

Our ref.: 5920-12/IPCC/GEN

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

Annexe(s): 1

Geneva, 28 February 2012

Sir/Madam,

Please find attached a draft document for your comments on proposed revisions of Appendix C to the IPCC Principles Governing IPCC Work: the Rules of Procedures for the Election of the IPCC Bureau and Any Task Force Bureau (Election Rules).

As you may recall the Panel, at its 29<sup>th</sup> Session (Geneva, Sept. 2008) requested that the Election Rules be revised, having regard to the lessons learnt from the implementation of the Rules so far. Based on the discussions a revision of the Election Rules was prepared, document IPCC-XXX/Doc.2, and submitted to the Panel at its 30<sup>th</sup> Session (Antalya, April 2009).

At the 30<sup>th</sup> Session, the Panel decided to establish a Task Group, co-chaired by Mauritius and the United States, to refine document IPCC-XXX/Doc.2 and present a revised draft to the Panel at its 31<sup>st</sup> Session (Bali, Oct. 2009). The Task Group solicited comments from the IPCC Members in two rounds and submitted its revision of the Election Rules (document IPCC-XXXI/Doc.15) to the Panel at its 31<sup>st</sup> Session, accompanied by a brief Report of the Co-Chairs (document IPCC-XXXI/Doc.18).

At the 31<sup>st</sup> Session a number of issues were raised, but it was agreed that further consultations were needed before decisions could be taken on the subject. Consequently, by letter of 25 June 2010 the IPCC Secretariat solicited the comments from the IPCC Members on documents IPCC-XXXI/Doc.15 and 18. Hence, the Secretariat prepared document IPCC-XXXII/Doc.18 for the 32<sup>nd</sup> Session of the Panel (Busan, Oct. 2010), which consisted of:

- Annex I, integrating by way of footnotes the proposed comments and changes received by the IPCC Secretariat in response to its letter dated 25 June 2010;
- Annex II, containing a compilation of the comments received from the IPCC Members;
- Annex III in which the Secretariat has made an effort to combine, harmonize and integrate the essence in a clean, new text, in order to facilitate the discussions.

The Panel at its 32<sup>nd</sup> Session decided to postpone its consideration of the revisions of the Election Rules in the light of the ongoing review of IPCC Processes and Procedures. The Secretariat submitted document IPCC-XXXIV/Doc.7 to the 34<sup>th</sup> Session of the Panel (Kampala, Nov. 2011), at which meeting the issue was referred to the 35<sup>th</sup> Session. The Secretariat consequently drafted the attached document which reflects relevant decisions arising from the review of IPCC Processes and Procedures, including issues concerning the IPCC Conflict of Interest Policy and the terms of the IPCC Chair, Vice-Chairs and Working Groups and TFI Co-Chairs, as decided by the Panel at its 33<sup>rd</sup> and 34<sup>th</sup> Sessions. In order to make the document readable, the revisions have been inserted in red in Annex III to document IPCC-XXXIV/Doc.7, which is the Secretariat's proposal. The electronic file is available at the following link:

[http://www.ipcc.ch/meetings/session34/doc07\\_p34\\_further\\_work\\_towards\\_rev\\_app\\_c.pdf](http://www.ipcc.ch/meetings/session34/doc07_p34_further_work_towards_rev_app_c.pdf) .

We kindly invite Governments to send their comments to IPCC-Sec@wmo.int by **Tuesday 10 April 2012**. Based on comments received, the Secretariat will prepare a document for consideration by the Panel at its 35<sup>th</sup> Session.

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

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'R Christ', is positioned above the typed name.

(Renate Christ)  
Secretary of the IPCC