



Ref: IAIUYDIR/2020/026

14 September 2020

## NOTIFICATION

**Subject: CoP-28, EC-49 and EC-50 meeting reports available for review and comments**

Dear Madam, Sir,

Rule 85 of the *Standing rules of the Conference of the Parties of the Inter-American Institute for Global Change Research* (as approved by CoP-21, June 2013, Montevideo) states:

*The Executive Director shall prepare a draft Report for each Conference of the Parties. This draft report shall include all approved resolutions and action lists for each day, the minutes of the Conference and annexes as needed. The Directorate shall make the draft Report available to all Conference participants no later than sixty (60) days following the end of the Conference of the Parties for the participants' review and comment. All such comments shall be submitted to the Directorate within thirty (30) days of the distribution of the draft Report.*

Rule 63 of the *Standing rules of the Executive Council of the Inter-American Institute for Global Change Research* (as approved by the CoP21, June 2013, Montevideo) states:

*The Meeting Reports of the two Executive Council Meetings preceding and following the Conference of the Parties shall contain all the approved resolutions, the action lists for each day, the minutes of the Executive Council and the annexes, and shall be prepared by the Directorate; posted for review and comment by meeting participants; and then approved, with any changes needed, at the beginning of the next pre-CoP Executive Council Meeting.*

I am pleased to inform you that the draft reports of the 28th meeting of the Conference of the Parties (CoP-28, Videoconference) and the 49th and 50th meetings of the Executive Council are available on the IAI website<sup>1</sup> for review and comments.

Section I of the draft report to CoP-28 includes a summary of proceedings and Section II includes the eight Decisions adopted by the Parties. Among the Decisions are an instruction to the Executive Council to undertake an annual performance evaluation of the Executive Director and report at each Conference of the Parties, an instruction to the IAI Directorate, in collaboration with the Executive Council, to revise the IAI employee handbook to include a whistleblower mechanism for consideration by the 29<sup>th</sup> meeting of the Conference of the Parties, and an Instruction to the IAI Directorate, in collaboration with the Executive Council, to develop a policy on gender and IAI projects and activities.

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<sup>1</sup> See: <http://www.iai.int/en/cop-decisions>

The Conference of the Parties also requested the opportunity to submit additional comments on the revised IAI Scientific Agenda. Accordingly, the draft decision on the revised IAI Scientific agenda was not adopted<sup>2</sup>.

Finally, the Conference of the Parties decided to extend invitations to Mitacs in Canada in accordance with paragraph 1, Article XI, of the *Agreement Establishing the Inter-American Institute for Global Change Research*.

The IAI Directorate invites CoP-28 representatives to review and to provide comments on the meeting report. In accordance with Rule 85 of the *Standing rules of the Conference of the Parties*, we would appreciate receiving comments by participants at their earliest convenience but no later than 15 October 2020. Comments may be sent to Ms. Soledad Noya at [Soledad@dir.iai.int](mailto:Soledad@dir.iai.int).

EC-49 and EC-50 representatives are invited to review and to provide comments on the draft EC meeting reports. The IAI Directorate notes that Rule 63 of the *Standing rules of the Executive Council* does not provide a deadline for the submission of comments. The IAI Directorate would request that comments be provided by representatives at their earliest convenience but preferably 90 days prior to the upcoming 29th meeting of the Conference of the Parties. This deadline provides sufficient time for final editing and translation of official documents.

The IAI Directorate is grateful to Argentina for the provision of interpretation services during the meeting. It is also grateful to the United States of America for use of its videoconferencing facilities. The IAI Directorate is grateful for and acknowledges the efforts made by Paraguay to prepare for CoP-28 in Asunción, Paraguay which was cancelled owing to Covid-19.

Please accept, Madam/Sir, the assurances of my highest consideration.

Yours sincerely,



Marcos Regis da Silva  
Executive Director

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<sup>2</sup> <http://www.iai.int/en/post/detail/CoP-28>