

REPORT OF THE 45th SESSION OF THE IPCC BUREAU
Geneva, Switzerland, 13 – 14 March 2012

1. OPENING OF THE SESSION

Documents: BUR-XLV/Doc.1, BUR-XLV/Doc.1, Add. 1

Mr Rajendra K. Pachauri, Chair of the IPCC, opened the Session at 10 a.m. on 13 March 2012. He welcomed Mr Jerry Lengoasa, Deputy Secretary-General of the World Meteorological Organization (WMO), and Mr Ron Witt, representing the Executive Director of the United Nations Environment Programme (UNEP) and invited them to make their statements. Both expressed their Organizations' satisfaction with the achievements of the IPCC over the last year, and support for its future work.

The provisional agenda (*BUR-XLV/Doc. 1*) was approved without change and is attached as **Annex 1**. The list of participants is attached as **Annex 3**.

2. APPROVAL OF THE DRAFT REPORT OF THE 44th SESSION

Document: BUR-XLV/Doc. 2

The draft report of the 44th Session was approved without changes.

3. SELECTION OF THE WRITING TEAM FOR THE AR5 SYNTHESIS REPORT (SYR) AND OTHER MATTERS RELATED TO THE PREPARATION OF THE SYR

Document: BUR-XLV/Doc. 13, Rev.1

The document prepared in consultation with the Working Group (WG) Co-Chairs on the selection of the Core Writing Team (CWT) for the Fifth Assessment Report (AR5) Synthesis Report (SYR) and other matters related to the preparation of the SYR was submitted by the IPCC Chair. In introducing this item, the Chair noted in particular that the members of the CWT would select the Extended Writing Team (EWT) members, and that this selection would take place at the first meeting of the CWT (CWT-1). Mr Leo Meyer, Head of the AR5 Synthesis Report (SYR) Technical Support Unit (TSU), informed the Bureau that one nomination was not yet confirmed and would be circulated to the Bureau as soon as possible.

During the discussion Bureau members requested clarification on the following issues:

- the appropriate number of individuals in the CWT who focus on regional aspects;
- the gender balance among the individuals proposed; and
- the appropriate representation of authors from francophone countries in Africa.

In response, the Chair explained that the priority in the process of selecting CWT members was to obtain the right level of expertise; however, a more optimal balance in such respects could be achieved through the selection of the EWT.

Mr Meyer explained that in case the CWT authors believe the bullets in the approved SYR outline need to be changed after holding CWT-1, such changes would require approval by the Panel. A tentative plan for seeking Panel approval of any such changes, if necessary, was briefly discussed. The Chair noted that a proposal as to the appropriate date and time to seek such Panel approval would be submitted to the Panel after further discussion.

With no further objections the Bureau accepted the proposal on the selection of the CWT for the AR5 Synthesis Report.

4. MATTERS RELATED TO THE UNFCCC

Document: BUR-XLV/Doc. 5, Corr.1, Rev.1

Ms Renate Christ, Secretary of the IPCC, presented Document BUR-XLV/Doc. 5, Corr.1, Rev.1 to the Bureau.

Mr Halldór Thorgeirsson, Director, Implementation Strategy Unit of the UNFCCC Secretariat, briefed the Bureau about matters arising from COP-17 (Durban, South Africa, December 2011).

He made the following points (his presentation is attached to this report in **Annex 2**):

- There is a potential to move into a new phase in the interaction between UNFCCC and IPCC (with the Convention process more ready than ever to take into account IPCC input);
- The IPCC process is important, not just the results from the assessment work;
- It is important to start thinking about AR6 now;
- From 2013-2015 parties will review the 2°C long-term global goal (limiting warming below 2°C), and progress being made towards achieving it (“2013-2015 review”)
- The “Ad Hoc Working Group on the Durban Platform for Enhanced Action” and the 2013-2015 review will work in parallel and consider the science, as the new framework develops;
- Parties will look at a post-2020 agreement and work programme, and a near-term focus to increase the level of mitigation pre-2020. A first workshop on these issues will be held in May 2012;
- It would be important to look at the UNFCCC Article 2 question more broadly, and perhaps face the situation that even the 2°C stabilization goal may not be feasible;
- Parties will be looking at Working Group contributions to the AR5 one by one as they become available, and will consider a more holistic view when the Synthesis Report comes out at the end of 2014.

The Chair then invited the Bureau to ask questions and comment on the material presented under this agenda item.

