

REPORT OF THE 47th SESSION OF THE IPCC BUREAU
Geneva, Switzerland, 18 September 2014

1. OPENING OF THE SESSION

Document: BUR-XLVII/Doc. 1

Mr Rajendra K. Pachauri, Chair of the IPCC, opened the Bureau session at 10 a.m. on 18 September 2014. The Chair expressed his satisfaction at the completion of the three Working Group contributions to the IPCC Fifth Assessment Report (AR5) and recalled that the Synthesis Report (SYR) is expected to be completed at the end of October 2014 in Copenhagen and released to the public on 2 November 2014. He expressed the hope that the findings of the AR5 will be a major driver of the many initiatives, events and deliberations ahead, including the Secretary-General's Climate Summit in September 23 2014 in New York and the UN General Assembly, as well as the two forthcoming United Nations Framework Convention on Climate Change (UNFCCC) Conference of the Parties (COPs) in Lima in 2014 and Paris in 2015. He stressed the importance of the issues on the agenda of this session of the Bureau, welcomed the WMO Deputy Secretary-General, Mr Jeremiah Lengoasa, UNEP Chief Scientist, Ms Jacqueline McGlade and Mr Florin Vladu, Manager, Science and Review, Adaptation Programme, UNFCCC Secretariat, and invited them to make their statements.

Mr Lengoasa, Ms McGlade and Mr Vladu expressed their Organizations' appreciation of the findings of the AR5 and commended the IPCC Chair, Secretariat, scientists and all those involved for this endeavour.

Mr Lengoasa referred to the Global Framework of Climate Services as an example of the close alignment of WMO's research priority areas with the work of IPCC and initiatives to fill information gaps identified by the IPCC. He informed the Bureau about a recent meeting in Marrakesh (Morocco) where more than 300 African climate scientists met to consider how to follow up on IPCC work.

Ms McGlade re-emphasized UNEP's support for the IPCC. She described UNEP's stepped up efforts to create UNEPLive, a mechanism to support science in the future, with a focus on the needs of developing countries and facilitating the development on regional assessment, which also aims to bring a new generation of young professionals to this area of science. She also informed the Bureau about the creation of a global network of Chief Scientists. Finally she invited the IPCC to consider Nairobi as a potential location for its 41st Plenary in 2015.

Mr Vladu provided an overview of the contribution of the IPCC to the UNFCCC subsidiary body meetings in Bonn last June – over 20 hours of dialogue between scientists and policymakers - commending it for the strong presence of science at different levels of the meeting, including at ministerial level. He emphasized the need for the IPCC to maintain its efforts to inform policymakers about new scientific findings and ensure the integrity of scientific discussions. He highlighted the important contributions that the IPCC can make to forthcoming UNFCCC meetings, in particular COP 20 in Lima and COP 21 in Paris.

The provisional agenda (*BUR-XLVIII/Doc. 1*) was approved without change and is attached as **Annex 1**. Some of the items were discussed in a different order; for ease of reference, this report will follow the sequence of the adopted Agenda. The list of participants is attached as **Annex 2**.

The Chair of the IPCC introduced the new Deputy Secretary of the IPCC, Mr Carlos Martin-Novella, and conveyed his warm welcome to him.

2. APPROVAL OF THE DRAFT REPORT OF THE 46th SESSION

Document: BUR-XLVII/Doc. 2

The draft report of the 46th Session of the Bureau was approved without changes.

Mr Taha Zatari, WGIII Vice-Chair suggested the frequency of Bureau meetings should be increased.

3. AR5 COMMUNICATION STRATEGY

Document: BUR-XLVII/Doc. 5

The IPCC Senior Communications Officer reported on past and planned communications activities. These included activities related to the release of the reports of Working Groups II and III, outreach events at the UNFCCC Subsidiary Body meetings in Bonn and other AR5 outreach activities, including regional events in Southeast and South Asia (Malaysia, Singapore, Philippines, Indonesia, India, Bangladesh and Pakistan) and East Africa (Kenya, Uganda and Ethiopia).

