

**Fifth Meeting of the Advisory
Board of the Santiago network**

SNAB/2025/05/01/Rev.1/Add.1

20 August 2025

02 - 04 September 2025
Geneva, Switzerland

Annotations to the provisional agenda

1. Opening of the meeting

1. The Co-Chairs of the Advisory Board of the Santiago network (AB) will open the fifth meeting of the AB taking place from 02 to 04 September 2025 at 09:00 CEST.

2. Adoption of the agenda and organization of work

Adoption of agenda

2. The provisional agenda for the fifth AB meeting will be presented by the Co-Chairs for adoption by members.
3. The provisional agenda was published on 05 August 2025 following a two week review period by the Advisory Board.
4. A revised provisional agenda (SNAB/2025/05/01/Rev.1) was issued on 18 August with the following amendments:
 - i. Addition of 'engagement' to the title of item 6 c;
 - ii. Addition of item '8 b. Revised annual budget of the Santiago network 2025'.
5. **Action:** AB members will be invited to adopt the agenda as contained in SNAB/2025/05/01/Rev.1.

SNAB/2025/05/01/Rev.1	Provisional agenda
SNAB/2025/05/01/Rev.1/Add.1	Annotations to the provisional agenda

Organization of work

6. The Co-Chairs will provide information regarding the meeting, including access to meeting documents, statistics on attendance of members, representatives and observers, and other relevant information.
7. Relevant documents and updates will be posted on the Santiago network web page: <https://santiago-network.org/fifth-advisory-board-meeting>.

8. The working language of the meeting is English, and there will be no interpretation or translation of documents.
9. **Action:** The AB will be invited to agree on the schedule of work for the meeting as contained in document SNAB/2025/05/01/Add.2.

SNAB/2025/05/01/Rev.1/Add.2	Indicative schedule of work
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3. Reports to the Advisory Board:

a. Report on the activities of the Secretariat

10. The Santiago network Secretariat will provide an update on the activities of the Secretariat covering the period between the fourth and fifth meetings of the AB.
11. The Report on the activities of the Santiago network Secretariat (SNAB/2025/05/02) was published on the dedicated SNAB5 website on 15 August 2025.
12. **Action:** (i) The Co-Chairs will invite the Director of the Santiago network Secretariat to provide a progress update on the activities of the Secretariat, noting substantive updates will be provided under the respective agenda items. (ii) The AB will be invited to take note of the report.

SNAB/2025/05/02	Report on the activities of the Santiago network Secretariat
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b. Report on the activities of the Co-Chairs

13. This item will present the report on the activities of the Co-Chairs covering the period between the fourth and fifth meetings of the AB.
14. The Report on the activities of the Co-Chairs of the Santiago network Advisory Board (SNAB/2025/05/03) was published on 15 August 2025.
15. **Action:** (i) The Co-Chairs will provide an update on their activities. (ii) The AB will be invited to take note of the report.

SNAB/2025/05/03	Report on the activities of the Co-Chairs of the Santiago network Advisory Board
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c. Reports from subcommittees and taskforce

16. This item will present the report on the activities of the following subcommittees and task force of the Santiago network from April to August 2025.
 - i. Budget Subcommittee
 - ii. Conflict of Interest Subcommittee
 - iii. Task Force on Outreach
17. Substantive matters related to budget and outreach will be discussed under items 6 c. and 8 respectively.

18. At its fourth meeting, the AB established a budget sub-committee pursuant to paragraph 23 of its Rules of Procedure, and invited the sub-committee to develop its Terms of Reference for consideration and approval of the Advisory Board at its fifth meeting
19. The AB also established, at its fourth meeting, a Conflict of Interest subcommittee pursuant to paragraph 23 of its Rules of Procedure and in accordance with paragraph 39 the Guidelines on preventing potential and addressing actual and perceived conflicts of interest in relation to the Santiago network¹, and invited the Conflict of Interest subcommittee to develop its Terms of Reference for consideration and approval of the Advisory Board.
20. Similarly, at its fourth meeting, the AB agreed to establish a task force on outreach, and invited the task force to develop its terms of reference for consideration by the Advisory Board.
21. The Report from subcommittees and task force (SNAB/2025/05/04) was published on the dedicated SNAB5 webpage on 18 August 2025.
22. **Action:** (i) The AB will be invited to take note of the report. (ii) The AB will be invited to consider and approve the Terms of Reference of the budget subcommittee contained in Annex 1 of document SNAB/2025/05/04. (iii) The AB will be invited to consider any other relevant issues resulting from the work of the subcommittees and taskforce.

