

Third Meeting of Advisory Board of the Santiago Network

4-6 September 2024, Bonn

Decisions taken by the Advisory Board

[version 6 September 2024]

1. Opening of the meeting

The third meeting of the Advisory Board (AB) of the Santiago network (SN) was held from 4-6 September 2024 in Bonn. Welcome remarks were provided by Mr. Mukhtar Babayev, COP29 President-Designate.

2. Adoption of the Agenda

The provisional and annotated agenda, as contained in document [SNAB/2024/3/02](#).

3. Organisational matters

The members and representatives of the Advisory Board, as well as registered observers, are contained in Annex I.

4. Secretariat recruitment

Updates on the process to recruit the director of the Santiago network secretariat were presented by the United Nations Office for Disaster Risk Reduction (UNDRR) and the United Nations Office for Project Services (UNOPS) as co-hosts of the secretariat. The Advisory Board welcomed the progress made, including the section of the director, Ms Carolina Fuentes, who will commence working on 1 November 2024.

The Advisory Board agreed to discuss, intersessionally, the potential recruitment of staff of the secretariat to be located in United Nations (UN) and United Nations Office for Disaster Risk Reduction (UNDRR) regional offices and requested the director of the secretariat to coordinate these intersessional meetings. It was agreed that the meetings will discuss, inter alia, how to ensure a lean, cost-effective secretariat.

5. Guidelines on preventing potential and addressing actual and perceived conflicts of interest

Following the revision of the draft guidelines on preventing potential and addressing actual and perceived conflicts of interest by the UNFCCC secretariat, the Advisory Board adopted the guidelines as contained in document [SNAB/2024/3/04.Rev.1](#).¹

6. Rules of procedure of the Advisory Board

The Advisory Board expressed appreciation to the group of members and representatives that worked intersessionally on the rules of procedure for the Advisory Board.

¹https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_04.Rev.1-Guidelines-on-conflicts-of-interest-06Sep2024-Approved.pdf

Following feedback during the meeting, the Advisory Board adopted the draft rules of procedure as contained in document [SNAB/2024/3/05.Rev.1](#) for consideration and adoption by the governing body or bodies through the subsidiary bodies at their sixty-first sessions to be held in November 2024.²

7. Designation of OBNEs as members of the Santiago network

The Advisory Board welcomed the progress made with respect to building the membership of the Santiago network, including the creation of a dedicated webpage³ with relevant information on becoming a member of the Santiago network, the phased roll-out of an outreach strategy, and membership forms. The Advisory Board noted the ongoing and planned outreach activities and requested the outreach plan developed by the interim secretariat to be shared with the Advisory Board for their information. The Advisory Board further requested that the plan considers, inter alia, outreach to indigenous peoples and local communities, regional outreach events and webinars, and the use diverse content to reach a wide range of OBNEs.

The Advisory Board welcomed the planned translation of the guidelines for designated OBNEs as members of the Santiago network into United Nations languages, and encouraged the interim secretariat to produce these translations in a timely manner.

The Advisory Board also decided to keep this matter as an agenda item for the next meeting, and requested the Santiago network secretariat to update the Board accordingly.

8. Provision of technical assistance

The Advisory Board approved the guidelines and procedures for responding to requests for technical assistance (contained in document [SNAB/2024/3/06.Rev.2](#)),⁴ and encouraged the Santiago network secretariat to translate these guidelines into UN languages in a timely manner.

The Advisory Board requested the secretariat to work on establishing criteria for selection of members to respond to the requests for technical assistance.

The Advisory Board also requested the Santiago network secretariat to initiate the process for receiving requests for technical assistance requests consistent with the approved guidelines.

The Advisory Board took note of the support provided to Vanuatu and encouraged further engagement to facilitate response to their technical assistance request.

The Advisory Board expressed appreciation to the interim secretariat for the organisation of the workshops on LDCs and SIDS, beginning with the workshop to be held in the Pacific from 26 to 27 September 2024 and also expressed appreciation to UNDRR for co-financing the workshop.

The Advisory Board encouraged the continuation of work to develop guidelines and procedures for enabling access to and assisting in preparing requests for technical assistance that recognize the significant capacity constraints of the LDCs and SIDS.

9. Guidelines for managing funding provided for technical assistance

The interim secretariat presented the updated draft guidelines for managing funding provided for technical assistance. The Advisory Board approved the guidelines (as contained in document

²https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_05.Rev.1-Rules-of-procedure-of-the-Advisory-Board-of-the-Santiago-network-06Sep2024-Adopted.pdf

³ <https://santiago-network.org/membership>

⁴https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_06.Rev.2-Guidelines-and-procedures-for-responding-to-requests-for-technical-assistance-06Sep2024-Approved.pdf

[SNAB/2024/3/08.Rev.3](#))⁵ and encouraged the Santiago network secretariat to translate these guidelines into UN languages in a timely manner.

The Advisory Board requested the interim secretariat to develop a glossary of key terms in the guidelines for its consideration and approval.

The Advisory Board also requested the interim secretariat to share relevant existing rules and regulations of the co-hosts as they apply to Santiago network, including relevant financial evaluation processes, and information and process of due-diligence for its consideration at its next meeting.

The Advisory Board requested the interim secretariat to ensure necessary synergy and complementarity between guidelines and procedures for responding to requests for technical assistance and the guidelines for managing funding provided for technical assistance, including necessary graphics to illustrate the process flow of the Santiago network.

The Advisory Board will continue its consideration of the levels of minimum percentage of technical assistance funded directly by the Santiago network to be made available to communities particularly vulnerable to the adverse effects of climate change intersessionally, for further elaboration and agreement at the next meeting of the Advisory Board.