The following points were made by Bureau members:

- There continues to be a strong link between the IPCC and UNFCCC – the former supplies the scientific, technical, and socio-economic input that feeds into the UNFCCC negotiations process;
- Continued efforts are needed to avoid ambiguity in IPCC reports to prevent misunderstandings and misinterpretations when IPCC findings are referenced in UNFCCC text;
- A physical presence of IPCC officials/experts in the meetings of the UNFCCC was suggested, to better assist the UNFCCC process;
- There may be a need for guidance from IPCC between the normal IPCC assessment cycles;
- The research community should be informed of the needs of the UNFCCC process ahead of time.

In a final discussion among Bureau members, one member noted that the IPCC should not only give thought to the 2°C goal, but also to other stabilization levels that governments would like to consider. Meanwhile another Bureau member emphasized that the message IPCC disseminates is based on scientific knowledge and must avoid political issues.

In closing, Mr Thorgeirsson thanked the Bureau members for their useful exchange and provided clarity on the items where questions had been raised. He mentioned it is impossible to control how the policymaking community responds to science, but assured the Bureau that the UNFCCC will continue to work closely with the IPCC to avoid misunderstandings regarding IPCC findings during the UNFCCC negotiation process. He thanked the IPCC for an effective exchange with scientists in

the past and noted that it would be useful to continue discussions with the scientific community about the needs for future assessments. He then concluded by explaining that the focus of the review is clearly on the full range of possible targets. He said many Parties called for a 1.5°C long-term global goal but we can not shed light on this without the inputs from the IPCC. He explained that of course value judgments will be made by policymakers, but this would not be possible without scientific information.

Several Bureau members thanked the Secretariat for the document prepared, and thanked Mr Thorgeirsson for his presentation.

5. COMMUNICATION STRATEGY

5.1. New Communication Strategy

Document: BUR-XLV/Doc. 10, Rev.1

The Secretary introduced the discussion by recapping recent work to produce a Communications Strategy. At the last meeting of the Panel it had been decided to set up a sub-committee of the Executive Committee (which has been termed "ExCom-CS"), comprising Mr Jean-Pascal van Ypersele, Vice-Chair of the IPCC, who was elected chair, and representatives of each Working Group and the Task Force, the Secretary and the Communications Manager. The ExCom-CS had produced a revised strategy to submit to the Bureau. It will be presented to the next session of the Panel, incorporating comments from the Bureau.

Mr van Ypersele described the work of the sub-committee, which has held 14 teleconferences over 35 hours since December. The strategy aims to produce a communications process that is efficient and agile, but also representative.

Mr Jonathan Lynn, the Senior Communications Manager, presented the strategy. It is based on the guidance from IPCC-33 (Abu Dhabi, United Arab Emirates, 10-13 May 2011), comments from the Panel at IPCC-34 and comments that were sought from governments. It is the product of repeated review and consultation within the ExCom-CS and has also benefited from comments from the Executive Committee. The document comprises a two-page strategy and a detailed note on implementation, backed by a flow chart. Good communication requires effective internal communications, defining who needs to be involved in a given activity, while remaining representative. It is also flexible enough to draw on expertise from others.

The Chair opened the discussion. One Bureau member said the revised draft brought the IPCC closer to its goal of a communications strategy, but he had several concerns. One is the degree of representativeness within the sub-group of the Executive Committee proposed to handle not only day-to-day but also relevant decisions on communications ("Communications Action Team" or "CAT"). He believed the smallest unit that could take relevant decisions on communications was the Executive Committee. Flexibility and agility could not come at the expense of representativeness. But he noted that the latest draft of the strategy had attempted to address these concerns. He could accept the text now that it made it clear that the representatives of the Working Groups and Task Force on the CAT are responsible to all the Co-Chairs of that Working Group and Task Force, and that the Executive Committee will review the activities of the CAT regularly.

Other Bureau members welcomed the new draft as representing progress. Among points made and questions asked were:

- The need for a greater role for Bureau members and Focal Points in launches of reports, especially regionally;
- The need to ensure that the leadership of the IPCC refrains from personal comments in public;

- The scope of the proposed media handbook for authors and other IPCC figures;
- The question of who would fund media training;
- The role and funding of external consultants;
- The use of communications to defend the integrity of the IPCC, not just to present its science;
- Clarification about the team doing the actual communications work in the secretariat and TSUs;
- The need to define the intended audience better;
- How blogs are to be handled;
- The use of communications to enhance transparency;
- The need to communicate the way the IPCC operates, not just the science;
- The need for a system to assess how effective communications are;
- Cultural and linguistic sensitivity;
- The question of who is designated to speak on behalf of the IPCC;
- The need to translate press materials into official languages; and
- How to improve internal communications, including to the Bureau.

