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Abu Dhabi, 12 December 2024

NOTIFICATION

by the Director-General of IRENA

Fifteenth session of the IRENA Assembly and related meetings
11 – 13 January 2025
St. Regis Hotel, Saadiyat Island, Abu Dhabi, United Arab Emirates

The fifteenth session of the Assembly of the International Renewable Energy Agency (IRENA) and related meetings will be held in-person from 12 to 13 January 2025 in Abu Dhabi, United Arab Emirates, under the theme ‘Accelerating the Renewable Energy Transition – The Way Forward’, with a focus on energy security, socio-economic development and financing options.

Marking the 5th World Energy Transition Day, the Assembly will commence its work on 12 January 2025 at 10.00 am, followed by a High-level Plenary session on Accelerating the Energy Transition – The Way Forward.

A number of strategic, administrative and institutional matters will be considered in the context of the Assembly session. Additionally, a series of Ministerial meetings and Plenary sessions, as well as stakeholder meetings and side events, will be held over the course of the Assembly, including on 11 January 2025, the day preceding the opening of the Assembly.

Ministerial and High-level meetings

During the fifteenth Assembly session, the following Ministerial and High-level meetings will be convened:

- The High-level Panel on Accelerating the Energy Transition – The Way Forward will be held on Sunday, 12 January from 10.30 to 13.00.
- The Ministerial Roundtable on Accelerating Africa’s Energy Transition and Green Industrialisation Agenda will be held on Sunday, 12 January from 14.45 to 16.15. *
- The Ministerial Roundtable on Scaling up Finance to Support the Energy Transition in Emerging Markets and Developing Economies will be held on Sunday, 12 January from 16.30 to 18.00. *
- The High-level Panel on Energy Transition Pathways in Emerging Economies will be held on Monday, 13 January from 10.00 to 11.30.
- The High-level Dialogue on Tripling Impact in Small Island Developing States: Accelerating Renewables, Climate Resilience and Sustainable Development will be held on Monday, 13 January from 11.30 to 13.00.
- The Ministerial Dialogue on Innovative Sustainable Finance will be held on Monday, 13 January from 14.30 to 16.00.

IRENA Members
Focal Points

*** To ensure timely planning, delegations are requested to confirm interventions by their Minister or Head of Delegation at the relevant Ministerial Roundtable(s)** by sending her/his name and title to the Secretariat at Assembly@irena.org, indicating in the subject line “*IRENA 15th Assembly: Ministerial Roundtable on [title]*”.

Plenary sessions

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.

A. Strategic and Programmatic items

Members will have the opportunity to exchange experiences and best practices on national and global efforts towards a just and resilient energy future, and to provide guidance to the Agency’s programmatic activities in this regard. Members will also consider a number of administrative and institutional matters.

Over the course of the Assembly, these sessions will cover the following items:

- Annual Report of the Director-General on the Implementation of the Work Programme and Budget for 2024-2025
- General Member Statements
- Report of the Chair of the Council
- Administrative and Institutional matters and other mandates

B. General Member Statements

Delegations wishing to share their national statements on experiences, priority actions and challenges related to the deployment of renewable energy, and exchange views on issues related to the energy transition in the coming decade and beyond, are invited to **register in the Speakers List** by sending a request noting the name and the title of the speaker to Assembly@irena.org, indicating in the subject line “*IRENA 15th Assembly: Speakers List*”. The requests will be considered observing international protocol precedence and the principle of “first come, first served”.

A preliminary Speakers List based on requests received will be circulated prior to the opening of the fifteenth session of the Assembly.

Delegations are also invited to **submit written statements** to the Secretariat in advance of delivery. A template for written statements is available [at this link](#). Full official written statements will be made available to the Membership on the [REmember Portal](#) and included as part of the official records of the session.

In the interest of enhancing transparency and inclusiveness, open sessions and meetings of the Assembly will be live streamed on the IRENA website.

C. Appointments and designations

Fifteenth Assembly President and Vice-Presidents: Pursuant to Article IX.E of the IRENA Statute and Rule 27 of the Rules of Procedure of the Assembly (RoP), the Assembly shall elect a President and four Vice-Presidents, having due regard to equitable geographical representation.

In accordance with Rule 28 of the RoP, at the beginning of each meeting of the Assembly, the Assembly shall confirm the designation made at the previous meeting and elect a President and four Vice-Presidents from among its membership. An update will be provided on this matter.

