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Annex(es): 1

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

## COPY

Geneva, 11 February 2013

Sir/Madam,

I have the honour of addressing you on the matter of the Government and Expert Review of the *2013 Supplement to 2006 IPCC Guidelines for National Greenhouse Gas Inventories: Wetlands (Wetlands Supplement)*.

In 2010, the United Nations Framework Convention on Climate Change (UNFCCC) invited the IPCC to undertake further methodological work on wetlands, focusing on the rewetting and restoration of peatland, with a view to filling in the gaps in the *2006 IPCC Guidelines for National Greenhouse Gas Inventories (2006 IPCC Guidelines)*. In May the following year, during its 33<sup>rd</sup> Session in Abu Dhabi, United Arab Emirates, the IPCC asked its Task Force on National Greenhouse Gas Inventories (TFI) to undertake the work to develop additional national-level inventory methodological guidance on wetlands to address the gaps identified in the *2006 IPCC Guidelines*.

Following an IPCC call for nominations in May 2011 to member governments and observer organizations for experts to contribute to the *Wetlands Supplement*, Coordinating Lead Authors, Lead Authors and Review Editors were selected from the large number of nominations received by the Bureau of the TFI in August and September 2011. 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.

The First Order Draft (FOD) of the *Wetlands Supplement* was available for expert review from 16 April to 11 June 2012. The report has now been revised by the authors in response to comments received and the Second Order Draft (SOD) will undergo simultaneous review by governments and experts from **11 February** to **7 April 2013**.

The multi-stage review of draft reports is a key element of the IPCC assessment process.

Participation in the review of the *Wetlands Supplement* provides governments and experts with the opportunity to comment on the Chapters of the report, the Overview Chapter and the Glossary. The authors of the *Wetlands Supplement* will consider all expert and government review comments at a meeting to be held in May 2013. Review Editors will ensure that all substantive comments receive appropriate consideration. The final draft of the *Wetlands Supplement* will be distributed to governments in August 2013 and a Panel Session to adopt the Overview Chapter and accept the report will take place in Georgia, in October 2013.

The purpose of the Government and Expert Review is to help ensure that the report represents the latest scientific and technical findings, provides a balanced and comprehensive assessment of the current information and is consistent with the Terms of References that was approved in May 2011. To this end, your review comments will be most helpful if they:

- Consider the structure, coverage and balance, including appropriate use of available peer-reviewed literature;

- Wherever possible, provide clear suggestions for revisions to text, figures and tables with specific wording;
- Consider ways of shortening the text without loss of relevant information;
- Consider ways of improving the presentation of material graphically or through tables;
- Note that the final draft will undergo a professional copyedit prior to publication. Errors in spelling, grammar, units, etc., will be corrected at that time and do not need to be called out in your review.

Access to the draft report:

The SOD can be accessed via the TFI *Wetlands Supplement* Government Review 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 IPCC review process. It must not be cited, quoted or distributed.**

Submission of review 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 review comments must be submitted using the Comment Submission Form for Governments that is available to download from the TFI *Wetlands Supplement* Government Review website. The instructions for the Government Review of the Second Order Draft of the *Wetlands Supplement* are also available from the same website. We shall appreciate it if your government review comments will be submitted by e-mail to the TFI Technical Support Unit (TSU) at <wetlands\_review@iges.or.jp> following the instructions at the latest **by 7 April 2013**. Due to the large number of comments expected, we cannot guarantee that comments received later or in other formats will be made available to authors at the time they start preparing the final draft.

For your information, the access to this draft of the *Wetlands Supplement* is also being provided directly to those experts who registered for the expert review on the First Order Draft (FOD). An online registration process for the expert review has been set up and can be accessed via the TFI website. In accordance with the decision of the 35<sup>th</sup> Session of the IPCC in June 2012, IPCC observer organizations are also invited to encourage experts to participate in the review.

Additional information about the Government and Expert Review is available in Appendix A to the Principles Governing IPCC Work. If you have any questions, please contact the TFI TSU at <wetlands\_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