

REPORT OF THE SIXTY-FOURTH SESSION OF THE IPCC BUREAU

Geneva, 16–17 February 2023

1. OPENING OF THE SESSION

The Chair called the Bureau session to order.

The Chair invited the IPCC Secretary to preside over the opening session. He noted that this was an important hybrid session and welcomed representatives of the World Meteorological Organizations (WMO), the United Nations Environment Programme (UNEP) and the United Nations Framework Convention on Climate Changes (UNFCCC) and announced addresses by the IPCC Chair Hoesung Lee, video messages by UNEP Executive Director Inger Andersen and WMO Secretary-General Peteri Taalas and address by the UNFCCC Deputy Executive Secretary Sarmand Ovais.

The IPCC Chair welcomed participants and guests to the 64th Session of the IPCC (hybrid session). He reminded the Bureau of the last meeting during the 57th Session of the IPCC and noted that since then, the IPCC delivered an extraordinary scope of contributions to official events at the 27th Conference of the Parties (COP27) to the UNFCCC in Egypt as well as organized or participated in scores of other events. He also noted continued work on the Synthesis Report and that the Final Government Distribution ran from 21 November 2022 to 15 January 2023.

He thanked the Bureau members, government representatives, and all authors, as well as the Co-Chairs of the three Working Groups, the Co-Chairs of the Task Force on National Greenhouse Gas Inventories (TFI) and Technical Support Units (TSUs) for their commitment and hard work.

Turning to the agenda, the Chair stressed the strategic importance and lasting impact of the Bureau's discussion about the lessons learned to ensure that a critical body of knowledge is handed over to the next Bureau in a timely manner. He also flagged the progress reports on IPCC activities, including the work of the Working Groups, the TFI and the Task Group on Data Support for Climate Change Assessments (TG-Data), communications, outreach, the engagement with the UNFCCC, as well as reports of the Gender Action Team (GAT), IPCC Scholarship programme and the latest update on IPCC publications and translations. The Chair also highlighted the report on the latest plans for the Synthesis Report (SYR) approval session.

After thanking the IPCC Secretariat for support and the smooth running of the meeting, the Chair declared the 64th Session of the IPCC Bureau open.

The IPCC Secretary introduced the video message by UNEP Executive Director Inger Andersen.

Through a pre-recorded video, UNEP Executive Director Inger Andersen congratulated the Bureau for its guidance on the approval of the three assessment reports in challenging circumstances. The impact of these reports was clear at COP27 in Sharm el-Sheikh, as references were made in the implementation plan, in the landmark decision on Loss and Damage, in the global goal on adaptation, in the programme for scaling up mitigation and in the statements by Heads of States, Ministers and delegates.

She stressed the role of climate change science in changing policies and practices. She noted that the Synthesis Report is on track for approval in March, allowing it to inform the first Global Stocktake and added her appreciation for the Bureau's work on the lessons learned from the sixth assessment cycle, guiding a smooth transition to the next cycle.

She reiterated UNEP's invitation to host the 59th Session of the IPCC in July and wished the Bureau a successful 64th Session.

In his message conveyed through a pre-recorded video, the WMO Secretary-General Petteri Taalas welcomed the participants to the WMO headquarters. He stressed that IPCC reports have been a success, raising the visibility of climate mitigation and adaptation efforts. He noted the commitments of G7 and EU countries made at COP27 to keep global warming at 1.5 degrees, motivated by the respective IPCC Special Report released some years ago.

He stressed the importance of IPCC continued guidance as the Synthesis Report will complete the sixth cycle and the next cycle will begin. He noted the IPCC is well-recognized and contributed to the disappearance of climate sceptics.

He mentioned a few themes triggered by the findings from IPCC reports including the WMO's new initiative to monitor GHG budgets and the recent relevant conference in Geneva. He referred to the UN Secretary-General supported theme of Early Warning Systems, with WMO aiming to achieve 100 per cent coverage of Early Warning Services in the next five years, improving basic, ground-based and sounding observing systems as part of the programme.

UNFCCC Deputy Executive Secretary Sarmad Ovais acknowledged the excellent cooperation between UNFCCC and IPCC. He noted what climate change is doing to people around the world and that every fraction of warming is resulting in a loss of lives and livelihoods. IPCC reports make it very clear the need for scaled-up ambition to stop the warming.

He noted that IPCC provides the best available science, which is the bedrock of the UNFCCC process and guides parties in the implementation of the Paris Agreement. He noted the need to focus on implementation and to hold all stakeholders to account, with accountability of Parties and non-Parties to be an important feature in the coming years.

He stressed the cover decision of COP27, which welcomed the contributions of and referred to the findings from Working Group II (WGII) and Working Group III (WGIII) reports. The Synthesis Report will be of importance to COP28 for the second Global Stocktake.

He noted the importance of systems transformation toward halving GHG emissions by 2030, that UNFCCC will be stressing the need for "course correction" after COP27, and that the next seven years in this decade of action are the window of opportunity to do things differently. He emphasized the importance of considering how the next IPCC cycle will contribute to the UNFCCC processes, including the second Global Stocktake and the role of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the IPCC joint working group in ensuring the good flow of scientific information to policymakers.

He stressed that the IPCC Chair speaks at every COP plenary opening session. He also underlined the continuing support of UNFCCC to IPCC work, including financial support. Noting that the IPCC gained credibility and visibility, he thanked the IPCC Bureau for its work.

The IPCC Secretary declared the opening ceremony concluded.

The Chair submitted the provisional agenda for the 64th Session of the IPCC Bureau for adoption.

The Chair invited the IPCC Secretary to introduce details of the provisional agenda:

The IPCC Secretary said that the agenda was sent to all Bureau members, noting that the Secretariat had received three requests for consideration to be added to the draft agenda. The first relates to the inclusion of discussion about the White Paper from a group of Working Group II authors, proposed by Bureau member and Co-Chair of the WGII Ms Debra Roberts. The second request, from Ms Diana Ürge-Vorsatz, Vice-Chair of Working Group III, regards the inclusion of IPCC reports of the past cycles

in the scientific citation databases. The third request was submitted by Norway, and requests a discussion about the preparation for the approval session of the SYR.

The IPCC Secretary proposed that the first request be included in the agenda item on Any Other Business (AOB), time permitting. The second request to be included in the agenda item on Informal Group on Publication and Translation. For the third request, the Secretary proposed that this be considered in the agenda item providing a progress report on SYR.

There were no comments on the revised agenda and the Chair noted that these three additional items will be included in the agenda as per the Secretariat's proposal.

The Chair turned to the document about the organization of the work as proposed by the Secretariat. Recalling the decision of the 57th Session of the IPCC on the lessons learned from the sixth assessment cycle and in the interest of time management, the Chair invited the Bureau to follow the sequencing of the items as proposed in the document about the organization of work with the discussion about lessons learned, following the approval of the draft reports of the last three Bureau sessions.

Ms Debra Roberts, Co-Chair of Working Group II, Mr Mark Howden, Vice-Chair of Working Group II, Ms Diana Ürge-Vorsatz, Vice-Chair of Working Group III, Mr Taha Zadari, Vice-Chair of Working Group III, Mr Jim Skea, Co-Chair of Working Group III, Mr Andreas Fischlin, Vice-Chair of Working Group II, Mr Edvin Aldrian, Vice-Chair of Working Group I, and France and Switzerland took the floor. Among other points, the speakers noted the importance of lessons learned discussion and inquired if, instead of the usual verbal reporting around the progress reports, it would be more efficient to assume the delegates have read the progress reports and immediately go to questions, to save some time and focus attention on lessons learned discussions. It was also stressed that the Bureau should focus on the upcoming approval session for the Sixth Assessment Report (AR6) SYR as the cycle is not yet finished. Without the SYR, the lessons learned from the AR6 would be incomplete and a special Bureau session on lessons learned was also suggested. It was noted that much of the work on agenda item 5 is supposed to take place in break-out groups, and the Secretariat was invited to clarify how this work might be organised within the break-out groups. Additionally, the need to dedicate enough time in this Bureau session, to discuss the SYR approval session scheduled to take place from 13 to 17 March in Interlaken, was stressed.

The Chair said that the Bureau would have a detailed discussion on the lessons learned agenda item including how to handle it, with enough time to discuss the progress report on SYR and how to handle its approval session.

The IPCC Secretary confirmed that that details about the organisation and logistics of break-out groups would be addressed once the Bureau reports are approved.

2. APPROVAL OF THE DRAFT REPORTS OF THE SIXTY-FIRST SESSION OF THE BUREAU, SIXTY-SECOND SESSION OF THE BUREAU AND SIXTY-THIRD SESSION OF THE BUREAU

The Chair invited the Secretary to introduce this agenda item.

The Secretary recalled that the Draft Reports of the 61st, 62nd and 63rd Sessions of the Bureau as contained in the documents BUR-LXIV/Doc. 2, BUR-LXIV/Doc. 3 and BUR-LXIV/Doc. 5 were open for comments in advance of the 64th Session of the Bureau.

The Bureau approved the draft reports of the 61st, the 62nd and the 63rd Sessions of the IPCC Bureau as contained in the documents BUR-LXIV/Doc. 2, BUR-LXIV/Doc. 3 and BUR-LXIV/Doc. 5.

3. ADMISSION OF OBSERVER ORGANIZATIONS

The Chair invited the Secretariat to introduce the relevant document BUR-LXIV/Doc. 4. The IPCC Legal Officer, Ms Jennifer Lew Schneider, informed the Bureau that since the 61st Session of the IPCC Bureau (BUR-61) in May 2022, following the review of the requests for admissions from the IPCC Bureau, the IPCC at its 57th Session (Geneva, Switzerland, 27 - 30 September 2022) granted observer status to 15 organizations. Additionally, two pending applications, from the Holy See and from NATO, are subject to future Panel review. Further, to date, the Panel currently has 191 Observer Organizations.

Since the 57th Session of the IPCC (Geneva, Switzerland, 27-30 September 2022) the following nine bodies and organizations have requested IPCC observer status:

- 1) Colby College (Colby)
- 2) Dickinson College (Dickinson)
- 3) Engineers Australia Climate Smart Engineering Initiative (Engineers)
- 4) Institute for Sustainable Development and Research (ISDR, India)
- 5) The Sea Cleaners (TSC)
- 6) Alternative des Jeunes pour la préservation et la conservation des Écosystèmes, de la Biodiversité et l'Environnement pour le Développement Durable (AJEBEDD – Congo)
- 7) Association pour la Justice Climatique, l'Environnement et la Nature pour le Développement Durable (AJUCENDAED – Congo)
- 8) Fédération des Coopératives des Pays de Mayoko (FECOPAM – Congo)
- 9) The Cyprus Institute (Cyl)

Five of the organizations, Colby College, Dickinson College, Engineers Australia Climate Smart Engineering Initiative, Institute for Sustainable Development and Research, and the Sea Cleaners, are already accredited as observer organizations with the UNFCCC and in accordance with Rule I.5 of the IPCC Observer Policy, they are considered as observers of the IPCC upon request, subject to acceptance by the Panel, and do not need to submit additional documentation concerning their organizations. The remaining four organizations presented are in accordance with Rule II.1, and have submitted necessary background documentation concerning their organizations, for consideration from the Panel.

A Bureau member asked for clarification on how to proceed with the three pending applications.

The IPCC Legal Officer clarified that the organization Industrial Technology Research Institute, Hsinchu (ITRI) has applied as an observer with reference to Taiwan. Following an objection from China which has set certain requirements for that organization to be accepted as an observer organization, the organization may re-submit its application. With regard to the other two applications, it is for the Panel to exercise its discretion on the timing of their consideration, given the nature of the upcoming sessions.

The Chair concluded that in accordance with the IPCC Observer Policy the requests of the nine organizations would be presented to the next possible Session of the Panel for its acceptance.

