

NOTIFICATION by the Director-General

Twenty-fifth IRENA Council and related meetings
23-24 May 2023, Sheraton Corniche Hotel, Abu Dhabi, United Arab Emirates

1. The twenty-fifth Council meeting of the International Renewable Energy Agency (IRENA) will be held in-person, from 23 to 24 May 2023 at the Sheraton Corniche Hotel in Abu Dhabi, United Arab Emirates. The Council will commence its work on 23 May at 10.00 hrs Gulf Standard Time (GST) and is expected to conclude on 24 May at 18.00 hrs GST.
2. In keeping with previous practice, a number of Programmatic Discussions will be held on 23 and 24 May, as part of Council deliberations. Relevant information about these Programmatic Discussions as well as the side event is included in this transmission.
3. A seminar-type event will also be held on 23 May, that will include two presentations featuring insights into the Agency's World Energy Transitions Outlook (WETO) 2023 preview and the forthcoming Geopolitics of the Energy Transformation: Critical Materials report.
4. The Programme and Strategy Committee (PSC) meeting will be held on 22 May from 10.00 to 12.00 hrs GST, and the Administration and Finance Committee (AFC) meeting will be held on 22 May from 13.30 to 15.30 hrs GST. Both Committee meetings will be held **in-person** at the Sheraton Corniche Hotel in Abu Dhabi.
5. During its twenty-fifth meeting, the Council is expected to consider the Progress Report of the Director-General on the Implementation of the Work Programme and Budget for 2022-2023, as well as the Preliminary Framework for the Work Programme and Budget for 2024-2025.
6. This meeting of the Council will also hear reports from the Co-facilitators of the Collaborative Frameworks and the Chairs of the PSC and AFC, which have a direct relevance to the ongoing work of the Agency. A number of administrative and institutional matters as outlined in the provisional agenda (C/25/L.1), included in this transmission, will also be considered.
7. **Elections and appointments:**
 - Council Chair and Vice-Chair: The Chair and Vice-Chair of the twenty-fourth Council are consulting with the 21 members of the Council for 2023 on the designations for Chair (Europe and Others) and Vice-Chair (Latin America and the Caribbean) of the twenty-fifth Council. The designations will be communicated to the Membership in due course.

IRENA Members
Contact Persons/Focal Points

- **Committee membership:** The Council will be expected to appoint members to the Administration and Finance Committee (AFC) and the Programme and Strategy Committee (PSC) and elect a Chair and Vice-Chair for each Committee, for a two-year term. On 3 March 2023, the Secretariat invited IRENA Members to indicate their willingness to bear the responsibilities of membership in the AFC and the PSC by 17 March 2023.
 - **Ethics Advisory Board:** The Council will be expected to appoint three members to serve for a two-year term on the Ethics Advisory Board. Two of the current members of the Ethics Advisory Board have expressed their interest to continue in their role. Any Member willing to serve on the Ethics Advisory Board is invited to express its interest to Secretariat@irena.org.
 - **Arbitration Panel:** The term of the current Arbitration Panel will expire in August 2023. The Report of the Director-General on Proposed Membership of the Arbitration Panel (C/25/6) is included in this transmission. The Council will be expected to approve a list of at least five members of the Arbitration Panel, amongst a list of at least six qualified candidates, as communicated by the Director-General after obtaining the views of the Staff representative body.
8. **Documentation:** Documentation pertaining to the twenty-fifth Council and related meetings is included in this transmission and is also being made available for delegations on REmember, IRENA's online platform for Members, at <https://remember.irena.org>. For those who require access to REmember, please contact REmember@irena.org.
 9. The IRENA Secretariat will shortly launch the Meeting Application, which includes all sessional documentation and relevant information, and provides delegates with the opportunity to network and communicate with one another on issues of relevance. Should you require any assistance to access the Meeting Application, please contact Council@irena.org.
 10. **Registration for delegations:** Registration is open from 10 April 2023 to 15 May 2023 and invitations to register have been sent to all delegations, along with an Information Note on organisational arrangements. In order to allow sufficient time for the preparation of logistical and related arrangements, please complete your registration at the earliest. If you have not yet received an invitation to register, please contact Council@irena.org.
 11. **Credentials:** Pursuant to the Rules of Procedure of the Council (A/5/5), Chapter III, Rule 12, **each member of the Council** is requested to submit to the IRENA Secretariat a Letter of Credentials issued by the Head of State or Head of Government or Minister of Foreign Affairs, or an official with full powers signed by the Head of State, the Head of Government or the Minister of Foreign Affairs (in which case the full powers should be submitted together with the credentials), informing the Director-General of the names and titles of the representatives and persons constituting their delegation to the IRENA Council. The Letter of Credentials should be submitted by **15 May 2023** to Credentials@irena.org. Upon their request, the Secretariat may make Credentials received available for review by Council members. Please find a template Letter of Credentials [here](#).
 12. **Badge issuance:** Badges will be issued on 22-24 May 2023, from 9 am to 5 pm in the registration area located in the main lobby of the venue, Sheraton Corniche Hotel, Abu Dhabi.

13. **Next Council meeting:** It is proposed to hold the twenty-sixth meeting of the Council on 19-20 October 2023 in Abu Dhabi, with the meetings of the two Committees (AFC and PSC) to be held in-person on 18 October 2023.
14. All communications and queries relating to organisational arrangements should be addressed to Council@irena.org.
15. Delegates requiring information on visa arrangements and/or needing technical assistance with the visa application are advised to contact Protocol@irena.org.