SNAB/2025/05/04	Reports from subcommittees and task force
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4. Status of resources

23. This item will present an update on the status of resources of the Santiago network including the pledges made to the Santiago network as at 6 December 2023 amounting to approximately USD 40.7 million.²
24. It responds to the AB request during its fourth meeting for the Secretariat to provide “more timely and granular details of contributions (...) that will be discussed and presented in subsequent meetings.”
25. The Report on the status of resources of the Santiago network (SNAB/2025/05/15) was published on 19 August 2025.
26. **Action:** (i) The Co-Chairs will invite the Secretariat to provide an update on the status of resources of the Santiago network (ii) The AB will be invited to take note of the report.

SNAB/2025/05/15	Report on the status of resources of the Santiago network
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¹https://assets.santiago-network.org/Common/Documents/Core/SNAB_2024_3_04.Rev.1-Guidelines-on-conflicts-of-interest-06Sep2024-Approved.pdf

² Paragraph 32, Decision 6/CMA.5

5. Operationalisation of the Santiago network:

a. Membership of the Santiago network

27. In accordance with decision 12/CMA.4, endorsed by decision 11/CP.27, the Advisory Board at its second meeting approved the guidelines for the designation of organisations, bodies, networks and experts (OBNEs) as Members of the Santiago network.³
28. At its fourth meeting, the AB celebrated the milestone of 50 Members and acknowledged outreach efforts to OBNEs that supported this growth. It encouraged the Secretariat to expand activities such as global webinars, portal development, Member meetings, and engagement with key constituencies. The AB stressed that membership information should be shared externally in ways that are accessible, inclusive, simple, and accurate. It encouraged the Secretariat to expand partnerships with diverse OBNEs, particularly at the local level, foster synergies with ExCom expert groups and task forces, and enhance the Members' webpage with profiles and more detailed categorization of OBNEs.
29. The AB further decided to keep the discussion on designation of OBNEs as Members of the Santiago network as a standing agenda item for future meetings of the Advisory Board.
30. **Action:** (i) The Co-Chairs will invite the Secretariat to provide an update on the designation of OBNEs as Members of the Santiago network and progress related to membership since its fourth meeting. (ii) The AB will be invited to provide feedback based on the update provided and any additional guidance it may deem appropriate.

b. Catalysing technical assistance

31. In accordance with decision 12/CMA.4, endorsed by decision 11/CP.27, the AB at its third meeting approved the guidelines and procedures for responding to requests for technical assistance.⁴ At its fourth meeting, the AB welcomed the progress made in establishing relevant operational processes related to the guidelines.
32. The AB noted the urgent need to increase the number of requests from developing countries particularly vulnerable to the adverse effects of climate change and requested the Secretariat to continue and increase its outreach to countries, including national liaisons to the Santiago network Secretariat and the UNFCCC National Focal Points, to address this concern. The AB welcomed the request for technical assistance received from Iraq.
33. At its fourth meeting, the AB also welcomed the organization of the workshop for least developed countries (LDCs) and small island developing States (SIDS) in the Pacific in 2024, requested the Secretariat to expedite the organisation of the pending

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https://assets.santiago-network.org/Common/Documents/SNAB_2024_2_06.Rev.2-Guidelines-for-the-designation-of-organizations-bodies-networks-and-experts-as-members-of-the-Santiago-network.pdf

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https://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

