

REPORT OF THE
FOURTEENTH SESSION OF THE
INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE (IPCC)

VIENNA, 1-3 OCTOBER 1998

The following abbreviations have been used in this report:

CA	Contributing Author
CLA	Co-ordinating Lead Author
COP	Conference of the Parties to the UN FCCC
COP-x	xth Session of the COP
FCCC	Framework Convention on Climate Change (UN)
GCOS	Global Climate Observing System
GHG	Greenhouse Gas
HFCs	Hydrofluorocarbons
IEA	International Energy Agency
IPCC-x	xth Session of the IPCC
LA	Lead Author
RE	Review Editor
OECD	Organization for Economic Co-operation and Development
SBSTA	Subsidiary Body for Scientific and Technological Advice of the COP
SPM	Summary for Policymakers
TAR	Third Assessment Report of the IPCC
TEAP	Technology and Economics Assessment Panel under the Montreal Protocol on Substances that Deplete the Ozone Layer
UN	United Nations
UNEP	United Nations Environment Programme
WG	Working Group of the IPCC
WGB	Bureau of an IPCC Working Group
WMO	World Meteorological Organization

1. OPENING OF THE SESSION (agenda item 1)

1.1 The session was opened at 0945 hours on 1 October 1999 in the Vienna International Centre, Vienna. The agenda as approved is given in annex A.

1.2 The remarks of Prof. G.O.P. Obasi and Dr. Klaus Töpfer were distributed during the session. They are available from the Secretariat on request.

2. APPROVAL OF THE DRAFT REPORT OF THE THIRTEENTH SESSION (MALDIVES, 22 & 25-28 SEPTEMBER 1997) (agenda item 2)

2.1 With respect to paragraph 7.5, a query was raised as to the number of terms a member of the Bureau could hold office and the duration of the term of office of the IPCC Chairman and the other members of the Bureau. It was suggested that these questions could be part of the review of the Procedures under agenda item 10.

2.2 With no further comments, the draft was approved.

3. IPCC WORK PROGRAMME AND BUDGET FOR 1999-2001 (agenda item 3)

3.1 The Panel agreed with the proposal of the Bureau that the Financial Task Team, while open-ended, consist of the following core membership:

Dr. L.G. Meira Filho (Brazil) - Co-Chairman
Mr. Daniel Reifsnyder (USA) - Co-Chairman

The three Co-Chairmen of the Working Groups from the developing countries

Australia

Germany

Japan

Netherlands

Norway

Switzerland

UK.

3.2 The Government of Antigua and Barbuda requested to be on the Financial Task Team.

3.3 The IPCC approved its work programme and budget for 1999, which is attached as annex B.

4. ACTIONS TAKEN AT THE SEVENTH SESSION OF WORKING GROUP I, THE FIFTH SESSION OF WORKING GROUP II AND THE FOURTH SESSION OF WORKING GROUP III AND ONGOING WORK OF THE WORKING GROUPS (agenda items 4 & 5)

4.1 The Panel was informed that the Working Groups meeting during the preceding two days had approved the outlines of their respective contributions to the TAR and the lists of Co-ordinating Lead/Lead Authors/Review Editors proposed by the respective Working Group Bureau. The choice of the Contributing Authors would be left to the CLAs, with the concurrence of the Working Group Bureau.

4.2 The Co-Chairmen of Working Group I reported that 128 Lead Authors/Review Editors from 32 countries (16 of whom were developing/transitional economy countries) had been chosen for the WG I TAR report. Of this, 13 were women, 29 were from developing/transitional economy countries and 3 from industry. The number of Lead Authors during the Second Assessment was 88 (2 women, 12 from developing/transitional economy countries, total number of countries 19 of whom 7 were developing/transitional economy countries).

4.3 The Co-Chairmen of Working Group II reported that there were 19 chapters in the WG II TAR report with 42 Co-ordinating Lead Authors. A total of 170 Lead Authors had been chosen from 60 countries of which about 45% were from the developing/transitional economy countries and 23 were women.

4.4 The Co-Chairmen of Working Group III reported that there were 10 chapters in the WG III TAR report with 19 Co-ordinating Lead Authors (of whom 8 were from developing countries and 2 from countries with economies in transition) and 110 Lead Authors and Review Editors (4 women, 39 from developing countries and 8 from transitional economy countries) from 40 countries (with 24 developing/transitional economy countries and 3 industries).

4.5 The Panel accepted the actions of the respective Working Groups.

Working Group I

4.6 The Special Report, Aviation and the Global Atmosphere, was on schedule and slated for completion in March/April 1999. A meeting of Lead Authors to consider comments from the government review would take place in Montreal on 26-28 October 1998.

Working Group II

4.7 The Special Report, Methodological and Technological Aspects of Technology Transfer: An Opportunity for Technical Co-operation, was expected to be completed around September 1999. A meeting of Lead Authors was planned for New Delhi on 9-11 December 1998.

4.7 With respect to the IPCC Task Group on Climate Scenarios for Impact Assessments (TG CIA), the Panel was informed that the Bureau at its Sixteenth Session (Bad Münstereifel, 2 July 1998) had endorsed, for the consideration of the Panel, the continuation of the Task Group and its work programme. The Panel agreed to the measure.

