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ON CLIMATE CHANGE

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OUTREACH

(Submitted by the Secretariat)

The Panel is invited to consider the progress report of the Secretariat on outreach activities.

PROGRESS REPORT ON TRANSLATION AND PUBLICATION OF IPCC DOCUMENTS AND OTHER OUTREACH ACTIVITIES

1. TRANSLATION AND PUBLICATION

1.1. Third Assessment Report

1.1.1 With the completion of the TAR it was decided that the Summaries for Policymakers and Technical Summaries for the WG I, II and III contributions to the TAR, the Synthesis Report and its Summary for Policymakers would be translated from English into the other five official languages of the UN (Arabic, Chinese, French, Russian and Spanish).

1.1.2 This work was commenced in 2001 but stopped when the IPCC Secretariat became aware of discrepancies between the translated text and what was believed to be the intent of the English language version. As a result one Bureau Member for each of the four languages: Arabic, French, Russian and Spanish was asked to carry out a quality checks on these translations. It was assumed that the Chinese Government, which co-ordinates the Chinese language translations, had prepared an accurate translation.

1.1.3 This was a relatively slow review process, but has now ended. The resultant changes are being inserted into revised versions.

1.1.4 At the end of January the progress with the reviewing of the translations of the summaries of the Working Group contributions was as given below:

Arabic	- WG I and II completed, final copyediting required; WG III not yet finalised
Chinese	- WG I, II and III completed but files not yet available
French	- WG I, II and III completed, final copyediting required
Spanish	- WG I, II and III completed, final copyediting required
Russian	- WG I, II and III completed but certain corrections and final copyediting required.

1.1.5 Revision, type setting and layout for the Synthesis Report and its Summary for Policymakers have been completed for all UN languages.

1.1.6 To meet the requirements of this meeting, a CD RoM has been prepared that contains:

- The Summaries for Policymakers for all three Working Group Reports (except for WG III in Arabic) in five UN languages (Chinese unavailable);
- The Technical Summaries for all three Working Group Reports (except for WG III in Arabic) in five UN languages (Chinese unavailable);
- The Synthesis Report in all six UN languages; and,
- The full WGI, II and III contributions in English only.

1.1.7 The complete English versions of the WG I, II and III Reports and all completed translations have also been posted on the IPCC website.

1.1.8 Final copyediting is being carried out prior to printing hard copies of these translations, but contracts are in place and this will occur over the next two months. A separate book for each language will be produced that contains the following information:

- Summaries for Policymakers and technical summaries of the contributions of WG I, II and III to the TAR;
- Summary for Policymakers and longer version of the TAR Synthesis Report; and,
- Glossary and other Annexes.

1.2. Technical Paper on Climate Change and Biodiversity

1.2.1 The Technical Paper on Climate Change and Biodiversity was available in a preliminary form in English at SBSTA 16 (June 2002). The printed version in English was available at COP8 (November 2002). The Spanish version was finalised in January and is available in printed form and on the IPCC website. There has been strong demand for the English language version and after the initial print run of 1000, a second print run of 1500 has been delivered and many have been distributed to individuals and organisations seeking them. The print run of the French version commenced on 5 February 2003 and copies should be available soon.

1.3. Good Practice Guidance

1.3.1 Two Contracts have been let to translate and publish *the Revised 1996 Guidelines for Greenhouse Gas Inventories*. Grid-Arendal will translate and publish the Arabic, Chinese and French languages versions. WMO will translate and publish the Spanish and Russian version. Grid-Arendal will produce a CD-Rom containing all six UN languages. The timeline for this will result in publication in July 2003.

2. DISTRIBUTION OF IPCC MATERIAL

2.1 In order to make the distribution of IPCC material more efficient the IPCC Secretariat has signed a contract with SMI/Earthprint, which is the distributor for UNEP and a number of other UN organisations. SMI will take care of the IPCC's document distribution via mailing lists provided by the IPCC Secretariat and upon request. SMI has also entered into an agreement with Cambridge University Press for sale of IPCC reports. SMI will however distinguish between sale and free distribution according to the instructions given by the IPCC Secretariat. Orders can be submitted in writing (via fax, surface mail or e-mail), directly to SMI or through the IPCC Secretariat, and via internet. SMI will set up a special webpage for IPCC material on the Earthprint website www.earthprint.com.

2.2 The IPCC Secretariat will receive quarterly reports detailing who has received IPCC material. The distribution by SMI/Earthprint will cover IPCC reports, CD ROMs and Technical Papers. SMI can also distribute Supporting Material if TSUs wish so. It is believed that this new arrangement will not only facilitate the distribution of IPCC material, but will give us a better understanding of the needs our user community.

3. IPCC WEBSITE www.ipcc.ch

3.1 Status of the IPCC website

3.1.1 The Secretariat, with substantial in-kind support from TERI, continues to invest a large amount of effort into the web-site. It is the vehicle through which the world can quickly access the IPCC Reports, proceedings from IPCC Workshops, official documents and even PowerPoint presentations.

3.1.2 A substantial revision of all webpages was commenced at the beginning of February 2003 to reflect the start of the Fourth Assessment phase in the IPCC workprogramme. The introductory text has been expanded on several pages to assist new users. An effort has also been made to make navigation, maintenance and search for documents easier.

