (a) of the work programme, on the development of a guide to the production and integration of assessments from and across all levels;
2. *Also requests* the Multidisciplinary Expert Panel and the Bureau to undertake a regional scoping process, in accordance with the procedures for the preparation of the platform's deliverables set out in the annex to decision IPBES-2/3, for a set of regional and subregional assessments, emphasizing the need to support capacity-building as outlined in objective 1 of the work programme, including by engaging with regional and national institutions and initiatives for consideration by the Plenary at its third session;

## IV

### Fast-track thematic and methodological assessments

*Approves* the undertaking of the following fast-track assessments, in accordance with the procedures for the preparation of the Platform's deliverables set out in the annex to decision IPBES-2/3, for consideration by the Plenary at its fourth session:

- (a) Pollination and pollinators associated with food production, as outlined in the initial scoping document for the assessment set out in annex V to the present decision;
- (b) Scenario analysis and modelling of biodiversity and ecosystem services, as outlined in the initial scoping document for the assessment as set out in annex VI to the present decision;

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<sup>8</sup> IPBES/2/INF/1/Add.1.

**V****Thematic and methodological assessments**

*Approves:*

- (a) The initiation of scoping for a methodological assessment on the conceptualization of values of biodiversity and nature's benefits to people and development of a preliminary guide, for consideration by the Plenary at its third session;
- (b) The initiation of scoping for a thematic assessment of land degradation and restoration, for consideration by the Plenary at its third session;
- (c) The initiation of scoping for a thematic assessment of invasive alien species, for consideration by the Plenary at its fourth session;
- (d) The initiation of scoping for a thematic assessment of sustainable use and conservation of biodiversity and strengthening capacities and tools, for consideration by the Plenary at its fourth session;

**VI****Catalogue of assessments**

*Requests* the secretariat to maintain an online catalogue of assessments and to collaborate further with existing networks and initiatives to enhance the online catalogue of assessments;

**VII****Data and information management system**

*Requests* the secretariat working with the Bureau to develop an information management plan, in close coordination with and building on current international initiatives, that supports the Platform's work and that will be implemented to support future assessments, for consideration by the Plenary at its third session;

**VIII****Catalogue of policy tools and methodologies**

*Requests* the Multidisciplinary Expert Panel and the Bureau, supported as necessary by a task-specific expert group, to develop a catalogue of policy tools and methodologies, to provide guidance on how the further development of such tools and methodologies could be promoted and catalysed in the context of the Platform and to submit the catalogue and guidance for review by the Plenary at its third session;

**IX****Independent review**

*Requests* the Multidisciplinary Expert Panel in consultation with the Bureau to develop a procedure for the review of the effectiveness of administrative and scientific functions of the Platform;

**X****Technical support for the work programme**

1. *Welcomes* the offers for in-kind contributions to support the implementation of the work programme that have been received as of 14 December 2013 listed in annex VII to the present decision and requests the Bureau and the Platform's secretariat to establish the institutional arrangements necessary to operationalize the technical support outlined in the note by the

secretariat on establishing institutional arrangements in support of the work programme for the period 2014–2018;<sup>9</sup>

2. *Invites* the submission of additional offers of in-kind contributions to support the implementation of the work programme;

3. *Requests* the secretariat, in consultation with the Bureau and in accordance with the approved budget set out in the annex to decision IPBES-2/6, to establish the institutional arrangements necessary to operationalize the technical support.

## Annex I

### Work programme for the period 2014–2018

#### I. Introduction

1. Science-policy interfaces are critical forces in shaping the environmental governance system. The system can be seen as a polycentric one consisting of nested public, private and non-governmental decision-making units operating at multiple scales within rule and value systems that differ from one another to some extent.<sup>10</sup> Interactions between science and policy are challenged by the complexity of the environmental governance system and of the problems it seeks to address.<sup>11</sup> The Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services was established as a structured formal response to this challenge.

2. The work programme of the Platform for the period 2014–2018 is designed to implement the goal, functions and operating principles of the Platform, which are recalled in paragraphs 3 to 5 below, in a coherent and integrated manner. It aims to contribute to the above-mentioned and other relevant policy processes as requested by Governments, multilateral environmental agreements and other stakeholders. Analytical work initiated under the work programme will be guided by the Platform's conceptual framework.<sup>12</sup> Being the first work programme, it is designed to put the Platform on the right path, firmly establishing its working modalities, deliverables, credibility, relevance, legitimacy and reputation, based on a collaborative approach and a high volume of in-kind contributions. It is intended to pave the way for the incremental strengthening of the science-policy interface for biodiversity and ecosystem services across scales, sectors and knowledge systems.

#### A. Objective of the Platform

3. The objective of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services is defined in the resolution establishing the Platform as being to strengthen the science-policy interface for biodiversity and ecosystem services for the conservation and sustainable use of biodiversity, long-term human well-being and sustainable development.<sup>13</sup>

#### B. Functions of the Platform

4. The agreed functions of the Platform<sup>14</sup> are:

(a) To identify and prioritize key scientific information needed for policymakers on appropriate scales and to catalyse efforts to generate new knowledge by engaging in dialogue with key scientific organizations, policymakers and funding organizations, but not to directly undertake new research;

(b) To perform regular and timely assessments of knowledge on biodiversity and ecosystem services and their interlinkages, which should include comprehensive global, regional and, as necessary,

<sup>9</sup> IPBES/2/INF/10.

<sup>10</sup> For more information see *Global Environment Outlook: Environment for the Future We Want*, available at <http://www.unep.org/geo/geo5.asp>.

<sup>11</sup> See UNEP/IPBES/2/INF/1.

<sup>12</sup> Decision IPBES-2/4, annex.

<sup>13</sup> UNEP/IPBES.MI/2/9, annex I, appendix I, sect. I.

<sup>14</sup> Ibid.

subregional assessments and thematic issues at appropriate scales and new topics identified by science and as decided upon by the Plenary;

(c) To support policy formulation and implementation by identifying policy-relevant tools and methodologies to enable decision makers to gain access to those tools and methodologies and, where necessary, to promote and catalyse their further development;

(d) To prioritize key capacity-building needs to improve the science-policy interface at appropriate levels and then provide and call for financial and other support for the highest-priority needs related directly to its activities, as decided by the Plenary, and to catalyse financing for such capacity-building activities by providing a forum with conventional and potential sources of funding.

### **C. Operating principles of the Platform as they relate to implementation of the work programme**

5. The work programme puts the agreed operating principles of the Platform<sup>15</sup> into effect, including through ensuring the credibility, relevance and legitimacy of the Platform; promoting the independence of the Platform; facilitating an interdisciplinary and multidisciplinary approach; engaging with different knowledge systems, including indigenous and local knowledge; recognizing the need for gender equity in its work; integrating capacity-building into all relevant aspects of its work; ensuring the full and effective participation of developing countries; ensuring the full use of national, subregional and regional knowledge, as appropriate, including by ensuring a bottom-up approach; promoting a collaborative approach building on existing initiatives and experiences. It also addresses terrestrial, marine and inland water biodiversity and ecosystem services and their interactions.

## **II. Work programme structure and elements**

6. This work programme comprises a sequenced and prioritized set of objectives, deliverables, actions and milestones for advancing the four functions of the Platform at relevant scales. It takes into account the information compiled by the secretariat on earlier programme discussions,<sup>16</sup> the relevant requests, inputs and suggestions put forward in the report on the receipt and prioritization of requests, inputs and suggestions according to decision IPBES/1/3, the reports of regional consultations and review comments received.

7. The work programme is diagrammatically presented in figure I and is structured along four cross-cutting objectives. The objectives will be achieved through a set of measurable and interlinked deliverables that will be developed in accordance with the Platform's operating principles and procedures. A summary of the rationale and utility of the objectives and deliverables and their interlinkages is presented in figure I below. Figure II illustrates the planned schedule for deliverables.

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<sup>15</sup> Ibid., sect. II.

<sup>16</sup> See IPBES/1/INF/14/Rev.1.

Figure I

**Structure and key elements of the Platform work programme as it relates to the Platform's goal, functions, operating principles and procedures**

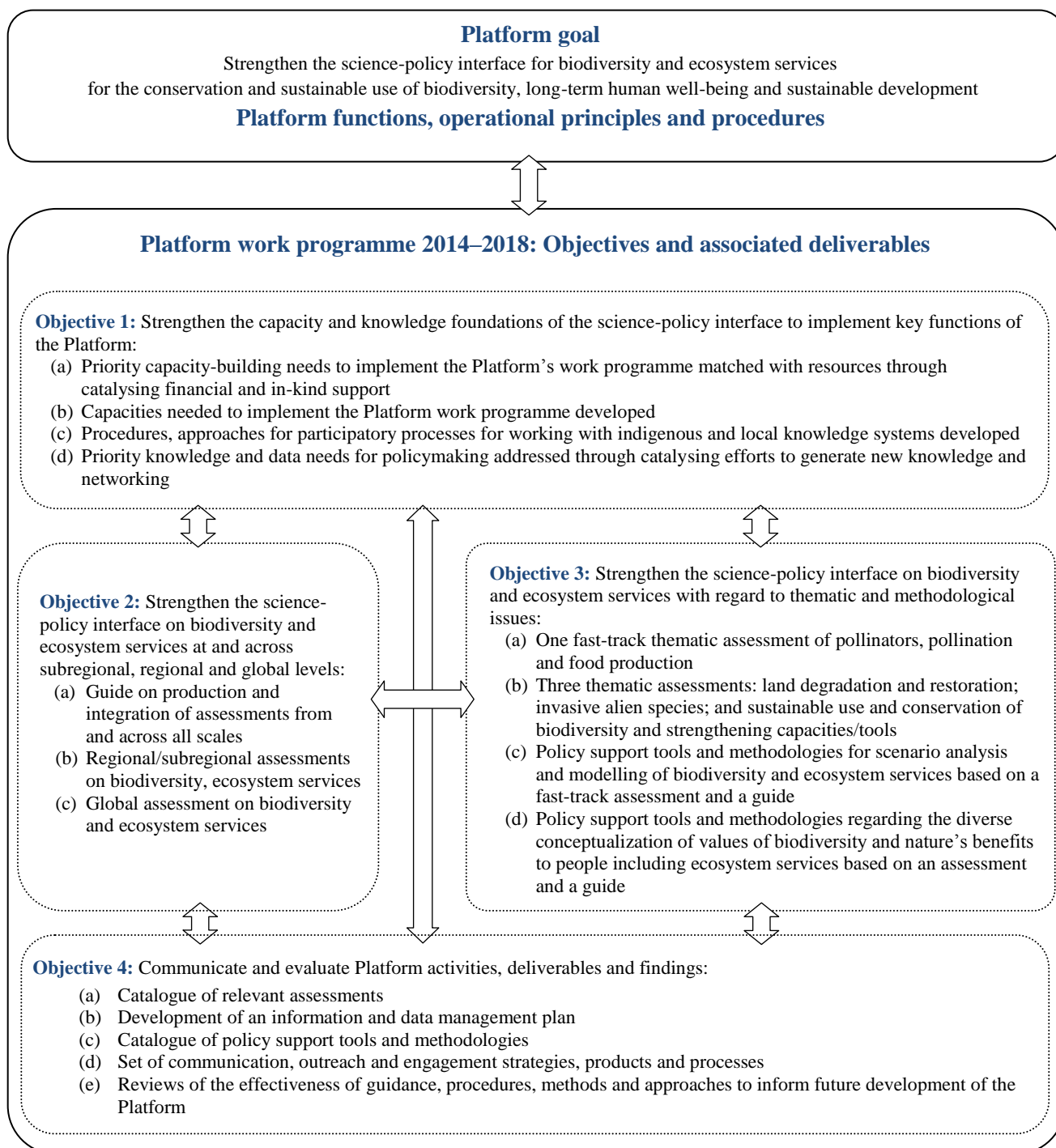
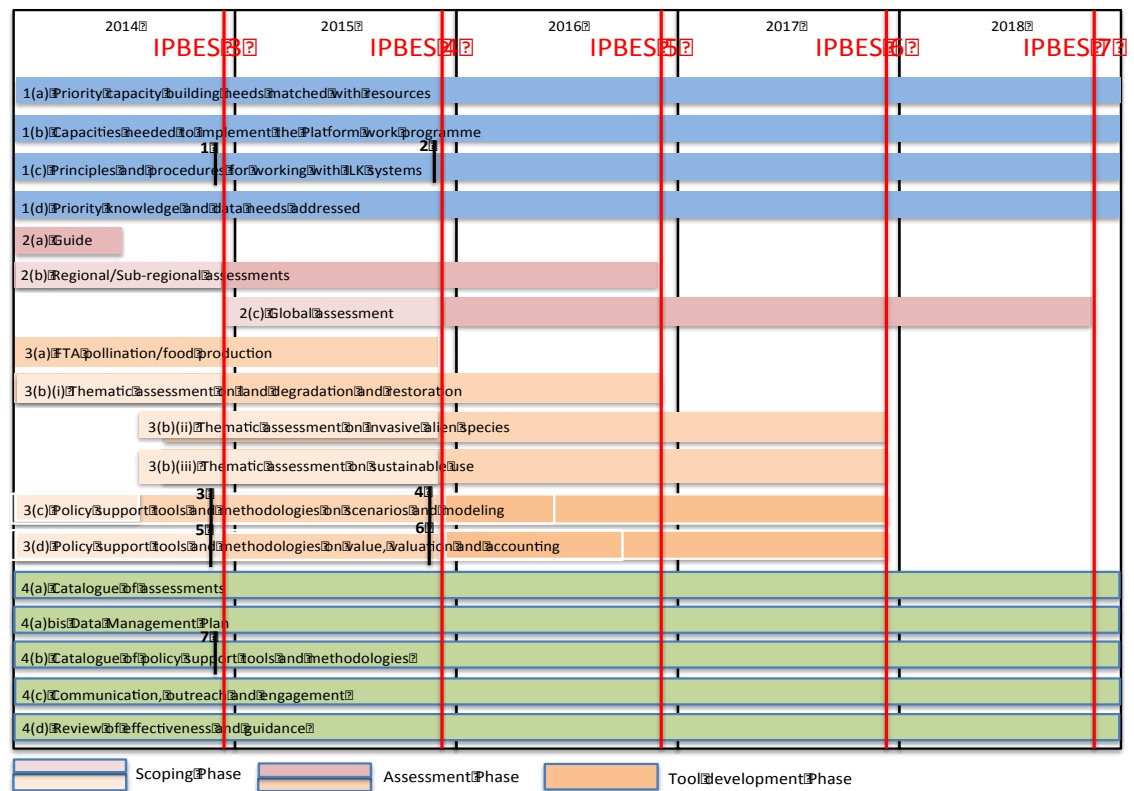


Figure II  
Schedule for delivery of the work programme



Notes on milestones:

1. Preliminary principles and procedures for working with indigenous and local knowledge.
2. Final principles and procedures for working with indigenous and local knowledge.
3. Preliminary guide on how to use scenarios and modelling in the Platform’s work.
4. Final guide on how to use scenarios and modelling in the Platform’s work.
5. Preliminary guide on how to use values, valuation and accounting in Platform’s work.
6. Final guide on how to use values, valuation and accounting in Platform’s work.
7. Guidance on policy support tools.