Working Group III

4.8 With respect to the Special Report, Emissions Scenarios, the so-called “open-process” for comments on the scenarios would last until the end of 1998. The expected date of completion of the report was late 1999.

5. TAR SYNTHESIS REPORT (agenda item 6)

5.1 The IPCC agreed on the approval and adoption process for the Synthesis Report in the TAR. Annex C contains the decision.

5.2 With respect to the identification of policy-relevant scientific questions to be addressed in the Synthesis Report, the Chairman informed the Panel that there had been inputs from some governments, including the European Union, through the SBSTA. He requested further inputs; all the inputs would be taken into account in drafting the policy-relevant scientific questions for the consideration of the Panel at its Fifteenth Session.

6. IPCC – UN FCCC INTERACTION (agenda item 7)

Adequacy of the global observing systems for climate

6.1 The Chairman noted that the Conference of the Parties to the FCCC, in Kyoto (December 1997), had requested the preparation of a report on the adequacy of global observing systems for climate. He requested Dr. K. Dawson, the Chairman of the Steering Committee for the Global Climate Observing System (GCOS), to inform the Panel on the status of the report.

6.2 Dr. Dawson informed the Panel that an Executive Summary of the report had been submitted to the SBSTA by the WMO on behalf of the international sponsors for the global observing systems and that the document was available on the web pages of the FCCC and would be considered at COP-4. The full report had since been completed. It covered all components of the global climate observing system including the atmosphere, oceans, land, cryosphere and biosphere. The need for action arose because (a) satisfactory global coverage for many variables had not been achieved, (b) regional coverage was not adequate in many areas, (c) observations of selected variables often did not have adequate accuracy or precision to be reliably used as indicators of climate change and (d) key data sets, although collected, were often not effectively exchanged. What was urgently needed was a commitment by nations to provide coverage for the key variables, to halt and revise the degradation of existing observing systems, and to exchange information more effectively. The report recommended that each Party to the FCCC should undertake programmes of systematic observations in accordance with national plans that should be developed in concert with the overall strategy for global climate observations.

6.3 The Panel expressed dismay at the deteriorating state of the existing system and agreed that the observational network, for all parts of the climate system, needed to be expanded, strengthened and made more accurate. It requested the Chairman to convey this concern to COP-4.

HFCs

6.4 The Panel was informed that the IPCC/FCCC Joint Working Group (JWG) had considered the issue of HFCs (ozone-friendly but not global-warming-friendly) at a meeting on 1 October 1998. Representatives of the Scientific Assessment Panel and the Technology and Economics Assessment Panel (TEAP) of the Montreal Protocol were also present at the meeting. It had been agreed to include consideration of the issue in chapter 3 of the report of Working Group III in the TAR. The TEAP would be invited to nominate experts for consideration as Lead Authors for the chapter. A joint IPCC/TEAP workshop would also be planned for 1999.

6.5 The Panel endorsed the agreements reached at the JWG.

7. LOCATION AND MANAGEMENT OF THE PROGRAMME ON NATIONAL GREENHOUSE GAS INVENTORIES (agenda item 8)

7.1 The Bureau was informed that Governments had been invited by letter (reference no. 18044/M/IPCC/WGI dated 22 July 1998) for their views on (a) the aims and objectives of the programme and the division of responsibilities between the IPCC and the COP and (b) establishing an IPCC Task Force on National Greenhouse Gas Inventories. The Governments had also been requested to (a) express their willingness or otherwise of funding and hosting a Technical Support Unit for the potential Task Force and (b) nominate experts for

consideration as Chairperson of the Task Force. Nineteen responses to the letter had been received.

7.2 The Panel decided on the establishment of a Task Force on National Greenhouse Gas Inventories with a Bureau and a Technical Support Unit (TSU). The TSU will be hosted, housed and funded by the Government of Japan. The details of the decision are contained in annex D.

8. IPCC SPECIAL REPORT ON LAND USE, LAND USE CHANGE AND FORESTRY (agenda item 9)

8.1 The IPCC approved the outline of and the procedure for completing the Special Report. The details are to be found in annex E.

9. POSSIBLE AMENDMENTS TO THE IPCC PRINCIPLES AND PROCEDURES (agenda item 10)

9.1 The IPCC reviewed and amended the Principles Governing its Work. The Principles, as amended, appear in annex F.

9.2 The Panel deferred action on the Procedures for Preparation, Review, Approval, Acceptance and Publication of its Reports for a future session. The Chairman of the Ad Hoc Group on Principles and Procedures, Mr. David Warrilow (UK), would include all proposed amendments in a single document, which would be sent to Governments for review.

10. OTHER BUSINESS

10.1 There was none.

11. TIME AND PLACE OF THE NEXT SESSION

11.1 The Panel agreed to meet in its Fifteenth Session in March/April 1999. A possible venue was San Jose in Costa Rica. The Secretary would circulate the exact dates and venue when the decisions were made.