He also informed the Bureau about forthcoming outreach activities, including events relevant to the launch of the Fifth Assessment Report, Synthesis Report (AR5 SYR), as well as to some of the major climate-related conferences. He announced that the IPCC Chair will deliver a statement at the opening session of the UN Secretary-General's Climate Summit on 23 September 2014 in New York and WGI Co-Chair Mr Thomas Stocker will deliver a keynote address at the thematic session on science. The IPCC Chair emphasized the importance of these activities and pointed out that he was currently engaged in fundraising for outreach events. Member States were invited to express their interest in hosting outreach events.

In the discussion that followed, Bureau members expressed appreciation for the document prepared by the Secretariat and for the active communication work.

A delegate requested the Secretariat to send press releases and similar materials to the focal points so that they could distribute the information at a national level. The Senior Communication Officer confirmed that this could be done.

Bureau members emphasized the importance of continuing the organization of regional outreach events in developing countries in particular as a core element of the IPCC Communications Strategy, which could encourage the involvement of experts and young scientists from developing countries in IPCC work.

Some delegates stressed the importance of conducting some of these outreach activities in official UN languages other than English.

Many highlighted the role these events played in reaching out not only to policymakers but also to the scientific community, the media and through them, the general public.

Ms McGlade referred to UNEP's use of Massive Open Online Courses (MOOCs), and suggested that these could allow experts from around the world to have access to the IPCC scientific community.

Several delegations expressed interest in hosting AR5 outreach events, including: China, Japan, Morocco, Mexico and Saudi Arabia. Mr Fredolin Tangang, Vice-Chair of WGI, remarked it would be useful to have outreach activities in countries such as Cambodia, Laos, and Vietnam, because of the vulnerability of these countries to climate change.

Other delegations observed that they may not be in a position to host outreach events but are ready to distribute the videos and other communication materials in their countries. Many pointed out the importance of having these materials translated. The IPCC Senior Communications Officer noted that the principal communications materials such as the press releases from the launches of the AR5 Working Group contributions had been translated and released in all 6 UN languages simultaneously. In addition, he reported that the AR5 videos were being subtitled in the other UN languages. Several delegations, including Japan, proposed national support for the translation of the video into their languages. Ms Nirivololona Raholijao, Vice-Chair of WGII, informed the Bureau that Madagascar has translated some of the IPCC communications materials locally.

Questions were raised about the delayed translation of some of the AR5 Working Group Summary for Policymakers (SPMs) and Technical Summaries. The Secretary of the IPCC explained that translation of the summary volumes of WGII and WGIII would start as soon as the final English text has been received from the Technical Support Units (TSUs). The SPM of WGII has been translated. The remaining English text for the summary volume is expected to be submitted by the WGII TSU in early October. The Secretariat was asked by the WGIII TSU to hold the translations of the WGIII SPM pending resolution of the on-going Rapid Response procedure under the Error Protocol. The Secretariat is waiting to receive the final version of the SPM and other elements of the summary volume in order to initiate translation. The Secretary noted that there is a trade-off between quality and timeliness and asked for the support of the Working Group TSUs in helping to speed up the quality check of the translations by the scientific translation editors. Many Bureau members pointed to the need to provide timely translations of the reports, but it was agreed that this should not be done at the expense of the quality of the translations.

Some delegates suggested that communications materials should be adapted more to the general public. The Senior Communications Officer said that these remarks will be taken into consideration to the extent possible, but noted that the IPCC faces some constraints in developing such materials as it must focus on the communication of the approved text. He signalled that there are other organizations producing derivative products based on the IPCC findings that are relevant to various sectors.

Mr Jim Skea, Vice-Chair of WGIII, raised the need to simplify PowerPoint presentations that are used for non-scientific audiences. The Senior Communications Officer welcomed these comments and explained that the IPCC Secretariat is currently working on this carefully to ensure that presentations are accessible to audiences while accurately reflecting the science. He stressed the need for training on presentations in addition to the media trainings as a useful tool, which would help speakers to address the audience effectively.

