

## **REPORT OF THE SIXTY-EIGHTH SESSION OF THE IPCC BUREAU**

**Kuala Lumpur, 8 December 2024**

### **1. OPENING OF THE SESSION**

Mr Jim Skea, Chair of the Intergovernmental Panel on Climate Change (IPCC), called the 68<sup>th</sup> Session of the IPCC Bureau (BUR-68) to order.

The Chair welcomed the participants and expressed gratitude to the government of Malaysia for hosting the Bureau meeting. He underscored the Bureau's role in providing guidance to the Panel on the scientific and technical aspects and highlighted recent progress, including the Panel's decision on the set of reports for the Seventh Assessment Report (AR7) cycle, agreement on the outlines of the Special Report on Cities and Climate Change and the Methodology Report on Short-Lived Climate Forcers, as well as the selection of nominated authors. The Chair noted the successful Scoping Meetings for the Methodology Report on Carbon Dioxide Removal Technologies, Carbon Capture Utilization and Storage, and emphasised that the focus of BUR-68 Session would be on the successful outcome of the AR7 Scoping Meeting, delivery of the scientifically sound draft outlines of the three Working Group (WG) contributions, and deliberations on Expert Meetings (EMs) in preparation for the upcoming 62<sup>nd</sup> Session of the IPCC (IPCC-62) in February 2025 in Hangzhou, China. The Chair further highlighted the importance of the Bureau's discussions for the strategic schedule of the WGs and the continued relevance of the IPCC's work for policymakers, as reaffirmed by decisions of the 29<sup>th</sup> Session of the Conference of the Parties (COP29) to the United Nations Framework Convention on Climate Change (UNFCCC) in Baku, Azerbaijan.

The Chair thanked the Secretariat for organising BUR-68 and invited Mr Abdalah Mokssit, Secretary of the IPCC, to moderate the opening ceremony.

Ms Ko Barrett, Deputy Secretary-General of the World Meteorological Organization (WMO), welcomed the Bureau members on behalf of the WMO Secretary-General, Ms Celeste Saulo and thanked the Malaysian authorities for their hospitality. She noted the importance of the BUR-68 decisions, which will inform the decisions to be taken at IPCC-62. The WMO Deputy Secretary-General emphasised the IPCC's visibility at the UNFCCC COP29 and commended the Bureau's progress. She welcomed achievements in addressing gender, diversity, and inclusivity, highlighting the work of the Gender Action Team (GAT) and the planned EM on Gender, Diversity and Inclusion in 2025. She recognised the Secretariat's demanding workload and reaffirmed WMO's support for the Secretariat. The Deputy Secretary-General also informed the Bureau about WMO's ongoing transition to a new Enterprise Resource Planning (ERP) System and its implications for day-to-day operations, highlighting WMO's collaboration with IPCC on Host Country Agreements (HCAs).

Mr Jian Liu, Director of the Early Warning and Assessment Division of the United Nations Environmental Programme (UNEP), on behalf of UNEP's Executive Director, Ms Inger Andersen, thanked the Malaysian government and welcomed the Bureau members and government representatives. He highlighted key achievements, including the agreement on the outlines for the Special Report on Climate Change and Cities, as well as the Methodology Report on Short-Lived Climate Forcers. He emphasised the importance of effective preparation for IPCC-62. He praised the IPCC's growing visibility at the UNFCCC COP 29, attributing its high profile to strong leadership and well-organised events. He underscored IPCC's scientific credibility, integrity, political legitimacy, inclusiveness, and policy relevance, recalling its influence on the adoption of several goals under the UNFCCC processes. The UNEP's Director of the Early Warning and Assessment Division described the IPCC as the exemplary model for scientific intergovernmental assessments, which has influenced the creation of similar intergovernmental entities. He praised the IPCC's achievements during 20 years of his engagement with the IPCC in different capacities and urged the Bureau to prioritise the timely delivery of reports to maximise their impact on negotiations and policies and to ensure the IPCC's relevance and ability to lead global climate science and assessments.

The Chair declared BUR-68 open.

Before proceeding to the first agenda item, the Chair clarified the proceedings of the Session, which was being conducted in a hybrid format, with interventions first from participants in the room and then from those attending remotely.

The Bureau adopted the BUR-68 Agenda (BUR-LXVIII/Doc 1, Rev.1) as contained in Annex 1 to this report.

## **2. REPORT OF THE SIXTY-SEVENTH SESSION OF THE BUREAU**

The Chair introduced the Report (BUR-LXVIII/Doc. 6) of the 67<sup>th</sup> Session of the Bureau (BUR-67), recalling that the document had been circulated prior to the Session and no comments had been received.

