

THIRTY- FOURTH MEETING OF THE IPCC EXECUTIVE COMMITTEE

13 January 2016, 15h00 (CET), teleconference

CONCLUSIONS AND DECISIONS

Participants:

Members:

K. Barrett; T. Krug; V. Masson-Delmotte; H. Lee; J. Pereira; H. Pörtner ; D. Roberts ; P. Shukla; J. Skea; Y. Sokona; K. Tanabe; P. Zhai.

Advisory Members:

C.Martin-Novella; A. Pirani; M.Tignor.

Secretariat:

J. Lynn.

Apologies:

E. Calvo.

1. ADOPTION OF THE AGENDA

Mr Martin-Novella suggested addressing the workshop with PROVIA and Future Earth on gaps in knowledge in the Fifth Assessment Report (AR5) and the conference Adaptation Futures 2016 under agenda item 6 on any other matters. With this addition the Executive Committee (ExCom) adopted the provisional agenda of the meeting (EXCOM-XXXIV/Doc.1), as attached in Annex 1.

2. URGENT ISSUES RELATED TO IPCC PRODUCTS AND PROGRAMME OF WORK THAT REQUIRE PROMPT ATTENTION BY THE IPCC BETWEEN PANEL SESSIONS

2.1. Update on the establishment of Technical Support Units

The Co-Chairs of Working Groups I, II, III and of the Bureau of the Task Force on National Greenhouse Gas Inventories provided an oral update on the establishment of their respective Technical Support Units (TSUs).

Ms Masson-Delmotte reported that the Head of Working Group I Technical Support Unit (WGI TSU), Ms Anna Pirani, has already been recruited. She is expected to take office at the end of February/beginning of March. The positions of Head of Operations and Head of Science for WGI TSU are internationally advertised, but the recruitment process has not yet been concluded. A job description for an information technology specialist is being drafted. A contract with the French Ministries of Ecology, Sustainable Development and Energy; Research and Foreign Affairs for the establishment of the WGI TSU in France is being finalized. Mr P. Zhai will have additional support in his office in China.

Mr Pörtner reported that the Head of Working Group II Technical Support Unit (WGII TSU), Ms M. Tignor, has already been recruited and will re-locate to Bremen (Germany) by the end of January. Other positions for the WGII TSU are still to be advertised. Budget negotiations with the German Government have not yet finalized. The WGII TSU is expected to be located in or nearby Bremen. Ms Roberts reported that an element of the WGII TSU may be located in Durban (South Africa).

Mr Skea reported on progress in finalizing a contract with the Department of Energy and Climate Change of the United Kingdom for the establishment of the Working Group III Technical Support Unit (WGIII TSU) at the University College of London by the end of February/beginning of March.

The positions of Head of Science and Head of Operations are to be internationally advertised soon. Mr Shukla reported that two positions for professional staff and one for administrative support staff will be based in India.

Mr Tanabe reported that the Task Force on National Greenhouse Gas Inventories Technical Support Unit (TFI TSU) remained unchanged from AR5 cycle with support from the Ministry of the Environment of Japan. Recruitment of the Head of TFI TSU is going on. More than 50 applications were received from all over the world by the due date for application (11 January 2016). A short list is being prepared.

Mr Martin-Novella informed that, in accordance with paragraph 19 of Decision IPCC/XLI-4 professional staff should be recruited internationally, consistent with the rules and legal frameworks of the host countries and aiming for regional representation, in particular from developing countries in order to enhance the involvement of more regional diversity. He offered the support of the Secretariat in advertising vacant positions in the IPCC website and, if invited to do so, also in the selection procedures for new staff in the TSUs. Mr Martin-Novella also informed that the Secretariat will distribute guidelines on a number of key issues in order to enhance coordination with and among the Technical Support Units.

The ExCom took note of these oral reports.

2.2. Strategic Planning-Timeframes

The Secretariat reported on the preparation of the related document for the consideration of the Bureau. This is being drafted in collaboration with the members of the Bureau.

The ExCom agreed that written comments should be send to the Secretariat by Friday 29 January in order to send the finalized draft to the members of the Bureau immediately after.

3. COMMUNICATIONS AND OUTREACH ACTIVITIES

3.1. Overview of ongoing and planned communication and outreach activities

Mr Lynn provided an oral report on recent activities, in particular on those that took place at the time of the 21st Conference of the Parties to the United Nation Framework Convention on Climate Change (Paris, France, 30 November - 11 December 2015), where the IPCC achieved an unprecedented high profile. He also reported on the organization of forthcoming activities, in particular the Expert Meeting on Communications and outreach (Oslo, Norway, 9-10 February 2016) and the media training for members of the Bureau that will be organized in the afternoon of 17 February 2016 in Geneva, Switzerland.