4. PROGRESS REPORTS

4.1 Working Group I Contribution to the Sixth Assessment Report

The Chair of the IPCC invited Working Group I Co-Chairs to introduce document BUR-LXVI/INF.10, Rev.1 and BUR-LXIV/INF.10, Rev.1, Add. 1. Ms Valérie Masson-Delmotte, Co-Chair of Working Group I (WGI) highlighted that following the finalization of the WGI Contribution to the Sixth Assessment Report and the agreement between the World Meteorological Organization (WMO) and the Cambridge University Press, the translated versions of the Summary for Policy Makers (SPM)

were completed and already available online, whereas the translations of the Technical Summary (TS) and a review process of the translated reports were ongoing. She reported on the communication activities undertaken which included production of a video series tagged “Climate Change Explained”, a media analysis of climate change scenario-related information in the media, Factsheets of physical climate information for sectors, Summary for Actuaries, Summary for All with translations in multiple languages, infographics explaining the IPCC process work that is supported by WGI Bureau members and TSU staff. She also reported on the following: the WGI contribution to the work of the TG-Data and the Data Distribution Center (DDC), including activities which involved engaging with the regional research practitioners over certain regions, and participating in the process of documenting the lessons learned and recommendations for the Seventh Assessment Report (AR7); a cross-Working Group discussion on improving the role of Chapter Scientists, acknowledgement of their roles, ethics of authorship and overall transparency of the process was documented; WGI worked on improving inclusive practices in the assessment process and a report prepared by the [SHIFT Collaborative](#) was available and highlights important lessons learned from authors. She concluded with a report on a survey conducted by WGI on the authors which is relevant for the discussion of lessons learned agenda item. Salient findings from the survey included the increased workload, outdated tools to deal with drafts of the reports, a suggestion for a modern and inclusive online tool, lessons learned from working in a virtual environment, the need for early guidance and training on how to carry out the assessment work, non-inclusive behaviors and unequal distribution of workload amongst the Chapter teams, concluding that the WGI Bureau and TSU were very attentive to imbalances in authors’ contributions and to the ethics of authorship and replaced inactive authors with others who would support the work.

Andreas Fischlin, Vice-Chair of Working Group II, and Taha Zadari, Vice-Chair of Working Group II, Germany took the floor.

They appreciated the work done by the WGI, particularly for trailblazing the virtual approval sessions. The survey undertaken by WGI, that is very relevant for the lessons learned in the AR6, and production of the Communication Handbook and derivative products, noting the inclusion of a clear disclaimer that these did not undergo the procedural IPCC review process, was commended. One Bureau member thanked the WGI for enabling good collaboration with the other Working Groups. It was also noted that in some cases when communicating the IPCC findings, the scientific contents get over simplified and the worst-case scenarios are emphasized more than solutions.

Ms Masson-Delmotte in her response to the feedback from the Bureau members mentioned that WGI Co-Chairs made a concerted effort to review all relevant outreach materials to ensure full compliance with the scientific integrity of the approved SPM and the underpinning report. She further informed the Bureau that she and Ms Debra Roberts, Co-Chair of Working Group II, received an email from one Co-Chair of the Responsible Artificial Intelligence Working Group in the Global Partnership for Artificial Intelligence (GPAI) suggesting a joint workshop addressing topics of common interest between the GPAI, IPCC and UNEP. She noted the need to understand the extent to which artificial intelligence can support the IPCC assessment process.

The Bureau took note of the Working Group I progress report.

4.2 Working Group II Contribution to the Sixth Assessment Report

The Chair of the IPCC invited Working Group II (WGII) Co-Chairs to introduce document BUR-LXIV/INF. 6. Ms Debra Roberts, Co-Chair of Working Group II, reported that much of their work had focused on the publication of their report. The final formatted version of the WGII contribution to the IPCC Sixth Assessment Report (AR6) was submitted to Cambridge University Press (CUP) in August 2022 and also published online. The contents of the WGII microsite were highlighted. With thanks to WMO, the translation of the SPM into the UN languages was completed in June 2022. The remaining content of the Summary Volume was submitted to the Secretariat in August 2022 and is pending translation and printing. Non-UN language translations are available in German, Polish and Swedish.

The 3-volume set of the main report will be printed once the renegotiation of the contract between WMO and CUP is finalized. She added that WGII had been very involved in communication activities, including updating the microsite, producing a variety of regional factsheets as well as sectoral factsheets. The most recent sectoral factsheet was on climate change and health. The Co-Chairs, Vice Chairs, authors and TSU members were still heavily engaged in communicating the WGII report. Two high-level events that stood out included the special session of SBSTA-56 (Bonn, June 2022), where the report was formally presented to the UNFCCC and where there were calls for WGII's input into the Structured Expert Dialogue, the Research Dialogue, the Technical Dialogue of the Global Stocktake and the work programme of the Global Goal on Adaptation, and COP27 (Sharm el-Sheikh, November 2022) where WGII participated in three mandated events (a special event on Gender and Climate Change, an event on assessing adaptation needs and the Earth Information Day session). Another side event WGII attended, together with the other Working Groups, was on a derivative product - a Summary for Urban Policymakers which showed IPCC's relevance to a broad audience. WGII participated in seven events at the Science for Climate Action Pavilion; the pavilion was hosted by WMO, IPCC and MERI. She highlighted one event on *Impacts on Gender and Community*, which was well received and which served as a good communication tool, through role-playing. Overall, WGII participated in over 55 events during the 2-week period of COP27.

She further added that with regard to cross-Working Group contributions, WGII continued to work with TG-Data and they attended a TG-Data meeting held in Yokohama, Japan. In addition, WGII continued to work with the DDCs to archive the data used by its authors in the preparation of figures. WGII also coordinated a TG-Data and cross-Working Group workshop to explore the possibility for the Seventh Assessment cycle to use the Figure Management System and to better align it with the data catalogues managed by the DDC. She further added that WGII was supporting the Workshop on the Use of Scenarios and was also engaged in the work of the Synthesis Report. WGII conducted a chapter scientists survey to explore their experiences, lessons learned and recommendations. Some key challenges and suggestions that emerged from the survey included but not limited to formally recognizing the role of the chapter scientists in the IPCC Principles and Procedures, ensuring each chapter has a chapter scientist, increasing the number of chapter scientists where the needs are high, standardizing the approach to recruitment, fairer access to the opportunity, dedicated funding, defining their roles and responsibilities, acknowledging how they are to be reflected in the report and what parallel roles they may play. A second survey went out to the Coordinating Lead Authors and Cross-Chapter Paper leads for their views. WGII also intends to send out a survey to the authors, at a later stage, to also obtain their views on the process.

USA took the floor. They thanked the WGII Team (Co-chairs, TSU, authors, chapter scientists and Bureau Vice-Chairs) for their work.

The Bureau took note of the Working Group II progress report.

4.3 Working Group III Contribution to the Sixth Assessment Report

The Chair of the IPCC invited Working Group III (WGIII) Co-Chairs to introduce document BUR-LXIV/INF. 9.

Jim Skea, Co-Chair of Working Group III informed the Bureau that Priyadarshi Shukla, Co-Chair of Working Group III was unable to attend the meeting due to health reasons. He further reported that the Working Group III (WGIII) Contribution to the Sixth Assessment Report (AR6) was made available online on 24 December 2022. He gratefully acknowledged the work of the Production Manager and the WGIII TSU in producing the report, the role played by WGIII Vice-Chairs Nagmeldin Mahmoud and Ramón Pichs-Madruga during the approval session and acknowledged the role of Vice-Chairs of Working Group III Diana Ürge-Vorsatz and Ramón Pichs-Madruga who accompanied him during the Press Conference for the launching of the Working Group III SPM. He reported on the availability of the WGIII microsite, and a set of sectoral factsheets produced for outreach purposes. He mentioned the enormous and gratifying media coverage of the WGIII SPM, thanks to the support provided by the IPCC Secretariat, notwithstanding the difficult geopolitical circumstances associated with the invasion

of Ukraine. He reported on the successful participation of WGIII at the 56th session of the UNFCCC Subsidiary Body for Scientific and Technological Advice (SBSTA 56) and the UNFCCC COP27 in Sharm el-Sheikh including at the IPCC-SBSTA special event on IPCC WG III, Structured Expert Dialogue, Technical Dialogue of the Global Stocktake, mandated event on Gender and Climate Change and the High-Level Ministerial Roundtable on Pre-2030 Ambition. He also reported on the WGIII contribution to the work of the TG-Data to implement the Findable, Accessible, Interoperable, and Reusable (FAIR) Guidelines including the WGIII data archive and supporting the TG-Data organized series of outreach events focusing on the [Scenario Explorer and Database](#). He stated that WGIII was involved in outreach meetings and talks such as the presentations made by the WGIII Co-Chair in Japan, Republic of Korea, India, Oman and several European countries. He concluded with the WGIII contribution and support to the preparation of the AR6 Synthesis Report and preparations for the Workshop on the Use of Scenarios in the AR6 and subsequent assessments in collaborative with the three Working Groups, scheduled to take place in Bangkok from 25 – 27 April 2023.

Andreas Fischlin, Vice-Chair of Working Group II, Ramón Pichs-Madruga, Vice-Chair of Working Group III, Diana Ürge-Vorsatz, Vice-Chair of Working Group III, Taha Zatari, Vice-Chair of Working Group II, and France took the floor.

The work done by WGIII throughout the AR6 under the leadership of the WGIII Co-Chairs was appreciated, particularly the success of the approval session of the report which was undertaken under very difficult circumstances. The coordination of the WGIII TSUs located in the United Kingdom and India, and the cross-WG collaboration were commended. Get well wishes were expressed to Priyadarshi Shukla. One Bureau member raised a concern about the disparities in the presentation on the IPCC website of Working Group AR6 reports and related information. For instance, only the WGI microsite provides links to all figures, for download and use in presentations and for teaching purposes. It was suggested that for other Working Group reports and the Synthesis Report similar detailed information be provided on the IPCC website.

Debra Roberts, Co-Chair of Working Group II, informed the Bureau that they were working on the website content which will provide direct links to the figures.

The Bureau took note of the Working Group III progress report.

4.4 Synthesis Report of the Sixth Assessment Report

The Chair of the IPCC invited Mr José Romero, Head of the Synthesis Report (SYR) Technical Support Unit, to introduce document BUR-LXIV/INF. 8.

Mr José Romero, Head of the SYR TSU, stated that the Final Government Distribution (FGD) of the draft SYR ended on 15 January 2023 with 6,730 comments received and that the SYR TSU plans to distribute the floor draft of the SYR on 8 March 2023 well ahead of the SYR approval scheduled to take place in Interlaken, Switzerland from 13-17 March 2023. He reported on the three informal webinars held in December 2022 for government representatives on the key elements of the reports, the figure testing session held in the margins of the 57th Session of the IPCC, the activities of the Scientific Steering Committee meetings and the Review Editors, and the preparations for the approval session summarized in a guidance note.

Ms Ko Barrett, IPCC Vice-Chair, Mr Edvin Adrian, Vice-Chair of Working Group I, Ms Fatima Driouech, Vice-Chair of Working Group I, Mr Gregory Flato, Vice-Chair of Working Group I, Mr Jan Fuglestvedt, Vice-Chair of Working Group I, Mr Andreas Fischlin, Vice-Chair of Working Group II, Mr Mark Howden, Vice-Chair of Working Group II, Ms Joy Pereira, Vice-Chair of Working Group II, Mr Pius Yanda, Vice-Chair of Working Group II, Mr Taha Zatari, Vice-Chair of Working Group II, Mr Amjad Abdulla, Vice-Chair of Working Group III, Mr Sergey Semenov, Vice-Chair of Working Group II, Ms Diana Ürge-Vorsatz, Vice-Chair of Working Group III, Ms Valerie Masson-Delmotte, Co-Chair of Working Group I, Mr Panmao Zhai, Co-Chair of Working Group I, Ms Debra Roberts, Co-Chair, Working Group II, Mr Jim Skea, Co-Chair of Working Group III, Mr Eduardo Calvo Buendia, Co-chair

of the Task Force Bureau, Ms Anna Pirani, Head of TSU, Working Group II, Canada, France, Germany, Japan, South Africa, Switzerland, United Republic of Tanzania, United Kingdom of Great Britain and Northern Ireland and United States of America took the floor.

They expressed a need for authorship recognition for the former head of the SYR TSU and for preparing for the approval process, with contingency plans including detailed timetables for SPM texts and figures for plenary, as well as contact group/huddle settings, drawn from the experiences of three virtual approvals. The Chair concluded that the SYR will recognize the former head of the SYR TSU as a contributor and that a guidance note prepared for approval will incorporate the Bureau members' view. During the discussion, considerations arose related to the interpretation and implementation of the IPCC's Conflict of Interest Policy, in particular its application to decision-making by the Bureau and Bureau members.