- LDCs and SIDS workshops in Africa and the Caribbean in 2025, and identify further outreach opportunities in developing countries particularly vulnerable to the adverse effects of climate change around the world.
34. The AB noted the importance of providing information on technical assistance to external channels in a manner that considers accessibility, inclusiveness and simplicity and asked the Secretariat to communicate in accordance with these principles while ensuring accurate representation of information while making it easily accessible. In line with this, the Advisory Board also requested the Secretariat to simplify the language and length of the guidelines for easy understanding by proponents and communities.
 35. The AB further took note of the support provided to Vanuatu and the experience and lessons learned from responding to this first request, and requested the Secretariat to identify lessons learned from Vanuatu and conduct an analysis of the response process once a certain number of requests have been delivered to improve the process.
 36. The AB decided to keep the discussion on the provision of technical assistance as a standing agenda item for future meetings of the Advisory Board.
 37. **Action:** (i) The Co-Chairs will invite the Secretariat to provide an update on progress in catalysing technical assistance. (ii) The AB will be invited to provide further guidance on responding to requests for technical assistance.

c. Managing funding provided for technical assistance

38. In accordance with decision 12/CMA.4, endorsed by decision 11/CP.27, the AB at its third meeting approved the guidelines for managing funding.⁵
39. Decision 12/CMA.4, para. 17, endorsed by decision 11/CP.27, decided that the guidelines should make provisions to ensure that technical assistance funded directly by the Santiago network is made available to communities particularly vulnerable to the adverse effects of climate change, including through levels of minimum percentage of technical assistance funded directly by the Santiago network directed to communities particularly vulnerable to the adverse effects of climate change.
40. At its fourth meeting, the Advisory Board noted the proposed approach as contained in document [SNAB/2025/04/12](#), and invited its members and representatives to submit additional comments to the Secretariat by 15 May 2025. The Secretariat was requested to update and revise the approach to determining the minimum percentage based on the discussions at the fourth meeting of the Advisory Board, and the written comments received, for consideration and adoption by the Advisory Board intersessionally. An informal Advisory Board meeting and a draft intersessional decision, with the approval of the Co-Chairs, were circulated to the Advisory Board in accordance.
41. **Action:** (i) The Co-Chairs will invite the Secretariat to provide an update on progress in operationalizing the guidelines for managing funding. (ii) The AB will be invited to take note of the update.

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

6. Strategies of the Santiago network:

a. Santiago network strategy

42. At its fourth meeting, the AB considered a zero draft of the Santiago network strategy and took note of the roadmap setting a coordinated participatory approach to facilitate adoption of the Santiago network's strategy no later than its fifth meeting, requested the Secretariat to further develop the strategy taking into account comments received and views shared during the meeting, and invited members and representatives to submit additional comments by 1 May 2025.
43. In addition, the AB decided to hold an informal meeting in Bonn on the margins of the 22nd meeting of the WIM Executive Committee to further develop the draft strategy, and requested the Secretariat to engage a wide range of stakeholders in the process of updating and finalizing the strategy, including during the 62nd session of the Subsidiary Bodies in June 2025.
44. Following the implementation of the roadmap, the Secretariat shared Draft 1.0 of the Santiago network strategy with the Advisory Board for written feedback for a two-week review period from 17 to 31 July 2025.
45. The draft Santiago network strategy 2026-2028 (SNAB/2025/05/05) was published on the dedicated SNAB5 webpage on 15 August 2025.
46. **Action:** The AB will be invited to consider the draft Santiago network strategy 2026-28, as contained in document SNAB/2025/05/05, for finalization and adoption.

