

# INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH



**EC-XXIX - CoP-XVII – EC XXX**

*8-11 June 2010*

*Brasilia, Brazil*

**Minutes of the CoP-XVI**

**5\_CoPXVI/English/25 May 2010**

**Minutes of the Sixteenth Meeting of the IAI Conference of the Parties (CoP)  
Bogotá, Colombia, 19-20 May 2009**

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Note: This report is not strictly chronological record. For completeness, greater clarity and readability the IAI Directorate has grouped discussions of an agenda item together under the first occurrence of the topic.

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**16<sup>th</sup> Meeting of the IAI Conference of the Parties (CoP)  
19-20 May 2009 – Bogotá, Colombia**

**Agenda**

Tuesday– May 19, 2009	Day 1
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**- Morning session (08:30 – 12:30)**

08:30 - 09:00 Registration

Opening ceremony

- *Welcome by Colombian Representative*

Organizational Issues:

- *Election of the CoP Bureau*
- *Election of the Credentials Committee (3 Parties)*

Approval of the Agenda

Approval of the Report of the 15th Meeting of the CoP

10:30 – 10:45 Coffee Break

Presentations:

- *Parties to the Agreement*
- *Observers*

12:45 Lunch break

**- Afternoon Session (14:00 – 18:00)**

Discussion about the request of UK that the IAI evaluate the impact on the continent of the South America Climate Change Network

Report of the Credentials Committee

Progress Report by the IAI Directorate:

- Activities in 2008-2009;
- Annual Program for FY 2009-2010;
- Core Budget for FY 2009-2010;
- Country Contribution for 2009-2010

Progress Report of the IAI Scientific Advisory Committee (SAC)

*SAC Chair*

Progress Report of the EC:

*EC Chair*

- Activities charged to the EC by the CoP at its last meeting;

- EC activities, actions, and decisions;
- Issues brought forward from the 27th EC meeting.

15:30 – 15:45 Coffee Break

Review process of the EC and CoP Standing Rules

*Lou Brown*

- Working group: Review of the EC and CoP Standing Rules
- Working group: Quorum issue

Welcome reception

Wednesday – May 20, 2009

Day 2

**- Morning Session (09:00 – 12:00)**

**Science and policy session "Costs and Benefits of Adaptation in Colombia" - organized by the host**

**- Afternoon Session (14:00 – 18:00)**

Approval of the Action List of day 1

Approval of the Core Budget for FY 2009-2010 and Country Contribution for 2009-2010

Approval of the other items forwarded from the 27th EC meeting

Review of CoP-16 items for action by EC-28

Donor's session

- Country contributions to:
  - Program and Project Activities
  - Core Budget

03:30 – 03:45 Coffee Break

IAI Mission and Strategic Plan

Election of the new SAC member

Discussion of the 2010 SAC renewal

Future meetings and sites

Adjourn

Debriefing session – IAI CoP Bureau and the IAI Directorate  
Meetings of Working Groups, as necessary

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Participants at the meeting were:

**CoP Country Representatives**

- Argentina: Antonio Deimundo Escobal, Marina Abasto
- Brazil: Maria Virginia Alves
- Canada: Charles Lin, Rosanna Proto

- Colombia: Ricardo Lozano Picón, Mauricio Cabrera Leal, Margarita Gutierrez, Mónica Cuellar Buraglia, María Fernanda Ordóñez Castro, Martha Duarte
- Costa Rica: Roberto Villalobos Flores
- Mexico: Gerardo Arroyo O'Grady
- Paraguay: Fernando J. Mendez Gaona
- Peru: Hernando Torres-Fernandez
- United States: Paul Filmer, Will Smith, Lou Brown
- Venezuela: Gladys Maggi

### **SAC Members**

Maria Carmen Lemos (Vice-chair)

### **Observers**

Tetsuro Fujitsuka (APN)

Pedro J. Rocha S. (IICA)

### **IAI Directorate Staff**

- Holm Tiessen (Director)
- Marcella Ohira (Assistant Director for Capacity Building)
- Rafael Atmetlla (Assistant Director for Finance and Administration),
- Tania Sánchez (Executive Assistant to the IAI Director)
- Elvira Gentile
- Paula Richter

### Local Support

Adriana Pedraza Galeano, Carlos Noguera Cruz

## **1. Opening Session**

Carlos Costa Posada, Minister of the Environment of Colombia opened the meeting and wished participants a fruitful meeting. The role of the IAI has to be more important in the future, in terms of visibility and scientific information regarding climate change impacts and adaptation. Therefore, the support of member countries to the IAI and guidance in terms of national needs are crucial for international negotiations at the different conventions.

## **2. Election of Bureau**

The CoP elected the following members as the Bureau for its Sixteenth Meeting: Gladys Maggi from Venezuela as the Chair, Ricardo Villalobos from Costa Rica as the First Vice-Chair, and Ricardo Lozano from Colombia as the Second Vice-Chair.

*(Action 1 – Day 1)*

## **3. Election of the Credentials Committee**

The CoP elected the following members to serve on the Credentials Committee: Brazil, Mexico, and the USA. The Committee in its composition is appointed for two years and the members are requested to serve in the period between meetings.

*(Action 2 – Day 1)*

## **4. Approval of the Agenda**

The CoP approved the agenda of its Sixteenth Meeting with the following modifications:

- in the afternoon of Day 1 include a discussion about the request of UK that the IAI evaluates the impact on the continent of the South America Climate Change Network.

*(Action 3, Day 1)*

## 5. Approval of the Report of the 15<sup>th</sup> CoP Meeting

The CoP approved the report of its Fifteenth Meeting with minor corrections to be sent directly to the Secretariat.

*(Action 4, Day 1)*

## 6. Presentations by member countries and observers

The IAI recognized and thanked the contribution of Antonio MacDowell to the establishment of the IAI and its development along the years.

**Argentina:** There is a project starting in the country, the Regional study of the economy of climate change in South America, coordinated and funded by CEPAL and BID. Additional funding comes from European countries. Similar projects were carried out in Mexico, Brazil. Central America and the Caribbean are in the initial phases. The study involves the following South American countries: Argentina, Bolivia, Chile, Ecuador, Paraguay, Peru, Uruguay, Guyana and Surinam. Results will be important for the CoP 15 in Copenhagen.

**Brazil:** The development of the National Policy on Climate Changes is based on 4 main pillars: mitigation, adaptation, research and development, and dissemination, including environmental education. The policy is currently under discussion at the National Congress. New elements can be added, coming from proposals from the Legal Power. The creation of a National Fund for Climate Changes is also being discussed, with a significant amount of money. The country is developing a National Plan on Climate Change, with internal objectives, such as progressive reduction of Amazon deforestation, from the current rate of ~12.000 km<sup>2</sup> today to 6.000 km<sup>2</sup> in 2017. The Plan is in its implementation phase. Deforestation has been reduced by half, during the period of 2004 to 2008. An Amazon Fund has been created with voluntary contributions from different countries (Norway has already contributed) and from distinct sectors of society. Implementation of an almost real time monitoring of the Amazon forest, with plans to expand to other Brazilian ecosystems (cerrado, caatinga, Atlantic forest, pampas and pantanal), for a significant part of greenhouse gas emissions as compared to the total is related to the sector of land use and forests. Regional Actions: A new center has been created in Belem, called Amazon Regional Center (INPE) aimed at educating and transferring technology to interested countries to monitor forest, using tools developed by Brazil (PRODES, DETER and DEGRAD). A global decision would be very positive in order to support mitigation actions in developing countries searching for a sustainable development, including the reduction of deforestation and forest degradation. Funds are needed for this activity.

**Canada:** The country cosponsored the conference on Climate Change and Biodiversity in the Americas -Panama, February 2008. At that conference, Holm Tiessen gave a keynote address titled "Biodiversity, global change and development – a dialogue". Participants at the event were over 130 scientists and environmental managers from over 30 countries throughout the Americas. The Conference was held at the Smithsonian Tropical Research Institute in Panama. Fifty-five speakers presented papers on the intersections and synergies between climate change and biodiversity. A peer-reviewed book from the Panama Conference was published by Environment Canada in 2008 "Climate Change and Biodiversity in the Americas" (Fenech A., D. MacIver, F. Dallmeier eds., 366 pages). Two Training Workshops were also held in Panama in March 2008. One on "Forest Biodiversity Monitoring Plots: Tools for Measuring Forest Changes" and the other on "Climate Models: Scenarios of Future Climate Change for Impacts and Adaptation Studies", with more than 40 participants. The Panama Statement (issued and reviewed in 2008) calls for the establishment of a co-operative science, research and monitoring

network of activities that interlink biodiversity conservation and climate change throughout the Americas. Canada supports the IAI science agenda. Those issues are central to the country. Environment Canada is working to have universities and other governmental sectors tackling these issues as well.

**Colombia:** The country is participating in the IAI Andean project on biodiversity. Institutions involved are Alexander Von Humboldt Institute and IDEAM. National and regional consultation meetings were held with experts, who are currently writing their contributions to the book that the project is preparing. The country is working on the national policy on climate change and adaptation. Pilot projects are being developed to strengthen real-time information availability for greenhouse gas inventories and adaptation strategies in the country. Early warning systems for dengue and malaria are also being developed, by coordinating climate and vector data. Coral reef protection and sea level rise in continental and ocean islands in the Caribbean are also being addressed. The modeling protocol for the carbon and water cycles is being implemented for high mountain areas in the framework of a pilot project. This is a very important issue because water supply for Bogota depends on the temperature and precipitation in the mountains. Other adaptation projects are being carried out with the financial support of Spain and UN agencies, and the participation of local communities. Agriculture (coffee and potato) and cattle raising adaptation is being addressed through a grant from BID. The country is finishing the Second National Communication to the UNFCCC. Colombia has created a web page ([www.cambioclimatico.gov.co](http://www.cambioclimatico.gov.co)), which includes all the activities related to the climate change issue. In order to be able to implement adaptation strategies, the country has now included the economic factor (costs of measures, indicators of vulnerability and costs of reducing it) in their research and deliberations.

**Costa Rica:** The country continues with its program “Paz con la Naturaleza” which also involves a climate change national strategy. The strategy has one national (mitigation, adaptation, technology transfer, communications, long term cooperations) and one international component. Costa Rica aims at clean development, based on natural resources. 80% of electric power production is hydroelectric. Only 2% (demand peaks) of the production is not based on natural resources. Indicators are used to determine the degree of climate change risks and vulnerability in the economic, social and environmental sectors. Research related to those indicators is done in the framework of IAI projects. The information is provided to decision makers along with the costs of the different adaptation options. The national development plan involves all national institutions, where many of the activity plan budgets must contain adaptation and mitigation measures. This makes it possible for some of those measures to be funded internally. However, some others require external funding. Costa Rica aims to be a carbon neutral country by 2021 (bicentennial of independence). The country is completing its Second National Communication to the UNFCCC, to be submitted by June 2009. That report has identified transport as the most polluting activity, which also affects public health (replacement of old vehicles for new clean ones). Agriculture and cattle-raising also contribute to greenhouse gas emissions through nitrogen fertilizers and methane respectively. Weather stations are being replaced for automatic ones, which represents high costs to the government. Water resources are also being examined by hydrologic basin.

**Mexico:** The country has made significant progress in global change research, through not only the participation in IAI but also in other national and international research initiatives. Great part of the efforts of the National Ecology Institute (INE) in the area of global change have mainly focused on climate change, and specifically, the Special Climate Change Program and the Fourth National Communication to the UNFCCC –to be presented in the Copenhagen meeting, will include an updated greenhouse gas emission inventory, and a synthesis of the research activities that are being carried out in Mexico. The government recognizes that climate change poses the major global environmental challenge of the century, and in the mid and long term it represents one of the major hazards to the process of human development and well being. Therefore, the National Development plan includes the climate change issue. The 2007 National Climate Change Strategy had identified several mitigation options. Special Climate Change Program which is linked with the National Development Plan -environmental sustainability through

responsible participation in taking care, protecting and preserving and rational use of national natural resources- is based on 4 pillars: Long term vision, mitigation, adaptation and crosscutting policies. The country aims at reducing their emissions by 50% (related to the levels of year 2000) by year 2050. The Climate Change program intends to consolidate a development pattern in which economic growth has no significant impact on increasing emissions of greenhouse gases, i.e., de-carbonization of Mexican economy. In terms of adaptation, high priority is given to reducing vulnerability to climate change. The program has also identified the need for integral risk management, particularly those related with extreme hydro-meteorological events, whose recurrence periods will decrease.

**Paraguay:** The country has enhanced climate research, in great part thanks to the support of the IAI. The areas that are being developed are climate change and air quality. Paraguay is part of the SCOPE 3 Project, which monitors tropospheric ozone. The country is now committed to participate actively in the IAI.

**Venezuela:** The establishment of the Economic and Social Development Plan has set a set of guidelines for 4 elements: energy, clean technology for sustainable production. In 2004 the country established a tax for the industry sector; those funds were to be transferred to the science, technology and innovation sector. The investment in Science and Technology has grown from 0.5% to 2.69% of the GDP. In 2009, the government decided to allocate those funds in priority areas such as environment, health, food and energy. The country participates in the IAI and the IPCC, as well as in the America and Caribbean working group for tsunamis. Other issues addressed are biodiversity, coastal areas, forests, climate change, biotechnology, and agriculture. Biotechnology tools are being developed for the industry sector. An inventory of water resources is also being prepared. Human resources are also being trained in the areas of research, industry and agriculture to address climate change related problems.

**USA:** Last year's election in the US has resulted in some changes in policies in the country. The principal challenges and foci are public health, energy and other environmental issues. All these have a role in national security. The President is committed to investment in research and development to a level of over 3% of the GDP. Science and technology within the 2009-2010 and the Stimulus & Recovery package is at 147.6 billion dollars, within those are substantial increases for the NSF, the National Institute of Health, Department of Energy, Standards & Technology, NOAA, NASA, and the Department of Defense's basic research area. Technology towards increasing the flow and availability of information about the government for the citizens will be also developed, by appointing chief technology officers and chief information officers throughout every federal agency. Guidelines for biological research and scientific integrity are needed, so that science drives policy rather than the inverse. State Department organized a forum of the major economists to discuss issues of energy and climate. Secretary of State Clinton stated that climate change exists at the nexus of diplomacy, security and development. And added that this administration recognizes that the science of global change is unambiguous, that the US is fully engaged in this issue and recognizes that major economies have an obligation to work towards a successful outcome of the meetings in Copenhagen, and the UNFCCC. New policies and new technologies are needed, and national action plans have to enable these. The goals are to create millions of clean energy jobs, become a global leader in the clean energy industry, reduce dependence on foreign oil and combat climate change. An ambitious goal is to reduce carbon emissions by over 80% by year 2050. The country is committed to fully reengage in the international community, starting with the UNFCCC process; intensifying bi-national and regional dialogues (including the IAI).

**IICA:** Climate change is being addressed in terms of generating crops that are sufficiently flexible to support drought and flood conditions. Fertilizers and bio supplies and biotechnology are also priority areas. On behalf of the director of IICA, the representative thanked for the invitation to these IAI meetings and stated that some aspects to be developed jointly with the IAI had been identified.



**APN:** A description of APN structure, member countries, sponsors and programs was provided. The APN is committed to strengthening appropriate interactions among scientists and policy-makers, and providing scientific input to policy and decision-making and scientific knowledge to the public. Other goals are to support regional cooperation in global change research, improving scientific and technical capabilities of nations in the region and cooperating with other global change networks -like IAI- and organizations. APN is one of the three intergovernmental global change networks in the world: APN; IAI and Africanness. APN prepares several publications not only in English but also in the 11 native languages in the region.

## 7. Report of the Credentials Committee

The Credentials Committee informed the CoP that ten delegations had submitted the official credentials to participate in the meeting: Argentina, Brazil, Canada, Colombia, Costa Rica, Mexico, Paraguay, Peru, the United States, and Venezuela.

*(Action 5 – Day 1)*

## 8. Progress report of the IAI Directorate

### 8.1 Activities in FY 2008-2009 and Annual Program for FY 2009-2010

The IAI Director provided an overview of the IAI successes of the past year. The main scientific program of the IAI is CRN II, which is in its third year. The program has leveraged 5.5 million dollars in years I and II. Results were published in 108 peer reviewed journal articles and 28 books or book chapters. The IAI Directorate has been able to link the projects that work with terrestrial ecosystems and biodiversity (CRN 2005, 2014, 2015, 2021). This network of networks has been built up to such a degree that they have unified sampling protocols, share remote sensing data, employ common phenology, NDVI towers, common environmental sensor networks (temperature, humidity, sensors spread across the continent, real time access). The projects held a course on GIS, remote sensing and wireless networks. So the idea that arose in the CRN I is now being realized, helping to fully link scientists and programs across the continent.

A number of scientists involved in the CRN program have received national and international recognitions. The IPCC Nobel Prize, which was shared by several IAI researchers demonstrates that the IAI and scientists across the continent are engaged in very high level global change science and that they are contributing to international communications on global and climate change.

In terms of outreach, CRN 2015 (Sandra Diaz), with the support of Diversitas and the Global Land Project, has developed an internet based information system that allows to map biodiversity and that provides standardized criteria for biodiversity measurement. This is being applied in the continent. Within the flexibility of additional funding of the CRN II program, the IAI has awarded a small additional grant to that project, for them to develop additional software that can run on multiple platforms to allow participation from different parts of the world. GBIF (Global Biodiversity Information Facility) is also involved with this team. Therefore, the IAI is starting to reach out to the world on some of the core scientific issues.

CRN 2076 (Alberto Piola) has gone beyond the mandate of the original CRN, and is very actively participating in the Foro para la Conservación del Mar Patagónico y Áreas de Influencia. They are also producing an atlas on biodiversity and migration patterns for the South Atlantic Ocean. This group has been able to raise additional funds to link their research on the productivity on the continental shelf to fisheries concerns. They are producing a database that is accessible to the fisheries industry in Uruguay and Argentina into which they can feed their science results.

Another example are the researchers of CRN 2031, who integrate studies of climate, hydrology and landuse change by sharing results and new monitoring instrumentation towards identification

and understanding transformations across a major area of the Americas ([www.lechusa.unsl.edu.ar](http://www.lechusa.unsl.edu.ar)). This is available in a way that is easy to understand.

The MacArthur project, led by Marcella Ohira, has already concluded its round of national meetings in the Andean region (Colombia, Ecuador, Bolivia and Peru). A meeting will be held in Ubatuba, Brazil to bring scientists of the region together with experts from SCOPE. The aim of the meeting is start steps towards writing the crosscutting chapters of a book on biodiversity and climate change in the Andean region. Most of the chapters have been written, but the crosscutting chapters linking knowledge on biodiversity and climate still represent a challenge. Besides being available to the public, the book will be part of the report to the MacArthur Foundation. That report and the output from the national meetings will be used by the Foundation to develop a future major research program on the interactions of climate change and biodiversity in the tropical Andean region. The Director hopes that the collaborators that have been engaged in the project will have an opportunity of participating in the new program. A new proposal has been submitted by the IAI (Marcella Ohira and local partners in Colombia and Ecuador) for an additional grant for a pilot study along some mountain transects.

In November 2008, the Director established contacts with the Heinz Center which showed interest in IAI activities and suggested that they broker contacts between the IAI and several other foundations for future activities in the continent.

The other major program is the IDRC (Canada) funded project on the La Plata Basin (climate change, land use change, hydrology, impacts of markets, biofuels). The IAI was successful with this proposal because there were already CRN projects working on these issues (CRN 2031, CRN 2094, SG-HD 014). The directorate requested that those projects also try to link crop models to plant pathology models.

To follow-up on CRN I projects an application to IDB was submitted for Health Sector Adaptation to Climate Change. Partners are FIOCRUZ and partners in Bolivia, Colombia, Mexico and Paraguay. The proposal was approved but then stalled, because IDB considered that the IAI was not eligible for funding. This is something to be considered by the CoP, since countries are also members of the IDB. If the IAI is shut out from continental networking, then it is shut out from the purpose of its existence, at least as for IDB funding is concerned, which is a situation that in the view of the Director should not be tolerated.

The Department for International Development (DFID) of the British government contacted the IAI Director. They had launched a £20 million program to develop an international climate change consultancy office. The offices will be designed to act as information brokers on a global scale in order to make global change information available to government clients. The idea is that the IAI is the Latin American partner of this proposal. Regardless of whether the consulting company AEA wins the contract with the IAI as a partner, the fact of having been contacted is a very positive sign of the development and visibility of the IAI.