**Objective 1**  
**Strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform**

8. The aim of the deliverables under this objective is to enable experts and institutions to contribute to and benefit from the science-policy interface processes under the Platform. It is expected that the Platform through this objective will establish enhanced human, institutional and technical capacities for an informed and effective implementation of Platform functions. It is also expected that the deliverables under the objective will enhance the interaction between different knowledge systems at and across different scales. The deliverables will furthermore improve access to, and the management of, existing knowledge and data and guide the generation of knowledge needed for policymaking and decision-making at various scales. These accomplishments will facilitate the implementation in particular of objectives 2 and 3. Objective 1 will be achieved in an iterative and integrated manner and will be based on a networked approach pursued in collaboration with existing institutions and initiatives through the following deliverables:

- (a) *Priority capacity-building needs to implement the Platform’s work programme matched with resources through catalysing financial and in-kind support.* The Platform’s functions include the mandate to identify and prioritize capacity-building needs clearly linked to achieving the Platform’s work

programme. Such needs will be identified based on submissions and scoping of Platform deliverables with the support of the task force on capacity-building described in deliverable 1 (b). The Platform is furthermore mandated to provide a forum with conventional and potential sources of funding. It is envisaged that the forum would advise the Plenary on the identification of priority capacity-building needs and the acceptance of financial and in-kind support. The forum would also oversee the requested web-based matchmaking facility in accordance with requests received.<sup>17</sup> It is envisaged that the deliverable will contribute to achieving Aichi Biodiversity Target 20, on mobilization of financial resources to implement the Strategic Plan for Biodiversity 2020;

(b) *Capacities needed to implement the Platform's work programme developed.* The Platform's functions include the mandate to provide capacity-building and to integrate capacity-building into its activities. Capacity-building activities will address the priority needs identified under deliverable 1 (a). Activities would include technical assistance, training workshops, fellowship and exchange programmes and support for the evolution of national, subregional and regional science-policy networks, platforms and centres of excellence, including where appropriate consideration of indigenous knowledge systems. These activities would constitute an integrated part of the processes for delivering the assessment, data management and policy support tools set out in other deliverables of the work programme. Capacity-building would be supported through and build on a geographically widespread network of institutions and initiatives.<sup>18</sup> The deliverable responds to requests received,<sup>19</sup> and it is envisaged that it will contribute to achieving a range of Aichi Biodiversity Targets as addressed within the Platform's work programme, including in particular Target 19, on improving the knowledge base;

(c) *Procedures, approaches and participatory processes for working with indigenous and local knowledge systems.* The importance of indigenous and local knowledge to the conservation and sustainable use of ecosystems has been acknowledged in the Platform's Operating Principles, as well as in Article 8 (j) of the Convention on Biological Diversity and Aichi Biodiversity Target 18. The Platform will promote a meaningful and active engagement with indigenous and local knowledge holders in all relevant aspects of its work. Under the lead of the Multidisciplinary Expert Panel in consultation with the Bureau, a task force for the period for the work programme 2014–2018 will facilitate a roster and network of experts to support the Platform's work, a number of global dialogue workshops of indigenous and local knowledge experts, a review of regional case studies to inform the Platform's procedures for and approaches to working with indigenous and local knowledge, and the delivery of a preliminary and final set of procedures and approaches for working with indigenous and local knowledge systems. The task force will also establish a participatory mechanism for indigenous and local knowledge systems to be established under the Platform, oriented to facilitate the linkages between indigenous and local communities and scientists and to strengthen the quality of indigenous peoples' participation in the development of the deliverables of the Platform. The activities under this deliverable will be backstopped by the capacity-building activities called for in deliverable 1 (b), such as the suggested fellowship programme. This deliverable will, together with deliverable 1 (d), constitute a coherent approach to working with different knowledge systems across scales. The deliverable responds to requests received.<sup>20</sup> It is envisaged that the deliverable will contribute to achieving Aichi Biodiversity Target 18, on traditional knowledge;

(d) *Priority knowledge and data needs for policymaking addressed through catalysing efforts to generate new knowledge and networking.* The Platform's functions include a mandate to identify and prioritize key scientific information needed for policymakers at appropriate scales. Furthermore, the Platform is to catalyse efforts to generate new knowledge in dialogue with scientific organizations, policymakers and funding organizations, while not directly undertaking new research. The Platform will also facilitate access to knowledge and data needed, e.g., for the production of assessments and the use of tools and methodologies in support of policy formulation and implementation. It will furthermore provide guidance on how to manage and present knowledge and data, e.g., from and for different scales and sectors. The generation, access to and management of knowledge and data would be supported through and build on a thematically widespread network of institutions and relevant initiatives such as initiatives to

<sup>17</sup> See IPBES/2/3, para. 17 (a) and (c), and IPBES/2/INF/9, annex II.

<sup>18</sup> UNEP/IPBES.MI/2/INF/14.

<sup>19</sup> See IPBES/2/3, para. 17 (c), and IPBES/2/INF/9, annex II.

<sup>20</sup> The need for this deliverable is implicit in a number of the requests, inputs and suggestions received and responds to the summary provided in paragraph 17 (e) of the report on prioritization of requests (IPBES/2/3).

provide indigenous and local knowledge and citizen science initiatives. Capacity-building for knowledge and data management would be supported through deliverable 1 (b). The deliverable responds to requests received.<sup>21</sup> It is envisaged that the deliverable will contribute to achieving Aichi Biodiversity Target 19, on improving the knowledge base.

## Objective 2

### Strengthen the science-policy interface on biodiversity and ecosystem services at and across subregional, regional and global levels

9. The aim of the deliverables under this objective is to assess the interactions between the living world and human society. The achievement of effective participation of developing countries in the processes of the Platform is central to the objective. It is expected that through this objective the Platform will accomplish an iterative strengthening of the science-policy interface for biodiversity and ecosystem services across a polycentric set of interacting governance and knowledge systems at different scales. Consequently, it is also expected that the deliverables under this objective will support efforts for the conservation and sustainable use of biodiversity at the national and international levels. The deliverables will furthermore contribute to the identification of needs for capacity-building, knowledge and policy support tools and be an arena for the capacity-building activities called for under objective 1. Objective 2 will be achieved through the following deliverables based on a bottom-up and stepwise approach:

(a) *Guide on production and integration of assessments from and across all scales.* The Platform's operating principles call for ensuring the full use of national, subregional and regional assessments and knowledge, as appropriate, including by ensuring a bottom-up approach. The Platform's functions include the mandate to catalyse support for subregional and national assessments, as appropriate. Members of the Multidisciplinary Expert Panel would, with the support of a group of experts such as from the existing Sub-Global Assessment Network, develop a guide for the production and integration of assessments across scales from the local level to the global level. The guide to be developed will address practical, procedural, conceptual and thematic aspects for undertaking an assessment, taking into account different visions, approaches and knowledge systems. It will draw on the conceptual framework and relevant Platform procedures. It will identify the need for harmonized approaches to data and feedback to deliverable 1 (d) and thematic issues (based on requests received, among other things), so as to allow for the aggregation and disaggregation of data and knowledge across scales. Training in the use of the guide would be provided through deliverable 1 (b). The deliverable responds to requests received.<sup>22</sup> It is envisaged that the deliverable will contribute to achieving Aichi Biodiversity Target 19, on improving the knowledge base;

(b) *Regional/subregional assessments on biodiversity and ecosystem services.* The Platform's functions include the mandate to perform regular and timely assessments of knowledge on biodiversity and ecosystem services and their interlinkages at the regional and, subregional levels. The Platform will prepare a set of regional and subregional assessments established through a regionally based scoping process. The overall scope will be to assess the status and trends regarding such knowledge, the impact of biodiversity and ecosystem services on human well-being and the effectiveness of responses, including the Strategic Plan and its Aichi Biodiversity Targets and the national biodiversity strategies and action plans developed under the Convention on Biological Diversity. The assessments will identify the need for capacity, knowledge and policy support tools. They will draw on financial and in-kind contributions facilitated under deliverable 1 (a), capacity-building activities under deliverable 1 (b) and contributions from indigenous, local and other types of knowledge provided through deliverables 1 (c) and 1 (d). The assessments will build on the guide in deliverable 2 (a) and the thematic and methodological deliverables in objective 3. The deliverable responds to requests received.<sup>23</sup> It is envisaged that deliverable 2 (b) will provide critical input to a global assessment (2 (c)) and contribute to implementation and achievement of the Aichi Biodiversity Targets in general;

<sup>21</sup> See IPBES/2/3, para. 17 (b) and (d), and IPBES/2/INF/9, annex II.

<sup>22</sup> See IPBES/2/3, para. 18 (c), and IPBES/2/INF/9, annex II.

<sup>23</sup> See IPBES/2/3, para. 18 (a), and IPBES/2/INF/9, annex II.



(c) *Global assessment on biodiversity and ecosystem services.* The Platform's functions include the mandate to perform regular and timely assessments of knowledge on biodiversity and ecosystem services and their interlinkages at the global level. At its eleventh meeting, the Conference of the Parties to the Convention on Biological Diversity invited the Platform to prepare by 2018 a global assessment of biodiversity and ecosystem services building, inter alia, on its own and other relevant regional, subregional and thematic assessments, as well as on national reports. The overall scope of the assessment will, in line with the invitation, be to assess the status and trends with regard to such services, the impact of biodiversity and ecosystem services on human well-being and the effectiveness of responses, including the Strategic Plan and its Aichi Biodiversity Targets. The assessment will build on the guide in deliverable 2 (a), the regional and subregional assessments in deliverable 2 (b) and the thematic and methodological deliverables in objective 3. The deliverable responds to requests received.<sup>24</sup> It is envisaged that deliverable 2 (c) will contribute to the process for the evaluation and renewal of the Strategic Plan for Biodiversity and its Aichi Biodiversity Targets in general.

### Objective 3

#### **Strengthen the science-policy interface on biodiversity and ecosystem services with regard to thematic and methodological issues**

10. The aim of the deliverables under this objective is to implement the Platform's mandates related to addressing relevant thematic issues at appropriate scales and new topics identified by science. The deliverables will also be focused on implementing the Platform's mandate related to identifying policy-relevant tools and methodologies and, where necessary, to promoting and catalysing their further development. Given that, the deliverables are expected explicitly to support the formulation and implementation of policies for the conservation and sustainable use of biodiversity. The objective would furthermore contribute to the identification of needs for capacity, knowledge and policy support tools. The process for developing the deliverables would also constitute an arena for capacity-building activities and the knowledge and data management activities called for under objective 1. Objective 3 will be achieved through the following deliverables:

(a) *One fast-track thematic assessment of pollinators, pollination and food production.* The scope of this assessment will cover changes in animal pollination as a regulating ecosystem service that underpins food production and its contribution to gene flows and restoration of ecosystems. It will address the role of native and exotic pollinators, the status of and trends in pollinators and pollination networks and services, drivers of change, the impact on human well-being and food production of pollination declines and deficits and the effectiveness of responses to pollination declines and deficits. The assessment is required for enhancing policy responses to declines and deficits in pollination. The assessment represents an early deliverable by the Platform that will identify policy-relevant findings for decision-making in government, the private sector and civil society. It will also help demonstrate how an essential ecosystem service contributes to the post-2015 development agenda. The deliverable responds to requests received.<sup>25</sup> It is anticipated that the deliverable will contribute to Aichi Biodiversity Target 14 on safeguarding and restoring ecosystems that provide essential services;

(b) *Three thematic assessments, i.e., one each on land degradation and restoration, invasive alien species and sustainable use and conservation of biodiversity.* This deliverable includes an option for the Plenary to initiate the production of up to three thematic assessments. This deliverable responds to requests received:<sup>26</sup>

(i) *Land degradation and restoration.* The scope of this assessment on land degradation and restoration would cover the global status of and trends in land degradation, by region, and land cover type; the effect of degradation on biodiversity values, ecosystem services and human well-being; and the state of knowledge, by region and land cover type, of ecosystem restoration extent and options. The assessment would enhance the knowledge base for policies for addressing land degradation, desertification and the restoration of degraded land. It is anticipated that the deliverable would contribute to the implementation of the

<sup>24</sup> See IPBES/2/3, para. 18 (b), and IPBES/2/INF/9, annex II.

<sup>25</sup> See IPBES/2/3, para. 35 (a), and IPBES/2/INF/9, annex II.

<sup>26</sup> See IPBES/2/3, para. 35 (b)–(f), and IPBES/2/INF/9, annex II.

10-year strategic plan and framework (2008–2018) of the United Nations Convention to Combat Desertification and Aichi Biodiversity Targets 14 and 15 on safeguarding and restoring ecosystems that provide essential services;

- (ii) *Invasive alien species and their control.* The scope of this assessment on invasive alien species and their control will assess the threat that invasive alien species pose to biodiversity, ecosystem services and livelihoods and the global status of and trends in impacts of invasive alien species by region and subregion, taking into account various knowledge and value systems. It is anticipated that the assessment will contribute to the enhancement of national and international policies addressing invasive alien species, in particular on the implementation of Aichi Biodiversity Target 9;
- (iii) *Sustainable use and conservation of biodiversity and strengthening capacities and tools.* The scope of this assessment on sustainable use is to assess the ecological, economic, social and cultural importance, conservation status and drivers of change of, mainly, harvested and traded biodiversity-related products and wild species. It will also assess the potential of the sustainable use of biodiversity for the enhancement of livelihoods of indigenous peoples and local communities, including the role of traditional governance and institutions. It will identify guidelines, methods and tools and promote best practices, including both modern technologies and indigenous and local knowledge, for sustainable management and harvesting. The assessment will contribute to identification of related knowledge gaps and better technologies, including in respect of indigenous and local knowledge. It will also contribute to the development of policy support tools and methodologies, to enhancing sustainable management schemes (including the establishment and management of harvest quotas), to aiding compliance and enforcement measures, and to addressing capacity-building needs in countries of origin. It is anticipated that the assessment will contribute to the Convention on International Trade in Endangered Species of Wild Fauna and Flora and the Convention on Biological Diversity, in particular Aichi Biodiversity Targets 3, 4, 6, 7, 12 and 18;

(c) *Policy support tools and methodologies for scenario analysis and modelling of biodiversity and ecosystem services based on a fast-track assessment and a guide (by August 2015).* The fast-track assessment of methodologies for scenario analysis and modelling of biodiversity and ecosystem services is important for guiding the use of such methodologies in all work under the Platform to ensure the policy relevance of its deliverables. Scenarios and models, including those based on participatory methods, have been identified as policy support tools and methodologies that can help decision makers to identify development pathways with undesirable risks and impacts on human well-being and to envisage alternative pathways that would attain the goal of conserving and sustainably using biodiversity. Based on the findings of the methodological assessment, this deliverable will result in an evolving guide, followed by efforts as directed by the Plenary to promote methods for the use of different types of knowledge and catalyse the development of databases, geospatial data, and tools and methodologies for scenario analysis and modelling. The deliverable responds to requests received.<sup>27</sup> It is anticipated that the deliverable would contribute to the Aichi Biodiversity Targets as a whole;

(d) *Policy support tools and methodologies regarding the diverse conceptualization of values of biodiversity and nature's benefits to people including ecosystem services based on an assessment and a guide.* The assessment of tools and methodologies regarding multiple values of biodiversity to human societies is important for guiding the use of such methodologies in all work under the Platform. Different valuation methodologies will be evaluated according to different visions, approaches and knowledge systems and their policy relevance based on the diverse conceptualization of values of biodiversity and nature's benefits to people including provisioning, regulating and cultural services. Policy support tools guide decision-making by taking into account the multiple values of nature and its benefits, including biodiversity and ecosystem services, and identifying synergies and trade-offs between various possible development pathways, including new tool development for intrinsic, existence and bequest values. This deliverable will result in a guide. As directed by the Plenary, this deliverable will promote and catalyse the further development of tools and methodologies on these issues. The deliverable responds to requests

<sup>27</sup> See IPBES/2/3, para. 20 (a), and IPBES/2/INF/9, annex II.

received.<sup>28</sup> It is anticipated that the deliverable will contribute to Strategic Goal A, in particular Target 2, of the Aichi Biodiversity Targets, on integration of biodiversity values.