Some Bureau members expressed the hope that Focal Points would be able to discuss the draft Communications Strategy before it goes to the Panel. One called for a clearer exposition of what needs to be done (communication goals), who will do it and how, with terms of reference of the Communications Manager and CAT. Some said the strategy should be translated into other official UN languages.

Several members noted that the Panel had called for a concise strategy and not details on implementation. They recommended restructuring the strategy section to make the key goals clearer, and submitting that to the Panel.

The Secretary, Mr van Ypersele and the Communications Manager responded to specific comments. Ms Christ mentioned that communication activities have to be reflected in the IPCC budget, for transparency and fair allocation of resources to each report, but governments can provide additional funds for reports produced under their respective chairmanship. She also mentioned resource constraints especially if all IPCC products (including the website) are to be translated into all UN languages.

The Chair summarized the comments made by Bureau members in their discussion on the Communications Strategy:

- It is important for the strategy to provide clear guidance on what it intends to achieve, such as transparency and integrity.
- The Secretariat should set a timetable to ensure that government comments can be received in good time before the next session of the Panel.
- The ExCom-CS should review the amount of detail in the document and submit the strategy for approval as a standalone document, not the details of implementation.
- Be aware of the need for representativeness and for cultural sensitivity.
- Be clear how to evaluate the strategy and refine it as the completion of the AR5 approaches.

He concluded by stating that the Bureau's advice would be followed: a brief strategy document, revised on the lines suggested, would be submitted to the Panel with a few points from the implementation annex to put it in context. The ExCom-CS would work on this in the coming weeks with the aim to produce a final draft in good time to be reviewed by Governments in advance of the Panel session.

5.2. Near-term communication activities

Mr Chris Field, Working Group II Co-Chair, spoke about outreach plans for the SREX. The printed version of the SPM had just been issued. The electronic version of the full report would be available in the week of 26 March, with review comments and responses, accessible non-journal literature and graphics. There will be activities to present the report to the Media and to agencies in Geneva that week, with an event to present it to the EU and other Brussels agencies in May.

Norway has already hosted an event on SREX in January, and is supporting an ambitious series of events planned for Colombia, Cuba, India, China, Thailand, Ethiopia and Senegal.

The representative from the United Kingdom said that his government was planning an event on SREX in April with the insurance industry.

The Senior Communications Manager said the Secretariat was exploring options and considering whether it would be possible to present SREX and SRREN, as well as other IPCC material, at Rio+20.

Some Bureau members spoke of the need for material to be translated, but more time was needed if Bureau members were to be involved in checking the translation of the SPM before publication. The Secretary expressed appreciation for the work of Bureau members who had volunteered to check translations, enabling several errors to be avoided.

Mr Ottmar Edenhofer, Working Group III Co-Chair, reported that there had been some large outreach events in Brussels and Berlin on SRREN, and some regional activities, since the last IPCC Plenary.

6. IPCC SCHOLARSHIP PROGRAMME

Document: BUR-XLV/Doc.4

The Secretary of the IPCC, Ms Renate Christ, provided a progress report from the Secretariat (BUR-XLV/Doc. 4) to the Bureau for consideration and feedback with regard to the future management of the programme. She explained to the Bureau that with no further additional donations and with the previous advice by the Panel to only use the interest from the Nobel Peace Prize capital to provide scholarships, only very few scholarships could be awarded and the programme will lose momentum. A decision should be taken as to whether a certain percentage of the capital can be used to fund a limited number of scholarships every two years, until the programme becomes sustainable. She requested the Bureau's input regarding the options proposed in *BUR-XLV/Doc. 4*, so that the Secretariat could revise the proposal and present it to the Scholarship Programme's Board of Trustees at their next joint meeting with the Science Board, planned to be held in April 2012.