Ms Siir Kilgis, Working Group III (WGIII) Vice-Chair, took the floor and expressed appreciation for the reflection of discussions on inclusivity within the Strategic Planning Schedule (SPS) agenda item and noted progress was made in the huddle that took place at BUR-67 on this topic to agree in principle on the SPS, once the concerns were addressed.

The Secretary proposed that the intervention be included in the report of BUR-68, which was agreed.

The Bureau approved the BUR-67 Report as contained in document BUR-LXVIII/Doc. 6.

## **3. ADMISSION OF OBSERVER ORGANIZATIONS**

Ms Jennifer Lew Schneider, the Legal Officer of the IPCC Secretariat, presented the document on Admission of Observer Organizations (BUR-LXVIII/Doc. 4, Rev. 2), and following its revision to include two additional requests, noted that since BUR-67, the following 17 organizations have requested IPCC observer status:

- 1) African Development Bank (AfDB)
- 2) Assembly of First Nations (AFN)
- 3) Clean Air Fund (CAF)
- 4) Council on Energy, Environment and Water (CEEW)
- 5) E3G, hosting International Climate Councils Network (ICCN)
- 6) Elizka Relief Foundation (ERF)
- 7) Gas Exporting Countries Forum (GECF)
- 8) Geomar Helmholtz Centre for Ocean Research Kiel (GEOMAR)
- 9) HelpAge International (HAI)
- 10) Huqooq-ul-Ebad Development Foundation (HEDF)
- 11) Inter-American Institute for Cooperation on Agriculture (IICA)
- 12) National University of Singapore (NUS)
- 13) Pakistan Community Peace Foundation (PCPF)
- 14) South Asian Forum for Environment (SAFE)
- 15) University of Exeter (Uni Exeter)
- 16) African Heritage and Global Peace Initiative (AHGPI)
- 17) Union Nationale des Travailleurs Démocrates (UNTD)

These requests were submitted in accordance with Rules II.5 and II.6 of the [IPCC Policy and Process for Admitting Observer Organizations](#), for review by the IPCC Bureau.

Mr Bart van den Hurk, Working Group II (WGII) Co-Chair; Ms Sonia Seneviratne, Working Group I (WGI) Vice-Chair; Mr Raman Sukumar, WGII Vice-Chair; Ms Zinta Zommers, WGII Vice-Chair; Ms Malak AlNory, WGIII Vice-Chair; Mr Eduardo Calvo Buendía, WGIII Vice-Chair; Mr Nouredine

Yassaa, WGIII Vice-Chair<sup>1</sup>, as well as the United States of America (USA), Canada, and Germany, took the floor.

Regarding the observer review, it was requested to prepare a list of non-responding organizations for the next Panel session. Calls were made for the consideration of late observer applications to avoid delays until the next Bureau session. A clarification was requested on whether observers were subject to confidentiality requirements, considering the disclosure of verbatim proceedings on social media during Panel sessions. The importance of observers in the IPCC process was emphasised. Transparency was key with regard to donor support for EMs, workshops and chapter scientists.

Reservations were expressed regarding the admission of the GECF as an observer organisation, citing concerns about a non-scientific agenda, potential bias in author nominations, politicisation of the IPCC process, and potential reputational risks. There was also support expressed for admitting GECF, noting there was no issue under the IPCC observer policy preventing its admission. Inclusivity required all voices to be included in the IPCC process. It was recalled that the decision to admit GECF rested with the Panel. A review of the criteria for admitting observer organisations by the Panel at a future Plenary was suggested.

In response to the concerns raised, the Legal Officer confirmed that all observers were subject to the confidentiality requirements. Regarding the screening process, the IPCC observer policy sets the criteria for admission and all organizations listed align with these criteria. Late applications could be added by revising the report submitted to the Bureau, provided there were no objections.

The Chair adjourned the agenda item to allow for revision of the requests for observer status to include the late applications.

On resuming, the Chair concluded that the applications of the seventeen organizations for IPCC Observer Status would be presented for a decision at the next Panel Session, IPCC-62.

The Bureau took note of the discussions on the GECF application and forwarded the list of seventeen organizations that applied for IPCC Observer Status to the Panel for its consideration and decision at its next session.

Furthermore, the Bureau took note of the status of the review of the IPCC Observer Organizations.

