

**INTER-AMERICAN INSTITUTE FOR  
GLOBAL CHANGE RESEARCH**



**EC-XXIV & CoP-XIV**  
*June 12-15, 2007*  
*Manaus, Brazil*

**Report of the Standing Committee for Rules and Procedures**

**12.CoPXXIV/DID/English/June 6, 2007**

**Inter-American Institute for Global Change Research (IAI)**  
**Standing Committee on Rules and Procedures**

6 June 2007

Dr. Maria Assuncao Faus da Silva Dias  
Chair  
IAI Bureau  
Instituto Nacional de Pesquisas Especiais – INPE  
Centro de Previsao de Tempo e Estudos Climaticos – CPTEC  
Rodovia Presidente Dutra, Km 40, SP-RJ Cachoeira Paulista SP 12630-000  
Brazil

Dear Maria Assuncao:

I am pleased to report to you and to the Conference of the Parties (CoP) on the activities of the CoP's Standing Committee on Rules and Procedures over the past year. First of all, I am delighted to report that Antonio Mac Dowell (Brazil) and Diego Malpede (Argentina) have rejoined the Committee since the last CoP Meeting. This expanded membership provides the kind of balance between scientific, engineering, management and legal expertise that makes it much easier than in the past for the Committee to deal with the issues that are being presented to it.

Over the past year, the Committee has been asked to address a series of issues. The first of these was a query from Argentina that was transmitted to us by the IAI Director regarding the process through which Parties designate representatives to the IAI. In considering this issue, we were informed by the Directorate that few Parties had designated "Permanent Representatives (PR's)" to the IAI. The designation of such PR's appears to have been the way in which the Parties, in first adopting their Rules (in Rule 2), envisaged that Parties would assure effective long-term representation of their interests in the activities of the IAI. However, it appears that most countries have, instead, simply accredited Delegations to CoP's and to Executive Council (EC) Meetings (as provided for in Rule 3).

The Committee summarized its views on this matter in a message to you, to the Director and to the Assistant to the Director on 24 March 2007.

The way in which the Parties are implementing the Rules related to accreditation would appear to have the effect of not encouraging continuity in representation of the Parties in IAI activities. However, in the view of the Committee, this is an issue that should not be resolved by amending the Rules, but rather is a policy matter that should be discussed by the CoP.

In any event, the Committee concluded that the accreditation issue could benefit from clarifying the applicable Rules and we have thus prepared the attached draft amendments to the Rules to achieve such a clarification (Attachment 1).

The Committee also was asked to consider the present process through which candidates are proposed for and elected to the Scientific Advisory Committee (SAC). We did so and took two actions. We first formulated and transmitted general views on this process and incorporated these in our letter to you, to Holm and to Luciana on 24 March. In addition, we have prepared for drafted proposed amendments to the Rules that apply to the SAC process with the objectives of making the process more consistent, more flexible and more clear than at present (Attachment 2).

The proposed amendments also provide for the newly elected SAC to take office immediately after the end of the CoP at which vacancies on the SAC were filled. If this amendment is adopted, then, if the new SAC were to have a vacancy (e.g., no member elected from among nominations presented by the Associates), then the EC when it meets just following the CoP would have the opportunity to fill this vacancy, thus bringing the SAC up to its full membership for its term that is just beginning at that time.

In addition, the Committee has prepared a few proposed amendments to the Rules to respond to points raised by the Director and the Assistant to the Director to more accurately reflect the way in which the CoP deals with offers from Parties to host CoP's and with the Directorate's preparation of daily action lists (rather than daily "minutes"). The Committee also proposes adding a specific Rule explaining the process through which resolutions are actually prepared and approved. All of these proposed amendments are included in Attachment 3).

The Committee recognizes, however, that all of the above proposed amendments are being proposed and will be distributed less than thirty days in advance of the CoP in Manaus. We obviously hope that these amendments will be widely supported. However, we also recognize that some Parties may feel they need more time to consider these amendments than is available before the CoP. So, we suggest that an ad hoc meeting of the Rules Committee be convened in accordance with the CoP to consider these proposed amendments; that this meeting be open to all Parties; and that this meeting be invited to prepare recommendations to the CoP regarding the proposed amendments.

The CoP would then have the option, if there is consensus support for the amendments, to approve them. If any Parties express the need for more time to consider the proposed amendments, then it is suggested that the CoP have an initial discussion of the proposed amendments; make any changes that are needed; and then that the Director, following the CoP, send the latest revised proposed amendments to all Parties for their review and comment. If no comments or additional changes are proposed, then the amendments could be considered to have consensus support and thus could come into force after the deadline for comments/changes. If any significant comments/changes are received/proposed, then it is suggested that these be referred to the Rules Committee for their further review to further revise the amendments as needed for distribution well in advance of the next CoP.