During the discussion, a few Bureau members took the floor to express their support for a programme that they felt was a worthwhile exercise. In terms of funding strategies, several Bureau members endorsed "Option 1", which entailed allowing the use of up to 20% of the capital every two years for scholarship awards, with the view to replenish the amount through fundraising activities. One member supported "Option 1", but questioned how long the IPCC would want to continue the programme. There was no support for "Option 2" as described in document *BUR-XLV/Doc.4*. Two Bureau members said they could go for Option 1, but that a third option should be explored – to donate the money to an existing UN organization conducting similar work, with the condition that the IPCC is involved in the process. As for this third possible option, the Chair expressed his concern mentioning that other UN organizations will charge a very large overhead charge to manage the programme.

The Secretary thanked the Bureau for expressing their views on the issue. She explained that the management of the Scholarship Programme by the Secretariat is possible. She explained that a lot of work has gone into a user-friendly web interface for receiving and reviewing proposals as well as monitoring on-going scholarships. The workload is divided-up among several staff members and can be reduced, for example, by narrowing the topics and the selection criteria for scholars. However, the Secretariat has no capacity to carry out active fundraising. In a final comment, Mr Jean-Pascal van Ypersele, IPCC Vice Chair, also pointed out that one of the role's for the Board of Trustees is to develop a fundraising strategy for the programme and questioned whether the current membership could be refreshed.

7. OBSERVER ORGANIZATIONS

Document: BUR-XLV/Doc.3

7.1 Admission of new observer organizations

Ms Renate Christ, Secretary of the IPCC, introduced document *BUR-XLV/Doc.3* and informed the Bureau that since the 34th Session of the IPCC, no new requests had been submitted by organizations to be admitted as observer organization, and that one request is still pending.

7.2 Survey of current observer organizations

Following the request of the Bureau at its 43rd Session to review the observer status of organizations periodically, to ensure that the organizations are still relevant to the mandate of the IPCC, which is also in accordance with Rule II.11 of the IPCC Policy and Process for Admitting Observer Organizations, the Secretariat continued with its survey which was sent to the Executive Heads of International and other Organizations. As of February 2012, 37 replies were received from accredited organizations. All observer organizations which replied are still active in the area of climate change. A number had nominated Lead Authors for IPCC reports and experts from the organizations had submitted review comments on ongoing and completed reports. Representatives of the organizations have attended Sessions of the IPCC and its Working Groups (WGs). All showed interest in and many are active in disseminating IPCC knowledge and information on climate science. Most expressed the desire to strengthen their cooperation with and support of the IPCC.

The Secretariat furthermore undertook web-based research to review the 96 observer organizations, which revealed that all but one organization meet the criteria and conditions for observer status. As for GHG Associates (US) no response was received to the Secretariat's correspondence since mid-2009, while searching on the internet provided indications that the NGO ceased to exist. The Secretariat therefore proposed to convey to GHG Associates (US) the intention to take them off the list of accredited organizations, and in case of no reply to proceed as indicated. The Bureau members agreed with this procedure.

8. PROGRESS REPORTS

8.1 Fifth Assessment Report (AR5)

Documents: BUR-XLV/Doc.14, BUR-XLV/Doc.15, BUR-XLV/Doc.17, Rev.1

The Working Group I progress report was presented by Mr Thomas Stocker, WG I Co-Chair. He informed the Bureau about the main activities of WG I since the 34th Panel Session in November 2011, as reported in *BUR-XLV/Doc.14*.

In the ensuing discussion, Mr Stocker, WG I Co-Chair, responded to one representative's suggestion that Working Groups provide a regular update to the Media on AR5 progress. He said that WG I has a media strategy that will be implemented again at their third Lead Author meeting.

Statistics (for example on the number of review comments for the FOD) will be communicated to the Media. He suggested a short notification in a standard format on the IPCC websites with such information for all Working Group contributions. The Chair endorsed this suggestion and added that statistics on the geographical spread among the author team would also be useful to add to the website. Finally, the Bureau discussed targeted reviews (for example indicating to experts which parts of a chapter should receive their special attention). Working group representatives confirmed that a targeted review process is being encouraged in and across all working groups.

The Working Group II progress report was presented by Ms Kris Ebi, WG II TSU Head. First she confirmed that the First-Order Draft (FOD) chapters of the WG II AR5 contribution will be available to all AR5 authors. She then informed the Bureau about the main activities of WG II since the 34th Panel Session, as reported in *BUR-XLV/Doc.15*.