The Bureau took note of the Synthesis Report progress report.

4.5 Task Force on National Greenhouse Gas Inventories

The Chair of the IPCC invited the Task Force on National Greenhouse Gas Inventories (TFI) Co-Chairs to introduce document BUR-LXIV/INF.1.

Mr Eduardo Calvo, TFI Co-Chair reported on activities undertaken by the TFI since the last update presented during the 61st Session of the IPCC Bureau (BUR-61) in May 2022 which included Expert Meeting on Use of Atmospheric Observation Data for Emission Inventories, the development and maintenance of the IPCC Inventory Software, the data population and maintenance of the IPCC Emission Factor Database.

The TFI held an Expert Meeting on Use of Atmospheric Observation Data in Emission Inventories in accordance with the decision taken by the Panel at its 54th (bis) Session (Decision IPCC-LIV(bis)-1) at the WMO Headquarters in Geneva, Switzerland, from 5 to 7 September 2022. It was held in a hybrid format (in-person meeting with virtual participation). The expert meeting served as a forum for exchange of information among national greenhouse gas inventory compilers and atmospheric observation researchers. It was agreed that a long-term interaction between these two communities may be beneficial to each other. Atmospheric measurements have proved useful in verifying national GHG inventory data in specific cases, and examples were presented at the meeting. Although the expert meeting was not intended to produce specific methodological guidance, the discussion and conclusions documented in the report of the meeting are expected to inform future work of TFI. He noted that the meeting was a successful example and might be useful for other communities and Working Groups. The report will be published in the IPCC TFI website. The TFI extended its appreciation to WMO for hosting the meeting.

A new version of the IPCC Inventory Software with enhanced capacity for all methodological tiers for all inventory sectors (Energy, IPPU, AFOLU, Waste) and all approaches for the land representation in the Agriculture, Forestry and Other Land Use (AFOLU) sector, has been released in November 2022 during UNFCCC COP27. In addition, work by the TFI TSU is under way to further upgrade the Software to facilitate interoperability with the UNFCCC reporting tool for Common Reporting Tables (CRTs) that will be used under the Paris Agreement enhancing the relevance of IPCC software.

Although the COVID-19 pandemic has dramatically reduced the opportunities to reach out to inventory compilers, the TFI TSU has been making efforts to help inventory compilers better understand and use the Software by participating in outreach events organized by other organizations. He noted recent examples of outreach events including the Regional Remote Training Workshops on the IPCC Inventory Software, organized by the UNFCCC Secretariat in April (Africa), May (Asia-Pacific and Eastern Europe) and December (Latin-America and Caribbean) 2022, as well as the 19th Workshop on Greenhouse Gas Inventories in Asia (WGIA19) organized by the Ministry of the Environment of Japan and the National Institute for Environmental Studies in July 2022 and the recent IPCC event held in Cuba.

Further, the TFI organized the Expert Meeting to collect Software and Emission Factor Database (EFDB) users' feedback. The meeting was hosted by Food and Agriculture Organization of the United Nations (FAO) in Rome, from 26 to 28 July 2022. The focus of the meeting was, among others, the testing of Energy and AFOLU sectors of a beta version of the Software. Outcomes of this expert meeting have been used to further develop the Software. The TFI extends its appreciation to FAO for hosting the meeting as well as for the cooperation in producing add-ons to the Software about land representation for the AFOLU sector. The TFI also extended its appreciation to the UNFCCC Secretariat for the financial contribution to support the development of the Software.

Mr Kiyoto Tanabe, TFI Co-Chair noted that at the 57th Session of IPCC in September 2022, the TFI Co-Chairs brought to the attention of the Panel the invitation from UNFCCC Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) to organize a technical training workshop in the second half of 2024 on its inventory software and its linkage with the UNFCCC reporting tool. The Panel was informed that the Bureau of TFI (TFB) was concerned about the suitability of the IPCC to organize such a training workshop. Although there was no decision about how to respond to the CMA's invitation, taking the views expressed by several Member Governments at that session, the TFI Co-Chairs have started consultation with the UNFCCC Secretariat to find a solution.

The TFI has continued its work to maintain, improve and promote the Emission Factor Database (EFDB). The TFI held the 20th meeting of the EFDB Editorial Board (EB20) and the Joint 19th and 20th Data meeting (JDM19&20) from June 28 to July 1, 2022, in Bilbao, Spain, in a hybrid format.

The Editorial Board considered data proposals including those submitted by experts/participants to the JDM19&20 and a total of 639 data were accepted for inclusion into the EFDB, additional 8 data have been accepted for publication in the "Extra page" at the EFDB website. The Editorial Board also discussed about enhancement and possible future development of the EFDB including on the population procedures, improvement of user interface and consistency in the application of data evaluation criteria. The TFI extended its appreciation to the Basque Center for Climate Change and to the government of Spain as well as the Basque country government for hosting the EB20 as well as the JDM19&20.

The 34th meeting of TFB was held in a hybrid format at the WMO Headquarters, in Geneva, Switzerland, from 8 to 9 September 2022. The TFB discussed, among others, the TFI's work plan and budget with attention to the importance of smooth transition from the AR6 cycle to the AR7 cycle in 2023. It also had preliminary discussion about lessons learned to convey to the next TFB during the AR7 cycle. The notes from that meeting have been included in the document BUR-LXIV/INF.14. The TFI extended its appreciation to WMO for hosting the meeting. In addition, he noted that the meeting report on the Expert Meeting on Use of Atmospheric Observation Data for Emission Inventories has been published on the website.

Germany, Norway, United Kingdom of Great Britain and Northern Ireland and United States of America took the floor and thanked the TFI Co-Chairs for their report.

As to the invitation from the CMA for the IPCC to organize a technical training workshop on solutions its inventory software and its linkage with the UNFCCC reporting tool they noted that no decision was made at the 57th Session on this matter and the request from the CMP was not within the scope of the IPCC. They noted that TFI Co-Chairs are seeking to find a solution with the UNFCCC Secretariat. Although they showed support for the TFI participating, they stated it would be better suited for invitations to come from the UNFCCC.

Mr Greg Flato, IPCC Working Group I Vice-Chair and Mr Taha Zatari, IPCC Working Group II Vice-Chair also took the floor and noted that expert meetings and technical workshops are within the mandate whereas a training meeting, is not within the scope. It was suggested for the Bureau to

provide guidance on what the boundaries and scope are. Stating that from the discussions at the 57th Session of the IPCC, running training meetings for UNFCCC is not within the scope of the IPCC.

Questions were raised regarding the linkages between the Methodology Report on Short-lived Climate Forcers (SLCFs) and the EFDB and Inventory Software and when the EFDB and Inventory Software will be updated with data from the SLCFs on the website and if there are any plans for the Methodology Report on SLCFs scoping meeting. Another question was raised on the TFI workplan and transitioning to the next cycle.

Responding to the comment on populating the EFDB, Mr Eduardo Calvo, the TFI Co-Chair stated that once the reports are finalized, they start to populate the EFDB, noting it is an efficient practice to omit errors.

Mr Kiyoto Tanabe, TFI Co-Chair reiterated Mr Eduardo Calvo's statement and work on populating the EFDB and Inventory Software and work will only start after the production of the Methodology Report on SLCFs. He added that discussions have not yet started and that the TFI will work on this in the next cycle. As to the invitation from the CMA to organize a technical training he stated that the TFI understanding from several government statements at the IPCC-57 was that despite the difficulty related to the IPCC mandate, it will be useful to hold a workshop and they would like to find a solution to proceed. One solution could be a joint workshop with UNFCCC. He further stated that the TFI have only started to seek possible solutions with the UNFCCC Secretariat and no decision has been made and that a decision will be made in the next Panel or Bureau Session.

Mr Eduardo Calvo, TFI Co-Chair responded that normally UNFCCC sends the invitations and would set up a project and provide a budget for it. He stated that this is a matter for consideration by the Bureau at the next Bureau session and should be decided in the next cycle.

The Bureau took note of the TFI progress report.

4.6 Task Group on Data Support for Climate Change Assessments

The Chair of the IPCC invited the Co-Chairs of the Task Group on Data Support for Climate Change Assessments (TG-Data) to introduce document BUR-LXIV/INF. 7.

Mr David Huard, TG-Data Co-Chair reported on webinars series for the Interactive Atlas organized in collaboration with Working Group I. The [Africa Webinar](#), which was the last in the series was held in October 2022; another series of webinars focusing on using the IPCC Working Group III AR6 Scenarios Database and Scenario Explorer were organized in Europe, New Zealand and Australia.

The same webinars over other regions were in the pipeline; the curation of final data underlying figures in AR6 was progressing well. He stated that more than 280 final datasets were still to be integrated in the DDC catalogue; that in 2022, about 5000 data downloads were recorded; that about 83 Tbytes for AR6 Coupled Model Intercomparison Project Phase 6 (CMIP6) are hosted by DKRZ ([Deutschen Klimarechenzentrum](#)) as part of the total data volume of 1.9 Pbytes provided by by DKRZ; that the archival rate of input/source data is expected to reduce because of dwindling resources at the DKRZ; about 250 Tbytes of input data was downloaded in 2022. He further stated that most of the downloads are for data used in AR5; that licensing guidelines were published and the main recommendation is to use licenses that enable broad usage of datasets; that the publication of scripts and code used in the preparation of figures in Zenodo is a critical landmark in AR6; that there are about 180 repositories covering Working Group I chapters; that the Task Group was preparing recommendations for the AR7 to improve the processes and facilitate the implementation of the FAIR principles which include the need to integrate the production of intermediate and final data into the assessment process, the need to provide sufficient resources to the TSUs and the DDCs, to apply the FAIR principles to all datasets used in the reports, and the need to develop all the necessary tools required to support the work of the authors; DKRZ that significantly contribute to the archival of input data was reducing their time commitment to the DDC work; [MetadataWorks](#) that plays the major role in the catalogue work has

funding only up to around March 2024; to address the situation of dwindling DDC funding, letters were sent to governments and potential donors in an endeavour to seek financial resources. At the time of reporting there was still no offers for funding and this situation poses an existential threat to data curation activities; without DDC and TSU support, the TG-Data does not have the capacity to carry out their tasks.

Mr Andreas Fischlin, Vice-Chair of Working Group II, Mr Gregory Flato, Vice-Chair of Working Group I, Ms Valérie Masson-Delmotte, Co-Chair of Working Group I, Mr Jim Skea, Co-Chair of Working Group III, Mr Pius Yanda, Vice-Chair of Working Group II, Mr Taha Zatari, Vice-Chair of Working Group II, Mr Panmao Zhai, Co-Chair of Working Group I, Canada, France, Germany, Switzerland, United Kingdom of Great Britain and Northern Ireland, United States of America took the floor.

The work of the TG-Data and the progress report were highly appreciated. The need for the IPCC to move quickly towards finding a sustainable and institutionalized solution for the DDC funding situation was emphasized. France reported that they were considering providing a once-off financial contribution to support the DDC work. There were suggestions that the Panel would need to discuss the appropriateness of seeking DDC funding from non-governmental sources that offer ad-hoc and short-term support. Getting funding from external sources might create perceptions of potential conflict of interests and potentially delay efforts to find sustainable sources of funding for the DDC. Suggestions were made to integrate the DDC within the mandate and core activities of the IPCC and utilize the Trust Fund to support their work. It was suggested to seek clarity regarding the distinction between input, intermediate and final datasets and this would help clarify the ownership of data (e.g. the datasets in the AR6 Scenario database) by the IPCC and the community which conducts the underlying science, noting that there would be a lot of expert meetings and workshop which could be set up early in AR7. TG-Data could consider proposing an expert meeting within a wider portfolio of propositions in collaboration with the Working Groups. Other comments and suggestions included considering a contingency plan for the DDC to maintain essential data with the view to support the existing published reports versus data that are available from other external sources such as the Earth System Grid Federation (ESGF); a request for the Secretariat to prepare a decision document for the consideration of the Panel to discuss the feasibility and budget implications of utilizing the Trust Fund to support DDC activities; commending Spain that joined the three countries already hosting the DDC. the importance of ensuring a regional balance in the membership of TG-Data was highlighted.

