

# **REPORT OF THE 33<sup>rd</sup> SESSION OF THE IPCC BUREAU**

Addis Ababa, 9 April 2005

## **1. OPENING OF THE SESSION**

- 1.1 The session was opened by the Chairman, Mr Rajendra K. Pachauri at 10 a.m.
- 1.2 The agenda, as approved, is attached as Appendix 1. The list of participants is attached as Appendix 2.

## **2. APPROVAL OF THE DRAFT REPORT OF THE 32<sup>nd</sup> SESSION**

The draft report of the 32<sup>nd</sup> Session was approved without amendment.

## **3. PROGRESS IN THE PREPARATION OF THE AR4**

The Chair informed the Bureau that he will receive financial support from the Government of India for the AR4 which would enable him to add staff in his office. He also proposed a meeting to be held soon with the Secretary, Working Group (WG) Co-chairs and heads of Technical Support Units (TSU) to discuss the management plan for the AR4 Synthesis Report.

WG I Co-chair, Ms Susan Solomon reported on the completion of the zero order draft of the WG1 AR4 and highlighted the excellent cross chapter cooperation and on the CLIVAR/CMEP: IPCC AR4 Climate Model Simulations Analysis Workshop, held in Honolulu, Hawaii, on 1-4 March 2005 which has directly led to the preparation of a large number of papers inter-comparing climate models. She informed the Bureau that WG I is testing a web-based review system, the code for which has been offered to other working groups for adaptation to their use if they wish. She also noted that WG1 had prepared a poster at COP-10 summarizing the scoping process for the WG I report. She informed the Bureau also that the Expert Meeting on simple climate models has been postponed, inter alia to be able to take into consideration the outcome of the Workshop on new emissions scenarios. Dr Martin Manning reported that further comments on the uncertainty guidance note were still being received from lead authors and that it would be necessary to consider these. He hoped that the document was now nearly finalized and suggested posting it on the IPCC website when it was ready. Dr Solomon also noted the completion of SROC.

Mr John Stone spoke on behalf of Working Group II. He reported on progress towards the Fourth Assessment Report by referring to document BUR-XXXIII/Doc.5. The Second Lead Authors' meeting held in Cairns, 14-17 March 2005 considered comments on the zero order draft of the WG2 AR4 and other important topics including:

- Flows of information between WGII chapters.
- The treatment of uncertainty in AR4.
- Interactions between WGII and the other WGs.
- The search for relevant information
- The use of acronyms, abbreviations and units in the WGII AR4.

On the crosscutting theme (CCT) Adaptation and Mitigation and Sustainable Development WGII has been working with WGIII to ensure that these two CCTs are treated in a consistent and complementary way between the two Working Groups. Following the expert meeting on Adaptation and Mitigation and Sustainable Development on La Réunion Island, France, in February 2005 agreement was reached on further interaction based on facilitation through the Virtual Co-ordination Group (VCG). Following a change in date of UNFCCC COP-11 (United Nations Convention on Climate Change, 11th Conference of Parties), WGII had to move its Third Lead Authors meeting, which is now scheduled for 16-19 January 2006 in Merida, Mexico.

Mr Ogunlade Davidson reported that WGIII has finished work on the zero order draft of the WG3 AR4 and that the 2<sup>nd</sup> LA meeting will be held from 6-9 June 2005 in Lima, Peru. Mr Bert Metz reported on the expert meeting on emission scenarios held in Washington, DC from 12-14 January 2005 and preparations for the Workshop on New Emission Scenarios that will be held in Laxenburg, Austria, from 29 June - 1 July 2005. It will evaluate possible roles of the IPCC in a new set of scenarios for the 5th Assessment Report and provide recommendations to the 24th session of the IPCC in September 2005. Governments were asked to provide nominations and submissions.

