

**INTERNATIONAL RENEWABLE ENERGY AGENCY**

Third session of the Assembly

St. Regis Hotel, Abu Dhabi, 13-14 January 2013

**Annotated agenda**

**1. Opening of the meeting**

The President of the second session of the Assembly, Mr Salvador Namburete (Mozambique), will open the meeting. The representative of the host country will deliver brief welcoming remarks. The outgoing President will propose the election of the President of the third session of the Assembly.

**2. Organisation of work**

**a. Election of officers**

Pursuant to Rule 27 of the provisional Rules of Procedure of the Assembly (pRoP), the Assembly shall elect a President and four Vice-Presidents, having due regard to equitable geographical representation. Pursuant to Rule 28 pRoP, at the beginning of each meeting of the Assembly, the Assembly shall confirm the designation made at the previous meeting and so elect a President and four Vice-Presidents from among its membership.

Pursuant to Rule 31 pRoP, the President shall propose to a Member of the Assembly to act as Rapporteur at the beginning of each Assembly session. The President shall also appoint other officials, having due regard to equitable geographical representation.

At the end of the second session of the Assembly, the Assembly decided to designate Denmark, represented by Mr Martin Lidegaard, Minister for Climate, Energy and Building, as President of the third session of the Assembly, and Grenada, Malaysia, Nigeria and Poland as Vice-Presidents.

**The Assembly may wish to confirm the designation made at the end of its second session.**

**The President may wish to appoint the Rapporteur and other officials.**

## **A/3/1/Add.1**

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### **b. Adoption of the agenda (A/3/L.1, A/3/L.1/Add.1)**

Pursuant to Rule 13 pRoP, the provisional agenda and any supplementary list, if applicable, shall be submitted to the Assembly as soon as possible after the opening of the session.

The Assembly will have before it the provisional agenda (A/3/L.1) and provisional annotated agenda (A/3/L.1/Add.1).

**The Assembly may wish to adopt the provisional agenda and provisional annotated agenda.**

### **c. Appointment of a credentials committee**

Pursuant to Rule 25 pRoP, a credentials committee shall be appointed at the beginning of each session. It shall consist of nine members, which shall be appointed by the Assembly on the proposal of the President. The committee shall elect its own officers. Meetings of the credentials committee shall be held in private unless decided otherwise by the committee.

Pursuant to Rule 26 pRoP, representatives shall be entitled to participate provisionally in the session, pending a decision upon their credentials. Any representative to whose admission a Member has made objection shall be seated provisionally with the same rights as other representatives until the credentials committee has reported and the Assembly has given its decision.

**The Assembly may wish to approve the composition of the credentials committee as proposed by the President.**

### **d. Participation of observers (A/3/L.4)**

Pursuant to Rule 23 pRoP, entities to whom observer status may be granted by the Assembly under Article VII of the Statute, should inform the President, who shall place such request for observer status on the agenda of the Assembly for its consideration.

The Assembly will have before it the list of applicants seeking observer status with the Assembly at its third session (A/3/L.4) as circulated by the Secretariat prior to the start of the Assembly.

**The Assembly may wish to grant observer status for the third session of the Assembly to entities on the list of applicants seeking observer status with the Assembly at its third session.**

## **3. Implementation of the Work Programme and Budget for 2012 (A/3/2)**

Pursuant to Article IX.H.3. of the Statute, the Assembly shall by consensus of the Members present [...] adopt the annual report.

The Council at its fourth meeting took note of the Report of the Director-General on the Implementation of the Work Programme and Budget for 2012 as contained in document C/4/2 and agreed to its submission to the Assembly. The report has been updated to reflect developments since the fourth meeting of the Council.

The Director-General will introduce Implementation of the Work Programme and Budget for 2012 – Report of the Director-General (A/3/2).

**The Assembly may wish to consider and adopt the Report of the Director-General on the Implementation of the Work Programme and Budget for 2012.**

## **Programmatic presentations**

- **Africa's renewable future: The path to sustainable growth**
- **Renewables Readiness Assessment**
- **The Global Atlas for renewable energy potentials**

Selected programmatic activities of the Agency will be presented followed by interventions from delegations.

## **4. Report of the Chair of the Council**

The Chair of the Council will report on Council matters since the second session of the Assembly.

