

No: 5024-09/IPCC/AR5

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

Annexe(s)

Geneva, 20 July 2009

Sir/Madam,

I have the pleasure of informing you that the "scoping meeting" for the IPCC Fifth Assessment Report (AR5) was held in Venice on 13-17 July 2009 at the kind invitation of the Italian government. The main purpose of this meeting was to prepare the outline of the Working Group contributions to the AR5, including the identification of cross-cutting issues and a broad outline of the Synthesis Report.

Please find attached, the draft "scoping document" as the main outcome of this meeting. This document takes into account inputs received from governments and organisations prior to the meeting and the advice of the about 200 selected participants including Bureau members.

The "scoping document" is being circulated for comments to governments and IPCC observer organisations before submission for consideration and approval to the Sessions of the three IPCC Working Groups and the 31st Session of the IPCC, scheduled to be held from 26-29 October 2009 in Bali, Indonesia. You are invited to provide your views by 21 August 2009 on:

- The general approach towards the AR5 including the suggestion for amending the schedule for completion of the Working Group reports
- The scope and approach for the suggested cross cutting themes as described in Section D of the documents
- The overall approach and outlines of the working group contributions to the AR5 and specific comments on title and topics to be covered under each chapter as indicated in Section C of the document
- The structure, timing and implementation of the Synthesis Report: on the broad outline suggested and on issues and questions to be addressed under the four proposed main headings, as outlined in section B of the document.

You will be receiving a separate e-mail to give your comments through a web-based tool. Your comments will be accepted only through this tool. If you do not receive the e-mail invite, please go to [www.ipcc.ch](http://www.ipcc.ch) for further instructions.

I thank you for your consideration of this matter.

Copies of this letter are being sent to the Ministries for Foreign Affairs, IPCC Contact Point(s), the Permanent Representative with WMO and Focal Point(s) of UNEP of your country for information.

Sincerely yours,



(Renate Christ)  
Secretary of the IPCC