

REPORT OF THE FOURTEENTH MEETING OF THE IPCC EXECUTIVE COMMITTEE

3 October 2012, 3:10-4:40PM CET - Teleconference

CONCLUSIONS AND DECISIONS

Participants:

Members:

R. K. Pachauri (Chair); I. Elgizouli; H. Lee; J.-P. van Ypersele; V. Barros; R. Pichs Madruga; Y. Sokona; T. Hiraishi.

Advisory Members:

R. Christ; P. Midgley; K. Ebi; J. Minx; S. Eggleston; L. Meyer.

Others:

G. Leone (minutes); J. Lynn; D. Dokken (as agreed by the Chair); N. Leprince-Ringuet (silent observer as agreed by the Chair)

The Secretary raised a procedural question related to membership of the Executive Committee (ExCom). She referred to the relevant IPCC-33 decision, which specifically indicates that the "Heads" of the Technical Support Units (TSUs) are Advisory Members of the ExCom. However, D. Dokken, Director of Operations of Working Group II (WGII) TSU, has been designated as representative of WGII TSU in the ExCom, following the departure of K. Ebi on 12 October 2012. It was agreed to wait for additional information from C. Field, Co-Chair, WGII on this matter in advance of next meeting.

1. ADOPTION OF THE AGENDA

The provisional agenda (EXCOM-XIV/Doc.1) was adopted without change and is attached as **Annex 1**.

2. REPORT ON THE EFFECTIVENESS OF THE EXCOM

The Chair referred to the revised draft document that he had distributed in advance of the meeting. It was agreed that ExCom Members would submit their comments on the new version, so that it may be finalized and submitted to IPCC Focal Points as an "interim report". As decided at ExCom-13, a wider updated assessment will be prepared for IPCC-37.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
1.	To provide comments to the Chair on the revised draft interim report on the effectiveness of the ExCom for submission to IPCC Focal Points.	ExCom Members	17 October 2012

3. COMMUNICATIONS AND OUTREACH

3.1 Implementation of the Communications Strategy: Establishment of the Communications Action Team (CAT)

The Chair expressed his appreciation, on behalf of the ExCom, to the Chair and all the members of the sub-group (ExCom-CS) tasked with the drafting of the Implementation Plan of the Communications Strategy, for their hard work. He also thanked those colleagues who had provided support to the ExCom-CS. The ExCom then proceeded to establish the Communications Action Team (CAT) as per the Implementation Plan, based on the nominations received from Members (**Annex 2**). The Implementation Plan allows for additional resource people to be invited

to participate in activities of the CAT. The ExCom agreed to invite L. Meyer to participate as an invited resource person to the CAT in his capacity as the Head of the Synthesis Report (SYR) TSU, now that work on the SYR is under way and discussions on AR5 communication including the SYR are beginning. The first meeting of the CAT will take place by teleconference in the course of October 2012 to discuss its methods of work.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
2.	To organize the first meeting of the CAT by teleconference in the course of October 2012.	J. Lynn	October 2012

3.2 Communications and Outreach Plans and Activities

Side events at United Nations Framework Convention on Climate Change (UNFCCC) COP18, Doha, Qatar: The Secretary informed the ExCom that time slots for the two IPCC events have been secured by the UNFCCC Secretariat. The events are scheduled for Wednesday, 28 November 2012 at lunchtime (SREX) and at 18:30 (SRREN). The Chair confirmed that holding two separate events would be beneficial. The Chair also informed the ExCom that he has been invited to address the pre-COP18 meeting in Seoul, Republic of Korea on 22 October 2012.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
3.	To develop a plan of action for the organization of the two events in order to finalize the programme and submit to the UNFCCC.	Secretariat and relevant TSU Heads	12 October 2012
4.	To provide names of speakers for the two events to the Secretariat, and information on the need for travel support and/or conference registration for any of those speakers.	Relevant TSU Heads	12 October 2012

The Secretary clarified that, in providing Trust Fund support to the travel of experts, priority is given to those from developing countries and countries with economies in transition. However, in extraordinary circumstances, support to other experts may be exceptionally considered.

Media training for IPCC authors: The Communications Manager reported on the desirability of media training for IPCC authors. TSUs expressed concern at the proposal to add one day to Lead Authors Meetings for this purpose. Suggestions were made to target those authors who actually need the training for their expected interaction with media, and use other means such as published materials and on-line training. It was also suggested to train the IPCC authors who will be at COP18 and at the IPCC side events there, depending on their availability.

Workplan for the development of the IPCC website: The Secretary informed the ExCom that, as decided at IPCC-35, a workplan for the development of the IPCC website has been prepared at the Secretariat for the review and approval of the ExCom. The Communications Manager summarized the workplan. J.-P. van Ypersele, Vice-Chair, recalled the remarks made at Plenary and Bureau sessions about the need for easy access to webpages in UN languages other than English. The Secretary confirmed that this is part of the plans being developed.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
5.	To distribute the workplan for the development of the IPCC website to ExCom Members for their review and approval.	J. Lynn	8 October 2012

SRREN outreach: The WGIII TSU Head recalled the proposal for a series of SRREN regional outreach events that he had provided to the Secretariat. That proposal has been submitted to the

Government of Germany for possible financial support. The Government of Norway is also interested in providing resources. As announced at ExCom-13, Y. Sokona, Co-Chair of WGIII, is organizing a SRREN outreach event one day prior to the Climate and Development Conference in Addis Ababa. The Secretary reiterated that resources for this purpose are available also in the Trust Fund. Finally, she reported that the Secretariat is exploring the possibility of a SRREN presentation at the Global South-South Development (GSSD) Expo to be held in Vienna from 19-23 November 2012.