**The Assembly may wish to take note of the report of the Chair of the Council.**

## **5. Election of Council members (A/3/L.5, A/3/DC/L.1)**

Pursuant to Article IX.G.1. of the Statute, the Assembly shall, by consensus of the Members present, elect the members of the Council.

Pursuant to Article X.A. of the Statute, the members of the Council shall be elected on a rotating basis as laid down in the Rules of Procedure of the Assembly, with a view to ensuring effective participation of developing and developed countries and achieving fair and equitable geographical distribution and effectiveness of the Council's work.

The Council in its decision C/4/DC/3 recommended to the Assembly that it decides to adopt amendments to the provisional Rules of Procedure of the Assembly regarding Council composition, election and rotation, as proposed by the Council.

The Assembly will have before it proposed amendments to the provisional Rules of Procedure of the Assembly regarding Council composition, election and rotation (A/3/L.5) as submitted by the Council, together with a draft decision on the membership of the Council of IRENA (A/3/DC/L.1).

**The Assembly may wish to consider and adopt the amendments to the provisional Rules of Procedure of the Assembly regarding Council composition, election and rotation and may wish to elect the members of the Council nominated by their regional groups.**

## **6. Rules of Procedure of the Assembly and of the Council (A/3/L.6, A/3/DC/L.2)**

The Council in its decision C/4/DC/3 requested the Secretariat to submit to the third session of the Assembly a consolidated text of all amendments to the Provisional Rules of Procedure of the Assembly and of the Council with the view to their finalization.

## **A/3/1/Add.1**

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The Assembly will have before it the Rules of Procedure of the Assembly and of the Council (A/3/L.6) as well as a related draft decision (A/3/DC/L.2). The Secretariat will introduce the matter.

**The Assembly may wish to consider and adopt the Rules of Procedure of the Assembly and of the Council.**

### **7. Multilingualism (A/3/7, A/3/DC/L.3)**

The Assembly in its decision A/1/DC/9 requested the Director-General to submit to the Assembly, no later than at its third session, options with concrete measures, including cost implications, aiming at a progressive integration of official UN languages to advance the work of the Agency, based on a reasonable and cost-effective use of the resources of the organization.

The Assembly will have before it the Report of the Director-General on Multilingualism (A/3/7), containing recommendations endorsed by the Council, as well as a related draft decision (A/3/DC/L.3). The Secretariat will introduce the matter.

**The Assembly may wish to consider the report of the Director-General on Multilingualism and adopt the related draft decision.**

### **8. Fund for Developing Country Representatives (A/3/8, A/3/DC/L.4)**

The Assembly in its decision A/2/DC/11 established the Fund for Developing Country Representatives to facilitate the participation of representatives of developing countries in IRENA meetings together with related criteria and modalities.

The Council at its fourth meeting requested the Secretariat to submit to the third Assembly, based on experience gained during the implementation of Assembly decision A/2/DC/11, modified funding criteria and modalities with a view to enabling the broadest possible participation from membership, based on funds available at a given time.

The Assembly will have before it the Report of the Director-General on the Fund for Developing Country Representatives (A/3/8) as well as a related draft decision (A/3/DC/L.4). The Secretariat will introduce the matter.

**The Assembly may wish to consider the report of the Director-General on the Fund for Developing Country Representatives and adopt the related draft decision.**

### **9. IRENA-Abu Dhabi Fund for Development project facility (A/3/9)**

The Assembly, in its decision A/2/DC/10, authorized the Director-General to launch the first funding cycle for projects applying for funding from the Abu Dhabi Fund for Development based on decision PC.4/DC.4 of the Preparatory Commission for IRENA.

The Assembly further requested the Director-General in consultation with the Advisory Committee to propose streamlined funding cycle procedures, in consultation with the Abu Dhabi Fund for Development, in order to present its recommendations to the third Assembly.

The Assembly will be provided with an update on the IRENA-Abu Dhabi Fund for Development project facility (A/3/9).

**The Assembly may wish to consider and take note of the update on the IRENA-Abu Dhabi Fund for Development project facility.**

### **10. Agreement on Privileges and Immunities (A/3/L.13, A/3/DC/L.5)**

Pursuant to Article XIII.B. of the Statute, Members shall decide upon a separate agreement on privileges and immunities.