## Objective 4

### Communicate and evaluate Platform activities, deliverables and findings

11. The aim of the deliverables under this objective is to respond to the need for the Platform to engage relevant stakeholders in its work, to communicate its activities, deliverables and objectives to potential users and to evaluate its overall usefulness and relevance to a range of stakeholders. The deliverables under the objective will build on and support the deliverables under the other objectives. The objective will be achieved through the following deliverables:

(a) *Catalogue of relevant assessments.* The Platform's functions include the mandate to maintain a catalogue of relevant past, ongoing and planned assessments. The already established online Platform catalogue of assessments will be maintained and further developed by the secretariat under the auspices of the Multidisciplinary Expert Panel and the Bureau. The catalogue will provide the basis for periodic critical reviews of the assessment landscape and lessons learned. It will facilitate the identification of inputs to the thematic, regional and global assessments, support knowledge exchange and help avoid duplication of efforts. Periodic reviews of lessons learned and captured in the catalogue will inform the Platform's processes. The catalogue will be a source of information for deliverable 1 (d), on knowledge and data management, deliverable 2 (a), the guide on assessments, the assessments under deliverables 2 (b) and 2 (c) and the deliverables under objective 3. The catalogue will support capacity-building activities under deliverable 1 (b), including by facilitating contact and knowledge exchange among assessment practitioners, and provide information for deliverable 4 (d), on the review of the effectiveness of the Platform. The deliverable responds to requests received.<sup>29</sup> It is envisaged that the deliverable will contribute to achieving Aichi Biodiversity Target 19, on improving the knowledge base;

(b) *Development of an information and data management plan.* Ensuring that data and information used in the development of the Platform's assessments is available beyond the initial assessment is critical for the future of the Platform's activities. The creation of a catalogue of relevant assessments, policy support tools and methodologies is one component of an information management system. The secretariat, working with the Bureau, should develop an information management plan, in close coordination with and building on current international initiatives, that supports the Platform's work and will be implemented to support future assessments;

(c) *Catalogue of policy support tools and methodologies.* A wide range of tools and methodologies are relevant to the Platform and Platform-related activities. An online catalogue of policy support tools and methodologies, including various visions, approaches and knowledge systems, will be established to facilitate easy access by decision makers to tools and methodologies promoted by the Platform. Guidance will be developed on how the customization and further development of policy support tools and methodologies could be promoted and catalysed. The catalogue and guidance will be an important source of information for deliverable 1 (d) on knowledge and data management, the assessments in deliverable 2 (b) and 2 (c) and the deliverables under objective 3. It will be used to support capacity-building activities under deliverable 1 (b), including by facilitating contact between assessment practitioners and supporting knowledge exchange, and might also provide information useful for deliverable 4 (e) on the review of the effectiveness of the Platform. The deliverable responds to requests received.<sup>30</sup> It is envisaged that the deliverable will contribute to achieving Strategic Goal A of the Aichi Biodiversity Targets;

(d) *Set of communication, outreach and engagement strategies, products and processes.* This deliverable will focus on the further development and implementation of the communication strategy referred to in decision IPBES-2/9. Processes such as e-conferences and other ways and means to implement the stakeholder engagement strategy will be developed and applied throughout the work programme. Similarly, a set of outreach processes and products for presenting Platform deliverables, activities and findings to different targeted audiences will be developed. The set of outreach products will

<sup>28</sup> See IPBES/2/3, para. 20 (b), and IPBES/2/INF/9, annex II.

<sup>29</sup> See IPBES/2/3, para. 21 (a), and IPBES/2/INF/9, annex II.

<sup>30</sup> See IPBES/2/3, para. 21 (c), and IPBES/2/INF/9, annex II.

be based on all relevant Platform deliverables, activities and findings. The development of such products will involve cooperation with a broad set of partners and stakeholders. Stakeholder engagement, including through the Platform website and other means, will be used to raise awareness, to catalyse knowledge generation, to support capacity-building and to inform policymaking in the public and private sectors and civil society. The deliverable responds to requests received.<sup>31</sup> It is envisaged that the deliverable will contribute to Aichi Biodiversity Target 1 on awareness-raising;

(e) *Reviews of the effectiveness of guidance, procedures, methods and approaches to inform future development of the Platform.* Regular reviews of the effectiveness of the Platform's guidance, procedures, methods and approaches were foreseen as part of its modus operandi when it was established. Under this deliverable, members of the Multidisciplinary Expert Panel in consultation with the Bureau will develop a procedure for the review of the effectiveness of administrative and scientific functions according to which, once agreed, an independent review body appointed by the Plenary will conduct such a review at midterm and at the end of the work programme for the period 2014–2018. It is anticipated that the midterm review will inform actions by the Plenary related to the implementation of the remainder of the work programme for the period and that the final review will inform the development of the work programme for the next period.

### III. Institutional arrangements for the implementation of the work programme

12. A diagrammatic overview of the anticipated institutional arrangements for implementation of the work programme, which are described below, is presented in figure III.

13. The existing bodies of the Platform, namely, the Plenary, the Bureau, the Multidisciplinary Expert Panel and the secretariat, all play a role in the implementation of the work programme. Their respective roles are defined in documents setting out the functions, operating principles and institutional arrangements of the Platform (UNEP/IPBES.MI/2/9, annex I, appendix I) and the procedures for the preparation of the Platform's deliverables (decision IPBES-2/3).

14. In addition to the above, the following institutional arrangements are needed to implement the work programme:

(a) *Time-bound and task-specific expert groups.* Time-bound and task-specific expert groups will be established for the preparation of several deliverables. Some groups will be chaired by members of the Multidisciplinary Expert Panel, and the experts will be selected by the Panel on the basis of nominations by member States and observers with a view to ensuring scientific credibility and disciplinary, geographic and gender balance. Expert groups for assessments will be constituted in accordance with the clearance procedures for the Platform's assessment-related deliverables. Scoping meetings will be chaired by members of the Panel while expert groups for the preparation of assessments will be chaired by assessment report co-chairs and include coordinating lead authors, lead authors and review editors. The expert groups will work through face-to-face meetings, web-based meetings and electronic interactions. The expert groups will be important for mobilizing in-kind support from experts and institutions;

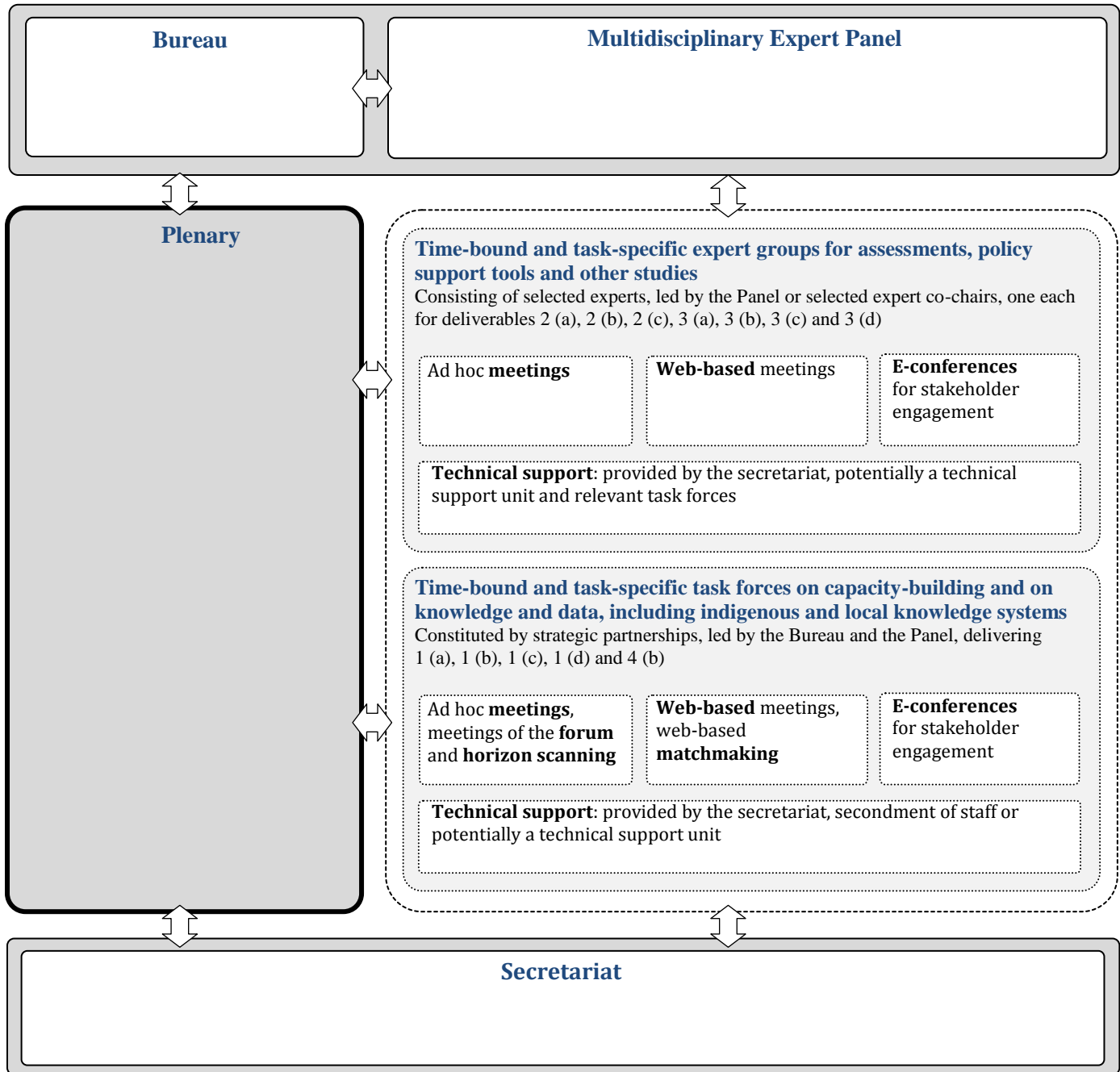
(b) *Time-bound and task-specific task forces.* Deliverables related to capacity-building, and access to and management of knowledge and data, and working with indigenous and local knowledge systems will be supported by time-bound and task-specific task forces. Task forces will be chaired by members of the Bureau and will be constituted by relevant organizations, initiatives and networks to be selected by the Bureau in consultation with the Multidisciplinary Expert Panel, unless otherwise directed by the Plenary, based on nominations from member States and observers. The task forces will work through face-to-face meetings web-based meetings and other electronic interactions. They will facilitate collaboration with existing initiatives;

<sup>31</sup> See IPBES/2/3, para. 21 (b), and IPBES/2/INF/9, annex II.

(c) *Ad hoc e-conferences and other web-based arrangements.* E-conferences and other web-based meetings will be convened as a resource-efficient way of engaging a broad range of stakeholders and providing access to wide-ranging expertise on a number of issues. E-conferences would be one means of operationalizing the stakeholder engagement strategy and providing input for other meetings, such as scoping meetings, horizon-scanning meetings on knowledge needs and meetings on the identification and prioritization of capacity-building needs. Web-based meetings could offer a cost-efficient means of facilitating expert group and task force interactions. Other web-based arrangements will include dedicated web portals under the supervision of the Bureau, the Multidisciplinary Expert Panel and the secretariat aimed at enhanced interaction. The use of such web-based arrangements will be explored during the first period of the work programme to gain experience on how they can later be systematically applied;

(d) *Time-bound and task-specific technical support and technical support units.* Technical support needed for the development of the deliverables will in principle be provided by the secretariat. The technical support needed for a deliverable, however, would in many instances exceed the capacity of the secretariat in its planned composition and it would be more cost effective if additional technical support to expert groups or task forces was provided through a different arrangement. Document IPBES/2/INF/10 provides an overview of what additional technical support would be needed and how such additional technical support could be acquired, e.g., through staff secondments, fellowship arrangements and dedicated technical support units. Technical support units could provide support for regional, functional or thematic aspects of the work programme and would represent one avenue for involving regional hubs and regional or thematic centres of excellence in the work of the Platform, as has been discussed during earlier formal Platform meetings. An open call for expressions of interest in providing technical support, based on criteria established by the Multidisciplinary Expert Panel and the Bureau, will be issued by the secretariat. The Panel and the Bureau will then select the best suited institutions. Institutions may provide technical support for one or more deliverables. Any providers of technical support and technical support units would work under the oversight of the secretariat through a time-bound and task-specific partnership agreement approved by the Bureau. In accepting any in-kind contributions, the Plenary may wish to follow the procedure set out in the financial rules (decision IPBES-2/7).

Figure III  
 Institutional arrangements needed to deliver the work programme



## Appendix

### Development of the work programme budget

#### A. Costs estimates for implementation of the work programme

15. Preparation of the work programme budget took into account the proposed institutional arrangements, and the budget was developed according to principles that would allow the Platform to become eligible to receive official development assistance. The currency used is United States dollars.