12. CLOSING OF THE SESSION

12.1 The session closed at 2040 hours on Saturday, 3 October 1998. The list of attendees is given in annex G.

INTERGOVERNMENTAL PANEL
ON CLIMATE CHANGE

FOURTEENTH SESSION
Vienna, 1-3 October 1998

AGENDA

1. OPENING OF THE SESSION
2. APPROVAL OF THE DRAFT REPORT OF THE THIRTEENTH SESSION
3. IPCC WORK PROGRAMME & BUDGET FOR 1999-2001
4. ACTIONS TAKEN AT THE SEVENTH SESSION OF WORKING GROUP I, THE FIFTH SESSION OF WORKING GROUP II, AND THE FOURTH SESSION OF WORKING GROUP III
5. TAR SYNTHESIS REPORT
6. ONGOING WORK OF THE WORKING GROUPS
7. IPCC - UN FCCC INTERACTION
8. LOCATION AND MANAGEMENT OF THE PROGRAMME ON NATIONAL GREENHOUSE GAS INVENTORIES
9. IPCC SPECIAL REPORT ON LAND USE, LAND USE CHANGE AND FORESTRY
10. POSSIBLE AMENDMENTS TO THE IPCC PRINCIPLES AND PROCEDURES
11. OTHER BUSINESS
12. TIME AND PLACE OF THE NEXT SESSION
13. CLOSING OF THE SESSION

IPCC Budget for 1999

(Adopted at the Fourteenth Session, Vienna, 1-3 October 1998)

The IPCC Financial Task Team met on seven occasions during the Fourteenth Session of the IPCC with representation from each of the IPCC Working Groups and participation of the IPCC Chair and the IPCC Secretary. Based on these discussions and the resulting recommendations of the Co-Chair of the IPCC Financial Task Team, the Panel, meeting in plenary:

- 1) Adopted the Budget for 1999 contained in the attached Table 1, and took note of the information contained in the attached Tables 2 and 3;
- 2) Requested that the Secretary, in consultation with the IPCC Financial Task Team, prepare a budget proposal for 2000 and a forecast budget for 2001 and transmit them to governments in accordance with the IPCC Financial Rules prior to the Fifteenth Session of the IPCC;
- 3) Noted that additional financial resources were urgently needed by the IPCC to prepare its Third Assessment Report (TAR) and to support the work of the United Nations Framework Convention on Climate Change, in particular through preparation of the TAR and several Special Reports as well as to continue its work on National Greenhouse Gas Inventories;
- 4) Urged governments and others in a position to do so to contribute early and generously to the WMO/UNEP IPCC Trust Fund to enable the IPCC to continue its work programme, to increase the participation of experts from developing countries and economies in transition, and to ensure that the IPCC is able to respond to the needs of the Framework Convention in a timely manner.

Table 1
BUDGET FOR 1999

Activity	Amount (CHF)
Joint Working Group Meetings	45,000
National GHG Inventories	500,000
IPCC XV, Bureau 18, WG I/III (6 days) 4/1999	1,134,600
IPCC XVI, Bureau 19, WG-III (9 days) 12/1999	1,274,400
Lead Author Meetings	
WG-I	481,950
WG-II	1,530,900
WG-III	850,500
SR Land Use Change/Forestry	680,400
SR Technology Transfer	374,200
SR Emissions Scenarios	85,050
Review Editors	
WG-I	0
WG-II	107,730
WG-III	0
SR Land Use Change/Forestry	28,350
SR Technology Transfer	147,420
SR Emission Scenarios	22,680
Expert Meetings	
WG-I	255,150
WG-II	623,700
WG-III	567,000
Translation & Publication (6 languages)	
SR Aviation	180,000
SR Technology Transfer	204,000
Support to developing country Co-Chairs	150,000
Secretariat	600,000
TOTAL	9,843,030

Table 2
BUDGET DETAILS FOR 1999

Activity	Purpose	DC/EIT support	Other expenditure	TOTAL
Meetings of the JWG	Co-ordinate between IPCC and UNFCCC	42,600	2,400 (Secretary of the IPCC)	45,000
National GHG Inventories	On-going		500,000	500,000
IPCC XV, Bureau 18, WG/WGIII joint session (6 days, April 1999)	Approve/accept SR-Aviation Approve SyR-LAs Amend Procedures, Approve SyR. Qs	894,600 (115 DC/EIT, 17 Bur., 10 LA)	240,000	1,134,600
IPCC XVI, Bureau 19, WG III (9 days, Dec.1999)	Approve/accept SR-Tech. Transfer Adopt 2000 budget & other	914,400 (100 DC/EIT, 17 Bur., 10 LA)	360,000	1,274,400
Meetings of Lead Authors	Prepare TAR			4,003,000
WG-I		481,950 (85 journeys)		
WG-II		1,530,900 (270 journeys)		
WG-III		850,500 (150 journeys)		
Special Reports	Prepare/complete SRs			
Sinks		680,400 (120 journeys)		
Tech. Transfer		374,200 (66 journeys)		
Em. Scenarios		85,050 (15 journeys)		
Review Editors	Prepare TAR			306,180
WG-I		0 (0 journeys)		
WG-II		107,730 (19 journeys)		
WG-III		0 (0 journeys)		
Special Reports	Prepare/complete SRs			
Sinks		28,350 (5 journeys)		
Tech. Transfer		147,420 (26 journeys)		
Em. Scenarios		22,680 (4 journeys)		