The Council, in its decision C/4/DC/1, decided that all the language versions annexed to document C/4/13 (Draft Agreement on Privileges and Immunities for the International Renewable Energy Agency) were ready to be submitted to the Assembly for its consideration. The Council further decided to recommend to the Assembly that it approves the submission of the text of the Agreement for further action, as appropriate, by Members under their respective internal procedures.

The Assembly will have before it the draft Agreement on Privileges and Immunities for the International Renewable Energy Agency (A/3/L.13) as submitted by the Council, as well as a related draft decision (A/3/DC/L.5). The Secretariat will introduce the matter.

**The Assembly may wish to consider and adopt the draft decision on an Agreement on Privileges and Immunities for the International Renewable Energy Agency.**

### **11. Application for membership**

The IRENA membership has been officially informed by the Depositary of the Statute on 14 December 2012 that Georgia has expressed its disagreement regarding the application of Tuvalu for membership.

Pursuant to Article VI.B.2., Membership shall be regarded as approved if three months after the application has been sent to Members no disagreement has been expressed. In case of disagreement the application shall be decided on by the Assembly in accordance with Article IX. H.1.

Pursuant to Article IX. H. 1 of the Statute, the Assembly shall by consensus of the Members present, which if no consensus can be reached shall be considered achieved if no more than 2 Members object, decide, if necessary, on applications for membership.

**The Assembly shall consider the application for membership of Tuvalu.**

### **12. Report of the credentials committee (A/3/14)**

Pursuant to Rule 25 pRoP, the credentials committee shall examine the credentials of all representatives and report without delay to the Assembly.

The Chair of the credentials committee will introduce the committee's report (A/3/14).

**The Assembly may wish to take note of the report of the credentials committee.**

### **13. Implementation of the Policy on Ethics and Conflict of Interest**

#### **a. Revised Code of Conduct (A/3/L.15)**

The Assembly, in its decision A/2/DC/7, requested the Director-General to revise the Code of Conduct annexed to the Staff Rules to ensure consistency with the Policy on Ethics and Conflict of Interest and any consequent amendments to the Staff Regulations adopted by the Assembly. The Assembly further requested the Director-General to report the full text of the revised Code of Conduct to the Assembly as required by Staff Regulation 13.3.

Pursuant to Staff Regulation 13.3, the text of the revised Code of Conduct, taking into account such modifications and/or deletions as may be directed by the Assembly, shall enter into full force and effect no later than thirty days after the end of the Assembly session having considered the text, unless the Assembly decides on a different date.

The Assembly will have before it the revised Code of Conduct (A/3/L.15) as submitted by the Council. The Secretariat will introduce the matter.

**The Assembly may wish to take note of the revised Code of Conduct.**

#### **b. Report of the Ethics Officer (A/3/16)**

Pursuant to A/2/13, as adopted by decision A/2/DC/7, the Ethics Officer is requested to prepare a report on the implementation of the Policy on Ethics and Conflict and Interest on an annual basis. The report should be a general summary of issues associated with implementation, and should, in general circumstances, provide a basic overview of implementation issues needed for Council awareness and oversight. The report will be given to the Director-General to comment upon, but not alter, before delivery to the Assembly.

The Assembly will have before it the Report of the Ethics Officer on the Implementation of the Policy on Ethics and Conflict of Interest (A/3/16) as submitted by the Council. The Ethics Officer will introduce the matter.

**The Assembly may wish to take note of the report of the Ethics Officer on the Implementation of the Policy on Ethics and Conflict of Interest.**

#### **c. Ethics Advisory Board (A/3/L.17, A/3/DC/L.6)**

The Council at its fourth meeting endorsed draft Terms of Reference for the Ethics Advisory Board (C/4/17) as submitted by one delegation and decided to submit it to the Assembly for its consideration and adoption.

The Assembly will have before it the draft Terms of Reference for the Ethics Advisory Board (A/3/L.17) as endorsed by the Council, as well as a related draft decision (A/3/DC/L.6). The Secretariat will introduce the matter.

**The Assembly may wish to consider and adopt the draft Terms of Reference for the Ethics Advisory Board.**

### **14. Administration of Justice at IRENA (A/3/18, A/3/DC/L.7)**

Pursuant to Staff Regulation 12.3, the Director-General is requested to make arrangements for staff members dissatisfied with the outcome of the internal appeal process under Regulations 12.1 and 12.2, or with the disciplinary measure imposed after advice from the body established under Regulation 11.2, to have access to an independent judicial or arbitral mechanism if they wish to present a recourse against the validity of the final decision taken by the Director-General.