In the ensuing discussion, the Chair complimented Working Group II on the young graduate students assisting the Working Group and the author teams. Ms Ebi noted the Co-Chairs of WG II, the TSU, and the author team want to thank the twenty-one chapter scientists who are voluntarily supporting chapters in the WG II report. In addition, Japan and Germany are funding chapter scientists for their CLAs. China is supporting a scientist to work across all WG II chapters to ensure the Chinese literature is available and to support their authors. Other governments are providing support for chapter scientists through grants to their authors and other mechanisms. The chapter scientists bring varied experience and perspectives, come from a wide range of regions, and have been very enthusiastic about helping the author teams.

In addition to the Working Group II oral report by Ms Kris Ebi, at the end of the meeting Mr Christopher Field, Working Group II Co-Chair, informed the session of a new Lead Author and provided an update on plans for the SREX e-launch. The complete electronic version would be made available to Bureau Members and Focal Points on 26 March, as well as to the Media. The report will be under embargo until 28 March, when the report would be launched.

The Working Group III progress report was presented by Mr Ottmar Edenhofer, WG III Co-Chair. He provided the Bureau with information regarding WG III activities, as reported in *BUR-XLV/Doc.17, Rev.1*.

In the ensuing discussion, Mr Jean Pascal van Ypersele, IPCC Vice Chair, thanked the WG III Co-Chair and requested more information on when the reports of the expert meetings and workshops held in Lima, Peru (“WG I/ WG II/ WG III Expert Meeting on Geoengineering”, and the “Joint WG II/ WG III Expert Meeting on Economic Analysis, Costing Methods, and Ethics” held in June 2011) will be published. Mr Ottmar Edenhofer, WG III Co-Chair, explained that they were almost finalized and will be published very soon as IPCC Supporting Material. He noted that the reports will be a compilation of the input received at those meetings.

The progress report of the three IPCC Vice-Chairs on AR5 cross-cutting issues was presented by Mr Ismail Elgizouli, IPCC Vice-Chair. He informed the Bureau about the coordination of the cross-cutting themes as the First-Order Drafts (FODs) of the reports become available. A questionnaire had been sent to the Working Groups to gain input on how this process should be best facilitated by the Vice-Chairs. At the 35th Panel Session more information will be provided, following the distribution of the questionnaire, regarding the Vice Chairs’ plans for coordination of the cross-cutting themes.

8.2. TFI

Document: BUR-XLV/Doc. 9

The progress report of the Task Force on National Greenhouse Gas Inventories (TFI) was presented by Ms Thelma Krug, Co-Chair of the TFI. She explained that there have been two basic activities – one on guidelines and one on software, in particular:

- That TFI has been working towards the first expert review of the “2013 Supplement to the 2006 IPCC Guidelines: Wetlands”, which will start on 9 April 2012.
- The TFI has asked for nominations for a scoping meeting, following a request from UNFCCC at COP-17 in Durban (Dec. 2011) to review and, if necessary, update the necessary guidance given in Ch. 4 of the Good Practice Guidance for Land-Use, Land-Use Change and Forestry (GPG LULUCF). She noted that more information on this request could be found in BUR-XLV/Doc. 5, Corr.1, Rev1. She noted that expert participant selection will take place soon by the Task Force Bureau (TFB) at a TFI meeting early May 2012 in Geneva. She concluded that the outcome of the Scoping Meeting will be presented to the IPCC Panel at its 35th Session in June 2012 for decision.

In the discussion, a Bureau member requested elaboration on paragraph 5 of document BUR-XLV/Doc. 9 regarding the new software for the 2006 IPCC Guidelines and its purpose. Ms Thelma Krug, TFB Co-Chair, explained that it is intended to help countries to implement the Guidelines for all the sectors and will be a tool to help them implement Tier 2 and Tier 1 methods. Another Bureau member requested information about the nomination process explained in paragraph 2 of document *BUR-XLV/Doc. 9*. Ms Krug explained that there is a deadline for submissions and the Task Force Bureau (TFB) is already evaluating the nominations received, therefore no more nominations are being accepted.

8.3. TGICA

Document: BUR-XLV/Doc.16

Mr Timothy Carter, interim Co-Chair of the Task Group on Data and Scenario Support for Impact and Climate Analysis (TGICA) gave a very comprehensive presentation on the activities of TGICA. He gave an overview of the history of TGICA, its mandate and provided further details about some of its activities including the co-ordination of the IPCC Data Distribution Centre (DDC). The Bureau was also informed that the DDC now hosts a set of web pages describing the community-led process of new scenarios development and providing links to more information about the new set of Representative Concentration Pathways (RCPs) that have been used in climate model simulations contributing to the CMIP5 data archive.