Mr Lynn also reported that the translations of the AR5 Synthesis Report into the six United Nations languages have been finalized.

The ExCom took note of this oral report.

4. RESPONSE TO POSSIBLE ERRORS IN COMPLETED ASSESSMENTS AND OTHER IPCC PRODUCTS

4.1. Update on the implementation of the Error Protocol

Mr Martin-Novella provided an oral report on the four outstanding error claims that are being processed in accordance with the Error Protocol. Ms Melinda Tignor informed that WGII TSU expects to close the four cases in the coming few weeks.

The ExCom took note of this oral report.

5. COORDINATION BETWEEN WORKING GROUPS AND TASK FORCES ON ACTIVITIES AND ISSUES PERTAINING TO THE PRODUCTION OF ASSESSMENTS AND OTHER RELEVANT IPCC PRODUCTS

5.1. Update on proposals for Special Reports

Mr Martin-Novella reported on the state of play in the preparation of the relevant documents for the consideration of the Bureau at its 51st Session in Geneva, Switzerland, on 16-17 February 2016.

Mr Skea reported that the commentary from the Co-Chairs on the proposals will be transmitted to the Secretariat by 2 February 2016.

The ExCom took note of these oral reports.

5.2. Access to scientific literature during the AR6 cycle

Ms Masson-Delmotte recalled that during the Fifth Assessment Report cycle each Technical Support Unit established an independent system to facilitate access to journals and other scientific literature by authors. Free access to journals and other scientific literature is particularly useful for authors from developing countries. However, the approach taken during the AR5 was expensive and had important transactional costs for the Technical Support Units. She suggested establishing a centralized system for the Sixth Assessment Report (AR6). Mr Sokona suggested contacting the United Nations Environment Programme (UNEP) or the United Nations Development Programme (UNDP) asking for support in developing this IPCC library facility.

The ExCom agreed that Mr Martin-Novella will first explore if UNEP would be willing to help and will follow up from there in consultation with Ms Barrett, Mr Pörtner, Mr Sokona and Ms Tignor.

6. ANY OTHER MATTERS

6.1. Workshop with PROVIA and Future Earth and the conference Adaptation Futures 2016

Mr Martin-Novella reported on the state of play regarding the organization of a workshop with PROVIA and Future Earth on gaps in knowledge in the AR5. Ms Roberts also reported on the announcement of a PROVIA conference on Adaptation Futures 2016 likely to be held in May 2016.

The ExCom agreed that Mr Martin-Novella should contact PROVIA and Future Earth in order to identify possible overlaps or synergies between these two initiatives and will report back to the ExCom with a recommendation on how to proceed regarding the workshop with PROVIA and Future Earth.

6.2. Time and regularity of meetings of the ExCom

The ExCom discussed the time and regularity of its future meetings. It was agreed that the ExCom will hold a meeting via teleconference the first Wednesday of each month at 15h00 CET. A teleconference meeting may be cancelled if in the previous or next week there is an opportunity for a face to face meeting.

**IPCC EXECUTIVE COMMITTEE – THIRTY-FOURTH MEETING
Teleconference, 13 January 2016**

EXCOM-XXXIV/Doc. 1
(7.I.2016)
Agenda Item: 1
ENGLISH ONLY

DRAFT PROVISIONAL AGENDA

(Submitted by the Deputy Secretary of the IPCC)

- 1. ADOPTION OF THE AGENDA**
- 2. URGENT ISSUES RELATED TO IPCC PRODUCTS AND PROGRAMME OF WORK THAT REQUIRE PROMPT ATTENTION BY THE IPCC BETWEEN PANEL SESSIONS**
 - 2.1. Update on the establishment of Technical Support Units
 - 2.2. Strategic Planning-Timeframes
- 3. COMMUNICATIONS AND OUTREACH ACTIVITIES**
 - 3.1. Overview of ongoing and planned communication and outreach activities
- 4. RESPONSE TO POSSIBLE ERRORS IN COMPLETED ASSESSMENTS AND OTHER IPCC PRODUCTS**
 - 4.1. Update on the implementation of the Error Protocol
- 5. COORDINATION BETWEEN WORKING GROUPS AND TASK FORCES ON ACTIVITIES AND ISSUES PERTAINING TO THE PRODUCTION OF ASSESSMENTS AND OTHER RELEVANT IPCC PRODUCTS**
 - 5.1. Update on proposals for Special Reports
 - 5.2. Access to scientific literature during the AR6 cycle
- 6. ANY OTHER MATTERS**