

Decision IPBES/1/4 IPBES administrative and institutional arrangements

The Plenary,

1. *Takes note* of the joint proposal for administering the secretariat of IPBES submitted by 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), and expresses appreciation to the four United Nations organizations for further developing the proposal in response to the requests made 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, held in Panama City from 16 to 21 April 2012;

Institutional arrangements

2. *Requests* UNEP, UNESCO, FAO and UNDP to establish an institutional link with the Platform through a collaborative partnership arrangement for the work of IPBES and its secretariat;

3. *Requests* UNEP to provide the Platform's secretariat, which will be solely accountable to the IPBES Plenary on policy and programmatic matters;

Administrative arrangements

4. *Invites* UNEP to provide administrative arrangements for the Platform's secretariat in accordance with the rules of UNEP;

5. *Requests* the Executive Director of UNEP to recruit as soon as possible the head of the Platform's secretariat, in consultation with UNESCO, FAO, UNDP and the Bureau of the Plenary;

6. *Further requests* the Executive Director of UNEP to:

(a) Finalize a host country agreement with the Government of Germany for the presence of the IPBES secretariat in Bonn;

(b) Make those arrangements necessary for the secretariat of the Platform to operate, with a view to having a functioning secretariat, at the latest, by the end of the second session of the Plenary;

(c) Provide interim arrangements for the secretariat until such time as those posts of the secretariat determined in Decision IPBES/1/5 Status of contributions and initial budget for the Platform for 2013 are filled;

7. *Also requests* the Executive Director of UNEP, in collaboration with the Executive Heads of UNESCO, FAO and UNDP, to fill through recruitment or secondment the staffing posts of the IPBES secretariat as set out in Decision IPBES/1/5 Status of contributions and initial budget for the Platform for 2013;

8. *Also requests* the Executive Director of UNEP, in collaboration with the Executive Heads of UNESCO, FAO and UNDP, to fill posts in the secretariat in an

incremental manner subject to the availability of resources and taking into account the development of the work programme;

9. *Requests* UNEP, in consultation with the Bureau, to conduct regular performance appraisals of the secretariat in accordance with the established United Nations practices;

10. *Welcomes* the offer by UNEP, subject to the approval from its Governing Council, for the secondment of a professional officer to the Platform's secretariat, and invites UNESCO, FAO and UNDP to also second dedicated staff to the IPBES secretariat;

Trust Fund

11. *Invites* members of the Platform to submit questions by end of June 2013 to the Platform's secretariat about either the Multi-Partner Trust Fund Office or UNEP administering the Platform's Trust Fund and requests the Platform's secretariat to compile and provide information that addresses these questions to members and to the Bureau in time for consideration and a decision by the second Plenary;

12. *Requests* UNEP to continue to receive financial contributions that are provided for the Platform, until the Platform's Trust Fund is established.