Mr Abdalah Mokssit appreciated the consideration by France to provide funding for DDC work. He acknowledged the suggestions to request the Panel to consider funding of the DDC activities from the IPCC Trust Fund.

In response to the comments, Mr Huard stated that the AR6 data are safe because the DDC has committed to preserve the datasets for at least 10 years. However, some of the required services for accessing the data may become unavailable if the DDC is no longer funded, noting that input data is owned by the providers whereas intermediate and final data are owned by the IPCC, that the International Institute for Applied Systems Analysis (IIASA) Scenario Database is hosted in a trusted repository, but that the DDC would only host a dark archive of the database as a safeguard. He further stated that requesting funding from external donors to support DDC activities resulted from desperation due to lack of funding. He concluded by expressing that collaboration with Working Groups in organizing an expert meeting was highly welcome and appreciated.

The Bureau took note of the TG-Data progress report.

4.7 Communications and outreach activities

The Chair of the IPCC invited Mr Andrej Mahecic, Senior Communications Manager of the IPCC Secretariat, to present document BUR-LXIV/INF. 3.

Mr Mahecic reported on outreach and other communication activities since the 61st Session of the IPCC Bureau (BUR-61) in May 2022. As to the media relations he indicated that the IPCC enjoyed a strong interest in the period before, during and after the 27th Session of the Conference of the Parties

(COP27) held in Sharm el-Sheikh in November 2022. He also indicated that at COP27 IPCC participated in numerous activities including the events that were held at the Science for Climate Action Pavilion, where more than 20 of those were delivered just by the IPCC, but also there were scores of events, where the IPCC experts have taken part with presentations mainly focused on the findings of the Working Groups II and III reports. Media relations also peaked in October when the Calouste Gulbenkian Foundation announced the IPCC as co-laureate of the 2022 Gulbenkian Prize for Humanity. On this occasion there was a ceremony in Lisbon which also included a nationally televised programme. He indicated that communications efforts were now shifting into higher gears as the release of the Synthesis Report (SYR) was approaching, with a lot of ongoing work with the host country, the SYR TSU and external contacts on the preparations for the release on 20 March 2023. Mr Mahecic pointed to the graph on page four of the progress report showing the overall media coverage of the IPCC work over the years 2020, 2021 and 2022, indicating that the IPCC received on average a higher coverage on the back of the releases of the three Working Groups reports.

As to outreach activities, Mr Mahecic highlighted several events including a major IPCC outreach regional event in Dakar, Senegal which took place from 12 to 15 September 2022 in the margins of the African Ministerial Conference on the Environment (AMCEN) and the least developed countries (LDCs) ministerial meetings providing a very important forum. He indicated that there was a lot of collective work prior to this event with all of the TSUs resulting in a series of important presentations, which were available both in English and French. Over the course of couple of days, the event left a strong mark, and enjoyed quite a solid media coverage regionally in West Africa, as well as in other African regions. Mr Mahecic reported that another regional outreach event took place in Havana, Cuba from 26 to 27 January 2023. This was a regional event for the Caribbean, with thanks once again to the hard work with all the TSUs and the TFI, a very successful delivery of events across two days, prompting interest in that region for other outreach activities.

Mr Mahecic also flagged the IPCC Newsletter with a total of 14 issues of which the last four have been produced since BUR-61. As for the website, he indicated that the microsites of the Working Group contributions to the Sixth Assessment report were developed during this period. As it regards social media results, he informed that the IPCC recorded a continued increase in the audiences across the four main channels in use.

The Chair opened the floor for comments.

Mr Amjad Abdulla, Vice-Chair of Working Group III, Mr Eduardo Calvo, Co-Chair of the TFI, Ms Fatima Driouech, Vice-Chair of Working Group I, Ms Thelma Krug, Vice-Chair of the IPCC, Mr Ramón Pichs-Madruga, Vice-Chair of Working Group III, Ms Debra Roberts, Co-Chair of Working Group II, Mr Pius Yanda, Vice-Chair of Working Group II, Mr Nouredine Yassaa, Vice-Chair of Working Group, Mr Taha Zatari, Vice-Chair of Working Group II, Norway and South Africa took the floor.

Several speakers expressed appreciation for the excellent work in organizing of and support to the regional outreach events provided by the IPCC Secretariat, the local organisers, the relevant Focal Points and Bureau members involved, as well as for the participation and contributions by the authors from the three Working Groups and the representatives of the TFI. Positive feedback was provided as regards the support IPCC provides for bringing delegates from the relevant regions in these events and for working closely with the Focal Points to identify the stakeholders who would benefit from direct exposure to the IPCC work and findings. Speakers indicated that the regional outreach events were successful and very well attended and provided an excellent opportunity for the IPCC to reach out to various audiences, including the media, in particular in those most vulnerable regions. The Secretariat was encouraged to continue this excellent work.

Some speakers made announcements about other upcoming and past events including an international conference on the environment and development to take place in July 2023 in Havana, Cuba, providing another opportunity for the IPCC to deliver the key message of the AR6 and the SYR, as well as an online meeting organized by the Mohammed VI Polytechnic University in partnership with Moroccan and African institutions to talk about the recent IPCC findings and conclusions for

Africa with around 100 participants from the continent. It was indicated that these initiatives showcased the importance of the outreach events and the need for more such activities for all the regions. Some expressed views that it would be useful if the communications team could also participate in the lessons learned process including by revisiting some of the recommendations that came out of the expert meeting at the start of this cycle. Speakers also requested if the IPCC could prepare some key messages, or outreach materials on all three Working Groups and the Special Reports, including in PowerPoint formats with translation in the UN languages, which Bureau members could use when invited to present the IPCC work and findings at local, national and international events.

It was emphasised that all communication and outreach efforts should focus not only on the Working Groups contributions but also promote the work of the TFI, and that the TFI Co-Chairs and the TFB members should be invited to take part in future activities. This was particularly important as the 2019 Refinement is available for use on a voluntary basis, and is not mandatory, in contrast to the 2006 Guidelines, and therefore needs to be presented particularly to Focal Points and interested organizations. There was also a proposal to have all Working Groups Vice-Chairs from a particular region invited to the events that happen in this region.

It was highlighted that the Working Group II TSU together with the IPCC Secretariat communications team and the UN Foundation worked on extracting the relevant messages for Africa both from the three Special Reports and the Working Groups reports. These served to prepare PowerPoint presentations with suggested talking points and were used extensively, for example, in the outreach event in Dakar, as well as at the COP27. The presentations were made available in French and English. The Working Group II TSU produced a booklet which summarized the key findings for Africa from the three Working Group reports and a video with those messages. This has been one of the pioneering aspects of this assessment cycle, finding a way to extract in a structured manner the regionally important scientific messages of the report, in a way that it has oversight of the TSUs and the Co-Chairs involved, and can be used with confidence as an accurate representation of the reports' findings. This is work that can be done in other regions.

The Secretariat was encouraged to organize outreach events and preparate materials for various regions, especially vulnerable ones that rely heavily on IPCC materials for information, including small island states, Least Developed Countries (LDCs), as well as for the Middle East and North Africa region (MENA).

The Secretary of the IPCC informed that the Secretariat stands committed to continue providing outreach with the view to cover all the regions. He also indicated that there was a great appreciation for the regional and other content materials prepared by the Working Groups such as the atlas and the factsheets.

In response to the comments and suggestions regarding lessons learned Mr Mahecic indicated that communications are integral to the entire work of the IPCC, and therefore anything that is related to communications needs to be also part of the lessons learned process to be taking place. He further informed that the Working Groups communication specialists have been collecting their own lessons learned from the communications perspective. He said that the expert meeting on communications is budgeted for 2024 with the aim to ensure that the newly selected authors can benefit from such a meeting at the beginning of the cycle. As it regards the presentations, he indicated that there was a body of work that was available at the Secretariat and a body of work which is with the Working Groups TSUs. He suggested that as part of the lessons learned there should be some thought about the legacy, and how these important body of scientific work would be preserved for the future given that a lot of work has gone into creating these presentations. He said that the need for consistent and systematic involvement of the TFI in the outreach was noted. Mr Mahecic said that the need for regional material is well recognised and to the extent possible the available materials have been used. He emphasised that an outreach event like the one in Senegal involves the work of the Secretariat and the TSUs across all of the Working Groups to prepare the materials. He highlighted that preparing regional presentations is also a technical and resource question and not purely landing in the in the communications domain. Mr Mahecic concluded by outlining the complexity of the preparations for

the regional outreach activities highlighting that although the events go fast and are happening in a matter of 48 hours, one should not ignore the months of work that go into making sure that these events are successful.

Ms Valérie Masson-Delmotte, Co-Chair of Working Group I, Mr Nouredine Yassaa, Vice-Chair of Working Group I, Mr Taha Zatari, Vice-Chair of Working Group II, Mr Panmao Zhai, Co-Chair of Working Group I, Switzerland and United Republic of Tanzania took the floor.

Points made included the importance of consistency with the IPCC in the communications products by other organisations including within the UN system and the need for better coordination on this matter. It was suggested having communication strategies, not just when reports are released, but in a longer term. Chapter presentations prepared by the authors with key messages were commended. Another crucial matter was the ability to explain and highlight novel aspects in the reports which were of interest for certain audiences or usage of social media channels relating to recent events and reaching to professional audience with targeted communications which could be reused as needed. The importance of the participation of Working Groups Vice-Chairs and authors in the outreach and communications activities as well as the relevance of all IPCC reports and the need to keep their communications on an equal footing was raised. Speakers highlighted the intensity of the activities and work in this cycle and sought clarification as to whether there was a strategy permitting prioritization of certain activities and audiences. The importance of developing hot topics related to current international and regional trends permitting for consistent responses on difficult questions was raised. It was suggested that the IPCC communications and outreach activities should be enhanced especially for developing country regions, with a view to promoting the IPCC work in those regions. It was proposed that outreach events be conducted in East African region as well.

The Secretary clarified that North Africa was represented through the participation of a Bureau member from this region in the event in Dakar.

In responding to comments, Mr Mahecic explained that the IPCC is part of the global UN Communications Network and also the UN Climate Communications Task Force and the Secretariat uses these platforms to ensure the consistency of the messaging, but it doesn't mean that the other agencies always check with the IPCC what they are putting out, and this was a matter of continuous conversation. Regarding the outreach events in general, and the role of the various reports, he reassured the Bureau that all of the reports that were produced in this cycle are part of the conversation. He explained that events were prepared through a consultative process including a scoping meeting which involves consultations with the hosts, the Working Groups and others in order to ensure that there is a consensus around what the outreach event is going to cover and who would contribute to the various elements. On the strategy question, he noted that there was a strategy that the Panel has endorsed, and this was a public document outlining the objectives as well as the audiences. As for the hot topics, Mr Mahecic indicated that in preparation for the releases of the of the various reports there is a document prepared and updated as needed. He also indicated that the Secretariat was happy to work with the Focal Points on setting up and organizing outreach events and is planning to run some special briefings for them on communications plans for the coming months.

The Bureau took note of the progress reports on Communications and Outreach Activities.

4.8 IPCC Scholarship Programme

The Chair of the IPCC invited the Secretariat, Mr Mxolisi Shongwe to present document BUR-LXIV/INF. 2.

Mr Mxolisi Shongwe, IPCC Programme Officer, presented the item referencing the document covering the period May 2022 – January 2023. The Scholarship Programme progress report was last presented to the IPCC Bureau at the 61st Session (16 – 17 May 2022) and to the Panel at the 57th Session of the IPCC (Geneva, Switzerland, 27 – 30 September 2022).

The IPCC Scholarship Programme is currently in the Sixth Round of Awards (2021 – 2023) and the Secretariat is continuing to monitor and evaluate the progress made by the 33 recipients who were awarded scholarships under the current round. He stated that consultations with funding partners, The Prince Albert II of Monaco Foundation (FPA2) and the Cuomo Foundation have commenced and that they have been asked to extend their funding support for the Seventh Round of Scholarship Awards (2023 – 2025). As soon as feedback is received, they will seek approval from the Board of Trustees and consult the Science Board to start the process of the seventh round.