4. PROGRESS REPORTS

4.1 Task Group on Data and Scenario Support for Impact and Climate Analysis (TGICA)

Document: BUR-XLVII/Doc. 12

Mr Tim Carter, TGICA Co-Chair, provided an update to the Bureau based on meetings and activities of the Task Group since the last Bureau session. He announced that an electronic TGICA flyer is being prepared and a discussion document is being developed to suggest how the data content at the Data Distribution Centre (DDC), originating from the assessment reports, can be enhanced in the next IPCC cycle. He informed the Bureau that a long-term vision for the DDC includes three possibilities: keeping the status quo, discontinuing the DDC or upgrading it. In line with its mandate TGICA is due to refresh its membership in 2015 and Mr Carter appealed for candidates with international expertise and sufficient time to contribute to the work of the Task Group on a regular basis and between meetings.

Mr Carter expressed his appreciation to the WGs TSUs for the support provided and at the same time noted that due to a heavy workload at certain times as well as during transition periods it might be more constructive for TGIGA to have a dedicated TSU in the future. He also expressed appreciation to the Governments of Finland, Germany, UK and USA for their support.

The Chair of the IPCC welcomed the presentation and highlighted the usefulness of the work conducted by TGICA.

4.2 Task Force on National Greenhouse Gas Inventories (TFI)

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

The progress report of the Task Force on National Greenhouse Gas Inventories (TFI) was presented by Ms Thelma Krug, Co-Chair of the Task Force Bureau (TFB). She recalled that the TFI had released the two methodological reports “2013 Supplement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories: Wetlands” and “2013 Revised Supplementary Methods and Good Practice Guidance Arising from the Kyoto Protocol”. The English versions are being printed while the other language versions are under translation. She pointed out that the TFI continued its efforts to maintain, improve and promote the Emission Factor Database, as well as the IPCC Inventory Software implementing the 2006 IPCC Guidelines for National Greenhouse Gas Inventories, and is planning two related meetings in October and November 2014.

Ms Krug reported that the TFI held two experts meetings in 2014 in Sofia, Bulgaria, on Application of 2006 IPCC Guidelines to Other Areas, and in Ottawa, Canada, on Systematic Assessment of TFI Products. She expressed her appreciation to those countries for hosting these events. Regarding future activities, she informed the Bureau that the latter expert meeting and the TFB concluded that the 2006 IPCC Guidelines provide a sound basis for national greenhouse gas inventories and no substantial revisions would be needed, but need to keep their validity by updating and supplementing them with new scientific information. An online survey would be conducted to identify issues that might need to be addressed in the future and two expert meetings will be held in 2015: Expert Meeting on Scientific Advancement of the greenhouse gas (GHG) Inventory and Expert Meeting on Scoping Future Methodology Development.

4.3 Fifth Assessment Report (AR5)

Documents: BUR-XLVII/Doc.6, BUR-XLVII/Doc. 7, BUR-XLVII/Doc.8, BUR-XLVII/Doc.9

Progress in the preparation of the Synthesis Report, as described in BUR-XLVII/Doc.9 was presented by the Chair of the IPCC. He highlighted the milestones in the preparation of the report in the course of 2014: Core Writing Team (CWT) meeting in Berlin, 15 April 2014; Expert and Government Review, 21 April - 13 June; CWT meeting, in Putrajaya, Malaysia, 30 June – 3 July. He informed the Bureau that the topic authors delivered their internal Final Draft texts and figures by 31 July and the Chair of the IPCC, the Secretary of the IPCC and the SYR TSU convened for an SPM writing retreat in Kuopio, Finland, on 3-6 August, hosted by the University of Eastern Finland. Subsequently, the first version of the final draft was circulated to the authors for feedback and the final drafts were finalized by the end of August 2014. The review editors will submit their reports by the end of October 2014.

The Chair of the IPCC expressed his appreciation for the work and dedication of the IPCC Secretary and Mr Leo Meyer, head of the SYR TSU, and the other members of the SYR TSU and all members of the Core Writing Team. Mr Lutz Morgenstern, the German Government representative, Ms Joy Pereira from the National University of Malaysia, and Ms Liisa Tahvanainen from the University of Eastern Finland, were thanked for their help with the above meetings. The Chair proposed appointing Mr Wolfgang Cramer to the membership of the Core Writing Team; this was accepted.