The IAI-NCAR colloquium on seasonality was hosted by IANIGLA (the glaciology research institute in Argentina) in Mendoza, Argentina. Participants (49 from 15 countries and a range of disciplines from hydrology to law) had to discuss the issue with almost no guidance from the IAI, and got to very productive discussions on shifts in seasonality, such as increased moisture in Cuba or regions in Central America during the dry season, which now make dengue vigilance necessary throughout the year, rather than during the rainy season. Another case addressed was the coincidence of snowmelts and spring rains in Argentine rivers, which make it necessary for dams to maintain lower water levels to handle flood pulses. That causes problems for electricity generation and irrigation during summer months. The colloquium provided an opportunity to see climate change as it is experienced in the present, without having to look at future scenarios.

Training institutes were held, one on Adaptation to climate change and environmental policy (with IUCN-Mesoamericas and CATIE) and one on remote sensing application to hydrology in semi-

arid regions (with INPE and EMBRAPA). These activities were successful, and it is very important that they can be organized with strong partners.

The CoP approved the Annual Program for FY 2009-2010.
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*Action 4, Day 2*

## 8.2 Strategic planning

A process that should have been showing some good results at the time of the meeting is the strategic planning. Regrettably, no document was prepared. The issue was discussed in the EC 27. In the absence of significant activities by the Strategic Planning Committee, and in order to reactivate this important aspect, the Director has requested the help of John Stewart (former IAI Director), who provided a set of ideas. The IAI has now 15 years of valuable experience. How well is it working? What if anything needs changing?

The Conference of the Parties, the Directorate and the SAC, have regularly reviewed the science program, research proposals, and science achievements. There was also an external review by the American Association for the Advancement of Science (AAAS) in 2007. AAAS review confirmed that IAI is producing high-quality science, especially in the natural sciences and it makes valuable contributions to the international global change community. Capacity building was seen as the greatest regional contribution throughout the Americas (not only in terms of workshops and training institutes, but also institutional capacities to handle international science, networks, complex projects with complex funding mechanisms that require special agreements between institutions in different countries). Strong science can and should underpin national and regional policies. Science has supported the region's contribution to global change research and it is beginning to couple natural and social sciences. But the challenge is to support decision-making –a challenge not only to the IAI, but to countries and institutions around the globe. Although difficult, this has to be achieved, because without that communication, the science that the IAI sponsors as an intergovernmental institution becomes useless. In the view of the Director, providing increased guidance to decision makers from high-level government agencies to local resource managers is a major challenge that the IAI needs to further address, based on the experience of its successes in the area.

According to John Stewart many of the successes were achieved largely through the ingenuity of researchers and project managers who found ways to cooperate and integrate their work at institutions with different modus operandi in different countries. Methods of collaboration were often quite different among projects. All successful projects proved capable of adjustment to fit specific project, fiscal and science objectives.

The first Collaborative Research Networks provided much management insight. Hence with CRN II the Directorate is much more successful and active in stimulating and amplifying comprehension through scientific cooperation and ensuring stronger institutional understanding, decision making and management.

Where are we now? GEC science has come of age with increased public awareness and perception. Capacity Building has built GEC networks in the Americas amongst social and natural scientists, and institutional and local decision makers. IAI networks build trust amongst social and life scientists and administrators towards greater willingness to collaborate and share results, techniques and information. All this contributes to the IAI's mission, in which the critical point continues to be translating scientific knowledge into informed action. The IAI was envisaged as an intergovernmental instrument by which *scientists and decision makers* of countries throughout the Americas might jointly address the critical cross-border issues associated with global change.

Besides successful outreach and communication activities by some IAI projects, the Institute has been successful also in management issues. IAI has successfully coordinated teams from social

and natural sciences, and practitioners with support from national and international funding organizations, to provide research and policy advice in the La Plata region required complex contracting and subcontracting maintaining IAI principles of open exchange of information. EMBRAPA has acknowledged this: "The agreement has been legally approved mainly thanks to the understanding of the IAI team."

IAI has developed a set of very effective techniques to advance GEC science: CRNs, small grants, training institutes, regional projects, which are consistent with resources available and managed to maximize IAI's impact. However, in taking on new GEC challenges it is important that IAI not overreach or become too diffuse.

The Scientific Agenda allows the IAI to maintain the impact and collaborative research of its mission while continuing to work towards informed action.

IAI must:

improve means to support informed action but not at expense of scientific rigor

continue to work with projects on management strategies that enhance interaction and comprehension

promote projects with commonalities to develop cooperation and share results

encourage multi-project integration and support "mini" projects as required

insist on strong interaction among scientists, managers, decision makers

demand that all programs be balanced between social and natural sciences

hold workshops to synthesize research and findings in Dahlem like assessments

*USA:* Recognizes the efforts and progress achieved in team building and outside funding. The IAI is recognized for being able to train administrators at universities to work with foreign grants and hold the accounting standards. Those institutions now have the capacity to manage international projects. The progress in internal organization of the Directorate is also recognized.

### *8.3 Core Budget & Country Contribution for FY 2009-2010*

The budget amount has been maintained from the previous fiscal year. It does not require changes in the current contribution amounts by country while maintaining the participation percentages as per the OAS Schedule of Country Contributions.

The proposed budget level allows IAI to continue with a steady level activities and services. The budget reflects savings for the IAI operations, due to the effect of a stronger US dollar in comparison to the Brazilian real, compensated by the creation of cash reserves to cover future liabilities. The full Core Budget request can be found in the Meeting document list under Item 9.

The budget proposal requires the same level as the previous fiscal year.

**Table I: Budget Comparison 2009/2010 - 2008/2009**

<b>Amounts in US\$</b>	<b>Fiscal year 2009-2010</b>	<b>Fiscal year 2008-2009</b>	<b>Differences</b>
Salaries & Benefits	777,477	826,932	(49,455)
Travel	74,510	84,200	(9,690)
Equipment	14,200	26,000	(11,800)
Operational Costs	187,930	138,330	49,600

Dissemination & Outreach	49,000	43,000	6,000
Director's Fund	60,000	45,000	15,000
<b>Total</b>	<b>1,163,117</b>	<b>1,163,462</b>	<b>(345)</b>

Savings in Salaries and Benefits: new contracts for staff provided by Brazil, new A.D. Science contract, stronger US dollar. The Salaries and Benefits line represents 67% of the IAI Core Budget (down from 71% in 2008/2009 and 74% in 2007/2008).

Reduced Travel line (one EC meeting per year)

Reduced Equipment after removing line from 08/09 budget (office space/furniture)

Increased Operational Costs due to creation of cash reserve for termination of international contracts

Increased webdesign (Outreach)

Increased Director's Special Fund

**Table 2: Budget by Year - 2009/2010 - 2010/2011 - 2011/2012**

<b>Amounts in US\$</b>	<b>Fiscal year 2009-2010</b>	<b>Fiscal year 2010-2011</b>	<b>Fiscal year 2011-2012</b>
Salaries & Benefits	777,477	796,003	862,891
Travel	74,510	78,437	82,636
Equipment	14,200	15,000	10,000
Operational Costs	187,930	174,422	213,654
Dissemination & Outreach	49,000	40,000	40,000
Director's Fund	60,000	60,000	70,000
<b>Total</b>	<b>1,163,117</b>	<b>1,163,862</b>	<b>1,279,181</b>

The budgets for 2010/2011 and 2011/2012 are presented for reference and planning purposes. Each year a 3-year budget will be presented, however approval for each year's budget will be requested yearly at the EC-CoP meetings.

#### **Current Contribution to Core Budget by country**

<b>Country</b>	<b>% (*)</b>	<b>Contribution</b>
Argentina	5.01%	57,000
Bolivia	0.07%	5,000
Brazil	8.73%	100,000
Canada	12.63%	143,000
Chile	0.55%	6,000
Colombia	0.96%	11,000
Costa Rica	0.13%	5,000
Cuba	-	5,000
Dominican Republic	0.18%	5,000
Ecuador	0.18%	5,000
Guatemala	0.13%	5,000
Jamaica	0.18%	5,000

Mexico	6.21%	70,000
Panama	0.13%	5,000
Paraguay	0.20%	5,000
Peru	0.42%	5,000
United States	60.75%	691,000
Uruguay	0.27%	5,000
Venezuela	3.27%	37,000
FUND TOTAL	100.00%	1,170,000

(\* ) This percentage represents the participation of each member country in the distribution of the operational costs of the Directorate according to the OAS Table of Contributions for 2001. The 26th EC requested contributions in multiples of US\$1,000 implemented in 2007

The CoP approved the Core Budget Request for FY 2009-2010.

*Action 1, day 2*

The CoP approved the Country Contributions for FY 2009-2010.

*Action 2, day 2*

The CoP accepted the Auditor's report for years June 30, 2008 and 2007.

*Action 3, day 2*

## 9. Report of the Scientific Advisory Committee (SAC)

The Vice-Chair of the SAC, Maria Carmen Lemos said that the SAC supports and commends the Director and the Directorate on the progress the IAI has made in the last year. The SAC has followed very closely the activities. The SAC Vice-Chair provided an overview of the SAC's mandate.

- SAC Selection Committee reviews nominations & presents a "slate of members" to be elected.

SAC members elected in Buenos Aires in June 2008 were

- New members:

– Physical Oceanography: Frank MULLER-KARGER (USA); Land cover, land use change, land management: Walter BAETHGEN (Uruguay/USA)

- Returning Members:

– Anthropogenic emissions & urban dimensions of GEC: Telma CASTRO (Mexico)  
 – Human vulnerability/adaptation to GEC: Luis MATA (Venezuela)

- More engaged SAC; balance between fields, countries and gender
- Critical to SAC success

### Identifying Needs

- Fill scientific excellence in SAC defined areas
- Capacity to steer science as well as do science
- Able to work beyond the discipline & home country
- Able to integrate across disciplines and across the science-policy divide
- Scientific needs: Fresh water cycle/systems, hydrology, water management, climate and hydrology

The SAC has established 3 committees to address particular issues. One of them is on Integrating and interdisciplinary science. During the last SAC meeting in Miami, Carolina Vera reported that she had identified already active integration across CRNII projects including the HD projects associated with the CRNII. Integration needs further nurturing, by organizing CRNII presentations to the SAC to increase interaction and to further build and strengthen networks.

The two other SAC committees are on SAC governance and mandate and on science-policy interface.

The SAC encouraged the Directorate to hire a technical editor to create a summary for policy-makers from CRNII and SGP-HD scientific achievements.

The SAC representation on the Strategic Planning Committee (SPC) includes the SAC Chair plus two other members who can best represent IAI Science (see summary from SAC 26 meeting). The SAC selected Walter Baethgen to replace Silvia Garzoli as a SAC member on the SPC. The other members are: Juan Valdes, Luis Mata, Ramon Pichs.

The SAC desires to be more involved in IAI activities, such as: involvement in the evaluation of SGP-SS proposals; involvement in the next round of CRNs at the pre-proposal level; involvement in the selection of themes for IAI Training Institutes. The SAC requested to receive a copy of the IAI Directorate Report to the COP.

**USA** expressed the support of the US government to the work of the SAC, and to the work that is carried out by the scientists funded under IAI projects. Regarding the last recommendations of the SAC, at the beginning of the IAI the SAC was a very high level of analysis committee to which the CoP could turn for advice on scientific matters. However, it became involved in extremely time-consuming issues like evaluating proposals, and it took a lot of work to get the SAC think on long-term plans, which is one of the explicit mandates for the SAC in the Agreement Establishing the IAI.

## **10. Progress Report of the Executive Council**

The Chair of the EC, Paul Filmer informed that no activities had been charged to the EC by the CoP XV.

### *Issues brought forward from the 27<sup>th</sup> EC*

- 1) The EC received the Auditors report. The EC has noted that for the third time the Directorate has had a letter from the Auditors expressing no objections to the administration. The EC considers that it would be good for the CoP to acknowledge this fact.
- 2) The EC recommends that the CoP approve the Core Budget request and the level of country contributions.
- 3) The Committee for the evaluation of SAC candidates recommends the election of Juan Valdes
- 4) The EC analyzed several amendments to the EC and CoP rules that were mainly proposed by the Standing Committee for Rules and Procedures (SCRP) and the IAI Directorate.
- 5) The EC discussed the progress achieved/not achieved by the Strategic Planning Committee, and asked efforts to be redoubled. A document is expected to be ready at the Seventeenth CoP in 2010.
- 6) The EC recognized the dual roles of country representatives and strongly recommended that representatives play those two roles actively. In addition, representatives were requested to be more active in representing the possibilities, activities of the IAI in governmental agencies in their countries.

## **11. Review process of the EC and CoP Standing Rules**

The Chair of the Standing Committee for Rules and Procedures (SCRP) informed with appreciation that Alvaro dos Santos from Brazil had been designated to serve on the committee and has expressed his interest in doing so. The other member of the SCR, Diego Malpede and the Chair, Lou Brown are looking forward to working with this new member of the team. In the

past months the SCRP has been working very closely with the Director and the Directorate staff to try to propose changes to deal with three issues: change in meeting arrangements, process to fill vacancies on the EC Bureau, the quorum of the CoP.

The CoP considered the changes to the Standing rules of the Executive Council that were discussed and partially agreed on at EC 27. (new wordings in bold)

### *11.1. Review of Standing Rules of the Executive Council*

#### Chapter I – General Rules

Rule 2: The Executive Council shall act on behalf of the Conference of the Parties **between the sessions thereof** as its executive organ.

No objections to the changes proposed.

#### Chapter II – Participants

Rule 4: Each Party elected to serve on the Executive Council shall notify the Director of the names of its **Permanent Representative** and the **Alternate Permanent Representatives to the IAI**.

No objections to the changes proposed.

Rule 5: Parties that are not on the Executive Council may send representatives to participate, with the right to speak, but without the right to vote, in sessions of **the Council, its committees and working groups**.

No objections to the changes proposed.

Rule 6: The **Parties'** representatives sent as observers on behalf of the Parties shall be accredited by their governments by a notification to the Director, who shall take the necessary measures to provide them with all the **public** documents that are distributed to members.

No objections to the changes proposed.

#### **Rule 7a**

**The conditions under which observers may attend meetings of the Executive Council shall be as follows:**

**(a) An observer may take the floor only when the Chair invites him to do so. He may not propose, second, or oppose motions, and shall not be entitled to vote;**

**(b) An observer may receive all public documents of the EC.**

No objections to the changes proposed.

#### Chapter III – Meetings

Rule 8: **The Executive Council shall hold two regular meetings each year at the location of the Conference of the Parties, one immediately prior to the Conference of the Parties Meeting (pre CoP EC meeting) and one immediately after (post CoP EC meeting).**

No objections to the changes proposed.

Rule 9: **The Director and the appropriate representative of the host country shall extend joint invitations for the Executive Council to the Parties and all other expected participants**



**no later than four months prior to the starting date of the pre CoP EC meeting. This invitation shall include a list of the key issues to be discussed, with the understanding that this list shall serve as the basis for the provisional agenda for the Executive Council as described in Rule 16.**

No objections to the changes proposed.

**Rule 10: The pre CoP EC meeting shall review financial and budgetary matters and any pending items in preparation for the Conference of the Parties.**

No objections to the changes proposed.

**Rule 11: The Directorate shall develop jointly with the Financial and Administrative Committee of the Executive Council (see Rule 30 below) the budget plan for the following year, and make the draft budget available to the Executive Council at least one month prior to pre CoP EC meeting. Executive Council Members shall be invited to comment on the draft budget via e-mail within 15 days of this distribution of the plan and budget. Such comments will be included as annotations of the proposed budget to the pre CoP EC meeting. The Executive Council shall make a recommendation concerning the budget to the Conference of the Parties immediately following the pre CoP EC meeting.**

No objections to the changes proposed.

**Rule 12: The post CoP EC meeting shall have as its primary responsibilities the election of the Bureau (as called for in Chapter V) and the consideration of resolutions and actions from the Conference of the Parties to enable the IAI to conduct its intercessional activities in accordance with the decisions of the Conference of the Parties. The Director shall, within one day of the end of the Conference of the Parties, transmit to the post CoP EC meeting the Resolutions and other decisions and results of the Conference of the Parties Meeting just completed.**

No objections to the changes proposed.

**Rule 13: The Executive Council, in special instances and at the request of one or more Parties, may hold Special Meetings. These meetings may be held with two-thirds or more favorable vote. If the Executive Council is not in session, the Director shall consult the Parties by correspondence regarding such requests and shall convene such meetings if at least two-thirds of the Executive Council members agree. The Party that first tenders an offer shall be the site of the Special Meeting. In the event that no offer of a site is tendered or the meeting cannot be held at the site agreed upon, the meeting of the Executive Council shall be held at the site of the Directorate. Nevertheless, if, at any time before the notice of meeting, one or more Parties offers to host the meeting, the Executive Council, whether in session or consulted by correspondence, may agree by a majority vote of its members to have the meeting held at one of the sites offered.**

No objections to the changes proposed.

**Rule 14: A request to hold a Special Meeting must contain an agenda, and the meeting shall consider only those matters for which the meeting was called.**

The Chair of the SCRP proposed to replace the word “must” by “shall”.

No objections to the changes proposed.

#### Chapter IV – The agenda

Rule 16: The provisional agenda for each Regular Meeting shall be **prepared** by the Director **in consultation with the Chair of the Executive Council taking into account the decisions of the previous Meeting, the** recommendations from the Conference of the Parties, and proposals of the Parties. This provisional agenda shall be made available to to the Parties and other **participants, together** with supporting background documentation sufficient for the analysis of the agenda, at least 30 days before the date of the meeting. **The provisional agenda for the post CoP EC meeting should be revised if and as necessary by the Director and should be distributed to the Parties and other participants immediately after the adjournment of the Conference of the Parties.**

Cross-out the word “to” which is repeated in the sentence starting with “This provisional agenda...”

*Brazil:* Is rule 11 consistent with the 30 days in advance that the agenda should be made available? The draft budget is distributed 30 days in advance and the EC will have 15 days to respond. Then there are only 15 days to distribute the documents.

*IAI Director:* The intention of the rules as they are is that any comments on the budget would in addition be posted or brought to the meeting without modifying the budget, so the periods are not additive.

No objections to the changes proposed.

Rule 18: The proposal to include an item of business on the provisional agenda shall be supported by a working document, which shall serve as a basis for discussion. **The Director shall be responsible for receiving, translating, and posting** these documents.

No objections to the changes proposed.

Rule20: **The Director shall notify the Executive Council regarding the potential programmatic, administrative, and financial implications of the agenda items.**

No objections to the changes proposed.

Rule 21: Once the final agenda has been approved, **only** business considered urgent and important may be added only through approval by a majority vote of the Parties of the Executive Council.

No objections to the changes proposed.

Rule 22: **The Director shall transmit the provisional agenda of each Special Meeting of the Executive Council, together with the documents needed to analyze it, at least twenty days prior to the scheduled starting date of the meeting.**

*IAI Director:* Stipulating that material needs to be distributed at least 20 days before the special meeting means that a special meeting can be held theoretically with at least 20 or 21 days of notice. Should there be a true emergency, where a meeting would need to be organized more rapidly than that, it will not be possible to do it by this rule.

*SCRIP Chair:* A special meeting will most likely be convened to deal with one very specific issue, so the preparation would be much simpler than for an ordinary meeting.

No objections to the changes proposed.

Rule 23: The Bureau of the Executive Council shall be composed of a Chair, **a first and a second Vice-Chair**, who will be elected for a period of two years, and of the Director of the Institute as secretary of the Council.

No objections to the changes proposed.

Rule 23a: **If a vacancy occurs in the Bureau, its remaining Members should change position(s) as appropriate. The Chair (or Acting Chair) with the support of the Director shall consult with the Executive Council to obtain their approval for a new Member to be elected to serve as Acting Second Vice-Chair of the Bureau to complete the unexpired term of the vacated Bureau Member.**

No objections to the changes proposed.

Rule 24: The Chair and the Vice-Chairs shall be elected by the Executive Council as the EC's first item of business in its post CoP Meeting. The chair and Vice-Chairs shall be elected separately. Each Party Member **of the EC** shall vote for only one candidate for each position to be filled.

SCRIP Chair: The EC had decided that it would be best in all the rules of procedure to avoid the use of acronyms. So the Directorate will make the necessary changes to spell out the words Executive Council and Conference of the Parties, if the CoP agrees.

No objections to the changes proposed.