#### **4. PREPARATIONS FOR THE SCOPING MEETING FOR THE SEVENTH ASSESSMENT REPORT**

The Chair introduced the Vision Paper on the Preparations for the Scoping Meeting for the AR7 (BUR-LXVIII/INF. 10), focusing on the sections dedicated to the Chair's vision and the Synthesis Report (SYR). The Chair's vision encompassed a background reflecting on the evolving scientific landscape, with the IPCC facing new scientific challenges and specific areas of progressing research. The IPCC's impact has been extremely prominent in the political and diplomatic world, and the IPCC's principles and procedures have been used as models by other organisations, creating a specific responsibility for the IPCC. The Chair's vision was organised around three themes, namely: policy relevance, interdisciplinarity and inclusion. On the policy relevance side, it highlighted that the IPCC has a duty to produce clearly structured and comprehensive reports, enabling the effective communication of its products and their relevance at the international level. It also flagged the various entry points at which the IPCC may be relevant during the seventh cycle, including the GST-2 and the Sustainable Development Goals. It was also important that the IPCC remained relevant for national and subnational policymaking, as well as for non-governmental stakeholders. The IPCC leadership has initiated discussions with the major UNFCCC constituencies. The interdisciplinarity was mostly about institutional interactions, with the WGs collaboration, but there were also external linkages such as those with the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services

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<sup>1</sup> Due to technical issues, written comments were received from Mr Nouredine Yassaa, WGIII Vice-Chair.

(IPBES). There has been a significant emphasis on inclusivity, including gender balance and representation, across both developed and developing countries. The question of access to literature for developing countries, as well as of chapter scientists from developing countries, has also been addressed. The Chair emphasised that the upcoming scoping meeting was not intended to develop the SYR outline. The objective was to give early consideration to SYR. There has been a tendency for the SYR to converge on a particular narrative over the past few cycles, which broadly consists of three sections. The first one takes a stocktake of the current status. The second presents possible futures and various contingencies, while the third presents potential responses. Discussions on the narrative could occur during this scoping, but only when the formal SYR scoping meeting takes place later in the cycle, these could then be locked in and presented to the Panel for agreement.

Mr Robert Vautard and Mr Xiaoye Zhang, WGI Co-Chairs, introduced the WGI part of the vision paper. It reflected why, more than ever, there was a need for the physical science basis report, especially for information on current observations, climate trends, future developments and responses. It included information on knowledge gaps from the Sixth Assessment Report (AR6), emerging topics in climate science, and ideas on inclusivity. Ten potentially policy-relevant questions were also introduced in the WGI part.

Mr Winston Chow and Mr Bart van den Hurk, WGII Co-Chairs, introduced the WGII part, which followed a similar structure, with a point of departure relative to the AR6, formulating some overarching ambitions and listing a couple of opportunities for the AR7 in terms of upgrading and filling in the gaps on specific topics related to impact assessment, adaptation, climate development and the role of finance, etc. WGII was also tasked with updating the 1994 Technical Guidelines for Assessing Climate Change Impacts and Adaptations, and a dedicated section was allocated for this purpose. The WGII part was prepared in consultation with their Bureau, and input was collected from the AR6 author teams.

Ms Katherine Calvin and Ms Joy Jacqueline Pereira, WGIII Co-Chairs, introduced the WGIII part, which contained three main sections. The first was on the AR6, drawing on content from the approved WGIII Summary for Policymakers (SPM), which included information on knowledge gaps and some published criticism for awareness. The second section focused on pre-scoping activities, including webinars to gather input from nominated experts who were not selected, as well as activities with underrepresented constituents and former authors. The final section was on the AR7, providing elements to initiate the discussions. There was one final part of the vision paper on cross-cutting themes prepared by all the WGs, which identified nine topics to stimulate discussions during the scoping meeting.

Ms Katherine Calvin, WGIII Co-Chair, introduced the overview programme for the scoping meeting (BUR-LXVIII/INF. 11). It was planned to alternate between cross-working group plenaries, cross-working group breakout groups, and working group-specific sessions.

Mr Ladislaus Chang'a, IPCC Vice-Chair; Mr Ramón Pichs-Madruga, IPCC Vice-Chair; Ms Diana Ürge-Vorsatz, IPCC Vice-Chair; Ms Sonia Seneviratne, WGI Vice-Chair; Ms Malak AlNory, WGIII Vice-Chair; Mr Gervais Itsoua Madzous, WGIII Vice-Chair, and Ms Siir Kilgis, WGIII Vice-Chair took the floor.

Appreciation was expressed for the vision paper and the proposed programme for the scoping meeting. As the programme was loaded with activities, it was essential to use the time efficiently and effectively during the upcoming week to avoid leaving anything behind. The scoping meeting was crucial for the entire cycle in setting the tone regarding policy relevance, interdisciplinarity and inclusivity. The consideration and progress on inclusivity in this cycle were appreciated, including innovative approaches such as pre-scoping activities, which ensured that even non-selected experts could contribute. Many activities with the IPCC Vice-Chairs were organised with the UNFCCC constituencies, in line with the Chair's vision. There were high expectations for the IPCC, and it was important to ensure the implementation of what was promised, that all voices were heard, and that Indigenous Knowledge and local knowledge were included in the IPCC reports. Although progress