3.1.3 Presently the following items can be found on the IPCC website:

- General information about the IPCC and its main activities, including principles and procedures, and information about the IPCC Bureau and Technical Support Units. The Brochure "Introduction to the IPCC" has been posted in English, French, Spanish and Russian;
- A comprehensive list of IPCC publications;

- Online access to the five IPCC Special Reports and the Third Assessments Report with search facility, including Summaries and Synthesis Report in six UN languages (to the extent available). Some Summaries are also provided in non-UN languages. All IPCC Technical Papers and available translations are also posted on the site. Online access, to the extent available, is also provided for workshop reports through the publications page;
- Calendar of events, covering IPCC meetings and review periods and other important climate change related events;
- Meetings documents, meeting reports and other official correspondence with governments and participating organisations;
- Press releases, speeches and presentations given at key events as well as a set of IPCC Power Point slides;
- Links are provided to all sites of IPCC Working Groups, the NGGIP and the TGCIA Data Distributions Centre (DDC); and,
- Links are also provided to other relevant international organisations.

3.2 Planned activities

3.2.1 The IPCC website is constantly updated to reflect new information and documents. It is also planned to add further graphic features to make it more attractive to the user. However, the character of the IPCC website would continue to be one of providing factual information. Any information on the website would have to be derived from IPCC material. Further planned activities and suggestions for improvements are described below:

- (a) Language portals.** As soon as all translations are available it is planned to establish language portals on the IPCC website. Through these language portals navigation and accessing IPCC documents in UN languages would be possible. It is planned to provide in each language a general introduction to the IPCC process and all translations that are available in the respective language. Due to resource constraints and in the interest of timely up-date it will not be possible to provide the full IPCC website in all UN languages.
- (b) Co-ordination among all IPCC websites.** IPCC information is presently provided through seven interconnected websites and it is essential to maintain consistency throughout these sites. The IPCC Working Groups are presently in the process of re-opening or re-organising their respective websites. Efficient co-operation between web-mangers of all TSUs and the IPCC Secretariat is essential to be able to provide up to date and consistent information about IPCC activities to the users. It is therefore planned to re-establish the IPCC web co-ordination group. The group would be chaired by the IPCC Secretariat (Deputy Secretary of the IPCC) and comprise the web masters and TSU heads of the three IPCC working Group and the NGGIP, the webmasters of the DDC, and staff members involved in IPCC work from TERI and GRID Arendal.
- (c) Frequently Asked Questions** This idea was raised several times and it is proposed to implement it in the following manner:
 - (i) Procedural Questions** Very often the IPCC Secretariat is confronted with basic procedural questions such how are IPCC authors identified, how can I contribute to IPCC reports, what is meant by IPCC Review process. It is suggested that answers to such questions, based strictly on the IPCC procedures, would be prepared. A simple flow chart of the IPCC writing and review process could also help to enhance the understanding of how the IPCC works.
 - (ii) Questions of substance** The IPCC Secretariat receives also a variety of more substantial questions. Many of these questions are about finding information about certain topics in IPCC reports. It is suggested to point the user to the search engine for the online reports, which is presently being improved. An additional option for how to deal with frequently asked questions on substance would be to direct the user to the respective sections in IPCC reports, which address with these questions. Such a reference would go to a chapter or section of a report or a question in the Synthesis Report and not to a paragraph or sentence which could be misinterpreted

or quoted out of context. A third type of questions is about interpretation of IPCC material or political issues. It is suggested not deal with such questions.

- (d) **Additional web links** Presently specific links have been established among IPCC websites. Links are also provided to other relevant websites such as the UNFCCC, CCD, CBD, UNEP or WMO.

To enhance co-operation with partner organisations in outreach activities it is suggested to establish specific links to websites of partner organisations. This could be done under presentations and graphics. It would be introduced as a means to facilitate access to material that might be useful for those preparing information and training activities on the climate change issue. A disclaimer would make clear that the material, while it may be derived from IPCC reports, is not approved IPCC material and that the responsibility for accuracy rests solely with those who prepared it. It is suggested to establish such specific links, *inter alia*, to popularised versions of IPCC reports prepared by UNEP, the GRID Arendal Vital Climate Graphics, climate change films by TVE/Earth Report, training material prepared by the START Secretariat, the WHO report on climate change and health, and information material of WMO.

4. OTHER OUTREACH ACTIVITIES

4.1 Press and media relations

4.1.1 At the occasion of the finalisations of the TAR and its working group contributions active press and media work was done with the help of UNEP public information specialists. The launch of the working group reports was broadcast by major news agencies and numerous interviews with IPCC authors were organised for international and national radio and TV stations as well as print media. The IPCC continues to inform the general public through press conferences at major IPCC and international events such as UNFCCC COP or WSSD, with assistance from public information officers of WMO and UNEP. The IPCC has also participated regularly in press briefings on the scientific background of the climate issues, organised during UNFCCC meetings.

4.2 Presence at major international events

4.2.1 For the last few years the IPCC has been present at all meetings of the UNFCCC and its Subsidiary Bodies with display of material, side events and presentations. IPCC presentations were also given at other major events such as the WSSD. It is suggested to expand IPCC presence to other important international meetings and Conferences of Parties of environmental conventions.

4.3 Seminars, training programmes and other climate change events

4.3.1 After the first and second assessment report the IPCC has organised together with UNEP high level seminars on the content of its reports. After completion of the TAR WG III organised a series of workshops on to the WG III report. As organising such workshops is very resource consuming it is suggested to actively liaise with potential partner organisations in organising climate change events, seminars and training courses. The IPCC Secretariat, with active contribution from the IPCC Outreach Task Group (OTG) could focus on identifying partners in the UN systems and in the business and NGO community. National focal points and Bureau members could be active in identifying opportunities at national and regional level. Even when such events would not be IPCC events, IPCC could actively support them through providing material and assisting in identifying IPCC experts, which are willing to give presentations. The IPCC may also wish to consider more actively pursuing opportunities to co-sponsor workshops and other technical and scientific meetings