Rule 25: The election of the Chair and the Vice-Chairs is of an individual person. If a Party which substitutes its representative who has been **elected to the** position of Chair or Vice-Chair, **the position must be vacated and Rule 23 A will be applied.**

No objections to the changes proposed.

#### Chapter VI – Sessions

Rule 26: Unless otherwise decided, **meetings of the Executive Council shall be open.**

No objections to the changes proposed.

Rule 27: **Plenary sessions shall require the presence of a quorum of one half of their members. In the event that the quorum is upset, all decisions/actions taken by the Executive Council shall be considered as provisional until consent of a majority of the Parties on the Executive Council is obtained by signed correspondence.**

No objections to the changes proposed.

#### Chapter VII – Committees

Rule 28: The Executive Council may establish, from among its members, any ad hoc Committees it may deem necessary **for the Council meeting**, and to assign the various items of business from the agenda to them.

No objections to the changes proposed.

Rule 28a: **All Parties in attendance may participate in the Committees. Nevertheless,** for the purposes of the quorum, only delegations officially registered on the corresponding Committee, or, with regards to the Credentials Committee, those appointed to serve on it, shall be counted.

No objections to the changes proposed.

**Rule 29: The Executive Council may, in accordance with Article V, Section 4.k decide to continue any ad hoc Committee or may establish any Advisory Committees it deems necessary. If it does so, the Executive Council shall determine their composition and term.**

*SCRP Chair:* Elsewhere in the rules it is stated that committees shall be open. Here it says that the EC shall determine the composition of advisory committees. Can we assume that that composition will be based on every members having an opportunity to offer to serve on a committee?

*IAI Director:* Since it is stated in the other rules that membership is open, there is no need to rephrase this rule.

*Canada:* Need to indicate what does Article V, Section 4k refer to.

*IAI Director:* It is the Agreement Establishing the IAI. This will be added to the rule.

No objections to the changes proposed.

**Rule 30: The Executive Council shall elect a Financial and Administrative Committee. Members shall be elected for a renewable term of two years. The Financial and Administrative Committee develops its own charter for approval by the Executive Council.**

No objections to the changes proposed.

**Rule 31: The Executive Council shall elect a Credentials Committee, comprised of three Parties, who shall serve for a period of two years.**

No objections to the changes proposed.

**Rule 32: The Chair of an Advisory Committee, after consulting the Bureau of Executive Council, may invite experts to take part in the work of said Committee.**

No objections to the changes proposed.

**Rule 33: Insofar as possible, Advisory Committees shall carry out their work by correspondence.**

No objections to the changes proposed.

**Rule 34: The Advisory Committees shall submit their reports for consideration by the Executive Council.**

**Rule 35: Unless otherwise specified by the Executive Council, the Standing Rules applicable thereto may be applied to the activities of the Committees established in accordance with Rule 31.**

*SCRP Chair:* the reference should be to Rule 29 instead of Rule 31.

No objections to the changes proposed.

#### Chapter VIII – Procedures and Debates

**Rule 36: The Chair shall be authorized to open and close the meetings, lead the discussions, ensure observance of the provisions of the Agreement and of these Rules, grant permission to take the floor, put items of business to a vote, and announce decisions. The Chair shall ensure that order is maintained at the sessions. The Chair shall rule on points of order and shall, in**

particular, be authorized to propose the postponement or closure of a debate, or the postponement or suspension of the sessions. The Chair shall also set the agenda of the sessions **in accordance with the approved agenda of the meeting.**

No objections to the changes proposed.

Rule 48: Working documents of the Executive Council shall be distributed in at least two of the official languages of the Institute. Decisions, recommendations, agreements, minutes, and reports shall also be distributed in **at least two official** languages.

*IAI Director:* The EC noted that it is practice that the two languages are usually Spanish and English.

No objections to the changes proposed.

#### Chapter IX - Voting

Rule 50: **Decisions of the Executive Council shall normally be made by consensus. In case consensus is not reached, decisions shall be made by a majority vote of the Parties of the Executive Council in attendance.**

No objections to the changes proposed.

Rule 52: **When the voting does not result in enough candidates being elected to fill all of the vacancies, a runoff election shall be held from the remaining candidates eliminating from the ballot the candidates with the lowest number of votes, but retaining two candidates more than the number of vacancies to be filled.**

No objections to the changes proposed.

Rule 53: **When it becomes necessary to choose between candidates who have received the same number of votes, runoff voting should be conducted among the tied candidates.**

*Canada* requested clarification on the meaning of “runoff voting among the tied candidates”.

*SCRIP Chair:* If two or more candidates have received the same number of votes, the runoff election should only include those candidates.

*Canada:* Maybe this can be written more clearly. “separate runoff voting”?

*IAI Director:* replace “runoff” for “second round of voting”.

No objections to the changes proposed.

Rule 54: When votes are cast by secret ballot, the Chair of the Executive Council shall designate two Representatives to serve as tellers, **who, when the balloting is for an election, shall be individuals not directly involved therein.** The tellers shall be responsible for monitoring the voting, counting the ballots, deciding when a vote is null and void, and certifying the results of the voting.

No objections to the changes proposed.

Rule 58: Any member may propose that portions of a proposal, document, or amendment **be voted on individually.** If there are any objections to the request **for a division,** the request shall be put to a vote. Permission to speak regarding the request for division shall be granted to only

one speaker in favor and one opposing speaker. If the request for division is approved, the portions of the proposal, document, or amendment that have been approved individually shall be put to a vote in their entirety. If all portions of the proposal, document, or amendment have been rejected, the proposal, document, or amendment shall be regarded as having been rejected in its entirety.

No objections to the changes proposed.

Rule 62: Having obtained consent according to Rule 61 of these Rules, the Director shall solicit a vote of the member Parties of the Executive Council and shall inform them of the deadline for receiving the votes. Once the established period has expired, the Director shall tally the votes and report the result to the Parties.

No objections to the changes proposed.

Rule 63: **Before a day's session, the Secretary shall produce a list summarizing the actions taken at the previous day's session for approval by the Executive Council. The list of actions for the last day of the meeting shall be approved before the close of the last session of the Meeting.**

No objections to the changes proposed.

Rule 63a: **The approved action lists shall be signed by the Bureau of the Executive Council.**

No objections to the changes proposed.

Rule 64: The Meeting Reports of the two Executive Council meetings preceding and following the Conference of the Parties meeting 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 meeting of the pre CoP **EC**.

IAI Director reminded that there are three meetings in a row.

Amendments to EC Rules were unanimously accepted after including comments by the Parties, during the revision.

The CoP approved the amendments to the Rules of Procedure of the EC. Final version will be annexed to this Action List.
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*Action 5, Day 2*

### *11.2. Review of Standing Rules of the Conference of the Parties*

The Conference started analyzing Rule 24 and the rules in Chapter XI (Scientific Advisory Committee)

Rule 24: **Plenary sessions shall require the presence of a quorum of one half of their members. In the event that the quorum is upset, all decisions/actions taken by the Conference of the Parties shall be considered as provisional until the Directorate receives credentials from enough of the Parties to constitute a quorum for the Conference of the Parties, or consent of a majority of the Parties is obtained by signed correspondence.**

*Canada*: the first part of the rule refers to *members* and the second to *Parties*. Is this the same? Is there a time limit for the signed correspondence?

*IAI Director:* The first sentence refers to *members* to make it inclusive to all the committees. In the case of the Conference of the Parties, the members are the Parties. But that rule can also be applied to any committee that the CoP may have created. If that committee is to take a vote, of course, the rule no longer refers to the Parties; it refers to the members of the committee. As to the time limit: in Manaus a two month time limitation was set. There are two countries that have never attended an IAI meeting and 2 other countries who have not designated representatives. Therefore, for the moment the IAI cannot expect replies from all its members. Decisions can be assumed to be approved when reaching the majority. In that case, the time limit becomes less critical, because in all likelihood replies will come from ten countries in a reasonable time.

*SCRIP Chair:* That is correct, since having 19 member countries quorum is achieved with ten.

*Venezuela:* It would be good to establish a maximum period within which replies can be received. Meetings are held annually and the decisions need to be approved for the IAI to function.

*Brazil:* This is something that can be decided when the situation takes place. Therefore, this can be left open by saying that the time limit will be established by the CoP.

*IAI Director:* this is correct also because if no response is obtained by the end of the time limit, the issue will not be resolved. If we request approval by one month and get it in two, the approval will be no longer valid. However, if the matter is urgent, the present Parties may urge the non-present ones to send their answers in a reasonable time, which can be done on an ad-hoc basis.

*Venezuela:* The rule is considering that the members are present, but that credentials are missing. So the representative whose credential is missing must be aware that for his vote to be valid will need accreditation to be submitted. However, it may happen that one year passes and no credential is submitted. Another important fact is that the CoP is already allowing that decisions be approved after the end of the meeting.

*Brazil:* Maybe this decision can be left to the Bureau of the CoP, which will decide according to the importance of the issues discussed. That is what happened in Manaus. However, this is not the case at the present meeting. Even if having all the credentials, one Party is missing to have quorum. So, what can be said is that the CoP will establish the time limit.

*IAI Director:* the wording may be: "in a period that may be specified by the Conference of the Parties in session." Add the word "either", to read "... shall be considered as provisional until the Directorate either receives..." This would make the distinction clear.

*Paraguay:* There seems to be a contradiction, the first part of the rule states that in order to have a session, half of the members must be present. The second part states that decisions will be taken with the Parties present.

*IAI Director:* This is not clear yet. The credentials refer to the Parties present, as in the case of Manaus or here: Some Parties are present, but they have no credential. The CoP has to wait for the credentials, so that the vote of those Parties becomes valid. The consent by signed correspondence refers to those Parties not even present. So the word "present" needs to be added. **"...receives credentials from enough of the Parties present to constitute a quorum..."**

*Canada:* It is understood that Parties sending their correspondence must also have credentials.

*SCRIP Chair:* Two steps need to be taken: a member needs to be accredited and then that member needs to consent to decisions or actions that would be taken on a provisional basis.

*IAI Director:* The problem raised refers to different points in the rules. We may have designated representatives, that are representatives of the Parties. In those cases, the IAI normally has and

should in all cases have a letter by the country saying that this person is the permanent representative. In addition, for the CoP in session we have a letter of accreditation, that for permanent representatives is a duplication of accreditation. But for example in the case of Argentina, the accredited representative present is not the permanent representative. So signed correspondence can be only requested from permanent representatives.

*Venezuela:* This means that quorum can be made by Parties that were not present at the meeting? If that is the case, there should be two rules. One thing is have enough Parties present at the meeting, though not all of them having credentials, and another is that not enough Parties are present and quorum is made after the meeting through consultations about the agreed on decisions during the meeting. One thing are accreditations and the other thing is quorum (presence of the required number of Parties).

*IAI Director:* There are in fact the two situations: people are present and take part in the discussions but don't have the accreditations (the CoP waits to receive the accreditation). The second case is that even if all the people present are fully accredited, quorum is still not achieved. In that case, not present countries are consulted and approval is considered valid when the majority of Parties have approved the decisions or actions. Rule can be split into 24 and 24 a, 1) quorum, but with missing credentials, 2) no quorum, even when all the present parties are fully accredited.

After this discussion, Rule 24 was re drafted, rule 24a was added and subject to discussion again.

**Rule 24: All Parties shall be strongly encouraged to participate in the Conferences of the Parties with accredited representatives. However, if a Party has not participated in any of the two previous Conferences of the Parties and the Party has not over this two-year period designated a Permanent Representative for the IAI, that Party shall be considered to be not active. The IAI, especially through cooperation between the Executive Council, its Bureau, and the Directorate shall make every effort to encourage inactive Parties to become active in the work of the IAI. If and when a Party participates in a Conference of the Parties or designates a representative for interaction with the IAI, it shall be considered to be active.**

**Rule 24a: Plenary sessions shall require the presence of a quorum of accredited Representatives of one half of the active IAI Parties. Accreditation shall be validated by the Credentials Committee in accordance with the provisions of Rules 2a and 3. If, after a quorum has been achieved, the quorum is upset, all decisions/actions taken by the Conference of the Parties shall be considered as provisional until the quorum is restored.**

**(1) In the event that one half of the IAI Parties are present, but accreditation of Representatives from less than one half of the IAI Parties has been validated, all decisions/actions taken by the Conference of the Parties shall be considered as provisional until accreditations sufficient for a quorum are received.**

**(2) If such accreditation has not been completed before the Conference of the Parties is completed, the Directorate shall seek submission and validation of the credentials of the unaccredited Members who were present at the Conference of the Parties. Decisions or actions taken by the Conference of the Parties shall be considered final when accreditation of a quorum has been achieved.**

**(3) In the event that a quorum cannot be achieved, the Conference of the Parties may convene; may discuss all issues on the agenda; and may take provisional decisions/actions. These decisions/actions shall be considered to be final only after the Directorate has obtained endorsement after the Conference of the Parties of such decisions/actions from enough Permanent Representatives; Alternate Permanent Representatives; or duly accredited Representatives by signed correspondence that a**



**quorum can be considered to have been achieved. If it is necessary to implement the latter process, the Conference of the Parties shall decide, when it takes its provisional decisions/actions, on an appropriate period of time for such endorsements to be achieved, but in no cases should more than two months be allowed for completion of this process.**

*Venezuela* does not agree with having such a short period (two years) to declare a Party inactive. During the discussions, inactive countries were those that had never participated at a CoP. In Latin America, situations are sometimes complicated enough as not to allow the participation of a representative for two years and that does not mean that the country is not active.

*Brazil*: Inactivity of a given country will only be considered for quorum purposes. Moreover, the condition for considering a country inactive is its absence at two consecutive CoPs and the fact it has no designated representative or contact person.

*IAI Director*: All treaties establishing international organizations refer back to the Vienna Convention on the Law of Treaties. In terms of the lack of a quorum due to lack of accreditation of the representatives of the country present, Article 8 states: "An act relating to the conclusion of a treaty performed by a person who cannot be considered under article 7 as authorized to represent a State for that purpose is without legal effect unless afterwards confirmed by that State".

In addition, only three IAI member countries have no designated representation at all, one of them is Bolivia, which has participated in the CoP 15. Therefore, under the present formulation of rule 24 the country is considered active. On the other hand, Guatemala neither has a representative nor has the internal Guatemalan law designated an institution in Guatemala to celebrate the agreement of the IAI. So, no legal representation from Guatemala can be expected until they amend their own law regarding the IAI. The second case is Uruguay, the country where the IAI was founded. They have no designated representative and over the last four years have not had any presence.

*Canada*: maybe it is better to define what *active* is instead of defining *inactive*.

*Venezuela*: the status of active is not retroactive to the period when the country was inactive. According to the new wording of the rule, the number of members that make up a quorum is variable depending on the number of countries active and inactive, but decisions should not be modified retroactively.

*IAI Director*: if the two year period is too short, then it can be changed for **three years**, but always in combination with the condition of not having designated a representative and not having attended meetings. Those together will define inactivity.

*Colombia* supports the definition of inactivity.

*Venezuela*: Rule 24 a, point c considers the possibility of not having quorum during a meeting of the CoP. Considering the flexibility given by the previous points in that rule by defining inactive Parties, the option should not be considered of not having quorum. Credentials may be submitted later, but there needs to be quorum in order for the CoP to be in session. Not achieving quorum after making rules more flexible would be an indicator of a serious problem.

*Canada*: For a party to be inactive there has to be non-attendance at a CoP for two or three years and no country representative designated. This means two conditions. The representative suggested writing the rule in positive terms and defining "active member". So, active member would be one that either attends a CoP or designates a permanent representative. Inactive then is when a and b.

*Venezuela*: In existence of the Vienna Convention, if a critical situation appeared the IAI could always turn to that Convention.

*SCRIP Chair:* In synthesis, the CoP is requesting that paragraph c in rule 24a be deleted. In effect, the CoP will not permit a Conference of the Parties to finalize decisions, unless there have attended one half of the Parties or more. Only the accreditation can be completed afterwards. These changes to the rules are provisional. Under the present rules of procedure, the CoP will not be able to finalize the decisions and actions of this session, until accreditation and participation is obtained of 10 Parties by the time the present CoP is adjourned.

The CoP approved the amendment to Rule 24 and the creation of a Rule 24a in the Rules of Procedure of the CoP. Final version will be annexed to this Action List.

*Action 6, day 2*

#### Chapter XI – Election of members of the Scientific Advisory Committee

Rule 62: In the event there is more than one vacancy to be filled, **members of the Scientific Advisory Committee may be elected as a group if a slate of candidates is proposed by the Executive Council to cover the range of expertises required to fill the vacancies. In this case the group may be approved by open vote. If no slate is presented,** voting shall be conducted separately, starting with the vacancies for which the candidates are proposed by the Parties, followed by the vacancies for which the candidates are proposed by the Scientific Advisory Committee itself, and ending with the vacancy for which candidates are proposed by the Associates of the Institute.

*Venezuela* does not agree with the voting of SAC members in slates. Candidates should be presented and voted individually. Because, having a slate, means that candidates have been selected previously.

*Cuba* has the same objection (sent written position to the IAI Director).

*SAC Vice-Chair:* The advantage of the slate from the SAC perspective is that the slate is made up after a discussion of the scientific priority areas to be covered on the SAC and the better combination of the candidates available. The SAC would like the CoP to consider that the discussion of rotation is not on individual positions that are independent from each other, but they usually are preceded by an in-depth discussion within the SAC of the priority areas in order for the SAC to be able to its job.

*SCRIP Chair:* A compromise solution would be adding “If no slate is presented **or any objection is raised to the slate presented**, voting shall be conducted separately...” Because the Rule also states that the SAC “*may*” be elected and it does not say “*shall*”. That indicates an option. This would give the EC the opportunity and the authority to review all the candidates and to select a slate. If that slate is not agreeable to everyone, the CoP may go to individual voting.

*Venezuela:* Candidates proposed may be the most adequate according to the selection criteria. Of course, election is not individual and independent of a series of criteria indicating needs on the SAC. However, the CoP should have the opportunity to know the characteristics of each of the candidates, instead of receiving a closed list, which gives no opportunity to know all the candidates.

*SAC Vice-chair:* Given that the slate is discussed by the EC ad-hoc committee, it is not decided only by the SAC. Moreover, from the scientific point of view, when dealing with interdisciplinary processes, which the SAC and the IAI are trying to privilege, many times expertises overlap or complement each other.

*Venezuela* insists that if there is enough justification for the recommendation of the members of the slate, there should not be impediment to vote individually for the candidates, as the CoP considers the recommendations when voting.

*Canada*: The examination of each candidate individually does preclude discussion on overlapping expertise and the multidisciplinary nature of the SAC. The election has to be open and transparent, and perceived as open and transparent.

*Brazil*: Maybe calls for candidates can be done in the areas that the SAC considers of priority/need. So, no candidates would be presented if their area of expertise overlaps with what is there already on the SAC.

*Argentina* has stated in written to the IAI Director that they agree with the slate of candidates.

*IAI Director*: In view of the discussions held at previous Conferences of the Parties, there will not be consensus regarding the slate. Maybe, rule 62 has to be left as it is and consider rule 62a.

EC Chair: Accepting the amendment to rule 62, would imply further amendments to the rules of the Executive Council.

The CoP decided not to amend rule 62.

Rule 62a: The Parties, the Scientific Advisory Committee and the Associates, in considering potential candidates for the Scientific Advisory Committee, and the Conference of the Parties, in its election of Scientific Advisory Committee members, shall take into account the need to ensure representation within the Scientific Advisory Committee from a variety of disciplines relevant to global change research and equitable geographic distribution. **Normally, the Scientific Advisory Committee Chair will make available to the Parties an assessment of the scientific needs to be taken into account in nominations.**

*IAI Director* suggested that to make sure that the needs on the SAC be considered along the entire process, the amendment be modified as follows: "Normally, the SAC chair will make available to the Parties an assessment of the scientific needs to be taken into account in nominations **and elections.**".

*SCRIP Chair*: This will only refer to scientific needs and not to individual scientists.

No objections to the changes proposed.

*Canada*: states that the geographic balance criterion is not met in the current SAC composition, since there are three countries with 2 members each and no member from Canada. This does not agree with equitable geographic distribution.

Rule 64: When a vacancy or vacancies are to be filled from nominations from the Scientific Advisory Committee, the Scientific Advisory Committee shall submit a **list** of nominations of up to twice the number of vacancies to be filled.

*SCRIP Chair*: Here the idea was to replace the word *slate*, which is stronger than simply a list. In English, a slate implies that the group has considered and identified the vacancies that need to be filled and infers that they have identified a specific group of people to fill those vacancies, whereas a *list of nominations* is more open ended.