Expert Meetings				1,445,850
WG-I Emission Scenarios		(10 journeys)		
GWPs		(15 journeys)		
TG CIA		(20 journeys)		
SUBTOTAL		255,150		
WG-II Adaptation & Mitigation		(20 journeys)		
Vulnerability		(20 journeys)		
Valuing impacts		(20 journeys)		
Regional meetings (Africa, Asia, Latin America, Small Island States)		(50 journeys)		
SUBTOTAL		623,700		
WG-III Impacts of Annex I Actions		(10 journeys)		
Cl. Change, Development, Sustainability & Equity		(15 journeys)		
Social & Behavioral Aspects of Decision-making		(10 journeys)		
Non-Energy Non- CO ₂ Mitigation		(10 journeys)		
Costing Methodologies in Mitigation, Adaptation & Impacts		(10 journeys)		
Economic Instruments to Mitigate Climate Change		(10 journeys)		
2 nd Meeting on Annex I Actions		(10 journeys)		

Mitigation Scenarios		(10 journeys)		
Integrated Assessment in Latin America		(15 journeys)		
SUBTOTAL		567,000		
Translation & Publication SPM (6 languages)				384,000
Aviation			180,000	
Tech. Transfer			204,000	
Support to developing Co-Chairs			150,000	150,000
Secretariat			600,000	600,000
TOTAL		7,606,630	2,236,400	9,843,030

Table 3
CONTRIBUTIONS NEEDED IN 1999

Item	Amount (CHF)
Total budget for 1999 (from Table 1)	9,843,030
Less expected carry-over from 1998	758,000
Less WMO contribution	190,000
Less UNEP contribution (\$ 110,000)	160,000
Less UN FCCC contribution (\$ 310,000)	450,000
FUNDS NEEDED	8,285,030

Approval and Adoption Procedures for the Synthesis Report

(Approved at the Fourteenth Session, Vienna, 1-3 October 1998)

The Synthesis Report consists of a 5-10 page Summary for Policymakers (SPM) and a 30-50 page longer report. The proposed approach will allow the Panel in plenary meetings to approve the SPM line by line and to ensure that the SPM and the longer report of the Synthesis Report are consistent, and the Synthesis Report is consistent with the underlying working group assessment reports from which the information has been synthesized and integrated. This approach will likely take 5-7 working days of the Panel working in plenary meetings.

- Step 1: The longer report (30-50 pages) and the SPM (5-10 pages) of the Synthesis Report are prepared by the writing team.
- Step 2: The longer report and the SPM of the Synthesis Report will undergo simultaneous expert/government review.
- Step 3: The longer report and the SPM of the Synthesis Report are revised by lead authors, with the assistance of the review editors.
- Step 4: The revised drafts of the longer report and the SPM of the Synthesis Report are submitted to governments at least four weeks before the session of the Panel.
- Step 5: The longer report and the SPM of the Synthesis Report are both tabled for discussion in plenary meetings of the Panel:
- * The Panel in plenary meetings will first provisionally approve the SPM line by line.
 - * The Panel in plenary meetings will review and adopt the longer report of the Synthesis Report, section by section, i.e., roughly one page or less at a time. The review and adoption process for the longer report of the Synthesis Report should be accomplished in the following manner:
 - When changes in the longer report of the Synthesis Report are required either to conform it to the SPM or to ensure consistency with the underlying working group assessment reports, the Panel and authors will note where changes are required in the longer report of the Synthesis Report to ensure consistency in tone and content. The authors of the longer report of the Synthesis Report will then make changes in the longer report of the Synthesis Report. Those Bureau members who are not authors will act as review editors to ensure that these documents are consistent and follow the directions of the Panel in plenary meetings.

- The longer report of the Synthesis Report is then brought back to the Panel in plenary meetings for the review and adoption of the revised sections, section by section. If inconsistencies are still identified by the Panel, the longer report of the Synthesis Report is further refined by the authors with the assistance of the review editors for review and adoption by the Panel--this process is conducted section by section, not line by line.
- * The final text of the SPM will be approved and the final text of the longer report of the Synthesis Report will be adopted by the Panel in plenary meetings.

**DECISION ON THE
IPCC NATIONAL GREENHOUSE GAS INVENTORIES PROGRAMME**

(Fourteenth Session, Vienna, 1-3 October 1998)

The Panel decided:

(i) That the IPCC reiterate through the JWG the importance and urgency of dialogue with the UNFCCC regarding the Inventory Programme, in particular the need within the next two years for the IPCC and the UNFCCC to agree on a comprehensive joint plan covering scientific and operational aspects and including a clear division of responsibilities between the IPCC and the UNFCCC.

(ii) To establish a Task Force on National Greenhouse Gas Inventories (TFI). The Task Force shall have a Bureau to provide guidance to the IPCC National Greenhouse Gas Inventories Programme and develop it as required. The terms of reference and membership of the Task Force Bureau for the interim period until IPCC XVI are in the Annex.

(iii) To thank and accept the offer of the Government of Japan to set up and provide financial support for a Technical Support Unit for the TFI to be located at the Institute for Global Environmental Strategies (IGES), and to provide a Co-Chairperson for the Task Force. The TSU shall work under the guidance of the Task Force Bureau until IPCC-XVI.

(iv) To thank and welcome the understanding with the OECD and IEA that they would continue to support the IPCC National Greenhouse Gas Inventories Programme until the establishment of the Japanese TSU (expected to be in 6-9 months) and that they would provide assistance to the Government of Japan and to the TSU as required.