SNAB/2025/05/05	Santiago network strategy 2026-28
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b. Communications strategy

47. At its third meeting, the AB requested the Secretariat to develop a communication strategy for the Santiago network.
48. At its fourth meeting, the AB welcomed the discussion on the Santiago network communications strategy: zero draft and 2025 plan and invited AB members and representatives to submit written feedback to the Secretariat by 7 May 2025. The Secretariat was requested to further develop the strategy taking into account comments and suggestions made during the fourth meeting, the written feedback invited, and seeking alignment with the Santiago network strategy and the outreach strategy, for consideration by the Advisory Board for adoption at its fifth meeting.
49. The draft Santiago network communication strategy 2026 - 2028 (SNAB/2025/05/06) was published on the dedicated Santiago network webpage on 18 August 2025.
50. **Action:** The AB will be invited to consider the draft Santiago network communications strategy 2026 - 2028, as contained in document SNAB/2025/05/06, for finalization and adoption.

SNAB/2025/05/06	Santiago network communications strategy 2026 - 2028
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c. Outreach and engagement strategy

51. The Santiago network work programme 2024-2025, adopted by the AB at its first meeting, requested the "Secretariat to develop a dedicated outreach strategy in line with the overall Santiago network strategy".
52. A draft outreach strategy was presented to the Advisory Board at its fourth meeting. The AB welcomed the views of members, representatives, and observers on the draft outreach strategy (SNAB/2025/04/08) , invited members and representatives to submit written comments by 15 May 2025, and requested the Secretariat to update the document based on meeting feedback and written comments, with a view to its adoption, in conjunction with the Santiago network strategy and the communications strategy, at its fifth meeting.
53. At its fourth meeting, the AB agreed to establish a task force on outreach and invited the task force to develop its terms of reference for consideration by the AB.
54. Following the guidance of the Co-Chairs, the Secretariat is engaging with the task force on outreach for its informal review of the document in advance of publication.
55. The draft Santiago network outreach and engagement strategy 2026 - 2028 (SNAB/2025/05/07) will be published on the dedicated SNAB5 webpage in advance of the fifth meeting of the AB.
56. **Action:** The AB will be invited to consider the draft Santiago network outreach and engagement strategy 2026 - 2028, as contained in document SNAB/2025/05/07, for finalization and adoption.

SNAB/2025/05/07	Santiago network outreach and engagement strategy 2026 - 2028
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d. Resource mobilization strategy

57. At its first meeting, the Advisory Board approved the Santiago network work programme, which includes Activity 19, stipulating that the Santiago network Secretariat is "to develop a Resource Mobilization Strategy, under the guidance of the Advisory Board and aligned with the Santiago network strategy, that will outline how the Secretariat will engage donors that made pledges for the operation of the Santiago network, and broaden resource channels as well as coordinating with Member States and other donors for mobilizing and effectively utilizing resources."
58. At its third meeting, the AB discussed an annotated outline of the resource mobilization strategy (as contained in document SNAB/2024/3/12) and requested the Secretariat to further develop the strategy taking into account the comments and suggestions made at its third meeting.
59. At its fourth meeting, the AB invited its members and representatives to submit written feedback on the zero draft of the resource mobilization strategy (as

contained in document SNAB/2024/3/12) to the Secretariat by 30 April 2025. The AB also requested the Secretariat to further develop the draft of the resource mobilization strategy considering the comments and suggestions made during the fourth meeting of the Advisory Board, the written feedback received, and seeking alignment with the Santiago network strategy, for adoption by the Advisory Board at its fifth meeting.

60. The draft Santiago network resource mobilization strategy 2026-2028 (SNAB/2025/05/08) was published on the dedicated SNAB5 webpage on 18 August 2025.
61. **Action:** The AB will be invited to consider the draft Santiago network resource mobilization strategy 2026 - 2028, as contained in document SNAB/2025/05/08, for finalization and adoption.

SNAB/2025/05/08	Santiago network resource mobilization strategy 2026 - 2028
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7. Work programme of the Santiago network 2026 - 2027

62. Decision 12/CMA.4, Annex I, endorsed by decision 11/CP.27, sets out the roles and responsibilities of the Santiago network Secretariat, which includes developing and executing the work programme approved by the AB, building on synergies with the five-year rolling workplan of the Executive Committee of the WIM.
63. At its first meeting, the AB approved the Santiago network work programme for the period 2024 - 2025 (SNAB/2024/1/05.Rev.1).
64. The draft Santiago network work programme 2026-2027 (SNAB/2025/05/09) was published on the dedicated SNAB 5 webpage on 18 August 2025.
65. **Action:** The AB will be invited to consider the draft Santiago network work programme 2026-2027 as contained in document SNAB/2025/05/09, for finalization and approval.