No objections to the changes proposed.

Rule 65: The Associates of the Institute may submit, by mutual consent, up to four candidates for their position on the Scientific Advisory Committee. **If no candidates are presented, the vacancy may be filled based on suggestions from the Scientific Advisory Committee and the Conference of the Parties.**

No objections to the changes proposed.

Rule 66: All nominations for candidates must be **made at least one month prior to the election date and be** accompanied by curricula vitæ that fulfill at least the requirements set forth by the Agreement. **Nominations will be received by the Directorate and posted for the Conference of the Parties.**

*SAC Vice-Chair:* Regarding the vacancy of the Associates, if the Affiliates fail to nominate one month prior to the elections, nobody else will have the time necessary to comply with the one month rule.

*SCRP Chair:* At least in theory the CoP might not receive enough nominations from the Parties or from the SAC to fill all the seats. There is consensus that it is very important for the CoP to assure that the SAC has both the necessary scientific and geographic representation as called for in the Agreement and in the Rules.

*IAI Director:* It would be best if there was a permanent roster of competent, eminent scientists available to the Directorate that are recommended by the Parties to aid the IAI in its scientific functions. Having that, nominations for the SAC would be very easy. The process would still be made according to the rules, but the Parties themselves would have thought about it before the one month period. It happened in the past that nominations came very late, simply because representatives from the countries needed to think about who they may want to nominate, contact people, etc. It would be very good for the functioning of the IAI if Parties would just inform the Directorate of who they believe are the best people in their country that the IAI can also refer back, outside the formal functions of the committees in order to make contacts or to spread the word of the IAI.

No objections to the changes proposed.

Rule 66a: When the Conference of the Parties elects members of the Scientific Advisory Committee, the newly constituted Scientific Advisory Committee shall take office immediately after the Conference of the Parties has been adjourned. Should a position on the Scientific Advisory Committee become vacant prior to the scheduled end of term, the Executive Council may fill this vacancy and, in doing so, refer initially to the nominations received for the most recent election of Scientific Advisory Committee members.

*Canada* asked for clarification regarding the sentence: "...the EC may fill this vacancy...". Does this mean that the EC may fill the vacancy not using the list or leave the vacancy open? What are the other options?

*IAI Director:* The EC may chose to leave the vacancy open, but if it chooses to fill it, it must refer back to the most recent nominations. New wording proposed is: "...the Executive Council may fill this vacancy and in doing so, **it shall** refer initially..."

*Canada* suggests that the word **initially** be removed.

*SCRP Chair:* In the future this rule will have to be modified to indicate how the EC should proceed in the event there is no list of nominations to refer to. If the CoP agrees, the SCRП and the Directorate may work on this rule.

USA suggested that "...the Executive Council..." be replaced by "the **Conference of the Parties**", because in fact EC meetings will be only held once a year, so this prerogative has to be given back to the Parties.

*IAI Director:* when a vacancy occurs it needs to be filled, and that can be done following regular procedures, and not going back to old nominations. The only mention that has to be made is that since the election is for three years, then a vacancy may occur before the three year term is up. If so, then the vacancy can still be filled by normal nomination and election.

*Canada:* It may happen that there is more than one vacancy, due to different reasons. So where would the line for "less than ten members on the SAC" be? Agrees with the USA regarding that the CoP should fill the vacancies, but there may be situations when timing is of essence and where the EC should take steps in resolving the situation.

*IAI Director:* If a vacancy or vacancies occur before the end of the three year term, that vacancy will be filled in a regular manner at the next CoP. If vacancies occur in such a serious way, that it needs immediate action, the body of the IAI that has been established to take immediate action on behalf of the EC and by implication, on behalf of the CoP is the EC Bureau which can act between sessions and is in constant contact with the IAI Directorate.

*Canada* would be hesitant to have the Bureau appoint members on its own.

*IAI Director:* New wording for rule 66a may be: When the Conference of the Parties elects members of the Scientific Advisory Committee, the newly constituted Scientific Advisory Committee shall take office immediately after the Conference of the Parties has been adjourned. Should a position on the Scientific Advisory Committee become vacant prior to the scheduled end of term, the Conference of the Parties may fill this vacancy.

No objections to the new version of Rule 66a.

<p>The CoP approved the amendments to Rules 62a, 64, 65, 66, and 66a in Chapter XI – Election of Members of the Scientific Advisory Committee in the Rules of Procedure of the CoP. Final version will be annexed to this Action List.</p>
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*Action 7, day 2*

## Chapter XII – Election and removal of the Director

Rule 67: The Director shall be elected in accordance with the provisions of Article VIII, Sections 4 and 6 of the Agreement, and in accordance with Rule **51**.

*SCRIP Chair:* the rule referred to Rule 50, which was a mistake in the Standing Rules.

Rule 70: When the position of the Director becomes vacant before the term has been completed, said position shall be occupied on an interim basis by the individual designated by the Executive Council for a maximum period of up to **twelve** months. The Conference of the Parties shall elect a new Director at the regular meeting following the date on which the position became vacant, or at a Special Meeting convened for that purpose. The meeting of the Conference of the Parties at which the election of the Director is to be held shall be called with advance notice of at least 90 days.

*SCRIP Chair:* It is important for representatives to the CoP to take advantage of new technologies. For example, the word "email" has been deleted in all the references in the rules. But in the coming years the IAI may well be able to take advantage of electronic communications by making reference to it in the way the IAI does business as summarized in the rules of procedure.

*Brazil*, agrees with this, but the problem of credentials has then to be considered adequately. Maybe electronic vote with a password, but credentials will continue to be a problem.

*SCRP Chair*: The idea was not specifically meant for voting, but maybe for scientific issues, approval of scientific programs or consultation with members on programmatic issues.

*IAI Director*: the rules reflect partially the use of technology, as for example, “documents are posted” instead of “sent”.

The CoP charged the IAI Director to review the Rules of Procedure of the CoP in order to have it consistent with the newly approved Rules of Procedure of the EC. The document will be presented at the next CoP meeting.

*Action 8, day 2*

### 11.3 Quorum of CoP 16

*SCRP Chair*: Article 41 of the Vienna Convention does not apply to the current situation of the IAI CoP. That article refers to agreements to modify multilateral treaties between certain of the Parties only. This Article would refer to the Agreement Establishing the IAI. There is no way that a CoP that has no quorum can agree to modify a multilateral treaty. The article that can apply is Article 31 that states that a treaty shall be interpreted in good faith. It is the EC which might act as was done in Manaus.

*Canada*: Under the current rules there is no way that quorum can be achieved. CoP 16 has no quorum. Perhaps this can be used as a wake up call to the countries, and ask members to think seriously about this. Maybe instead of trying to find ways to act without quorum the solution is just admit the situation and accept that the work is not recognized and no decisions can be taken.

*IAI Director*: The problem is that on July 1<sup>st</sup> the Directorate will not be able to continue to function because it will have no operating authority or budget.

*Venezuela*: This is the first time that the number of members present at the CoP is not enough to make up a quorum. Different from Manaus when there were enough participants, but not all of them were accredited.

*Brazil*: Although Cuba is not present in person; they have sent their inputs to the meeting. Could this be somehow considered as attendance?

*Mexico*: Try to get a credential for Cuba to participate remotely in the CoP.

Representatives and the Director analyzed different alternatives in order for the IAI can continue working.

*IAI Director*: Maybe the session can be suspended, and have the members in attendance to send communications to the other Parties to try to have quorum by the representation of Embassies.

*SCRP Chair*: If not, the CoP can invoke the Vienna Convention Article 31 and taking into account the relevant provisions of article 41, and in particular its spirit, then maybe the CoP may be able to move forward. Based on this, conclusions or actions of the CoP will have to be phrased in a way that makes clear that even though, the Parties present are a minority of the members, actions are taken to reflect the best interests of the Parties overall and maintaining the positive momentum of the IAI, its programs and other activities. The report has to make clear that some Parties were unable to attend the meeting due to unexpected last minute emergency.

The CoP suspended the session for the EC chair to draft a note and reinforce contacts with Embassies, particularly Peru. In case no additional Parties join the meeting, the members present will invoke the Vienna Convention. The session was resumed after achieving quorum with the presence of the delegation from Peru.

## 12. South America Climate Change Network

The launch of the South America Climate Change Network demonstrates the important role that the UK attaches to the region and their concern about that the region's voice is not being heard on the international stage to influence the global discussions on the issue. The IAI has been asked to make a consultation evaluating the impact of the UK program in the region. Besides being asked to present a plan of action, detailed suggestions include doing a survey of press, television, web sites in terms of mentioning climate change and mentioning issues that are relevant in the climate change discussion.

The aims of the network are to increase the understanding among South American governments on how climate change will impact on the region in order to feed into a more equitable Copenhagen agreement;

to encourage South American governments to make sure their voices are heard and

to encourage South American governments to put pressure on the biggest emitters (especially those that have strategic interest in the region, i.e., USA and China.

There is a considerable political element in this request, and the Director felt uncomfortable to commit the IAI to any interactions with this program, or evaluation of the efficacy of this program without consulting the CoP.

*Venezuela:* it would be interesting to know the implications of the program of the UK on the region, in order to know the general objectives as well as the scope and actual collaborations that can be established with the UK to reinforce all the actions that the region should have in place in terms of climate change.

*Colombia:* The representative consulted with the State Department and they are not authorized to give any opinions on this issue, given that this decision is mainly a political one.

*Brazil:* The representative also has to consult with the governmental authorities. How do our governments accept this network? What agreements have been signed? What countries are involved? No statement.

*Mexico:* Besides the political implications of this decision, there is the practical aspect. Would the IAI have the infrastructure/staff needed for such assessment?

*IAI Director:* The UK would pay for this work, and therefore the appropriate staff could be hired. The most critical issue in this context is the political meaning of the request. The IAI is an intergovernmental organization, and therefore it is not neutral for making such assessments. In view of the comments already heard, probably the most prudent action would be decline the request, but keep contact with the program.

*USA:* The fact that the IAI has been asked to perform this task, speaks to reputation of the IAI abroad. As to the allusion to bigger emitters, the US government plans to become more engaged and to make sure that the larger emitters sign up for more ambitious commitments. However, the representative hesitates about "putting pressure on countries". This is a difficult issue, and certainly, member countries do not intend to use the IAI to put pressure on other member states in this region or in another. However, if the IAI were to offer the expertise in any particular area to assist in this kind of activity, it would be in agreement with the reason for its existence.

*Canada:* The IAI has to be careful and don't do anything that would compromise its scientific excellence. Participating in the assessment can put at stake the integrity of the IAI.

*Colombia:* The IAI is on the right way in realizing scientific events as the one that will be held during CoP day 2, i.e., the analysis of costs and benefits of adaptation to climate change. This kind of activities help collecting information on the vulnerability and threats the region is facing. This is what the IAI has to do, continue supporting research and implementing activities that will lead to closer and integral cooperation among American countries. Countries have different interests in the negotiations and this has to be taken into consideration. The US is also an important member to the IAI, so there is no way that the IAI can take part in this project.

*IAI Director:* The conclusion is that the IAI will not make the assessment and requests the help of the Parties to draft the response to the UK government. That response should state that the IAI is fully capable of doing this work and has the experience but for very specific reasons the Institute will not participate in this activity.

*Venezuela:* The Directorate may prepare a draft and Parties will then make their comments/additions to the letter.

The CoP decided to decline the offer of UK to assess the South America Climate Change Network. The Director will write a draft letter saying that the IAI has the scientific capacity for this assessment but, for various reasons, it cannot involve in this project. The Parties will help the Director in drafting this letter.

*Action 6, day 1*

### **13. Election of SAC Members**

The Vice-chair of the SAC presented the recommendation of the ad hoc committee of the EC to recommend candidates for the SAC. The committee analyzed the re nomination of Juan Valdes from Argentina, who works in the US and is currently the Chair of the SAC. He has full support of the other SAC members to be elected for a second term. Valdes's curriculum vitae is available on the IAI Twiki web site. Criteria to support the election are scientific qualifications, scientific needs on the SAC (hydrological systems, freshwater management systems in the Americas). The candidate also has the ability to work in interdisciplinary and international environments.

The CoP approved unanimously the reelection of Juan Valdes as member of the Scientific Advisory Committee.

*Action 9 – Day 2*

### **14. Approval of the Action List of Day 1**

The CoP approved the Action List of Day 1.

*Action 10, Day 2*

### **15. Future sites and meetings**

Brazil expressed willingness to host the next EC-CoP-EC meetings. However, the representative was still waiting for final confirmation from her country.

Next EC and CoP meetings will be held in the second half of May 2010.

*Action 11, day 2*



*Costa Rica*: Countries will be able to send their credentials one month in advance only if invitations are received by that time.

At the request of the Director, CoP members committed to submit the accreditations at least one month prior to its next meeting.

*Action 12, day 2*

## **16. Adjournment**

The meeting was adjourned. The Chair of the CoP thanked country representations for their attendance and work during the meeting, the translators, the local support staff and the IAI Secretariat. Special thanks were given to IDEAM for the organization of the meeting.

*USA* on behalf of the present thanked the CoP Bureau for their work during the meeting.

*Colombia*: Thanked country representatives and observers. The country hopes to host another IAI meeting in the future.

## **Annex I – Action List**

### **Sixteenth Meeting of the IAI Conference of the Parties (CoP) Bogotá, Colombia, 19-20 May 2009**

#### **Action List**

##### **Day 1: May 19**

1. The CoP elected the following members as the Bureau for its Sixteenth Meeting: Gladys Maggi from Venezuela as the Chair, Roberto Villalobos from Costa Rica as the First Vice-Chair, and Ricardo Lozano from Colombia as the Second Vice-Chair.
2. The CoP elected the new members of the Credentials Committee: Brazil, Mexico and USA. The Committee in its composition is appointed for two years and the members are requested to serve in the period between meetings.
3. The CoP approved the agenda of its Sixteenth Meeting with the following modifications:
  - In the afternoon session of Day 1 include a discussion about the request of UK that the IAI evaluate the impact on the continent of the South America Climate Change Network.
4. The CoP approved the report of its Fifteenth Meeting with minor modifications to be sent directly to the Secretariat.
5. The Credentials Committee informed the CoP that ten delegations had submitted the official credentials to participate in the meeting: Argentina, Brazil, Canada, Colombia, Costa Rica, Mexico, Paraguay, Peru, the United States, and Venezuela.
6. The CoP decided to decline the offer of UK to make the assessment of the South America Climate Change Network. The Director will write a draft letter saying that the IAI has the scientific capacity for this assessment but, for various reasons, it cannot involve in this project. The Parties will help the Director in drafting this letter.

**Action List**

**Day 2: May 20**

1. The CoP approved the Core Budget Request for FY 2009-2010.
2. The CoP approved the level of Country Contributions for FY 2009-2010.
3. The CoP accepted the Auditor's report for the years ended June 30, 2007 and 2008.
4. The CoP approved the Annual Program for FY 2009-2010.
5. The CoP approved the amendments to the Rules of Procedure of the EC. Final version will be annexed to this Action List.
6. The CoP approved the amendment to Rule 24 and the creation of a Rule 24a in the Rules of Procedure of the CoP. Final version will be annexed to this Action List.
7. The CoP approved the amendments to Rules 62a, 64, 65, 66, and 66a in Chapter XI – Election of Members of the Scientific Advisory Committee in the Rules of Procedure of the CoP. Final version will be annexed to this Action List.
8. The CoP charged the IAI Director to review the Rules of Procedure of the CoP in order to have it consistent with the newly approved Rules of Procedure of the EC. The document will be presented at the next CoP meeting.
9. The CoP approved unanimously the reelection of Juan Valdes as member of the Scientific Advisory Committee.
10. The CoP approved the Action List of Day 1.
11. Next EC and CoP meetings will be held in the second half of May 2010.
12. At the request of the Director, CoP members committed to submit the accreditations at least one month prior to its next meeting.

**Annex II – Resolutions**

**INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH (IAI)  
SIXTEENTH MEETING OF THE IAI CONFERENCE OF THE PARTIES (CoP)  
19-20 May 23-24, 2009 – Bogotá, Colombia**

The IAI Conference of the Parties, at its sixteenth meeting held on 19 and 20 May 2009, in Bogotá, Colombia, adopted the following resolutions:

**RESOLUTION 1**

The CoP approved the Core Budget Request for FY 2009-2010.

**RESOLUTION 2**

The CoP approved the level of Country Contributions for FY 2009-2010.

**RESOLUTION 3**

The CoP approved the Annual Program for FY 2009-2010.

**RESOLUTION 4**

The CoP approved the amendments to the Rules of Procedure of the IAI Executive Council. Final version will be annexed to this document.

**RESOLUTION 5**

The CoP approved the amendment to Rule 24 and the creation of a Rule 24a in the Rules of Procedure of the CoP. Final version will be annexed to this document.

**RESOLUTION 6**

The CoP approved the amendments to Rules 62a, 64, 65, 66, and 66a in Chapter XI – Election of Members of the Scientific Advisory Committee in the Rules of Procedure of the CoP. Final version will be annexed to this document.

**RESOLUTION 7**

The CoP approved unanimously the reelection of Juan Valdes as member of the Scientific Advisory Committee.

CoP Chair  
Gladys Maggi – Venezuela

CoP 1st Vice-chair  
Roberto Villalobos – Costa Rica

CoP2nd Vice-chair  
Ricardo Lozano – Colombia

**Annex III - Standing Rules of the Executive Council (English)**

**STANDING RULES OF THE EXECUTIVE COUNCIL OF THE INTER-AMERICAN INSTITUTE  
FOR GLOBAL CHANGE RESEARCH**

CHAPTER I - GENERAL RULES

Rule 1

The Executive Council shall be governed by the relevant provisions of the Agreement Establishing the Inter-American Institute for Global Change Research and of these Rules.

Rule 2

The Executive Council shall act on behalf of the Conference of the Parties between the sessions thereof as its executive organ.

CHAPTER II - PARTICIPANTS

Rule 3

The Executive Council shall be composed of up to nine members elected by the Conference of the Parties for two-year terms, taking into account the need for balanced geographic representation.

Rule 4

Each Party elected to serve on the Executive Council shall notify the Director of the names of its Permanent Representative and the Alternate Permanent Representatives to the IAI.

Rule 5

Parties that are not on the Executive Council may send representatives to participate, with the right to speak, but without the right to vote, in sessions of the Council, its committees and working groups.

Rule 6

The Parties' representatives sent as observers on behalf of the Parties shall be accredited by their governments by a notification to the Director, who shall take the necessary measures to provide them with all the public documents that are distributed to members.

Rule 7

The list of invitees to the meetings of the Executive Council, in their capacity as observers from States party to the Agreement but not members of the EC, or from national, regional, or international organizations, or as experts, shall be available to the accredited Parties.

Rule 7a

The conditions under which observers may attend meetings of the Executive Council shall be as follows:

- (a) An observer may take the floor only when the Chair invites him to do so. He may not propose, second, or oppose motions, and shall not be entitled to vote;
- (b) An observer may receive all public documents of the EC.

CHAPTER III - MEETINGS

Rule 8

The Executive Council shall hold two regular meetings each year at the location of the Conference of the Parties, one immediately prior to the Conference of the Parties Meeting (pre-CoP Executive Council meeting) and one immediately after (post-CoP Executive Council meeting).

Rule 9

The Director and the appropriate representative of the host country shall extend joint invitations for the Executive Council to the Parties and all other expected participants no later than four months prior to the starting date of the pre-CoP Executive Council meeting. This invitation shall include a list of the key issues to be discussed, with the understanding that this list shall serve as the basis for the provisional agenda for the Executive Council as described in Rule 16.

Rule 10

The pre-CoP Executive Council meeting shall review financial and budgetary matters and any pending items in preparation for the Conference of the Parties.

Rule 11

The Directorate shall develop jointly with the Financial and Administrative Committee of the Executive Council (see Rule 30 below) the budget plan for the following year, and make the draft budget available to the Executive Council at least one month prior to pre-CoP Executive Council meeting. Executive Council Members shall be invited to comment on the draft budget via e-mail within 15 days of this distribution of the plan and budget. Such comments will be included as annotations of the proposed budget to the pre-CoP Executive Council meeting. The Executive Council shall make a recommendation concerning the budget to the Conference of the Parties immediately following the pre-CoP Executive Council meeting.

