



Framework Convention on Climate Change

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Conference of the Parties
Sixteenth session
Cancun, 29 November to 10 December 2010

Item 2 (c) of the provisional agenda
Organizational matters
Adoption of the agenda

Provisional agenda and annotations

Note by the Executive Secretary

I. Provisional agenda

1. Opening of the session.
2. Organizational matters:
 - (a) Election of the President of the Conference of the Parties at its sixteenth session;
 - (b) Adoption of the rules of procedure;
 - (c) Adoption of the agenda;
 - (d) Election of officers other than the President;
 - (e) Admission of organizations as observers;
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 - (g) Dates and venues of future sessions;
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4. Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention.
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6. Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention.¹
7. Review of implementation of commitments and of other provisions of the Convention:
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 - (c) Development and transfer of technologies;
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 - (e) Implementation of Article 4, paragraphs 8 and 9, of the Convention:
 - (i) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10);
 - (ii) Matters relating to the least developed countries;
 - (f) Article 6 of the Convention;
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8. Administrative, financial and institutional matters:
 - (a) Audited financial statements for the biennium 2008–2009;
 - (b) Budget performance for the biennium 2010–2011.
9. High-level segment.
10. Statements by observer organizations.
11. Other matters.
12. Conclusion of the session:
 - (a) Adoption of the report of the Conference of the Parties on its sixteenth session;
 - (b) Closure of the session.

¹ See paragraphs 38 to 41 below.

II. Proposed organization of the sessions: overview²

1. A welcoming ceremony will be held on the morning of Monday, 29 November 2010 to mark the opening of the United Nations Climate Change Conference in Cancun.
2. The President of the Conference of the Parties (COP) at its fifteenth session will open COP 16. The COP will take up item 1 of the provisional agenda, as well as some procedural matters under item 2, including the election of the President of COP 16, the adoption of the agenda and the organization of work. Statements are not envisaged, except those on behalf of groups. The COP will refer items of its agenda to the subsidiary bodies as appropriate. The opening meeting will then be adjourned.
3. The sixth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) will then be opened. The CMP will take up item 1 of its provisional agenda, as well as some procedural matters under item 2, including the adoption of the agenda and the organization of work. Statements are not envisaged, except those on behalf of groups. The CMP will refer items of its agenda to the subsidiary bodies as appropriate. The opening meeting will then be adjourned.
4. The following sessions of the subsidiary bodies have been scheduled in conjunction with COP 16 and CMP 6:
 - (a) Thirty-third session of the Subsidiary Body for Implementation (SBI);
 - (b) Thirty-third session of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
 - (c) Fifteenth session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP);
 - (d) Thirteenth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA).
5. Given that six bodies will be meeting during the sessional period, meeting time will be very limited, especially for contact groups. To maximize the time available for negotiations, the presiding officers, in consultation with the Parties, may propose time-saving measures and approaches to expedite work. Such proposals will be based on these consultations, and on relevant submissions and statements made during plenary meetings, and take into account any previous negotiations and/or conclusions.
6. Further information regarding the arrangements for COP 16 and CMP 6 will be provided in an addendum to this document after consultation with the Bureau.
7. The COP and the CMP will convene in plenary meetings during the first week to take up the items on their agendas that are not to be referred to the SBSTA and/or the SBI.
8. The inauguration of the high-level segment will take place in the afternoon of Tuesday, 7 December. Ministers and other heads of delegation will be invited to deliver national statements to joint meetings of the COP and the CMP on 8–9 December. The high-level segment will continue until Friday, 10 December 2010. Based on experience at previous sessions, a joint COP and CMP meeting is envisaged for statements from observer

² As the sixteenth session of the Conference of the Parties (COP) and the sixth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) will be held during the same sessional period, this overview addresses both meetings. For ease of reference for Parties and observers, the text of this overview is also contained in the annotations to the provisional agenda for CMP 6 (FCCC/KP/CMP/2010/1). Further details may be made available via the UNFCCC website.

organizations. Separate meetings of the COP and the CMP will be held on Friday, 10 December to adopt decisions and conclusions emerging from the current sessions.

9. In keeping with the conclusions adopted by the SBI at its thirty-second session,³ all meetings are scheduled to end at 6 p.m., particularly to give Parties and regional groups sufficient time to prepare for daily meetings, but may, in exceptional circumstances, and on a case by case basis, continue for two to three hours.

