

ELECTION GUIDELINE

**Least Developed Countries Group
on Climate Change**

Definition:

1. For the purpose of the Election guideline:
 - The “LDC Chair” means: the chairing country, and the representative of the chairing country who is elected by the LDC Group and mandated to represent or negotiate on behalf of the Group in the multilateral process of the UNFCCC and related events and to coordinate the work of the LDC Group in association with UNFCCC and related events. *Please refer Article 19-24 of the LDC Group Charter.*
 - The “Thematic coordinator” means: please refer Article 33 of the LDC group Charter.

Background and mandate

2. The goal of the Elections Guidelines is to facilitate and ensure a smooth, transparent and streamlined operation of the United Nations Least Developed Countries (LDC) Group and guide the work of the LDC Election Committee in the context of the United Nations Framework Convention on Climate Change (UNFCCC).
3. This guideline is expected to serve as rules of procedures in selecting LDCs Chairmanship as well as suggesting candidates to the chair of the LDC group on all UNFCCC positions.
4. The LDC election committee is established by the “LDC Group Charter” to ensure transparent decision making in the election matters and to implement the Election guideline.
5. The LDC election committee will execute the following functions:
 - Recommend a candidature for incoming Chair.
 - Consider applications from country candidates based on approved criteria,
 - Recommend to the LDC Chair, the nomination of the LDC representative to various UNFCCC constituted bodies.
 - Assist the Chair in consultations held by COP-Presidency on elections.

Guiding principles

6. The LDC Election nominations and representation will be guided by the following principles:
 - Equitable rotation between 1) Francophone and lusophone Africa; 2) Anglophone Africa; and 3) Asia-Pacific and the Caribbean. The list of LDCs categorized in three groups for the purpose of this election guideline is available on [Annex 1](#).
 - Balanced Representation of LDCs in the various UNFCCC, Kyoto Protocol and the Paris Agreement bodies should reflect a balanced representation of the diversity of the Group.

Nomination Criteria and Competence

7. The Election Committee shall formulate appropriate selection criteria to elect individuals that can represent & protect the group's interest.
8. In formulating the selection criteria, priority shall be given to the following considerations:
 - Nomination received from the national focal point. The nomination shall include biodata of the candidate and a motivation letter by the candidate on aspirations for the position.
 - Candidates having technical competence and expertise as required for the positions applied for-
 - Regular participation of the candidate in the UNFCCC processes.
 - Commitment and ability of the candidate to serve the interest of the LDC Group and defend group position.
 - Time availability and ability of the candidate to report to the group as and when necessary.
 - Candidates from countries seeking a position for the first time for elective positions under the UNFCCC Convention and Protocol.
 - In accordance with relevant COP decisions, and for the meaningful inclusion of women in decision-making process, LDCs are encouraged to nominate women candidates to achieve the goal of gender balance in UNFCCC bodies.

Nomination and the selection process

This section explains the nomination and the selection process of the following positions:

LDC Chair

9. The LDC Group Charter define the Chair as the chairing country, and the representative of the chairing country designated as Chair. This guideline describes the process of selection of the chairing Country that will nominate the person to serve as Chair.
10. The Chair of the LDC Group will be selected on a rotating basis among three groups of countries:
 - a. Francophone and Lusophone Africa;
 - b. Anglophone Africa;
 - c. Asia-Pacific and the Caribbean.
11. In accordance with the principles of equitable rotation and balanced geographical representation, Africa shall serve two terms followed by the Asia and the Pacific region serving a single term.
12. Chair of the LDC Group shall relinquish any UNFCCC positions held prior to the election

Term of office

13. The Chair shall serve the Group for a term of two years or two consecutive UNFCCC COPs, with both being fulfilled, unless otherwise decided by the Group.
14. If the country desires to substitute the person chairing the group, the substitution has to be done in accordance with the specific provisions of the Election Guidelines.

Nomination process

15. Nomination for the Chair of the LDC Group from the respective regions should be formally made by the UNFCCC National Focal Point of the LDC country.
16. The nomination should specify the name of the candidate, resume and institutional affiliation. The nomination should be sent to the incumbent chair, at least six months prior to the end of tenure of the incumbent chair.
17. Where possible, candidates should get regional endorsement.

Decision making

18. The LDC Election Committee will select the Chair in accordance with election guideline.
19. In the case of a tie between two candidates for the position of the Chair, and following bilateral or regional efforts to arrive at an agreed outcome, the Election Committee shall take the matter to promote consensus through consultation with the candidate countries and employ every effort to achieve a spirit of consensus in a spirit of mutual accommodation and shall report to the LDC Group for formal adoption. In such case, the Election committee may seek advice or personal engagement from the outgoing Chair to reach an agreement.

Candidature positions for UNFCCC bodies

20. The candidature position for the UNFCCC bodies relates to LDC nominations for the constituted bodies under the Convention, the Kyoto Protocol and the Paris Agreement, including the operating entity of the Financial Mechanism.
21. The LDC Election Committee facilitates the nomination process and will elect the candidates for positions as per the Election guideline.
22. An LDC election chart of UNFCCC positions be drawn up under the guidance of the LDC Chair, allowing candidate countries to register their interest in well in advance.
23. The LDC election chart shall be reviewed, updated and candidates endorsed at UNFCCC organized meetings by the Group at least six months in advance of the election for all UNFCCC positions.

