

Reference: DG/CS/2021/O/19260

Abu Dhabi, 14 December 2021

NOTIFICATION

by the Director-General of IRENA

Twelfth session of the IRENA Assembly 15–16 January 2022
and related meetings 13–14 January 2022
St. Regis Hotel, Saadiyat Island, Abu Dhabi, United Arab Emirates

The twelfth session of the Assembly of the International Renewable Energy Agency (IRENA) will be held from 15 to 16 January 2022 in Abu Dhabi, United Arab Emirates. Under the theme ‘Energy Transition: From Commitment to Action’ and marking the 2nd World Energy Transition Day, the Assembly will commence its work on Saturday, 15 January 2022, with the Official Opening at 09.30 AM, followed by a High-level Plenary on the outcomes of COP26 and the High-Level Dialogue on Energy. In addition, three Ministerials, and a number of strategic, administrative and institutional matters will be considered in the context of the Assembly session.

A series of Ministerial and High-Level Meetings will also be held on Friday, 14 January 2022, the day preceding the opening of the Assembly. Stakeholder Meetings will be held on Thursday, 13 January 2022, in a virtual format.

Ministerial Meetings

During the Assembly session and Pre-Assembly Day, five Ministerial Meetings will be convened:

- The Ministerial Meeting on ‘Renewable Energy for Adaptation: A Water-Energy-Food Nexus Perspective’ will be held on Friday, 14 January 2022 from 11.00 to 13.00.
- The Ministerial Meeting on ‘Just and Inclusive Energy Transitions in Africa: Promoting Development and Industrialisation’ will be held on Friday, 14 January 2022 from 14.30 to 16.30.
- The Ministerial Meeting on ‘Flexible Grids for Smart Electrification: pathways for energy system integration and end-use decarbonisation’ will be held on Saturday, 15 January 2022 from 14.30 to 17.00.
- The Ministerial Roundtable on ‘The Geopolitics of Hydrogen’ will be held on Sunday, 16 January 2022 from 09.30 to 11.30.
- The Ministerial Meeting on ‘Accelerating the Energy Transition Investments and Finance: The Role of Local Financial Institutions’ will be held on Sunday, 16 January 2022 from 12.00 to 14.00.

IRENA Members
Focal Points

To ensure timely planning, delegations are requested to confirm the intervention of their Minister or Head of Delegation at the relevant Ministerial Meeting(s) by sending in their request to the Secretariat at Assembly@irena.org, indicating in the subject line “IRENA Assembly: Ministerial Meeting”.

High-Level Meetings

- The High-Level Meeting on ‘Geothermal for Energy Transition, Sustainable Development, and Climate Action’ will be held on Friday, 14 January 2022 from 09.30 to 11.00.
- The High-Level Meeting on ‘Actions to accelerate NDC Implementation and to strengthen Climate Resilience in Small Island Developing States’ will be held on 14 January 2022 from 16.30 to 18.00.

Plenary Meetings

As the supreme decision-making organ of IRENA, the Assembly will consider and discuss a number of programmatic and institutional matters relevant to the Agency’s future work and direction. Members will also consider a number of administrative and institutional matters.

A. Strategic and Programmatic items

Members will have the opportunity to exchange experiences and best practices on national and global efforts to accelerate actions towards just, equitable, inclusive and resilient energy transitions, and to provide guidance to the Agency’s programmatic activities in this regard. Over the course of the Assembly, these sessions will cover the following items:

- Official Opening of the Assembly and Annual Report of the Director-General on the Implementation of the Work Programme and Budget for 2020-2021
- Proposed Work Programme and Budget for 2022-2023
- High-level Plenary on the outcomes of COP26 and the High-Level Dialogue on Energy
- Administrative and Institutional matters

Delegations wishing to make an intervention under the Annual Report and/or the Proposed Work Programme and Budget are invited to register in the Speakers list by sending a request to Assembly@irena.org, noting the name and title of the speaker, indicating in the subject line “IRENA Assembly: Speakers List”. The requests will be considered observing the international protocol precedence and the principle of “first come, first served”.

A preliminary Speakers List based on requests received will be circulated in advance of the Official Opening of the Assembly.

Delegations are also invited to submit written statements to the Secretariat in advance of delivery. Full official written statements will be made available to the Membership and included in the official records of the session.

In the interest of enhancing transparency and inclusiveness, the open Plenary, Ministerial and High-Level Meetings of the Assembly as well as the Stakeholder Meetings will be live streamed on the IRENA website.

B. Elections and appointments

Twelfth Assembly President and Vice-Presidents: As per the Note by the President of the eleventh IRENA Assembly ([ST/EN/2021/O/19048](#)), El Salvador is indicated as President-designate of the twelfth session of the Assembly.

