

Our ref.: 5240-13/IPCC/TFI

Annex(es): 1

To designated IPCC Focal Points and  
Ministries of Foreign Affairs (if no focal  
point has been designated)

## COPY

Geneva, 2 September 2013

Sir/Madam,

I have the honour of addressing you on the matter of the final round of written comments by governments on the Final Draft of the *2013 Revised Supplementary Methods and Good Practice Guidance Arising from the Kyoto Protocol (KP Supplement)*. This is the third stage of IPCC-mandated reviews before formal adoption and acceptance of the *KP Supplement* at the 37<sup>th</sup> Session of the IPCC to be held in Batumi, Georgia, from 14 to 18 October 2013.

In December 2011, the Parties to the Kyoto Protocol to the United Nations Framework Convention on Climate Change (UNFCCC) invited the IPCC to review and, if necessary, update supplementary methodologies for estimating anthropogenic greenhouse gas emissions by sources and removals by sinks resulting from land use, land-use change and forestry (LULUCF) activities under Article 3, paragraphs 3 and 4, of the Kyoto Protocol (KP), related to the annex to decision 2/CMP.7, on the basis of, inter alia, Chapter 4 of IPCC's 2003 Good Practice Guidance for Land Use, Land-Use Change and Forestry (GPG-LULUCF). In response, in June the following year, at its 35<sup>th</sup> Session in Geneva, Switzerland, the IPCC decided to produce the *KP Supplement*.

Following a call for nomination of experts to contribute to the *KP Supplement* sent to member governments and observer organizations by IPCC in June 2012, the Bureau of the TFI selected Coordinating Lead Authors, Lead Authors and Review Editors based on the large number of nominations received in August 2012. As changes in the authors list have taken place since the beginning of the nomination process, the updated list of authors is attached for your information.

Two previous drafts of the *KP Supplement* were subject to scientific and technical review by experts (Expert Review) from 7 January 2012 to 3 February 2012 and by governments and experts (Government and Expert Review) from 22 April 2013 to 2 June 2013, as called for in the IPCC Procedures for the Preparation, Review, Acceptance, Adoption, Approval and Publication of IPCC Reports (Appendix A to the Principles Governing IPCC Work, the "IPCC Procedures") and in accordance with a decision made by the IPCC at its 35<sup>th</sup> Session. The draft was revised by the authors after both of these reviews in response to comments received, and this process has produced the Final Draft of the *KP Supplement*. The first review of the Overview Chapter took place at the time of the Government and Expert Review.

In accordance with the IPCC Procedures, the Final Draft of the Overview Chapter will be submitted for section-by-section adoption and the full Final Draft Report will be submitted for acceptance by the IPCC at its 37<sup>th</sup> Session in October. Selected Coordinating Lead Authors and selected Review Editors will be present at the Session to assist the TFI Co-chairs and to facilitate consideration by the IPCC of the *KP Supplement*.

Following the IPCC Procedures and in order to facilitate the adoption of the Overview Chapter and the acceptance of the full report and to ensure an efficient conduct of the 37<sup>th</sup> Session of the IPCC,

your Government is invited to submit written comments on the Final Draft of the *KP Supplement* in the period from **2 September to 29 September 2013**.

Access to the draft report:

The Final Draft can be accessed via the TFI *KP Supplement* website:

*[Part of the text removed here]*

The access information is:

Username: *[Part of the text removed here]*

Password: *[Part of the text removed here]*

This username and password pair should be kept confidential.

**Please note that this draft report is made available solely for the purposes of the final round of written comments by the governments in accordance with the IPCC Procedures. It must not be cited, quoted or distributed other than as part of a managed government comments process.**

Submission of written comments:

The IPCC Procedures advise that "Governments should send one integrated set of comments for each Report to the appropriate Working Group/Task Force Bureau Co-chairs through their Government Focal Points".

Your Government's written comments must be submitted using the Comment Submission Form that is available to download from the above-mentioned TFI *KP Supplement* website. We shall appreciate it if your Government's comments will be submitted by e-mail to the TFI Technical Support Unit (TSU) at <kpsg\_review@iges.or.jp> **as early as possible**, and latest by 29 September 2013. Please note that all comments collected during the final round of written comments by the governments will be compiled and distributed in advance of the 37<sup>th</sup> Session of the IPCC. Each comment will be attributed to the government that submitted it. Due to the large number of comments expected, we cannot guarantee that comments received later than **29 September 2013** or in other formats will be included in the document for distribution in advance of the 37<sup>th</sup> Session of the IPCC. Given the limited time available to the authors to consider all the comments before the 37<sup>th</sup> Session of the IPCC, it will be highly appreciated if the comments from your Government are submitted as much in advance of the deadline as possible,

Additional information about the preparation, review, approval, adoption and acceptance process for IPCC Reports is available in Appendix A to the Principles Governing IPCC Work. If you have any questions, please contact the TFI TSU at <kpsg\_review@iges.or.jp>.

A copy of this letter without the access details is being sent to the Ministry for Foreign Affairs, the Permanent Representative with the World Meteorological Organization (WMO), and the United Nations Environment Programme (UNEP) Focal Point(s) of your country for information.

Yours sincerely,



(Renate Christ)  
Secretary of the IPCC