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 fifteenth session of the Assembly are invited to submit their expressions of interest to the Secretariat at Secretariat@irena.org no later than **27 December 2024**.

Sixteenth Assembly President and Vice-Presidents: To facilitate advance planning for the sixteenth session of the Assembly in 2026, the President of the fourteenth Assembly invited expressions of interest for the positions of the President (the Latin American and the Caribbean Group) and the four Vice-Presidents of the sixteenth session of the Assembly to be submitted to the Secretariat.

Following updates on the expressions of interest received, the Assembly will be invited to designate the President and the four Vice-Presidents of its sixteenth session.

Other meetings

On Saturday, 11 January 2025, a number of thematic and stakeholder meetings will allow for in-depth discussions on various aspects related to the energy transition between public, multilateral, private and civil society representatives:

- SDG7 on Sustainable Energy: The Road Ahead
- 2025 IRENA Legislators Forum – Legislative Pathways for the UAE Consensus: Tripling Renewables and Doubling Efficiency
- High-level Dialogue on Accelerated Partnership for Renewable Energy in Central Asia
- Key Enablers for the Energy Transition: Grid, Solar and Storage
- Meeting SDG7 and climate ambitions through renewables-based clean cooking
- Environmental impacts and benefits of renewables
- Global Coalition for Energy Planning: Shaping the Agenda for Action
- Empowering Lives and Livelihoods with Renewables
- Public-Private Dialogue – Building community support for the energy transition
- 2025 IRENA Youth Forum – Youth for Accelerating a Renewables-powered Energy Transition: Innovation, Action, and Impact
- Enablers for scaling up trade in green commodities

On the sidelines of the Assembly on 12 and 13 January 2025 as well as during the Pre-Assembly Day on 11 January 2025, a number of side events will be held for interested delegations. These include:

- Energy Transitions across the Mediterranean: Enabling Infrastructure for a Sustainable Future
- Sustainable Aviation Fuels: Launch of the IRENA-ICAO Collaboration
- Innovative Renewables Risk Mitigation Instruments

- Climate Principles to Unlock Grid Financing
- Policy Recommendations for Achieving 100% Renewable Energy by 2050
- Planning and prospects for renewable power: Central Africa
- Global Offshore Wind Alliance – Catalysing Inclusive Offshore Wind Growth through Strategic Partnerships
- Global Geothermal Alliance Annual Meeting – Geothermal in action: Driving sustainable development and energy transition
- Skilling for Tripling Renewables: Enhancing International Collaboration

Assembly documentation

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

Documentation pertaining to the fifteenth session of the Assembly and related meetings, including the provisional agenda and Indicative schedule, are contained in this transmission and will also be made available on the Member portal '[Remember](#)', for Focal Points officially designated to IRENA.

Should you require access to '[Remember](#)', please contact Remember@irena.org.

IRENA and the World Future Energy Summit

The fifteenth session of the Assembly will take place in parallel to the World Future Energy Summit (WFES), to be held from 14 to 16 January 2025.

IRENA will hold a number of events at the margins of the WFES at the Abu Dhabi National Exhibition Centre (ADNEC). Information on these events will be communicated separately.

Credentials

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

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 **3 January 2025**, in accordance with Chapter IV, Rule 24, of the Rules of Procedure of the Assembly of IRENA (A/5/5).

Please find a template Letter of Credentials [here](#).

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 fifteenth 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.

Registration

Registration links have been sent to all IRENA Members, along with an Information Note on organisational arrangements.

In order to allow sufficient time for the preparation of logistical and related arrangements, delegations are kindly requested to register all delegation members at the earliest, by **3 January 2025**, through the registration links received.

For queries related to registration and organisational arrangements, please contact the Secretariat at Assembly@irena.org.

Visa arrangements

Delegates requiring a visa should contact Protocol@irena.org. Please bear in mind that for visa requests received after **23 December 2024**, visa issuance cannot be guaranteed.

Badges

Badges will be issued on 11-13 January 2025 from 08.00 to 17.00 in the registration area (Manhattan lounge) next to the main lobby of the venue, St. Regis Hotel, Saadiyat Island, Abu Dhabi.

Arrangements for the sixteenth session of the Assembly

The sixteenth session of the Assembly is tentatively proposed to be held on 11 and 12 January 2026 in Abu Dhabi, United Arab Emirates, with related meetings held on 10 January 2026. These arrangements are subject to final determination by the Assembly at its fifteenth session.