1. OPENING OF THE SESSION

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

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

1.3 Mr Hong Yan, Deputy Secretary-General (DSG) of the World Meteorological Organization (WMO), addressed the session on behalf of the Secretary-General. He welcomed all Bureau members, thanked the Chair, Working Group Co-chairs, authors, TSUs and the Secretariat for all efforts for the finalisation of the IPCC Fourth Assessment Report (AR4), and in particular, he thanked Working Group 1 for its efforts in completing its contribution to the AR4 in time. He noted and appreciated work progress on outreach, emission scenarios, and the IPCC terms of reference. He encouraged Bureau members to support outreach activities that have been planned and are being coordinated by the Secretariat, and re-iterated WMO’s commitment to support current and future programs of the IPCC, including a possible AR5.

1.4 Mr Bakary Kante, Division Director of Environmental Law and Conventions of United Nations Environment Program (UNEP), delivered a message from the Executive Director of UNEP. He thanked the Chair, the Bureau members and the Working Groups for their outstanding work in completion of the AR4. He appreciated very much the efforts made by Working Group 1 Co-chairs for the timely completion of its report, and was grateful to the Chair and the Secretary of the IPCC for the timely delivery of the findings of the Working Group 1 report to the 24th Session of the UNEP Governing Council and the Global Forum of Environmental Ministers held from 5 to 9 February 2007. He ensured the Bureau that UNEP would support the IPCC AR4 outreach activities in view of the importance of communicating the findings of AR4 to users and the public, and the long record of collaboration with the IPCC. He also committed UNEP’s support to other activities of the IPCC.

1.5 As proposed by Mr Yuri A. Izrael, Vice Chair of the IPCC, a one-minute silence ceremony was held to honour the memory of Prof. Obasi, the former Secretary General of WMO and one of the founders of the IPCC, who passed away on 3 March 2007.

2. APPROVAL OF THE DRAFT REPORT OF THE 35TH SESSION

The Bureau approved the draft report of its 35th Session without any amendments.

3. REVIEW OF THE IPCC TERMS OF REFERENCE

The Chair briefed the Bureau about the background for review of the IPCC Terms of Reference (TOR) and introduced a proposal for consideration by the Panel at its 26th Session.

Bureau members discussed issues such as relations with the UNFCCC, possible broadening of the link with the UN, capacity building in developing countries, usage of IPCC reports by major user groups, special and methodology reports, possible broadening of methodology work, and budget implications.
Most of the Bureau members however agreed that the current terms of references have served the IPCC well and that there is no need for a revision. Attention was also drawn to the Principles governing IPCC work, which have been reviewed recently and the fact that the IPCC is an independent body with its own decision making mechanism.

The view was also expressed that a clear distinction has to be made between terms of reference and the IPCC work programme. The Bureau agreed that the TOR should be broad, dynamic and robust, and not identify particular details. The suggestion by the IPCC Chair to initiate at IPCC-27 a discussion about key aspects of the future IPCC work programme, and to prepare a chairman’s discussion paper was welcomed. The Bureau agreed to revise the document that will be submitted to IPCC-26 and suggested that it would convey the following points: the task group was set up to review the IPCC Terms of Reference and to analyze decisions which guided the IPCC work in the past. The recommendation was discussed by the Bureau which agreed that the current Terms of Reference have served the IPCC well and that there is no need for any revision. After consideration and decision by the 26th Session of the IPCC, the Chair will make an oral presentation to the 15th WMO Congress and convey the decision also to the UNEP Governing Council.

4. ADMISSION OF OBSERVER ORGANIZATIONS

The Deputy Secretary introduced a proposal for admission of observer organizations (BUR-XXXVI/Doc.4) that was prepared based on submissions received. As this was the first time that the Bureau reviewed such a proposal, suggestions were made on a more liberal and open approach towards national organizations, and those organizations having close links with the IPCC such as the International Geosphere-Biosphere Programme (IGBP) and the International Human Dimensions Programme (IHDP). A request was made to better distinguish UN bodies from other organizations. It was suggested that a short guidance to observers might be needed, in case questions about the role and activities of observers arise. The Secretary referred to the Panel’s approved Policy and made a few clarifications on questions raised during the discussion such as “organizations need to be non-profit” set in paragraph 3, “UN organizations are considered participating organizations” in paragraph 4, and “application of national organizations” in paragraph 6. The Bureau agreed to present a revised proposal to the Panel for consideration.