SNAB/2025/05/09	Santiago network work programme 2026-2027
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8. Budgetary matters:

a. Report on execution of the Santiago network budget

66. This item will present the report on the execution of the Santiago network budget as contained in the background document SNAB/2025/05/10.
67. At its fourth meeting, the AB requested the Secretariat to provide more timely and granular details of contributions, and expenditure against approved budgets, that will be discussed and presented in subsequent meetings.
68. The Report on execution of the Santiago network budget (SNAB/2025/05/10) was published on the Santiago network webpage on 19 August 2025.

69. **Action:** The Co-Chairs will invite the Secretariat to provide an overview of budget execution in relation to the approved budget. (ii) The AB will be invited to take note of the Report on execution of the Santiago network budget as detailed in SNAB/2025/05/10.

SNAB/2025/05/10	Report on execution of the Santiago network budget
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b. Revised annual budget of the Santiago network 2025

70. Paragraph 7 (f) of the Terms of Reference of the Santiago network details that the Advisory Board will 'Approve the annual budget of the Santiago network'.
71. The Advisory Board of the Santiago network approved the 2025 Annual Budget in its third meeting held in September 2024.
72. At its fourth meeting the Advisory Board requested the Secretariat to update the personnel budget line in the 2025 budget, to accommodate the recruitment of regional positions, the recruitment of the head office positions, and the continuation of the interim Secretariat, and submit to the Advisory Board for consideration and approval. This revised budget for 2025 addresses these requests.
73. With the approval of the Co-Chairs, a proposed intersessional decision on the approval of the Revised 2025 budget of the Santiago network was transmitted by the Secretariat to the Advisory Board on 25 July 2025, with a no-objection period ending on 15 August 2025. Comments and one objection from Advisory Board members were received on 11 and 12 August, respectively.
74. In accordance with paragraph 52 of the rules of procedure, the Secretariat circulated the written comments and the objection received to Advisory Board members and representatives. Under the guidance of the Co-Chairs, the decision will be considered by the Board at the following Advisory Board meeting. A revised provisional agenda was issued in accordance on 18 August, 2025, incorporating the item 'Revised annual budget of the Santiago network 2025'.
75. Following the guidance of the Co-Chairs, the Secretariat is engaging with the Budget Subcommittee for its informal review of the document in advance of publication.
76. The Revised annual budget of the Santiago network 2025 (SNAB/2025/05/11) will be published on the dedicated SNAB5 webpage in advance of the fifth meeting of the AB.
77. **Action:** (i) The AB will be invited to consider the Revised annual budget of the Santiago network 2025, as contained in document SNAB/ 2025/05/11, for finalization and approval.

SNAB/2025/05/11	Revised annual budget of the Santiago network 2025
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c. Annual budget of the Santiago network 2026

78. Decision 12/CMA.4, Annex I, endorsed by decision 11/CP.27, sets out the roles and responsibilities of the Santiago network AB, which includes the approval of the annual budget of the Santiago network.
79. The AB further established a budget sub-committee pursuant to paragraph 23 of its Rules of Procedure, and invited the budget sub-committee to develop its Terms of Reference for consideration and approval of the Advisory Board at its fifth meeting.
80. Following the guidance of the Co-Chairs, the Secretariat is engaging with the Budget Subcommittee for its informal review of the document in advance of publication.
81. The Annual budget of the Santiago network 2026 (SNAB/2025/05/12) will be published on the dedicated SNAB5 webpage in advance of the fifth meeting of the AB.
82. **Action:** (i) The AB will be invited to consider the Annual budget of the Santiago network 2026, as contained in document SNAB/2025/05/12, for finalization and approval.

