



ORIGINAL: ENGLISH

10 April 2024

**EXECUTIVE COUNCIL TO THE  
INTER-AMERICAN INSTITUTE FOR GLOBAL  
CHANGE RESEARCH  
Fifty-seventh meeting  
Videoconference  
16 May 2024  
Agenda item 5a**

**Headquarters of the Directorate of the  
Inter-American Institute for Global Change Research**

1. This document has been prepared by the IAI Directorate and the Chair of the Executive Council.

Background

2. The document [IAI/Extra-COP/2024/3](#) presented at the 2024 extraordinary meeting of the Conference of the Parties to the IAI, 26 March 2024, videoconference, provided detailed information on the process to designate the new Headquarters of the IAI Directorate.
3. The 2024 extraordinary meeting of the Conference of the Parties to the IAI, 26 March 2024, videoconference, adopted Decision 2024/Extra-CoP/1, which states:

*The Conference of the Parties approves the proposal submitted by Panama to host the headquarters of the IAI Directorate in Panama.*

4. Notification [IAIUYDIR24/07](#) was issued on 2 April 2024 informing the Decision above and inviting to review the [draft report of the extraordinary meeting](#).

Next steps for the relocation of the Headquarters of the IAI Directorate

5. The IAI Directorate met virtually with SENACYT Panama on 15 April 2024 regarding the Host Country Agreement to be drafted and signed between the Inter-American Institute for Global Change Research (IAI) and the Republic of Panama concerning the establishment of the headquarters of the IAI Directorate, which needs to be approved by law, at the National Assembly of Panama.

6. The process of executing a proposal to host the headquarters of international organizations usually takes several months. In addition, general elections in Panama are scheduled to be held on 5 May 2024. The elected Government will function beginning 1 July 2024, at which time the host country agreement can be presented to the National Assembly.
7. At the time of writing, the Executive Director will travel to Panama City, Panama, on 23 April 2024 to meet with SENACYT, the Ministry of Environment, and Foreign Affairs of Panama to discuss the process to move the IAI headquarters. The Executive Director will also visit the potential future offices of the Directorate in the City of Knowledge.
8. On 9 April 2024, following recommendation made at the 2024 extraordinary meeting by the focal point of Brazil and Chair of the meeting, Mr. Carlos Matsumotto, the Directorate submitted an official letter to the Ministry of Foreign Affairs of Uruguay formally requesting that bank accounts and diplomatic privileges and immunities granted to the IAI personnel and their families be extended until 31 July 2025 at no additional cost to Uruguay, a time which, according to previous experiences of moving the IAI Directorate, deems reasonable to be able to relocate to Panama without affecting its operations. The formal request was based on provisions by the *Agreement between the Inter-American Institute for Global Change Research (IAI) and the Oriental Republic of Uruguay concerning the establishment of the headquarters of the Integrated Operations and Finance Directorate of the IAI and the regime of privileges and immunities established in the Vienna Convention on Diplomatic Relations, 1961*. The Directorate continues dialoguing with Uruguay to manage its departure in an organized and harmonious manner, and without this affecting the normal development of its activities.

### Conclusion

9. It is expected that the IAI Directorate be fully relocated and operating in Panama as soon as the legislative, administrative and logistic processes allow.
10. The Directorate has requested that the IAI headquarters remain operational in Uruguay until 31 July 2025, ensuring smooth functioning of the organization during the transition.
11. The new location of the headquarters of the IAI Directorate in Panama will allow for greater connectivity across the region and greater engagement with Central America and the Caribbean.
12. Other benefits of the new headquarters of the IAI Directorate in Panama, are detailed on the proposal of Panama presented at the 2024 extraordinary meeting, as information document: [IAI/EXTRA/COP/2024/INFO/1](#), particularly from page 15 to page 22.
13. The Executive Council is invited to take note of this report.