has been made, ensuring inclusivity within the IPCC is also highly important. It was essential to enhance the consultative process with the IPCC Vice-Chairs, including in the selection process, while adhering to established procedures. Although each of the IPCC Vice-Chairs was assigned to a specific WG by the Chair, their participation in the WGs Bureaux meetings has been uneven, and it would be good to improve this in the future, allowing them more structured input into the different strategic work and processes. Inclusivity should not be limited to certain practices but should continue to be implemented throughout the cycle. Inclusivity requires transparency of the processes taking place. Some concerns were expressed about a priority for the reports having to be attractive, while they should focus on being more policy-relevant and preserving scientific integrity. It was essential to finalise the proposed outlines during the scoping meeting and present them to IPCC-62, while also upholding the cross-WG collaboration and seeking the IPCC Vice-Chairs' input in the WG processes. Providing one proposed outline per WG was needed for the Plenary, and several options would not be useful.

Mr Robert Vautard and Mr Xiaoye Zhang, WGI Co-Chairs, responded to comments on the attractiveness of the reports, informing that the idea was that the reports should be understood not only by the scientists but also by the general public. On the inclusivity, not only for the scoping but also for author selection, careful consideration has been given to regional and gender balances. The collaboration between the WGs has been further strengthened to ensure that the cross-WG topics are covered properly.

Ms Laura Gallardo, WGII Vice-Chair, as well as Germany, India, Tanzania, and Türkiye, took the floor.

Views expressed included that the reports should be attractive and actionable, and the scoping would be a great opportunity to hear from the range of selected participants. The vision paper provided input to stimulate the discussions. It was important for the cross-cutting topics to bring the synergies and trade-offs between adaptation and mitigation action measures. The Vice-Chairs needed to play a more active role. Discussing the SYR in this scoping meeting didn't seem like an effective use of time, as the agenda was already packed. It would be good to follow the SYR process from the AR6. The chapters should address issues relevant to developing countries, presenting information in an interactive and comprehensible manner for the general public that incorporates Indigenous Knowledge considerations. The high number of nominations and high interest in the reports were highlighted. A lot of discussion has been made on inclusivity. However, it seemed that the document on the organisation of the scoping meeting and the composition of the co-facilitators of the breakout groups was not balanced and didn't reflect the common IPCC practice. Progress on arrangements for access to literature and chapter scientists from developing countries was appreciated. It was suggested that the Bureau prepare options to enhance inclusivity in the scientific process and inform IPCC-62 so that governments and the Secretariat could take concrete and timely steps to achieve the greatest possible inclusivity in the preparation reports.

The Chair indicated that the attention given to the SYR in this particular scoping meeting was something the WGs and the Chair had advocated. He clarified that nothing would be locked in at this scoping meeting. The aim was to explore some of the issues around the SYR. There would be a formal SYR scoping meeting later, and the SYR would certainly not going to dominate the proceedings of this meeting. There were only around 20 to 25 people out of approximately 240 who engaged with the SYR process, with only three dedicated sessions to be held throughout the entire week. He added that a cross-cutting topic on climate and biodiversity, given the interest in linkages between IPCC and IPBES, might be something that would deserve some interaction, depending on the interest. Indigenous Knowledge was to be considered under another agenda item on EMs and workshops in this cycle, and there would be a proposal by the Chair on how these issues could be addressed more systematically.

Mr Robert Vautard and Mr Xiaoye Zhang, WGI Co-Chairs, noted that considering the SYR early in the cycle was essential for interdisciplinarity and cross-WG collaboration.

Mr Winston Chow and Mr Bart van den Hurk, WGII Co-Chairs, supported the importance of early SYR consideration. Experts from the WG-specific pools were selected to participate in the SYR sessions. They would bring back information to the respective WGs, making it relevant to the different reports and ensuring cross-WG alignment. For the Special Report on Climate Change and Cities, WGII has successfully secured an agreement from Utrecht University to provide access to literature for authors from developing countries and has also obtained funding for the chapter scientists. WGII aimed to promote this activity for the assessment report. Ensuring the chapters were interactive and speaking to broader audiences was a priority.

Ms Katherine Calvin and Ms Joy Jacqueline Pereira, WGIII Co-Chairs, elaborated on cross-cutting topics and inclusivity. The cross-cutting topics were included to initiate the discussion, leaving room for further suggestions at both the Bureau and the scoping meeting, with some constraints on the number that could be run simultaneously, given the limited number of rooms, participants, and Bureau members available to facilitate. This was why they initially identified nine. These were distributed to the co-facilitators among Bureau members based on their expertise, without strictly adhering to the gender and regional balance in this case. Regarding the outcome of the scoping meeting, the intention was to produce a single draft outline for each report to be forwarded to the Panel, rather than multiple outlines. Concerning the nominations, it was important to recognise that as the Bureau strived for regional balance and intra-regional balance, there was a limitation with respect to the Trust Fund, which could only be resolved at the Plenary. There would be a session on inclusivity during the scoping meeting run by the IPCC Vice-Chairs.