Mr Carter explained that TGICA membership was renewed in 2010 and that it consists of 19 full and 8 *ex officio* members. Each member is covering a specific research area. At TGICA-17, which was held in Palo Alto, California, USA, from 6 to 8 February 2012, the two interim Co-Chairs were installed, namely Mr Timothy Carter (Finland) and Mr Bruce Hewitson (South Africa), and a Co-Chair elect, Ms Rachel Warren (UK). Since the interim Co-Chairs have only limited time of service (two years), a decision was taken to appoint two Co-Chairs elect to ensure a continued advancement of the TGICA agenda.

Following the discussion on TGICA, some Bureau members noted that the web pages on TGICA and the DDC are not very accessible from the IPCC website and user friendly. Mr Carter said that this would be improved following the outcome of a questionnaire.

Some delegates also noted the importance and role of PROVIA, the department of UNEP that distributes data on Impacts, Adaptation and Vulnerability (IAV), and of the Global Framework for Climate Services (GFCS) of WMO. The Secretary noted that PROVIA aims at sharing research needs, providing a platform for researchers' coordination, and updating guidelines for adaptation and vulnerability assessments. These tasks are relevant to the work of IPCC. The Secretary reminded the Bureau of the mandate of TGICA that was approved by the Panel at its 21st Session in Vienna in 2003.

The Chair thanked Mr Carter, as well as the other presenters of progress reports, for their hard work and very valuable information.

9. ENHANCED USE OF ELECTRONIC MEDIA

9.1. Electronic versions of IPCC Reports

Documents: BUR-XLV/Doc.7, BUR-XLV/Doc.12

The Chair invited the Secretary to introduce this item, who informed the session that item 9 of the agenda was suggested by Mr Chris Field, Working Group II Co-Chair. The latter briefly referred to the possible enhancements that electronic versions of documents of record may benefit from, but stressed that the first question to answer is whether the Bureau wishes to explore this option. The delegate of France informed the session of the software used by the European Space Agency (ESA) that enables reviewers to capture comments on the text online and that could be of interest for IPCC. The Chair invited France to provide additional details on this advanced tool.

Another Bureau member raised the issues of authenticity, sufficiently reliable internet connections, and languages. He stressed that the more advanced technologies should not preclude broader participation in the work of IPCC, but rather enable conditions for everybody's access. Some members spoke about legal issues, security issues, resource implications, maintenance, and possible impact on Principles and Procedures Governing IPCC Work, and called for caution. A few Bureau members spoke in favour of moving towards electronic versions of IPCC documents of record, but also felt that the a decision is premature and that it would be best to test this option. One member suggested that the subset of the Executive Committee currently working on the Communications Strategy could also look into this matter – however, there was no agreement on this proposal given the technical complexity of the matter.

In conclusion, the Chair proposed with no objection that the matter be discussed further by the Executive Committee, and it was suggested that a merged document be prepared for IPCC-35.

9.2. Possibility of electronic Bureau meetings

Documents: BUR-XLV/Doc.8, BUR-XLV/Doc.11

Mr Chris Field, Co-Chair of WG II introduced the opportunity to explore the possibility of holding sessions of the Bureau electronically. Several Bureau members took the floor on this matter. There was agreement that by holding meetings electronically there would be large savings and reduced environmental impact. However, technological disparity would certainly result in unequal access from all regions of the world. Other problems were highlighted, such as how to deal with the different time zones, and how to ensure formal interpretation, given the constraints existing for UN interpreters. Some members expressed support for other options that may be available for holding electronic Bureau meetings. In particular, a regional approach was mentioned, whereby subsequent regional teleconferences would take place in contiguous time zones. Another option suggested was to hold Bureau meetings back-to-back with plenary sessions.

The Chair noted that more discussion on the topic would be required with regard to for example what kind of Bureau meetings are needed and how often they must be held. He suggested that the Executive Committee might be able to look at the available options and propose a solution that is likely to work for all. However, before closing, Mr Youba Sokona, Co-Chair of Working Group III, suggested experimenting with the technology in the meantime, so that we improve as we go along. He suggested starting to use the technology to facilitate the participation of some individuals, and to work out solutions over time where there are constraints to full electronic meeting participation.