Following the establishment of the partnership between the Doctoral Training Partnership in Environmental Research at the University of Oxford, United Kingdom and the IPCC Scholarship Programme, the IPCC will be co-funding two student scholarships with effect from the 2023 – 2024 academic year. The IPCC is expected to contribute an aggregate amount of £110,468 in annual instalments of £25,470 (in April 2023), £26,876 (in April 2024), £27,847 (in April 2025) and £30,275 (in April 2026). A call for applications was launched by University of Oxford on 7 October 2022. 30 applications were received by the 6 January 2023 deadline. A shortlisting meeting is scheduled for 10th February 2023, and interviews will be held on 20 and 21 February 2023.

A detailed statement of income and expenditure covering the period from inception until 31 December 2022, as appended in Annex 1 of the progress report, was presented. As of 31 December 2022, the balance in the Scholarship Trust Fund was CHF 1,173,200. He announced additional funds of Euro 500,000 received from the prize money awarded to the IPCC as a co-laureate of the 2022 Gulbenkian Prize for Humanity, together with the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES). The IPCC Leadership decided that the funds of 500,000 Euros received from the Gulbenkian Prize will be used to support the IPCC Scholarship Programme.

Ms Ko Barrett Vice-Chair of IPCC and Chair of IPCC Scholarship Programme who took the floor virtually stressed the importance of partnerships for the IPCC Scholarship Programme. She highlighted that funding from the Prince Albert Foundation and the Cuomo Foundation have outstripped the funding from the IPCC and the prize money from Gulbenkian Award and Dickinson College have also added to the purse. There are now additional partners, Moët Hennessey, Doctoral Training Partnership in Environmental Research at the University of Oxford and World Academy of Sciences (WAS). She stated that there is a new development with the WAS for the seventh assessment cycle. WAS has received 1.5 million dollars from the David and Lucille Packard Foundation for a two-year grant to train scholarship recipients to be effective scientists including on the IPCC process and on policy issues. This summer WAS will host the latest round of scholarship recipients along with around 20 least developed country scholarship recipients that they are supporting. This grant also provides funding to previous PHD students into the IPCC process and to be a part of the authors. It will also advance the capabilities of scientists from the Global South in participating in the IPCC process.

Germany took the floor and thanked the Scholarship Board and noted the increase in funding.

The Bureau took note of the Progress Report on IPCC Scholarship Programme.

4.9 Gender Action Team

The Chair of the IPCC invited the Chair of the Gender Action Team (GAT), Ms Ko Barrett, to provide an update.

Ms Ko Barrett, the Chair of the GAT, presented document BUR-LXIV/INF. 11. on behalf of the GAT and its Vice-Chair Ms Thelma Krug. In her presentation she informed the Bureau of the progress made since the 61st Session. She informed the Bureau of the progress on the survey on Diversity, Equity, and Inclusion, commissioned by a consulting company called IOD PARC Ltd working under the direction of a Steering Committee (with representatives of the GAT, authors from all Working Groups and TFI). She stated that the IOD PARC has started its work and the GAT plans to issue the survey out in a month and have the work concluded before the elections of the next Bureau.

She informed the Bureau of the progress on the work on the Code of Conduct and process of dealing with complaints. She noted that during the GAT update at IPCC-57 it was noted that in view of UN practices, the relevant applicable Code of Conduct will accordingly be implemented for the IPCC. As such the IPCC Legal Officer is working with the WMO to develop a process that would be used to address the existing and future complaints. The GAT plans to complete this work before the end of this cycle.

Ms Ko Barrett further informed the Bureau of the plans to set up a Steering Committee for the Expert Meeting on diversity, inclusion and gender related issues that is currently planned to take place by the end of 2023.

Ms Joy Pereira, Vice-Chair of Working Group II, Canada, France, Japan, the United Kingdom of Great Britain and Northern Ireland took the floor.

Bureau members and governments congratulated the GAT on its excellent work which is essential to the smooth running of the IPCC noting how far IPCC has come in this area. Delegates noted the timeliness of the planned Expert Meeting and expressed their intention to contribute to the concept note once it has been circulated. They shared their concerns for the complaints received and underlined the need to process them as soon as it is possible, preferably within this cycle.

It was suggested that the planned Expert Meeting examines the actual gender situation in countries and regions and work being made to address gender related issues. Some suggestions to improve participation of women in the IPCC and its processes was to consider providing financial support to female scientists with childcare at meetings and establishing a system to address the gaps in participation because of maternity issues.

Delegates noted the need to put in place a transition plan to ensure that the work and initiatives outlined in the progress report continue in the next cycle.

The Bureau noted the GAT progress report.

4.10 Update on Publications and Translations

The Chair of the IPCC invited the Co-Chair of the Informal Group on Publications (IGP) and the Co-Chair of the Working Group III Mr Jim Skea to present document BUR-LXIV/INF. 5, Rev.1.

Mr Skea reported on the progress of the activities undertaken by the IGP on behalf of the Co-Chair Mr Taha Zadari and himself recalling that the IGP has fulfilled its original mandate at the 60th Session of the Bureau, but the mandate was extended to cover the translation of IPCC products. With the change of the mandate, the membership also changed to ensure the representation of all UN languages. Following the hiatus due to the release of Working Group reports, the IGP work restarted in July 2022 and it has met three times since then. The first meeting looked at how the translations had been conducted so far. In the second meeting, Co-Chairs proposed two options for the translation process and after considering these, the third meeting took place on the margins of IPCC-57, where IGP looked at the development of a single preferred option. In his presentation of the document BUR-LXIV/INF. 5, Rev.1 he referred to the general principles considered by the IGP in the production of the recommendations including adhering to the annex to the original memorandum of understanding establishing the IPCC, which assigned responsibility for arranging the translations to the Secretariat, but acknowledging that it needed support by other parts of the IPCC to do this in an effective and timely manner. He added that the IGP stressed the need for flexibility in this process to allow for the specificity of different IPCC products and characteristics of different UN languages. As to the timeline the IGP stressed that translations should begin as soon as the final copy of the edited English version is produced and should be completed within three months and needs to be compatible with the error protocol. When translations are published, all individuals who have contributed to the translations should be recognised – this refers only to translations of IPCC products in six UN languages.

Mr Jim Skea introduced the role of the new science editors noting that they need to be native language speakers and have relevant scientific expertise. They should monitor draft translations to ensure scientific integrity, consistency with the approved English language and consistency across different products. They should work closely with authors, WMO translators, governments and other members of the editorial subcommittee. Separate science editor contracts should be established for each IPCC product and each language. He added that IGP should assist the Secretariat in defining technical specifications and Terms of References (TORs) in procuring translation services through WMO and in drawing up specifications and responsibilities of the proposed new science editor role. He mentioned editorial subcommittees which would be convened by suitably qualified Bureau member, also a member of the Publications Committee, who should supervise the translation of all products into one of the languages during the assessment cycle and supervise the translation of glossary terms.

The IGP urges flexibility on the part of governments in the process. Their approach may vary by different languages. Ideally, a single government representative should participate in each subcommittee.

Regarding the glossary, IGP stressed that it could be a useful tool for interpreters at plenaries and other sessions. All terms in the glossary should be agreed upon and translated prior to the approval sessions. Also, Secretariat is working on developing a collaborative online glossary system (COGS) allowing two-way translation.

Co-Chair of the IGP Mr Taha Zadari added that the work on the glossary would be good practice and guidance for the new cycles and proposed workshops, meeting with Focal Points. He stressed the process and the guidelines to follow and also include the glossary in outreach activities.

Ms Diana Üрге-Vorsatz, Vice-Chair of Working Group III, Mr Andreas Fischlin, Vice-Chair of Working Group II, and Germany took the floor.

Points made included translations of technical dictionaries from one report to the next and the use of machine translation for the first draft and flagged the need to discuss at the next plenary the budget implication of the new proposed positions of the science editors. The asymmetric inclusion of some reports in scientific citation databases was also raised. Authors work on a voluntary basis, and the consistent inclusion of IPCC reports/citations would be important for recognition and to have these citations in their official citation counts and on the list of publications. The group has developed recommendations, and some have been attempted to be implemented. However, for past reports, the group made recommendations for the Secretariat, who was requested to report on what was feasible to implement. They also stressed that a lot of scientific repositories are automatically collecting data from the web, and some entries can be submitted, but it's not known if the CUP is doing that. This should be included in the contract with the publisher. Concerns were expressed that CUP has not made efforts to improve its websites according to IGP recommendations. It was suggested that the Panel request everybody to implement these IGP recommendations.

Responding to the comments, IPCC Secretary stressed the ongoing efforts with CUP to implement the IGP recommendations but pointed to the need to amend the existing contract while respecting WMO procurement procedures. All reports produced by CUP have Digital Object Identifier (DOI).

The Bureau took note of the update on Publications and Translations.

4.11 Matters related to UNFCCC and other international bodies

The Chair of the IPCC invited Ms Cecilia Kinuthia-Njenga, Director of the Intergovernmental Support and Collective Progress Division of the United Nations Framework Convention on Climate Change (UNFCCC), to present on matters related to UNFCCC.

Ms Kinuthia-Njenga highlighted that parties at 27th session of the Conference of the Parties (COP27) to the UNFCCC continued to recognize the importance of best available science, for effective climate action and policymaking. At COP27, UNFCCC parties welcomed the Working Groups II and III reports and noted the recent global and regional reports of the World Meteorological Organization (WMO). She noted that the parties have explicitly invited the IPCC to present the Synthesis Report of its Sixth Assessment Report (AR6) to the 58th Session of the Subsidiary Body for Scientific and Technological Advice (SBSTA) in 2023.

Ms Kinuthia-Njenga highlighted some of the activities that have been undertaken in collaboration with the IPCC as well as other activities that are relevant to the work of the IPCC since the last UNFCCC update provided to the IPCC Bureau. She informed that the IPCC participated in various side events and engaged through the IPCC pavilion at COP27 in November 2022. She listed several relevant events from 2022 starting with the SBSTA-IPCC Joint Working Group that was held in October 2022, which continued to provide an informal space for strengthening collaboration. She informed that the SBSTA and IPCC Chairs convened an online meeting of the Joint Working Group on the 25 October 2022, and the agenda of this meeting was designed to provide an opportunity to continue to strengthen collaboration and discuss how the work of the IPCC could support the implementation of the Convention and the Paris Agreement, including for relevant mandated events and activities at the sessions of the governing and subsidiary body under the research and systematic observation agenda item, the periodic review of the long term goal under the Convention, the Global Stocktake under the Paris Agreement as well as the special events and relevant mandated work by the constituted bodies, including the Adaptation Committee and other UNFCCC work streams as the Global Goal on Adaptation. Ms Kinuthia-Njenga noted that these meetings allowed the UNFCCC participants, including the Subsidiary Bodies Chairs, Secretariat members, constituted body members, Co-facilitators of the Global Stocktake Technical Dialogue to hear the key outcomes and messages from the AR6 report and aligned substantive content to the requirements of the events. Ms Kinuthia-Njenga highlighted relevant collaboration during the Sharm el-Sheikh Climate Change Conference in November 2022. She noted that the IPCC Working Groups II and III Co-Chairs and Vice-Chairs presented and participated in various activities, providing opportunities for the parties to directly engage with IPCC and consider how the first Global Stocktake can be informed by the IPCC findings through the IPCC participation at the Second meeting of the Technical Dialogue of the Global Stocktake. She said that there was a great participation at the event on assessing adaptation needs, where the findings from the IPCC Working Group II were presented in response to an invitation from the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA). She added that inputs coming from the IPCC AR6 were provided by authors from each Working Group at the SBI-SBSTA special event on gender transformative pathways for low-carbon and climate resilient development, which was moderated by IPCC Vice-Chair Ms Ko Barrett. Furthermore, IPCC scientists took part in the Earth Information Day 2022. IPCC Co-Chairs, authors from the three Working Groups and the TFI presented on the important use of earth observation for constructing national GHG inventories, adaptation, and early warning systems. She added that IPCC also took parts in the first high level ministerial roundtable on pre-2030 ambition, which was convened by the COP27 Presidency.