Annex

**INTERIM TERMS OF REFERENCE AND MEMBERSHIP OF THE BUREAU OF THE TASK FORCE
ON NATIONAL GREENHOUSE GAS INVENTORIES TO COVER THE PERIOD UNTIL IPCC XVI**

Interim Terms of Reference

1. To oversee and provide necessary guidance for the current IPCC National Greenhouse Gas Inventories Programme, as approved at IPCC XIII, at the OECD/IEA.
2. To draw up under the guidance of the JWG and in consultation with the UNFCCC Secretariat and SBSTA a comprehensive joint plan for the Inventory Programme covering

scientific and operational aspects and including a clear division of responsibilities between the IPCC and the UNFCCC.

3. To propose to IPCC XVI a detailed programme including a budget in accordance with IPCC financial procedures for the Inventory Programme under IPCC responsibility.
4. To provide advice and assistance as requested to the Government of Japan in the setting up of the Technical Support Unit for the Task Force on National Greenhouse Gas Inventories.
5. To propose terms of reference for the Task Force for the period following IPCC XVI.
6. To report to IPCC XVI.

Interim Membership

1. The membership and Co-Chairs of the Task Force Bureau will be designated by the IPCC Bureau.
2. It should number 8–12 drawn from members of the IPCC Bureau or from countries represented on the Bureau and selected so as to include the range of necessary expertise and appropriate geographical representation.
3. It should include two Co-Chairs, one from a developed country and one from a developing country. It should also include one representative from Japan.
4. When the Technical Support Unit for the Task Force on National Greenhouse Gas Inventories is set up in Japan, the developed country Co-Chair will be from Japan. This appointment will be made in consultation with the Chair of the IPCC. When that appointment is made, any necessary revision will be made in the membership of the Task Force Bureau.
5. Representatives of the UNFCCC Secretariat, OECD and IEA will be invited to sessions of the Task Force Bureau. Other experts will also be invited to attend as appropriate.

**IPCC Special Report:
Land Use, Land Use Change and Forestry**

(Outline approved at the Fourteenth Session, Vienna, 1-3 October 1998)

Chair: Robert Watson

The IPCC Special Report on Land Use, Land Use Change and Forestry is being prepared in response to a request from SBSTA made at its Eighth Session (Bonn, 2-12 June 1998).

The outline of the Special Report was approved by the IPCC in plenary meetings at its Fourteenth Session (Vienna, 1-3 October 1998). This outline responds to the SBSTA mandate and addresses issues raised in FCCC/SBSTA/1998/INF1.

The Special Report has been designed to provide scientific, technical, economic and social information that can assist governments operationalize Article 3.3 of the Kyoto Protocol. It will provide information relevant to assessing the potential for other human-induced additional activities as mentioned in Article 3.4 and issues associated with operationalizing this Article. It also provides information relevant to other Articles of the Kyoto Protocol. While the Special Report will primarily focus on carbon dioxide, it would address methane and nitrous oxide as appropriate.

The Special Report will be policy relevant, but will not be policy prescriptive.

The IPCC has approved the topics that need to be addressed in the Special Report, but will allow the lead authors to re-organize the outline to minimize duplication of topics and ensure the most logical flow of information. The IPCC requested that the outlines of the chapters dealing with Articles 3.3 and 3.4 be as parallel as possible. The Panel also recognized that the contents of different chapters are closely linked and therefore noted that many chapters will need to have common lead authors to ensure consistency. In addition, there is a need for common lead authors with the relevant chapters in the Third Assessment Report.

The Special Report on Land Use, Land Use Change and Forestry will be approved and accepted by the Panel in plenary meetings, since it cuts across all the three IPCC Working Groups and the Task Force on National Greenhouse Gas Inventories (TFI). The procedures for the preparation, review, acceptance, approval, adoption and publication of IPCC Special Reports shall apply.

The Special Report will be chaired by R. Watson and guided by up to three "Overall Co-ordinating Lead Authors". Each chapter will have one or two Co-ordinating Lead Authors in addition to numerous Lead and Contributing Authors. There will be a Steering Committee for this Special Report comprising of the IPCC Chair, two members of the IPCC

Bureau from each Working Group (one of the Co-Chairs and one Vice-Chair) and the Chair of TFI. The Steering Committee will approve the selection of Co-ordinating Lead Authors and Lead Authors and oversee the whole process. The Secretary of the IPCC and the Heads of the Working Group Technical Support Units will be ex-officio members of the Steering Committee. There will be a one-person Technical Support Unit for this report located with the Chair, IPCC Secretary or one of the Working Group Technical Support Units (funding and the individual for this position have yet to be identified).

Outline of the IPCC Special Report: Land Use, Land Use Change and Forestry

Summary for Policymakers (5-10 pages)

Chapter 1 – Introduction and Mandate (2 pages)

This chapter will briefly discuss the SBSTA mandate and the relationship of this Special Report to the IPCC Third Assessment Report.

Chapter 2 - Global Perspective (10 pages)

This chapter will be a primer to explain how the carbon cycle operates, and the potential to influence the atmospheric concentrations of greenhouse gases by land-use activities.

