



INTERGOVERNMENTAL PANEL
ON CLIMATE CHANGE

TWENTY-FIRST SESSION
Vienna, 3 and 6-7 November 2003

IPCC-XXI/Doc. 2
(25.IX.2003)

Agenda item: 1
ENGLISH ONLY

PROVISIONAL ANNOTATED AGENDA

1. OPENING OF THE SESSION

1.1 The Chair, Dr R.K. Pachauri will call the session to order at 10.00 hrs on Monday, 3 November 2003.

1.2 Opening Addresses

1.2.1 Dr Pachauri will make his opening address

1.2.2 A senior representative of the Austrian Government will welcome the IPCC to Vienna and deliver a keynote address

1.2.3 The Secretary-General of the World Meteorological Organization (WMO), Prof. G.O.P. Obasi will address the Session on key climate change issues

1.2.4 The Executive Director of the United Nations Environment Programme (UNEP), Dr K. Töpfer will address the Session on key climate change issues

1.2.5 The Executive Secretary of the United Nations Framework Convention on Climate Change (UN FCCC) Ms. Joke Waller-Hunter will address the session.

1.3 Working Arrangements

The Chair will confirm the working arrangements, which are suggested to include meeting hours of 10.00 to 13.00 for the morning sessions and 15.00 to 18.00 for afternoon sessions.

Simultaneous interpretation in Arabic, Chinese, English, French, Russian and Spanish will be available during the plenary meetings of the session. All in-session documentation will be in English only.

1.4 Approval of the Agenda

The agenda may be amended at any time during the plenary meetings of the session.

2. APPROVAL OF THE DRAFT REPORT OF THE 20TH SESSION (Doc. 3)

The draft report of the Twentieth Session will be submitted by the Secretariat for approval.

3. IPCC PROGRAMME AND BUDGET FOR 2004 TO 2007 (Doc. 4)

The Secretariat will report on the status of the IPCC Trust Fund and present the proposed, forecast and the indicative budgets for the years 2004 to 2007 based on projected activities for these years. The Chairman will request the Financial Task Team under the co-chairs Mr. Marc Gillet and Mr. Zhenlin Chen to discuss the Secretariats proposals and to report to the Panel, for decision, on its recommendations.

4. ACCEPTANCE AND ADOPTION OF METHODOLOGY REPORTS PREPARED BY THE NATIONAL GREENHOUSE GAS INVENTORIES PROGRAMME ON LAND USE, LAND-USE CHANGE AND FORESTRY (LULUCF) TASKS 1 AND 2

- 4.1 Acceptance/adoption of the draft report on good practice guidance for land use, land-use change and forestry (Task 1) (Doc. 5 and Doc. 6)
- 4.2 Acceptance/adoption of the draft report on definitions and methodological options to inventory emissions from 'degradation' of forests and 'devegetation' of other vegetation types (Task 2) (Doc. 7 and Doc. 8).

5. ACTIONS TAKEN AT THE NINTH SESSION OF WORKING GROUP I, THE SEVENTH SESSION OF WORKING GROUP II AND THE SEVENTH SESSION OF WORKING GROUP III

Actions taken at the Ninth Session of Working Group I (Vienna, 4 November 2003), the Seventh Session of Working Group II (Vienna, 45 November 2003) and the Seventh Session of Working Group III (Vienna, 45 November 2003) with regard to the chapter outlines of the respective contributions of the Working Groups to the IPCC Fourth Assessment Report (AR4) and the schedules for their completion, will be presented by the respective Co-Chairs. In this context the IPCC Chair will, as requested in decision 1 of IPCC-20, inform the Panel about the consistent use of scenarios in the Fourth Assessment.

- 5.1 Actions taken at the Ninth Session of Working Group I presented by Dr Dahe Qin and Dr Susan Solomon
- 5.2 Actions taken at the Seventh Session of Working Group II presented by Dr Osvaldo Canziani and Prof. Martin Parry
- 5.3 Actions taken at the Seventh Session of Working Group III presented by Prof. Ogunlade Davidson and Dr Bert Metz.

6. AR4 SYNTHESIS REPORT (Doc. 15)

The Panel may recall that it deferred a decision on scope and nature of the Synthesis Report. The Chairman will submit for the consideration of the Panel and its decision a proposal on the AR4 Synthesis Report.

7. PROPOSALS FOR TECHNICAL PAPERS (Doc. 9 and Doc. 14)

The Panel at its 20th session decided that a scoping paper for a possible Technical Paper on Water be prepared for further consideration by IPCC-21. The Co-chairs of Working Group II will introduce a proposal for consideration and decision by the Panel.

A document addressing the overall set of products that may result from the fourth assessment process was prepared by the IPCC Secretariat and will be presented for consideration by the Panel. It

addresses *inter alia* the possible preparation of further Technical Papers, e.g. on regions, new products and outreach material.