#### B. Cost items and general assumptions

16. The largest part of the budget is attributable to a number of recurring general cost items and related assumptions that are applied consistently throughout the work programme. These cost items and related assumptions include:

(a) *Costs of travel and daily subsistence allowance (DSA) of meeting participants (ad-hoc face-to-face meetings, Plenary meetings).* Only participants from developing countries receive funding to attend meetings. For each meeting about 75 per cent of the participants are assumed to be from developing countries. Assuming a five-day meeting, costs for travel and DSA are assumed to be \$3,000 per person for global meetings and \$2,000 per person for regional meetings. For subregional meetings, costs for travel and DSA are assumed to be \$1,500 per person;

(b) *Costs of ad-hoc face-to-face meetings.* Meeting costs are assumed to include venue, office facilities and hospitality. Meeting costs vary according to the length of the meeting and the number of participants. For reasons of simplicity the usual length of meetings is assumed to be five days. Smaller meetings with around 25–75 participants are estimated to cost \$10,000–\$20,000. Medium-sized meetings with around 100–150 participants are estimated to cost \$25,000–\$40,000. Larger meetings with around 200–250 participants are estimated to cost \$50,000–\$60,000;

(c) *Costs of e-conferences.* The costs of an e-conference are determined by the purchase of the right to use the software and the facilitation and technical assistance necessary to run the e-conference. Since the cost of the software is minimal, the level of costs is largely dependent on the staff time providing the necessary facilitation and technical support. The management of an e-conference, including general organization, dissemination of materials, day-to-day management of the e-conference site, liaising with the e-conference chairs, editing and posting of accepted contributions, writing summaries of sessions and writing the overall final report, would amount to around 0.25 full-time equivalents for an e-conference of three weeks duration. The time of the experts chairing the e-conference would be considered an in-kind contribution;

(d) *Costs of translation, publication and outreach.* The costs of translation, publication and outreach depend on the number of pages of the document to be translated and published and the extent of outreach. As far as possible, publications should be published electronically and a minimum number of printed copies should be made available. The costs of translation of summaries for policymakers into the all United Nations languages and their publication are estimated to be \$35,000 for documents of around 5 pages, \$50,000 for documents of around 10 pages and \$150,000 for documents of around 25 pages. The costs of publication of larger reports (1,000 copies in English only) are estimated at \$10,000 for documents of around 100 pages, \$17,000 for documents of around 200 pages and \$25,000 for documents of around 500 pages. The costs of outreach ranges from an estimated \$40,000–\$50,000 in the case of regional assessments or fast-track assessments to an estimated \$500,000 in the case of a global assessment;

(e) *Technical support staff costs.* Staff members to provide technical support would have to be provided for a range of activities, including the coordination, administration and facilitation of activities of expert groups and task forces; communication with authors, reviewers and experts on capacity-building and knowledge and data management; preparations for meetings and e-conferences; the compilation and editing of drafts; and the coordination of review processes. The costs of such technical support staff may vary greatly depending on the professional level needed and the institution through which it is provided. As generic guidance, the relative cost of staff is suggested by the following listing of staff by organization, which is arranged from most to least expensive: United Nations staff; staff in other international organizations; staff in local institutions; fellowship arrangements; junior professional officers and other seconded staff; and dedicated staff hosted by other institutions as an in-kind contribution.

### C. Estimated costs and opportunities for in-kind support

17. Cost estimates include consideration of and assumptions with regard to a range of variables that influence both the budget and the deliverable in various ways. A key assumption with regard to the costing of the work programme is that in-kind contributions in the form of the hosting of meetings (25 per cent) and technical support (50 per cent) will be provided.

18. The total estimated cost of the work programme is summarized in the budget table below.

<i>Deliverable</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Total</i>
1 (a)	258 750	172 500	258 750	172 500	258 750	<b>1 121 250</b>
1 (b)	450 000	450 000	450 000	450 000	450 000	<b>2 250 000</b>
1 (c)	273 750	341 250	267 500	217 500	217 500	<b>1 317 500</b>
1 (d)	172 500	258 750	172 500	258 750	172 500	<b>1 035 000</b>
2 (a)	86 250	50 000	0	0	0	<b>136 250</b>
2 (b)	396 250	1 931 250	3 660 000	1 755 000	0	<b>7 742 500</b>
2 (c)	0	146 250	712 500	712 500	1 432 500	<b>3 003 750</b>
3 (a)	270 000	362 250	117 000	0	0	<b>749 250</b>
3 (b) (i)	101 250	282 000	571 500	117 000	0	<b>1 071 750</b>
3 (b) (ii)	64 500	0	209 250	408 000	117 000	<b>798 750</b>
3 (b) (iii)	101 250	0	258 000	519 750	117 000	<b>996 000</b>
3 (c)	359 250	423 750	267 000	150 000	50 000	<b>1 250 000</b>
3 (d)	101 250	660 750	267 000	150 000	50 000	<b>1 229 000</b>
4 (a)	30 000	30 000	30 000	30 000	30 000	<b>150 000</b>
4 (b)	0	0	0	0	0	<b>0</b>
4 (c)	116 250	80 000	30 000	30 000	30 000	<b>286 250</b>
4 (d)	275 000	215 000	215 000	215 000	285 000	<b>1 205 000</b>
4 (e)	0	36 000	0	84 000	0	<b>120 000</b>
<b>Total</b>	<b>3 056 250</b>	<b>5 439 750</b>	<b>7 486 000</b>	<b>5 270 000</b>	<b>3 210 250</b>	<b>24 462 250</b>



## Annex II

### Terms of reference for the task force on capacity-building

#### A. Purpose

1. The purpose of the task force on capacity-building is to support the achievement of deliverables 1 (a) and 1 (b) of the work programme, under which priority capacity-building needs to implement the Platform's work programme are matched with resources through catalysing financial and in-kind support and capacities needed to implement the work programme are developed.

#### B. Responsibilities of the task force

2. The responsibilities of the task force are as follows:

- (a) To develop modalities for identifying, monitoring and evaluating capacity-building needs relating to the Platform's mandate and programme of work, and promote their implementation in a consistent and comparative manner;
- (b) To propose a process for systematic national self-assessment of capacity needs in the context of the Platform, when requested by Governments, working with the secretariat to implement such a process if and when agreed;
- (c) To provide a draft list of priority capacity-building needs and an indication of associated financing gaps and available sources of funding;
- (d) To periodically analyse the extent to which priority capacity-building needs identified by the Platform have been addressed and the role that the Platform has played in that process and to identify gaps and recommend ways in which such gaps could be addressed;
- (e) To support the organization of the forum with conventional and potential sources of funding, in giving advice on the agenda and format of the meeting, participation, and how identified capacity-building needs and opportunities should be presented;
- (f) To advise on the implementation of a "matchmaking" facility to help to match available technical and financial resources with priority capacity-building needs, seeking and taking advice from the forum as appropriate;
- (g) To propose means that could be developed for effectively integrating identified capacity-building needs into the policies and programmes of development assistance processes, seeking advice from the forum as appropriate;
- (h) To develop a proposal for fellowship exchange and training programmes;
- (i) To support the building of the institutional capacity needed to implement the work programme, particularly with respect to regional and subregional assessments;
- (j) To assist in addressing the prioritized capacity-building needs agreed by the Plenary, drawing on resources made available through the Platform's trust fund or provided through additional financial and in-kind support;
- (k) To liaise as necessary with the task force on knowledge and data and the task force on indigenous and local knowledge so as to ensure that capacity-building related to those issues is addressed in a consistent manner.

#### C. Membership of the task force

3. The task force will comprise two Bureau members and three members of the Multidisciplinary Expert Panel, between them covering the five United Nations regions, and up to 20 additional experts on capacity-building, selected according to the rules of procedure.

4. At the discretion of the chair of the task force and following consultation with the Bureau, a limited number of individual experts on capacity-building may also be invited to participate in the task force as resource persons.

## **D. Modus operandi**

5. The task force will be chaired by members of the Bureau and will consist of experts on capacity-building selected in accordance with the rules of procedure. The task force will work through face-to-face meetings, web-based meetings and other electronic interaction. Products of the task force will be reviewed by the Bureau in consultation with the Multidisciplinary Expert Panel and forwarded to the Plenary for consideration. The task force will facilitate collaboration with existing initiatives.

6. In carrying out its work, the task force will also:

- (a) Ensure that all its activities draw effectively on existing experience, complementing and building upon existing initiatives;
- (b) Advise on strategic partnerships that could help to deliver improved capacity-building and facilitate other activities that have the same effect;
- (c) Encourage the direct involvement of its members, as well as that of other relevant organizations, in capacity-building activities that address priority needs agreed upon by the Plenary.

## **Annex III**

### **Terms of reference for the task force on knowledge and data**

#### **A. Purpose**

The purpose of the task force on knowledge and data is to support achievement of deliverables 1 (d) and 4 (b) of the work programme, under which priority knowledge and data needs for policymaking are addressed through catalysing efforts to generate new knowledge and networking and an information and data management plan is developed and implemented.

#### **B. Responsibilities of the task force**

The responsibilities of the task force are as follows:

- (a) To develop a data and information management plan that identifies the best means of addressing the data and information needs of the Platform's work programme;
- (b) To support the secretariat in overseeing the management of the data, information and knowledge used in developing Platform products so as to ensure their long-term availability;
- (c) To identify opportunities for increasing access to existing data, information and knowledge so as to ensure their availability to support the work of the Platform;
- (d) To advise on the indicators and metrics to be used in Platform products and on the standards necessary for capturing and managing associated data;
- (e) To support the Bureau and the Multidisciplinary Expert Panel in reviewing the knowledge needs and gaps identified through Platform scoping processes and assessments and to catalyse the generation of new knowledge and data;
- (f) To support the Bureau and the Multidisciplinary Expert Panel in convening dialogues with scientific organizations, policymakers and funding organizations and in undertaking other activities to address those needs identified in the work programme;
- (g) To liaise as necessary with the task force on capacity-building and the task force on indigenous and local knowledge so as to ensure that issues concerning knowledge and data are covered in a consistent manner.

### **C. Membership of the task force**

The task force will comprise two Bureau members and three members of the Multidisciplinary Expert Panel, between them covering the five United Nations regions, and up to 20 additional experts on knowledge and data management, selected according to the rules of procedure.

At the discretion of the chair of the task force following consultation with the Bureau, a limited number of individual experts on knowledge and data management may be invited to participate in the task force as resource persons.

### **D. Modus operandi**

The task force will be chaired by members of the Bureau and will consist of experts on knowledge and data management selected in accordance with the rules of procedure. The task force will work through face-to-face meetings, web-based meetings and other electronic interactions. Products of the task force will be reviewed by the Bureau in consultation with the Multidisciplinary Expert Panel and forwarded to the Plenary for consideration. The task force will facilitate collaboration with existing initiatives.

In carrying out its work, the task force will also:

- (a) Ensure that all its activities draw effectively on existing experience, complementing and building upon existing initiatives;
- (b) Advise on strategic partnerships that could help to deliver improved access to data, information and knowledge, and facilitate other activities that have the same effect;
- (c) Encourage the direct involvement of its members, as well as that of other relevant organizations, in capacity-building activities that address priority needs agreed upon by the Plenary.

## **Annex IV**

### **Terms of reference for the task force on indigenous and local knowledge**

#### **A. Purpose**

The purpose of the task force on indigenous and local knowledge is to support achievement of deliverable 1 (c) of the work programme, concerning procedures for and approaches to working with indigenous and local knowledge systems.

#### **B. Responsibilities of the task force**

The responsibilities of the task force are as follows:

- (a) To oversee the development of procedures and approaches for working with indigenous and local knowledge systems, including convening global dialogue workshops and developing case studies;
- (b) To undertake work to facilitate the input of indigenous and local knowledge systems to deliverables 1 (d), 2, 3 and 4 (c), in particular in piloting the preliminary procedures and approaches for working with indigenous and local knowledge systems in the fast-track, thematic, regional and subregional assessments. Lessons learned from the piloting should be fed into the work under deliverable 1 (c);
- (c) To advise on the establishment of a roster and network of experts in indigenous and local knowledge to support the Platform's work;
- (d) To support the establishment of a participatory mechanism for indigenous and local knowledge systems to facilitate linkages between indigenous and local communities and scientists;
- (e) To support the Bureau and the Multidisciplinary Expert Panel in reviewing any indigenous and local knowledge issues arising from the Platform's scoping processes and assessments and in convening dialogues and undertaking other activities to address such issues;

(f) To liaise as necessary with the task force on capacity-building and the task force on knowledge and data so as to ensure that they address issues concerning local and indigenous knowledge in an appropriate manner.

### **C. Membership of the task force**

The task force will comprise two Bureau members and three members of the Multidisciplinary Expert Panel, between them covering the five United Nations regions, and up to 20 additional experts on indigenous and local knowledge systems selected according to the rules of procedure.

At the discretion of the chair of the task force following consultation with the Bureau, a limited number of individual experts on indigenous and local knowledge systems and representatives of indigenous and local organizations may be invited to participate in the task force as resource persons.

### **D. Modus operandi**

The task force will help to implement the strategic partnership strategy and stakeholder engagement strategy. The task force will be chaired by members of the Multidisciplinary Expert Panel and will consist of experts on indigenous and local knowledge systems selected in accordance with the rules of procedure. The task force will work through face-to-face meetings, web-based meetings and other electronic interactions. Products of the task force will be reviewed by the Multidisciplinary Expert Panel in consultation with the Bureau and forwarded to the Plenary for consideration. The task force will facilitate collaboration with existing initiatives.

In carrying out its work, the task force will also:

- (a) Ensure that all its activities draw effectively on existing experience, complementing and building upon existing initiatives relating to indigenous and local knowledge systems;
- (b) Advise on strategic partnerships and engagement with other partners that help to deliver improved engagement with indigenous and local knowledge systems and help to facilitate and coordinate the support provided by strategic and other partners;
- (c) Encourage the direct involvement of its members, as well as that of other relevant organizations, in capacity-building activities that address priority needs agreed upon by the Plenary;
- (d) Encourage the involvement of indigenous and local knowledge-holders in all stages of the deliverables of the Platform's work programme;
- (e) Encourage the involvement of indigenous peoples in the Platform.

## **Annex V**

### **Initial scoping for the fast-track thematic assessment of pollination and pollinators associated with food production**

#### **I. Introduction**

1. Recognizing that it would be necessary to move forward with the work programme for 2014–2018 following its approval by the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services at its second session, the Bureau and the Multidisciplinary Expert Panel agreed to prepare, for consideration by the Plenary at that session, a number of initial scoping documents based on the prioritization of requests, suggestions and inputs put to the Platform and the deliverables set out in the draft work programme (IPBES/2/2). The present note sets out the initial scoping for the agreed fast-track thematic assessment of pollination and food production. It was developed in accordance with the draft procedures for the preparation of the Platform's deliverables (IPBES/2/9, annex), which were subsequently adopted, as amended by the Plenary (see decision IPBES-2/3).