SNAB/ 2025/05/12	Annual budget of the Santiago network 2026
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9. Collaboration with the WIM Executive Committee and the Fund for Responding to Loss and Damage

83. At its fourth meeting, the AB decided to continue strengthening cooperation with the ExCom and its thematic expert groups, with a view to avoiding duplication in the development of knowledge products and enhancing synergies within their respective mandates. The AB further encouraged the Secretariat to strengthen synergies with the ExCom's expert groups and task force in the context of the designation of OBNEs as Members of the Santiago network.
84. AB members and representatives were invited to join the 22nd meeting of the ExCom that was held from 13-15 May 2025 under agenda item 13: Collaboration with the Advisory Board of the Santiago network. The interactive discussion allowed for an exchange on potential areas for collaboration, coordination and coherence. The Secretariat was also present in this meeting and engaged in the preparations.
85. Decision 1/CP.28 and 5/CMA.5 requests the Secretariat of the Fund for Responding to Loss and Damage (FRLD) to coordinate with the Santiago network to support countries seeking access to the Fund through technical assistance. The Santiago network and members were also invited to contribute to complementarity and coherence with the Fund to build capacity and support the programmatic approaches of the Fund. Decision 6/CMA.5, endorsed in decision 2/CP.28, requested the Santiago network secretariat to coordinate with the secretariat of the Fund in supporting developing countries in seeking to access the Fund through technical assistance, and contribute to coherence and complementarity as outlined above.
86. Decisions 1/CP.28 and 5/CMA.5 also decided to co-convene an annual high-level dialogue by the UN Secretary-General and the Board of the FRLD. The Santiago network is among the 30 high-level representatives to be invited to the dialogue. The first dialogue was convened in Washington, D.C., on 25 April 2025 in the margins of the spring meetings of the World Bank and the International Monetary Fund. As

decided by the Advisory Board, Mr Idy Niang, Advisory Board member, and Ms Carolina Fuentes Castellanos, Director of the Santiago network Secretariat, represented the Santiago network at the High-Level Dialogue on Strengthening Response(s) to Loss and Damage.

87. On 7 February 2025, the Executive Director of the FRLD and the Director of the Santiago network signed a Letter of Intent, which outlines several key areas for collaboration, including: (a) assisting countries in accessing the FRLD through technical assistance provided via the Santiago network, (b) coordinating and collaborating with relevant stakeholders, and (c) enhancing knowledge management and information sharing.
88. On 5 June 2025, the Co-Chairs of the ExCom sent a letter inviting the Co-chairs of the Santiago network Advisory Board and the Co-chairs of the FRLD with a view to initiating an informal discussion among the Co-chairs of the three bodies to jointly explore ways forward on how to approach the issue of collaboration to promote coordination and complementarity among the bodies, given the respective roles and responsibilities in supporting loss and damage. The meeting was convened on 20 June 2025.
89. **Action:** (i) The AB will be invited to consider the information contained in the Report on the activities of the Co-Chairs of the Santiago network Advisory Board (SNAB/2025/05/03) and the Report on the activities of the Santiago network Secretariat (SNAB/2025/05/02) related to collaboration with the WIM ExCom and the FRLD. (ii) The Co-Chairs will provide an update on the collaboration with the WIM Executive Committee and the Fund for responding to Loss and Damage. (iii) The Co-Chairs will invite the Secretariat to provide an update on its engagement with the Secretariat of the FRLD and with the WIM ExCom. (iv) The AB will be invited to discuss options for collaboration with the Executive Committee and the FRLD, including modalities of work and next steps.