Rule 12

The post-CoP Executive Council meeting shall have as its primary responsibilities the election of the Bureau (as called for in Chapter V) and the consideration of resolutions and actions from the Conference of the Parties to enable the IAI to conduct its intercessional activities in accordance with the decisions of the Conference of the Parties. The Director shall, within one day of the end of the Conference of the Parties, transmit to the post-CoP Executive Council meeting the Resolutions and other decisions and results of the Conference of the Parties Meeting just completed.

Rule 13

The Executive Council, in special instances and at the request of one or more Parties, may hold Special Meetings. These meetings may be held with two-thirds or more favorable vote. If the Executive Council is not in session, the Director shall consult the Parties by correspondence regarding such requests and shall convene such meetings if at least two-thirds of the Executive Council members agree. The Party that first tenders an offer shall be the site of the Special Meeting. In the event that no offer of a site is tendered or the meeting cannot be held at the site agreed upon, the Special Meeting of the Executive Council shall be held at the site of the Directorate. Nevertheless, if, at any time before the notice of meeting, one or more Parties offers to host the meeting, the Executive Council, whether in session or consulted by correspondence, may agree by a majority vote of its members to have the meeting held at one of the sites offered.

Rule 14

A request to hold a Special Meeting shall contain an agenda, and the meeting shall consider only those matters for which the meeting was called.

Rule 15

The Director shall transmit notices of Special Meetings to the Parties and other participants at least 30 days prior to the starting date thereof

CHAPTER IV - THE AGENDA

Rule 16

The provisional agenda for each Regular Meeting shall be prepared by the Director in consultation with the Chair of the Executive Council taking into account the decisions of the previous Meeting, the recommendations from the Conference of the Parties, and proposals of the Parties. This provisional agenda shall be made available to the Parties and other participants, together with supporting background documentation sufficient for the analysis of the agenda, at least 30 days before the date of the meeting. The provisional agenda for the post-CoP Executive Council meeting should be revised if and as necessary by the Director and should be distributed to the Parties and other participants immediately after the adjournment of the Conference of the Parties.

Rule 17

The provisional agenda of each regular meeting shall include the following:

- (a) Matters which the Executive Council must settle and about which the Conference of the Parties should be informed;
- (b) Topics, reports, and studies agreed upon or requested by the Conference of the Parties at previous meetings;
- (c) Items of business which the Executive Council has agreed to include;
- (d) Items proposed by the Parties.

Rule 18

The proposal to include an item of business on the provisional agenda shall be supported by a working document, which shall serve as a basis for discussion. The Director shall be responsible for receiving, translating, and posting these documents.

Rule 19

The provisional agenda of each meeting shall be submitted for the consideration of the Executive Council at the first plenary session of the meeting.

Rule 20

The Director shall notify the Executive Council regarding the potential programmatic, administrative, and financial implications of the agenda items.

Rule 21

Once the final agenda has been approved, only business considered urgent and important may be added only through approval by a majority vote of the Parties of the Executive Council.

Rule 22

The Director shall transmit the provisional agenda of each Special Meeting of the Executive Council, together with the documents needed to analyze it, at least twenty days prior to the scheduled starting date of the meeting.

## CHAPTER V - THE EXECUTIVE COUNCIL BUREAU

Rule 23

The Bureau of the Executive Council shall be composed of a Chair, a first and a second Vice-Chair, who will be elected for a period of two years, and of the Director of the Institute as secretary of the Council.

Rule 23-A

If a vacancy occurs in the Bureau, its remaining Members should change position(s) as appropriate. The Chair (or Acting Chair) with the support of the Director shall consult with the Executive Council to obtain their approval for a new Member to be elected to serve as Acting Second Vice-Chair of the Bureau to complete the unexpired term of the vacated Bureau Member.

Rule 24

The Chair and the Vice-Chairs shall be elected by the Executive Council as the Executive Council's first item of business in its post-CoP Meeting. The chair and Vice-Chairs shall be elected separately. Each Party Member of the Executive Council shall vote for only one candidate for each position to be filled.

Rule 25

The election of the Chair and the Vice-Chairs is of an individual person. If a Party which substitutes its representative who has been elected to the position of Chair or Vice-Chair, the position must be vacated and Rule 23 A will be applied.

## CHAPTER VI - SESSIONS

Rule 26

Unless otherwise decided, meetings of the Executive Council shall be open.

Rule 27

Plenary sessions shall require the presence of a quorum of one half of their members. In the event that the quorum is upset, all decisions/actions taken by the Executive Council shall be considered as provisional until consent of a majority of the Parties on the Executive Council is obtained by signed correspondence.

## CHAPTER VII - COMMITTEES

Rule 28

The Executive Council may establish, from among its members, any ad hoc Committees it may deem necessary for the Council meeting, and to assign the various items of business from the agenda to them.

Rule 28-A

All Parties in attendance may participate in the Committees. Nevertheless, for the purposes of the quorum, only delegations officially registered on the corresponding Committee, or, with regards to the Credentials Committee, those appointed to serve on it, shall be counted.

Rule 29

The Executive Council may, in accordance with Article V, Section 4.k of the Agreement to Establish the IAI, decide to continue any ad hoc Committee or may establish any Advisory Committees it deems necessary. If it does so, the Executive Council shall determine their composition and term.

Rule 30

The Executive Council shall elect a Financial and Administrative Committee. Members shall be elected for a renewable term of two years. The Financial and Administrative Committee develops its own charter for approval by the Executive Council.

Rule 31

The Executive Council shall elect a Credentials Committee, comprised of three Parties, who shall serve for a period of two years.

Rule 32

The Chair of an Advisory Committee, after consulting the Bureau of the Executive Council, may invite experts to take part in the work of said Committee.

Rule 33

Insofar as possible, Advisory Committees shall carry out their work by correspondence.



Rule 34

The Advisory Committees shall submit their reports for consideration by the Executive Council.

Rule 35

Unless otherwise specified by the Executive Council, the Standing Rules applicable thereto may be applied to the activities of the Committees established in accordance with Rule 29.

## CHAPTER VIII - PROCEDURES AND DEBATES

Rule 36

The Chair of the Executive Council shall be authorized to open and close the meetings, lead the discussions, ensure observance of the provisions of the Agreement and of these Rules, grant permission to take the floor, put items of business to a vote, and announce decisions. The Chair shall ensure that order is maintained at the sessions. The Chair shall rule on points of order and shall, in particular, be authorized to propose the postponement or closure of a debate, or the postponement or suspension of the sessions. The Chair shall also set the agenda of the sessions in accordance with the approved agenda of the meeting.

Rule 37

When the individual chairing a session wishes to participate in a debate on an item on business, the individual must pass the Chairmanship to the appropriate individual in accordance with Rule 23.

Rule 38

If an item of business included on the overall agenda, but not on the agenda for the particular session, is submitted for consideration, the Parties of the Executive Council in attendance shall decide immediately by a majority vote whether to discuss it.

Rule 39

While a proposal is under consideration, proposals to amend it may be submitted. A motion shall be considered an amendment only when it adds, deletes, or changes part of the proposal. Motions that completely replace the original proposal or have no clear relationship therewith shall be considered separate proposals, rather than amendments. The proposed amendment that differs most from the original shall be considered first.

Rule 40

A proposal or an amendment to a proposal may be withdrawn by its original sponsor before being put to a vote.

Rule 41

While an item of business is being discussed, any Representative may raise a point of order, which shall be decided upon immediately by the Chair, whose decision may be appealed. In such cases, the appeal shall be put to a vote immediately, the results of which shall govern.

Rule 42

A representative who raises a point of order may not speak to the substance of the matter under discussion.

Rule 43

While any item of business is being discussed, any Representative may propose that the discussion be postponed until an agreed-upon time. This proposal shall not be debated, but shall be put to a vote immediately. If approved, the date on which the debate is to resume shall be scheduled.

Rule 44

The Chair or any Representative may propose that the debate be closed when he/she considers the matter to have been discussed sufficiently. If this motion is opposed, the Chair shall give the floor to one Representative in favor and one against, who shall be allowed no more than five minutes each to speak. The matter shall then be put to a vote.

Rule 45

During the discussion of an item of business, the Chair or any Representative may propose that the session be suspended or adjourned. The proposal shall be put to a vote immediately without debate.

Rule 46

With the exception of motions regarding points of order, the following procedural motions shall take precedence, in the order indicated below, over other proposals or motions submitted:

- (a) Postponement of the session;
- (b) Suspension of the session;
- (c) Postponement of debate on the item under discussion;
- (d) Closure of debate on the item under discussion.

Rule 47

In order to reconsider a decision adopted by the Executive Council, the appropriate motion shall be approved by a two-thirds vote of the Parties of the Executive Council.

Rule 48

Working documents, decisions, recommendations, agreements, minutes, and reports of the Executive Council shall be distributed in at least two of the official languages of the IAI.

## CHAPTER IX - VOTING

Rule 49

Each Party of the Executive Council is entitled to one vote. Votes shall be cast by a show of hands, by roll call or by secret ballot.

Rule 50

Decisions of the Executive Council shall normally be made by consensus. In case consensus is not reached, decisions shall be made by a majority vote of the Parties of the Executive Council in attendance.

Rule 51

Ordinary votes shall be cast by a show of hands. When any Representative requests a rollcall vote, voting shall proceed in the order in which the Parties notified the Depository. The vote of each Representative participating in the roll-call vote shall be noted for the record in the minutes of the session.

Rule 52

When the voting does not result in enough candidates being elected to fill all of the vacancies, a runoff election shall be held from the remaining candidates eliminating from the ballot the candidates with the lowest number of votes, but retaining two candidates more than the number of vacancies to be filled.

Rule 53

When it becomes necessary to choose between candidates who have received the same number of votes, a second round of voting shall be conducted among the tied candidates.

Rule 54

When votes are cast by secret ballot, the Chair of the Executive Council shall designate two Representatives to serve as tellers, who, when the balloting is for an election, shall be individuals

not directly involved therein. The tellers shall be responsible for monitoring the voting, counting the ballots, deciding when a vote is null and void, and certifying the results of the voting.

Rule 55

Once debate has been closed, votes shall be cast immediately on the proposals submitted, with the corresponding amendments, where appropriate.

Rule 56

Proposals shall be put to a vote in the order in which they were submitted, except when otherwise stipulated by the Executive Council.

Rule 57

Amendments shall be submitted for discussion and shall be put to a vote prior to voting on the proposal they are designed to amend.

Rule 58

Any member may propose that portions of a proposal, document, or amendment be voted on individually. If there are any objections to the request for a division, the request shall be put to a vote. Permission to speak regarding the request for division shall be granted to only one speaker in favor and one opposing speaker. If the request for division is approved, the portions of the proposal, document, or amendment that have been approved individually shall be put to a vote in their entirety. If all portions of the proposal, document, or amendment have been rejected, the proposal, document, or amendment shall be regarded as having been rejected in its entirety.

Rule 59

Once the voting has begun, no Representative may interrupt it, except to raise a point of order concerning the manner in which the voting is being conducted. The voting shall end when the Chair has announced the results thereof.

Rule 60

Once the voting has ended, any representative may ask for the floor to explain or justify his/her vote, for a period not to exceed five minutes.

Rule 61

The Chair may avail himself/herself of the procedure of voting by correspondence to decide on urgent business, except in instances where a secret ballot is necessary. Voting may be requested on the item of business in question only after two-thirds of the Parties of the Executive Council have expressly indicated their agreement with the correspondence procedure.

Rule 62

Having obtained consent according to Rule 61 of these Rules, the Director shall solicit a vote of the member Parties of the Executive Council and shall inform them of the deadline for receiving the votes. Once the established period has expired, the Director shall tally the votes and report the result to the Parties.

## CHAPTER X - THE MEETING MINUTES AND THE REPORT

Rule 63

Before a day's session, the Secretary shall produce a list summarizing the actions taken at the previous day's session for approval by the Executive Council. The list of actions for the last day of the meeting shall be approved before the close of the last session of the Meeting.

Rule 63-A

The approved action lists shall be signed by the Bureau of the Executive Council.

Rule 64

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.

#### CHAPTER XI - THE SECRETARIAT

##### Rule 65

The Director of the Institute shall be the ex-officio Secretary of the Executive Council.

#### CHAPTER XII - AMENDING THE RULES

##### Rule 66

These Rules may be amended by a majority vote of the members of the Conference of the Parties, either at its own initiative, or at the initiative of the Executive Council, approved by a majority vote of the Parties on the Executive Council, except for those items for which the Agreement requires a two-thirds vote of the Parties.

## **Annex IV – Standing Rules of the Executive Council (Spanish)**

### **REGLAMENTO DEL CONSEJO EJECUTIVO DEL INSTITUTO INTERAMERICANO PARA LA INVESTIGACION DEL CAMBIO GLOBAL**

#### **CAPÍTULO I – NORMAS GENERALES**

##### **Artículo 1**

El Consejo Ejecutivo estará regido por las disposiciones pertinentes del Acuerdo para la Creación del Instituto Interamericano para la Investigación del Cambio Global (IAI) y por el presente Reglamento.

##### **Artículo 2**

El Consejo Ejecutivo actuará en nombre de la Conferencia de las Partes entre los períodos de sesiones de ésta, en calidad de su órgano ejecutivo.

#### **CAPÍTULO II – DE LOS PARTICIPANTES**

##### **Artículo 3**

El Consejo Ejecutivo estará integrado por un máximo de nueve miembros, elegidos por la Conferencia de las Partes por períodos de dos años, tomando en cuenta la necesidad de una representación geográficamente equilibrada.

##### **Artículo 4**

Cada Parte elegida para integrar el Consejo Ejecutivo comunicará al Director Ejecutivo, los nombres de su Representante Permanente y los Representantes Suplentes Permanentes ante el IAI.

##### **Artículo 5**

Las Partes que no integren el Consejo Ejecutivo podrán enviar representantes para participar, con voz pero sin voto, en los debates de las sesiones del Consejo, sus Comisiones y Grupos de Trabajo.

##### **Artículo 6**

Los representantes enviados como observadores en nombre de las Partes deberán estar acreditados por sus gobiernos, mediante una comunicación dirigida al Director Ejecutivo, quien tomará las medidas necesarias para proporcionarles toda la documentación pública distribuida a los miembros.

##### **Artículo 7**

La lista de invitados a las reuniones del Consejo Ejecutivo en calidad de observadores de Estados Partes del Acuerdo pero no miembros del Consejo Ejecutivo, o de organizaciones nacionales, regionales o internacionales, así como en calidad de expertos, deberá ponerse a disposición de las Partes acreditadas.

##### **Artículo 7a**

Las condiciones para que los observadores asistan a una reunión del Consejo Ejecutivo serán las siguientes:

- (a) Un observador podrá hacer uso de la palabra únicamente cuando el Presidente lo invite a hacerlo. No podrá proponer, secundar ni oponerse a ninguna moción y no tendrá derecho a voto;
- (b) Un observador podrá acceder a todos los documentos públicos del Consejo Ejecutivo.

## CAPÍTULO III – DE LAS REUNIONES

## Artículo 8

El Consejo Ejecutivo celebrará dos reuniones ordinarias al año en la misma sede que la Conferencia de las Partes, una inmediatamente antes de la reunión de la Conferencia (reunión del Consejo Ejecutivo pre-CoP) y una inmediatamente después (reunión del Consejo Ejecutivo post-CoP).

## Artículo 9

El Director Ejecutivo y la representación correspondiente al país anfitrión enviarán en conjunto, a cada Parte y a todos los posibles participantes, la invitación al Consejo Ejecutivo con una antelación no menor a los cuatro meses de la fecha de inicio de la reunión del Consejo ejecutivo pre-CoP. Dicha invitación incluirá la lista de los principales temas a ser tratados, entendiendo que ésta será la base de la agenda provisional del Consejo Ejecutivo, de acuerdo con el Artículo 16.

## Artículo 10

En preparación a la Conferencia de las Partes, la reunión del Consejo Ejecutivo pre-CoP deberá tratar los temas financieros y de presupuesto así como cualquier otra materia pendiente.

## Artículo 11

La Dirección Ejecutiva desarrollará, junto con el Comité de Finanzas y Administración del Consejo Ejecutivo (ver Artículo 30), el plan de presupuesto para el año siguiente, y pondrá a disposición del Consejo Ejecutivo el presupuesto provisional al menos un mes antes del inicio de su reunión pre-CoP. Se invitará a los Miembros del Consejo Ejecutivo a hacer sus comentarios sobre el presupuesto provisional por correo electrónico 15 días antes de la distribución del plan y el presupuesto. Tales comentarios serán incluidos en el presupuesto presentado a la reunión del Consejo Ejecutivo pre-CoP. El Consejo Ejecutivo hará una recomendación acerca del presupuesto a la Conferencia de las Partes inmediatamente después de su reunión pre-CoP.

## Artículo 12

La reunión del Consejo Ejecutivo post-CoP tendrá como responsabilidad primaria la elección de la Mesa Directiva (como se requiere en el Capítulo V) y la consideración de las resoluciones y acciones de la Conferencia de las Partes para permitir que el IAI desarrolle sus actividades intersesionesales en conformidad con las decisiones de la Conferencia de las Partes. El Director Ejecutivo transmitirá un día después de la finalización de la Conferencia de las Partes, las Resoluciones y otras decisiones y resultados de la reunión al Consejo Ejecutivo en su sesión post-CoP.

## Artículo 13

El Consejo Ejecutivo, en circunstancias especiales, a solicitud de una o más Partes, podrá celebrar Reuniones Extraordinarias, cuyas convocatorias requerirán el voto afirmativo de dos tercios de las Partes integrantes del Consejo Ejecutivo. De no estar reunido el Consejo Ejecutivo, el Director Ejecutivo consultará por correspondencia al las Partes sobre tal solicitud y, si por lo menos las dos terceras Partes integrantes de Consejo Ejecutivo estuvieran de acuerdo, se procederá a convocarla. Será sede de la Reunión Extraordinaria la Parte que hiciese el primer ofrecimiento. De no haber ofrecimientos, o en caso de que la reunión no pudiese celebrarse en la sede convenida, el Consejo Ejecutivo la celebrará en la Sede de la Dirección Ejecutiva. No obstante, si en algún momento antes de la convocatoria, una o más Partes ofrecieran ser sede de la reunión, el Consejo Ejecutivo, si estuviere reunido o fuere consultado por correspondencia, podrá acordar, por el voto de la mayoría de sus Partes, que la reunión se celebre en una de las sedes ofrecidas.

## Artículo 14

La solicitud para celebrar una Reunión Extraordinaria deberá estar acompañada de una agenda. En la reunión sólo podrán tratarse los temas que motivaron su convocatoria,

#### Artículo 15

El Director Ejecutivo deberá informar a las Partes y a otros participantes acerca de la convocatoria a Reunión Extraordinaria con una antelación no menor que treinta días de su fecha de inicio.

### CAPÍTULO IV – DE LA AGENDA

#### Artículo 16

El Director Ejecutivo, en consulta con el Presidente del Consejo Ejecutivo, deberá preparar la agenda provisional de cada Reunión Ordinaria, tomando en cuenta las decisiones de la Reunión previa, las recomendaciones de la Conferencia de las Partes y las propuestas de las Partes. Esta agenda provisional, junto con la documentación suficiente que permita su análisis, deberá ser puesta a disposición de las Partes y otros participantes por lo menos treinta días antes de la fecha de inicio de la reunión. Se ser necesario, la agenda provisional para la reunión del Consejo Ejecutivo post-CoP será revisada por el Director Ejecutivo y será distribuida a las Partes y otros participantes inmediatamente después del cierre de la Conferencia de las Partes.

#### Artículo 17

La agenda provisional de cada Reunión Ordinaria, comprenderá:

- (a) Las materias sobre las cuales deba resolver e informar a la Conferencia de las Partes;
- (b) Los temas, informes y estudios que hayan sido acordados o solicitados por la Conferencia de las Partes en reuniones anteriores;
- (c) Los asuntos cuya inclusión haya sido acordada por el Consejo Ejecutivo;
- (d) Los temas propuestos por las Partes.

#### Artículo 18

La propuesta de inclusión de un tema en la agenda provisional o definitiva deberá estar acompañada por un documento de trabajo que servirá como base para el debate. Es responsabilidad del Director Ejecutivo la recepción, traducción y circulación de dichos documentos.

#### Artículo 19

La agenda provisional de cada reunión se someterá a la consideración del Consejo Ejecutivo en la primera sesión plenaria de la reunión.

#### Artículo 20

El Director Ejecutivo informará al Consejo Ejecutivo acerca de las posibles implicancias de índole programática, administrativa y financiera de los temas incluidos en la agenda .