10. Annual high-level dialogue of the loss and damage funding arrangements

The Advisory Board took note of the decision of the Board of the Fund for responding to Loss and Damage to launch the annual high-level dialogue during the high-level segment of the upcoming sessions of the governing body/bodies scheduled for 11-22 November 2024 in Baku, Azerbaijan.

The Advisory Board decided to formally communicate with the Board of the Fund, as follow-up to the letter sent by the co-chairs after the 2nd meeting, to enhance collaboration, update on the guidelines approved to operationalize the Santiago network, and enquire about and express interest in participating in the launch of the high-level dialogue at COP29 and the first high-level dialogue in 2025.

The AB requests the secretariat to share the letter of invitation, related to the high-level dialogue, received from the Fund with the members and representatives, once received.

11. Annual report of the Santiago network

During the intersessional period, the Advisory Board reviewed and adopted the joint report of the Executive Committee and the Santiago network to be submitted through the Subsidiary Bodies to the governing body/bodies. On the basis of the annotated outline of the annual report, the Advisory Board adopted the addendum to the 2024 report containing, inter alia, progress on the activities of the Santiago network, and recommendations for the governing body or bodies, considering lessons and challenges, among other things.⁶

12. Santiago network strategy and results framework

The Advisory Board took note of the outline of the Santiago network strategy ([SNAB/2024/3/11](#)) and requested the secretariat to further develop the strategy to be presented for consideration at its fourth meeting, taking into account the comments and suggestions made at its third meeting.

⁵https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_08.Rev.3-Guidelines-for-managing-funding-06Sep2024-Approved.pdf

⁶https://assets.santiago-network.org/Common/Documents/Core/Annual-Report-2024-addendum_Santiago-network_6-Sep-2024.pdf

The Advisory Board also agreed to discuss the outline intersessionally with a view to providing further guidance to the Santiago network secretariat for the development of the strategy.

The Advisory Board reviewed and adopted the interim results framework as contained in document [SNAB/2024/3/10.Rev.2](#). The results framework will be revised, if needed, once the Santiago network strategy is developed.

13. Santiago network resource mobilisation strategy

The interim secretariat presented an annotated outline of the resource mobilisation strategy (as contained in document [SNAB/2024/3/12](#)). The AB requested the interim secretariat to further develop the resource mobilisation strategy taking into account the comments and suggestions made at its third meeting.

14. Santiago network budget

The interim secretariat presented a revised budget for 2024 ([SNAB/2024/03/13.Rev.1](#)) based on expenditure projections for the remaining duration of the year. The Advisory Board approved the revised budget of US\$2,234,634 for 2024.⁷

The interim secretariat presented two scenarios for the annual budget of 2025: (i) an indicative budget of US\$9,229,244 ([SNAB/2024/03/14.Rev.1](#)) based on the assumption that contributions will be made available for implementation of activities,⁸ and (ii) a budget of US\$4,966,867 ([SNAB/2024/03/16](#)) based upon actual contributions received as of 04 September 2024.⁹

The Advisory Board approved the two annual budgets, wherein the budget based on the first scenario will apply when the contributions matching the budget are available with the Santiago network secretariat.¹⁰

15. Santiago network events and communication

The AB requested the interim secretariat to develop a communication strategy for the Santiago network.

The interim secretariat presented a plan to hold communication and outreach events at the Regional Platforms for Disaster Risk Reduction to be held in 2024. This was supported by the Advisory Board as an opportunity to share information on the Santiago network. The Advisory Board also expressed the importance of hosting a joint event with the Executive Committee at the session of the governing body/bodies to be held in November 2024.

The Advisory Board decided to hold intersessional meetings to plan further for these and other communications and outreach activities. The Santiago network secretariat was requested to explore the possibility of hosting a side event at the upcoming session of the governing body/bodies to be held in November 2024, and explore further collaboration with relevant stakeholders.

16. Date and venue of the next meeting

The Advisory Board agreed to discuss intersessionally to decide the date of the fourth meeting.

⁷https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_13.Rev1.-Santiago_network-Revised_2024-budget-05Sept2024.pdf

⁸https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_14.Rev.1-Santiago_network-2025-budget-05Sept2024.pdf

⁹https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_16-Santiago_network-2025-budget-contributions-received-05Sept2024.pdf

¹⁰ One member of the Advisory Board registered concerns on the budget.

17. Any other matters

The Advisory Board considered the letter dated 28 June 2024 from the African Group of Negotiators on the subject of the head office of the Santiago network secretariat, and decided to provide a written response.

18. Closure of the meeting

The co-chairs declared the meeting closed.

Annex I – List of participants

	Groups	Name
1	Africa	Mr. Alpha Kaloga (Co-Chair)
2	Africa	Mr. Rachid Tahiri
3	Asia-Pacific	Mr. Akio Takemoto (Co-Chair)
4	GRULAC	Mr. Kenel Delusca (virtual)
5	GRULAC	Ms. Belen Reyes
6	WEOG	Ms Sierra Woodruff
7	WEOG	Ms. Leona Hollasch
8	SIDS	Ms. Camila Minerva Rodriguez
9	LDCs	Mr. Idy Niang
10	WIM Executive Committee	Ms. Angela Patricia Rivera Galvis
11	WIM Executive Committee	Ms. Stella Brožek-Everaert
Representatives		
1	Women & Gender Constituency	Ms Tetet Lauron
2	Indigenous peoples organizations	Mr Gideon Sanago
3	Children & Youth	Mr Samuel Okorie

There were 90 registered observers, of which half (45) were for in-person participation and the other half (45) for virtual participation.