

**TWENTY-THIRD MEETING OF THE IPCC EXECUTIVE COMMITTEE**  
2 October 2013, 3:00-4:10 PM CEST - Teleconference

**CONCLUSIONS AND DECISIONS**

Participants:

*Members:*

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

*Advisory Members:*

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

*Others:*

G. Leone (minutes); J. Lynn.

**1. ADOPTION OF THE AGENDA**

The ExCom adopted the provisional agenda of the meeting (EXCOM-XXIII/Doc.1), as attached as **Annex 1**.

**2. MATTERS OF COORDINATION**

**2.1 12<sup>th</sup> Session of Working Group I and IPCC-36: Outcome and lessons learned**

The Chair and other members offered their congratulations to Working Group I (WGI) and all those involved in bringing the preparation and approval of the AR5 WGI report to a successful conclusion. In turn, P. Midgley, Head, Working Group I Technical Support Unit (WGI TSU), expressed appreciation for the support received at the approval session in Stockholm. She also highlighted the lessons learned at that session, including the following: (i) need for flexibility; (ii) detailed preparations are crucial for all aspects of the approval session; (iii) the newly-introduced papersmart system worked very well, but additional clarity is needed on the process to approve and include documents entering the system; (iv) the arrangements for communication and media worked effectively; and (v) it may be prudent to have a longer delay between the closing of the WG approval session and the following IPCC plenary session.

The Chair invited the Secretary to comment on lessons learned at Stockholm. She referred to her communication to ExCom members of 2 October 2013 and highlighted a number of recommendations for the upcoming (AR5) approval sessions, including the following: (i) the revised version of the Summary for Policymakers (SPM) prepared after the end of the written round of Government comments should be available to delegates at the approval session in its entirety to facilitate their deliberations; (ii) adequate back-up of staff responsible for various functions at the approval session has proven important; (iii) coordination and cooperation between TSUs and Secretariat is crucial for the success of the approval sessions; (iv) equally important is the coordination and cooperation among all the parties involved in media activities; (v) the document embargo and lock-up worked very well in Stockholm; and (vi) it is necessary to have realistic plans and schedules for the approval sessions in order to remain within the time constraints of the interpretation services. The need for realistic expectations in terms of time was also highlighted by I. Elgizouli, Vice-Chair, to avoid conflict with the delegates' confirmed travel schedules.

**2.2 IPCC-related activities at COP 19**

The Chair informed the meeting that he was about to leave for Warsaw to attend the pre-COP 19 high-level consultations (2-4 October 2013).

The Secretary referred to the detailed schedule of IPCC-related events at COP 19 that she had distributed to the members on 10 September. She stressed that there is a need for a critical mass of experts in Warsaw who will be able to respond to the many expected requests for IPCC inputs by partners. P. Midgley, Head, WGI TSU, asked for details on the topics and events that WGI authors are expected to join, in order to firm their participation. T. Hiraishi, Co-Chair, TFI, informed the meeting that he had secured the participation of experts for the relevant events, including for the “KP 578 Workshop” (21-23 October 2013, Bonn, Germany) and for the “Workshop on technical and scientific aspects of ecosystems with high-carbon reservoirs not covered by other agenda items under the Convention” (24-25 October 2013, Bonn, Germany). Representation in the latter is being secured in coordination with WGI.

	<i>Action Item</i>	<i>Responsibility</i>	<i>Deadline</i>
1.	To hold a teleconference with Mr. A. Fischlin, one of the two co-facilitators of the <i>Structured Expert Dialogue on the 2013-2015 Review</i> during the week of 7 October 2013.	R. Christ, P. Midgley	11 October 2013

### **3. COMMUNICATION AND OUTREACH ACTIVITIES**

#### **3.1 Overview of communication and outreach activities at the 12<sup>th</sup> Session of Working Group I and IPCC-36 and follow-up plans**

The Senior Communications Manager expressed his satisfaction at the way the media activities went at the WGI approval session. He mentioned that information exchange among the various parties involved as well as availability of materials and timely preparations could improve the output of media activities at future sessions. The contributions made by United Nations Foundation (UNF) and other partners, in addition to WGI, Secretariat and WMO, were instrumental in the success of the whole exercise. Preparations for the media activities at the approval sessions of WGs II and III will build on the lessons learnt in Stockholm.

In response to a question by J.-P. van Ypersele, Vice-Chair, the Senior Communications Manager called for caution in accepting invitations to debates or panel discussions that go beyond opportunities to present the findings of IPCC approved reports. Invitations to such discussions could be discussed with the Senior Communications Manager on a case by case basis, as suggested by the Chair.

#### **3.2 Overview of communication and outreach plans at IPCC-37 in Batumi.**

The Senior Communications Manager described the three main media events that are being planned for IPCC-37 in Batumi.

### **4. ANY OTHER MATTERS**

The Secretary reported on the awarding of IPCC scholarships to 13 students during the 6<sup>th</sup> edition of the Prince Albert II of Monaco Foundation Award Ceremony on 30 September 2013 in Monaco. She participated in that event with J.-P. van Ypersele, Vice-Chair. They both expressed satisfaction for the results and progress of the IPCC Scholarship Programme. The Chair echoed this, and suggested that a community of IPCC Scholarship Alumni be set up in order to formalize a platform for them to stay in touch among themselves and with the IPCC.

J.-P. van Ypersele, Vice-Chair, recommended that the AR5 WGI SPM and the Headline Statements be translated in UN languages and published in time for UNFCCC COP 19. The Secretariat will liaise with those concerned to ensure that this is done.

The meeting closed at 04:10 PM.

**IPCC EXECUTIVE COMMITTEE – TWENTY-THIRD MEETING  
Teleconference, 2 October 2013**

EXCOM-XXIII/Doc. 1  
(30.IX.2013)  
Agenda Item: 1  
ENGLISH ONLY

**PROVISIONAL AGENDA**

(Submitted by the IPCC Secretariat)

**1. ADOPTION OF THE AGENDA**

**2. MATTERS OF COORDINATION**

- 2.1 12<sup>th</sup> Session of Working Group I and IPCC-36: Outcome and lessons learned
- 2.2 IPCC-related activities at COP 19

**3. COMMUNICATIONS AND OUTREACH ACTIVITIES**

- 3.1 Overview of communication and outreach activities at the 12<sup>th</sup> Session of Working Group I and IPCC-36 and follow-up plans
- 3.2 Overview of communication and outreach plans at IPCC-37 in Batumi.

**4. ANY OTHER MATTERS**