Seventh meeting of the Santiago Network Advisory Board

29 September–1 October 2026
Tokyo, Japan
Provisional agenda item 3.c.

SNAB/2026/07/04

16 September 2026

Reports from subcommittees and drafting group

9 March–14 September 2026

Summary

This document contains the reports on activities undertaken by the following subcommittees and drafting group of the Santiago Network during the reporting period from 9 March to 14 September 2026.

(a) Budget Subcommittee
(b) Conflict of Interest Subcommittee
(c) Drafting group for preparing the draft terms of reference of the regular report on loss and damage

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I. Introduction

1. At its fourth meeting, the Advisory Board agreed to establish the following:

    a. Budget Subcommittee;
    b. Conflict of Interest Subcommittee.

2. At its fifth meeting, the Advisory Board adopted the terms of reference of the Budget Subcommittee (SNAB/2025/05/04/Add.1) and the terms of reference of the Conflict of Interest Subcommittee (SNAB/2025/05/04/Add.2).

3. At its sixth meeting, the Advisory Board agreed to establish a Drafting Group for preparing the draft terms of reference of the regular report on loss and damage.

4. The establishment of the subcommittees and of the drafting group is consistent with paragraphs 24 and 25 of the Rules of procedure of the Advisory Board[1].

5. This report provides an update on the progress made by the subcommittees and drafting group during the period between the sixth and seventh Advisory Board meetings.

II. Report on activities of the Budget Subcommittee

A. Members of the subcommittee

6. As per paragraph 7 of its approved terms of reference, the Budget Subcommittee will consist of a minimum of four and a maximum of six members.

7. As of the time of publication of this report, the Budget Subcommittee comprised the following members: (i) Mr Alpha Kaloga, (ii) Ms Eneida Rabdishta, and (iii) Ms Muriel Gschwend.

8. Within this reporting period, Ms Aisha Humera concluded her term with the Advisory Board and consequently stepped down from the Budget Subcommittee.

9. Following this transition in Advisory Board membership, the Secretariat, on behalf of the Co-Chairs, shared a communication with Advisory Board members on 25 August 2026, exploring their interest in joining the Subcommittee through self-nomination followed by Advisory Board approval.

[1] Annex I to the report of the exceptional meeting of the Advisory Board held on 12 February 2026. The Advisory Board agreed to the revised Rules of procedure and further agreed to apply them immediately on a provisional basis until their formal adoption by the governing body or bodies.

10. In line with the Subcommittee's terms of reference the communication noted the aim to achieve balanced regional and gender representation as well as technical expertise in financial, budgeting and resource management. The Advisory Board Co-Chairs reached out to Advisory Board members to seek balanced regional representation in the composition of the Subcommittee.

11. Following this process, the Secretariat, with the approval of the Co-Chairs, transmitted the revised proposal for an intersessional decision on the election of additional members to the Budget Subcommittee (SNAB/2026/ISD/12/Rev.1) on 11 September 2026, for consideration and approval of the Advisory Board with a one-week no-objection period ending on 18 September 2026, in order to allow the subcommittee to review relevant financial documents in advance of their publication for consideration at SNAB 7.

12. The Co-Chairs will continue to explore Advisory Board members' interest in joining the Subcommittee, with a view to achieving balanced regional representation, for consideration at SNAB7.

B. Activities during the reporting period

13. During the reporting period, the Budget Subcommittee convened to advance its mandate. In alignment with paragraphs 5(a), 5(b) and 5(c) of its terms of reference, which mandate the review and recommendation on the proposed budget of the Santiago Network, the execution of the Santiago Network's budget and related financial reports, the Budget Subcommittee focused on the following:

    a. Endorsement of the 2025 annual financial statement;

    b. Preparation of financial documents for the seventh meeting of the Santiago Network Advisory Board (SNAB7) scheduled for 29 September–1 October 2026.

14. Following the May 2026 audit, which yielded an unmodified opinion, the Secretariat transmitted all financial documentation to the Budget Subcommittee on 1 June 2026. The subcommittee reviewed these documents, confirming their validity without objection. Subsequently, on 9 June 2026, the Secretariat submitted the 2025 financial statement and a proposed intersessional decision to the Advisory Board. Pursuant to paragraph 53 of the Rules of procedure, and in the absence of objections, the Advisory Board formally endorsed the 2025 financial statement on 30 June 2026.

15. Ahead of SNAB7, the Secretariat transmitted relevant financial documents to the subcommittee for its review and recommendation, namely the Report on the status of resources of the Santiago Network (SNAB/2026/07/11), the Report on the execution of the budget of the Santiago Network (SNAB/2026/06/12), and the Annual budget of the Santiago Network 2027 (SNAB/2026/06/13).