Ms Diana Ürge-Vorsatz, IPCC Vice-Chair; Ms Zinta Zommers, WGII Vice-Chair; Ms Siir Kilkis, WGIII Vice-Chair, as well as the Netherlands, took the floor.

As the interest in the IPCC increased, transparency in the nomination and selection processes was essential, as well as clearly communicating these, including the limitations to the selection, which were not related to the excellence of the nominated experts but simply to the fact that the IPCC was unable to offer that many places. This is essential to avoid discouraging nominations in the future. Although there were excellent scientists in all regions, inclusivity goes beyond developing countries and regions. It should also examine the balance within the regions, with Eastern Europe being highly underrepresented in the author teams, which are mostly comprised of authors from Western Europe. One of the challenges highlighted was that some countries in Eastern Europe were not eligible for Trust Fund support, despite having a lower GDP than that of some eligible countries. Therefore, these governments hesitated to nominate due to funding constraints. While there was no immediate solution to this issue, it would be crucial to make stronger efforts in all regions to monitor the intra-regional balance in terms of inclusivity and to increase interest and awareness about the IPCC. But there were already improvements in the process. All the multi-criteria expertise, regional balance, gender balance, and many more factors go into the aspect of selecting the authors. The selection process was also dependent on the agreed outlines and whether, for instance, there would be a cross-cutting WG chapter. Regarding the attractiveness of the IPCC reports, their length was a key consideration, as they should be concise and focus on new insights.

The Chair indicated that he also favoured concise and focused reports. He clarified that the output from the scoping meeting would be single proposals for outlines for the three WG reports and would not contain options. The IPCC governments would be the ones to agree to the final outlines. Regarding inclusivity, he acknowledged that access to literature for developing country authors has been ensured through an arrangement by the WGII Co-Chairs, and funding has been secured for chapter scientists from developing countries for each of the chapters in the Special Report on Climate Change and Cities, which represents important progress. This was something that the IPCC needed to undertake also for the individual WG reports. The selection was becoming an enormous challenge. In the AR6, there were five times as many nominations as there were places, and the ratio is now closer to ten to one. The Chair encouraged the WGs to produce the raw statistics of those nominated and selected and the selection strategy that could be included in their reports to IPCC-62.

Mr Robert Vautard and Mr Xiaoye Zhang, WGI Co-Chairs, clarified that they had a very clear selection process with steps and engagement from all the WGs. As for the WGI, they had regular WGI Bureau meetings that considered expertise, regional balance, and gender balance. For the Special Report on Climate Change and Cities, the three WGs have been working with the Bureau members. While qualification is the most important, extensive discussions have been on regional, intraregional, and gender balance. In WGI, the ratio of male to female nominees has been 70% to 30%, and the selection process has been designed to reduce this gap.

Ms Katherine Calvin, WGIII Co-Chair, added that the WGs took a slightly different approach to selecting experts for the scoping meeting while following the principles and procedures for which the WG Bureaux were responsible. WGIII Bureau worked together to draft the process in advance. Then the Bureau met regularly, and most of the decisions were made in an in-person meeting in Bulgaria on the sidelines of the 61<sup>st</sup> Session (IPCC-61). The WGIII intended to document the process, including information about both the set of nominees and the selected set.

The Chair noted that, given the sensitivity of selection and inclusivity, it would be important to report on these topics to the Plenary.

Ms Diana Ürge-Vorsatz, IPCC Vice-Chair, Ms Sonia Seneviratne, WGI Vice-Chair, as well as Indonesia took the floor.

Regarding the inclusivity and transparency of the selection process, there was a need for more thorough discussions, including in the EM on Gender Diversity and Inclusivity. For instance, the IPCC Vice-Chairs and the GAT could be very useful in the selection process. Although the WGs work differently, an exchange amongst them could be useful to be aware of and be inspired by the different processes. This could also apply to involving the IPCC Vice-Chairs and having them participate in the WGs meetings. Having the lists of nominated and selected experts would be useful and should be shared with the IPCC Focal Points, as they could strengthen the capacity of those selected.

Mr Bart van den Hurk, WGII Co-Chair, added that time pressure makes the exchanges difficult, as well as procedural, Trust Fund, and practical constraints, noting that wider consultation with the IPCC Vice-Chairs could be improved in the future.