10. The SBI also recommended⁴ that the secretariat, in organizing future sessional periods, follow the practice of holding no more than two meetings of plenary and/or contact groups concurrently, with the total number of meetings held concurrently, including informals, not exceeding six, to the extent possible. It further recommended that the secretariat continue to take into consideration, when scheduling meetings, the constraints of delegations and avoid clashes on similar issues to the extent possible.

III. Annotations to the provisional agenda

1. Opening of the session

11. COP 16 will be opened by the President of COP 15, Ms. Lykke Friis, Minister for Climate and Energy and Minister for Gender Equality of Denmark.

2. Organizational matters

(a) Election of the President of the Conference of the Parties at its sixteenth session

12. *Background:* The President of COP 15 will call for the election of Ms. Patricia Espinosa, Secretary of Foreign Affairs for Mexico, as the President of COP 16. Ms. Espinosa was nominated by the Latin American and Caribbean Group, in accordance with the rotation of the Presidency among regional groups. She will also serve as President of CMP 6.

(b) Adoption of the rules of procedure

13. *Background:* At COP 15, Papua New Guinea made a proposal regarding the draft rules of procedure contained in document FCCC/CP/1996/2. The President undertook consultations on this issue during COP 15. The President reported to COP 15 that while Parties acknowledged that the adoption of the rules of procedure was important, delegations maintained their positions on this fundamental issue. Parties agreed that, as at previous sessions, the draft rules of procedure contained in document FCCC/CP/1996/2 should continue to be applied, with the exception of draft rule 42. The President announced that she would undertake consultations with Parties during the intersessional period and report back to the COP. The President of COP 15/CMP 5 will present an oral report on the results of the consultations.

14. *Action:* The COP may wish to decide to continue applying the draft rules of procedure and invite the President of COP 16 to undertake consultations to try to achieve adoption of the rules.

FCCC/CP/1996/2

Organizational matters: Adoption of the rules of procedure. Note by the secretariat

³ FCCC/SBI/2010/10, paragraph 165.

⁴ FCCC/SBI/2010/10, paragraph 164.

(c) Adoption of the agenda

15. *Background:* The secretariat, in agreement with the President of COP 15, has drafted the provisional agenda for COP 16, taking into account views expressed by the Parties during SBI 32 and after consulting the Bureau.

16. *Action:* The COP will be invited to adopt the provisional agenda

<i>FCCC/CP/2010/1</i>	<i>Provisional agenda and annotations. Note by the Executive Secretary</i>
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(d) Election of officers other than the President

17. *Background:* At the request of the President of COP 15, consultations on nominations to the Bureau of COP 16 and CMP 6 were initiated at SBI 32 with regional group coordinators. If necessary, further consultations will be held during the session. Parties are invited to recall decision 36/CP. 7 and to give active consideration to the nomination of women for elective posts in any body established under the Convention.

18. *Action:* The COP will be invited to elect the members of the Bureau of COP 16 and CMP 6 at the earliest opportunity following completion of consultations.

(e) Admission of organizations as observers

19. *Background:* The COP will have before it document FCCC/CP/2010/4 containing the list of organizations seeking admission as observers, following review and consideration by the Bureau.⁵

20. *Action:* The COP will be invited to consider the list and admit the organizations as observers.

<i>FCCC/CP/2010/4</i>	<i>Admission of observers: organizations applying for admission as observers. Note by the secretariat</i>
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(f) Organization of work, including the sessions of the subsidiary bodies

21. *Action:* The COP will be invited to agree upon the organization of the work of the session, including the proposed schedule of meetings (see paras. 1–10 above).

<i>FCCC/CP/2010/1 and Add.1</i>	<i>Provisional agenda and annotations. Note by the Executive Secretary</i>
<i>FCCC/SBSTA/2010/7</i>	<i>Provisional agenda and annotations. Note by the Executive Secretary</i>
<i>FCCC/SBI/2010/11</i>	<i>Provisional agenda and annotations. Note by the Executive Secretary</i>
<i>FCCC/AWGLCA/2010/16</i>	<i>Provisional agenda and annotations. Note by the Executive Secretary</i>

(g) Dates and venues of future sessions

22. *Background:* The COP, by its decision 9/CP.14, accepted with appreciation the offer of the Government of South Africa to host COP 17 and CMP 7.⁶

⁵ Under decision 36/CMP.1, a single process will be used for the admission of observer organizations to sessions of the COP and the CMP, with decisions on admission of observer organizations being taken by the COP.