The Assembly will have before it the Report of the Director-General on Administration of Justice at IRENA (A/3/18), containing recommendations endorsed by the Council, as well as a related draft decision (A/3/DC/L.7). The Secretariat will introduce the matter.

**The Assembly may wish to consider the report of the Director-General on Administration of Justice at IRENA and adopt the related draft decision.**

**15. Implementation of the decision on secondment and related matters (A/3/19)**

The Assembly, in its decision A/2/DC/5, requested the Director-General to report to the Assembly at its third session on the implementation of the decision on secondment of staff to IRENA.

The Assembly will have before it the Report of the Director-General on secondment and related matters (A/3/19) as submitted by the Council. The Secretariat will introduce the matter.

**The Assembly may wish to take note of the report of the Director-General on secondment and related matters.**

**16. Staff Provident Fund (A/3/L.20, A/3/DC/L.8, Annual Report of the Provident Fund Management Board on the Operations of the Staff Provident Fund of IRENA)**

The Assembly, in its decision A/1/DC/4, requested the Provident Fund Management Board to, inter alia, develop an Investment Policy with due regard to the principle of the preservation of capital, including the forming criteria for investment, namely safety, profitability, credibility, and convertibility. The Assembly further requested that this policy and any future changes to it be submitted to the Assembly of the Agency for approval.

The Assembly, in its decision A/1/DC/4 further requested the Provident Fund Management Board to prepare an Annual Report on Operations of the Provident Fund and to make it available to the Assembly.

The Assembly, in its decision A/1/DC/4, appointed Germany and Kenya to serve on the Management Board of the Staff Provident Fund in accordance with Article 4.7 of the Principles for the Staff Provident Fund of IRENA.

The Assembly will have before it the draft Investment Policy of the Staff Provident Fund (A/3/L.20) as endorsed by the Council, as well as a related draft decision (A/3/DC/L.8), and the 2011 Annual Report of the Provident Fund Management Board on the Operations of the Staff Provident Fund of IRENA. The Chair of the Provident Fund Management Board will introduce the matter.

**The Assembly may wish to consider and adopt the draft Investment Policy of the Staff Provident Fund.**

**The Assembly may further wish to take note of the Annual Report of the Provident Fund Management Board on the Operations of the Staff Provident Fund of IRENA.**

**The Assembly may further wish to decide on Members' representation on the Management Board of the Provident Fund.**

## **A/3/1/Add.1**

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### **17. Investment Policy of IRENA (A/3/L.21, A/3/DC/L.9)**

Pursuant to Financial Regulation 9.9, the Secretariat is requested to submit and secure approval of investment standards from the Assembly.

The Assembly will have before it the draft Investment Policy of IRENA (A/3/L.21) as endorsed by the Council, as well as a related draft decision (A/3/DC/L.9). The Secretariat will introduce the matter.

**The Assembly may wish to consider and adopt the draft Investment Policy of IRENA.**

### **18. Audited Financial Statements of the Preparatory Commission and of the Agency for 2011 and status of the implementation of audit recommendations (A/3/10, A/3/11, A/3/12)**

Pursuant to Financial Regulation 13.2, the Director-General submits the financial statements, together with the Report of the External Auditor on the audit of the said financial statements, as well as his opinion thereon, to the Assembly for its consideration.

The Assembly will have before it the Audited Financial Statements of the Preparatory Commission for IRENA (A/3/10), and the Audited Financial Statements of the Agency for 2011 (A/3/11), together with the related reports of the External Auditor, as well as the Report of the Director-General on the Status of the Implementation of the Audit Observations and Recommendations (A/3/12). The Secretariat will introduce the matter.

**The Assembly may wish to take note of the Audited Financial Statements of the Preparatory Commission for IRENA, the Audited Financial Statements of the Agency for 2011, and the Report of the Director-General on the Status of the Implementation of the Audit Observations and Recommendations.**

### **19. Working Capital Fund of IRENA (A/3/22, A/3/DC/L.10)**

Pursuant to Financial Regulation 9.5, there shall be established a Working Capital Fund to ensure continuity of operations in the event of short-term liquidity problems pending receipt of assessed contributions. The level of the Working Capital Fund shall be determined by the Assembly based on a projection of financing requirements, taking into consideration projected income and expenditure.

