

REPORT OF THE 34TH SESSION OF THE IPCC BUREAU

Geneva, 30-31 August 2005

1. OPENING OF THE SESSION

1.1 The Chair of the IPCC, Mr Rajendra K. Pachauri, opened the session at 10 a.m.

1.2 The agenda as approved is attached as Appendix 1. The list of participants is attached as Appendix 2.

1.3 Mr Jeremiah R.D. Lengoasa, Assistant Secretary-General (ASG) of the World Meteorological Organization (WMO), addressed the session on behalf of the Secretary-General. He welcomed all Bureau members, and elaborated on the integral linkages between WMO programmes and the IPCC. He said that WMO committed much more than hosting the Secretariat and administration. He appreciated the continuing work on the Fourth Assessment Report (AR4) and informed the Bureau that the recent WMO Executive Council meeting welcomed the Special Report on Safeguarding the Ozone Layer and the Global Climate System (SROC). He noted the important role of the IPCC Bureau and wished success for this important session.

1.4 The Secretary of the IPCC, Ms Renate Christ, informed the Bureau that a proposal for a policy and process for accepting observer organizations had been prepared for Bureau consideration. It was agreed to consider the proposal under "Other Business."

2. APPROVAL OF THE DRAFT REPORT OF THE 33rd SESSION

The draft report of the 33rd Session was approved with a few amendments (BUR-XXXIV/Doc. 2, Rev.1).

3. REPORT FROM THE AR4 SYR MANAGEMENT MEETING (BUR-XXXIV/Doc. 6)

The Chair introduced the timetable, the roles and responsibilities of members and units of the IPCC, organization of the Technical Support Unit for the Synthesis Report (SYR TSU), and budgetary implications for preparation of the AR4 SYR by referring to BUR-XXXIV/Doc 6. He thanked the UK government for its indication of likely financial support for the position of the SYR TSU Head. Participants expressed appreciation, confidence and support on the progress and management plan of the SYR. The following points were made during the discussion:

- There were concerns about the size and selection criteria for the core writing team (CWT) and the role of the Extended Writing Team (EWT).
- If the experience of TAR SYR is to be taken, then participation of Working Group Co-chairs should be ensured. The role of WG TSUs should be complementary to that of the SYR TSU and experts must be selected as soon as possible.
- Bureau members should be involved in the review process to bring policy perspectives and make sure the SYR is policy relevant and has value-added.

In response to these points, the Chair said that efforts would be made to keep the size of the CWT lean and manageable, but with consideration to geographical and disciplinary balance as well as scientific credibility. The role of the EWT is to provide inputs only, and the number would be limited to up to one LA from each chapter. He said the selection criteria and list of the CWT would be submitted to the Bureau for agreement at its next Session. The review process would be carried out within IPCC procedures. He noted that the experience of WG TSUs should be fully used, and would be complementary to that of the SYR TSU. He finally assured the Bureau that it would be kept informed on the progress of the SYR.

4. REPORT FROM THE EXPERT MEETING ON AEROSOLS (BUR-XXXIV/Doc. 5)

Mr Taka Hiraishi briefed the Bureau on the history of the issue; the expert meeting in Geneva in May 2005; the TFB meeting in July 2005 in Moscow; and outlined the need for, objectives of, and draft plan for a second meeting as agreed by the Task Force Bureau (TFB). He said the meeting in Geneva was a useful first step and suggested holding another meeting in mid 2007 after all the Working Group contributions to the AR4 are completed. He hoped that a decision would be taken by the Panel at its 24th Session in Montreal. The following concerns and issues were discussed:

- Concerning overlap with the WG I assessment no consensus has been reached yet.
- There is relevant work being done by other international programmes and institutions. The IPCC should work with them, not duplicate their work.
- The distinction between anthropogenic and natural sources of aerosols and the definition of types of aerosols need to be addressed.

It was agreed that the TFB Co-chairs propose to IPCC-24 that the second expert meeting be held in the middle of 2007, and that the objectives be refined in 2007 following finalisation of all the WG AR4 reports.

5. REPORT FROM THE WORKSHOP ON EMISSIONS SCENARIOS (BUR-XXXIV/Doc. 7, BUR-XXXIV/INF. 1)

The Chair introduced BUR-XXXIV/Doc. 7 on the above topic. He emphasized two important issues: firstly, the need for Emission Scenarios should be met by the science community; secondly a Task Group should be set up to define the role of the IPCC in this area of work for a possible AR5. The Bureau agreed on the need of new Emission Scenarios and IPCC's involvement in the process, but concerns were expressed on the role of the IPCC. Some members preferred the role of "facilitation", others "coordination". The Bureau suggested that it be made clear that all IPCC is doing would be consistent with its role of assessing the scenarios in existing literature.