Ms Kinuthia-Njenga shared also information on the forthcoming events in 2023 that are relevant to the IPCC. She informed that the Subsidiary Bodies sessions will be held from 5 to 15 June in Bonn, Germany. There will be a SBSTA-IPCC Special event to unpack the key findings of the AR6 Synthesis Report. SBSTA has also invited IPCC to present the findings on emission metrics contained in the AR6 at an in-session technical workshop at SBSTA-58. She added that other upcoming events of relevance were the Third Technical Dialogue of the First Global Stocktake and the 15th meeting of the Research Dialogue. Ms Kinuthia-Njenga highlighted several other important activities such as the upcoming Joint Working Group meeting in advance of the 28th Conference of the parties (COP28), the Earth Information Day 2023, an update to the 1994 technical guidelines for assessing climate change impacts and adaptation in response to a CMA decision, as well as the need for continued support to the global goal on adaptation, particularly to the Glasgow-Sharm el-Sheikh Work Programme in 2023, and to the Adaptation Committee to further engage with the IPCC.

Ms Kinuthia-Njenga noted that the UNFCCC will work closely with the IPCC Secretariat to ensure efficient and equitable participation of IPCC in these events. On behalf of UNFCCC, she expressed gratitude to the IPCC for the valuable contributions to climate change events organized under the UNFCCC process in 2022, and said they look forward to the IPCC contribution to the events that will be convened in 2023.

The Chair of the IPCC opened the floor for comments.

Mr Amjad Abdulla, Vice-Chair of the Working Group III, Mr Kyoto Tanabe, Co-Chair of the TFI, Mr Taha Zatari, Vice-Chair of Working Group II took the floor.

They thanked to the UNFCCC Secretariat for the informative progress report. Among points made, they raised the intensive collaboration between UNFCCC Secretariat and the TFI TSU as it regards the inventory software that is considered very important for the enhanced transparency under the Paris Agreement. There was a suggestion to have an event at COP28 dedicated to the IPCC *Climate Change and Land* special report because of its relevance to the Middle East and North Africa region, similar to events on the special reports on *Global Warming of 1.5°C* and on *the Ocean and Cryosphere in a Changing Climate* that have taken place during previous COPs. There was also a query as it regards a COP decision requesting the IPCC to undertake training on GHG inventory.

In responding to comments Ms Kinuthia-Njenga expressed appreciation and noted that the progress report would be updated accordingly to record the ongoing work on the inventory software and to include relevant elements to the special report.

The Chair clarified that the topic regarding the training was not a subject of discussions under this agenda item dedicated to a progress report. He thanked participants for highlighting the importance of the IPCC special report on *Climate Change and Land*. In concluding, the Chair expressed appreciation to the UNFCCC for the ongoing and continued support to the IPCC and invited the Bureau to take note of the progress report.

The Bureau took note of the progress report on matters related to the UNFCCC.

5. LESSONS LEARNED FROM THE SIXTH ASSESSMENT CYCLE

The Chair of the IPCC indicated that there were three documents relevant to the discussions on the agenda item 5 on Lessons learned from the sixth assessment cycle, notably, Lessons learned from the sixth assessment cycle - IPCC Working Group III (BUR-LXIV/INF. 4), Working Group Co-Chairs' Perspectives on Lessons learned from AR6 (IPCC-LVII/INF. 12) and Lessons learned from the sixth assessment cycle – TFI (BUR-LXIV/INF. 14). The Chair invited the Secretary of the IPCC Mr Abdallah Mokssit to introduce this item.

The Secretary of the IPCC indicated that while documents BUR-LXIV/INF. 4 and BUR-LXIV/INF. 14 were newly submitted by Working Group II and TFI respectively, document AR6 (IPCC-LVII/INF. 12) was already introduced by the Working Groups Co-Chairs in the 57th Session of the IPCC (IPCC-57), showcasing that the lessons learned process is already under way. The Secretary recalled the relevant [decision IPCC-LVII- 6](#) from IPCC-57 tasking “the IPCC Bureau and the Task Force Bureau to facilitate the process of collecting and synthesizing the lessons learned from the sixth assessment cycle (AR6 cycle), starting from the next meeting of the IPCC Bureau with the view to provide a written report prior to the 59th Session of the IPCC” (IPCC-59). Per the same decision, the Panel also requested “the Secretariat to support the IPCC Bureau and the Task Force Bureau in this task including in requesting all IPCC Focal Points to provide submissions on the lessons learned from the AR6 cycle”. He proposed that this task of the Bureau could be broken down into a few deliverables such as a draft outline for a lessons learned document, a roadmap with a timing for preparation of the report, and a membership of a drafting team to prepare this document; as well as the elements to be included in the letter that the Secretariat should send to the IPCC Focal Points. He suggested that to facilitate this work the Bureau could establish an Informal Group on Lessons Learned (IGLL) from the

AR6 cycle. The Secretary proposed that the IGLL could start its work as soon as possible, brainstorm and present its outcomes to the Bureau during this meeting. He indicated that if useful the Group could also divide into three subgroups, each of them looking at a deliverable with the possibility for those subgroups to meet in parallel. The three subgroups could meet again as one group to present their respective deliverables before introducing these to the Bureau.

The Chair opened the floor for comments.

Mr Greg Flato, Vice-Chair of Working Group I, Mr Mark Howden, Vice-Chair of Working Group II, Ms Thelma Krug, Vice-Chair of the IPCC, Ms Valérie Masson-Delmotte, Co-Chair of Working Group I, Mr Andy Reisinger, Vice-Chair of Working Group III, Ms Debra Roberts, Co-Chair of Working Group II, Mr Jim Skea, Co-Chair of Working Group III, Ms Diana Ürge-Vorsatz, Vice-Chair of Working Group III, Mr Pius Yanda, Vice-Chair of Working Group II, Mr Taha Zadari, Vice-Chair of Working Group II, France, Germany and the United States of America took the floor.

There was an overall agreement on the establishment of an Informal Group by the Bureau to look at the lessons learned, however there were some diverging views as to whether this group should then split into two, three or more subgroups. Some pointed that this was an unusual practice for the Bureau, while others were of an opinion that the elements the informal group would be tasked with are very much interrelated and should not be looked at separately. There was also a proposal in case the group splits into subgroups, each subgroup to look at all three deliverables and not only at one of them and then to bring these and see where the commonalities are. There was also a suggestion for the Chair to propose how many subgroups would there be. Following the discussions on the various options, finally there was an overall support that it would be for the Informal Group to decide in its first meeting whether there would be a need for subgroups.

Among points made, speakers raised the membership of the Informal Group and whether it would be open to all Bureau members, as well as to the respective Government representatives accompanying the Bureau members at this meeting. While there was an overall agreement that the participation would be open to all Bureau members, there were diverging views as to the participation of Government representatives. There was a suggestion that at the beginning of the first Informal Group meeting, the Bureau members decide whether they would prefer to invite also the Government representatives. There was also a proposal for Bureau members and Government representatives to use the meeting breaks to hold separate parallel brainstorming sessions. Others proposed that at least initially or at the end of the meeting of the Informal Group there should be a joint discussion between Government representatives and Bureau members. Some said that the lessons could be most effectively taken up through the inclusion of the Government representatives in the discussions and that there was a benefit in interchange. Others highlighted that while it should be a Bureau Informal Group there should be also an opportunity for Government representatives to share their ideas.

As for the submissions by IPCC Focal Points, clarification was sought on when the submissions would be collected, and how those would be compiled into the report of the Bureau. It was suggested that Government representatives could offer useful comments and reactions to this discussion.

Some requested clarification as to whether the proposal on the work of the Group was mainly focused on the process and expressed views that there should be also content element included seeking the lessons learned from the Bureau's perspective.

It was highlighted that the three existing documents on lessons learned could be informative to the process. An additional document was also made available by Working Group I on the analysis of an author survey (BUR-LXIV/INF. 10, Rev.1, Add. 1). It was proposed, that as the work within each Working Group has already started, a brainstorming across Bureau members, across all Working Groups, would be useful.

Advance information was requested on the timings of any meetings of the Informal Group and the potential subgroups for planning purposes. There was also a question as to whether virtual participation could be arranged for the Informal Group and the potential subgroups.

The need for a clear mandate for the Informal Group was highlighted by several speakers. Some requested also for a written proposal on the way forward to be prepared by the Secretariat. Clarification was sought on the modalities of the work of the Informal Group and particularly, whether once it comes back to the Bureau with a roadmap, outline and a clear plan, it would then work intersessionally to produce the report. As it regards the process, questions were raised regarding the next Bureau meetings and whether this was the last meeting of the Bureau in this cycle and if this was the case how the current Bureau would review the draft report to be prepared by the Informal Group. In this regard, a clarification was requested as to whether the report would be a collection of a diversity of views or will it land with Bureau recommendations which imply consensus. Views were expressed that it would be more beneficial to have an open, inclusive collection of experiences that will differ between Bureau members.

There was also a question as to whether there will be a joint Bureau meeting between the current Bureau and the next Bureau, which would be an opportunity for a handover. Some proposed for this meeting to happen on the day after the elections of the new Bureau.

The Chair explained that to produce the report the Informal Group would work intersessionally.

Responding to the comments, the Secretary clarified that it was planned to hold three Bureau meetings in 2023, each one before the following Plenary. If more meetings were needed, this would require a Panel decision. As for the process, he highlighted that the first step was for the Bureau to establish this Informal Group. Then the Chair of the IPCC would assign Co-Chairs of the IGLL. Once established, the Group could hold its first meeting to consider its deliverables and whether the discussions should stay within the Group or more subgroups would be needed. The Group could work in a similar way as the IPCC does when preparing a report starting with an outline, having its drafting team and a roadmap.

The Chair indicated that the Secretariat would prepare a written proposal for the Informal Group to be presented to the Bureau.

Following the break, the Secretary of the IPCC presented the proposal for the IGLL with a suggested mandate to facilitate the process of collecting and synthesizing the lessons learned from the AR6 cycle and provide a written report as per the respective IPCC Panel [decision IPCC-LVII- 6](#). He indicated that the IGLL would start its work following the agreement by the Bureau at BUR-64 on IGLL's set up with the view to prepare a written report prior to IPCC-59. It would continue its work intersessionally through the completion of the written report. The proposal included also a composition of the IGLL with Co-Chairs, Rapporteurs and an open-ended membership. The Secretary suggested for the IGLL to produce during BUR-64, the three deliverables as already discussed: scope and outline for the report; roadmap and membership of the report drafting team; as well as the elements of the letter from the Secretariat to the IPCC Focal Points. It was also suggested between BUR-64 and IPCC-59 the IGLL to produce a compilation of the views from Focal Points, draft written report and a final written report. He indicated that the proposal was aiming at capturing what was discussed in this Bureau meeting as well as what was expected based on the Panel decision.

Mr Edvin Aldrian, Vice-Chair of Working Group I, Ms Ko Barrett, Vice-Chair of the IPCC, Mr Eduardo Calvo, Co-Chair of the TFI, Mr Andreas Fischlin, Vice-Chair of Working Group II, Mr Mark Howden, Vice-Chair of Working Group II, Ms Thelma Krug, Vice-Chair of the IPCC, Ms Valérie Masson-Delmotte, Co-Chair of Working Group I, Ms Debra Roberts, Co-Chair of Working Group II, Mr Jim Skea, Co-Chair of Working Group III, Ms Diana Ürge-Vorsatz, Vice-Chair of Working Group III, Mr Noureddine Yassaa, Vice-Chair of Working Group I, Mr Taha Zatari, Vice-Chair of Working Group II, Canada, France, Germany, Norway, Switzerland, the United Kingdom of Great Britain and Northern Ireland and the United States of America took the floor.

Overall, there was an appreciation for the proposal with some seeking more clarity on the timelines noting that sufficient time is provided for internal consultations and indicating the urgency in ensuring that the views from the Focal Points come in relatively early to compare with those from Bureau members.

The question of the participation of Government representatives was brought as well with some proposing that the membership is kept to Bureau members and government representatives are welcome as observers.

It was also proposed in addition to “scope” and “outline”, a “concept”, to be added to the deliverables of the IGLL which would cover the content related matters.