5. FURTHER WORK ON EMISSION SCENARIOS

The Chair informed the Bureau about the scoping document for the Technical Paper on Emission Scenarios, in particular the conclusions of a meeting of the Chair, Secretary, WG Co-Chairs and TSU heads in mid February 2007. The proposal is mainly to invite the Panel to agree to meet the goals of the IPCC-25 decision without the Technical Paper. Instead, the expert meeting in September 2007 would be given an additional task to identify 2-3 benchmark concentration scenarios.

There were pros and cons expressed towards the new proposal. Some members strongly supported a Technical Paper as was decided by the Panel at its 25th Session. In response, some other members asked for IPCC’s flexibility and responsiveness to the needs from the science community. It was noted that the material from the planned expert meeting in September 2007 would contain more updated information including the benchmark scenarios than would be possible in a Technical Paper that has to be based on information in the AR4. The Secretary clarified that according to IPCC Procedures the material from the expert meeting fell into the category of IPCC Supplementary Material. It was noted that the Technical Paper was only intended to address benchmark concentration scenarios and that other issues would be considered at the workshop on the new scenarios. Suggestions were also made to strengthen the socio-economic aspects and participation of developing country experts.

The Bureau agreed to modify the document (BUR-XXXVI/Doc.5) addressing the concerns expressed by Bureau members and noting them in the design of the expert meeting. The revised document, which will cover all aspects of climate change, will be presented to the Panel at its 26th Session for consideration.

6. AR4 COMMUNICATION AND OUTREACH ACTIVITIES

The Secretary introduced ongoing and planned AR4 outreach activities, and asked Bureau members to actively support these activities in their countries and regions.
The Bureau expressed appreciation for the efforts by the Secretary and the information officer and the progress made towards a coordinated outreach approach. Bureau members exchanged information concerning planned activities in their countries and regions and agreed to keep the Secretariat informed and coordinate activities with the Secretariat.

A concern was expressed over the accuracy of the AR4 findings in the conversion from report to media material, but it was noted that this goes beyond IPCC control. Attention was drawn to budgetary implications and a request was made to increase that budget provision. The Bureau requested for timely readiness of outreach materials, mainly the WG reports, translated summaries and PowerPoint presentations and the Secretary briefed the Bureau about planned timelines.

7. MATTERS RELATED TO THE UNFCCC

The Secretary informed the Bureau about decisions taken and conclusions reached by UNFCCC COP 12, COP/MOP 2 and SBSTA 25, which are relevant to the IPCC programme, including the request for IPCC input in the SBSTA five-year programme of work on impacts, vulnerability and adaptation to climate change, and the use of the IPCC 2006 Guidelines. She further informed the Bureau that a 4-hour presentation has been arranged with the Climate Change Secretariat to present the three AR4 working Group Reports at the SBSTA 26 in May 2007.

8. PROGRESS REPORTS

8.1 Mr Zhenlin Chen from Working Group 1 TSU introduced activities undertaken by WG1 since the last report, in particular the completion of the WG1 contribution to the AR4. Some Bureau members raised concerns about the timeliness of making the final report available and requested Mr Chen to relay this to the WGI Co-chairs.

8.2 Mr John Stone, Vice-chair of the WG2 Bureau, introduced progress made by WG2, particularly the preparation of the final draft of the WG2 contribution to the AR4.

8.3 Mr Ogunlade Davison, WG3 Co-chair, introduced progress made by the WG including preparation of the AR4 and its outreach activities, scoping for the IPCC Special Report on Renewable Energy, and New Emission Scenarios. Questions were raised mainly on the economic aspects of mitigation, yet the Bureau agreed to wait until the approval and acceptance of both reports from WG2 and WG3.

8.4 Mr Simon Eggleston introduced recent activities conducted by the Task Force on National Greenhouse Gas Inventories (TFI), mainly the Doha meeting on software and the Geneva meeting on the future work programme of TFI, both held in January 2007, to support the use of the 2006 Guidelines.

9. OTHER BUSINESS

9.1 A letter from the Secretary-General of WMO to Mr Geoff Love to invite Australia to host a workshop on “Future Climate Change Research and Observations: GCOS and WCRP Learning from the IPCC Fourth Assessment Report” was noted.