- It was agreed to set up the Task Group to prepare recommendations, not to take decision. The Task Group should identify where the IPCC stands, suggest options for the Panel to decide, lay down a roadmap on how IPCC could facilitate and coordinate scenarios related work. The tentative composition of the Task Group could be 10-12 people with geographical and discipline based considerations.
- Consensus was reached on the point that the scenarios are to be determined by a whole set of social and economic outcomes, and that the three Working Groups should work together to address this wider context. In doing so, it would be useful and create confidence to take into account all relevant scenarios and modelling activities. It was suggested that the next workshop include experts from other agencies and programmes, and the Task Group include experts from the policy community. Government comments should be considered carefully.
- It was noted that the best time to hold the next workshop be six weeks prior to the IPCC-25 in April 2006, considering that the result of the action should be available before the possible Fifth Assessment Report (AR5), to serve the needs of the science community.
- There were concerns on what would happen at a regional scale in AR5, and it was suggested that the Emission Scenarios be regional. Importance was also expressed on the participation of experts from developing countries as well as the balance of users' needs of short, medium and long term scenarios.

It was agreed that BUR-XXXIV/Doc. 7 on New Emission Scenarios be revised and submitted to IPCC-24 for a decision.

6. OTHER PROGRESS REPORTS

- Mr Dahe Qin reported that Working Group I held its 2nd Lead Authors meeting in Beijing in May 2005, and Expert Review of the 1st Order Draft (FOD) of the WG I contribution to the AR4 would start on 9 September and end 4 November 2005. Information would be made available to all Bureau members on the closed website. He further reported that the WG I and WG III TSUs had jointly completed copy editing of the Special Report on Safeguarding the Ozone Layer and the Global Climate system (SROC) and that it is being printed by Cambridge University Press. On crosscutting issues, he informed the

Bureau that the “Guidance Notes for Lead Authors of the IPCC Fourth Assessment Report on Addressing Uncertainties” has been completed and posted on the IPCC website.

- Mr Martin Parry reported that the First Order Draft of the WG II contribution to the AR4 would be ready for Expert Review from 9 September to 4 November 2005, and Bureau members could access the information on the IPCC WG II closed website. He informed the Bureau that a list of Expert Reviewers had been developed including the authors of WG I and III. He noted that the electronic regional database on source material for AR4 would be developed, and there would be an index to provide information on the sources of topics regionally. A small joint meeting by WG I and II to be held in October 2005 would address the issue of regional information. Due to time constraints imposed by the AR4 preparation and the changed schedule of the World Water Forum, he suggested postponing the completion date of the Technical Paper on Climate Change and Water (BUR-XXXIV/INF. 2), to late March 2008.
- Mr Bert Metz reported the following progress on WG III activities: a) the SROC was presented to the 22nd Session of SBSTA of the UNFCCC and the 25th Session of the Open-Ended Working Group of the Montreal Protocol; b) The final version of the Special Report on Carbon Dioxide Capture and Storage (SRCCS) had been sent to Governments for review on 26 July. The 8th Session of WG III would be held in Montreal to accept/approve the Special Report and the SPM; c) The AR4 2nd LA meeting was held in Peru in June 2005. The First Order Draft of the WG III contribution to the AR4 would be ready for Expert Review from 28 November 2005 to 20 January 2006; d) a virtual coordination group on Crosscutting Themes (CCTs) was created jointly with WG II after the joint Expert Meeting in La Reunion, France; e) an Expert Meeting and a Workshop on Emission Scenarios were held in January in Washington D.C. and in July 2005 in Laxenburg, respectively (BUR-XXXIV/INF.1).
- Ms Thelma Krug reported that the First Order Draft of the 2006 IPCC Guidelines for National Greenhouse Gas Inventories had gone through Expert Review, and the comments received had been addressed carefully in the Lead Authors meeting in July 2005 in Moscow. No technical comments were made on the Guidelines, but there were new suggestions on the volume on Agriculture, Forestry and Land Use (AFOLU), leading to a new proposal on structural change. The Second Order Draft for Expert/Government Review would start on 12 September and end 7 November 2005. The final LA meeting would be held in December 2005 in Sydney, and the final draft would be ready for IPCC-25 in April 2006.

After the above introductions, a question was asked on whether the WG II regional approach of working on database could be used by other groups. Co-chairs of both WG I and III agreed to consider the suggestion, but requested flexibility due to their relevance to different issues (e.g. WG III is more relevant to development). It was suggested that the WG II TSU give guidance on this issue.

Another concern was raised on the consistency of glossaries, acronyms and abbreviations across different WGs. Suggestions were made to learn from the TAR experience of having a group of Lead Authors looking after the issue. The Chair reported that the SYR Management Meeting encouraged such efforts to maintain consistency.

The Bureau accepted the postponement of the Technical Paper on Climate Change and Water to late March 2008, and suggested that IPCC-24 take a decision.

7. PROCEDURES FOR ELECTIONS OF THE IPCC BUREAU AND THE TFB (BUR-XXXIV/Doc. 3)

Contact Group Co-chair, Mr David Warrilow introduced BUR-XXXIV/Doc. 3 to the Bureau and said that efforts had been made to address issues such as replacing members, the nominations committee, WMO regions, and the shape and the size of the Bureau.