Discussions on various issues following from the progress reports on AR4 included:

- An improvement of cross-working group interaction and consistency was noted relative to the TAR. Cross Working Group reviews and virtual email groups were suggested as efficient and effective approaches to improve interactions, maintain consistency and address crosscutting themes. A suggestion was made to provide all Bureau members with drafts of all AR4 contributions and to provide, upon request, Lead Authors from other Working Groups with the necessary draft chapters.
- The importance of consistent treatment of uncertainty and the level of confidence was noted, including description of uncertainty in scenarios. It was suggested that remaining differences in approaches and languages between Working Groups be sorted out in the next few weeks.
- On intelligent indexing of regional information, it was noted that WG2 have developed an approach and, once that was known to the other WGs, they would be able to consider consistent approaches. The Chairman suggested seeking professional advice on this issue.
- On matters related to the Synthesis Report, participants discussed the management of the Synthesis Report and supported Mr Pachauri's proposal to hold a planning meeting with the WG Co-chairs and TSU heads for the management of the Synthesis Report. Summary outcomes will be presented to the Bureau at its 34<sup>th</sup> Session and progress reported to the Panel. There were a few suggestions to conduct government consultation prior to the SYR management meeting, and the Chair undertook to notify governments that the meeting would take place.
- On guidance to authors on media relations, following the release of the WG I guidance note for authors on media relations, the Chairman proposed to develop a coordinated "advisory" approach across WGs, including Task Force for National Greenhouse Gas Inventories (TFI) to address this issue, while noting that Lead Authors should be advised by the guidance. Bureau members will be informed about that advisory. It was also noted that there is a need for a quick response mechanism in case something happens that may damage the IPCC's standing and reputation.
- On CCT concept papers, Bureau members advised against publishing all concept papers. The Secretary noted that the IPCC would try to restructure the main IPCC website to provide better information and guidance to Lead Authors.

#### **4. OTHER PROGRESS REPORTS**

##### **4.1 Special Reports on CO<sub>2</sub> Capture and Storage**

The Bureau heard a progress report by the Working Group III Co-chairs. The report will be completed in September 2005 by WG III and IPCC-24 and submitted to the next UNFCCC COP in December 2005.

##### **4.2 2006 Guidelines for National Greenhouse Gas Inventories**

Co-Chair Taka Hiraishi provided a brief report on progress in the preparation of the 2006 Guidelines. Six author's meetings were held. The expert review would be ongoing until 10 April 2005, and the 7<sup>th</sup> Authors' meeting in July 2005, in Moscow will consider the comments. The government/expert review is planned for September-October 2005 (8 weeks), and the final authors meeting is planned in Australia in December 2005. The final draft report will be considered by the Panel at its 25th Session (April 2006). A side event is planned at SBSTA-22.

Work on the Emission Factor Database (EFDB) is ongoing. The importance of EFDB as depository of information will increase even after completion of the 2006 GL. In this context, its Editorial Board members need re-nomination towards autumn 2005.

Mr Hiraishi reported also on planning for the expert meeting on aerosols (Geneva, 2-4 May 2005), its background, focus, and structure.

It was noted that the focus of the expert meeting should be on inventories and not on the role of aerosols in the climate system and not duplicate ongoing work in WG I for the AR4. The outcome of the meeting will be discussed by the Panel.

## **5. ELECTION PROCEDURES**

Documents: BUR-XXXIII/Doc. 3 and Add.1 (compilation of comments submitted by governments) and BUR-XXXIII/Doc. 6 were prepared for this agenda item.

Mr Warrilow, Co-chair of the open-ended task group, reported that the task group met twice at the occasion of the 2<sup>nd</sup> Joint Session of the IPCC Working Groups I and III (6 and 7 April 2005) to consider comments submitted by governments and the preliminary Co-chairs' proposal. He noted several issues to be addressed such as the need for regional balance in a changing geo-political world and he also noted the need to take a decision at IPCC-24 on this issue. Bureau members were asked to comment on the Co-chairs' proposals particularly with regard to substantive points listed in Attachment 1. He noted that comments are also sought on the suggested procedures for the approval of the rules and procedures for the election of the IPCC Bureau and Task Force Bureau shown in Attachment 3 of this document. Co-chairs David Warrilow and Richard Odingo proposed a procedure for incorporating further comments from the Open-ended task group on election procedures and Bureau members.

Mr John Stone mentioned that there was also a need for more guidance on what the responsibilities of Bureau members are.

## **6. MATTERS RELATED TO THE UNFCCC**

The Secretary of the IPCC presented document BUR-XXXIII/INF. 2 (Outcome of the COP-10 and 21st Sessions of the Subsidiary Bodies - Summary of decisions and conclusions, which are of particular relevance for the IPCC work programme).