## II. Scope, rationale, utility and assumptions

### A. Scope

2. The objective of the proposed fast-track thematic assessment of pollination, pollination networks and pollinators associated with food production is to assess changes in pollination as a regulating ecosystem service of importance for food production in the context of its role in supporting a good quality of life and biodiversity maintenance. The emphasis will be on the role of native and exotic pollinators, the status of and trends in pollinator diversity and the impact of exotic pollinators, pollination systems and population changes, including indigenous and local knowledge perspectives. Furthermore the assessment will encompass drivers of change, impacts on human well-being of pollination declines and deficits, management options to mitigate pollination declines and deficits, the effectiveness of responses to pollination declines and deficits, and effective policy responses to address declines and restore pollination functions as a basis for the provision of food and a good quality of life. The assessment will be conducted in a transparent way and involve relevant stakeholders from the start.

### B. Rationale

3. An assessment of the kind proposed is required as a means of facilitating the enhancement of understanding of pollination from a wide range of perspectives, including indigenous and local knowledge systems, focusing on management options and policy responses to declines and deficits in pollination as an essential regulating ecosystem service underpinning food production and human well-being. The worldwide economic value of the pollination service provided by insect pollinators alone – mainly bees – has been estimated at an annual value in 2005 of €153 billion (\$217 billion) for the main crops that feed the world. This amounts to 9.5 per cent of the total value of the world’s agricultural food production.<sup>32</sup> The value of the service provided by pollinators other than bees has not yet been quantified. Although it is not possible to estimate a monetary value, pollination is also very important for the production of local crops and wild foods that are important for indigenous and local communities. Furthermore, honey production by pollinator bees is another source of income and/or nutrition for those communities. There are reported disruptions to pollinator systems and evidence of pollinator declines for every continent with the exception of Antarctica. The consequences of these declines could be reduced crop and wild food yields and/or quality and a parallel decline in natural plant communities.<sup>33</sup>

### C. Utility

4. The proposed assessment will take into account all knowledge systems, with the aim of identifying management options and policy-relevant findings for decision-making by Governments, indigenous and local communities, the private sector and civil society in a rapidly changing field and contribute to the implementation of Aichi Biodiversity Target 14 of the Convention on Biological Diversity; demonstrate and allow for the continued review of how an essential and vulnerable ecosystem service contributes to the post-2015 development agenda; and represent an early deliverable of the Platform that highlights how the Platform can contribute to efforts to protect biodiversity and promote sustainable development.

### D. Assumptions

5. The proposed assessment will be based on existing scientific literature and indigenous and local knowledge, and draw on the work of existing institutions such as the Food and Agriculture Organization of the United Nations (FAO), through its work on global action on pollination services for sustainable agriculture,<sup>34</sup> the Global Biodiversity Information Facility,<sup>35</sup> the ALARM (“Assessing large-scale risks to

<sup>32</sup> Helmholtz Association of German Research Centres, “Economic value of insect pollination worldwide estimated at US\$217 billion”, *ScienceDaily*, 15 September 2008. Available at [www.sciencedaily.com/releases/2008/09/0809152122725.htm](http://www.sciencedaily.com/releases/2008/09/0809152122725.htm).

<sup>33</sup> Ngo, H. T., Gemmill-Herren, B., Azzu, N. and Packer, L., “The economic valuation of pollinators for Southeast Asia: Philippines and Viet Nam”, (Govind Ballabh Pant Institute of Himalayan Environment and Development and Food and Agriculture Organization of the United Nations, 2012).

<sup>34</sup> Bernard Vaissière, Breno Freitas and Barbara Gemmill-Herren, *Protocol to Detect and Assess Pollination Deficits in Crops: A Handbook for its Use* (Food and Agriculture Organization of the United Nations, 2011).

<sup>35</sup> The Global Biodiversity Information Facility provides access to over 300 million standardized primary biodiversity records globally.

biodiversity with tested methods”<sup>36</sup> the “Status and trends of European pollinators” project,<sup>37</sup> the African Pollinator Initiative, the Indigenous Peoples’ Pollinators Initiative of the Indigenous Partnership for Agrobiodiversity and Food Sovereignty, and the work of the Natural Capital Project,<sup>38</sup> including its InVEST (“Integrated Valuation of Environmental Services and Trade-offs”) modelling software for mapping and valuing ecosystem services, as well as many initiatives at the regional and national levels.

### III. Chapter outline

6. It is contemplated that the results of the fast-track thematic assessment will be presented in a six-chapter report, as set out below:

7. A summary for policymakers, as set out in the procedures for the preparation of the Platform’s deliverables, will be prepared. The preparation of other possible products, such as technical reports, databases, software and management tools will also be considered.

8. Chapter 1 will include a brief review of the diversity of pollinators and pollination systems and their role in supporting food production specifically and human well-being and biodiversity maintenance more generally. It will assess the status of and trends in the biological elements and functions that interact to provide pollination services. The assessment will include the role of native and exotic pollinators, including insects and other invertebrates, bats and other mammals, birds, reptiles and other vertebrates. It will moreover take into account the role of multiple factors across spatial scales, such as plant community functional composition, pollinator diversity and specificity, climatic seasonality and fluctuations, landscape structure linked to processes of dispersal, and mobility. The assessment will include indigenous and local knowledge perspectives on pollinators and pollination systems and their benefits to those knowledge holders, as well as trade-offs between pollination processes and services and possible connections with disservices.

9. Chapter 2 will assess the drivers of change of pollinators, pollination networks and pollination services, especially those of importance for food production, including local crops, wild food plants and honey. It will include an assessment of indirect drivers of change, including trade and policies in areas such as agriculture and spatial planning. It will also assess direct drivers of change in pollination, including the risk posed by climate change, invasive species and diseases, land-use changes, changing agricultural practices, and the use of chemicals including fungicides and insecticides. The consequences of the cultivation of genetically modified plants for pollinators, pollination networks and pollination services and food production, including honey, will be assessed.

10. Chapter 3 will assess the state of and trends in pollinators, pollination networks and pollination services as keystone ecological processes and services in both human managed and natural terrestrial ecosystems. It will focus on the contribution of pollination by various pollinator populations to human well-being, based on the role of pollination in maintaining agricultural and natural biological diversity and in safeguarding communities that depend for their livelihood security on the use of natural resources, including for medicinal use. Consideration will be given to existing indigenous and local knowledge about pollinators, pollination networks and pollination services and how they contribute to the way of life of indigenous and local communities, and more generally to living in harmony with Mother Earth. Emphasis will be placed on the essential role of pollination in contributing to food security, including with regard to the quality, stability and availability of food as well as its role in income generation from the local to the global scale. The chapter will assess how the pollination deficit can be defined and what areas and agricultural systems are prone to pollination deficits and declines. It will also include information about the perception of indigenous and local communities about this deficit.

11. Chapter 4 will assess economic methodologies for determining the value of pollination for food production and the economic impacts of declines in food-relevant pollinator populations. It will assess the extent to which the current estimates of the economic value of pollination for food production reflect the contributions of pollination to food security and development as identified in chapter 3. It will also assess methodologies and approaches for undertaking such valuations at the national and local levels.

<sup>36</sup> [http://www.reading.ac.uk/caer/project\\_alarm.html](http://www.reading.ac.uk/caer/project_alarm.html).

<sup>37</sup> <http://www.step-project.net>.

<sup>38</sup> <http://www.naturalcapitalproject.org>.

12. Chapter 5 will assess non-economic valuation, with special emphasis on the experience of indigenous and local communities, of impacts of the decline of diversity and/or populations of pollinators. Management and mitigation options as appropriate to different visions, approaches and knowledge systems will also be assessed.

13. Chapter 6 will assess responses to risks associated with the degradation of pollination services and opportunities to restore and strengthen those services. Experience in the use of tools and methodologies for mapping, modelling and analysing options for action will be assessed based on existing work by actors such as FAO, including by assessing how ecological uncertainties can be managed and research and monitoring needs met. The existing experiences recorded by other knowledge systems will be incorporated into this chapter, contributing to the identification of management and policy options. The chapter will furthermore assess how an understanding of pollination declines and deficits can help advance practices and policies, particularly for land-use management, horticulture and agriculture, including through innovative approaches such as ecologically intensified agriculture as well as those used by indigenous and local communities. The assessment of response options will include considerations of policy trade-offs.

## **Annex VI**

# **Initial scoping for the fast-track methodological assessment of scenarios and modelling of biodiversity and ecosystem services**

## **I. Introduction**

1. Recognizing that it would be necessary to move forward with the programme of work for 2014–2018 following its approval by the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services at its second session, the Bureau and the Multidisciplinary Expert Panel agreed to prepare, for consideration by the Plenary at that session, a number of initial scoping documents based on the prioritization of requests, suggestions and inputs put to the Platform and the deliverables set out in the draft programme of work (IPBES/2/2). The present note sets out the initial scoping for the agreed fast-track methodological assessment of scenarios and modelling of biodiversity and ecosystem services. It was developed in accordance with the draft procedures for the preparation of the Platform's deliverables (IPBES/2/9, annex), which were subsequently adopted, as amended by the Plenary (see decision IPBES-2/3).

## **II. Scope, rationale and assumptions**

### **A. Scope**

2. The objective of the proposed fast-track assessment of scenarios and modelling of biodiversity and nature's benefits to people, including ecosystem services, is to establish the foundations for the use of scenarios and models in activities under the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services in order to provide insights into the impacts of plausible future socioeconomic development pathways and policy options on biodiversity and nature's benefits to people, including ecosystem services, and to help evaluate actions that can be taken to protect them in terrestrial, inland water and marine ecosystems. These foundations will be used to provide guidance on evaluating alternative policy options using scenarios and models, including multiple drivers in assessments of future impacts, identifying criteria by which the quality of scenarios and models can be evaluated, ensuring comparability of regional and global policies, including input from stakeholders at various levels, implementing capacity-building mechanisms to promote the development, use and interpretation of scenarios and models by a wide range of policymakers and stakeholders, and communicating outcomes of scenario and model analyses to policymakers and other stakeholders. The first phase of the assessment, to be completed by the end of 2015, will focus on assessing various approaches to the development and use of scenarios and models.

### **B. Rationale**

3. The rationale for this deliverable is outlined in detail in the report of an international science workshop on assessments for an intergovernmental science-policy platform on biodiversity and ecosystem services that was held in Tokyo from 25 to 29 July 2011 (UNEP/IPBES.MI/1/INF/12). In brief, the goals of using scenarios and models in assessments of biodiversity and nature's benefits to people, including ecosystem services, are to better understand and synthesize a broad range of observations, to alert decision makers to undesirable future impacts of global changes such as habitat loss and degradation, invasive alien species, overexploitation, climate change and pollution, to provide decision support for developing adaptive management strategies and to explore the implications of alternative social-ecological development pathways and policy options. One of the key objectives in using scenarios and models is to move away from the current reactive mode of decision-making in which society responds to the degradation of biodiversity and nature's benefits to people in an uncoordinated, piecemeal fashion to a proactive mode in which society anticipates change and thereby minimizes adverse impacts and capitalizes on important opportunities through thoughtful adaptation and mitigation strategies.

4. Recent and forthcoming global environmental assessments (see references) have examined past trends in and the current status and future trajectories of biodiversity and ecosystem services. Assessments of status and trends are typically well understood by policymakers and stakeholders because they rely heavily on the analysis of observations. Looking into the future is more complex because it relies on coupling scenarios of future socioeconomic development with models of the impacts of global change on

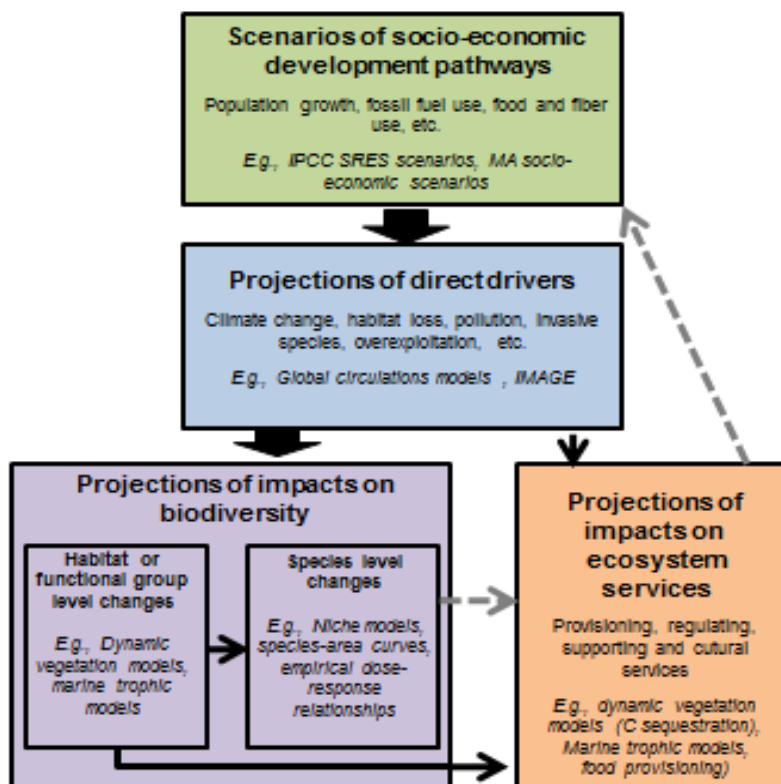


biodiversity and ecosystem function. Scenarios and models are typically explicitly or implicitly built on four main components:

- (a) Scenarios of socioeconomic development (e.g., population growth, economic growth, per capita food consumption, greenhouse gas emissions) and policy options (e.g., reducing carbon emissions from deforestation and forest degradation, subsidies for bioenergy, et cetera);
- (b) Models projecting changes in direct drivers of biodiversity and ecosystem function (e.g., land use change, fishing pressure, climate change, invasive alien species, nitrogen deposition);
- (c) Models assessing the impacts of drivers on biodiversity (e.g., species extinctions, changes in species abundance and shifts in ranges of species, species groups or biomes);
- (d) Models assessing the impacts of drivers and changes in biodiversity on ecosystem services (e.g., ecosystem productivity, control of water flow and quality, ecosystem carbon storage, cultural values).

5. These elements generally correspond to the structure of the conceptual framework developed for the Platform, and the figure below illustrates how scenarios and models are typically coupled to provide projections of future trajectories of biodiversity, ecosystem services and human well-being. Elements can range from highly quantitative (e.g., econometric models of socioeconomic development) to qualitative (e.g., prospective scenarios of development based on expert-stakeholder dialogues (Coreau and others, 2009)).

**Integration of socioeconomic scenarios (indirect drivers), models of direct drivers and models of impacts on biodiversity and ecosystem services, as currently used in most assessments at global and regional scales**



Source: Pereira and others, 2010.

Note: Dotted lines indicate important interactions and feedbacks that have been infrequently treated in assessments.