8. PROPOSAL FOR FURTHER ACTION ON THE DEVELOPMENT OF PRACTICABLE METHODOLOGIES TO FACTOR OUT DIRECT HUMAN-INDUCED CHANGES IN CARBON STOCKS AND GREENHOUSE GAS EMISSIONS BY SOURCES AND REMOVALS BY SINKS (LULUCF Task 3)
(Doc. 16 and INF.1)

The Panel decided, through the Chair, to establish a steering committee to conduct a high level scientific meeting that would survey the current understanding of the processes affecting carbon stocks and human influences upon them. The outcomes of the Expert Meeting would be used as a basis for reporting back to the 21st Session of the Panel. The Expert Meeting has been held from 21-23 July in Geneva. The proceedings of the Expert Meeting are contained in document IPCC-XXI/INF.1. The IPCC Chairman will introduce a proposal on how to progress Task 3.

9. REVISION OF THE 'REVISED 1996 IPCC GUIDELINES FOR NATIONAL GREENHOUSE GAS INVENTORIES' (Doc. 10)

At the 20th Session the Panel decided that concerning a revision of the *Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories* the TFB should adopt the following four-step approach:

- (1) Definition of the task (beginning after IPCC XX approval through late 2003).
- (2) Preparation for the Scoping meeting.
- (3) Scoping meeting (September 2003).
- (4) Preparation of the Revised Guidelines (2004 – early 2006).

The Scoping meeting was held in Geneva, 16-18 September 2003. The TFB co-chairs will present the proposed terms of reference, table of contents, work plan and timetable, to complete the task for consideration and decision by the Panel.

10. REVIEW OF THE MANDATE OF THE TASK GROUP ON SCENARIOS FOR CLIMATE AND IMPACTS ASSESSMENT (TG CIA) (Doc. 13)

The Panel agreed at its 20th session that role and mandate of the TG CIA be reviewed and its membership be refreshed. IPCC-20 could not reach consensus on a proposal for a revised mandate, work programme and membership of the TG CIA and it was agreed that Mr Moss should continue to lead the TG CIA, operating under its existing mandate. Mr. Moss will present a proposal for a revised mandate and workprogramme for consideration and decision by the Panel.

Concerning new membership it was suggested that the same procedure as for selecting Lead Authors is applied (see Appendix A to the Principles Governing IPCC Work, paragraphs 4.2.1 and 4.2.2). The Panel is invited to provide guidance on selecting new members for the TG CIA.

11. PROCEDURAL MATTERS

11.1 Election procedures (Doc. 17)

The Panel at its 19th session (Geneva, 17-20 April 2002) decided that well before the next round of elections the Chair would bring to the Panel a proposal describing the rules and procedures to be adopted by the IPCC when conducting elections. The IPCC Bureau at its 28th Session

considered (Geneva, 10-11 December 2002) an initial document on election procedures prepared by the IPCC Secretariat and agreed that a small group of Bureau members should revise and further develop the document. A proposal prepared by this group will be presented for consideration and decision by the Panel.

11.2 Review of IPCC Principles (Doc. 18)

Paragraph 16 of the “Principles Governing IPCC Work” (adopted in 1998) states: “These Principles shall be reviewed every five years and amended as appropriate”. At the 20th session the Panel agreed that a small group of Bureau members would be established to review the Principles. The recommendations by that group will be presented for consideration and decision by the Panel.

12. PROGRESS REPORTS

12.1 Special Report on Safeguarding the Ozone Layer and the Global Climate System: Issues Related to Hydrofluorocarbons and Perfluorocarbons (Doc. 11)

The Panel at its 20th Session decided to prepare a Special Report. The preparation shall be coordinated by a Steering Committee of Messrs. Bert Metz, Ogunlade Davidson and Ms Susan Solomon and three TEAP on behalf of the IPCC. Co-chairs of Working Group I or Working Group III will present a progress report.

12.2 Special Report on Carbon Dioxide Capture and Storage (Doc. 12)

The Panel at its 20th Session decided that Working Group III should prepare a Special Report addressing the issues of carbon dioxide capture and storage. The Co-chairs of Working Group III will present a progress report

12.3 GCOS Adequacy Report

The Panel at its 20th Session welcomed the second GCOS Adequacy Report and noted its concern at the fragile, and sometimes declining state of the global observing networks. The IPCC Chair will inform the Panel about further steps taken in this context.

13. OUTREACH

The Panel at its 20th Session established, for the duration of the Fourth Assessment, an open-ended Outreach Task Group (OTG) with Ms Maria Martello and Mr John Stone as Co-chairs. The Co-chairs will present a progress report.

14. OTHER BUSINESS

15. TIME AND PLACE OF THE NEXT SESSION

16. CLOSING OF THE SESSION