There were some proposals as well on how to organize the discussions of the Group and a suggestion to begin with conversation of the Bureau experiences. It was emphasized that is not just about the Bureau adding their views on the lessons learned but is the Bureau in the driving seat for drafting the report and then having Focal Points and authors contribute to that document.

Some sought clarification on the role of the IGLL with others noting that it would need to be clear that the role of the Group would be to produce input for the Bureau to consider and then for the Bureau to turn this into a communication to the Panel. In this regard there was also a question on whether the report would be presented to the new IPCC Bureau once elected. It was also proposed that between BUR-64 and IPCC-59 Bureau members had the chance to reflect on the report and incorporate the comments. Some expressed concern on whether the Bureau had enough time before the end of its term to complete this ambitious work. The question of whether there will be a need for a meeting of the current Bureau prior to IPCC-59 and its potential date was raised as well. Some recalled that the mandate was to deliver the report by IPCC-59, but many were of the view that the document should be relevant for future sessions of the IPCC and the Bureau including in the AR7 cycle.

Regarding the matter of consensus, some were of the view that although the Bureau had to reach consensus on the process on development of the report, it was not requested to provide information only on the lessons, on which there was a consensus amongst Bureau members, but would rather be helpful to see the diversity of views directly from the discussions and through an open process. A view was expressed that the feedback from the Focal Points was not to be on the Bureau's draft report, but to request their views of what lessons were learned. Also, it was proposed that the Bureau doesn't need to overly process the inputs to be received from Focal Points, but simply attach them to the report in full, in line with the mandate that the Bureau has been given to facilitate this collection of information.

Some were also of the opinion that it would be important to separate the part of the lessons learned coming out of the work of the Bureau from elements received as a Focal Points feedback. Others were of the opinion that these processes shouldn't be dealt with separately as at some point they are intertwined. It was also suggested that the input from all others who are involved, including observers, the Secretariat and the TSUs would be helpful and that a broad and inclusive knowledge transfer to the next cycle would be important.

The Chair indicated that the Bureau is mandated to provide a written report to the Panel before IPCC-59, to contain all relevant information for the lessons learned. The Chair also recalled that the date and venue of the next Bureau meeting is to be discussed under agenda item 8 of BUR-64.

The Secretary stated that all interventions were noted and taken into consideration noting that the mandate and work of the IGLL should be coherent with the relevant Panel decision. He further clarified that the “roadmap” includes also the “timeline” and the “scope” the “concept” for the report. As it regards the feedback from Focal Points, he recalled that the Panel requested the Secretariat to support the Bureau in this task including in requesting IPCC Focal Points to provide submissions on the lessons learned. He pointed that the Secretariat would send the letter to Focal Points as soon as

the elements to be incorporated were there and that the task coming after would be the compilation of all the responses from Focal Points to be provided to the Bureau to continue drafting this report. He highlighted the importance of a broad concept requesting views from Bureau members, Focal Points and all others involved in the IPCC work during the sixth assessment cycle. He proposed that this is the sort of matters that could be included in the discussions on elements by the IGLL. The Secretary encouraged the Bureau to make transition to the IGLL in order to save time.

The Chair invited the Bureau to agree on setting up the IGLL. He indicated that matters requiring finalization could be considered by the Group itself.

The Bureau agreed to the establishment of the IGLL from the AR6 cycle. The Chair proposed IPCC Vice-Chairs Ms Thelma Krug and Ms Ko Barrett as Co-Chairs of this Informal Group, which was accepted by the Bureau. There was also an agreement for the Government representatives to participate in the Group as observers and that, in the membership, the Group will assign rapporteurs. The first meeting of the Informal Group was scheduled for 16 February 2023 immediately after the closure of the morning session of the Bureau.

Following the Informal Group meetings, on 17 February 2023, the Chair invited Ms Thelma Krug, Co-Chair of the Group to provide an oral report to the Bureau on the outcomes of the discussion.

Ms Krug informed the Bureau that the meetings of the IGLL held during BUR-64 provided good brainstorming not only on the lessons learned, but also how to capture in the report the way forward, how to transition to the next cycle. She presented the structure for the report outlined around organizational elements, scientific work and communications noting that under each of these topics various other elements were discussed by the Group including availability of literature, authorship, ethics, author selection, management of the author teams, outreach events, the recommendations from the expert meeting on communications that took place in the beginning of this cycle, the engagement and collaboration with the youth and indigenous groups, the use of webinars, etc. Ms Krug indicated that these subitems included most of the items the Group initially brainstormed on and additional ones were also included. She indicated that the next steps were for her and Ms Ko Barrett, as Co-Chairs of the Group, to work on a refinement of this list to make it more descriptive, which would allow then to the Bureau members also for comments before starting to draft report. Ms Krug informed that there was a consensus on the structure and the elements that that the Group wished to see as lessons learned. The Group also discussed that the report would be targeted to the Panel, and the broader knowledge would not be lost as the lessons targeted to different audiences such as the Bureau or the TSUs could also be included for instance in annexes. Ms Krug indicated that the Group agreed also on the elements to be included in the letter the Secretariat would send to the Focal Points and this should include the three broader themes. It could indicate that there were also further elaborations by the Group and thus Focal Points would be informed on how the Bureau saw the structure of the report but would not refrain them from providing the elements that are outside of these three items. She clarified that the Group agreed on the contents, or a scope, as for the timeline it was still to be further elaborated, but there was already a start point of the work. As for the process, she said that the next steps were for the two IGLL Co-Chairs, herself and Ms Barrett, and the two rapporteurs, Mr Mark Howden and Mr Ramón Pichs-Madruga, to draft a more elaborated set of bullet points that would go to the Bureau members for reactions so they would be able to refine these elements. After receiving the Bureau members' feedback, the preparation of the first draft of the report would start and there would be an interactive process with the Bureau members. The Group decided that it wouldn't really identify a writing team. The drafting team for the time being would be the two IGLL Co-Chairs and the two IGLL rapporteurs with the understanding that the entire Bureau would be the writing team and that the draft would be shared with them for input and refinements. Ms Krug indicated that in parallel, as this process with the Bureau inputs starts, the governments would receive the letter. The timeframe to receive comments from them would be identified and thus two parallel processes will be taking place without interrupting the work. She indicated that the various inputs from different stakeholders might be separated. Mr Krug concluded by saying that this was an extraordinary discussion leading to a great progress and consensus. She expressed her appreciation

to Bureau members in putting together this initial product and to the Government representatives for their useful interventions.

Norway took the floor, expressed appreciation to Ms Krug for the summary of discussions and noted that the collaborative nature of all Working Groups and the Task Force Bureaux and the TSUs in conducting their work in this cycle was appreciated and could provide guidance for the incoming Bureau.

The Chair of the IPCC highlighted the exceptional efficiency and productivity the IGLL demonstrated in agreeing on an outline, structure of the lessons learned report and elements for the letter to the focal points. He indicated that the exact timeline is still to be set up and that the drafting team would be a collective effort by the entire Bureau. He expressed his gratitude for the work which was a good starting point to produce the written report that the Panel expects to see at IPCC-59.

The Bureau agreed to the summary provided by the Co-Chair of the IGLL from the AR6 cycle.

6. UPDATE ON FORTHCOMING MEETINGS

The Chair of the IPCC invited the Secretary of the IPCC, to introduce this item.

The Secretariat provided an oral update on the Fifty-eighth Session of the IPCC to be held in Interlaken, Switzerland on 13 - 17 March 2023 where the Panel will be considering the AR6 Synthesis Report.

The Bureau took note of the information provided.

7. ANY OTHER BUSINESS

7.1 Letter from Working Group II authors.

The Chair asked Working Group II Co-Chair Ms Debra Roberts to introduce the item.

Working Group II Co-Chair Ms Debra Roberts informed the Bureau that a group of 30 Working Group II authors has written a white paper on their experiences with a view to inform the next cycle. The paper also includes key learning points some of which were discussed in the lessons learned agenda item. The authors would like to publish the lessons learned part of the white paper in a peer reviewed publication. The issue is being brought to the Bureau for their consideration to allow publication.

Germany and United States of America took the floor. Government representatives recalled previous discussions and a decision regarding studies of closed meetings and the need for this request to take this into account, as well as the need for context to avoid undermining the IPCC.

The IPCC Chair asked Ms Debra Roberts to clarify if the authors were seeking endorsement from the Bureau for publication.

Ms Roberts clarified that the authors only wanted to publish the lessons learned part of the white paper, and that the authors were not clear that the current Decision Pathway as adopted by the Panel was applicable to them.

Ms Valérie Masson-Delmotte, Co-Chair of Working Group I, Germany and the United States of America took the floor.

It was noted that the authors as scientists have responsibility and freedom, and it is good for the authors have approached the IPCC with lessons learned internally. There was a suggestion for someone from the IPCC to work with them in an advisory role prior to submission towards possible publication. There was a suggestion to include the relevant parts in the lessons learned discussions.

Some agreed that it should take the Decision Pathway adopted by the Panel but lacking further details, it was further suggested that the item be further discussed at the next Bureau session.

The IPCC Secretary asked the IPCC Legal Officer to brief the Bureau on the advice given by the Secretariat. She confirmed the relevance of the Decision Pathway as adopted by the Panel, highlighting that the paper was written independently and not part of the work for which the authors undertook their work for the IPCC. She further stated that the paper sets out concerns on improvements for the AR7 cycle, presenting a study of IPCC WGII processes for the AR6 that followed from access to non-public information and which reflects on the process of how IPCC WGII works, draws conclusions, and develops its work product. The Legal Officer recalled that with respect to such studies on the IPCC or the IPCC process, the IPCC Panel established a Decision Pathway for access to non-public IPCC meetings and to non-public material or information, entailing compliance with requirements including as to informed consent, confidentiality, and restrictions on disclosure, as well as to internal IPCC review of resulting studies and findings prior to any publication. Moreover, application of the Decision Pathway ensures protection of the IPCC assessment process, the free exchange of information necessary for effective deliberation, and protection of legal standards of confidentiality.

The Chair concluded the agenda item stating that this project will follow the IPCC rules regarding the Decision Pathway.

8. PLACE AND DATE FOR THE FIFTY-FIFTH SESSION OF THE IPCC BUREAU

The Chair of the IPCC invited the Secretary of the IPCC, to introduce this item.

In his oral report the Secretary explained to the Bureau that a bureau meeting was planned a month before the 59th Session of the IPCC (IPCC-59). He proposed that the Bureau holds a virtual session a month before IPCC-59 (3 - 4 July 2023) to discuss lessons learned. He added that the likely dates for IPCC-59 are 24 - 27 July 2023 in Nairobi, Kenya. Considering the proposal for a special joint Bureau session of the incoming Bureau and the outgoing Bureau he added that the budget for the proposed virtual meeting, which was initially planned as an in-person one, be used for the joint Bureau session on 28 July, to be held back-to-back with IPCC-59.

Mr Taha Zatari, Vice-Chair of Working Group II, Diana Ürge-Vorsatz, Vice-Chair of Working Group III, France, Switzerland and the United States of America took the floor.

Delegates inquired if a full formal meeting was needed to conclude the work of the Informal Group on lessons learned. Some expressed their support for the formal Bureau Meeting on lessons learned but before the week of 3 - 4 July.

Delegates noted that the meeting with the new Bureau will need to be chaired by the new IPCC Chair since the meeting will be held after the elections. Some also noted two challenges that need to be considered with the joint meeting being held after the new Bureau has been elected. First, the mandate of the current Bureau will probably have ended following the elections and secondly, AR6 Bureau members may likely not wish to travel for the one-day meeting at the end of the IPCC-59. In this regard, there was a suggestion to have an in-person Bureau Meeting just before IPCC-59 to advise the Panel on the upcoming meeting.

The Bureau took note of the presentation from the Secretariat and decided that the Secretariat will send a doodle poll to determine the date of the next meeting.

9. CLOSING OF THE SESSION

Closing BUR-64 the Chair said that this was an important Bureau session and thanked the Bureau members for sharing a clear sense of purpose and for their constructive and strategic approach. He noted that the IPCC will conclude the sixth assessment cycle in the year when the Panel marks its 35th anniversary.