6. Considerable preparation and thought is required to structure scenarios and modelling activities for the Platform to ensure that comparisons can be made across assessments, especially important when comparing regional and global projections, and that a standard of high quality is maintained in all assessment activities. In addition, a number of significant knowledge gaps remain that must be filled to enable better quantification of uncertainty, to incorporate institutions and governance in scenarios, to

account for the plurality of conceptualizations across knowledge systems, including feedbacks between the multiple interactions between the natural world and human societies (see figure) and to increase the policy relevance of scenarios and modelling assessments (Leadley and others, 2010, De Groot and others, 2010). The assessment, guidance, promotion and catalysing activities in this deliverable are intended to provide a basis for such preparation at the very start of the Platform's operation so that all activities relying on scenarios and models are built on a solid foundation.

7. This deliverable responds to requests, inputs and suggestions from France, Mexico, the International Council for Science and the United Nations Environment Programme (UNEP).

### C. Assumptions

8. All phases of this deliverable will build on scenarios and modelling experiences under other global, regional and national environmental assessments. Particular attention will be paid to the most recent developments in socioeconomic scenarios and models used in global assessments, for example the "shared socioeconomic pathway" and "shared policy assumption" scenarios used by working group III of the Intergovernmental Panel on Climate Change in preparing its contribution (due out in 2014) to the Panel's fifth assessment report and the Convention on Biological Diversity Global Biodiversity Outlook 4 (due out in 2014), as well as regional and national assessments such as the national ecosystem assessments.

9. To improve the involvement of decision makers and a variety of knowledge holders in the process, there will be a focus on participatory methods (Coreau and others, 2009), "backcasting" methods that work backwards from agreed-upon future goals and other methods that reinforce the science-policy and science-stakeholders dialogue.

10. Particular attention will be paid to collaborating with observation networks and data holders as data is critical for developing, parameterizing and validating scenarios and models. The availability of adequate data is often a limiting factor in model development and use.

11. Particular attention will also be paid to the integration of biodiversity scenarios across spatial scales of relevance to multiple types of decisions, including closer involvement of stakeholders in the definition, development and use of scenarios, and stronger consideration and integration of the multiple dimensions of biodiversity and ecosystem services in scenarios and models. This is particularly important for the Panel because assessment activities will start with regional and subregional scale assessments, which must be both pertinent at national levels and sufficiently coherent across regions to provide the building blocks for a global assessment.

12. The scenarios and modelling assessment and follow-up activities will provide an unprecedented opportunity to capitalize on the synergies between the Intergovernmental Panel on Climate Change and the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services. The Platform will also work closely with other bodies involved in global environmental assessment such as UNEP, including its programme on the economics of ecosystem services and biodiversity, and the International Union for Conservation of Nature. In addition, there is a broad scientific community that can be mobilized and involved in the development of these methodologies. This deliverable will therefore require substantial mobilization of resources outside of the Platform's remit and close collaboration with such international research programmes as Future Earth, funders of international research such as the Belmont Forum and the scientific communities involved in assessments undertaken by the Intergovernmental Panel on Climate Change, the Convention on Biological Diversity, the Food and Agriculture Organization of the United Nations and UNEP.

## III. Chapter outline

13. It is contemplated that the results of the assessment will be presented in a 10-chapter report, as set out below:

Chapter 1. Overview of socioeconomic scenarios and models and critical review of their use in previous biodiversity and ecosystem assessments

Chapter 2. Scenarios of the indirect drivers of change in biodiversity and nature's benefits to people including ecosystem services

Chapter 3. Models of direct drivers of change in biodiversity, ecosystem function and nature's benefits to people, including ecosystem services

Chapter 4: Models of the impacts of drivers on biodiversity and nature's benefits to people, including ecosystem services

Chapter 5. Examining the feedbacks between biodiversity, nature's benefits to people, good quality of life, institutions and governance, and using scenarios and models

Chapter 6. Compatibility and comparison of scenarios and models, including a discussion of how the use of a core set of socioeconomic scenarios and models can be combined with the use of multiple scenarios and models. This chapter would also include a discussion on how to address the issue of multiple spatial and temporal scales with scenarios and models

Chapter 7. Building capacity for the development, use and interpretation of scenarios and models, including through the use of participatory and "backcasting" methods

Chapter 8. Scenarios and models as currently used in decision-making and communication

Chapter 9. Guidelines for improving the broader use of scenarios and models for decision support

Chapter 10. Guide for the use of scenarios and models in assessments and other activities of the Panel

## Annex VII

### Confirmed in-kind contributions to meet the costed elements to support implementation of the work programme, received as at 14 December 2013

<i>Contributor</i>	<i>Contribution</i>
Brazil	<ul style="list-style-type: none"> <li>In-kind support to the value of \$144,000 in 2014, in particular for supporting regional activities.</li> </ul>
Germany	<ul style="list-style-type: none"> <li>600,000 euros worth of in-kind contributions in 2014 and 2015 (300,000 euros each year) to support the implementation of the work programme in terms of meetings and/or technical support as specified in the work programme</li> </ul>
Norway	<ul style="list-style-type: none"> <li>A technical support unit with 3 positions for capacity building for the first Work Programme of IPBES, co-located with the Norwegian Environment Agency in Trondheim, Norway</li> </ul>
Republic of Korea	<ul style="list-style-type: none"> <li>A technical support unit for the first Work Programme of IPBES, located in the Republic of Korea</li> </ul>
German Centre for Integrative Biodiversity Research - iDiv	<ul style="list-style-type: none"> <li>One meeting and support for travel worth 25,000 euros for a meeting as specified in the work programme</li> </ul>
International Union for Conservation of Nature (IUCN)	<ul style="list-style-type: none"> <li>0.5 full-time equivalent of IUCN staff for each year for the entire period 2014–2018 to provide technical support for assessments or the work of the task forces as specified in the work programme</li> <li>0.5 full-time equivalent of IUCN staff to support stakeholder engagement for 2014–2016</li> <li>Facilities for 10 meetings for up to 30 participants during 2014–2018 as specified in the work programme</li> </ul>
United Nations Educational, Scientific and Cultural Organization (UNESCO)	<ul style="list-style-type: none"> <li>Hosting the task force on indigenous and local knowledge systems with one full-time equivalent of UNESCO staff</li> <li>Technical support for the task force on knowledge and data (25 per cent full-time equivalent of UNESCO staff)</li> </ul>
United Nations Environment Programme	<ul style="list-style-type: none"> <li>Full-time position of Programme Officer seconded to the Platform secretariat</li> </ul>

## Decision IPBES-2/6: Status of contributions and expenditures to date and budget for the biennium 2014–2015

*The Plenary,*

*Welcoming* the contributions received since the inception of the Intergovernmental Science-Policy Platform for on Biodiversity and Ecosystem Services in 2012,

*Taking note* of the status of cash contributions to the Platform received in 2012 and 2013 and the pledges made for 2013, 2014, 2015 and beyond, as well as in-kind contributions received in 2013, as set out in the annex to the present decision,

*Taking note also* of the status of expenditures in 2013 as set out in the annex to the present decision,

*Taking note further* of the proposed budget for the biennium 2014–2015, as well as the indicative budget for 2016, 2017 and 2018,<sup>39</sup>

1. *Invites* pledges and contributions to the trust fund as well as in-kind contributions from Governments, United Nations bodies, the Global Environment Facility, other intergovernmental organizations and other stakeholders, including the private sector and foundations, to support the work of the Platform;
2. *Requests* the Chair to report on his activities representing the Platform during 2014 to the Plenary at its the third session;
3. *Requests* the secretariat to inform the Plenary at its third session on the status of the implementation of the work programme in relation to the budget;
4. *Adopts* the budget for the biennium 2014–2015, amounting to \$7,314,873 in 2014 and \$8,873,226 in 2015, as set out in the annex to the present decision, with a view to reviewing the budget at its third session.

### **Annex**

#### **I. Status of cash contributions received in 2012 and 2013 and pledges made for 2013 and 2014**

1. Table 1 shows the cash contributions received since the establishment of the Platform in 2012, as well as confirmed pledges as at 10 December 2013. The amounts show the cash contributions as received by the United Nations Environment Programme (UNEP) in the calendar years specified. In some instances, this may not match the financial years for contributions by Governments.

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<sup>39</sup> IPBES/2/5.

Table 1

**Status of cash contributions received in 2012 and 2013 and pledges made for the period 2014–2018**

(United States dollars)

<i>Country</i>	<i>2012</i>	<i>2013</i>	<i>2013 pledges</i>	<i>Total</i>	<i>2014</i>	<i>2015</i>	<i>2016–2018 pledges</i>
Australia	-	97 860	-	<b>97 860</b>			
Canada	-	38 914	-	<b>38 914</b>	40 000	40 000	80 000
Chile	-		15 000	<b>15 000</b>	15 000		
China	-		To be confirmed	<b>0</b>			
Colombia	-		To be confirmed	<b>0</b>			
Denmark	-		36 000	<b>36 000</b>			
Finland	-	26 006	-	<b>26 006</b>	260 000		
France	35 663	270 680		<b>306 343</b>	275 000		
Germany	1 994 500	1 298 720	-	<b>3 293 220</b>	1 300 000	1 300 000	3 900 000
India	-	10 000	-	<b>10 000</b>	10 000		
Japan	41 190	267 900	30 000	<b>339 090</b>			
Netherlands			687 800	<b>687 800</b>			
New Zealand	-	16 094	-	<b>16 094</b>			
Norway	185 296	51 259	8 200 000	<b>8 436 555</b>			
Republic of Korea	-	20 000		<b>20 000</b>			
South Africa	-		30 000	<b>30 000</b>			
Sweden	-		227 700	<b>227 700</b>			
Switzerland	-	76 144	-	<b>76 144</b>	84 000	84 000	252 000
United Kingdom of Great Britain and Northern Ireland	619 480	1 649 599	-	<b>2 269 079</b>	638 000		
United States of America	500 000	500 000		<b>1 000 000</b>	500 000		
<b>Total</b>	<b>3 376 129</b>	<b>4 323 176</b>	<b>9 226 500</b>	<b>16 925 805</b>	<b>3 122 000</b>	<b>1 424 000</b>	<b>4 232 000</b>
<b>Pledges and contributions to date</b>						<b>21 471 805</b>	<b>25 703 805</b>

**II. In-kind contributions received in 2013**

2. Table 2 shows the in-kind contributions received in 2013, including estimated levels of financial contributions, where relevant.

Table 2

**In-kind contributions received in 2013**

(United States dollars)

<i>Government/institution</i>	<i>Activity</i>	<i>Type of support</i>	<i>Estimate of financial support, where available</i>
Australia	Initial gathering of Multidisciplinary Expert Panel, Cambridge, United Kingdom	Meeting facilities, eligible developing country participation	55 850
Brazil	Latin America and Caribbean regional consultation, São Paulo, Brazil	Meeting facilities, eligible developing country participation (stakeholders)	65 000
Germany	First session of the Plenary, Bonn, Germany	Meeting facilities and local support	400 000
Iran (Islamic Republic of)	Second Asian Regional Meeting on the Platform, Ramsar City, Islamic Republic of Iran	Meeting facilities, local support, technical support, travel support for eligible participants	105 000
Japan	Expert workshop on knowledge systems, Tokyo	Meeting facilities, eligible developing country participation	73 500
Norway	First Multidisciplinary Expert Panel and Bureau meetings, Bergen, Norway	Meeting facilities and local support, eligible developing country participation	-
Republic of Korea, Asia-Pacific Network for Global Change Research	Seoul international symposium and workshop on the regional interpretation of the conceptual framework of the Platform and knowledge sharing	Meeting facilities, eligible developing country participation	-
South Africa, Japan and United Kingdom	Expert workshop on conceptual framework and Second Multidisciplinary Expert Panel and Bureau meetings, Cape Town, South Africa	Meeting facilities and local support, eligible developing country participation	21 500 (Japan)
			46 500 (United Kingdom)
Turkey	Second session of the Plenary, Antalya, Turkey	Meeting facilities, local support and accommodation expenses for Bureau and Multidisciplinary Expert Panel members from developing countries	346 500

<i>Institution</i>	<i>Activity</i>	<i>Type of support</i>	<i>Estimate of financial support, where available</i>
Food and Agriculture Organization of the United Nations	Contribution to the intersessional process leading up to the second session of the Plenary	Technical support	293 015
International Union for Conservation of Nature (IUCN) and International Council for Science (ICSU)	Stakeholder engagement strategy workshop, Paris	Meeting facilities, technical support, eligible participation	58 808 (IUCN)
	Development of the stakeholder engagement strategy		45 268 (ICSU)
United Nations Development Programme	Contribution to the intersessional process leading up to the second session of the Plenary, development of the BES-Net strategy	Technical support, web development consultants on the BES-Net strategy	180 000
United Nations Educational, Scientific and Cultural Organization (UNESCO)	Contribution to the intersessional process leading up to the second session of the Plenary, support for indigenous and local knowledge work for the Platform	Technical support, including contribution to the Tokyo workshop; supporting the drafting of documents on indigenous and local knowledge for the second session; overall coordination of the contribution of UNESCO to the documentation for the second session and planning for the future work programme	318 280
United Nations Environment Programme	Contribution to the intersessional process leading up to the second session of the Plenary, hosting the Africa, Latin America and Caribbean, Eastern Europe and Asia-Pacific regional consultations	Meeting facilities, eligible developing country participation for government members and observers, technical support	434 388

*Note:* In addition, many individuals from Governments and stakeholders participated in various meetings and activities in 2013 at their own expense.

### III. Expenditures for 2013

3. Table 3 shows the expenditures (as at 25 November 2013) for 2013 against the budget for 2013 approved by the Plenary at its first session (IPBES/1/12, annex VI, decision IPBES/1/5).