The Chair thanked everyone, noting the many useful insights. Scoping meetings never go exactly as planned from the beginning, and there would be plenty of opportunities for adjustments. The processes of inclusivity and selection were ongoing. Once the IPCC member countries agree on the outlines for the three WG reports, the call for author nominations would be launched, followed by the selection. The lessons learned from these BUR-68 interventions were important for the future. There might be issues to be addressed during the Panel's review of the IPCC principles and procedures.

The Bureau took note of the information provided, the Vision Paper on the Preparations for the Scoping Meeting for the AR7 (BUR-LXVIII/INF.10), the overview programme for the scoping meeting (BUR-LXVIII/INF.11) and the observations made during the BUR-68 meeting.

## **5. PROPOSALS FOR EXPERT MEETINGS AND WORKSHOPS FOR THE SEVENTH ASSESSMENT CYCLE**

Mr Robert Vautard, WGI Co-Chair, presented an overview of proposed EM and workshops for the seventh assessment cycle (BUR-LXVIII/INF.6) on behalf of the WG and the Task Force on National Greenhouse Gas Inventories (TFI) Co-Chairs. He noted that EM and workshops were expected to play a significant role in AR7 by enhancing cross-WG and TFI coordination and supporting consensus-building on emerging topics. An EM on Reconciling Land Use Emissions, and an EM on Carbon Dioxide Removal Technologies and Carbon Dioxide Capture Utilisation and Storage led by the TFI were already held in July 2024 in Ispra, Italy and in Vienna, Austria, respectively. A Workshop on IPCC Inventory Software was held in Baku, Azerbaijan, in September 2024. An EM on Gender, Diversity and Inclusivity, led by the GAT was scheduled for 2025.

Building on prior discussions by the Bureau and IPCC-61, the Co-Chairs and Bureau members have revised the list of proposed topics. These included a Workshop on New and Extended Methods of Assessment (NEMA) led by the IPCC Chair, an EM on Methodologies, Metrics and Indicators for Impact and Adaptation Assessment led by WGII with contributions from WGI, and an EM on High-Impact Events and Earth System Tipping Points led by WGI, supported by the World Climate Research Program (WCRP) with contributions from the other WGs. Other topics under consideration included Climate Change and Health (potentially co-sponsored by the Wellcome Trust), Regional Climate Information and the Interactive Atlas (co-led by WGI and WGII), Earth Observations Data for Climate Studies (proposed TG-Data), and Science Communication, Scenarios, Equity and Sustainable Development, and Overshoot. The scheduling of some workshops may depend on the outcome of the AR7 Scoping Meeting and could be held back-to-back with Lead Author Meetings (LAMs).

Mr Bart van den Hurk, WGII Co-Chair, presented the proposal for an EM on the Methodologies, Metrics and Indicators for Assessing Climate Change Impacts and Adaptation (BUR-LXVIII/DOC.5). The EM would be relevant for the AR7 work on updating the 1994 Technical Guidelines for Assessing Climate Change Impacts and Adaptation and the need to unify the assessment of approaches for risk assessment and adaptation measures. The Global Goal on Adaptation (GGA) mentioned the need for work on metrics and indicators to assess and guide adaptation efforts. The objectives of the EM would include gathering relevant evidence on approaches, methodologies, metrics, and indicators for impact and adaptation assessment and decision-making, as well as tracking adaptation progress. The expected deliverable would be a guidance paper on impact and adaptation assessment for consideration in the WGII AR7 and the work on the Technical Guidelines. A Scientific Steering Committee (SSC) would be established, comprising IPCC Bureau members and additional external experts. The SSC would be expected to develop the EM programme, prepare a list of approximately 60 invited experts for consideration by the WGII Bureau, and lead the compilation of the EM outputs and report. The EM would be tentatively scheduled for the first quarter of 2026.

Ms Aïda Dionge-Niang, WGI Vice-Chair as well as Kenya and the USA, took the floor.

The proposals submitted by the WG Co-Chairs were appreciated. Clarification was requested on WGI's involvement in the EM on the Methodologies, Metrics and Indicators, given the relevance of Climate Impact Drivers (CIDs) for risk and impacts assessment. It was suggested that the EMs and workshop proposals consider the outcome of the AR7 Scoping Meeting. Suggestions were made to invite practitioners to contribute to the discussion on policy needs and methodologies for adaptation indicators.

In his response, Mr Bart van den Hurk, WGII Co-Chair, confirmed that WGII would invite a broad range of experts with relevant expertise, including from WGI and practitioners. Mr Robert Vautard, WGI Co-Chair, concurred with WGI's involvement in the EM proposed by WGII.