23. The SBI, at its thirty-second session, noted that, in keeping with the principle of rotation among regional groups, the President of COP 18 and CMP 8 would come from the Asian Group. The SBI also noted the ongoing consultations with regard to hosting COP 18 and CMP 8 and looked forward to receiving the results of these consultations, with a view to a decision being taken at COP 16 on this matter.⁷

24. The SBI, at the same session, invited Parties to come forward with offers to host future sessions of the COP and the CMP.⁸ Regarding other future sessional periods, in keeping with the principle of rotation among regional groups, the President of COP 19 and CMP 9 will come from the Eastern European Group.

25. *Action:* The COP, at its sixteenth session, may decide on the host country for COP 18 and CMP 8. The COP may also wish to invite interested Parties to present offers to host COP 19 and CMP 9, and to take action as appropriate.

(h) Adoption of the report on credentials

26. *Background:* According to rule 19 of the draft rules of procedure being applied, the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted to the secretariat not later than 24 hours after the opening of the session. Any later change in the composition of the delegation shall also be submitted to the secretariat. The credentials shall be issued either by the Head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by the competent authority of that organization. The Bureau will examine the credentials and submit its report on credentials for adoption by the COP (see rule 20 of the draft rules of procedure). Representatives shall be entitled to participate provisionally in the session, pending a decision by the COP to accept their credentials (see rule 21 of the draft rules of procedure). Only Parties with valid credentials would be able to participate in the adoption of a protocol or another legal instrument. The COP will have before it for adoption the report on credentials to be submitted by the Bureau.

27. *Action:* The COP will be invited to adopt the report on credentials of the representatives of Parties attending COP 16. Representatives may participate provisionally, pending this action.

3. Reports of the subsidiary bodies and decisions and conclusions arising therefrom

(a) Report of the Subsidiary Body for Scientific and Technological Advice

(b) Report of the Subsidiary Body for Implementation

28. The COP will be invited to take note of the reports of the SBSTA and the SBI on their thirty-second sessions, and the oral reports by the Chairs of the SBSTA and the SBI on the thirty-third sessions.

FCCC/SBSTA/2010/6

Report of the Subsidiary Body for Scientific and Technological Advice on its thirty-second session, held in Bonn from 31 May to 10 June 2010

⁶ Subject to confirmation by the Bureau that all logistical, technical and financial elements for hosting the sessions are available, in conformity with General Assembly resolution 40/243.

⁷ FCCC/SBI/2010/10, paragraphs 157–158.

⁸ FCCC/SBI/2010/10, paragraph 160.

<i>FCCC/SBI/2010/10 and Add.1</i>	<i>Report of the Subsidiary Body for Implementation on its thirty-second session, held in Bonn from 31 May to 9 June 2010</i>
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4. Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention

29. *Background:* The COP, at its thirteenth session, established the AWG-LCA to conduct a comprehensive process to enable the full, effective and sustained implementation of the Convention through long-term cooperative action, now, up to and beyond 2012, in order to reach an agreed outcome and adopt a decision at its fifteenth session. It requested the AWG-LCA to complete its work in 2009 and to present the outcome of its work to the COP for adoption at its fifteenth session.⁹

30. At its fifteenth session, the COP extended the mandate of the AWG-LCA to enable it to continue its work with a view to presenting the outcome of its work to the COP for adoption at its sixteenth session. At the same session, the COP requested the AWG-LCA to continue its work, drawing on the report of the AWG-LCA presented to the COP at its fifteenth session, as well as work undertaken by the COP on the basis of that report.¹⁰

31. The AWG-LCA has met in four sessions in 2010 and agreed, at its ninth session, to hold AWG-LCA 13 in conjunction with COP 16 for as long as necessary.¹¹ The AWG-LCA will present the outcome of its work to the COP for adoption.

32. *Action:* The COP will be invited to consider the outcome of the work of the AWG-LCA referred to in paragraph 31 above for adoption.

