

**Intergovernmental Science-Policy  
Platform on Biodiversity and  
Ecosystem Services**Distr.: General  
12 November 2015

Original: English

**Plenary of the Intergovernmental Science-Policy  
Platform on Biodiversity and Ecosystem Services  
Fourth session**

Kuala Lumpur, 22–28 February 2016

Item 7 (b) of the provisional agenda\*

**Rules and procedures for the operation of the Platform:  
procedures for the preparation of the Platform's  
deliverables****Procedures for the preparation of Platform deliverables****Note by the secretariat**

The annex to the present note sets out draft additional procedures for the preparation of Platform deliverables. At its third session, held in Bonn, Germany, in January 2015, the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services adopted those procedures by its decision IPBES-3/3 (IPBES/3/18, annex I).

At the time of the adoption of those procedures, appendix III to annex I (procedure for the recognition and incorporation of indigenous and local knowledge) was left blank, awaiting the consideration of draft procedures for and approaches to working with indigenous and local knowledge systems by the Plenary at its fourth session (decision IPBES-2/5). Those draft procedures (IPBES/4/7) are submitted to the Plenary for consideration at its fourth session, with a view to their inclusion in appendix III. They will be discussed as part of item 5 (d) of the provisional agenda.

In addition, the Bureau, advised by the Multidisciplinary Expert Panel, would like to invite the Plenary to consider an additional procedure to fill gaps among groups of experts implementing the work programme of the Platform, once nomination and selection have been performed, in order to ensure geographic, disciplinary and gender balance among experts within the groups. In the context of the selection of experts in 2014 and 2015, it has proved necessary to seek additional nominations from Governments and stakeholders to select balanced groups of experts. The annex to the present note sets out a draft additional procedure to fill gaps in experts, for consideration by the Plenary at its fourth session.

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\* IPBES/4/1.

## Annex

### Draft additional procedure to fill gaps in experts

#### *Rationale for the additional rule of procedure*

1. The procedure is needed because the pool of nominations received from Governments and stakeholders suffers from geographic, disciplinary and gender gaps. The total number of experts selected in response to all the calls made since the beginning of the work programme amounts to 945, distributed as follows: African States, 17 per cent; Asia-Pacific States, 21 per cent; Latin American and Caribbean States, 17 per cent; Eastern European States, 10 per cent; and Western European and other States, 35 per cent. Those percentages were similar for governmental and non-governmental nominations. In terms of gender balance, 33 per cent of government nominees were women. All selection processes suffered from a lack of social sciences and also a lack of expertise in indigenous and local knowledge.
2. The procedure that is proposed below was used by the Multidisciplinary Expert Panel in 2014 and 2015, on an exceptional basis, to reduce those imbalances.
3. While the procedure can reduce imbalances, it will not by itself solve the situation. The bulk of the effort should be made at the time of the call. To that end, members of the Plenary and non-governmental stakeholders might wish to make a particular effort, in their response to future calls, to propose experts of both genders, and experts in social sciences, indigenous and local knowledge and other underrepresented disciplines relevant to the call and set out in the letter calling for nominations. The Multidisciplinary Expert Panel will in future calls endeavour to describe more specifically the disciplines needed.

#### *Approach for filling gaps in experts for thematic or methodological assessments*

4. The following procedure, in agreement with approved rules of procedure, would include the following steps:
  - (a) The Multidisciplinary Expert Panel identifies gaps in nominations received at the time of the selection process. Those gaps could be of a geographic, disciplinary or gender nature;
  - (b) The Multidisciplinary Expert Panel may suggest potential experts, ask the report co-chairs, once nominated, to suggest potential experts, or ask scientific organizations to propose potential experts;
  - (c) The secretariat compiles those suggestions, contacts the potential experts to gauge their interest in being nominated and asks for their curriculum vitae. It then forwards a list of potential experts having confirmed their interest to the Multidisciplinary Expert Panel, which, based on curriculum vitae, produces, in consultation with the co-chairs, a list of additional experts;
  - (d) The secretariat, advised by the Multidisciplinary Expert Panel, in consultation with the co-chairs, seeks approval in writing from Governments or other stakeholders, on a “no objection” basis.

#### *Approach for filling gaps for other expert groups*

5. The Platform, in addition to expert groups performing thematic or methodological assessments, assembles groups of experts to scope future assessments, to become members of a task force or to perform other functions such as advising on the development and maintenance of the catalogue on policy support tools. It is proposed to use an approach similar to that described in paragraph 4 above, with the co-chairs of the expert group providing advice to the Multidisciplinary Expert Panel.