Table 3

#### Expenditures for 2013, as at 25 November 2013

(United States dollars)

<i>Budget item</i>	<i>2013 approved budget</i>	<i>2013 expenditure</i>	<i>Balance</i>
<b>Meetings of the Platform bodies</b>			
First session of the Plenary (6 days)	1 000 000	1 008 906	(8 906)
First meeting of the Bureau <sup>a</sup> (6 days)	30 000	16 000	14 000
First meeting of the Multidisciplinary Expert Panel <sup>b</sup> (3 days)	85 000	51 342	33 658
Knowledge systems expert workshop	-	-	-
Draft conceptual framework expert workshop	-	-	-
Second meeting of the Bureau (6 days) (Cape Town)	30 000	30 705	(705)



<i>Budget item</i>	<i>2013 approved budget</i>	<i>2013 expenditure</i>	<i>Balance</i>
Second meeting of the Multidisciplinary Expert Panel (3 days) Cape Town	85 000	58 015	26 985
Second session of the Plenary <sup>c</sup> (5 days)	862 500	522 151	340 349
<b>Subtotal</b>	<b>2 092 500</b>	<b>1 687 119</b>	<b>405 381</b>
<b>Secretariat</b> (20 per cent of the annual costs for staff in the Professional and higher categories and 50 per cent of the annual costs for staff in the General Service category)			
Head of secretariat (D-1)	80 310	-	80 310
Programme Officer (P-3/4)	61 100	-	61 100
Programme Officer (P-2/3)	52 110	-	52 110
Programme Officer (P-2/3)	-	-	-
Associate Programme Officer (P-1/2)	-	-	-
Administrative support staff (G-5)	55 150	30 130	25 020
Administrative support staff (G-5)	55 150	-	55 150
Administrative support staff (G-5)	-	-	-
<b>Subtotal</b>	<b>303 820</b>	<b>30 130</b>	<b>273 690</b>
<b>Interim secretariat arrangements (personnel costs in advance of the recruitment of the staff of the secretariat for the development of the work programme)</b>			
Interim secretariat costs to support the 2013 intersessional process	370 000	370 000	0
<b>Subtotal</b>	<b>370 000<sup>d</sup></b>	<b>370 000</b>	<b>0</b>
<b>Publications, outreach and communications (website, corporate materials, outreach events, outreach and communications strategy)</b>			
Outreach materials for the second session of the Plenary (website management, printing)	50 000	4 791	45 209
<i>Earth Negotiations Bulletin</i> reporting for the second session of the Plenary	50 000	52 815	(2 815)
<b>Subtotal</b>	<b>100 000</b>	<b>57 606</b>	<b>42 394</b>
<b>Travel</b>			
Travel of secretariat staff on official business	75 000	55 235	19 765
Monitoring and evaluation (development of draft process for review and evaluation of the efficiency and effectiveness of the Platform)	20 000	-	20 000
Contingency (5 per cent of total budget)	148 000	-	148 000
<b>Subtotal</b>	<b>243 000</b>	<b>55 235</b>	<b>187 765</b>
<b>Total</b>	<b>3 109 320</b>	<b>2 200 090</b>	<b>909 230</b>
UNEP programme support cost (13 per cent)	404 212	286 012	-
<b>Grand total</b>	<b>3 513 532</b>	<b>2 486 102</b>	<b>-</b>

<sup>a</sup> Includes Bureau meetings and attendance at Multidisciplinary Expert Panel meetings as observers.

<sup>b</sup> Excluding chairs of scientific subsidiary bodies.

<sup>c</sup> The second session of the Plenary will be held from 9 to 14 December 2013, with regional consultations scheduled for 7 and 8 December 2013, and supported by the Government of Turkey; the travel costs for developing country participants in the second session have not been included as expenditures.

<sup>d</sup> Additional interim secretariat costs have been provided by the United Nations Environment Programme as in-kind contribution to the Platform, as reflected in table 2.

4. Expenditure in 2012 amounted to \$480,123. Expenditure in 2013 to date amounts to \$2,486,102, and additional spending amounting to \$400,000 is envisaged until the end of the year. This would give the expected cash position on 1 January 2014 of \$13,559,580, provided that all pledges are paid.

#### IV. Budget for the biennium 2014–2015

5. Tables 4 and 5 show the proposed budget for the biennium 2014–2015. The tables include both the administrative elements and anticipated costs associated with the implementation of the initial work programme (IPBES/2/2 and Add.1).

Table 4

##### Budget for 2014

(United States dollars)

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Meetings of the Platform bodies</b>		
Third session of the Plenary <sup>a,b</sup>	Meeting costs: \$600,000 Travel costs (120 supported): \$480,000	1 080 000
Bureau <sup>c</sup> (2 sessions of 6 days)	Meeting costs: \$10 000 Travel costs (7 supported): \$24,500	69 000
Multidisciplinary Expert Panel <sup>d</sup> (2 sessions of 4 days)	Meeting costs: \$20,000 Travel costs (20 supported): \$60,000	160 000
<b>Subtotal</b>		<b>1 309 000</b>
<b>Implementation of the work programme for 2014</b>		
Objective 1	Strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	1 155 000
Objective 2	Strengthen the science-policy interface on biodiversity and ecosystem services at and across the subregional, regional and global levels	482 500
Objective 3	Strengthen the science-policy interface on biodiversity and ecosystem services with regard to thematic and methodological issues	977 500
Objective 4	Communicate and evaluate Platform activities, deliverables and findings	421 250
<b>Subtotal</b>		<b>3 056 250</b>
<b>Secretariat</b>		
	Head of secretariat (D-1)	276 700
	Programme Officer (P-4)	174 160
	Programme Officer (P-4) <sup>e</sup>	-
	Programme Officer (P-3)	145 280
	Programme Officer (P-3)	145 280
	Associate Programme Officer (P-2)	126 320
	Administrative support staff (G-6)	88 240
	Administrative support staff (G-5)	88 240
	Administrative support staff (G-5)	110 300
<b>Subtotal</b>		<b>1 154 520</b>
<b>Interim technical support arrangements</b>		
Interim technical/secretariat support	Personnel costs in advance of the recruitment of the staff of the secretariat and other technical support for the start-up of the programme of work	280 000
<b>Subtotal</b>		<b>280 000</b>

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Outreach and communications</b>		
Plenary report services	Reporting services	60 000
<b>Subtotal</b>		<b>60 000</b>
<b>Travel</b>		
Travel of secretariat staff on official business	Staff travel to meetings of the Platform bodies and other necessary travel	100 000
Travel of Chair	Travel of Chair to represent Platform	20 000
<b>Subtotal</b>		<b>120 000</b>
<b>Total</b>		<b>5 979 770</b>
Programme support costs (8 per cent)		478 382
<b>Total cost to the trust fund</b>		<b>6 458 152</b>
Contribution to working capital reserve (10 per cent)		777 747
<b>Grand total</b>		<b>7 235 898</b>

<sup>a</sup> Provision is for a Plenary session of up to six days and one day of regional consultations prior to the session.

<sup>b</sup> Includes 20 supported Multidisciplinary Expert Panel members.

<sup>c</sup> Includes Bureau meetings and attendance at Multidisciplinary Expert Panel meetings as observers.

<sup>d</sup> Excluding chairs of scientific subsidiary bodies.

<sup>e</sup> United Nations Environment Programme secondment to the Platform secretariat.

Table 5

**Budget for 2015**

(United States dollars)

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Meetings of the Platform bodies</b>		
Fourth session of the Plenary <sup>a,b</sup>	Meeting costs: \$600,000 Travel costs (120 supported): \$480,000	1 080 000
Bureau <sup>c</sup> (3 sessions of 6 days)	Meeting costs: \$10,000 Travel costs (7 supported): \$24,500	103 500
Multidisciplinary Expert Panel <sup>d</sup> (3 sessions of 4 days)	Meeting costs: \$20,000 Travel costs (20 supported): \$60,000	240 000
<b>Subtotal</b>		<b>1 423 500</b>
<b>Implementation of the work programme for 2015</b>		
Objective 1	Strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	1 222 500
Objective 2	Strengthen the science-policy interface on biodiversity and ecosystem services at and across subregional, regional and global levels	2 127 500
Objective 3	Strengthen the science-policy interface on biodiversity and ecosystem services with regard to thematic and methodological issues	1 728 750
Objective 4	Communicate and evaluate Platform activities, deliverables and findings	361 000
<b>Subtotal</b>		<b>5 439 750</b>

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Secretariat</b>		
	Head of secretariat (D-1)	283 600
	Programme Officer (P-4)	223 100
	Programme Officer (P-4) <sup>e</sup>	-
	Programme Officer (P-3)	186 100
	Programme Officer (P-3)	186 100
	Associate Programme Officer (P-2)	161 800
	Administrative support staff (G-6)	113 000
	Administrative support staff (G-5)	113 000
	Administrative support staff (G-5)	113 000
<b>Subtotal</b>		<b>1 379 700</b>
<b>Outreach and communications</b>		
Plenary report services	Reporting services	60 000
<b>Subtotal</b>		<b>60 000</b>
<b>Travel</b>		
Travel of secretariat staff on official business	Staff travel to meetings of the Platform bodies and other necessary travel	100 000
Travel of the Chair	Travel of Chair to represent Platform	20 000
<b>Subtotal</b>		<b>120 000</b>
<b>Total</b>		<b>8 422 950</b>
Programme support cost (8 per cent)		673 836
<b>Total cost to the trust fund</b>		<b>9 096 786</b>
Working capital reserve adjustment		0
<b>Grand total</b>		<b>9 096 786</b>

<sup>a</sup> Provision is for a Plenary session of up to six days and one day of regional consultations prior to the session.

<sup>b</sup> Includes 20 supported Multidisciplinary Expert Panel members.

<sup>c</sup> Includes Bureau meetings and attendance at Multidisciplinary Expert Panel meetings as observers.

<sup>d</sup> Excluding chairs of scientific subsidiary bodies.

<sup>e</sup> United Nations Environment Programme secondment to the Platform secretariat.

6. Given a 2014 budget of \$7,314,873 and a 2015 budget of \$8,873,226, the expected cash position on 31 December 2015 would be \$1,627,481, provided that no additional contributions or pledges are announced.

## V. Indicative budget for the period 2016–2018

7. Tables 6, 7 and 8 show the indicative budget for the period 2016–2018. The tables include both administrative elements and anticipated costs associated with the implementation of the initial programme of work (decision IPBES-2/5).

Table 6

### Indicative budget for 2016

(United States dollars)

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Meetings of the Platform bodies</b>		
Fifth session of the Plenary <sup>a,b</sup>	Meeting costs: \$615,000 Travel costs (120 supported): \$500,000	1 115 000
Bureau <sup>c</sup> (2 sessions of 6 days)	Meeting costs: \$10,250 Travel costs (7 supported): \$25,200	70 900

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
Multidisciplinary Expert Panel <sup>d</sup> (2 sessions of 4 days)	Meeting costs: \$20,500 Travel costs (20 supported): \$62 000	165 000
<b>Subtotal</b>		<b>1 350 900</b>
<b>Implementation of the work programme for 2016</b>		
Objective 1	Strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	1 148 750
Objective 2	Strengthen the science-policy interface on biodiversity and ecosystem services at and across subregional, regional and global levels	4 372 500
Objective 3	Strengthen the science-policy interface on biodiversity and ecosystem services with regard to thematic and methodological issues	1 689 750
Objective 4	Communicate and evaluate Platform activities, deliverables and findings	275 000
<b>Subtotal</b>		<b>7 480 000</b>
<b>Secretariat</b>		
	Head of secretariat (D-1)	290 700
	Programme Officer (P-4)	228 700
	Programme Officer (P-4) <sup>e</sup>	-
	Programme Officer (P-3)	190 800
	Programme Officer (P-3)	190 800
	Associate Programme Officer (P-2)	165 900
	Administrative support staff (G-6)	115 900
	Administrative support staff (G-5)	115 900
	Administrative support staff (G-5)	115 900
<b>Subtotal</b>		<b>1 414 600</b>
<b>Outreach and communications</b>		
Plenary reporting services	Reporting services	65 000
<b>Subtotal</b>		<b>65 000</b>
<b>Travel</b>		
Travel of secretariat staff on official business	Staff travel to meetings of the Platform bodies and other necessary travel	120 000
Travel of Chair	Travel of Chair to represent Platform	25 000
<b>Subtotal</b>		<b>145 000</b>
<b>Total</b>		<b>10 461 500</b>
Programme support cost (8 per cent)		836 920
<b>Total cost to the trust fund</b>		<b>11 298 420</b>
Working capital reserve adjustment		247 597
<b>Grand total</b>		<b>11 456 017</b>

<sup>a</sup> Provision is for a Plenary session of up to six days and one day of regional consultations prior to the session.

<sup>b</sup> Includes 20 supported Multidisciplinary Expert Panel members.

<sup>c</sup> Includes Bureau meetings and attendance at Multidisciplinary Expert Panel meetings as observers.

<sup>d</sup> Excluding chairs of scientific subsidiary bodies.

<sup>e</sup> United Nations Environment Programme secondment to the Platform secretariat.

Table 7  
**Indicative budget for 2017**  
 (United States dollars)

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Meetings of the Platform bodies</b>		
Sixth session of the Plenary <sup>a,b</sup>	Meeting costs: \$615,000 Travel costs (120 supported): \$500,000	1 115 000
Bureau <sup>c</sup> (3 sessions of 6 days)	Meeting costs: \$10,250 Travel costs (7 supported): \$ 25,200	106 350
Multidisciplinary Expert Panel <sup>d</sup> (3 sessions of 4 days)	Meeting costs: \$20,500 Travel costs (20 supported): \$ 62,000	247 500
<b>Subtotal</b>		<b>1 468 850</b>
<b>Implementation of the work programme for 2017</b>		
Objective 1	Strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	1 098 750
Objective 2	Strengthen the science-policy interface on biodiversity and ecosystem services at and across subregional, regional and global levels	2 467 500
Objective 3	Strengthen the science-policy interface on biodiversity and ecosystem services with regard to thematic and methodological issues	1 344 750
Objective 4	Communicate and evaluate Platform activities, deliverables and findings	359 000
<b>Subtotal</b>		<b>5 270 000</b>
<b>Secretariat</b>		
	Head of secretariat (D-1)	298 000
	Programme Officer (P-4)	234 400
	Programme Officer (P-4) <sup>e</sup>	-
	Programme Officer (P-3)	195 600
	Programme Officer (P-3)	195 600
	Associate Programme Officer (P-2)	170 000
	Administrative support staff (G-6)	118 800
	Administrative support staff (G-5)	118 800
	Administrative support staff (G-5)	118 800
<b>Subtotal</b>		<b>1 450 000</b>
<b>Outreach and communications</b>		
Plenary reporting services	Reporting services	65 000
<b>Subtotal</b>		<b>65 000</b>

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Travel</b>		
Travel of secretariat staff on official business	Staff travel to meetings of the Platform bodies and other necessary travel	120 000
Travel of the Chair	Travel of Chair to represent Platform	25 000
<b>Subtotal</b>		<b>145 000</b>
<b>Total</b>		<b>8 398 850</b>
Programme support cost (8 per cent)		671 908
<b>Total cost to the trust fund</b>		<b>9 070 758</b>
Working capital reserve adjustment		<b>0</b>
<b>Grand total</b>		<b>9 070 758</b>

<sup>a</sup> Provision is for a Plenary session of up to six days and one day of regional consultations prior to the session.

<sup>b</sup> Includes 20 supported Multidisciplinary Expert Panel members.

<sup>c</sup> Includes Bureau meetings and attendance at Multidisciplinary Expert Panel meetings as observers.

<sup>d</sup> Excluding chairs of scientific subsidiary bodies.

<sup>e</sup> United Nations Environment Programme secondment to the Platform secretariat.