Term of office

24. The term of office for the nominated candidates will be of one term, usually of two years, unless decided otherwise by the Rules of procedures or modalities of UNFCCC, Kyoto Protocol and Paris Agreement bodies.
25. Candidates from countries seeking re-election after successful completion of first term of office under the Convention, Protocol and Agreement must submit the nomination following the election guideline.

26. If a member representing LDC in any of the constituted bodies resigns or is otherwise unable to complete the assigned term of office, the LDC Election Committee opens the position to replace the member for the remainder of that member's term of office.
27. If a country represented by a member in the respective constituted bodies officially graduates and notified in due procedure, the term of office of the respective member will be open for candidature position.

Nomination process

28. Nomination should be received by the Chair of the Group in writing from the national UNFCCC Focal Point.
29. The Election Committee prepares background information with relevant details of each candidature position to share with members as nomination notice.
30. The office of the LDC Chair transmit the nomination notice to full membership, allowing members to submit nomination with a minimum of seven days of deadline.
31. The member-Secretary of the Election committee compiles the nominations and presents it to the meeting of the Election Committee for assessment and decision. The Election Committee makes recommendation to the Chair for final decision and official disclosure.

Decision making

32. The Election committee decides on the candidature vacancy following the election guideline.
33. The decision of the election committee is transmitted to full membership by the office of the LDC Chair.

Technical lead for LDC Initiatives

34. The LDC Group Charter reflects the technical lead for LDC initiatives. This guideline describes the process of selection of the technical lead coordinator.
35. Technical lead shall carry out the responsibilities of leading the implementation of LDC initiatives, in their expert capacity.

Term of office

36. Technical lead shall have a term of office of three years to serve the Group.

Nomination process and decision making

37. The technical lead(s) are nominated by the LDC Chair in consultation with the Election committee.

Thematic Coordinators

38. The LDC Group Charter define the roles of the thematic coordinators as a leader for respective theme under the negotiation. This guideline describes the process of selection of the Thematic coordinator.
39. Coordinators shall have an alternate to assist in the carrying out the responsibilities of the Coordinators, named as Co-coordinator.

40. UNFCCC Funded LDC delegates are encouraged to sign up for coordinator or alternate coordinator roles.

Term of office

41. Coordinators shall have a term of office of two years to serve the Group, unless decided otherwise by the LDC Chair.

Nomination process and decision making

42. The Thematic coordinators are nominated by the LDC Chair in consultation with the Election committee.

LDC Election Committee

43. The LDC election committee as defined by the “LDC Group Charter” ensure transparent decision making in the election matters and to implement the Election guideline.

Membership

44. The LDC Election Committee is composed of the following:

- Two members from each of the sub-regions: Francophone and Lusophone Africa; Anglophone Africa and Asia-Pacific and the Caribbean.
- The Chair of the LDC Group will be the Chair of the Election Committee.
- The Chair shall nominate a member Secretary of the Election Committee to help with facilitating the work of the committee.

Term of office

45. Members shall serve for a term of three years and shall be eligible to serve a maximum of two consecutive terms of office, and the following rules shall apply:

- Half of the members shall be elected initially for a term of four years and half of the members shall be elected for a term of three years;
- Thereafter, the Elders Group shall elect members of the Election Committee for a term of three years;
- The members shall remain in office until their successors have been elected.

46. If a member of the Election Committee resigns or is otherwise unable to complete the assigned term of office, or if the country of the member represented in the Election Committee graduates, the LDC Elders Group opens the position for replacement of the said member for the remaining period of that member's term of office.

Nomination process

47. The UNFCCC focal points shall nominate the member of LDC Election Committee at regional level. To ensure effective representation, the focal points are encouraged to nominate persons with the diversity of experience and relevant knowledge, and have credibility in the international process and among the LDC Group.
48. The Elders Group decides the nomination of the Election Committee.

Quorum

49. Minimum quorum of 2/3rd will apply for any election committee meeting.

Amendments

50. The Election Guideline of the LDC Group shall only be amended after three years from the date of its endorsement and three years thereafter regularly, if deemed necessary.
51. Amendments to the Election guideline shall come into force for all Members of the LDC Group when they have been adopted by consensus at an LDC Ministerial/ high level Meeting.

Formalities and Signatures

The representatives of the Governments of the LDC Group have signed the Charter at the city of [place] on [date].

Annex 1: Countries that constitute the Least Developed Countries (LDC) Group as of August 2020

Asia-Pacific and the Caribbean	Anglophone Africa	Francophone and lusophone Africa
<ol style="list-style-type: none"> 1. Afghanistan 2. Bangladesh 3. Bhutan 4. Cambodia 5. East Timor 6. Haiti 7. Kiribati 8. Laos 9. Myanmar 10. Nepal 11. Solomon Islands 12. Tuvalu 13. Vanuatu 14. Yemen 	<ol style="list-style-type: none"> 1. Eritrea 2. Ethiopia 3. Gambia 4. Lesotho 5. Liberia 6. Malawi 7. Mauritania 8. Rwanda 9. Sierra Leone 10. Somalia 11. South Sudan 12. Sudan 13. Tanzania 14. Uganda 15. Zambia 	<ol style="list-style-type: none"> 1. Angola 2. Benin 3. Burkina Faso 4. Burundi 5. Central African Republic 6. Chad 7. Comoros 8. Democratic Republic of the Congo 9. Djibouti 10. Guinea 11. Guinea-Bissau 12. Madagascar 13. Mali 14. Mozambique 15. Niger 16. São Tomé and Príncipe 17. Senegal 18. Togo

Note: the list includes 47 LDCs as of June 2020. There may be some country that may belong to both Anglophone and Francophone