TFI Co-chair Taka Hiraishi provided clarification on a question concerning bunker fuels. He also noted that even when the Good Practice Guidance and Uncertainty Management for Land Use, Land-Use Change and Forestry was endorsed by the UNFCCC COP some issues were still pending and could come back to the IPCC.

## **7. OUTREACH**

The Secretary of the IPCC provided a brief report on outreach activities including presence at major international meetings (BUR-XXXIII/Doc. 4). Mr John Stone, Chair of the Task Group on Outreach, also provided a brief report and briefed the Bureau about a brain-storming session held with Lead Authors and industry representatives in the context of the 2<sup>nd</sup> Joint WG I and III Session in Addis Ababa to generate ideas for outreach activities with regard to the Special Report on Safeguarding the Ozone Layer. He suggested also that the IPCC should explore the possibility to have a special window under the IPCC website for outreach material, including material in non UN languages, articles, presentation material, etc. with a disclaimer saying that this was not IPCC material.

In the debate it was proposed to develop more opportunities to communicate with industries, and aim for co-ordinated press releases. The Secretary informed the Bureau that the longer-term outreach strategy for the AR4 is under preparation and will be presented to the following session of the Bureau.

Preparations and planning for presentation of the Special Report on Safeguarding the Ozone Layer and the Global Climate System at SBSTA in May through in-session presentations and through a side event were summarised.

## **8. OTHER BUSINESS**

The WGIII Co-chairs presented BUR-XXXIII/INF.3 (Anonymous expert review practice of IPCC Working Group III reports), which outlines how the anonymous review might work, their view of the pros and cons, and proposes that other WGs also apply the anonymous review practice. The Bureau discussed this option. There was significant divergence on this proposal with concerns raised by WG I and WG II, in particular about mid term changes in the review process. Many Bureau members were in favour of a uniform approach for the fourth assessment report. It was proposed that Co-chairs and TSUs of working groups discuss this face to face by June/July and resolve the issue. The Chair decided that this issue would be discussed and sorted out in the meeting to be held with the Co-Chairs and heads of TSUs for management of the Synthesis Report.

Delegates from Africa and Latin America reported on the increasing difficulty to obtain visas for meetings.

## **9. TIME AND PLACE OF THE NEXT SESSION**

The next session will be held in early September 2005 in Geneva, Switzerland.

## **10. CLOSING**

The meeting closed at 18:00 hours on 9 April 2005.

**ANNOTATED AGENDA**

- 1. OPENING OF THE SESSION**
- 2. APPROVAL OF THE DRAFT REPORT OF THE 32<sup>nd</sup> SESSION (BUR-XXXIII/Doc.2)**
- 3. PROGRESS IN THE PREPARATION OF THE AR4**

The Bureau will hear progress reports from the Working Group Co-chairs. Matters related to cross Working Group cooperation, the implementation of Cross Cutting Themes (CCT) in the writing process, and matters related to the preparation of the Synthesis Report will be addressed.

- 4. OTHER PROGRESS REPORTS**
  - 4.1 Special Reports on CO<sub>2</sub> Capture and Storage**

The Bureau will hear a progress report by the Working Group III Co-chairs.

- 4.2 2006 Guidelines for National Greenhouse Gas Inventories**

TFB Co-chairs will report about progress in the preparation of the 2006 Guidelines and planning for the expert meeting on aerosols.

- 5. ELECTION PROCEDURES**

The Bureau will be informed by the Co-chairs of the contact group about the further development of the document on election procedures, taking into account comments made at the 22<sup>nd</sup> Session of the Panel and written submissions thereafter.

- 6. MATTERS RELATED TO THE UNFCCC**

The Bureau will be informed about major decisions by COP-10 and consideration at the IPCC-UNFCCC Joint Working Group that met at the occasion of COP-10.

- 7. OUTREACH**

The Bureau will hear a brief report about recent outreach activities including presence at major international meetings and will be informed about planned outreach activities for the two Special Reports with the aim to enhance the activities through active involvement of Bureau members in their respective regions.

The longer-term outreach strategy for the AR4 is under preparation and will be presented to the following session of the Bureau.

- 8. OTHER BUSINESS**
- 9. TIME AND PLACE OF THE NEXT SESSION**
- 10. CLOSING**

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**THIRTY-THIRD SESSION OF THE IPCC BUREAU**

(Addis Ababa, 9 April 2005)

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