He appealed to all to continue their active involvement and dedication until the launch of the report.

The Chair of the IPCC complimented the Working Groups for their success in finalizing their contributions to the AR5 report and invited them to present their progress reports.

Mr Thomas Stocker, WGI Co-Chair, presented the WGI progress report. He pointed to its contribution to the drafting of the SYR. He described a number of outreach events on WGI AR5 and also presented the new memory stick containing the full WGI contribution to the AR5. He also reported that the WGI conducted a survey on the experience of the Coordinating Lead Authors and Lead Authors and the results showed high level of support and enthusiasm for assessment work; he added that the increasing burden of assessment work, needs for support for scientists and the role of the review editors had been identified as difficult aspects of the work.

The WGII progress report was presented by Mr Chris Field, WGII Co-Chair. He informed the Bureau that the WGII engaged in an ambitious outreach programme. He expressed his gratitude and appreciation to the chapter scientists and the TSU for their work and dedication, which delivered a high quality product and pointed out that only 3 requests for errata have been submitted so far.

The Working Group III progress report was presented by Mr Ottmar Edenhofer, WGIII Co-Chair. He pointed to its contribution to the drafting of the SYR. He highlighted his satisfaction with the UNFCCC Subsidiary Body meetings which provided the opportunity to reach out to decision-makers. He said that the WGIII video on YouTube has been seen more than 20,000 times and expressed the hope for an even more ambitious assessment in AR6.

A delegate recalled the statements by 13 delegations at the 39th Session of the Panel and remarked that these statements be reflected in the report of the 39th Session as well as in relevant reports by the Co-Chairs of WGIII. Another drew attention to the rules to be observed for the acceptance of Reports.

4.4 Other

Progress Report on the IPCC Scholarship Programme *Document: BUR-XLVII/Doc. 14*

The Chair and the Secretary of the IPCC informed the Bureau about the developments with the IPCC Scholarship Programme and the recently held meeting of the Science Board. She highlighted the social media tools used in support of the Programme and plans to widen the alumni network to foster the connection between young experts and the science community. She explained that the term of the current Board of Trustees is coming to an end and new trustees will need to be appointed according to the provisions established in the Trust Deed.

The Bureau emphasized the importance of the Scholarship Programme for students from developing countries. Some expressed the need to raise the current age limit as this would provide an opportunity for more students to be eligible to apply. Some delegates highlighted that the Programme should be focused on capacity building as well.

With regard to the age limit, the Secretary of the IPCC explained that for the first round there was no such limitation and applications from a higher number of students were received. However, the resources available were not sufficient to give a fair chance to all students and therefore the eligibility criteria were restricted. If more funds become available these criteria could be revised.

The Chair of the IPCC expressed gratitude to the funding partners and informed the Bureau that the Prince Albert II of Monaco Foundation and the Cuomo Foundation have expressed interest in continuing to support the Programme for the Third Round. He expressed concern that fundraising remains the biggest challenge for the Programme and appealed for further funding.

5. IMPLEMENTATION OF THE IPCC ERROR PROTOCOL

Document: BUR-XLVII/Doc. 15, Corr.1

The Secretary of the IPCC presented a progress report on the current status of the implementation of the Error Protocol. Particular mention was made of errors detected in the SPMs. They were all handled consistently with the Error Protocol procedure, and agreement was sought from the Panel before implementing the Rapid Response procedure for correcting them.

Some delegations said that better definitions of what is meant by “typographical errors” and “significant changes” of the approved text were needed.

6. ADMISSION OF NEW OBSERVER ORGANIZATIONS

Document: BUR-XLVII/Doc. 4

The Secretary of the IPCC presented the applications from organizations seeking observer status with the IPCC. New applications were received from the following three organizations: Green Cross International, Association Carré Geo & Environment (Cameroon) and CARE International (Denmark), which already have observer status with UNFCCC. All three organizations comply with the IPCC Policy and Process for Admitting Observer Organizations and the Bureau therefore endorsed them for acceptance at the next Session of the IPCC. The application for observer status of the Industrial Technology Research Institute (ITRI) is still pending. The list of observer organizations as reviewed by the IPCC Bureau will be presented to the next session of the Panel for acceptance.