<i>FCCC/AWGLCA/2009/17</i>	<i>Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its eighth session, held in Copenhagen from 7 to 15 December 2009</i>
<i>FCCC/CP/2009/11 and Add.1</i>	<i>Report of the Conference of the Parties on its fifteenth session, held in Copenhagen from 7 to 19 December 2009</i>
<i>FCCC/CP/2010/2</i>	<i>Work undertaken by the Conference of the Parties at its fifteenth session on the basis of the report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention</i>
<i>FCCC/AWGLCA/2010/3 and Corr.1</i>	<i>Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its ninth session, held in Bonn from 9 to 11 April 2010</i>
<i>FCCC/AWGLCA/2010/7</i>	<i>Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its tenth session, held in Bonn from 1 to 11 June 2010</i>

⁹ Decision 1/CP.13, paragraphs 1 and 2.

¹⁰ Decision 1/CP.15, paragraphs 1 and 2.

¹¹ FCCC/AWGLCA/2010/3, paragraph 25.

<i>FCCC/AWGLCA/2010/11</i>	<i>Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its eleventh session, held in Bonn from 2 to 6 August 2010</i>
<i>FCCC/AWGLCA/2010/15</i>	<i>Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its twelfth session, held in Tianjin from 4 to 9 October 2010</i>

5. Consideration of proposals by Parties under Article 17 of the Convention

33. *Background:* Article 17 of the Convention contains procedures for adoption of protocols to the Convention. Article 17, paragraph 1, states that “The Conference of the Parties may, at any ordinary session, adopt protocols to the Convention”. Article 17, paragraph 2, stipulates that “The text of any proposed protocol shall be communicated to the Parties by the secretariat at least six months before such a session.”

34. In accordance with these provisions, Parties had submitted five proposals to the secretariat by 5 June 2009, which were communicated to Parties and signatories to the Convention on 6 June 2009 and sent, for information, to the Depositary on 25 June 2009.

35. These proposals were considered at COP 15. Parties were not able to reach consensus on how to proceed with this agenda item. Consequently, in accordance with rule 16 of the draft rules of procedure being applied, this item has been included on the provisional agenda for COP 16.

36. In addition, Grenada submitted to the secretariat on 28 May 2010 a proposal for a protocol to the Convention for consideration and adoption at COP 16, in accordance with the provisions referred to in paragraph 33 above. The text of this proposal was communicated to Parties and signatories to the Convention through a note verbale dated 28 May 2010 sent to the National Focal Points for climate change and the Permanent Missions to the United Nations. The text was also sent, for information, to the Depositary on 17 June 2010.

37. *Action:* The COP will be invited to consider the proposals listed below and take any action it deems appropriate.

<i>FCCC/CP/2009/3</i>	<i>Draft protocol to the Convention prepared by the Government of Japan for adoption at the fifteenth session of the Conference of the Parties. Note by the secretariat</i>
<i>FCCC/CP/2009/4</i>	<i>Draft protocol to the Convention presented by the Government of Tuvalu under Article 17 of the Convention. Note by the secretariat</i>
<i>FCCC/CP/2009/5</i>	<i>Draft protocol to the Convention prepared by the Government of Australia for adoption at the fifteenth session of the Conference of the Parties. Note by the secretariat</i>

FCCC/CP/2009/6	<i>Draft protocol to the Convention prepared by the Government of Costa Rica to be adopted at the fifteenth session of the Conference of the Parties. Note by the secretariat</i>
FCCC/CP/2009/7	<i>Draft implementing agreement under the Convention prepared by the Government of the United States of America for adoption at the fifteenth session of the Conference of the Parties. Note by the secretariat</i>
FCCC/CP/2010/3	<i>Proposed protocol to the Convention submitted by Grenada for adoption at the sixteenth session of the Conference of the Parties. Note by the secretariat</i>

6. Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention

38. *Background:* Article 4, paragraph 2(d), of the Convention provides that a second review of the adequacy of Article 4, paragraph 2(a) and (b), shall take place not later than 31 December 1998. At COP 4, the President informed the Parties that it had proved impossible to reach any agreed conclusions or decisions on this matter. During the consideration of the provisional agenda for COP 5, the Group of 77 and China proposed amending the item to read “Review of the adequacy of implementation of Article 4, paragraph 2(a) and (b), of the Convention”. There was no agreement on this, and the COP adopted the agenda of that session with the item held in abeyance. At subsequent sessions of the COP, the item was included on the provisional agenda of the COP with a footnote reflecting the amendment proposed by the Group of 77 and China at COP 5. At these previous sessions, the agenda was adopted with the item held in abeyance, and the President undertook consultations on the matter and reported back to the Parties on the outcome of his consultations.