#### Artículo 21

Una vez aprobada la agenda definitiva, sólo podrán agregarse temas considerados urgentes e importantes, mediante aprobación por mayoría de votos de las Partes del Consejo Ejecutivo.

#### Artículo 22

El Director Ejecutivo enviará la agenda provisional de cada Reunión Extraordinaria del Consejo Ejecutivo, junto con la documentación necesaria para analizarla, con una antelación de al menos veinte días de la fecha de inicio de la reunión

### CAPÍTULO V – DE LA MESA DIRECTIVA DEL CONSEJO EJECUTIVO

#### Artículo 23

La Mesa Directiva del Consejo Ejecutivo estará compuesta por un Presidente, un Vicepresidente primero y un Vicepresidente Segundo quienes serán elegidos por un período de dos años y el Director Ejecutivo del Instituto como secretario del Consejo.

#### Artículo 23-A

Si se produjera una vacante en la Mesa Directiva, sus otros miembros cambiarán su(s) posición(es) según corresponda. El Presidente (o Presidente interino) con la ayuda del Director Ejecutivo, consultará con el Consejo Ejecutivo para obtener su aprobación para la elección de un nuevo Miembro que actúe como Vicepresidente segundo interino hasta completar el período de la vacante producida en la Mesa Directiva.

#### Artículo 24

La elección del Presidente y los Vicepresidentes será el primer ítem de la agenda de la reunión post-CoP del Consejo Ejecutivo. El Consejo los elegirá de forma independiente y cada Parte miembro del Consejo Ejecutivo votará por un solo candidato para cada cargo vacante.

#### Artículo 25

La elección del Presidente y Vicepresidentes es personal. Si una Parte reemplaza su representante electo para el cargo de Presidente o Vicepresidente, el mismo se declarará vacante y se aplicará el Artículo 23

### CAPÍTULO VI – DE LAS SESIONES

#### Artículo 26

Las reuniones del Consejo Ejecutivo serán abiertas, a menos que se decidiera lo contrario.

#### Artículo 27

Las sesiones plenarias requerirán la presencia de un quórum de la mitad de sus miembros. En el caso que el quórum se perdiese, todas las decisiones/acciones tomadas por el Consejo Ejecutivo serán consideradas provisionales hasta que se obtenga el consenso de la mayoría de las Partes del Consejo Ejecutivo mediante correspondencia firmada.

### CAPÍTULO VII – DE LAS COMISIONES

#### Artículo 28

El Consejo Ejecutivo podrá crear, entre sus miembros, todas las Comisiones ad hoc que considere necesarias para la reunión y asignarles diferentes asuntos de la agenda.

#### Artículo 28-A

Todas las Partes podrán participar en las Comisiones. No obstante, a los efectos del quórum, sólo se tendrán en cuenta las delegaciones registradas oficialmente en las Comisiones correspondientes, o, en lo que respecta a la Comisión de Credenciales, se contará a aquellas designadas para conformarla.

#### Artículo 29

Según el Artículo V, Sección 4.k del Acuerdo para la Creación del IAI, el Consejo Ejecutivo podrá decidir continuar cualquier Comité ad hoc o crear todas las Comisiones Asesoras que considere necesario. En caso de hacerlo, el Consejo Ejecutivo debe determinar su composición y período de vigencia.



Artículo 30

El Consejo ejecutivo designará un Comité de Finanzas y Administración. Los miembros serán electos por un período renovable de dos años. El Comité de Finanzas y Administración desarrolla su propio estatuto que debe ser aprobado por el Consejo ejecutivo.

Artículo 31

El Consejo Ejecutivo designará una Comisión de Credenciales, conformada por tres Partes, cuyas funciones se extenderán por un período de dos años.

Artículo 32

El Presidente de una Comisión Asesora, luego de consultar con la Mesa Directiva del Consejo Ejecutivo, podrá invitar a expertos a formar parte de dicha Comisión.

Artículo 33

En la medida de lo posible, las Comisiones Asesoras deberán realizar su trabajo por correspondencia.

Artículo 34

Las Comisiones Asesoras deberán someter sus informes a consideración del Consejo Ejecutivo.

Artículo 35

A menos que el Consejo Ejecutivo especifique lo contrario, el Reglamento aplicable a él podrá aplicarse a las actividades de las Comisiones conformadas de acuerdo con el Artículo 29.

## CAPÍTULO VIII – DE LOS PROCEDIMIENTOS Y DEBATES

Artículo 36

El Presidente del Consejo Ejecutivo tendrá la autoridad para inaugurar y cerrar las reuniones, dirigir los debates, asegurar el cumplimiento de las disposiciones del Acuerdo y del presente Reglamento, otorgar el uso de la palabra, someter asuntos a votación y anunciar las decisiones. El Presidente deberá asegurar que se mantenga el orden en las sesiones. Dictaminará sobre las cuestiones de orden y, en particular, estará autorizado a proponer la postergación o cierre de un debate o la postergación o suspensión de las sesiones. Además, establecerá la agenda de cada sesión de acuerdo con la agenda aprobada de la reunión.

Artículo 37

Cuando el que presidiera una sesión deseara participar en el debate o votación de un asunto, deberá pasar la presidencia a quien corresponda de acuerdo al orden establecido en el Artículo 23.

Artículo 38

De someterse a consideración un asunto incluido en la agenda general pero no en la agenda de una sesión en particular, las Partes del Consejo Ejecutivo presentes decidirán inmediatamente, por mayoría de sus votos, el tratamiento o no del asunto en cuestión.

Artículo 39

Durante el tratamiento de una propuesta, podrán presentarse otras para enmendarla. Una moción será considerada una enmienda sólo cuando agregara, eliminara o modificara parte de la propuesta. Las mociones que reemplazaran completamente la propuesta original o no tuvieran una relación clara con ésta serán consideradas propuestas independientes, en lugar de enmiendas. La enmienda propuesta que más difiera de la original será tratada en primer lugar.

Artículo 40

Una propuesta o enmienda a una propuesta podrá ser retirada por su autor antes de ser sometida a votación.

#### Artículo 41

Durante el tratamiento de un asunto de la agenda, cualquiera de los Representantes podrá proponer una moción de orden, sobre la que el Presidente decidirá inmediatamente -decisión que podrá ser apelada-. En tales casos, la apelación se someterá inmediatamente a votación y el resultado de la misma será el que rija.

#### Artículo 42

El Representante que proponga una moción de orden no podrá hacer uso de la palabra con relación al tema en debate.

#### Artículo 43

Durante el tratamiento de un asunto de la agenda, cualquiera de los Representantes podrá proponer la postergación de dicho debate hasta otro momento acordado. Esta propuesta no se someterá a debate sino a votación inmediatamente. De ser aprobada, se fijará la fecha en la cual se retomará el debate.

#### Artículo 44

El Presidente o cualquiera de los Representantes podrá proponer el cierre del debate toda vez que considere que el tema ha sido tratado lo suficiente. De haber oposición a esta moción el Presidente dará la palabra a un Representante a favor y a uno en contra. Cada uno de ellos tendrá hasta cinco minutos para hacer uso de la palabra. La moción será luego puesta a votación.

#### Artículo 45

Durante el tratamiento de un asunto de la agenda, el Presidente o cualquier Representante puede proponer la suspensión o clausura de la sesión. Esta propuesta será sometida inmediatamente a votación, sin debate.

#### Artículo 46

A excepción de las mociones de orden, las siguientes mociones de procedimiento tendrán prioridad sobre otras propuestas o mociones, en el orden indicado abajo:

- (a) Postergación de la sesión;
- (b) Suspensión de la sesión;
- (c) Postergación del debate del tema en tratamiento;
- (d) Cierre del debate del tema en tratamiento.

#### Artículo 47

Con el fin de reconsiderar una decisión tomada por el Consejo Ejecutivo, la moción correspondiente deberá ser aprobada por dos tercios de los votos de las Partes.

#### Artículo 48

Los documentos de trabajo, las decisiones, recomendaciones, acuerdos, minutas, e informes del Consejo Ejecutivo serán distribuidos en al menos dos de los idiomas oficiales del IAI.

## CAPÍTULO IX – DE LAS VOTACIONES

#### Artículo 49

Cada Parte del Consejo Ejecutivo tiene derecho a un solo voto. Los votos se emitirán por votación a mano alzada, votación nominal, o votación secreta.

#### Artículo 50

Las decisiones del Consejo Ejecutivo se realizarán por consenso. De no lograrse consenso, las decisiones serán tomadas por mayoría de votos de las Partes presentes del Consejo Ejecutivo.

#### Artículo 51

Las votaciones ordinarias se realizarán por mano alzada. Toda vez que un Representante solicite una votación nominal, la misma se realizará en el orden en que las Partes hayan notificado al Depositario. Se hará constar en las minutas de la sesión el voto de cada Representante que participe en la votación nominal.

#### Artículo 52

Cuando de una votación no resultara electa la suficiente cantidad de candidatos para cubrir todas las vacantes, se realizará una segunda elección con los candidatos restantes. Se eliminará de dicha votación a los candidatos que hubieran obtenido la menor cantidad de votos pero se conservará dos candidatos más que el número de vacantes a ser cubiertas.

#### Artículo 53

Cuando fuera necesario elegir entre candidatos que hubieran recibido la misma cantidad de votos, se realizará una segunda ronda de votación entre los candidatos empatados.

#### Artículo 54

En toda votación secreta, el Presidente del Consejo Ejecutivo designará como escrutadores a dos Representantes. Cuando se trate de elecciones, los escrutadores no podrán estar directamente involucrados en ella. Los escrutadores serán responsables de controlar el proceso, contar los votos, decidir sobre la nulidad o invalidez de los mismos y certificar el resultado de la votación

#### Artículo 55

Una vez finalizado el debate se procederá inmediatamente a votar las propuestas presentadas, con sus enmiendas en caso de haberlas.

#### Artículo 56

Las propuestas serán sometidas a votación en el orden en que fueron presentadas, excepto cuando el Consejo Ejecutivo estipule lo contrario.

#### Artículo 57

Las enmiendas deberán ser presentadas para su debate y ser sometidas a votación antes de votar la propuesta que tienden a modificar.

#### Artículo 58

Cualquier Parte podrá proponer que se voten por separado partes de una propuesta, documento o enmienda. De haber objeciones a la solicitud de división, ésta será sometida a votación. El permiso para hacer uso de la palabra en referencia a una solicitud de división se concederá solamente a un orador a favor y a un orador en contra. Si la solicitud de división fuera aprobada, las partes de la propuesta, documento o enmienda que hayan sido aprobadas por separado deberán ser sometidas a votación globalmente. Si todas las partes de la propuesta, documento o enmienda hubieran sido rechazadas, la propuesta, documento o enmienda se considerará rechazado en su totalidad.

#### Artículo 59

Una vez iniciada la votación, ningún Representante podrá interrumpirla, excepto para proponer una moción de orden respecto de la forma en que la votación se está llevando a cabo. La votación se dará por finalizada una vez que el Presidente haya anunciado su resultado.

#### Artículo 60

Una vez finalizada la votación, cualquiera de los Representantes podrá pedir la palabra para explicar o justificar su voto, por un tiempo que no deberá exceder los cinco minutos.

Artículo 61

El Presidente podrá recurrir al procedimiento de votación por correspondencia para decidir sobre asuntos urgentes, salvo en los casos en que sea necesaria la votación secreta. Podrá solicitar el voto sobre el asunto en cuestión solamente después de que dos terceras partes de las Partes del Consejo Ejecutivo hayan indicado expresamente su conformidad con dicho procedimiento.

Artículo 62

Obtenido el consentimiento en la forma del Artículo 61 de este Reglamento, el Director, Ejecutivo solicitará el voto de las Partes integrantes del Consejo Ejecutivo y le informará acerca de la fecha límite para la recepción de los votos. Al expirar el plazo fijado, el Director Ejecutivo computará los votos, y comunicará el resultado a las Partes del Consejo Ejecutivo.

## CAPÍTULO X – DE LAS MINUTAS Y EL INFORME DE LA REUNION

Artículo 63

Antes de la sesión de cada día, la Secretaría preparará una lista que resuma las acciones decididas en la sesión del día previo para la aprobación del Consejo Ejecutivo. Las acciones del último día de reunión se aprobarán antes del cierre de la última sesión de la reunión.

Artículo 63-A

Las listas de acciones aprobadas será firmada por la Mesa Directiva del Consejo Ejecutivo.

Artículo 64

Los Informes de las dos reuniones del Consejo Ejecutivo, pre y post Conferencia de las Partes, deberán contener todas las resoluciones aprobadas, las listas de acciones de cada día, las minutas de la Consejo Ejecutivo y los anexos. El mismo será preparado por la Dirección Ejecutiva y entregado para la revisión y comentarios de todos los participantes de la reunión; luego deberá ser aprobado, con las modificaciones necesarias, al comienzo de la siguiente reunión del Consejo Ejecutivo pre-CoP.

## CAPÍTULO XI - DE LA SECRETARÍA

Artículo 65

El Director Ejecutivo del Instituto será Secretario *ex officio* del Consejo Ejecutivo.

## CAPÍTULO XII - DE LAS ENMIENDAS AL REGLAMENTO

Artículo 66

Este Reglamento podrá ser enmendado por mayoría de votos de las Partes de la Conferencia de las Partes, ya sea por su propia iniciativa o a propuesta del Consejo Ejecutivo, aprobada por mayoría de votos de las Partes en el Consejo Ejecutivo, salvo en los puntos para los que el Acuerdo requiere un voto de dos tercios de las Partes.

Artículo 67

Las modificaciones al presente Reglamento entrarán en vigencia en una fecha fijada por resolución de la Conferencia de las Partes o, si ésta no lo fijara, en la fecha de su aprobación por la misma.

## **Annex V – Standing rule of the Conference of the Parties (English)**

### **STANDING RULES OF THE CONFERENCE OF THE PARTIES OF THE INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH**

#### **CHAPTER 1 - PARTICIPANTS**

##### **Rule 1**

The Conference of the Parties shall be governed by the relevant provisions of the Agreement Establishing the Inter-American Institute for Global Change Research (IAI) and of these Rules.

##### **Rule 2**

Each Party shall designate one Permanent Representative and one or more Alternate Permanent Representatives to the IAI. Each Party shall submit such designations to the Director through its competent diplomatic authority (Ministry of Foreign Affairs, Embassy or Consulate). The note of designation shall bear an expiration date.

##### **Rule 2a**

The Conference of the Parties shall be open to all Parties to the Agreement. Upon invitation to a Conference of Parties, a Party that has not designated a Permanent and/or Alternate Permanent Representatives shall accredit through its competent diplomatic authority, prior to each Conference of Parties, a Conference Representative and/or Alternate Conference Representative to represent the Party.

##### **Rule 3**

The designations called for under Rule 2 above and the accreditations provided for under Rule 2a above shall be referred to the Credentials Committee (to be established under Rule 28) for its review and approval. If the Credentials Committee questions such a designation or accreditation, it shall request the Director to work with the submitting Party to resolve these questions before the meeting is adjourned. In the event these questions cannot be resolved to the satisfaction of the Credentials Committee, the Committee shall refer these questions to the next Conference of the Parties for its decision.

##### **Rule 4**

The list of invitees to the meetings of the Conference of the Parties, in their capacity as observers from States not party to the Agreement, or from national, regional, or international organizations, or as experts, shall be made available to the accredited Parties.

##### **Rule 5**

The conditions under which observers may attend meetings of the Conference of the Parties shall be as follows:

- (a) An observer may take the floor only when the Chair invites him to do so. He may not propose, second, or oppose motions, and shall not be entitled to vote;
- (b) An observer may receive all public documents of the Conference of the Parties.

##### **Rule 6**

The notification of observer status of those individuals representing States, public international organizations, or other agencies, shall be signed by the appropriate authority of the respective State, public international organization, or agency, and shall be sent to the Director before the session begins.

#### **CHAPTER II - MEETINGS**

##### **Rule 7**

The Conference of the Parties shall hold one regular meeting a year, at which the tentative date and site of the next meeting shall be determined in accordance with offers tendered by the Parties to the Director.

Rule 8

The Conference of the Parties shall decide on offers of sites according to the principle of rotation and geographical distribution.

Rule 9

In the event that no offer of a site is tendered or the meeting cannot be held at the site agreed upon, the meeting of the Conference of the Parties shall be held at the site of the Directorate. Nevertheless, if, at any time before the notice of meeting, one or more Parties offers to host the meeting, the Conference of the Parties, whether in session or consulted by correspondence, may agree by a majority vote of its members to have the meeting held at one of the sites offered.

Rule 10

The Director and the appropriate representative of the host country shall extend joint invitations for each Conference of the Parties to the Parties and all other expected participants no later than four months prior to the starting date of the Conference. This invitation shall include a list of the key issues to be discussed, with the understanding that this list shall serve as the basis for the provisional agenda for the Conference as described in Rule 14.

Rule 11

The Conference of the Parties, in special instances and at the request of one or more Parties, may hold Special Meetings. These meetings may be held with two-thirds or more favorable vote. If the Conference of the Parties is not in session, the Director shall consult the Parties by correspondence regarding such requests and shall convene such meetings if at least two-thirds of its members agree. The Party that first tenders an offer shall be the site of the Special Meeting, and in the case of no offers, Rule 9 of this Chapter shall apply.

Rule 12

A request to hold a Special Meeting shall contain an agenda, and the meeting shall consider only those matters for which the meeting was called.

Rule 13

The Director shall transmit notices of Special Meetings to the Parties and other participants at least thirty days prior to the starting date thereof.

### CHAPTER III - AGENDAS

Rule 14

The provisional agenda of each Regular Meeting shall be prepared by the Director in consultation with the Chair of the Executive Council, taking into account the decisions of the previous Meeting, the recommendations of the Executive Council, and the proposals of the Parties. This provisional agenda shall be made available to the Parties and other participants together with supporting background documentation sufficient for the analysis of the agenda, at least 30 days before the date of the meeting.

Rule 15

The provisional agenda of a regular meeting shall include inter alia the following: a report of Executive Council proceedings, including the proposed annual Budget and Plan and the annual report by the Director on past and future activities of the Institute. The Director will submit to the Conference of the Parties immediately prior to the Conference of the Parties starting date any revisions to the plan and budget for the next year that are recommended to the Conference of the Parties by the Executive Council at the pre-CoP Executive Council meeting.

Rule 16

The proposal to include an item of business on the provisional or final agenda shall be supported by a working document which shall serve as a basis for discussion. The Director shall be responsible for receiving, translating, and posting these documents.

Rule 17

The provisional agenda, reports, studies, and proposals shall be submitted for the consideration of the Conference of the Parties at the first plenary session of the meeting, following analysis by the Executive Council, which shall present its observations, comments, and recommendations.

Rule 18

The Director shall notify the Conference of the Parties the potential programmatic, administrative, and financial implications of the agenda items.

Rule 19

Once the final agenda has been approved, only business considered urgent and important may be added only through approval by a majority vote of the Parties.

Rule 20

The Director shall transmit the provisional agenda of each Special Meeting of the Conference of the Parties, together with the documents needed to analyze it, at least twenty days prior to the scheduled starting date of the meeting.

#### CHAPTER IV - THE MEETING BUREAU

Rule 21

The Meeting Bureau of each meeting of the Conference of the Parties shall be composed of a Chair, a first and a second Vice-Chair, and of the Director of the Institute in his role as Secretary to the Conference of the Parties.

Rule 22

The election of the Chair and the Vice-Chairs shall be carried out separately for each position at the beginning of the Conference of the Parties meeting. Each Party shall vote for only one candidate for each position to be filled.

#### CHAPTER V - SESSIONS

Rule 23

Unless otherwise decided, meetings of the Conference of the Parties shall be open.

Rule 24:

All Parties shall be strongly encouraged to participate in the Conferences of the Parties with accredited representatives. However, if a Party has not participated in any of the three previous Conferences of the Parties and the Party has not over this three-year period designated a Permanent Representative for the IAI, that Party shall be considered to be not active. The IAI, especially through cooperation between the Executive Council, its Bureau, and the Directorate shall make every effort to encourage inactive Parties to become active in the work of the IAI. If and when a Party participates in a Conference of the Parties or designates a representative for interaction with the IAI, it shall be considered to be active.

Rule 24a:

Plenary sessions shall require the presence of a quorum of accredited Representatives of one half of the active IAI Parties. Accreditation shall be validated by the Credentials Committee in accordance with the provisions of Rules 2a and 3. If, after a quorum has been achieved, the

quorum is upset, all decisions/actions taken by the Conference of the Parties shall be considered as provisional until the quorum is restored.