7. REQUEST FOR A POSSIBLE TECHNICAL PAPER OR OTHER APPROPRIATE ACTION ON CLIMATE CHANGE, FOOD AND AGRICULTURE

Document: BUR-XLVII/Doc. 13

The Bureau was informed about the request from CGIAR for a technical paper on climate change, food and agriculture, which was discussed at the 39th Session of the Panel. Three options were considered: preparation of a Technical Paper; organizing an Expert Meeting; and preparation of a Special Report.

Following a request from the Chair of the IPCC, the Secretariat consulted with other organizations, including UNEP, WMO, The World Bank, the office of the UN Special Rapporteur on the Right to Food and UNFCCC. Meanwhile a request has been received from the Food and Agriculture Organization (FAO) to prepare a technical report on climate change and agriculture. In response to the requests the Co-Chair of WGII, Mr Chris Field prepared a scoping paper that is contained in document BUR-XLVII/Doc. 13. In presenting it he noted that the topic of food security and agriculture cuts across all three WGs reports. As the IPCC will not release any new products in 2015, he said such a paper would be an asset for IPCC visibility, especially at UNFCCC COP 21. The matter will be presented to the 40th Session of the Panel.

The Bureau was invited to express its views on the preparation of a Technical Paper or alternative options to address the topic of Climate Change, Agriculture and Food Security.

Several opinions expressed at the Bureau favored a Technical Paper and suggested that such a Technical Paper be prepared jointly by Working Groups II and III. Two delegations proposed expanding the scope of the paper to include water security, water technology and a specific focus on developing countries. Two other delegations proposed that the scope should include the contribution of agriculture to GHG emissions and suggested that TFI should also be involved. A suggestion was made that, in view of the fact that the most important impacts related to agricultural activities are actually deforestation, land use change aspects should be covered in such a Technical Paper. One delegation expressed support for the development of a Special Report and said the scope should be broadened to cover issues such as bioenergy and land availability. One delegation raised concerns about the foreseeable workload and the need to focus on outreach activities for the SYR in the run-up towards UNFCCC COP-21. One more manifested that at this moment the paper should be limited to food security. In addition, four delegations suggested considering the organization of a workshop to consider whether to prepare a Technical Paper or a Special Report, while other delegation that the topic was important but that not necessarily a Technical Paper was needed. A delegation also mentioned that the UNFCCC has not filed a related request to address this topic.

The Secretary of the IPCC recalled that there is a very clear decision framework for the development of Special Reports, Methodology Reports and Technical Papers.

Mr Chris Field was invited to update the scoping paper taking into account the discussion at the Bureau meeting for consideration at the 40th Session of the Panel.

8. IMPLEMENTATION OF THE IPCC CONFLICT OF INTEREST POLICY

Document: BUR-XLVII/Doc. 11

In accordance with paragraph 7 of the Implementation Procedures of the IPCC Conflict of Interest (COI) Policy the COI forms of the four professional staff members of the Technical Support Unit of the Synthesis Report were submitted to the Chair of the IPCC, and subsequently distributed in person to the IPCC Bureau members for their in-camera evaluation. All forms were found in order and no conflict of interest was found.

9. REPORT ON ACTIVITIES OF THE EXECUTIVE COMMITTEE

Document: BUR-XLVII

The Chair of the IPCC reported on work of the Executive Committee and referred to the meetings held since the last Bureau meeting. The Chair of the IPCC expressed satisfaction with the work of the Executive Committee since its establishment at the 33rd Session of the Panel (10-13 May 2011, Abu Dhabi, United Arab Emirates). The Bureau expressed appreciation of the work of the Executive Committee.

10. PREPARATIONS FOR THE 40TH SESSION OF THE IPCC

Document: BUR-XLVII/Doc. 3

The Secretary of the IPCC presented the draft agenda for the 40th session of the IPCC to the Bureau for consideration and advice. This document was welcomed by the Bureau.