Executive Summary

- 2.1 Introduction
- 2.2 Biogeochemical Cycles (global stocks, flows, processes, timescales and uncertainties)
- 2.3. Terrestrial Ecosystems and the Role of Management (sources, sinks and stocks by land cover type, land-use and region)
- 2.4. Global Greenhouse Gas Emission Reductions and Sequestration Potential (competition for land including socio-economic aspects)
- 2.5. Features of Global Carbon Models and National Inventories

Chapter 3 - Implications of Different Definitions and Generic Issues (30 pages)

This chapter will focus on exploring the implications of different definitions on the Kyoto Protocol, the different methodologies that can be employed to measure and assess carbon stocks and pools, and issues associated with accounting and reporting.

Executive Summary

- 3.1 Introduction

- 3.2 Implications of Different Definitions by Broad Category (e.g., forests, afforestation, reforestation, deforestation, forest degradation, sustainable forest management, restoration of degraded lands, agriculture and land practices, and full carbon accounting and its anthropogenic implications)
- 3.3 Measurement of Above and Below Ground Biomass and Soil Carbon (stocks -- remote sensing and in-situ; flows -- direct flux measurements and stock differences; accuracy and precision; verifiability; propagation of errors; effects of contiguous and non-contiguous commitment periods; integration and consistency of methods -- national inventories and modelling).
- 3.4 Accounting and Reporting Issues (Direct human-induced vs. indirect human-induced vs. natural; program vs. project activities; baselines - 1990 baselines, 1990-2007 baselines; stock differences 2012-2008; attribution of stocks and changes in stocks -- pre-1990 vs. post-1990 activities; fires and pests; permanence, additionality; leakage; techniques for treating uncertainties; and costs of accounting and reporting).

Chapter 4 - Afforestation, Reforestation and Deforestation Activities -- Article 3.3
(25 pages)

This chapter will address a wide range of scientific and technical issues and options associated with Article 3.3 by region.

Executive Summary

- 4.1 Introduction
- 4.2 Options for definitions and their general implications (afforestation, reforestation and deforestation)
- 4.3 Processes, timescales, and carbon accounting rules (pools; spatial scales -- project to biome to national inventory; direct vs. indirect)
- 4.4 Data needs for operationalizing afforestation, reforestation and deforestation activities (observational and modelling methods for area change in land use and carbon stock for different time periods; operational implications of uncertainties; sensitivity analysis of uncertainties; verification)
- 4.5 Data availability (ground, aircraft and satellite data for land use/cover and carbon stocks in all pools by ecosystem - at the project, biome and national inventory scale; accuracy and precision; costs; models)
- 4.6 Regional and global potentials, differences and implications of afforestation, reforestation and deforestation activities (by pool; activity type -- policies, practices, and technologies; Annex I countries and by region)
- 4.7 Associated impacts of afforestation, reforestation and deforestation activities (environmental, biogeochemical cycles -- biodiversity, soil quality, watersheds, etc. and socio-economic -- poverty, employment, resettlement, agriculture, forestry, etc.)

Chapter 5 - Additional Human-Induced Activities -- Article 3.4 (30 pages)

This chapter will address a wide range of scientific and technical issues associated with assessing the potential of additional human-induced activities mentioned in Article 3.4. It will also address issues that would arise in operationalizing Article 3.4.

Executive Summary

- 5.1 Introduction (implications of Kyoto Protocol; ancillary benefits; sequestration, emissions reductions and substitution potential; additional human-induced activities -- Arable, Pastoral and Forestry Land Management, Restoration of Degraded Lands, Protected Areas, Agroforestry, Urban Expansion and Infrastructure, Modern Biomass Energy, etc.)
- 5.2 Processes, timescales and carbon accounting rules (pools; spatial scales -- project to biome to national inventory; direct vs. indirect; temporary vs. long-term sequestration)
- 5.3 Data needs for operationalizing Article 3.4 activities (past, present and projected land-use activities and cover; carbon pools; project and program; observational and modelling methods for area change in land use and carbon stock for different time periods; operational implications of uncertainties; sensitivity analysis of uncertainties; verification)
- 5.4 Potential magnitude of carbon sinks and sources by activity type, regionally and globally (barriers; costs and benefits; short vs. long-term sequestration, including threats to permanence; accounting rules; detailed table on types of current land use and practices which have implications for C; detailed table on types of land use change and conversion; highlight important changes; competition for land; evolution vs. additional activities)
- 5.6 Land Use and its relationship to carbon and energy (modern biomass and energy-intensive materials -- tables of specific options)
- 5.7 Associated impacts of additional activities (environmental, biogeochemical cycles -- biodiversity, soil quality, watersheds, etc. and socio-economic -- poverty, employment, resettlement, agriculture, forestry, etc.)

Chapter 6 - Project Based Activities (10 pages)

This chapter will address the unique issues associated with project-based activities related to the Kyoto Protocol.

Executive Summary

- 6.1 Introduction (relationship between projects, regional and national programs and national accounts; potential magnitude of activities in terms of land area and carbon)
- 6.2 Specific issues arising from the implementation of biotic activities (accounting units and procedures; baseline and additionality questions; leakage; permanence; risks and

risk management strategies; associated costs, benefits and environmental impacts, including employment)

- 6.3 Scientific and technical aspects of monitoring, evaluation and verification (protocols, approaches, costs and practicalities; uncertainties; pilot project experience)

Chapter 7 - Implications of the Kyoto Protocol for the Reporting Guidelines (10 pages)

This chapter will review the adequacy of the IPCC reporting guidelines for the National Greenhouse Gas Inventories in light of the Kyoto Protocol assess what changes may be required. It will also assess the scientific and technical elements of an IPCC reporting framework for project-level activities.