16. The Secretariat convened a meeting of the Budget Subcommittee on 3 September 2026 to discuss the financial documentation outlined above. However, quorum was not reached during the meeting.

C. Next steps

17. In accordance with its mandate, the Budget Subcommittee is examining relevant financial documents developed by the Secretariat to provide feedback through written submissions and during a virtual meeting scheduled for mid-September. These inputs will be integrated by the Secretariat into the final versions to be published for the Advisory Board's consideration prior to SNAB7.

18. The Budget Subcommittee is also planning to hold an in-person meeting in Tokyo, Japan, within the framework of SNAB7.

19. The Budget Subcommittee will, in line with its mandate, review and make recommendations to the Advisory Board regarding the financial documents presented at SNAB7.

III. Report on activities of the Conflict of Interest Subcommittee

A. Members of the subcommittee and chairing arrangements

20. At the sixth meeting of the Advisory Board, Mr Idy Niang assumed the role of Advisory Board co-chair, and therefore stepped down from his role on the Conflict of Interest Subcommittee. Ms María Fernanda Sousa was nominated and confirmed by the Advisory Board to fill the vacancy. The Conflict of Interest Subcommittee comprises the following four members: (i) Ms Camila Minerva Rodríguez (Chair), (ii) Mr Rachid Tahiri (iii) Ms Valentina Grigoryan and (iv) Ms María Fernanda Sousa.

B. Activities during the reporting period

21. During the reporting period, the subcommittee developed and reviewed draft procedures for handling potential, actual or perceived conflicts of interest. The draft procedures outline the actions to be taken by the subcommittee when an allegation of potential, actual or perceived conflict of interest is received.

C. Next steps

22. The subcommittee will meet on the margins of SNAB7 or through an online meeting following SNAB7 to finalize the draft procedures for subsequent consideration and adoption by the full Advisory Board.

IV. Report on activities of the drafting group for preparing the draft terms of reference of the regular report on loss and damage

A. Background

23. The Advisory Board tasked the drafting group with the preparation of draft terms of reference for approval no later than its seventh meeting, in line with the road map also approved at its sixth meeting, the document on Considerations for the preparation of terms of reference for a regular report on loss and damage, and feedback and inputs received during the joint informal session with the Executive Committee on 23 March 2026 and during SNAB6, as well as the benchmarking exercise conducted by the Secretariat.

B. Members of the drafting group

24. As agreed by the Advisory Board in its sixth meeting, the drafting group will consist of a minimum of six members and representatives. The drafting group initially comprised: (i) Mr Aayush Dwivedi, (ii) Mr Alpha Kaloga, (iii) Ms Camila Minerva Rodríguez, (iv) Mr Idy Niang and (v) Ms Muriel Gschwend. Ms Elisa Calliari joined the drafting group during the reporting period.

C. Activities during the reporting period

25. During the reporting period, the drafting group convened to advance its mandate, focusing primarily on developing the draft terms of reference and its annexes (i.e. a template for submission of proposals and a set of criteria for the evaluation of proposals), pursuant to the indications provided by the Advisory Board at its sixth meeting. The task force unanimously elected Mr Idy Niang and Ms Muriel Gschwend as its co-chairs.

26. The drafting group met four times during the reporting period and worked intersessionally to develop the draft terms of reference, building on decisions from COP/CMA, the document on Considerations for the preparation of terms of reference for a regular report on loss and damage prepared by the Secretariat in advance of SNAB6, feedback and inputs received during the joint informal session with the Executive Committee on 23 March 2026 and during SNAB6, the

benchmarking exercise conducted by the Secretariat, and inputs and feedback received by SNAB and ExCom members in three separate review windows, at the joint consultation held in Bonn on 16 June 2026, and at the informal meeting of the Advisory Board held on 13 August 2026.

27. Throughout this process, the drafting group accurately reviewed inputs, feedback and options and agreed on the preferred approaches to be reflected in the draft terms of reference for approval by the Advisory Board.

28. On behalf of the Drafting Group, the Secretariat shared with the Advisory Board, on 8 September 2026, the draft terms of reference resulting from the Drafting Group's work in implementing the agreed roadmap.

D. Next steps

29. After concluding the development of the draft terms of reference, the drafting group will present a final version of the terms of reference and its annexes for formal consideration and approval by the Advisory Board at its seventh meeting. The final version will be published on the dedicated SNAB7 webpage.