39. The COP, at its thirteenth session, invited the Executive Secretary to reflect on the situation in light of developments at that session and come forward with a proposal to be considered by the SBI at its twenty-eighth session.¹²

40. At COP 14, the President recalled that the Executive Secretary had submitted a report to the SBI at its twenty-eighth session on possible ways to address the agenda item “Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention”.¹³ At that session, the SBI recommended that the COP defer its consideration of the item to COP 16, pursuant to rule 13 of the draft rules of procedure being applied, at which time, depending on other developments, the COP may wish to decide how to proceed.

41. On a proposal by the President and on the basis of the recommendation by the SBI at its twenty-eighth session, the COP, at its fourteenth session, deferred its consideration of the item, pursuant to rule 13 of the draft rules of procedure being applied, to COP 16.

42. *Action:* The COP will be invited to consider this agenda item and take any action it deems appropriate.

¹² FCCC/CP/2007/6, paragraph 23.

¹³ FCCC/CP/2008/7, paragraph 10.

7. Review of implementation of commitments and of other provisions of the Convention

(a) Financial mechanism of the Convention

(i) Fourth review of the financial mechanism

43. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

44. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(ii) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility

45. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

46. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

FCCC/CP/2010/5 Report of the Global Environment Facility to the Conference of the Parties. Note by the secretariat

(iii) Assessment of the Special Climate Change Fund

47. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

48. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(iv) Least Developed Countries Fund

49. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

50. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(b) National communications

(i) National communications from Parties included in Annex I to the Convention

51. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

52. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(ii) National communications from Parties not included in Annex I to the Convention

53. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

54. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(c) Development and transfer of technologies

55. *Background:* See the SBSTA 33 provisional agenda and annotations (FCCC/SBSTA/2010/7) and the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

56. *Action:* The COP will be invited to refer this sub-item to the SBSTA and the SBI for their consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(d) Capacity-building under the Convention

57. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

58. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(e) Implementation of Article 4, paragraphs 8 and 9, of the Convention

(i) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10)

59. *Background:* See the SBSTA 33 provisional agenda and annotations (FCCC/SBSTA/2010/7) and the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

60. *Action:* The COP will be invited to refer this sub-item to the SBSTA and the SBI for their consideration. The SBSTA, pursuant to decision 1/CP.10, paragraph 23, will address issues relating to the Nairobi work programme on impacts, vulnerability and adaptation to climate change. The SBI will address other aspects of the implementation of decision 1/CP.10, relating to adverse impacts of climate change and the impacts of response measures.

(ii) Matters relating to the least developed countries

61. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

62. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(f) Article 6 of the Convention

63. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

64. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(g) Other matters referred to the Conference of the Parties by the subsidiary bodies

65. *Background:* Any other matters concerning the Convention referred by the SBSTA and the SBI to the COP may be taken up under this item, including draft decisions and conclusions completed at the thirty-third sessions of the SBSTA and the SBI.

66. *Action:* The COP will be invited to adopt draft decisions or conclusions pertaining to the Convention forwarded by the SBSTA or the SBI at their thirty-third sessions.

8. Administrative, financial and institutional matters

(a) Audited financial statements for the biennium 2008–2009

67. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

68. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

(b) Budget performance for the biennium 2010–2011

69. *Background:* See the SBI 33 provisional agenda and annotations (FCCC/SBI/2010/11).

70. *Action:* The COP will be invited to refer this sub-item to the SBI for its consideration and for recommendation of draft decisions or conclusions for adoption by the COP at its sixteenth session.

9. High-level segment

71. The inauguration of the high-level segment will take place in the afternoon of Tuesday, 7 December 2010. National statements will be heard in joint meetings of the COP and the CMP during the high-level segment on 8–9 December. The high-level segment will continue until Friday, 10 December 2010.

72. The SBI, at its thirty-second session, agreed that arrangements be made for the delivery of concise national statements by ministers and other heads of delegation,¹⁴ with a recommended time limit of three minutes, and also concise statements by representatives of intergovernmental organizations and non-governmental organizations, with a recommended time limit of two minutes, in the joint meetings of the COP and the CMP during the high-level segment.¹⁵ Statements on behalf of groups, where the other members of the group do not speak, are strongly encouraged and additional time will be provided for these. The full texts of the official statements will be circulated if sufficient numbers of copies are provided to the secretariat in the course of the session.