Executive Summary

- 7.1 Introduction
- 7.2 Review of relevance of the IPCC Guidelines for reporting activities under the Kyoto Protocol (implications of proposed definitions discussed in this Special Report; country case and regional studies)
- 7.3 Implications for potential additions and modifications to the IPCC National Greenhouse Gas Inventory Guidelines for different activities under the Kyoto Protocol (elements for carbon stock accounting; periodicity of input data and implications for assessing annual fluxes; alternative methods and approaches to the Revised Guidelines; potential additions and modifications to IPCC Modules for accounting framework in the light of the Kyoto Protocol)
- 7.4 Scientific and technical reporting framework for project-level activities for greenhouse gases (elements for reporting project-level activities; reporting monitoring and verification procedures; issues related to consistency and comparability with national inventories; integration of project with national inventories)
- 7.5 Supplementary information for reporting under the 1996 IPCC National Greenhouse Gas Inventory Guidelines (identify major gaps in knowledge)

PRINCIPLES GOVERNING IPCC WORK

Approved at the Fourteenth Session (Vienna, 1-3 October 1998) on 1 October 1998

INTRODUCTION

1. The Intergovernmental Panel on Climate Change (hereinafter referred to as the IPCC or, synonymously, the Panel) shall concentrate its activities on the tasks allotted to it by the relevant WMO Executive Council and UNEP Governing Council resolutions and decisions as well as on actions in support of the UN Framework Convention on Climate Change process.

ROLE

2. The role of the IPCC is to assess on a comprehensive, objective, open and transparent basis the scientific, technical and socio-economic information relevant to understanding the scientific basis of risk of human-induced climate change, its potential impacts and options for adaptation and mitigation. IPCC reports should be neutral with respect to policy, although they may need to deal objectively with scientific, technical and socio-economic factors relevant to the application of particular policies.

3. Review is an essential part of the IPCC process. Since the IPCC is an intergovernmental body, review of IPCC documents should involve both peer review by experts and review by governments.

ORGANIZATION

4. Major decisions of the IPCC will be taken by the Panel in plenary meetings.

5. The IPCC Bureau, the IPCC Working Group Bureaux and any Task Forces of the IPCC shall reflect balanced geographic representation with due consideration for scientific and technical requirements.

6. IPCC Working Groups and any Task Forces constituted by the IPCC shall have clearly defined and approved mandates and work plans as established by the Panel, and shall be open-ended.

PARTICIPATION

7. Participation in the work of the IPCC is open to all UNEP and WMO Member countries.

8. Invitations to participate in the sessions of the Panel and its Working Groups, Task Forces and IPCC workshops shall be extended to Governments and other bodies by the Chairman of the IPCC.

9. Experts from WMO/UNEP Member countries or international, intergovernmental or non-governmental organisations may be invited in their own right to contribute to the work of the IPCC Working Groups and Task Forces. Governments should be informed in advance of invitations extended to experts from their countries and they may nominate additional experts.

PROCEDURES

10. In taking decisions, and approving, adopting and accepting reports, the Panel and its Working Groups shall use all best endeavours to reach consensus. If consensus is judged by the relevant body not possible: (a) for decisions on procedural issues, these shall be decided according to the General Regulations of the WMO; (b) for approval, adoption and acceptance of reports, differing views shall be explained and, upon request, recorded. Differing views on matters of a scientific, technical or socio-economic nature shall, as appropriate in the context, be represented in the scientific, technical or socio-economic document concerned. Differences of views on matters of policy or procedure shall, as appropriate in the context, be recorded in the Report of the Session.

11. Conclusions drawn by IPCC Working Groups or Task Forces are not official IPCC views until they have been accepted by the Panel in a plenary meeting.

12. Invitations to participate in the sessions of the Panel and its Working Groups, Task Forces and IPCC workshops should be extended at least six weeks in advance of the opening of the session.

13. Major reports, including Assessment Reports, Special Reports and Methodological Reports, basic documentation and other available reports for consideration at the sessions of the Panel and its Working Groups shall normally be made available by the IPCC Secretariat at least four weeks in advance of the session and, to the extent possible, in all official UN languages.

14. Interpretation into all official UN languages shall be provided for all sessions of the IPCC meeting in plenary, of its Bureau and its Working Groups.

15. The scheduling of the sessions of the Panel and its Working Groups and Task Forces shall be co-ordinated, to the extent possible, with other related international meetings.

16. These Principles shall be reviewed at least every five years and amended as appropriate.

17. Procedures for the preparation, review, acceptance, approval, adoption and publication of IPCC reports are given in Appendix A.

18. Financial procedures for the IPCC are given in Appendix B.

FINANCIAL PROCEDURES FOR THE INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE (IPCC)

Approved at the Twelfth Session, Mexico City, 11-13 September 1996

Scope

1. These procedures shall govern the financial administration of the Intergovernmental Panel on Climate Change (IPCC). In so far as not specifically provided under these procedures, the Financial Regulations of the World Meteorological Organization (WMO) shall apply.