10. ANY OTHER BUSINESS

10.1. Preparations for the 35th Session of the IPCC

Document: BUR-XLV/Doc. 6

The Secretary presented the provisional agenda prepared by the Secretariat for IPCC-35, in line with the Terms of Reference (TOR) of the Bureau. She noted that after the document was sent out to the Bureau, another issue emerged that may require clear guidance from the Panel regarding how Observer Organizations can be involved in reviewing IPCC draft reports. She explained that there is lack of clarity in Appendix A with regard to Observer Organizations' involvement in the Second Order Draft (SOD) review process. Ms Christ suggested preparing a document for the Panel's consideration, in order to obtain clear guidance from the Panel whether Observer Organizations can provide comments on the SOD and on the Summaries for Policymakers (SPM) of IPCC reports. The Chair supported this suggestion. Mr Thomas Stocker, Working Group I Co-Chair, reported on the discussion held at the Executive Committee on this matter the previous day, and said that it is very desirable that Observer Organizations are informed about the on-going expert reviews and asked to disseminate such information to their experts. However, Mr Stocker said he thought they have a different standing compared to Governments and their comments should be categorized separately.

In response to one Bureau member's request for clarification on the reasons to include item 6: "IPCC Conflict Of Interest (COI) Policy" and item 9: "Further Work Towards Adopting Revisions to Appendix C of The Principles Governing IPCC Work: Rules of Procedures for the Election of the IPCC Bureau and any Task Force Bureau" in the provisional IPCC-35 agenda, the Secretary explained that the first item referred to action mandated by decisions on COI at IPCC-33 and IPCC-34, while the second referred to an issue that had been postponed several times at previous Plenary sessions. She explained that a draft Appendix C had been distributed to Governments for their comments by 10 April 2012, with a view to prepare a revised document for IPCC-35.

Mr Gaetano Leone, Deputy Secretary of the IPCC, informed the session that, although the formal green light by the Government of Croatia had not yet been issued, the representative of the Government of Croatia was very optimistic about being able to host the IPCC meetings (IPCC-35 and SYR CWT-1) in Dubrovnik in June.

It was suggested that a presentation on the on-going scenario process could be delivered by a representative of the Integrated Assessment Modeling (IAM) community working on the new scenario process.

After discussion, and upon the request by a delegate, the duration of IPCC-35 was maintained at four days. Mr Jean-Pascal van Ypersele asked whether in the light of the Rio+20 conference the dates for IPCC-35 could be advanced a few days and alternative dates for CWT-1 considered. Working Groups explained their time constraints and the dates of the first meeting of the SYR Core Writing Team were confirmed as 11-13 June 2012.

Finally, it was recommended by a Bureau member that Working Group III colleagues report to the Plenary on how emerging literature is being considered in their AR5 contributions. The Head of WG III TSU specified that this matter, along with other issues, would be discussed at their upcoming Lead Author Meeting in Wellington, New Zealand.

10.2. Any other matters

Conflict of Interest update: The Chair reported that the Conflict of Interest Committee had been established and had held its first meeting on 12 March 2012. At that meeting, IPCC Vice-Chair Mr Hoesung Lee had been elected Chair. He recalled the composition of the Committee, as decided at IPCC-34 and he informed the session that the methods of working had been agreed by the Committee, as well as the plans for the review of the disclosure forms submitted to the Committee.

11. TIME AND PLACE OF THE NEXT SESSION

The Chair suggested leaving this issue open. It was expected to schedule the next session of the Bureau after IPCC-35.

12. CLOSING OF THE SESSION

The 45th Session of the IPCC Bureau was closed by the IPCC Chair at 12:30 p.m. on 14 March 2012.