4. FORTY-SIXTH SESSION OF THE IPCC BUREAU

The Secretary presented options for the dates of the Forty-sixth Session of the Bureau (B-46) in February-March 2013. However, those options did not meet with the agreement of the ExCom Members. Additional options for dates and venues will be identified in consultation with the TSUs. It was suggested that B-46 be held over two days.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
6.	To identify other possible dates and venues for the holding of B-46 and submit them to the ExCom for decision.	Secretariat in consultation with TSUs.	12 October 2012

The Deputy Secretary recalled the discussion held at recent Bureau sessions on the possibility for Bureau Members to participate in Bureau sessions by teleconference. He reported on his consultations with the World Meteorological Organization (WMO) Language, Conference and Publishing Services Department and informed the ExCom that the system that is currently being installed at WMO allows 20 video connections, but the technicians recommend not having more than 7 at any given time. Interpretation can be provided, subject to a number of conditions to allow for broadcasting. Finally, the new system, once installed, should be tested to verify its performance.

The ExCom decided that a test-run on a small scale should be organized with some volunteer Bureau Members and interpreters prior to B-46, with caution in order to prevent expectations that the video-conference system is fully reliable and functional.

5. UPDATE ON THE IMPLEMENTATION OF ERROR PROTOCOL

The Chair reported on the establishment of the Independent Review Committee that will look into one of the error claims currently being handled in accordance with the Protocol for Addressing Possible Errors. The Secretariat will arrange a teleconference for its members in the near future.

The Deputy Secretary reported on the action taken on this agenda item as decided at ExCom-13. A review of the error claims submitted since the approval of the Error Protocol has been completed by the Secretariat and discussed with TSUs. Some WGs have to complete the entry of information related to individual claims in the internal tracking system. Only once this is done can a review of possible bottlenecks in the implementation of the Error Protocol be undertaken by the Secretariat. The results of that review will be submitted to the ExCom. The Excom also agreed that thought should be given to how the outcomes resulting from the use of the Error Protocol should be presented.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
7.	To schedule a WebEx call between the members of the Independent Review Committee.	Secretariat	October 2012
8.	To prepare suggestions and comments on how best communicate the results of error claims that are reviewed in accordance with the Error Protocol.	J. Lynn	ExCom-15 (7 November 2012)

6. ANY OTHER MATTERS

10th Session of IPCC WGII and 38th Session of IPCC (approval and acceptance of WGII AR5): The Secretary informed the ExCom of the new dates of these events in Japan, based on the availability of the conference facilities reserved by the host country. The session will start on 25 March 2014, i.e. one week later than originally planned.

Relations with UNFCCC: The Secretary reiterated that the Secretariat is responsible for promoting and maintaining cooperation, as primary IPCC contact point, with the United Nations system. It was reconfirmed that relations and contacts with the UN and in particular the UNFCCC Secretariat need to go through the IPCC Secretariat and discussed as appropriate in the ExCom.

K. Ebi, Head, WGII TSU: The ExCom expressed its appreciation and gratitude to K. Ebi, who will leave her position at the WGII TSU as of 12 October 2012.

The meeting closed at 04:40PM.

IPCC EXECUTIVE COMMITTEE – FOURTEENTH MEETING
Teleconference, 3 October 2012

EXCOM-XIV/Doc. 1
(1.X.2012)
Agenda Item: 1
ENGLISH ONLY

PROVISIONAL AGENDA

(Submitted by the IPCC Secretariat)

- 1. ADOPTION OF THE AGENDA**
- 2. REPORT ON THE EFFECTIVENESS OF THE EXCOM**
- 3. COMMUNICATIONS AND OUTREACH**
 - 3.1 Implementation of the Communications Strategy: Establishment of the Communications Action Team (CAT)
 - 3.2 Communications and Outreach Plans and Activities
- 4. FORTY-SIXTH SESSION OF THE IPCC BUREAU**
- 5. UPDATE ON THE IMPLEMENTATION OF ERROR PROTOCOL**
- 6. ANY OTHER MATTERS**

COMMUNICATIONS ACTION TEAM (CAT)

Members

Rajendra K. Pachauri¹ (Chair)
Jean-Pascal van Ypersele (Vice-Chair)
Pauline Midgley (WGI)
Mike Mastrandrea (WGII)
Patrick Eickemeier (WGIII)
Taka Hiraishi (TFI)
Renate Christ (Secretary)
Jonathan Lynn² (Communications)

Deputies

Jean-Pascal van Ypersele (Chair)
Ismail Elgizouli (Vice-Chair)
Melinda Tignor (WGI)
Chris Field (WGII)
Ellie Farahani (WGIII)
Simon Eggleston (TFI)
Gaetano Leone (Secretary)
Werani Zabula (Communications)

Invitee

Leo Meyer (Synthesis Report)

¹ The Chair of the IPCC is the Chair of the CAT

² The Senior Communications Manager acts as secretary of the CAT