The Chair advised the WG Co-Chairs to prepare a justification for the Panel for proposing an EM rather than a workshop. He then presented the proposal for a Workshop on NEMA (BUR-LXVIII/Doc. 2), highlighting that the proposal was still under development and would be further refined before submission to the Panel. The context outlined the challenge caused by the exponential increase in volume of publications, interest in employing Artificial Intelligence (AI), large language models (LLMs) and systematic review techniques. The Chair emphasised that it would be crucial to explore the potential roles these techniques could play in future IPCC assessment work. UNEP's Seventh Global Environmental Assessment (GEO7) has provided guidance to authors on AI use, and there was a call to expand the knowledge base by assessing Indigenous Knowledge. Combining AI and Indigenous Knowledge in a single workshop could address concerns about narrowing or broadening the literature base and could produce some useful recommendations. A drafting group, comprising the Chair and nominated WG representatives and experts in areas of AI and Indigenous Knowledge, would be presented to the Panel at IPCC-62. The drafting group has already held one virtual meeting and was to hold another one before the end of 2024. The workshop was tentatively scheduled before the AR7 LAM1, preferably back-to-back with a Panel Session.



Mr Ladislaus Chang'a, IPCC Vice-Chair; Ms Diana Ürge-Vorsatz, IPCC Vice-Chair; Mr Raman Sukumar, WGII Vice-Chair; Ms Zinta Zommers, WGII Vice-Chair; Mr Oliver Geden, WGIII Vice-Chair, as well as the USA, took the floor.

The workshop proposal was welcomed, and the Chair's vision appreciated. Concerns were raised regarding disparities in technological capacity between developed and developing countries. Suggestions included drawing on lessons from national assessments on Indigenous Knowledge and how AI was applied by other UN organisations, reviewing the literature on AI applications, and structuring the proposal to address what material should be assessed and by whom. It was suggested to consider using the IPCC reports to train AI tools and to exercise caution in AI use, given the varying appropriateness across WGs. In 2024, the United Nations, under the Global Digital Compact, called for the establishment of an Independent International Scientific Panel on AI, with ongoing discussions. There was a need to coordinate the workshop and EM timings to avoid scheduling multiple events in the second half of 2025. The Gender, Diversity and Inclusivity EM would also consider the inclusion of Indigenous People in the IPCC.

In response, the Chair mentioned that the drafting group aims to assemble critical expertise for the proposal, with a larger and more diverse SSC to be established following the Panel's approval. Comments and suggestions from Bureau members would be considered in preparations for the meeting.

Mr Robert Vautard, WGI Co-Chair, presented a proposal for an EM on High-Impact Events and Earth System Tipping Points (BUR-LXVIII/Doc.3). The proposal, initially presented at IPCC-61, was revised to incorporate previous comments and would be submitted for Panel consideration at IPCC-62. Experts from the broader community would be invited to discuss the diverse views expressed in the literature, including issues at the interface between WGI and other WGs such as early warning systems, assessment tools that can inform preventive measures, risks and impacts of abrupt climate change and compound events. The EM was tentatively scheduled to be held towards the end of 2025, in collaboration with the WCRP, which has already been working on a paper involving a community of experts. WGI would lead the work, particularly due to its strong focus on earth system tipping processes, whereas WGII and WGIII were expected to contribute to the preparations and participate in the meeting.

Ms Diana Ürge-Vorsatz, IPCC Vice-Chair; Mr Edwin Aldrian, WGI Vice-Chair; Ms Sonia Seneviratne, WGI Vice-Chair; Mr Raman Sukumar, WGII Vice-Chair, as well as France, India, Saudi Arabia, and the USA, took the floor.

The proposal was supported, with an emphasis on clearly articulating implications for policymakers, including its relevance for adaptation planning, disaster management, and mitigation. The importance of communicating tipping points to the public without alarmism or fatalism, resulting in miscommunication, was noted. Suggestions were made that the AR7 cycle should provide a more comprehensive assessment of the tipping points and related issues than AR6, including biases in climate models. Divergent views and significant uncertainties may impact the proposal's acceptance. Tipping points and low-probability, high-impact events, while related, were distinct concepts.

In response, Mr Robert Vautard, WGI Co-Chair, took note of the comments and suggestions, including broadening the scope to address issues relevant to practitioners and policymakers. The EM was expected to consider a wide range of views and address communication issues.

The Chair requested the WG Co-Chairs to take note of the comments and suggestions made during the discussion in preparation for the final proposals to be presented to the Panel at IPCC-62.

The Bureau took note of the submitted proposals for EMs and Workshops for the AR7 cycle, particularly the information provided in Documents BUR-LXVIII/Doc.2, BUR-LXVIII/Doc 3 and BUR-LXVIII/Doc.5.

## **6. PROGRESS REPORTS**

### **6.1 Report by the IPCC Chair and Vice-Chairs**

The Chair presented the IPCC Chair and IPCC Vice-Chairs' Progress Report (BUR-LXVIII/INF.9). The progress report included narrative sections on interdisciplinarity, inclusiveness, and policy relevance, followed by lists of activities undertaken by the Chair and the Vice-Chairs.