At its eleventh session, the Assembly designated Antigua and Barbuda, Bangladesh, Egypt and Greece as Vice-Presidents of its twelfth session.

These designations are expected to be officially confirmed at the start of the Plenary session of the Assembly (item 2.a. of the Provisional Agenda).

Credentials Committee: The designation and appointment of Credentials Committee members is expected to be officially confirmed at the start of the Plenary session of the Assembly (item 2.c. of the Provisional Agenda).

Members wishing to serve on the Credentials Committee at the twelfth session of the Assembly are invited to submit their expressions of interest to the Secretariat at Secretariat@irena.org no later than **7 January 2022**.

Thirteenth Assembly President and Vice-Presidents: Before closure of the twelfth session, the Assembly will designate the President and the four Vice-Presidents of its thirteenth session, taking into account equitable geographic representation. (item 13 of the Provisional Agenda).

In keeping with the geographic representation and rotation, Members of the 'Asia and the Pacific' group interested in the Presidency of the thirteenth session of the Assembly are kindly requested to inform the Secretariat at Secretariat@irena.org **before the opening of the twelfth Assembly**.

Members interested in the Vice-Presidency of the thirteenth session of the Assembly are kindly requested to inform the Secretariat at Secretariat@irena.org **before the opening of the twelfth Assembly**.

Other Meetings

On Thursday, 13 January 2022, the following Stakeholder Meetings, held in a virtual format, will allow for in-depth discussions on the energy transition between public, private and civil society representatives:

- IRENA Legislators Forum
- Public-Private Dialogue
- IRENA Youth Forum

Assembly documentation

In an effort to implement paper smart procedures for IRENA's Governing Body meetings and in the interest of health and safety, the Secretariat will make all sessional documentation available electronically.

Documentation pertaining to the twelfth session of the Assembly and related meetings, including the Provisional Agenda and Indicative schedule, is contained in this transmission and will also be made available on the IRENA meeting application for registered delegates, as well as on the Member portal 'REmember', for Focal Points officially designated to IRENA, at <http://remember.irena.org>.

Should you require access to 'REmember', please contact REmember@irena.org.

IRENA and the Abu Dhabi Sustainability Week

The IRENA Assembly coincides with the opening of the Abu Dhabi Sustainability Week (ADSW), a series of international energy and environmental meetings that will be held in Abu Dhabi from 17 to 19 January 2022.

IRENA will hold a variety of events at the margins of the World Future Energy Summit (WFES) at the Abu Dhabi National Exhibition Centre (ADNEC). Information on these meetings will be communicated separately.

Credentials

All Members are requested to ensure that Credential Letters for their representatives at the twelfth session of the Assembly are submitted in a proper form and in a timely manner.

A sample form of Letter of Credentials is available [here](#).

For this session of the Assembly, due to health and safety measures, the Letter of Credentials may be submitted to the IRENA Secretariat in an electronic form. Members are requested to submit an electronic copy of the Letter of Credentials of their representatives by email to Credentials@irena.org no later than **7 January 2022**, in accordance with Chapter IV, Rule 24, of the [Rules of Procedure of the Assembly of IRENA \(A/5/5\)](#).

Credentials must be issued by:

- a) The Head of State; or
- b) The Head of Government; or
- c) The Minister of Foreign Affairs; or
- d) An official with full powers signed by the Head of State, Head of Government or Minister of Foreign Affairs, in which case the full powers should be submitted together with the Letter of Credentials.

Please be advised that in the event a government representative other than the Head of Government or the Minister of Foreign Affairs will participate in the twelfth session of the Assembly, a Letter of Credentials must be submitted in accordance with the abovementioned requirements.

Any later change in the representation of a Member must be notified to the IRENA Secretariat through the appropriate diplomatic channel. In any such case, a new Letter of Credentials will be required for the new representative(s), a copy of which is to be submitted by email to Credentials@irena.org.

Arrangements for the next Assembly

The thirteenth session of the Assembly is tentatively proposed to be held on 14 and 15 January 2023 in Abu Dhabi, United Arab Emirates, with related meetings held prior to that date. These arrangements are subject to final determination by the Assembly at its twelfth session.

Registration

Registration links have been sent to all IRENA Members on 25 November 2021, along with an Information Note on organisational arrangements, including COVID protocol and health and safety measures.

In order to allow sufficient time for the preparation of logistical and related arrangements, including facilitation of visa applications where applicable, delegations are kindly requested to register all delegation members at the earliest, **by 7 January 2022**, through the registration links received.

For queries related to registration and organisational arrangements, including COVID protocol and health and safety measures, please contact the Secretariat at Assembly@irena.org.