The Assembly will have before it the Report of the Director-General on the Working Capital Fund of IRENA (A/3/22), as well as a related draft decision (A/3/DC/L.10). The Secretariat will introduce the matter.

**The Assembly may wish to consider the report of the Director-General on the Working Capital Fund and adopt the related draft decision.**



### **20. Appointment of an external auditor (A/3/23, A/3/DC/L.11)**

Pursuant to Article XII.C of the Statute, the Assembly shall appoint an external auditor who shall hold office for a period of four years and who shall be eligible for re-election.

The Assembly will have before it the Note of the Director-General on audit (A/3/23) as well as a related draft decision (A/3/DC/L.11). The Secretariat will introduce the matter.

**The Assembly may wish to appoint the external auditor of IRENA to audit the IRENA financial statements for 2013 - 2016**

### **21. Biennial work programme and budget cycle (A/3/24, A/3/DC/L.12)**

The Council at its fourth meeting decided to recommend to the Assembly to approve the biennial work programme and budgetary cycle starting with 2014-2015 as the first biennium.

The Assembly will have before it the Report of the Director-General on IRENA Programmatic and Budgetary Cycle (A/3/24), following Council deliberations, as well as a related draft decision (A/3/DC/L.12). The Secretariat will introduce the matter.

**The Assembly may wish to consider the report of the Director-General on IRENA Programmatic and Budgetary Cycle and adopt the related draft decision.**

### **22. Work Programme and Budget for 2013 and Medium-term Strategy (A/3/L.3, A/3/DC/L.13, A/3/L.25, A/3/DC/L.14)**

Pursuant to Article IX.G.2. of the Statute, the Assembly shall, by consensus of the Members present, adopt at its regular sessions the budget and the work programme of the Agency, submitted by the Council.

The proposed Medium-term Strategy of IRENA has been prepared in accordance with Assembly decision A/1/DC/8, which urges the Council and the Director-General to prepare a strategic framework that clearly defines vision, strategic direction, objectives and activities.

The Assembly will have before it the proposed Work Programme and Budget for 2013 following Council consideration (A/3/L.3), and a related draft decision (A/3/DC/L.13) as well as the proposed Medium-term Strategy of IRENA following Council consideration (A/3/L.25) and a related draft decision (A/3/DC/L.14). The Director-General will introduce the matter.

**The Assembly may wish to consider and adopt the proposed Work Programme and Budget for 2013 and the proposed Medium-term Strategy of IRENA..**

#### **Programmatic presentations**

- **IRENA annual publication**
- **Global Renewable Energy Islands Network (GREIN)**
- **IRENA as a hub for renewable energy in SE4all and 2030 Roadmap**

Selected programmatic activities of the Agency will be presented followed by interventions from delegations.

### **23. Report from the Ministerial Roundtable on ‘Financing Renewables for Development’**

An oral report on the outcome of the Ministerial Roundtable will be presented to the Assembly.

**The Assembly may wish to take note of the report from the Ministerial Roundtable on ‘Financing Renewables for Development’.**

### **24. Report from the Ministerial Roundtable on ‘Renewable Energy Costs and Benefits’**

An oral report on the outcome of the Ministerial Roundtable will be presented to the Assembly.

**The Assembly may wish to take note of the report from the Ministerial Roundtable on ‘Renewable Energy Costs and Benefits’.**

### **25. Arrangements for the fourth session of the Assembly**

Pursuant to Rule 1 pRoP, the Assembly shall meet annually unless it decides otherwise. The session shall be convened on a date set by the Assembly at its previous regular session.

Pursuant to Rule 7 pRoP, sessions of the Assembly shall take place at the seat of the Agency unless the Assembly decides otherwise.

Pursuant to Rule 16 pRoP, the Assembly shall, at the end of each session, designate a President and four Vice-Presidents that will formally be elected at the beginning of the next session of the Assembly.

The proposed date for the fourth session of the Assembly is 26-27 January 2014.

**The Assembly may wish to decide on the arrangements for its fourth session, including dates, and the designation of a President and four Vice-Presidents.**

### **26. Any other business**

### **27. Assembly conclusions**

Concluding remarks by the President of the Assembly and the Director-General.

### **28. Closing of the meeting**