9.2 The Secretary brought to the attention of Bureau members a letter from the Environment Ministry of Venezuela, to replace the current Bureau member Maria Martelo. Some Bureau members requested more information from the government such as the reason for replacement and a resume of the recommended person. It was agreed the Secretariat would try to get more information from the government and bring this to the attention of the Panel at its 26th Session.

9.3 The Chair briefed the Bureau on progress in the preparation of the Synthesis Report (SYR), including completion of the informal review of the preliminary draft and completion of the new draft for formal expert/government review in May, after approval/acceptance of all AR4 Working Group reports.
10. TIME AND PLACE OF THE NEXT SESSION

The Secretary proposed that there would not be a next session of the Bureau in 2007 unless there is an urgent request from IPCC-26.

11. CLOSING

The Bureau concluded its 36th Session at 12:30 hrs on 15 March 2007.
APPENDIX 1

IPCC BUREAU
THIRTY-SIXTH SESSION
Geneva, 14-15 March 2007

PROVISIONAL ANNOTATED AGENDA

1. OPENING OF THE SESSION

2. APPROVAL OF THE DRAFT REPORT OF THE 35th SESSION (BUR-XXXVI/Doc. 2)

3. REVIEW OF THE IPCC TERMS OF REFERENCE (BUR-XXXVI/Doc. 3)
   The Chair will present a draft proposal for consideration by the Panel at its 26th Session and brief the Bureau about reactions received from governments.

4. ADMISSION OF OBSERVER ORGANISATIONS (BUR-XXXVI/Doc. 4)
   Consistent with the policy and process for admitting observer organisations the Bureau will consider a proposal, which was prepared by the IPCC Secretariat based on submissions received.

5. FURTHER WORK ON EMISSIONS SCENARIOS (BUR-XXXVI/Doc. 5)
   The IPCC Chair will inform the Bureau about the scoping document for a Technical Paper, which was prepared for consideration by the Panel at its 26th Session. He will also brief the Bureau about the response by the scientific community to his letter asking for information concerning their scenario plans and activities in scenario development.

6. AR4 COMMUNICATION AND OUTREACH ACTIVITIES (BUR-XXXVI/Doc. 6)
   The IPCC Secretariat and the Technical Support Units will brief the Bureau about ongoing and planned information and outreach activities. Bureau members will be asked to actively support such activities, including through hosting and sponsoring events in their countries and regions.

7. MATTERS RELATED TO THE UNFCCC (BUR-XXXVI/Doc. 7)
   The Bureau will be informed about decisions taken by COP-12 and other conclusions of meetings of UNFCCC Bodies in Nairobi, November 2006, that are relevant for the IPCC work programme.

8. PROGRESS REPORTS
   The IPCC Chair and Working Group and TFF Co-chairs would bring to the attention of the Bureau progress reports as appropriate.

9. OTHER BUSINESS

10. TIME AND PLACE OF THE NEXT SESSION

11. CLOSING
APPENDIX 2

LIST OF PARTICIPANTS

THIRTY-SIXTH SESSION OF THE IPCC BUREAU

(Geneva, 14-15 March 2007)
Dr Geoff LOVE  
Bureau of Meteorology  
GPO Box 1289K  
Melbourne, VIC 3001  
AUSTRALIA  
Tel: +613 9669 4558  
Fax: +613 9669 4699  
E-mail: g.love@bom.gov.au

Prof. Jean-Pascal van YPERSELE  
Institut d’Astronomie et de Géophysique G. Lemaître  
Université catholique de Louvain  
2, chemin du Cyclotron  
B-1348 Louvain-la-Neuve  
BELGIUM  
Tel: +32 10 473296 or 97  
Fax: +32 10 474722  
E-mail: vanypersele@astr.ucl.ac.be

Dr Thelma KRUG  
Interamerican Institute for Global Change Studies  
National Institute for Space Research  
C.P. 515  
12227-010 Sao Jose dos Campos  
BRAZIL  
Tel: +55 12 3945 6895  
Fax: +55 12 3941 4410  
E-mail: thelma@dir.iai.int

Dr John M.R. STONE  
3411 Paul Anka Drive, Unit 32  
Ottawa, ONT. K1A 9R8  
CANADA  
Tel: +1 613 862 3393 (Cell.)  
Fax: +  
E-mail: john.stone@rogers.com