In light of the recent three approval plenaries, Mr Francis Yamba, Vice-Chair of WGIII, suggested a retrospective discussion after Copenhagen on the lessons learnt and how to handle the approval sessions. The suggestion was supported by the Chair of the IPCC who said one possibility would be to ask the Secretariat to compile a brief document based on contributions from the Co-Chairs of the three WGs and himself on their direct experiences.

11. ANY OTHER BUSINESS

Requests for workshops on lessons learnt form AR5

Document: BUR-XLVII/Doc. 16

The Secretary of the IPCC introduced two proposals received from the International GeosphereBiosphere Programme (IGBP) and the United Nations Environment Programme (UNEP) sponsored Programme Research on Climate Change Vulnerability, Impacts and Adaptation (PROVIA) to organize workshops to identify scientific gaps in knowledge that cut across Working Groups I, II and III. Those delegates who took the floor suggested combining the two proposals and convening one workshop. The matter will be considered further by the Panel at its 40th Session.

12. TIME AND PLACE OF THE NEXT SESSION

There was no decision on this item.

13. CLOSING OF THE SESSION

The Chair of the IPCC closed the Session at 17:15 CET on Thursday, 18 September 2014.

IPCC BUREAU – FORTY-SEVENTH SESSION
Geneva, Switzerland, 18 September 2014

BUR-XLVII/Doc. 1
(30.VII.2014)
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 46th SESSION**
- 3. IPCC COMMUNICATION STRATEGY**

The Secretariat will report on past and planned communications activities. The Bureau is invited to provide guidance and advice, in particular with respect to activities of Bureau members.

- 4. PROGRESS REPORTS**
 - 4.1 AR5
 - 4.2 TFI
 - 4.3 TGICA
 - 4.4 Other

- 5. IMPLEMENTATION OF THE IPCC ERROR PROTOCOL**

A progress report on the current status of the implementation of the error protocol will be presented to the Bureau.

- 6. ADMISSION OF NEW OBSERVER ORGANIZATIONS**

Consistent with the IPCC Policy and Process for admitting Observer Organizations the IPCC Secretariat will screen new applications for observer status and make a proposal to be considered by the IPCC Bureau. The list of observer organizations as reviewed by the IPCC Bureau will be presented to the next session of the Panel for acceptance.

- 7. REQUEST FOR A POSSIBLE TECHNICAL PAPER OR OTHER APPROPRIATE ACTION ON CLIMATE CHANGE, FOOD AND AGRICULTURE**

At its 39th Session, the Panel had before it a request from CGIAR for a technical report on climate change, food and agriculture. The Panel discussed three options: preparation of a Technical Paper; organizing an Expert Meeting; and preparation of a Special Report.

The Chair requested the Secretariat to approach CGIAR for more details and clarification and to consult with other UN organizations, including UNEP, FAO, WMO, UNFCCC, the World Bank and the UN Special Rapporteur on the Right to Food, to enable an informed decision by the Panel at its 40th Session. Meanwhile a specific request has been received from FAO requesting IPCC to prepare a technical report on climate change and agriculture, synthesizing the work of the Working Groups.

The Bureau is invited to express its views on the preparation of a Technical Paper or alternative options to address the request. It is expected that the Panel at its 40th Session will take a decision on that matter. The matter will be taken up by the 40th Session of the Panel.

8. IMPLEMENTATION OF THE IPCC CONFLICT OF INTEREST POLICY

The Bureau will be informed about the current status of the implementation of the Conflict of Interest Policy and will take action as required by the policy.

9. REPORT ON ACTIVITIES OF THE EXECUTIVE COMMITTEE

Consistent with the mode of operation of the Executive Committee the Chair will present a report on its activities to the IPCC Bureau.

10. PREPARATIONS FOR THE 40TH SESSION OF THE IPCC

A draft agenda for the 40th Session of the IPCC will be presented to the Bureau for consideration and advice.

11. ANY OTHER BUSINESS

12. TIME AND PLACE OF THE NEXT SESSION

13. CLOSING OF THE SESSION

**List of Participants 47th Session of the IPCC Bureau
Geneva, Switzerland, 18 September 2014**

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