(1) In the event that one half of the IAI Parties are present, but accreditation of Representatives from less than one half of the IAI Parties has been validated, all decisions/actions taken by the Conference of the Parties shall be considered as provisional until accreditations sufficient for a quorum are received.

(2) If such accreditation has not been completed before the Conference of the Parties is completed, the Directorate shall seek submission and validation of the credentials of the unaccredited Members who were present at the Conference of the Parties. Decisions or actions taken by the Conference of the Parties shall be considered final when accreditation of a quorum has been achieved.

## CHAPTER VI - COMMITTEES

### Rule 25

The Conference of the Parties may establish, from among its members, any ad hoc Committees it may deem necessary for the Conference meeting, and to assign the various items of business from the agenda to them.

### Rule 25-A

All Parties may participate in the Committees. Nevertheless, for the purposes of the quorum, only delegations officially registered on the corresponding Committee, or, with regard to the Credentials Committee, those appointed to serve on it, shall be counted.

### Rule 26

The Conference of the Parties may, in accordance with Article V, Section 4.k of the Agreement Establishing the IAI, establish any Advisory Committees it deems necessary and may determine their composition and duration.

### Rule 27

The Conference of the Parties shall elect a Standing Committee for Rules and Procedures of 3 individuals.

### Rule 28

The Conference of the Parties shall elect a Credentials Committee, comprised of three Parties, who shall serve for a period of two years.

### Rule 29

The Chair of an Advisory Committee, after consulting the Bureau of the Executive Council, may invite experts to take part in the work of said Committee.

### Rule 30

Insofar as possible, the Advisory Committees shall carry out their work by correspondence.

### Rule 31

The Advisory Committees shall submit their reports for the consideration of the Conference of the Parties.

### Rule 32

Unless otherwise specified by the Conference of the Parties, the Standing Rules applicable thereto may be applied to the activities of the Committees established in accordance with Rule 26.



## CHAPTER VII - PROCEDURES AND DEBATES

### Rule 33

The Chair of the Conference of the Parties shall be authorized to open and close the meetings, lead the discussions, ensure observance of the provisions of the Agreement and of these Rules, grant permission to take the floor, put items of business to a vote, and announce decisions. The Chair shall ensure that order is maintained at the sessions. The Chair shall rule on points of order and shall, in particular, be authorized to propose the postponement or closure of a debate, or the postponement or suspension of the sessions. The Chair shall also set the agenda of the sessions in accordance with the approved agenda of the meeting.

### Rule 34

When the individual chairing a session wishes to participate in a debate or in voting on an item of business, the individual must pass the chairmanship to the appropriate individual in accordance with Rule 21.

### Rule 35

If an item of business, included on the overall agenda but not on the agenda for the particular session, is submitted for consideration, the Parties in attendance shall decide immediately by majority vote whether to discuss it.

### Rule 36

While a proposal is under consideration, proposals to amend it may be submitted. A motion shall be considered an amendment only when it adds, deletes, or changes part of the proposal. Motions that completely replace the original proposal or have no clear relationship therewith shall be considered separate proposals, rather than amendments. The proposed amendment that differs most from the original shall be considered first.

### Rule 37

A proposal or an amendment to a proposal may be withdrawn by its original sponsor before being put to a vote.

### Rule 38

While an item of business is being discussed, any Representative may raise a point of order, which shall be decided upon immediately by the Chair, whose decision may be appealed. In such cases, the appeal shall be put to a vote immediately, the results of which shall govern.

### Rule 39

A Representative who raises a point of order may not speak to the substance of the matter under discussion.

### Rule 40

While any item of business is being discussed, any Representative may propose that the discussion be postponed until an agreed-upon time. This proposal shall not be debated, but shall be put to a vote immediately. If approved, the date on which the debate is to resume shall be scheduled.

### Rule 41

The Chair or any Representative may propose that the debate be closed when he/she considers the matter to have been discussed sufficiently. If this motion is opposed, the Chair shall give the floor to one Representative in favor and one against, who shall be allowed no more than five minutes each to speak. The matter shall then be put to a vote.

### Rule 42

During the discussion of an item of business, the Chair or any Representative may propose that the session be suspended or adjourned. The proposal shall be put to a vote immediately without debate.

Rule 43

With the exception of motions regarding points of order, the following procedural motions shall take precedence, in the order indicated below, over other proposals or motions submitted:

- (a) Postponement of the session;
- (b) Suspension of the session;
- (c) Postponement of debate on the item under discussion.
- (d) Closure of debate on the item under discussion.

Rule 44

In order to reconsider a decision adopted by the Conference of the Parties, the appropriate motion shall be approved by a two-thirds vote of the Parties.

Rule 45

The working documents, decisions, recommendations, agreements, minutes, and reports of the Conference of the Parties shall be distributed in at least two official languages of the IAI.

## CHAPTER VIII - VOTING

Rule 46

Each Party is entitled to one vote. Votes shall be cast by a show of hands, by roll call, by secret ballot or by signed correspondence.

Rule 47

Unless otherwise specified in the Agreement or in the Rules, all decisions of the Conference of the Parties shall be made by a majority vote of the accredited Parties.

Rule 48

Ordinary votes shall be cast by a show of hands. When any Representative requests a roll-call vote, voting shall proceed in the order in which the Parties notified the Depository. The vote of each Representative participating in the roll-call vote shall be noted for the record in the minutes of the session.

Rule 49

When the voting does not result in enough candidates being elected to fill all of the vacancies, a runoff election shall be held from the remaining candidates, eliminating from the ballot the candidates with the lowest number of votes, but retaining two candidates more than the number of vacancies to be filled.

Rule 50

When it becomes necessary to choose between candidates who have received the same number of votes, a second round of voting shall be conducted among the tied candidates.

Rule 51

Votes shall be cast by secret ballot in order to elect the Director or to remove him/her. Members of the Executive Council and individual members of the Scientific Advisory Committee shall be elected by secret ballot. Each member entitled to vote shall vote for the number of names equal to the number of vacancies to be filled. Other business may be decided by secret ballot if the Conference of the Parties so agrees.

Rule 52

When votes are cast by secret ballot, the Chair of the Conference of the Parties shall designate two Representatives to serve as tellers, who, when the balloting is for an election, shall be individuals not directly involved therein. The tellers shall be responsible for monitoring the voting, counting the ballots, deciding when a vote is null and void, and certifying the results of the voting.

Rule 53

Once debate has been closed, votes shall be cast immediately on the proposals submitted, with the corresponding amendments, where appropriate.

Rule 54

Proposals shall be put to a vote in the order in which they were submitted, except when otherwise stipulated by the Conference of the Parties.

Rule 55

Amendments shall be submitted for discussion and put to a vote prior to the voting on the proposal they are designed to amend.

Rule 56

Any Party may propose that portions of a proposal, document, or amendment be voted on individually. If there are any objections to the request for a division, the request shall be put to a vote. Permission to speak regarding a request for division shall be granted to only one speaker in favor and one opposing speaker. If the request for division is approved, the portions of the proposal, document, or amendment that have been approved individually shall be put to a vote in their entirety. If all portions of the proposal, document, or amendment have been rejected, the proposal, document, or amendment shall be regarded as having been rejected in its entirety.

Rule 57

Once the voting has begun, no Representative may interrupt it, except to raise a point of order concerning the manner in which the voting is being conducted. The voting shall end when the Chair has announced the results thereof.

Rule 58

Once the voting has ended, any Representative may ask for the floor to explain or justify his/her vote, for a period not to exceed five minutes.

## CHAPTER IX - THE MEETING MINUTES AND THE REPORT

Rule 59

Before a day's session, the Secretary shall produce a list summarizing the actions taken at the previous day's session for approval by the Conference of the Parties. The list of actions for the last day of the meeting shall be approved before the close of the last session of the Meeting.

Rule 59-A

After all discussions have been completed and all actions have been agreed, the Directorate, in consultation with the Meeting Bureau, shall prepare draft resolutions needed to implement the actions taken by the Conference of the Parties and shall submit these to the Executive Council following the Conference of the Parties for signature by the Bureau of the Executive Council.

Rule 60

The Meeting Report shall contain all the approved resolutions, the action lists for each day, the minutes of the Conference and the annexes, and shall be prepared by the Directorate; posted for review and comment by all Conference participants; and then approved, with any changes needed, at the beginning of the next meeting of the Conference of the Parties.

## CHAPTER X - THE SECRETARIAT

Rule 61

The Director of the Institute shall be the ex-officio Secretary of the Conference of the Parties.

## CHAPTER XI - ELECTION OF MEMBERS OF THE SCIENTIFIC ADVISORY COMMITTEE

### Rule 62

In the event there is more than one vacancy to be filled, voting shall be conducted separately, starting with the vacancies for which the candidates are proposed by the Parties, followed by the vacancies for which the candidates are proposed by the Scientific Advisory Committee itself, and ending with the vacancy for which candidates are proposed by the Associates of the Institute.

### Rule 62-A

The Parties, the Scientific Advisory Committee and the Associates, in considering potential candidates for the Scientific Advisory Committee, and the Conference of the Parties, in its election of Scientific Advisory Committee members, shall take into account the need to ensure representation within the Scientific Advisory Committee from a variety of disciplines relevant to global change research and equitable geographic distribution. Normally, the Scientific Advisory Committee chair will make available to the Parties an assessment of the scientific needs to be taken into account in nominations and elections.

### Rule 63

For each vacancy for which the candidates are nominated by the Parties, each Party may propose up to two candidates.

### Rule 64

When a vacancy or vacancies are to be filled from nominations from the Scientific Advisory Committee, the Scientific Advisory Committee shall submit a list of nominations of up to twice the number of vacancies to be filled.

### Rule 65

The Associates of the Institute may submit, by mutual consent, up to four candidates for their position on the Scientific Advisory Committee. If no candidates are presented, the vacancy may be filled based on suggestions from the Scientific Advisory Committee and the Conference of the Parties.

### Rule 66

All nominations for candidates must be made at least one month prior to the election date and be accompanied by curricula vitae that fulfill at least the requirements set forth by the Agreement. Nominations will be received by the Directorate and posted for the Conference of the Parties.

### Rule 66-A

When the Conference of the Parties elects members of the Scientific Advisory Committee, the newly constituted Scientific Advisory Committee shall take office immediately after the Conference of the Parties has been adjourned. Should a position on the Scientific Advisory Committee become vacant prior to the scheduled end of term, the Conference of the Parties may fill this vacancy.

## CHAPTER XII - ELECTION AND REMOVAL OF THE DIRECTOR

### Rule 67

The Director shall be elected in accordance with the provisions of Article VIII, Sections 4 and 6 of the Agreement, and in accordance with Rule 51.

### Rule 68

The Parties shall nominate candidates 45 days prior to the date of the election by communication addressed to the Director, who shall immediately circulate the nominations to all Parties, as received.

Rule 69

The Director shall be elected at the meeting of the Conference of the Parties preceding the expiration of the incumbent Director's term.

Rule 70

When the position of the Director becomes vacant before the term has been completed, said position shall be occupied on an interim basis by the individual designated by the Executive Council for a maximum period of up to twelve months. The Conference of the Parties shall elect a new Director at the regular meeting following the date on which the position became vacant, or at a Special Meeting convened for that purpose. The meeting of the Conference of the Parties at which the election of the Director is to be held shall be called with advance notice of at least 90 days.

Rule 71

The Conference of the Parties shall determine the terms of employment of the Director, including the appropriate remuneration for the position.

Rule 72

The Conference of the Parties shall have exclusive authority to remove the Director, by a secret ballot of two-thirds of the Parties, when sound operation of the Institute so demands.

#### CHAPTER XIII - AMENDING THE RULES

Rule 73

These Rules may be amended by the Conference of the Parties. The proposed amendments shall be adopted by a majority vote of the Parties, except for those items for which the Agreement requires a two-thirds vote of the Parties.

Rule 74

Amendments to these Rules shall enter into force on the date established by the Conference of the Parties.

#### CHAPTER XIV - AMENDING THE AGREEMENT

Rule 75

Amendments may be proposed to the Conference of the Parties by notifying the Director, who shall transmit them to all Parties at least 120 days prior to the opening of the meeting of the Conference of the Parties at which they are to be considered.

Rule 76

The Parties shall deposit their instruments of ratification regarding amendments to the Agreement with the Depositary, which shall inform the Director accordingly.

Rule 77

Amendments approved by a vote of two-thirds of the Conference of the Parties shall enter into force 60 days after the date on which two-thirds of the Parties have notified the Depositary, through diplomatic channels, that the applicable internal legal requirements have been completed pursuant to Article XV, Section 3 of the Agreement.

## **Annex VI – Standing Rules of the Conference of the Parties (Spanish)**

### **REGLAMENTO DE LA CONFERENCIA DE LAS PARTES DEL INSTITUTO INTERAMERICANO PARA LA INVESTIGACIÓN DEL CAMBIO GLOBAL**

#### **CAPÍTULO I - DE LOS PARTICIPANTES**

##### **Artículo 1**

La Conferencia de las Partes estará regida por las disposiciones pertinentes del Acuerdo para la Creación del Instituto Interamericano para la Investigación del Cambio Global (IAI), así como del presente Reglamento.

##### **Artículo 2**

Cada Parte designará un Representante Permanente y uno o más Representantes Suplentes Permanentes ante el IAI. Cada Parte enviará una nota con dichas designaciones al Director Ejecutivo a través de la autoridad diplomática pertinente (Ministerio de Relaciones Exteriores, Embajada o Consulado). La nota deberá indicar el período de validez de la designación.

##### **Artículo 2a**

La Conferencia de las Partes estará abierta a todas las Partes del Acuerdo. Invitada a una Conferencia de las Partes, la Parte que no hubiera designado Representante Permanente y/o Suplentes Permanentes deberá acreditar, para que la represente, un Representante ante la Conferencia y/o un Representante Suplente ante la Conferencia, antes de cada reunión y a través de la autoridad diplomática pertinente.

##### **Artículo 3**

Las designaciones a las que hace referencia el Artículo 2, así como las acreditaciones previstas en el Artículo 2a, deberán remitirse a la Comisión de Credenciales (que se conformará de acuerdo con el Artículo 28) para su revisión y aprobación. De cuestionar alguna de tales designaciones o acreditaciones, la Comisión de Credenciales solicitará al Director Ejecutivo que, junto con la Parte en cuestión, trabaje en pos de lograr la resolución del conflicto antes de finalizada la reunión. De no resolverse dicha cuestión a satisfacción de la Comisión de Credenciales, ésta presentará sus cuestionamientos ante la próxima Conferencia de las Partes, la cual decidirá al respecto.

##### **Artículo 4**

La lista de invitados a las reuniones de la Conferencia de las Partes en calidad de observadores de Estados no Parte o de organizaciones nacionales, regionales o internacionales, así como en calidad de expertos, deberá ponerse a disposición de las Partes acreditadas.

##### **Artículo 5**

Las condiciones para que los observadores asistan a una reunión de la Conferencia de las Partes serán las siguientes:

- (a) Un observador podrá hacer uso de la palabra únicamente cuando el Presidente lo invite a hacerlo. No podrá proponer, secundar ni oponerse a ninguna moción y no tendrá derecho a voto;
- (b) Un observador podrá acceder a todos los documentos públicos de la Conferencia de las Partes.

##### **Artículo 6**

La notificación de la condición de observador correspondiente a aquellos individuos representantes de Estados, de organizaciones públicas internacionales o de otras agencias deberá estar firmada por la autoridad competente respectiva del Estado, organización pública internacional o agencia y deberá ser enviada al Director Ejecutivo antes del inicio de las sesiones.

## CAPÍTULO II - DE LAS REUNIONES

### Artículo 7

La Conferencia de las Partes celebrará una reunión ordinaria al año, en la que se determinarán la fecha y sede tentativas de su próxima reunión, conforme los ofrecimientos de las Partes al Director Ejecutivo.

### Artículo 8

La Conferencia de las Partes elegirá una de entre las sedes ofrecidas, según el principio de rotación y distribución geográfica.

### Artículo 9

De no contarse con ofrecimientos de sede o en caso de que la reunión no pudiera efectuarse en la sede convenida, la Conferencia de las Partes celebrará su encuentro en la sede de la Dirección Ejecutiva. No obstante, si en algún momento antes de la convocatoria, una o más Partes ofrecieran ser sede de la reunión, la Conferencia de las Partes, ya sea en sesión o a través de una consulta por correspondencia, podrá acordar por mayoría de los votos de sus miembros que la reunión se celebre en una de las sedes ofrecidas.

### Artículo 10

El Director Ejecutivo y la representación correspondiente al país anfitrión enviarán en conjunto, a cada Parte y a todos los posibles participantes, la invitación a cada Conferencia de las Partes con una antelación no menor a los cuatro meses de la fecha de inicio de la Conferencia. Dicha invitación incluirá la lista de los principales temas a ser tratados, entendiendo que ésta será la base de la agenda provisional de la Conferencia, de acuerdo con el Artículo 14.

### Artículo 11

En circunstancias especiales y a solicitud de una o más Partes, la Conferencia de las Partes podrá celebrar Reuniones Extraordinarias. Dichas reuniones podrán llevarse a cabo contando con el voto afirmativo de dos tercios o más de las Partes. Si la Conferencia de las Partes no se encontrara en sesión, el Director Ejecutivo consultará a las Partes sobre este tema por correspondencia y convocará la Reunión Extraordinaria en caso de obtener el acuerdo de al menos dos tercios de los miembros. La Parte que hiciera el primer ofrecimiento será sede de la Reunión Extraordinaria; de no haber ofrecimientos, será de aplicación el Artículo 9 del presente Capítulo.

### Artículo 12

La solicitud para celebrar una Reunión Extraordinaria deberá estar acompañada de una agenda. En la reunión sólo podrán tratarse los temas que motivaron su convocatoria.

### Artículo 13

El Director Ejecutivo deberá informar a las Partes y a otros participantes acerca de la convocatoria a Reunión Extraordinaria con una antelación no menor que treinta días de su fecha de inicio.

## CAPÍTULO III - DE LAS AGENDAS

### Artículo 14

El Director Ejecutivo, en consulta con el Presidente del Consejo Ejecutivo, deberá preparar la agenda provisional de cada Reunión Ordinaria, tomando en cuenta las decisiones de la Reunión previa, las recomendaciones del Consejo Ejecutivo y las propuestas de las Partes. Esta agenda provisional, junto con la documentación suficiente que permita su análisis, deberá ser puesta a disposición de las Partes y otros participantes por lo menos treinta días antes de la fecha de inicio de la reunión.

#### Artículo 15

La agenda provisional de una Reunión Ordinaria, además de otros asuntos, comprenderá: un informe de la reunión del Consejo Ejecutivo, incluyendo las propuestas de Plan y Presupuesto anuales y el informe anual del Director Ejecutivo sobre las actividades pasadas y futuras del Instituto. Inmediatamente antes de la fecha de inicio de la reunión, el Director Ejecutivo deberá remitir a la Conferencia de las Partes todas las modificaciones al plan o al presupuesto del año siguiente recomendadas por el Consejo Ejecutivo a la Conferencia de las Partes, en su reunión pre-CoP.

#### Artículo 16

La propuesta de inclusión de un tema en la agenda provisional o definitiva deberá estar acompañada por un documento de trabajo que servirá como base para el debate. Es responsabilidad del Director Ejecutivo la recepción, traducción y circulación de dichos documentos.

#### Artículo 17

La agenda provisional, los informes, estudios y propuestas se someterán a la consideración de la Conferencia de las Partes en la primera sesión plenaria de la reunión, previo análisis del Consejo Ejecutivo, el cual deberá presentar sus observaciones, comentarios y recomendaciones.

#### Artículo 18

El Director Ejecutivo informará a la Conferencia de las Partes acerca de las posibles implicancias de índole programática, administrativa y financiera de los temas incluidos en la agenda.

#### Artículo 19

Una vez aprobada la agenda definitiva, sólo podrán agregarse temas considerados urgentes e importantes, mediante aprobación por mayoría de votos de las Partes.

#### Artículo 20

El Director Ejecutivo enviará la agenda provisional de cada Reunión Extraordinaria de la Conferencia de las Partes, junto con la documentación necesaria para analizarla, con una antelación de al menos veinte días de la fecha de inicio de la reunión.

### CAPÍTULO IV - DE LA MESA DIRECTIVA DE LA REUNIÓN

#### Artículo 21

La Mesa Directiva de cada reunión de la Conferencia de las Partes estará compuesta por un Presidente, un Vicepresidente primero y un Vicepresidente segundo y el Director Ejecutivo del Instituto como Secretario de la Conferencia de las Partes.