Table 8  
**Indicative budget for 2018**  
(United States dollars)

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Meetings of the Platform bodies</b>		
Seventh session of the Plenary <sup>a,b</sup>	Meeting costs: \$630,000 Travel costs (120 supported): \$504,000	1 134 000
Bureau <sup>c</sup> (3 sessions of 6 days)	Meeting costs: \$10,500 Travel costs (7 supported): \$25,900	109 200
Multidisciplinary Expert Panel <sup>d</sup> (3 sessions of 4 days)	(Meeting costs: \$21,000 Travel costs (20 supported): \$64,000)	255 000
<b>Subtotal</b>		<b>1 498 200</b>
<b>Implementation of the work programme for 2018</b>		
Objective 1	Strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	1 098 750
Objective 2	Strengthen the science-policy interface on biodiversity and ecosystem services at and across subregional, regional and global levels	1 432 500
Objective 3	Strengthen the science-policy interface on biodiversity and ecosystem services with regard to thematic and methodological issues	334 000
Objective 4	Communicate and evaluate Platform activities, deliverables and findings	345 000
<b>Subtotal</b>		<b>3 210 250</b>

<i>Budget item</i>	<i>Breakdown</i>	<i>Amount</i>
<b>Secretariat</b>		
	Head of secretariat (D-1)	305 400
	Programme Officer (P-4)	240 300
	Programme Officer (P-4) <sup>e</sup>	-
	Programme Officer (P-3)	200 500
	Programme Officer (P-3)	200 500
	Associate Programme Officer (P-2)	174 300
	Administrative support staff (G-6)	121 800
	Administrative support staff (G-5)	121 800
	Administrative support staff (G-5)	121 800
	<b>Subtotal</b>	<b>1 486 400</b>
<b>Outreach and communications</b>		
Plenary reporting services	Reporting services	65 000
	<b>Subtotal</b>	<b>65 000</b>
<b>Travel</b>		
Travel of secretariat staff on official business	Staff travel to meetings of the Platform bodies and other necessary travel	130 000
Travel of the Chair	Travel of Chair to represent Platform	30 000
	<b>Subtotal</b>	<b>160 000</b>
<b>Total</b>		<b>6 419 850</b>
Programme support cost (8 per cent)		513 588
<b>Total cost to the trust fund</b>		<b>6 933 438</b>
Working capital reserve adjustment		<b>(325 115)</b>
<b>Grand total</b>		<b>6 608 323</b>

<sup>a</sup> Provision is for a Plenary session of up to six days and one day of regional consultations prior to the session.

<sup>b</sup> Includes 20 supported Multidisciplinary Expert Panel members.

<sup>c</sup> Includes Bureau meetings and attendance at Multidisciplinary Expert Panel meetings as observers.

<sup>d</sup> Excluding chairs of scientific subsidiary bodies.

<sup>e</sup> United Nations Environment Programme secondment to the Platform secretariat.



## Decision IPBES-2/7: Financial and budgetary arrangements

*The Plenary,*

*Welcoming* the contributions received since the inception of the Platform in 2012,

*Welcoming also* additional contributions that have been and will be provided through other organizations to support activities of the Platform, which have been acknowledged as in-kind contributions of those contributors to the Platform,

*Taking note* of the draft procedures for the financial administration of the Platform jointly developed by the Bureau and the secretariat and of the information provided by the United Nations Environment Programme and the United Nations Multi-partner Trust Fund Office on options available for the establishment of the Platform trust fund,

1. *Requests* the United Nations Environment Programme to establish a trust fund for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, as set out in option 2.B. in paragraph 19 (b) of the note by the secretariat on options for the Platform trust fund,<sup>40</sup> and to transfer any fund balance from the interim fund structure to the new trust fund as of 1 January 2014;
2. *Invites* pledges and contributions to the trust fund from Governments, United Nations bodies, the Global Environment Facility, other intergovernmental organizations and other stakeholders, including foundations and others in the private sector, to support the work of the Platform;
3. *Adopts* the financial procedures set out in the annex to the present decision.

## Annex

### Financial procedures for the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services

#### Scope

##### Rule 1

These procedures will govern the financial administration of the Platform and the secretariat. They are to be applied in compliance with the Financial Regulations and Rules of the United Nations and the financial rules and financial procedures of the United Nations Environment Programme.

#### Financial year and budgeting period

##### Rule 2

The financial year will be the calendar year, from 1 January to 31 December. The budgeting period for consideration by the Plenary will be the biennium of two consecutive calendar years.

#### Platform Trust Fund

##### Rule 3

The Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services Trust Fund (hereinafter, “Trust Fund”) finances the Platform activities and secretariat. The adoption of the Platform’s budget is the responsibility of the Plenary.

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<sup>40</sup> IPBES/2/6.

**Rule 4**

The Trust Fund is open to voluntary contributions from all sources, including Governments, United Nations bodies, the Global Environment Facility, other intergovernmental organizations and other stakeholders, such as the private sector and foundations. The amount of contributions from private sources must not exceed the amount of contributions from public sources in any biennium.

**Rule 5**

Financial contributions for the Platform should be sent to the Trust Fund and the secretariat informed of each contribution. Contributions will not orient the work of the Platform, be earmarked for specific activities or given anonymously and will be consistent with the functions, operating principles and institutional arrangements of the Platform.<sup>41</sup>

**Rule 6**

In-kind contributions from Governments, the scientific community, other knowledge holders and stakeholders will be key to the success of the implementation of the work programme. In-kind contributions will not orient the work of the Platform, and will be consistent with the functions, operating principles and institutional arrangements of the Platform.

**Rule 7**

Per exception to rule 5, additional contributions for specific activities approved by the Plenary may be accepted. Single contributions in excess of 300,000 United States dollars per contributor per activity require approval by the Plenary. Single contributions not exceeding 300,000 United States dollars per contributor per activity require approval by the Bureau. The limitation set out in rule 4 applies.

**Currency****Rule 8**

The currency for budgeting and reporting receipts and expenditures will be the United States dollar.

**Budget****Rule 9**

In consultation with the Bureau, the Platform secretariat will prepare a proposal for the budget and transmit it to the members of the Platform at least six weeks before the session of the Plenary at which the budget is to be adopted.

**Rule 10**

Budgets must be adopted by consensus by the Plenary prior to the commencement of the periods that they cover.

**Rule 11**

The adoption of the budget by the Plenary will constitute authority to the head of the secretariat, in compliance with rule 1, to incur obligations and make payments for the purposes for which the appropriations were approved and up to the amounts so approved, provided that the balance of the Trust Fund covers the overall budget appropriation.

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<sup>41</sup> Functions, operating principles and institutional arrangements of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, adopted by the second session of the plenary meeting to determine the modalities and institutional arrangements for the Platform, held in Panama City from 16 to 21 April 2012 (UNEP/IPBES.MI/2/9).

**Rule 12**

The head of the secretariat is authorized to reallocate within the budget, if necessary, up to 10 per cent of an appropriation line. This limit may be revisited from time to time by the Plenary by consensus. A budget appropriation line constitutes a major budget category for activities or products.

**Rule 13**

In the event that the level of the available balance in the Trust Fund is less than the approved budget, the head of the secretariat, following approval by the Bureau, is authorized to adjust the allocations to bring the budget into line with the fluctuations in income as compared with the approved level of budget lines. The head of the secretariat will report on actions taken to the Plenary at its earliest session thereafter.

**Contributions****Rule 14**

The resources of the Platform will consist of:

- (a) The costs of any staff seconded to the secretariat;
- (b) The costs of housing the secretariat, provided by the Government of Germany pursuant to the host country agreement between the Platform and the host Government;
- (c) The voluntary cash contributions provided by members of the Platform and other contributors to the Trust Fund;
- (d) The contributions provided in kind to the Platform;
- (e) The uncommitted balance of appropriations from previous financial periods;
- (f) Other receivables.

**Rule 15**

All cash contributions will be paid in convertible currencies into the bank account designated by the United Nations Environment Programme.

**Rule 16**

The secretariat will acknowledge promptly all pledges and contributions and will inform the Plenary at each session regarding the status of pledges, payments of contributions and expenditures. The report of the secretariat will include a specific reference to contributions made in accordance with rule 6 as well as in-kind contributions and will quantify such in-kind contributions to the extent that they can be reliably measured.

**Working capital reserve****Rule 17**

Within the Trust Fund there will be maintained a working capital reserve of 10 per cent of the average annual budget of the biennium, to be adjusted as necessary by the Plenary. The purpose of the working capital reserve will be to ensure continuity of operations in the event of short-term liquidity problems, pending receipt of contributions. Drawdowns from the working capital reserve will be initiated by the head of the secretariat, in consultation with the Bureau, after informing members of the Platform. The working capital reserve will be restored from contributions as soon as possible.

## **Accounts and audit**

### **Rule 18**

The financial statements of the Trust Fund will be prepared in accordance with the International Public Sector Accounting Standards and relevant standards used by the United Nations Environment Programme and will be subject to internal and external audit pursuant to the rules of the United Nations Environment Programme. Such financial statements and any audit reports will be presented to the Plenary. Responsibility and accountability for financial reporting resides with the United Nations Environment Programme.

## **General provisions**

### **Rule 19**

In the event that it is decided to terminate the Trust Fund, the members of the Platform will be advised at least six months before the date on which termination will take place. The prorated uncommitted balances for the biennium will be reimbursed to the contributors after all liquidation expenses have been met.

### **Rule 20**

In the event that it is decided to dissolve the Platform secretariat, the institution administering the secretariat will be advised at least one year before the date on which such dissolution will take place. All liability and costs pertaining to that dissolution will be borne by the Trust Fund.

### **Rule 21**

Any revisions to these procedures will be adopted by the Plenary by consensus.

## **Decision IPBES-2/8: Collaborative partnership arrangement to establish an institutional link between the Plenary and the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme**

*The Plenary,*

*Having considered* the note by the secretariat setting out a draft collaborative partnership arrangement to establish an institutional link between the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services and the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme,<sup>42</sup>

1. *Approves* the collaborative partnership arrangement to establish an institutional link between the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services and the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme set out in the annex to the present decision;
2. *Invites* the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme to approve the collaborative partnership arrangement.

### **Annex**

#### **Collaborative partnership arrangement to establish an institutional link between the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services and the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme**

The present collaborative partnership arrangement is established among the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (hereinafter referred to as “the Plenary”) and the United Nations Environment Programme (UNEP), the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Food and Agriculture Organization of the United Nations (FAO) and the United Nations Development Programme (UNDP) (hereinafter referred to as “Organizations”). The Plenary and the Organizations are hereinafter jointly referred to as the “Partners”.

*Noting* that the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, at its first session, held in Bonn, Germany, from 21 to 26 January 2013, decided to request UNEP to provide the Platform’s secretariat and to request the Organizations to establish an institutional link with the Platform through a collaborative partnership arrangement for the work of the Platform and its secretariat;<sup>43</sup>

*Acknowledging* the role of the Organizations in the development and establishment of the Platform, and the relevance of the Organizations’ respective mandates and programmes of work to the functions of the Platform;

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<sup>42</sup> IPBES/2/15.

<sup>43</sup> IPBES/1/12, annex V.

*Welcoming* the intention of the present collaborative partnership arrangement to provide a framework for collaboration under which, inter alia, the Partners establish an institutional link between the Platform and the Organizations, whereby:

- (a) The Partners coordinate relevant activities and cooperate in areas related to the functions of the Platform, further to and within their respective mandates;
- (b) Dedicated capacity and secondments or otherwise assigned staff are made available by the Organizations to support the secretariat of the Platform;
- (c) Technical and programmatic support is provided by the Organizations for the work programme of the Platform at the global and regional levels on issues related to the mandates and programmes of work of the Organizations;
- (d) Joint fundraising is undertaken by the Partners to enable the activities of the Platform to be implemented;
- (e) The communications activities of the Platform are supported by the communications capacity of the Organizations.

The Partners intend to collaborate as follows:

#### **Implementation of the programme of work of the Platform**

- 1. The Organizations contribute their expertise and experience to the implementation of the programme of work of the Platform.
- 2. Upon request by the Plenary, the Organizations may undertake special tasks or carry out activities for the Platform on the basis of terms of reference to be approved by the Partners and in accordance with the respective regulations, rules, policies and procedures of the Partners.
- 3. The Organizations contribute to the implementation of the work programme of the Platform by providing support to regional structures that may be established by the Platform.

#### **Exchange of information**

- 4. The Partners exchange information and consult each other on a regular basis on matters that are of direct relevance to the implementation of the programme of work of the Platform, as appropriate.
- 5. The Partners review the progress of joint or delegated tasks being carried out by them under this arrangement and plan future activities as deemed appropriate, responding to requests by the Plenary.
- 6. Prior to the publication of pre-session documents of the Platform prepared under the sole responsibility of the Platform's secretariat, the latter makes every effort to provide the Organizations with the opportunity to review them in a timely manner and as appropriate.

#### **Attendance at meetings of the Platform**

- 7. In order to support programmatic collaboration between the Partners the Organizations are invited to attend sessions of the Plenary. They may be invited to participate in meetings of subsidiary bodies of the Plenary, in accordance with the applicable rules and decisions of the Plenary.
- 8. The Platform's secretariat informs the secretariats of the Organizations in a timely manner of meetings of the Plenary.

#### **Staff**

- 9. The Organizations provide and assign staff to the Platform's secretariat in line with the decisions and authorization of their respective management and/or governing bodies, taking into account the secretariat staffing structure and budget approved by the Plenary, and the need for technical support to implement the programme of work of the Platform.
- 10. The Executive Director of UNEP recruits the head of the Platform's secretariat, in consultation with the executive heads of UNESCO, FAO and UNDP and the Bureau of the Plenary. Other professional posts in the Platform's secretariat are filled through recruitment by the Executive Director of

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UNEP, in collaboration with the head of the Platform's secretariat and the executive heads of UNESCO, FAO and UNDP, or through secondment of dedicated staff from the Organizations.

**Visibility**

11. The role and contribution of the Organizations are acknowledged in all public information documentation and communication materials of the Platform, including meeting documentation, and the names and/or emblems of each of the Organizations are inserted in such documentation and communication materials alongside the name and/or emblem of the Platform.

**Financial aspects**

12. In the event of the delegation of special tasks by the Plenary to one or more of the Organizations or of a joint activity entailing expenditure beyond routine organizational expenditures, the Partners consult each other to determine the most appropriate ways to obtain the necessary resources, including through the Organizations raising additional resources to support the activities of the Platform, in accordance with the Platform's rules of procedure.

13. Any resource mobilization carried out by the Partners in connection with the present collaborative partnership arrangement are carried out by mutual consent.

**Reporting**

14. The Partners regularly report to the Plenary and to the governing bodies of the Organizations on progress made in the implementation of the present collaborative partnership arrangement and, where necessary, seek further guidance and endorsement regarding new areas of cooperation.

15. The present collaborative partnership arrangement comes into operation once the Partners have approved it.

## **Decision IPBES-2/9: Communications and outreach**

### *The Plenary*

1. *Requests* the Platform's secretariat, under the supervision of the Bureau and in cooperation with the Multidisciplinary Expert Panel, to prepare a draft communications and outreach strategy for consideration by the Plenary at its third session;
  2. *Adopts* the Platform logo as set out in the note by the secretariat on a draft communications strategy<sup>44</sup> and requests the Platform's secretariat, in consultation with the Bureau, to develop and implement a policy for its use.
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<sup>44</sup> IPBES/2/12.