**Respectfully yours,**



**Louis B. Brown**  
**Chair**  
**Standing Committee on Rules and Procedures**

**Cc: Dr. Antonio Macdowell, Committee Member**  
**Sr. Diego Malpede, Committee Member**  
**Dr. Holm Tiessen, Director, IAI**

Proposed rewrites for the CoP Rules of Procedure that apply to representation of Parties in the IAI and in the CoP:

Proposed New 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.

Proposed New Rule 3:

The Conference of the Parties (CoP) shall be open to all Parties to the Agreement. The Director shall invite each Party to confirm through its competent diplomatic authority, prior to each CoP, the participation in the CoP by its Permanent and/or Alternate Permanent Representatives and by accompanying Advisors. The Director shall invite each Party that has not designated such a Permanent and/or Alternate Representatives to accredit through its competent diplomatic authority, prior to each CoP, a Conference Representative and/or Alternate Conference Representative to represent the Party in this CoP.

Proposed New Rule 3A:

These designations called for under Rule 2 above and the accreditations provided for under Rule 3 above shall be referred to the Credentials Committee (to be established under Rule 26) 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. In the event these questions cannot be resolved to the satisfaction of the Credentials Committee, the Committee shall refer these questions to the next CoP for its decision.

Drafted by Lou Brown, Chair  
Standing Committee on Rules and Procedures  
2 April 2007

SUGGESTIONS FOR AMENDING THE COP RULES OF PROCEDURE REGARDING THE ELECTION PROCESS FOR THE SAC:

**Excluido:** EXTRACT FROM

## 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.

**Excluido:** corresponding to

### RULE 62-A

The Parties, the SAC and the Associates, in considering potential candidates for the SAC, and the Conference of the Parties, in its election of SAC 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.

**Excluido:** During the election of the members of the Scientific Advisory Committee, the Conference of the Parties shall take into account equitable geographic distribution.

### 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 SAC, the Scientific Advisory Committee shall submit a slate of nominations of up to twice the number of vacancies to be filled.

**Excluido:** multiple

**Excluido:** , taking into account the need to ensure representation within the Scientific Advisory Committee from a variety of disciplines relevant to global change research. When a single vacancy is to be filled, the SAC shall submit a slate of three nominations.

### RULE 65

The Associates of the Institute may submit, by mutual consent, up to four candidates for their position on the Scientific Advisory Committee.

**Excluido:** At the request of the Conference of the Parties, t

**Excluido:** shall

**Excluido:** a slate of

**Excluido:** corresponding

**Excluido:** nominated

**Excluido:** have a

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### RULE 66

All nominations for candidates must be accompanied by curriculum vitae that fulfill at least the requirements set forth by the Agreement.

RULE 66-A

When the CoP elects members of the SAC, the newly constituted SAC shall take office immediately after the CoP 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 SAC members.

**Excluído:** elect a substitute to complete the term, according to Rules 63 through 67.

EXTRACT FROM THE  
STANDING RULES OF THE CONFERENCE OF THE PARTIES OF THE  
INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH

Proposed amendments to the Rules selected below, based on  
suggestions received from the IAI Directorate

Draft of 5-16-07

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.

...

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Excluído: the governments of

RULE 25

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

RULE 26

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

...

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 25.

...

Excluído: 26

RULE 59

At the end of each day, the Secretary shall produce a list summarizing the actions taken, to be approved by the Conference of the Parties at the beginning of the first session of the following day. The list of actions for the last day of the meeting shall be approved before the close of the last session of the Meeting.

Proposed new RULE 59-A

Excluído: simplified set of minutes containing the issues discussed and

Excluído: decisions

Excluído: simplified minutes of

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Excluído: ¶

The Directorate, in consultation with the Bureau, shall prepare draft resolutions needed to implement the actions taken by the CoP and shall submit these to the CoP for their approval after all discussions have been completed and all actions have been agreed.

Proposed new Rule 59-B (based on the existing Rule 59-A)

**Excluido:** .....

The approved resolutions shall be signed by the Bureau of the Conference of the Parties.

**Excluido:** , in their final version,

#### 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 Secretary; distributed 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.

...

**Excluido:** final

**Excluido:** , based on the simplified minutes,

**Excluido:** for

**Excluido:** al in