Financial Period and Financial Year

2. The financial period shall be the biennium, which shall be identical to the WMO biennium. The financial year shall be the calendar year.

IPCC Trust Fund

3. The joint WMO/UNEP IPCC Trust Fund is administered, by mutual agreement between the World Meteorological Organization (WMO) and the United Nations Environment Programme (UNEP), the two sponsoring Organizations, under the Financial Regulations of the WMO.

Currency

4. The currency for budgeting and reporting receipts and expenditures shall be the Swiss Franc.

Budget

5. The Secretary of the IPCC shall prepare the budget and transmit it to governments at least 60 days before the session of the Panel at which the budget is to be adopted.

6. The budget shall consist of:

- (a) the proposed budget for the next year;
- (b) a forecast budget for the second year; and
- (c) an indicative budget for the third year.

7. The Panel shall consider the proposed budget, and shall adopt a budget by consensus prior to the commencement of the financial year that it covers.

8. Adoption of the budget by the IPCC shall constitute authority to the Secretary to incur obligations and make payments for the purposes for which the appropriations were approved

and up to the amounts so approved, provided that the commitments are covered by related income.

9. The Secretary may, consistent with WMO Financial Regulations, make transfers within each of the main appropriation lines of the approved budget and may also make transfers between such appropriation lines up to such limits as the Panel may set from time to time.

Contributions

10. The resources of the IPCC shall comprise:
- (a) the person-year costs of the Secretary of the IPCC and costs of housing the IPCC Secretariat, provided by WMO;
 - (b) the person-year costs of the Programme Officer provided by UNEP;
 - (c) annual cash contributions provided by WMO and UNEP to the IPCC Trust Fund;
 - (d) annual cash contributions provided by the UN Framework Convention on Climate Change to the IPCC Trust Fund in support of the work of the IPCC;
 - (e)¹ annual cash contributions provided by governments to the IPCC Trust Fund;
 - (e)-bis² annual cash contributions provided by governments to the IPCC Trust Fund on the basis of an indicative scale, adopted by consensus by the Panel, and based on such a scale of assessments of the United Nations as may be adopted from time to time by the General Assembly, adjusted so as to ensure that no Party contributes less than 0.01 per cent of the total; that no one contribution exceeds 25 per cent of the total; and that no contribution from a least developed country exceeds 0.01 per cent of the total;
 - (f) contributions provided in kind by governments, such as support for Technical Support Units, publications, translation, meetings, workshops, etc.;
 - (g) other cash and in kind contributions to the IPCC Trust Fund;
 - (h) the uncommitted balance of appropriations from previous financial periods;
 - (i) miscellaneous income.
11. Contributions under 5.23(e) shall be used in accordance with such terms and conditions as may be agreed upon by the Secretary and the contributor.
12. Contributions from governments are due on 1 January of each calendar year.
13. All cash contributions shall be paid in convertible currencies into the bank account designated by the WMO.
14. The Secretary shall acknowledge promptly all pledges and contributions and shall inform the Panel at each session on the status of pledges, payments of contributions and of expenditures. The report of the Secretary shall include specific reference to contributions in kind and shall quantify such in kind contribution, to the extent feasible.

¹The Panel deferred decision on this sub-paragraph. The sub-paragraph is to be treated as if it is in square brackets.

²The Panel deferred decision on this sub-paragraph. The sub-paragraph is to be treated as if it is in square brackets.

³Working Capital Reserve

15. Within the IPCC Trust Fund there shall be maintained a working capital reserve at a level to be determined from time to time by the Panel by consensus. The purpose of the working capital reserve shall be to ensure continuity of operations in the event of a temporary shortfall of cash. Drawdowns from the working capital reserve shall be restored from contributions as soon as possible.

Accounts and Audit

16. The accounts and financial management of the IPCC Trust Fund shall be subject to the internal and external audit process of the WMO.

17. A final audited statement of accounts for the financial period shall be provided, in accordance with WMO practice, to the Panel as soon as possible after the accounts for the financial period are closed.

General Provisions

18. In the event that WMO and UNEP decide to terminate the IPCC Trust Fund, they shall so advise governments at least six months before the date of termination so decided. The Panel shall decide, in consultation with WMO and UNEP, on the distribution of any uncommitted balance after all liquidation expenses have been met.

19. Any amendments to these procedures shall be adopted by the Panel by consensus.

³The Panel deferred decision on this entire paragraph. The paragraph is to be treated as if it is in square brackets.

INTERGOVERNMENTAL PANEL
ON CLIMATE CHANGE

FOURTEENTH SESSION
Vienna, 1-3 October 1998

LIST OF ATTENDEES

(This was distributed during the session. It is not attached here to save bulk.)

LIST OF PARTICIPANTS

**IPCC WORKING GROUP I
SEVENTH SESSION
Vienna, 30 September 1998**

**IPCC WORKING GROUP II
FIFTH SESSION
Vienna, 29-30 September 1998**

**IPCC WORKING GROUP III
FOURTH SESSION
Vienna, 29-30 September 1998**

**INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE
FOURTEENTH SESSION
Vienna, 1-3 October 1998**

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