



**United Nations
Environment
Programme**

Distr.: General
24 September 2008

Original: English



**Ad hoc intergovernmental and multi-stakeholder meeting on an
intergovernmental science-policy platform on biodiversity
and ecosystem services**
Kuala Lumpur, 10–12 November 2008

Annotated provisional agenda

Item 1: Opening of the meeting

1. The ad hoc intergovernmental and multi-stakeholder meeting on an intergovernmental science-policy platform on biodiversity and ecosystem services will be held at the Putrajaya International Convention Centre in Putrajaya, Malaysia, from 10 to 12 November 2008. The meeting will be opened at 10 a.m. on Monday, 10 November 2008.
2. The meeting will be opened by the Executive Director of the United Nations Environment Programme (UNEP).
3. A representative of the host Government will deliver welcoming remarks.

Item 2: Organizational matters

4. It is suggested that the rules of procedure of the Governing Council of UNEP be applied, *mutatis mutandis*, to the proceedings of the meeting, and each State participating in the meeting shall have one vote. Subject to the agreement to be reached at the beginning of the meeting, non-State stakeholders, such as intergovernmental organizations and non-governmental organizations, may participate in the consideration of substantive matters without the right to vote. This means that, while both Governments and other stakeholders will have equal opportunity to participate in discussions on policy or technical matters, decisions on procedural and substantive matters will be taken by Governments.
5. The Government of each State or the relevant authority of each stakeholder organization shall designate their respective representatives and submit an official letter indicating the names and titles of those representatives to the UNEP secretariat by October 2008.
 - (a) **Election of officers**
 6. Subject to the rules of procedure, a Chair, three Vice-Chairs will be elected from among the representatives of Governments. The Vice-Chairs will make arrangements to provide the functions of a

* Reissued for technical reasons.

Rapporteur. The principle of equal geographical representation from the five United Nations regions will be duly followed when electing those officers.

(b) Adoption of the agenda

7. Subject to the rules of procedure, participants may wish to adopt the agenda, amended as appropriate, on the basis of the provisional agenda set forth in document UNEP/IPBES/1/1.

(c) Organization of work

8. It is suggested that deliberations should take place in the form of plenary sessions. When deemed necessary, however, participants may wish to establish smaller working groups to deliberate on specific agenda items.

9. It is suggested that sessions should be held from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m.

10. For plenary sessions, simultaneous interpretation in Arabic, Chinese, English, French, Russian and Spanish will be provided. Documentation will also be prepared in these six United Nations official languages.

Item 3: Consideration of an intergovernmental science-policy platform on biodiversity and ecosystem services

11. As an introduction to the deliberations on the present agenda item, the representatives of selected Governments and organizations that have been active in similar processes or in organizing the present meeting will be invited to deliver their statements.

(a) Objectives and functions of an intergovernmental science-policy platform on biodiversity and ecosystem services

12. Participants will have before them the revised concept note on an intergovernmental science-policy platform on biodiversity and ecosystem services (UNEP/IPBES/1/2). Participants may wish to take note of the revisions made to the concept note based on the comments sent by the Governments and other stakeholders through the review process facilitated by UNEP prior to the meeting, and consider the objectives and functions suggested therein.

(b) Programme of work and budget

13. Participants will have before them a document on the programme of work and budget of an intergovernmental science-policy platform on biodiversity and ecosystem services (UNEP/IPBES/1/3). Participants may wish to take note of the information contained therein and consider the suggested programme of work and budget.

(c) Governance structure and secretariat functions

14. Participants will have before them a document on the governance structure and secretariat functions of an intergovernmental science-policy platform on biodiversity and ecosystem services (UNEP/IPBES/1/4). Participants may wish to take note of the information contained therein and consider the suggested governance structure and secretariat functions.

(d) Rules and procedures

15. Participants will have before them a document on the rules and procedures for an intergovernmental science-policy platform on biodiversity and ecosystem services (UNEP/IPBES/1/5). Participants may wish to take note of the information contained therein and consider the suggested rules and procedure.

Item 4: Other matters

16. Participants may wish to consider other matters raised during the course of the meeting.

Item 5: Adoption of recommendations

17. Participants may wish to consider recommendations on an intergovernmental science-policy platform on biodiversity and ecosystem services on the basis of the discussions under the third agenda item. It is suggested that the recommendations should be presented to the UNEP Governing Council/Global Ministerial Environment Forum at its twenty-fifth session for its consideration.

Item 6: Adoption of the report

18. Participants will be invited to consider and adopt the report of the meeting on the basis of the draft report prepared by the Rapporteur.

Item 7: Closure of the meeting

19. It is expected that the meeting will be closed by the Chair by 6 p.m. on Wednesday, 12 November 2008.