The Chair noted the progress in ensuring the timely and smooth transfer of knowledge and expertise gathered during this cycle and the solid framework for the Bureau's AR6 lessons learned report, as requested by the Panel. He also highlighted the final preparations to deliver an approval session for the SYR of the Sixth Assessment Report from 13 to 17 March in Interlaken. The SYR, will be a policy-relevant document feeding into the global stocktake and will be of the greatest value to governments and policymakers.

With thanks to the Technical Support Units and the Secretariat for the preparation of the reports and other documents and to Bureau members and government representatives for their comments and guidance, the Chair declared the 64th Session of the IPCC Bureau closed.



INTERGOVERNMENTAL PANEL ON climate change

PCC BUREAU – SIXTY-FOURTH SESSION
Geneva, 16 – 17 February 2023

BUR-LXIV/Doc. 1
(15.XII.2022)
Agenda Item: 1
ENGLISH ONLY

PROVISIONAL AGENDA

- 1. OPENING OF THE SESSION**
- 2. APPROVAL OF THE DRAFT REPORTS OF THE SIXTY-FIRST SESSION OF THE BUREAU, SIXTY-SECOND SESSION OF THE BUREAU AND SIXTY-THIRD SESSION OF THE BUREAU**
- 3. ADMISSION OF OBSERVER ORGANIZATIONS**
- 4. PROGRESS REPORTS**
 - 4.1 Working Group I Contribution to the Sixth Assessment Report
 - 4.2 Working Group II Contribution to the Sixth Assessment Report
 - 4.3 Working Group III Contribution to the Sixth Assessment Report
 - 4.4 Synthesis Report of the Sixth Assessment report
 - 4.5 Task Force on National Greenhouse Gas Inventories
 - 4.6 Task Group on Data Support for Climate Change Assessments
 - 4.7 Communications and outreach activities
 - 4.8 IPCC Scholarship Programme
 - 4.9 Gender Action Team
 - 4.10 Update on Publications and Translations
 - 4.11 Matters related to UNFCCC and other international bodies
- 5. LESSONS LEARNED FROM THE SIXTH ASSESSMENT CYCLE**
- 6. UPDATE ON FORTHCOMING MEETINGS**
- 7. ANY OTHER BUSINESS**
- 8. PLACE AND DATE FOR THE SIXTY-FIFTH SESSION OF THE IPCC BUREAU**
- 9. CLOSING OF THE SESSION**

LIST OF PARTICIPANTS 64th SESSION OF THE IPCC BUREAU
Geneva, 16 – 17 February 2023

BUREAU MEMBERS

LEE Hoesung
 Chair of the IPCC
 c/o Korea Meteorological Administration E-mail: leehoesung@gmail.com

ABDULLA Amjad
 International Renewable Energy Agency (IRENA)
 E-mail: abdulla.amjad@gmail.com

ALDRIAN Edvin
 Agency for Meteorology, Climatology and Geophysics (BMKG)
 E-mail: e_aldrrian@yahoo.com

BARRETT Ko
 National Oceanographic and Atmospheric Administration
 E-mail: ko.barrett@ipcc.ch

CALVO BUENDÍA Eduardo
 Universidad Nacional Mayor de San Marcos (UNMSM)
 E-mail: e13calvo@gmail.com

DADI Diriba Korecha
 USGS/Famine Early Warning Systems Network
 E-mail: dkorecha@yahoo.com

DRIOUECH Fatima
 Mohammed VI Polytechnic University International Water Research Institute
 E-mail: driouechfatima@yahoo.fr

FISCHLIN Andreas
 ETH Zurich
 E-mail: andreas.fischlin@env.ethz.ch

FLATO Gregory Mark
 Canadian Centre for Climate Modelling and Analysis
 E-mail: greg.flato@canada.ca

FUGLESTVEDT Jan
 Center for International Climate and Environmental Research Oslo (CICERO)
 E-mail: j.s.fuglestvedt@cicero.oslo.no

HOWDEN Mark
 Australian National University
 E-mail: Mark.Howden@anu.edu.au

KRUG Thelma
 National Institute for Space Research (INPE)
 Coordination of Earth Observation (DSR/OBT)
 E-mail: krugthelma@gmail.com

MASSON-DELMOTTE Valerie
 Laboratoire des Sciences du Climat et de l'Environnement (LSCE)
 E-mail: valerie.masson@lsce.ipsl.fr

MENDEZ Carlos
 Instituto Venezolano de Investigaciones Cientificas
 E-mail: carlos.menvall@gmail.com

PEREIRA Joy Jacqueline
 Southeast Asia Disaster Prevention Research Institute (SEADPRI-UKM)
 Universiti Kebangsaan Malaysia (UKM)
 E-mail: pereirajoy@yahoo.com

PICHS MADRUGA Ramon
 The Center for Research on the World Economy (CIEM)
 E-mail: rpichsciem@ceniai.inf.cn

PÖRTNER Hans-Otto
 Alfred-Wegener-Institut
 E-mail: hans.poertner@awi.de

REISINGER Andy
 He Pou A Rangi Climate Change Commission
 E-mail: andy.reisinger.ipcc@posteo.nz

ROBERTS Debra
 Sustainable and Resilient City Initiatives Unit
 E-mail: Debra.Roberts@durban.gov.za

SEMENOV Sergei
 Yu. A. Izrael Institute of Global Climate and Ecology
 E-mail: sergeysemenov1@yandex.ru

SKEA James
RCUK Energy Strategy Fellow and
Professor of Sustainable Energy
Centre for Environmental Policy
E-mail: j.skea@ipcc-wg3.ac.uk

TANABE Kiyoto
Institute for Global Environmental Strategies
E-mail: tanabe@iges.or.jp

URGE-VORSATZ Diana
Central European University
E-mail: vorsatzd@ceu.edu

YANDA Pius Z.
Institute of Resource Assessment
University of Dar es Salaam
E-mail: pius.yanda@ipcc.ch

YASSAA Nouredine
Centre de Développement des Energies
Renouvelables
E-mail: n.yassaa@cder.dz

ZATARI Taha
Ministry of Energy-DNA
E-mail: tahazat@yahoo.com

ZHAI Panmao
Chinese Academy of Meteorological
Sciences
E-mail: pmzhai@cma.gov.cn

GOVERNMENT REPRESENTATIVES

BRAZIL

BANDEIRA Helges Samuel
Permanent Mission of Brazil to the United
Nations Office and other international
organizations in Geneva
E-mail: helges.bandeira@itamaraty.gov.br

CANADA

CRAIG Lesley
Environment and Climate Change
E-mail: Lesley.Craig@ec.gc.ca

CHINA

ZHANG Xingying
China Meteorological Administration
E-mail: zxy@cma.gov.cn

CUBA

PAZOS ALBERDI Celso
Institute of Meteorology
E-mail: celso.pazos@insmet.cu

FRANCE

BRUN Eric
Ministry of Ecological Transition
General Directorate of Energy and Climate
(DGEC), Climate and Energy Efficiency
Department
National Observatory on the Effects of
Global Warming (ONERC)
E-mail: eric.brun-barriere@developpement-
durable.gouv.fr

GERMANY

TEXTOR Christiane
Project Management Agency Part of the
German Aerospace Center
E-mail: christiane.textor@dlr.de

HUNGARY

GALAMBOS Eszter
Ministry for Innovation and Technology
E-mail: eszter.galambos@itm.gov.hu

INDONESIA

UMAR Real Sukmana
Directorate General of Climate Change
Ministry of Environment and Forestry
E-mail: realsukmana@gmail.com

JAPAN

ADACHI Muneki
International Strategy Division
Global Environment Bureau
Ministry of the Environment Japan
E-mail: muneki_adachi@env.go.jp

NEW ZEALAND

FURSMAN Lindy
Ministry for the Environment
E-mail: Lindy.Fursman@mfe.govt.nz

NORWAY

KVISSEL Ole-Kristian
Norwegian Environment Agency
E-mail: ole.kristian.kvissel@miljodir.no

PERU

FONSECA MARTÍNEZ Yesica Noemí
Environmental Affairs
Ministry of Foreign Affairs
E-mail: yfonseca@rree.gob.pe

SAUDI ARABIA

AL-NORY Malak Talal
Ministry of Energy
E-mail: malak.nory@moenergy.gov.sa

SOUTH AFRICA

KEKANA Maesela John
Department of Environmental Affairs
E-mail: mjkekana@environment.gov.za

SWITZERLAND

KÖNIG Sebastian
Federal Office for the Environment
E-mail: sebastian.koenig@bafu.admin.ch

UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND

REES-OWEN Rhian
Department for Business, Energy and
Industrial Strategy
E-mail: rhian.reesowen@beis.gov.uk

UNITED REPUBLIC OF TANZANIA

CHANG'A Ladislaus
Tanzania Meteorological Authority (TMA)
Email: ladislaus.changa@meteo.go.tz

UNITED STATES OF AMERICA

AKHTAR Farhan
Bureau of Oceans and International
Environmental and Scientific Affairs
Office of Global Change
U.S. Department of State
E-mail: AkhtarFH@state.gov

VENEZUELA (Bolivarian Republic of)

SALAS CASTILLO Ricardo
Ministry of Popular Power for Foreign Affairs
E-mail : ricardosalas68@gmail.com

ORGANIZATIONS

United Nations Framework Convention on Climate Change (UNFCCC)

SARMAD Ovais
Deputy Executive Secretary
E-mail: executive-office@unfccc.int

KINUTHIA-NJENGA Cecilia
Intergovernmental Support and Collective
Progress Division
E-mail: CKinuthia-Njenga@unfccc.int

TASK GROUP ON DATA SUPPORT FOR CLIMATE CHANGE ASSESSMENTS (TG- Data)

HUARD David
Co-Chair, TG-Data
E-mail: huard.david@ouranos.ca

TECHNICAL SUPPORT UNITS

PIRANI Anna
Head, TSU WGI
E-mail: anna.pirani@universite-paris-
saclay.fr

CONNORS Sarah
Head of Science Team, TSU WGI
E-mail: sarah.connors@universite-paris-
saclay.fr

PÉAN Clotilde
Head of Operations, TSU WGI
E-mail: clotilde.pean@universite-paris-
saclay.fr

TIGNOR Melinda
Head, TSU WGII
E-mail: melinda.tignor@ipcc-wg2.awi.de

POLOCZANSKA Elvira
Science Advisor, TSU WGII
E-mail: elvira.poloczanska@ipcc-wg2.awi.de

FRADERA Roger
Head of Operations, TSU WGIII
Imperial College London
E-mail: r.fradera@imperial.ac.uk

SLADE Raphael
Head of Science, TSU WGIII
E-mail: r.slade@imperial.ac.uk

FEDERICI Sandro
Head, TSU TFI
C/o Institute for Global Environmental
Strategies (IGES)
E-mail: federici@iges.or.jp

ROMERO José
Head, TSU SYR
E-mail: jose_romero026@hotmail.com

KIM Jin-Mi
TSU SYR
c/o Korea Meteorological Administration
E-mail: jkim@ipcc-syr.org

IPCC SECRETARIAT

c/o World Meteorological Organization

MOKSSIT Abdalah

E-mail: amokssit@wmo.int

FIDA Ermira

E-mail: efida@wmo.int

ABDALLAH Mudathir

E-mail: mabdallah@wmo.int

BAIDYA Jesbin

E-mail: jbaidya@wmo.int

BIAGIONI Laura

E-mail: amahecic@wmo.int

EKZARKHO Oksana

E-mail: oekzarkho@wmo.int

ESPEJO Gabriela

E-mail: gespejo@wmo.int

EWA Judith

E-mail: jewa@wmo.int

FERNANDEZ Joelle

E-mail: jfernandez@wmo.int

LA PLACE Marta

E-mail: mlaplaca@wmo.int

LARRODÉ Emelie

E-mail: elarrode@wmo.int

LEW SCHNEIDER Jennifer

E-mail: jlewschneider@wmo.int

MAHECIC Andrej

E-mail: amahecic@wmo.int

MO Min

E-mail: mmo@wmo.int

PEEVA Nina

E-mail: npeeva@wmo.int

SHONGWE Mxolisi

E-mail: mshongwe@wmo.int

WALSH Melissa

E-mail: mwalsh@wmo.int

ZABULA Werani

E-mail: wzabula@wmo.int

ZHONG Yuwei

E-mail: yzhong@wmo.int