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**CONFERENCE OF THE PARTIES TO THE
INTER-AMERICAN INSTITUTE FOR GLOBAL
CHANGE RESEARCH
Twenty-sixth meeting
Antigua, Guatemala, 20-21 June 2018
Agenda item 7**

Report of the IAI Executive Council

1. This document has been prepared by the United States of America, as Chair of the IAI Executive Council (EC).

Background

2. Article VI of the *Agreement Establishing the Inter-American Institute for Global Change Research* accorded the EC the role as the *executive organ of the Institute*.
3. At the time of writing, membership in the EC includes the following Parties:

Argentina, Bolivia, Brazil, Canada, Chile (Vice-Chair), Costa Rica, Panama, Paraguay (Vice-Chair) and the United States of America (Chair).

Election to the IAI Executive Council

4. The two-year terms for the nine Members of the EC, including its Chair, expires on June 2018.
5. Parties are invited to consider nominations to serve as Members of the EC. Parties may wish to take into account the need for balanced geographic representation in the Council.
6. More information on the election EC members at the 26th meeting of the Conference of the Parties (CoP-26) will be discussed under CoP-26 agenda item 21, document no. IAI/COP/26/21. Parties are invited to take note of this document.

Activities by the IAI Executive Council during the intersessional period

7. The Conference of the Parties, at its 25th meeting (Bogota, 2017), adopted 31 Decisions. CoP-25 Decisions requiring oversight of, reporting on and participation in are listed below:
 - XXV/6 – Open data policy and principles;
 - XXV/19 – Joint SAC, SPAC and EC-CoP meetings;
 - XXV/20 – Membership of the Financial and Administration Committee (FAC);
 - XXV/21 – Member Country data-sheets;
 - XXV/22 – Access to official IAI documents;
 - XXV/23 – Long-term communication strategy and plan;
 - XXV/24 – Long-term funding strategy;
 - XXV/26 – Outreach brochure of the IAI;
 - XXV/28 – Augmenting science communication capacities of IAI research projects;
 - XXV/29 – 25th Anniversary publication; and,
 - XXV/31 – Reporting to CoP on fundraising activities by the Executive Director.
8. The EC assisted in the drafting of the Open data policy and principles by sharing guidelines developed by the United States National Science Foundation for the development of such policies. The draft IAI Open data policy and principles is available as Annex 2 to document *Decision XXV/6: Open data policy and principles*, no. IAI/COP/26/20a under agenda item 20a.
9. The EC acknowledges the generous contribution of the Government of Uruguay that is making the development of an IAI open data catalog possible.
10. With regard to Decision XXV/19, the EC supported and participated in back-to-back or parallel meetings of the Scientific Advisory Committee (SAC), the Science-Policy Advisory Committee (SPAC) and Conference of the Parties. The Council notes that the 2nd joint SAC-SPAC meeting will be held on 18 June 2018 back-to-back with the 45th Meeting of the EC. Moreover, the Science-Policy Workshop is scheduled to be held on 19 June 2018 with the 45th meeting of the EC. More information on activities related to this item is available in document *Decision XXV/19: Joint SAC, SPAC and EC-CoP meetings*, no. IAI/COP/26/9a under agenda item 9a.
11. The EC is pleased that a nomination has been received from Argentina for membership in the FAC per Decision XXV/20. Information on the FAC and its membership is provided in document *Decision XXV/20: Membership of the Financial and Administration Committee (FAC)*, no. IAI/COP/26/6 under agenda item 6.
12. The EC oversaw the launching of Party information data sheets, in accordance with Decision XXV/21. The data sheets are available on the IAI website¹. More information on this initiative is provided in document *Decision XXV/21: Member Country data-sheets*, no. IAI/COP/26/20b under agenda item 20b.

¹ See: <http://www.iai.int/iai-party-infosheets/>

13. The EC notes that the information in the Party data sheets would be more useful if database driven where the different categories could be manipulated for use with other information products.
14. Access to official IAI documents, per Decision XXV/22, was made possible in the week following the conclusion of CoP-25 (Bogota, 2017). The EC notes that a reconversion project to make missing CoP documents available, i.e. documents from CoP-1 to CoP-4, was completed by the IAI Directorate. These missing CoP documents are now available on the IAI website².
15. Other activities to make documents easier to access and use included a re-numbering of CoP and EC Decisions and a consolidation of all CoP Decisions³ in a single document. The IAI Directorate has been instructed to provide better titles to documents and to create separate categories for CoP, EC and SAC and SPAC documents. Currently, it is difficult for the casual website user to locate individual meeting documents. At the time of writing, this work is ongoing. More information on this item is provided in document *Decision XXV/22: Access to official IAI documents*, no. IAI/COP/26/20c under agenda item 20c.
16. A Long-term communication strategy and plan is considered essential by the EC for the enhancement of awareness of the IAI by Parties and stakeholders. It is also considered key to increase of appreciation by policy makers of its scientific projects and capacity building initiatives. Accordingly, the IAI Directorate drafted a strategy and plan which is provided as document *Decision XXV/23: IAI long-term communication strategy and plan*, no. IAI/COP/26/18a under agenda item 18a. The EC invites Parties to contribute to this plan through the organization of activities aimed at increasing awareness of the IAI at sub-national, national and regional levels.
17. The EC has encouraged the IAI Directorate to use a coordinated approach by taking the Long-term communication strategy and plan into account in the drafting of an outreach brochure of the IAI, per Decision XXV/26, activities to implement Decision XXV/28, *Augmenting science communication capacities of IAI research projects* and also Decision XXV/29 on the *25th Anniversary publication*.
18. Advice and guidance on these topics was provided by the EC during the CRN3 Researchers Meeting: Results and Outcomes, which was held in Cancun, Mexico from 29 November to 1 December 2017. More information on these topics is available on document *Decision XXV/26: Outreach brochure of the IAI*, no. IAI/COP/26/18b under agenda item 18b, document *Decision XXV/28: Augmenting science communication capacities in IAI research projects*, no. IAI/COP/26/18c under agenda item 18c and document *Decision XXV/29: 25th anniversary publication*, no. IAI/COP/26/18d under agenda item 18d.
19. The EC has supported the efforts of the IAI Directorate to establish a diverse source of funding and welcomes the draft Long-term funding strategy, per Decision XXV/24. The

² See: <http://www.iai.int/iai/cop-decisions/>

³ See: http://www.iai.int/wp-content/uploads/consolidated-decisions-CoP-04-25_EN.pdf

EC views the issue of sustainable long-term funding, including the establishment of an IAI endowment, per Article XIII, paragraph 3 of the *Agreement*. The EC has provided advice to the IAI Directorate on its efforts to diversify its funding and supported making the IAI a tax exempt organization per section 501(c)(3) of the United States Internal Revenue Code. More information on this topic is provided in document *Decision XXV/24: IAI long-term funding strategy*, no. IAI/COP/26/19a under agenda item 19a and document *Decision XXV/31: Reporting to CoP on fundraising activities by the Executive Director*, no. IAI/COP/26/19c under agenda item 19c.

20. The Chair of the EC notes that it supported the submission by the IAI Directorate to host the Belmont Forum. The submission was successful. Information on the submission and the hosting of the Belmont Forum is available in notification no. IAIUYDIR/2017/003⁴.

Recommendation

21. The Conference of the Parties is invited to take note of this document.

⁴ See: <http://www.iai.int/wp-content/uploads/nt-2017-003-en.pdf>