ANNEX 1

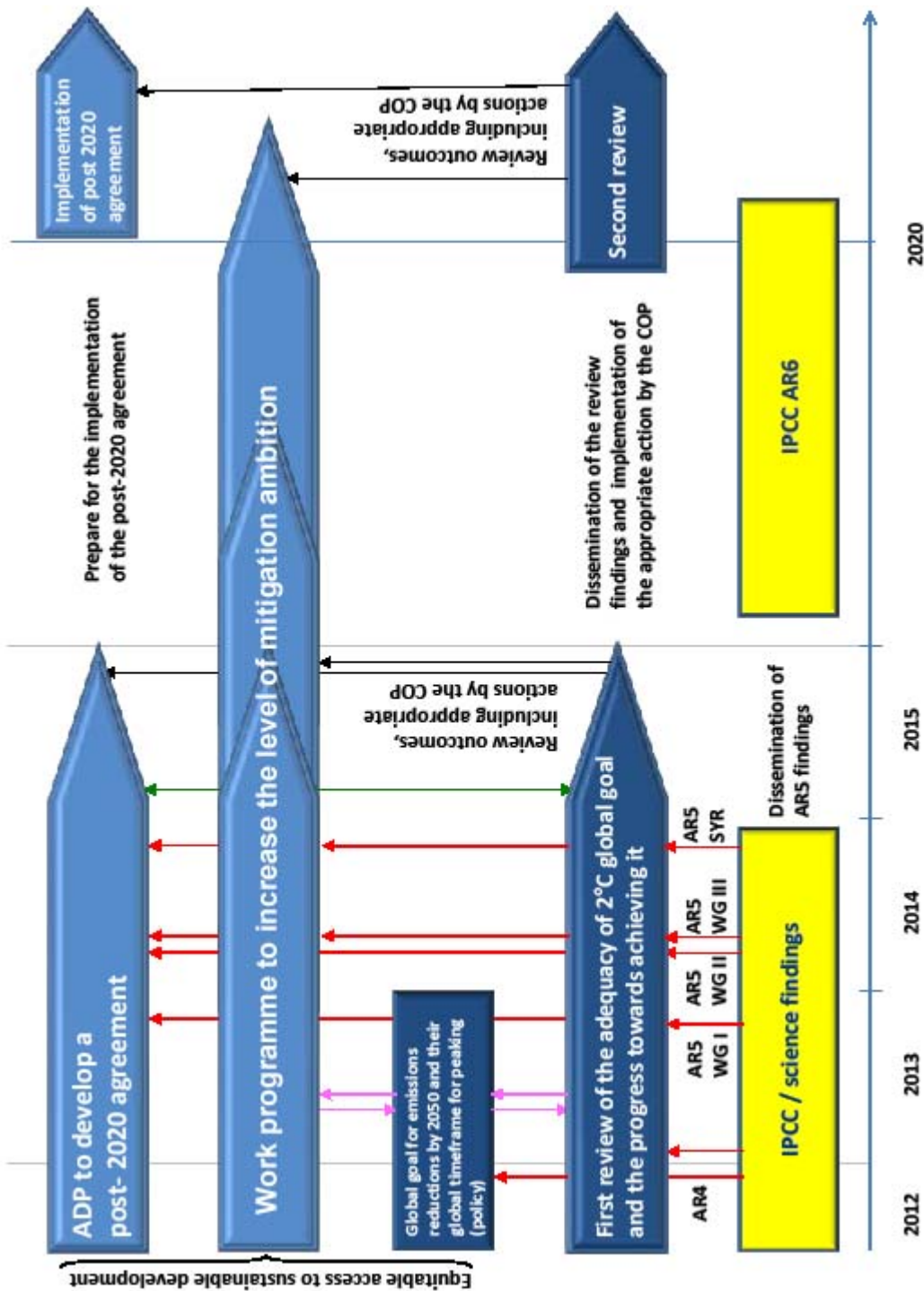
IPCC BUREAU – FORTY-FIFTH SESSION
Geneva, 13-14 March 2012

BUR-XLV/Doc. 1
(17.I.2012)
Agenda Item: 1
ENGLISH ONLY

PROVISIONAL AGENDA

(Submitted by the IPCC Secretariat)

- 1. OPENING OF THE SESSION**
- 2. APPROVAL OF THE DRAFT REPORT OF THE 44th SESSION**
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- 4. MATTERS RELATED TO THE UNFCCC**
- 5. COMMUNICATION STRATEGY**
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- 7. OBSERVER ORGANIZATIONS**
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- 8. PROGRESS REPORTS**
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- 9. ENHANCED USE OF ELECTRONIC MEDIA**
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 - 9.2. Possibility of electronic Bureau meetings
- 10. ANY OTHER BUSINESS**
 - 10.1. Preparations for the 35th Session of the IPCC
 - 10.2. Any other matters
- 11. TIME AND PLACE OF THE NEXT SESSION**
- 12. CLOSING OF THE SESSION**



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Geneva, 13-14 March 2012**

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