

TWENTY-FIRST MEETING OF THE IPCC EXECUTIVE COMMITTEE

16 August 2013, 3:00-4:40 PM CEST - Teleconference

CONCLUSIONS AND DECISIONS

Participants:

Members:

R. K. Pachauri (Chair); I. Elgizouli; Q. Dahe; T. Stocker; C. Field; O. Edenhofer; R. Pichs-Madruga; Y. Sokona; T. Hiraishi. *

Advisory Members:

R. Christ; P. Midgley; D. Dokken; K. Tanabe; L. Meyer.

Others:

G. Leone* (minutes); J. Lynn.

* J.-P. van Ypersele requested that his apologies be recorded in this report.

1. ADOPTION OF THE AGENDA

The meeting took place on 16 August and not on 7 August as originally scheduled. The ExCom adopted the provisional agenda of the meeting (EXCOM-XXI/Doc.1), as attached as **Annex 1**, with the addition of item 5.2 entitled "Pending WGIII AR4 error claim".

2. CONCLUSIONS OF THE INFORMAL MEETING OF THE EXECUTIVE COMMITTEE HELD ON 8 JULY 2013

The conclusions of the informal meeting of the ExCom held on 8 July 2013 were reviewed and confirmed as ExCom decisions, as indicated hereafter:

2.1 Release of approved Summary for Policymakers (SPM) following approval session

The SPM will be released by the IPCC to the press and the general public at a press conference which will be scheduled as decided by the Working Group Co-chairs and the IPCC Chair.

2.2 Preparation of documentation for IPCC-37

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
1.	Agenda item 7.3: "Evaluation of communications strategy and its implementation plan and consideration of evaluation metrics for assessing the effectiveness of IPCC communication": To prepare a draft for consideration by the ExCom.	J. Lynn	30 August 2013
2.	Agenda item 9.1: "Electronic versions of IPCC reports as a document of record" - Consistent with the agreement reached by the ExCom, an electronic version of the AR5 will be prepared as document of co-record: To prepare a document for the Panel, which reflects the views of all Working Groups (WGs).	C. Field	6 September 2013
3.	Agenda item 9.4: "Any other procedural matters": To draft and circulate to the ExCom for comments a brief document about experience with the implementation of the Error Protocol and the need to consider adjusting some of the deadlines.	R.K. Pachauri	6 September 2013

In relation to action item 3 mentioned above, it was suggested that a uniform period (e.g. two months) could be suggested for the indicative deadlines of the various steps described in the Error Protocol. However, speedy action of the communications with the claimants remains very important and should not be delayed.

3. MATTERS OF COORDINATION

3.1 Process to correct factual errors identified in the Final Draft of the Working Group I (WGI) Fifth Assessment Report (AR5)

T. Stocker, Co-Chair, WGI summarized the document mentioned above that had been distributed to the ExCom for information. The process as planned by WGI includes the issuance of a document entitled “Final Draft Corrections” to be finalized and made public following the publication of the WGI AR5 report in its final form. This document will list all the factual errors that have been identified in the Final Drafts of the Technical Summary, Chapters and Annexes after they were made available to governments and are to be corrected in the final publication. The ExCom discussed the comprehensiveness of this document, which is not intended to include copy edits. C. Field, Co-Chair, Working Group II (WGII), recommended that a full list of copy-edits should also be compiled for internal use. The Secretary expressed her support for the process as developed by WGI. Working Group III (WGIII) indicated that they will use this process too, while WGII will continue considering it.

3.2 Study of the IPCC process

The ExCom recommended that all requests for exercises such as the one submitted by Prof. M. Oppenheimer be reviewed by the IPCC on their merit. It is essential to consider how studies of the IPCC operations can impact the work of the Panel. Ground rules need to be laid down, especially in terms of independence of the study and respect for the conditions that authors may require.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
4.	To prepare a note for consideration and decision by IPCC-37 on this matter.	R.K. Pachauri in consultation with the Secretariat	6 September 2013