Dr Ramon PICHIS MADRUGA  
Centro de Investigaciones de Economía Mundial  
Calle 22 No. 309, entre 3ra y 5a Avenida  
Miramar, Habana 13, CP 11300  
CUBA  
Tel: +537 202 2958/209 2969  
Fax: +537 204 2507  
E-mail: rpichis@ciem.cu

Mr Bubu P. JALLOW  
Meteorology Division  
Department of Water Resources  
7, Mumarr Al Ghaddafi Avenue  
Banjul  
GAMBIA  
Tel: +220 422 8216  
Fax: +220 422 5009/5344  
E-mail: bubujallow@hotmail.com

Dr Olav HOHMEYER  
International Institute for Management  
University of Flensburg  
Auf dem Campus 1  
D-24943 Flensburg  
GERMANY  
Tel: +49 461 805 2533  
Fax: +49 461 805 2538  
E-mail: hohmeyer@uni-flensburg.de

Dr Rajendra K. PACHAURI  
TERI, Darbari Seth Block  
Habitat Place, Lodhi Road  
New Delhi 110 003  
INDIA  
Tel: +91 11 24682 121/2  
Fax: +91 11 24682 144/5  
E-mail: pachauri@teri.res.in

Dr R.T.M. SUTAMIHARDJA  
Ministry of Environment  
Jalan D.I. Panjaitan Kav. 24  
Kebon Nanas Jatinegara  
Jakarta 13410  
INDONESIA  
Tel: +62 251 324820  
Fax: +62 251 324820  
E-mail: suta-ipb@indo.net.id

Dr Filippo GIORGI  
Physics of Weather and Climate Section  
The Abdus Salam Int. Centre for Theoretical Physics  
P.O. Box 586  
(34100 Trieste  
ITALY  
Tel: +39 040 2240 425  
Fax: +39 040 2240 449 / 224 163  
E-mail: giorgi@ictp.trieste.it

Dr Edmundo de ALBA ALCARAZ  
Presa 12  
San Jerónimo Lídice  
10200 México D.F.  
MÉXICO  
Tel: +52 55 5595 3873  
Fax: +52 55 5668 0124  
E-mail: edeaal@prodigy.net.mx

Mr Abdelkader ALLALI  
Ministry of Agriculture, Rural Development &  
Fishing  
DPV B.P. 595  
Rabat  
MOROCCO  
Tel: +212 656 01170  
Fax: +212 377 61557  
E-mail: allali05@yahoo.fr
Mr David A. WARRILLOW  
Department for Environment, Food 
and Rural Affairs (DEFRA)  
Global Atmosphere Division  
Zone 3/B4, Ashdown House  
123 Victoria Street  
London SW1E 6DE  
UNITED KINGDOM  
Tel: +44 207 082 8149  
Fax: +44 20 7082 8151  
E-mail: david.warrilow@defra.gsi.gov.uk

Mr Harlan WATSON  
U.S. Department of State  
2201 C Street, NW  
Washington D.C. 20520-7818  
USA  
Tel: +1 202 647 3984  
Fax:  
E-mail: watsonhl@state.gov

Dr Simon EGGLESTON  
Head,  
Technical Support Unit Task Force on Inventories  
2108-11 Kamiyamaguchi, Hayama  
Kanagawa 240-0115  
JAPAN  
Tel: +81 468 55 3750  
Fax: +81 468 55 3808  
E-mail: eggleston@iges.or.jp

Dr Leo MEYER  
Head, Technical Support Unit IPCC Working Group III  
Netherlands Environmental Assessment Agency (MNP) at RIVM  
P.O. Box 303  
3720 BA Bilthoven  
THE NETHERLANDS  
Tel: +31 30 274 4281  
Fax: +31 30 274 4464  
E-mail: leo.meyer@mnp.nl

Mr Peter BOSCH  
Technical Support Unit IPCC  
P.O. Box 303  
3720 BA Bilthoven  
THE NETHERLANDS  
Tel:  
Fax:  
E-mail:

Bakary KANTE  
UNEP  
P.O. Box 30552  
Nairobi  
KENYA  
Tel: +254 20 762 4065  
Fax: +254 20 762 4065  
E-mail: bakary.kante@unep.org

Roberto ACOSTA  
UNFCCC  
Climate Change Secretariat  
P.O. Box 260 124  
D-53153 Bonn  
GERMANY  
Tel:  
Fax:  
E-mail: racosta@unfccc.int