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16 April 2024

**CONFERENCE OF THE PARTIES TO THE
INTER-AMERICAN INSTITUTE FOR GLOBAL
CHANGE RESEARCH**
Thirty-second meeting
Videoconference
22-23 May 2024
Agenda item 11

**Formal procedures for granting Observer Status at the
Inter-American Institute for Global Change Research**

1. This document has been prepared by the IAI Directorate.

Background

2. In accordance with the *Standing Rules of the Conference of the Parties (CoP) of the Inter-American Institute for Global Change Research*, and the *Standing Rules of the Executive Council (EC) of the Inter-American Institute for Global Change Research*, observers may participate in the meetings of the Conference of the Parties and meetings of the Executive Council. The Executive Council and Intersessional Committees may also invite observers to participate in the intersessional committees' work¹.
3. Furthermore, Rule 6 of the *Standing Rules of the Conference of the Parties (CoP) of the Inter-American Institute for Global Change Research*, establishes the conditions under which observers may participate in Conferences of the Parties¹.
4. In practice, various States not Party to the Agreement establishing the Inter-American Institute for Global Change Research, international governmental organizations, non-governmental organizations and other agencies participate as observers in meetings of the Conference of the Parties and meetings of the Executive Council.

¹ <https://www.iai.int/administrador/assets/images/ckfinder/files/CoP-Rules-En.pdf>

5. However, neither the *Agreement establishing the inter-American institute for Global Change Research* nor the *Standing Rules of the Conference of the Parties (CoP) of the Inter-American Institute for Global Change Research*, address the question of granting Permanent Observer Status.
6. In light of the above, the IAI Directorate, in consultation with the bureau of the Executive Council, drafted formal procedures for granting Observer Status at the Inter-American Institute for Global Change Research, contained in the Annex I to the present document.

Recommendation

7. The Conference of the Parties is invited to consider adopting the *Formal procedures for granting Observer Status at the Inter-American Institute for Global Change Research*, contained in the Annex I to the present document.
8. The Conference of the Parties is invited consider adopting the Decisions contained in the Annex II to the present document.

Formal procedures for granting Observer Status at the Inter-American Institute for Global Change Research

It is for the Parties to initiate the process of granting Permanent Observer Status to a new organization. The first step is for a Party or a group of Parties to request the inclusion of an appropriate item in the agenda of the Meeting of the Conference of the Parties.

The request must be accompanied by a Justification Statement explaining why the item should be inscribed on the agenda and why the organization should be given Permanent Observer Status. The Permanent Observer Status would be confined to States not Party to the Agreement establishing the Inter-American Institute for Global Change Research, international governmental organizations, non-governmental organizations or other agencies, whose activities cover matters of interest to the IAI.

The Executive Council Bureau then reviews the request and decides whether to include it in the agenda. If the item is included, the next step is for a Party to sponsor a draft Decision by which the Conference of the Parties would decide that the entity concerned is granted Permanent Observer Status.

The Executive Council Bureau considers all applications for Permanent Observer Status before they are considered in the meeting of the Conference of the Parties.

Ultimately, it would then be for the Conference of the Parties to adopt the proposed Decision.

The conditions under which observers may participate in meetings of the Conferences of the Parties and meetings of the Executive Council shall be as follows:

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

The observers inform the Executive Director their interest in attending the meeting no later than forty-five (45) days prior to the meeting or, in exceptional circumstances, no later than three (3) days prior to the Conference.

Provision to remove the Permanent Observer Status

Observers which have not participated in the last 3 years in any of: the meeting of the Conference of the Parties, collaboration initiatives or agreements, and/or other IAI activities; will be notified and observer permanent status will be removed. Additionally, observers can ask to be removed as observers at any time. This request must be sent to the IAI Directorate via email.

Draft decisions of the Conference of the Parties

Formal procedures for granting Observer Status at the Inter-American Institute for Global Change Research

Directed to Parties

XXXII/xx. The Conference of the Parties adopts the *Formal procedures for granting Observer Status at the Inter-American Institute for Global Change Research*.

Directed to the IAI Directorate

XXXII/xx The Conference of the Parties instructs the IAI Directorate to publish the *Formal procedures for granting Observer Status at the Inter-American Institute for Global Change Research* on the IAI website.