4. COMMUNICATION AND OUTREACH ACTIVITIES

4.1 IPCC Embargo Policy

The Senior Communications Manager introduced the draft Embargo Policy as developed in consultation with the Communications Action Team (CAT) and distributed to the ExCom. There was general agreement on the possibility of issuing the AR5 approved/accepted SPM and, if time permits, press releases to media under embargo. It was also agreed that the press releases would then need to be distributed to Government Focal Points in advance as well. It was suggested to clarify in the proposal what constitutes a “substantial break of the embargo”. The Secretary stressed that the IPCC cannot prevent governments from releasing the approved material, but only ask for the cooperation of delegates participating in the session in this regard.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
5.	To revise the draft Embargo Policy in accordance with the guidance provided by the ExCom and circulate it to the ExCom for final approval.	J. Lynn	21 August 2013

5. RESPONSE TO POSSIBLE ERRORS

5.1 Handling of translation errors

The proposal describing the correction process of translation errors, developed by C. Field, Co-Chair, WGII and T. Hiraishi, Co-Chair, TFI, was introduced by the former. There was general agreement on the recommendation by WGI that the result of the process must be a definitive translation endorsed by the official UN translators. The issue of whether the English version of IPCC reports is the version of reference was discussed.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
6.	To revise the proposal in accordance with the guidance provided by the ExCom and circulate it to the ExCom for final approval.	C. Field, T. Hiraishi	30 August 2013

5.2 Pending Working Group III (WGIII) Fourth Assessment Report (AR4) error claim

In following up to the discussion held on this matter at ExCom-20, O. Edenhofer, Co-Chair, WGIII reported that the errata text is now agreed with the WGIII Bureau, the AR4 WGIII Co-Chairs, and the relevant Coordinating Lead Authors and Lead Authors. The claim requires a number of complicated, interrelated errata, which affect four different documents: 1) WGIII report; 2) WGIII SPM; 3) SYR; 4) SYR SPM. The error protocol foresees different processes for all of these, and the ExCom agreed that a full conclusion on this matter can only be reached at IPCC-37. In the meantime, however, the claimant continues to be very keen to have a final response.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
7.	To inform the claimant about the decision of the ExCom and the next steps that will be taken, and undertake future communications with him.	Secretariat	21 August 2013
8.	To prepare the submission for Bureau and IPCC-37 for decision in accordance with the Error Protocol.	R.K. Pachauri with inputs from WGIII and Secretariat	6 September 2013

6. ANY OTHER MATTERS

6.1 Letter from Cambridge University Press (CUP): Offer to include AR4 for its electronic publishing programme

The ExCom decided that it is important for the IPCC to retain and enhance the ability to produce and disseminate its own e-books, in consultation also with its parent organizations, i.e. WMO and UNEP. This is especially true because the CUP's offer includes plans to sell e-books. The IPCC is not ready to make a commitment with CUP and will explore possible options for its reports.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
9.	To explore options and technologies available for e-books, keeping in mind the AR4 contract with CUP and report to the ExCom for a decision.	J. Lynn, J. Baidya	After IPCC-37
10.	To respond to the offer by CUP that IPCC is not ready to commit and is exploring its options.	Secretariat	27 August 2013

6.2 ExCom procedural issue

Upon suggestion of the Chair, it was agreed that, should a teleconference connection with the Chair fail during an ExCom meeting, a Vice-Chair will replace him in order to continue with the formal meeting.

There were no other matters to be discussed and the meeting closed at 04:40PM.

**IPCC EXECUTIVE COMMITTEE – TWENTY-FIRST MEETING
Teleconference, 16 August 2013**

EXCOM-XXI/Doc. 1
(4.VIII.2013)
Agenda Item: 1
ENGLISH ONLY

PROVISIONAL AGENDA

(Submitted by the IPCC Secretariat)

- 1. ADOPTION OF THE AGENDA**
- 2. CONCLUSIONS OF THE INFORMAL MEETING OF THE EXECUTIVE COMMITTEE HELD ON 8 JULY 2013**
- 3. MATTERS OF COORDINATION**
 - 3.1 Process to correct factual errors identified in the Final Draft of the WGI AR5
 - 3.2 Study of the IPCC process
- 4. COMMUNICATION AND OUTREACH ACTIVITIES**
 - 4.1 IPCC Embargo Policy
- 5. RESPONSE TO POSSIBLE ERRORS**
 - 5.1 Handling of translation errors
- 6. ANY OTHER MATTERS**