SNAB/2025/05/05	Report on the activities of the Co-Chairs of the Santiago network Advisory Board
SNAB/2025/05/04	Report on the activities of the Santiago network Secretariat

10. Annual report of the Santiago network to the governing body or bodies

90. Decision 12/CMA. 4, endorsed by decision 11/CP.27, requests the Santiago network Secretariat, under the guidance of the AB, to prepare an annual report on activities of the Santiago network Secretariat and network, and on the performance of their respective functions, to be forwarded to the UNFCCC Secretariat to be included in a joint annual report of the Santiago network and the Executive Committee (ExCom) submitted to the governing body or bodies through their subsidiary bodies.
91. In accordance, the Secretariat has engaged in the preparation of the Annual Report of the Santiago network, for submission to the governing body or bodies. This report is divided into two parts:

- i. Joint report of the WIMExCom and the Santiago network - serving as the parent report, which contains the procedural and organizational information of the WIM ExCom and the Santiago network between September 2024 and June 2025. The draft of this report was shared with the Advisory Board on 25 July, 2025 for consideration and comments by 29 July, 2025, after which the report was shared with UNFCCC for final editing and publication for the 63rd session of the Subsidiary Bodies (November 2025).⁶
 - ii. Addenda - Containing substantive information on the progress made by the Santiago network and to be considered by the AB at its fifth meeting for subsequent editing, translation and submission to the UNFCCC Secretariat.
92. The joint report and Addendum will be considered by the Subsidiary Bodies with a view to recommending a draft decision or decisions for consideration and adoption by the governing body or bodies at the session(s) to be held in November 2025.⁷
93. The Draft annotated outline of the Annual Report 2025 of the Santiago network (SNAB/2025/05/13) was published on the dedicated SNAB5 webpage on 18 August 2025. The annotated outline is open for written comments in the lead to SNAB5.
94. The outline was also provided to the Advisory Board as a live document for comments ahead of the fifth Advisory Board meeting.
95. **Action:** The AB will be invited to provide guidance on the preparation of the annual report of the Santiago network, and to make recommendations for the consideration of the governing body or bodies, through the SBs, as appropriate, considering the outline, as contained in SNAB/2025/05/13, and approve the annual report.

SNAB/2025/05/13	Draft annotated outline of the Annual Report 2025 of the Santiago network
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11. Dates and venues of meetings in 2026

96. Decision 12/CMA.4, endorsed by decision 11/CP.27, para. 12, requests the AB to meet at least twice a year, where possible in connection with meetings of the Executive Committee, while retaining its flexibility to adjust the number of meetings to suit its needs.
97. Paragraph 32 of the Rules of Procedure of the Advisory Board of the Santiago network⁸ state that "At the first Advisory Board meeting of each calendar year, the Co-Chairs shall propose a schedule of meetings for that calendar year."
98. With regards to venue, paragraph 29 of the Rules of Procedure state that "The Advisory Board shall hold its meetings at the location of the Santiago network

⁶ https://unfccc.int/sites/default/files/resource/sb2025_02_adv.pdf

⁷ Decision 6/CMA.5 and endorsed in decision 2/CP.28

⁸ https://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

Secretariat head office, unless otherwise decided by the Advisory Board and subject to the necessary arrangements being made, and may hold meetings in hybrid (in person and virtual) format. Decisions on the location of meetings other than the location of the Santiago network Secretariat shall take into account the costs and benefits of venue rotation, particularly in developing countries and with respect to facilitating the participation of key stakeholders, as well as the location of the ExCom meetings.”

99. At its fourth meeting, the AB requested the Santiago network Secretariat to identify possible dates and venues for the meetings of the Advisory Board to take place in 2026, with a view to agreeing on them at the 5th meeting of the Advisory Board.
100. The Dates and venues of meetings in 2026 (SNAB/2025/05/14) was published on the dedicated SNAB5 webpage on 15 August 2025.
101. **Action:** The AB will be invited to consider and agree on the dates and venues of its meetings in 2026, including options presented in the background paper on the date and venue of the next meetings as contained in SNAB/ 2025/05/14.

SNAB/2025/05/14	Dates and venues of meetings in 2026
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12. Any other matters

102. Any other matters arising during the meeting will be taken up under this item.

13. Report of the meeting

103. **Action:** The AB will adopt the report of its fifth meeting containing the decisions of the meeting.

14. Closure of the meeting