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**United Nations
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**Plenary of the Intergovernmental Science-Policy
Platform on Biodiversity and Ecosystem Services
Second session**

Antalya, Turkey, 9–14 December 2013
Item 8 of the provisional agenda*

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

Draft collaborative partnership arrangement

Note by the secretariat

1. In its decision IPBES/1/4, paragraph 2, the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services requested 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) to establish an institutional link with the Platform through a collaborative partnership arrangement for the work of the Platform and its secretariat.
2. The annex to the present note sets out a draft collaborative partnership arrangement to be entered into by the Platform and UNEP, UNESCO, FAO and UNDP for consideration by the Plenary. The draft arrangement was developed by the secretariat in consultation with the Bureau on the basis of documents elaborated during earlier discussions on the joint proposal for administering the secretariat of the Platform. The arrangement is intended to provide a framework for collaboration between the four United Nations bodies and the Platform, recognizing the varied anticipated roles of each of the United Nations bodies in providing specific support to the Platform. The anticipated contributions of each of the United Nations bodies to the implementation of the proposed work programme of the Platform and their support to the secretariat of the Platform are described further in document IPBES/2/INF/3.

* IPBES/2/1.

Annex

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

The present collaborative partnership arrangement is entered into by the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (hereinafter referred to as “the Platform”) 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 Platform and the Organizations are hereinafter jointly referred to as the “Parties”.

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;¹

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;

Welcoming the intention of the present collaborative partnership arrangement to provide a framework for collaboration between the Parties under which, inter alia:

- (a) The Parties establish an institutional link between the Platform and the Organizations;
- (b) The Parties agree to coordinate relevant activities and to cooperate in areas related to the functions of the Platform, further to and within their respective mandates;
- (c) The secretariat of the Platform is administered to support the Platform;
- (d) Dedicated capacity and secondments or otherwise assigned staff are made available by the Organizations to support the secretariat of the Platform;
- (e) 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;
- (f) Joint fundraising is undertaken by the Parties to enable the activities of the Platform to be implemented;
- (g) The communications activities of the Platform are supported by the communications capacity of the Organizations.

The Parties agree to collaborate as follows:

1. Implementation of the programme of work of the Platform

1. The Organizations agree to contribute their expertise and experience to the implementation of the programme of work of the Platform.
2. The Parties may agree upon the delegation of special tasks by the Platform to one or more of the Organizations, or on joint activities, on the basis of terms of reference to be agreed upon between the Parties and in accordance with the respective regulations, rules, policies and procedures of the Parties.

¹ IPBES/1/12, annex V.

3. The Organizations agree to contribute to the implementation of the work programme of the Platform by providing support to regional structures that may be established by the Platform.

2. Exchange of information

4. The Parties shall 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.

5. The Parties shall review the progress of agreed joint or delegated tasks being carried out and plan future activities as deemed appropriate, responding to requests by the Plenary of the Platform.

6. Prior to the publication of documents of the Platform, including official meeting documents, the Parties will consult each other in accordance with a schedule to be agreed between the Parties.

3. Attendance at meetings of the Platform

7. In order to support programmatic collaboration between the Parties, the Organizations have the right to participate in meetings of the Platform's Plenary and of the Multidisciplinary Expert Panel and other subsidiary bodies to be established by the Plenary.

8. The Platform secretariat will inform the Organizations in a timely manner of meetings of the Plenary and its subsidiary bodies.

4. Staff

9. The Organizations will provide and assign staff to the secretariat of the Platform, as agreed between the Parties and in line with the decisions and authorization of their respective management and/or governing bodies, and 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 Parties agree that the Executive Director of UNEP shall recruit the head of the Platform's secretariat, in collaboration with the executive heads of UNESCO, FAO and UNDP and the Bureau of the Plenary. Other professional posts in the secretariat shall be filled through recruitment by the Executive Director of UNEP, in collaboration with the executive heads of UNESCO, FAO and UNDP, or through secondment of dedicated staff from the Organizations.

5. Visibility

11. The role and contribution of the Organizations will be 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 will be inserted in such documentation and communication materials alongside the name and/or emblem of the Platform.

6. Financial aspects

12. If the delegation of special tasks by the Platform to one or more of the Organizations or an agreed joint activity entails expenditure beyond routine organizational expenditures, consultations shall take place amongst the Parties 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.

13. Any resource mobilization carried out by the Parties in connection with the present collaborative partnership arrangement shall be carried out by mutual agreement.

7. Reporting

14. The Parties shall report, as appropriate, 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, shall seek further guidance and endorsement regarding new areas of cooperation.

8. Final clauses

15. The present collaborative partnership arrangement shall be deemed to constitute an agreement between the Parties and shall enter into force upon signature by them or their authorized representatives.

16. The present collaborative partnership arrangement may be amended or terminated as agreed in writing between the Parties.

17. Parties may withdraw from the present collaborative partnership arrangement at any time by giving notice to the other Organizations and the Plenary of the Platform one year in advance of the withdrawal date. The Parties shall, in such a case, take all necessary measures to finalize joint activities that involve the withdrawing Party under the present collaborative partnership arrangement in an appropriate manner.