Many Bureau members expressed their views, but mostly focused on the issues of replacement of members, procedure of elections/nominations, continuity of membership and government support. There were also diverse expressions of views on other issues of the document. Co-chair of the Contact Group, Mr Richard Odingo suggested to follow WMO procedures and said flexibility was needed based on past success of the IPCC.

The WMO senior legal advisor responded to questions on this topic.

After considerable discussion, the Chair requested the Co-chairs of the Contact Group to continue working on the document and come up with a revised proposal to IPCC-24 for a decision.

8. OUTREACH (BUR-XXXIV/Doc. 4)

The Secretary introduced the progress on outreach activities by referring to BUR-XXXIV/Doc. 4 and informed the Bureau about “the Framework Communications Strategy for Release and Dissemination of the IPCC Fourth Assessment Report, prepared by Communications & Network Consulting (CNC)”, contained in document IPCC-XXIV/INF.3. The Bureau noted the importance of outreach activities and appreciated the efforts made by the Secretariat.

- The Bureau suggested setting up a Task Group with formal membership to come up with solid idea for the Secretariat to implement. It was also suggested to hold a Task Group session during IPCC-24 to comment on the CNC report and put forward a plan, and to discuss guidance notes for the Bureau to help outreach activities.
- It was suggested that IPCC products reach the policy community in a dynamic manner, taking into account that the policy community is evolving rapidly. Suggestions were also made to reach broader audiences such as the business community, the media and children. Timely availability of different language versions was regarded critical for the report to be used. Issues were raised on how to minimise mistakes in translation and ensure correct use of terminology.
- With regard to the ways of outreach, the Bureau proposed using more CDs rather than hard copies, to use web-casting for timely delivery of IPCC products, presentations to enhance the role of LAs, good graphics, small booklets and games for children, and a special window on the IPCC website for non-UN languages. It was also noted that some new technologies would be difficult to use in developing countries.
- The Bureau realized the resource implications of the proposed outreach activities, and suggested that WG TSUs play a more important role and more national and regional resources be tapped to help IPCC outreach activities. Mr Bert Metz proposed that WG III carry out a dry run with the SRCCS to get experience and to attract attention from policymakers and the public. Mr Geoff Love offered hosting a regional seminar on IPCC outreach activities in the South-West Pacific with support from the Australian Government.
- The Bureau noted the need to build capacity in the Secretariat, and for regional and national institutions as well as decision-makers to ensure the efficiency of outreach activities.
- Representatives from WMO, UNEP and UNFCCC expressed support to the proposed activities. Suggestions were also made on developing new partnerships with the business sector, the media and other relevant organizations.
- More efforts were suggested to be made in developing countries to make sure IPCC products do reach governments as well as the public. The Secretary took note and said that the distribution policy would be flexible and that the Secretariat would help whenever there was a need. The Secretary also noted that UNFCCC did distribute its products to observers.

The Bureau agreed to recruit a staff member for outreach in the Secretariat and suggested that IPCC-24 take a decision.

9. OTHER BUSINESS

- Based on the consultation with UNFCCC and the process followed by them, the Secretary introduced a proposal for a policy and process for admitting observer organizations to the IPCC (BUR-XXXIV/Doc. 8). The Bureau welcomed the document. Concerns were raised mainly on permission for observer organizations to attend IPCC meetings. It was agreed that admission to individual IPCC meetings depends on the relevance of the specific organization, and that the status of observer organization would not be a licence for all IPCC meetings. The Bureau agreed to submit the revised document to IPCC-24 for consideration.

- It was noted that information to government Focal Points sometimes does not reach Bureau members.

10. TIME AND PLACE OF THE NEXT SESSION

The time and place of the next Bureau meeting will be announced once the time and location for IPCC-25 is decided. There will be no Bureau session in Montreal.

11. CLOSING

The meeting closed at 13:00 hours on 31 August 2005.

IPCC BUREAU
THIRTY-FOURTH SESSION
Geneva, 30-31 August 2005

Appendix 1

BUR-XXXIV/Doc. 1
Agenda item: 1
ENGLISH ONLY

AGENDA

1. **OPENING OF THE SESSION**
2. **APPROVAL OF THE DRAFT REPORT OF THE 33rd SESSION**
3. **REPORT FROM THE AR4 SYR MANAGEMENT MEETING**
4. **REPORT FROM THE EXPERT MEETING ON AEROSOLS**
Presentation and consideration of possible future work
5. **REPORT FROM THE WORKSHOP ON EMISSIONS SCENARIOS**
Presentation and consideration of implications for mid-term IPCC work programme
6. **OTHER PROGRESS REPORTS**
7. **PROCEDURES FOR ELECTIONS OF THE IPCC BUREAU AND THE TFB**
8. **OUTREACH**
Presentation and consideration of a proposal for an AR4 communications strategy
9. **OTHER BUSINESS**
10. **TIME AND PLACE OF THE NEXT SESSION**
11. **CLOSING**



WMO

INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE



UNEP

Appendix 2

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THIRTY-FOURTH SESSION OF THE IPCC BUREAU

(Geneva, 30-31 August 2005)

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