73. The list of speakers will be open from Wednesday, 29 September to Friday, 12 November 2010.¹⁶ Information about the list, including a registration form, will be sent to Parties in the notification for the sessions.

74. Further information on the high-level segment will be made available in an addendum to this document after consideration by the Bureau and the host Government of COP 16 and CMP 6.

¹⁴ Statements may also be made by other high-level representatives.

¹⁵ FCCC/SBI/2010/10, paragraph 146.

¹⁶ Enquiries regarding this list may be directed to the Office of External Relations at the UNFCCC secretariat by telephone (+49 228 815 1520 or 1506), fax (+49 228 815 1999) or e-mail <secretariat@unfccc.int>.

10. Statements by observer organizations

75. Representatives of intergovernmental and non-governmental organizations will be invited to address the COP. Further information will be made available.

11. Other matters

76. Any other matters for the attention of the COP will be taken up under this item.

12. Conclusion of the session**(a) Adoption of the report of the Conference of the Parties on its sixteenth session**

77. *Background:* A draft report on the work of the session will be prepared for adoption by the COP at the end of the session.

78. *Action:* The COP will be invited to adopt the draft report and authorize the Rapporteur to complete the report after the session under the guidance of the President and with the assistance of the secretariat.

(b) Closure of the session

79. The President will declare the session closed.

Annex

Documents before the Conference of the Parties at its sixteenth session

Documents prepared for the session

FCCC/CP/2010/1 and Add.1	Provisional agenda and annotations. Note by the Executive Secretary
FCCC/CP/2010/2	Work undertaken by the Conference of the Parties at its fifteenth session on the basis of the report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention
FCCC/CP/2010/3	Proposed protocol to the Convention submitted by Grenada for adoption at the sixteenth session of the Conference of the Parties. Note by the secretariat
FCCC/CP/2010/4	Admission of observers: organizations applying for admission as observers. Note by the secretariat
FCCC/CP/2010/5	Report of the Global Environment Facility to the Conference of the Parties. Note by the secretariat

Other documents before the session

FCCC/CP/1996/2	Organizational matters: Adoption of the rules of procedure. Note by the secretariat
FCCC/CP/2009/3	Draft protocol to the Convention prepared by the Government of Japan for adoption at the fifteenth session of the Conference of the Parties. Note by the secretariat
FCCC/CP/2009/4	Draft protocol to the Convention presented by the Government of Tuvalu under Article 17 of the Convention. Note by the secretariat
FCCC/CP/2009/5	Draft protocol to the Convention prepared by the Government of Australia for adoption at the fifteenth session of the Conference of the Parties. Note by the secretariat
FCCC/CP/2009/6	Draft protocol to the Convention prepared by the Government of Costa Rica to be adopted at the fifteenth session of the Conference of the Parties. Note by the secretariat
FCCC/CP/2009/7	Draft implementing agreement under the Convention prepared by the Government of the United States of America for adoption at the fifteenth session of the Conference of the Parties. Note by the secretariat
FCCC/CP/2009/11 and Add.1	Report of the Conference of the Parties on its fifteenth session, held in Copenhagen from 7 to 19 December 2009

FCCC/SBSTA/2010/6	Report of the Subsidiary Body for Scientific and Technological Advice on its thirty-second session, held in Bonn from 31 May to 10 June 2010
FCCC/SBSTA/2010/7	Provisional agenda and annotations. Note by the Executive Secretary
FCCC/SBI/2010/10 and Add.1	Report of the Subsidiary Body for Implementation on its thirty-second session, held in Bonn from 31 May to 9 June 2010
FCCC/SBI/2010/11	Provisional agenda and annotations. Note by the Executive Secretary
FCCC/AWGLCA/2009/17	Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its eighth session, held in Copenhagen from 7 to 15 December 2009
FCCC/AWGLCA/2010/3 and Corr.1	Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its ninth session, held in Bonn from 9 to 11 April 2010
FCCC/AWGLCA/2010/7	Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its tenth session, held in Bonn from 1 to 11 June 2010
FCCC/AWGLCA/2010/11	Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its eleventh session, held in Bonn from 2 to 6 August 2010
FCCC/AWGLCA/2010/15	Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention on its twelfth session, held in Tianjin from 4 to 9 October 2010
FCCC/AWGLCA/2010/16	Provisional agenda and annotations. Note by the Executive Secretary