#### Artículo 22

La elección del Presidente y de los Vicepresidentes se llevará a cabo de forma independiente al comienzo de la reunión de la Conferencia de las Partes. Cada Parte votará por un solo candidato para cada cargo vacante.

### CAPÍTULO V - DE LAS SESIONES

#### Artículo 23

Las reuniones de la Conferencia de las Partes serán abiertas, a menos que se decidiera lo contrario.

#### Artículo 24

Se promoverá enfáticamente la participación de todas las Partes en las reuniones de la Conferencia de las Partes a través de sus representantes acreditados. No obstante, si una Parte no hubiera participado en ninguna de las tres anteriores Conferencias de las Partes ni hubiera



designado en dicho período de tres años a un Representante Permanente ante el IAI, se la considerará como Parte inactiva. El IAI, especialmente mediante la cooperación entre el Consejo Ejecutivo, su Mesa Directiva y la Dirección Ejecutiva, hará todos los esfuerzos posibles para promover que las Partes inactivas inicien su actividad en el trabajo del IAI. Una Parte será considerada activa toda vez que participe en una Conferencia de las Partes o designe a un representante para interactuar con el IAI.

#### Artículo 24a

Las sesiones plenarias requerirán la presencia de un quórum de la mitad de los Representantes acreditados de las Partes activas del IAI. Las acreditaciones serán validadas por la Comisión de Credenciales, según lo estipulado en los Artículos 2a y 3. Si, luego de haber logrado el quórum, éste se perdiera, todas las decisiones/acciones tomadas por la Conferencia de las Partes serán consideradas provisionales hasta que se restablezca el quórum.

(1) En el caso de que la mitad de las Partes del IAI estuviera presente, pero hubieran sido validadas las acreditaciones de los Representantes de menos de la mitad de las Partes, todas las decisiones/acciones tomadas por la Conferencia de las Partes serán consideradas provisionales hasta que se reciba un número suficiente de acreditaciones para conformar el quórum.

(2) De no completarse las acreditaciones antes de la finalización de la Conferencia de las Partes, la Dirección Ejecutiva intentará conseguir el envío y la validación de las credenciales de los miembros no acreditados que habían estado presentes en la reunión de la Conferencia de las Partes. Las decisiones o acciones tomadas por la Conferencia de las Partes se considerarán definitivas cuando se haya logrado la acreditación del quórum.

## CAPÍTULO VI - DE LOS COMITÉS Y COMISIONES

#### Artículo 25

La Conferencia de las Partes podrá crear, entre sus miembros, todas las Comisiones ad hoc que considere necesarias para la reunión y asignarles diferentes asuntos de la agenda.

#### Artículo 25a

Todas las Partes podrán participar en las Comisiones. No obstante, a los efectos del quórum, sólo se tendrán en cuenta las delegaciones registradas oficialmente en las Comisiones correspondientes, o, en lo que respecta a la Comisión de Credenciales, se contará a aquellas designadas para conformarla.

#### Artículo 26

Según el Artículo V, Sección 4.k del Acuerdo para la Creación del IAI, la Conferencia de las Partes podrá crear todas las Comisiones Asesoras que considere necesario y determinar su composición y período de vigencia.

#### Artículo 27

La Conferencia de las Partes designará un Comité Permanente de Reglas y Procedimientos conformado por tres personas.

#### Artículo 28

La Conferencia de las Partes designará una Comisión de Credenciales, conformada por tres Partes, cuyas funciones se extenderán por un período de dos años.

#### Artículo 29

El Presidente de una Comisión Asesora, luego de consultar con la Mesa Directiva del Consejo Ejecutivo, podrá invitar a expertos a formar parte de dicha Comisión.

#### Artículo 30

En la medida de lo posible, las Comisiones Asesoras deberán realizar su trabajo por correspondencia.

Artículo 31

Las Comisiones Asesoras enviarán sus informes para la consideración de la Conferencia de las Partes.

Artículo 32

A menos que la Conferencia de las Partes especifique lo contrario, el Reglamento aplicable a ella podrá aplicarse a las actividades de las Comisiones conformadas de acuerdo con el Artículo 26.

## CAPÍTULO VII - DE LOS PROCEDIMIENTOS Y DEBATES

Artículo 33

El Presidente de la Conferencia de las Partes tendrá la autoridad para inaugurar y cerrar las reuniones, dirigir los debates, asegurar el cumplimiento de las disposiciones del Acuerdo y del presente Reglamento, otorgar el uso de la palabra, someter asuntos a votación y anunciar las decisiones. El Presidente deberá asegurar que se mantenga el orden en las sesiones. Dictaminará sobre las cuestiones de orden y, en particular, estará autorizado a proponer la postergación o cierre de un debate o la postergación o suspensión de las sesiones. Además, establecerá la agenda de cada sesión de acuerdo con la agenda aprobada de la reunión.

Artículo 34

Cuando el que presidiera una sesión deseara participar en el debate o votación de un asunto, deberá pasar la presidencia a quien corresponda de acuerdo al orden establecido en el Artículo 21.

Artículo 35

De someterse a consideración un asunto incluido en la agenda general pero no en la agenda de una sesión en particular, las Partes presentes decidirán inmediatamente, por mayoría de sus votos, el tratamiento o no del asunto en cuestión.

Artículo 36

Durante el tratamiento de una propuesta, podrán presentarse otras para enmendarla. Una moción será considerada una enmienda sólo cuando agregara, eliminara o modificara parte de la propuesta. Las mociones que reemplazaran completamente la propuesta original o no tuvieran una relación clara con ésta serán consideradas propuestas independientes, en lugar de enmiendas. La enmienda propuesta que más difiera de la original será tratada en primer lugar.

Artículo 37

Una propuesta o enmienda a una propuesta podrá ser retirada por su autor antes de ser sometida a votación.

Artículo 38

Durante el tratamiento de un asunto de la agenda, cualquiera de los Representantes podrá proponer una moción de orden, sobre la que el Presidente decidirá inmediatamente -decisión que podrá ser apelada-. En tales casos, la apelación se someterá inmediatamente a votación y el resultado de la misma será el que rija.

Artículo 39

El Representante que proponga una moción de orden no podrá hacer uso de la palabra con relación al tema en debate.

Artículo 40

Durante el tratamiento de un asunto de la agenda, cualquiera de los Representantes podrá proponer la postergación de dicho debate hasta otro momento acordado. Esta propuesta no se

someterá a debate sino a votación inmediatamente. De ser aprobada, se fijará la fecha en la cual se retomará el debate.

#### Artículo 41

El Presidente o cualquiera de los Representantes podrá proponer el cierre del debate toda vez que considere que el tema ha sido tratado lo suficiente. De haber oposición a esta moción el Presidente dará la palabra a un Representante a favor y a uno en contra. Cada uno de ellos tendrá hasta cinco minutos para hacer uso de la palabra. La moción será luego puesta a votación.

#### Artículo 42

Durante el tratamiento de un asunto de la agenda, el Presidente o cualquier Representante puede proponer la suspensión o clausura de la sesión. Esta propuesta será sometida inmediatamente a votación, sin debate.

#### Artículo 43

A excepción de las mociones de orden, las siguientes mociones de procedimiento tendrán prioridad sobre otras propuestas o mociones, en el orden indicado abajo:

- (a) Postergación de la sesión;
- (b) Suspensión de la sesión;
- (c) Postergación del debate del tema en tratamiento;
- (d) Cierre del debate del tema en tratamiento.

#### Artículo 44

Con el fin de reconsiderar una decisión tomada por la Conferencia de las Partes, la moción correspondiente deberá ser aprobada por dos tercios de los votos de las Partes.

#### Artículo 45

Los documentos de trabajo, las decisiones, recomendaciones, acuerdos, minutas e informes de la Conferencia de las Partes se distribuirán en, al menos, dos idiomas oficiales del IAI.

## CAPÍTULO VIII - DE LAS VOTACIONES

#### Artículo 46

Cada Parte podrá emitir un solo voto. Los votos se emitirán por votación a mano alzada, votación nominal o votación secreta.

#### Artículo 47

A menos que el Acuerdo o el Reglamento especifiquen lo contrario, todas las decisiones de la Conferencia de las Partes se tomarán por mayoría de los votos de las Partes acreditadas.

#### Artículo 48

Las votaciones ordinarias se realizarán por mano alzada. Toda vez que un Representante solicite una votación nominal, la misma se realizará en el orden en que las Partes hayan notificado al Depositario. Se hará constar en las minutas de la sesión el voto de cada Representante que participe en la votación nominal.

#### Artículo 49

Cuando de una votación no resultara electa la suficiente cantidad de candidatos para cubrir todas las vacantes, se realizará una segunda elección con los candidatos restantes. Se eliminará de dicha votación a los candidatos que hubieran obtenido la menor cantidad de votos pero se conservará dos candidatos más que el número de vacantes a ser cubiertas.

#### Artículo 50

Cuando fuera necesario elegir entre candidatos que hubieran recibido la misma cantidad de votos, se realizará una segunda ronda de votación entre los candidatos empatados.

Artículo 51

Para la elección o destitución de un Director Ejecutivo, se realizará una votación secreta. También será por votación secreta la elección de los miembros del Consejo Ejecutivo y de cada miembro del Comité Asesor Científico. Cada miembro con derecho a voto votará por una cantidad de nombres igual a las vacantes a ser cubiertas. Si la Conferencia de las Partes así lo decidiera, otros temas podrán ser resueltos por votación secreta.

Artículo 52

En toda votación secreta, el Presidente de la Conferencia de las Partes designará como escrutadores a dos Representantes. Cuando se trate de elecciones, los escrutadores no podrán estar directamente involucrados en ella. Los escrutadores serán responsables de controlar el proceso, contar los votos, decidir sobre la nulidad o invalidez de los mismos y certificar el resultado de la votación.

Artículo 53

Una vez finalizado el debate se procederá inmediatamente a votar las propuestas presentadas, con sus enmiendas en caso de haberlas.

Artículo 54

Las propuestas serán sometidas a votación en el orden en que fueron presentadas, excepto cuando la Conferencia de las Partes estipule lo contrario.

Artículo 55

Las enmiendas deberán ser presentadas para su debate y ser sometidas a votación antes de votar la propuesta que las contendrían.

Artículo 56

Cualquier Parte podrá proponer que se voten por separado partes de una propuesta, documento o enmienda. De haber objeciones a la solicitud de división, ésta será sometida a votación. El permiso para hacer uso de la palabra en referencia a una solicitud de división se concederá solamente a un orador a favor y a un orador en contra. Si la solicitud de división fuera aprobada, las partes de la propuesta, documento o enmienda que hayan sido aprobadas por separado deberán ser sometidas a votación globalmente. Si todas las partes de la propuesta, documento o enmienda hubieran sido rechazadas, la propuesta, documento o enmienda se considerará rechazado en su totalidad.

Artículo 57

Una vez iniciada la votación, ningún Representante podrá interrumpirla, excepto para proponer una moción de orden respecto de la forma en que la votación se está llevando a cabo. La votación se dará por finalizada una vez que el Presidente haya anunciado su resultado.

Artículo 58

Una vez finalizada la votación, cualquiera de los Representantes podrá pedir la palabra para explicar o justificar su voto, por un tiempo que no deberá exceder los cinco minutos.

## CAPÍTULO IX - DE LAS MINUTAS Y EL INFORME DE LA REUNIÓN

Artículo 59

Antes de la sesión de cada día, la Secretaría preparará una lista que resuma las acciones decididas en la sesión del día previo para la aprobación de la Conferencia de las Partes. Las acciones del último día de reunión se aprobarán antes del cierre de la última sesión de la reunión.

Artículo 59a

Luego de finalizados todos los debates y de acordadas todas las acciones, la Dirección Ejecutiva, en consulta con la Mesa Directiva de la Reunión, preparará las resoluciones preliminares necesarias para implementar las acciones decididas por la Conferencia de las Partes y las remitirá al Consejo Ejecutivo posterior a la Conferencia de las Partes para su firma por la Mesa Directiva del Consejo Ejecutivo.

Artículo 60

El Informe de la Reunión deberá contener todas las resoluciones aprobadas, las listas de acciones de cada día, las minutas de la Conferencia y los anexos. El mismo será preparado por la Dirección Ejecutiva y entregado para la revisión y comentarios de todos los participantes de la Conferencia; luego deberá ser aprobado, con las modificaciones necesarias, al comienzo de la siguiente reunión de la Conferencia de las Partes.

## CAPÍTULO X - DE LA SECRETARÍA

Artículo 61

El Director Ejecutivo del Instituto será Secretario *ex officio* de la Conferencia de las Partes.

## CAPÍTULO XI - DE LA ELECCIÓN DE LOS MIEMBROS DEL COMITÉ ASESOR CIENTÍFICO

Artículo 62

De haber más de una vacante a ser cubierta, la votación se llevará a cabo por separado comenzando por las vacantes para los candidatos propuestos por las Partes, siguiendo por aquellas para los candidatos propuestos por el mismo Comité Asesor Científico y finalizando por las correspondientes a los candidatos propuestos por los Asociados del Instituto.

Artículo 62<sup>a</sup>

Durante la consideración de candidatos potenciales para el Comité Asesor Científico y durante la elección de los miembros del Comité Asesor Científico a cargo de la Conferencia de las Partes, las Partes, el Comité Asesor Científico y los Asociados deberán tener en cuenta la necesidad de garantizar que en el Comité Asesor Científico haya representantes de una variedad de disciplinas relacionadas con la investigación del cambio global y que la distribución geográfica sea equitativa. En general, el Presidente del Comité Asesor Científico presentará a las Partes una evaluación de las necesidades científicas a tenerse en cuenta para las nominaciones y elecciones.

Artículo 63

Cada Parte podrá proponer hasta dos candidatos por vacante correspondiente a nominaciones de las Partes.

Artículo 64

Para cubrir las vacantes correspondientes a nominaciones del Comité Asesor Científico, éste deberá presentar una lista de candidatos cuyo número no supere el doble de las vacantes a ser cubiertas.

Artículo 65

Los Asociados del Instituto podrán presentar, por consentimiento mutuo, hasta cuatro candidatos para cubrir su vacante en el Comité Asesor Científico. De no presentarse candidatos, la vacante podrá ser cubierta sobre la base de sugerencias del Comité Asesor Científico y la Conferencia de las Partes.

Artículo 66

Las nominaciones de candidatos deberán realizarse al menos un mes antes de la fecha de la elección y estarán acompañadas de *curricula vitae* que cumplan, al menos, con los

requerimientos establecidos en el Acuerdo. Las nominaciones serán recibidas por la Dirección Ejecutiva y publicadas para la Conferencia de las Partes.

#### Artículo 66a

Cuando la Conferencia de las Partes eligiera miembros para el Comité Asesor Científico, éste, en su nueva composición, comenzará a funcionar inmediatamente después de finalizada la Conferencia de las Partes. La Conferencia de las Partes podrá cubrir todas las vacantes que se hubieran abierto en el Comité Asesor Científico antes de la fecha prevista.

### CAPÍTULO XII - DE LA ELECCIÓN Y REMOCIÓN DEL DIRECTOR EJECUTIVO

#### Artículo 67

El Director Ejecutivo será elegido de acuerdo con lo previsto en el Artículo VIII, Secciones 4 y 6 del Acuerdo y de acuerdo con el Artículo 51.

#### Artículo 68

Las Partes deberán nominar candidatos con una anticipación de cuarenta y cinco días a la fecha de la elección y mediante una comunicación dirigida al Director Ejecutivo, quien inmediatamente notificará a las Partes acerca de estas nominaciones, tal cual fueron recibidas.

#### Artículo 69

El Director Ejecutivo será elegido en la reunión de la Conferencia de las Partes previa a la finalización del mandato del Director Ejecutivo en ejercicio.

#### Artículo 70

De producirse la vacante para el cargo de Director Ejecutivo antes de la finalización de su mandato, la misma será cubierta de manera provisional, por un período máximo de doce meses, por la persona que designara el Consejo Ejecutivo. La Conferencia de las Partes elegirá a un nuevo Director Ejecutivo en la reunión ordinaria posterior a la fecha en la que el cargo haya quedado vacante o en una Reunión Extraordinaria convocada a tal fin. La reunión de la Conferencia de las Partes en la que se realice la elección del Director Ejecutivo deberá convocarse con una antelación no menor a los noventa días.

#### Artículo 71

La Conferencia de las Partes determinará los términos de contratación del Director Ejecutivo, incluyendo una remuneración adecuada al cargo.

#### Artículo 72

La Conferencia de las Partes tendrá autoridad exclusiva para destituir al Director Ejecutivo, mediante votación secreta de dos tercios de las Partes, cuando el buen funcionamiento del Instituto así lo exigiera.

### CAPÍTULO XIII - DE LAS ENMIENDAS AL REGLAMENTO

#### Artículo 73

Este Reglamento podrá ser enmendado por la Conferencia de las Partes. Las enmiendas propuestas deberán adoptarse mediante mayoría de votos de las Partes, a excepción de aquellos asuntos que requieren dos tercios de los votos de las Partes según el Acuerdo.

#### Artículo 74

Las enmiendas al presente Reglamento entrarán en vigor en la fecha establecida por la Conferencia de las Partes.

### CAPÍTULO XIV - DE LAS ENMIENDAS AL ACUERDO

Artículo 75

Podrán proponerse enmiendas a la Conferencia de las Partes mediante notificación al Director Ejecutivo, quien deberá comunicarlas a todas las Partes al menos ciento veinte días antes del inicio de la reunión de la Conferencia de las Partes en la que las mismas serán tratadas.

Artículo 76

Las Partes entregarán sus instrumentos de ratificación de las enmiendas al Acuerdo al Depositario quien deberá informar correspondientemente al Director Ejecutivo.

Artículo 77

Las enmiendas aprobadas por dos tercios de los votos de la Conferencia de las Partes entrarán en vigor sesenta días después de la fecha en la cual dos tercios de las Partes hayan notificado al Depositario, por vía diplomática, el cumplimiento de los requisitos legales internos aplicables, conforme al Artículo XV, Sección 3 del Acuerdo.

**ACRONYMS**

AAAS	American Association for the Advancement of Science
APN	The Asia-Pacific Network for Global Change Research
BID	Banco Interamericano de Desarrollo
CAG	Cambio Ambiental Global
CATIE	Centro Agronómico Tropical de Investigación y Enseñanza
CE	Consejo Ejecutivo
CEPAL	Comisión Económica para América Latina y el Caribe
CMNUCC	Convención Marco de las Naciones Unidas sobre Cambio Climático
CoP	Conference of the Parties / Conferencia de las Partes
CPRP	Comité Permanente de Reglas y Procedimientos de la CoP
CRN	Collaborative Research Network Program
DFID	UK Department for International Development
DIS	Data and Information System / Sistema de Datos e Información
EC	Executive Council
ECLAC	Economic Commission for Latin America and the Caribbean
EMBRAPA	Empresa Brasileira de Pesquisa Agropecuária
ENOS	El Niño Oscilación del Sur
ENSO	El Niño Southern Oscillation
FIOCRUZ	Fundação Oswaldo Cruz (Brazil)
GBIF	Global Biodiversity Information Facility
GDP	Gross Domestic Product
GEC	Global Environmental Change
IANIGLA	Instituto Argentino de Nivología, Glaciología y Ciencias Ambientales (Argentina)
IDB	Inter-American Development Bank
IDEAM	Instituto de Hidrología, Meteorología y Estudios Ambientales (Colombia)
IDRC	International Development Research Center (Canada)
IICA	Instituto Interamericano de Cooperación para la Agricultura
INDV	Índice de Diferencias Normalizadas de Vegetación
INE	Instituto Nacional de Ecología (Mexico)
INPE	Instituto Nacional de Pesquisas Espaciais (Brazil)
IPCC	Intergovernmental Panel on Climate Change
IUCN	International Union for Conservation of Nature
LPB	La Plata Basin
NASA	National Aeronautics and Space Administration (USA)
NCAR	National Center for Atmospheric Research (USA)



NDVI	Normalized Difference Vegetation Index
NGO	Non-governmental Organization
NOAA	National Oceanographic and Atmospheric Organization (USA)
NSF	National Science Foundation (USA)
OAS	Organization of American States
OEA	Organización de los Estados Americanos
ONG	Organización no Gubernamental
PI	Principal Investigator
PIB	Producto Interno Bruto
SAC	Scientific Advisory Committee
SCOPE	Scientific Committee on Problems of the Environment