On interdisciplinarity, the Chair highlighted the WGs progress, particularly the collaborative work on the Special Report on Climate Change and Cities. The Vice-Chairs had been assigned liaison roles with other UN environmental assessments. There were ongoing discussions with the Chair of IPBES to explore potential collaboration. IPBES was holding its 11<sup>th</sup> Plenary, with a proposal for a workshop on interlinkages between climate change and biodiversity, and a possible invitation for the IPCC to nominate participants.

Regarding inclusivity, the Chair highlighted progress on access to literature for authors from developing countries, including discussions with the American Geophysical Union to provide access to literature for authors, as well as with some publishers. He commended the establishment of a process for appointing chapter scientists from developing countries for the Special Report, with efforts to extend this for the remainder of the cycle.

On policy relevance, the Chair highlighted intensive engagements with policymakers, particularly at COP29, including meetings with the UN Secretary-General, World Leaders' Summit, High-Level Ministerial on pre-2030 ambition, the Subsidiary Body for Scientific and Technological Advice (SBSTA) Opening, Earth Information Day and the African Ministerial Conference of the Environment (AMCEN). A group of IPCC Bureau members and AR6 authors briefed the International Court of Justice (ICJ) on findings relevant to the "Advisory Opinion on the Obligation of States in Respect of Climate Change", requested by the United Nations (UN) General Assembly. Additional meetings at the COP29 included engagements with other major constituencies under UNFCCC, such as the business and industry NGOs (BINGO).

Ms Diana Ürge-Vorsatz, IPCC Vice-Chair, emphasised her involvement in the GAT activities, particularly in organising the EM on Gender, Diversity, Equity, and Inclusivity. Other activities focused on raising awareness about the Special Report on Climate Change and Cities, as well as the authors' nominations, including at COP29 and other events. High-level meetings included briefings for EU environment ministers, as well as meetings with the Heads of EU delegations to the UNFCCC, and meetings in China with the Head of the Delegation and the Special Envoy for Climate.

Mr Ladislaus Chang'a, IPCC Vice-Chair, highlighted his wide range of engagements with various constituencies at COP29, including youth groups (YOUNGO and the Climate Mobility Group), and the research and independent NGOS (RINGO), to promote understanding of IPCC work and participation. He also reported on the briefing for AMCEN and his participation in the Planetary Health Award ceremony in Monaco, where 24 participants in the IPCC scholarship program were awarded certificates for their research. He encouraged Bureau members to complete the Conflict of Interest (COI) form.

Mr Ramón Pichs-Madruga, IPCC Vice-Chair, highlighted his participation in the Conference of the Parties (COP) of the Convention on Biological Diversity, including a high-level panel on "Linkages between Biodiversity and Climate Change - from Science to Action" and several events at COP29, including with the Local Communities and Indigenous Peoples Platform. Other engagements included bilateral and briefing activities with the trade unions (TUNGO) and the farmers' constituencies. He also thanked WGIII for participation in a COP29 event on next steps for AR7.

Ms Sonia Seneviratne, WGI Vice-Chair; Ms Laura Gallardo, WGII Vice-Chair; Ms Malak AlNory, WGIII Vice-Chair; Mr Nouredine Yassaa, WGIII Vice-Chair<sup>2</sup>, as well as the USA, took the floor.

Concerns were raised about the potential conflict of interest between the roles of elected Bureau members as independent scientists and their participation in government delegations at COP or similar meetings. Additional comments addressed the IPCC engagement with the ICJ. Comments included the lack of knowledge about it by Bureau members, the sensitivities of engaging in intergovernmental processes, the selection process of participating scientists, and the importance of relying solely on approved IPCC reports in external engagements.

Mr Ladislaus Chang'a, IPCC Vice-Chair, shared an example of recusing himself from negotiations due to conflicts of interest as an elected IPCC Bureau member. The Chair confirmed that dual roles constitute a conflict of interest, as previously ruled by the COI Committee.

Regarding transparency and engagement with the ICJ, the Chair acknowledged the sensitivities involved and explained that the ICJ had requested IPCC input due to the extensive references to IPCC reports in submissions from countries. This request between UN entities was discussed with the Executive Committee (ExCom) and the Legal Officer, and strict protocols were established to ensure that only materials from the approved IPCC reports would be referred to. The selection of authors was based on their expertise in addressing the ICJ's specific areas of interest.

The Bureau took note of the IPCC Chair and Vice-Chairs' Progress Report (BUR-LXVIII/INF.9).

## **6.2 Report by the IPCC Secretariat**

The Secretary presented the Secretariat Progress Report (BUR-LXVIII/INF.12)

Key activities included the IPCC-61 in Sofia, the BUR-67 in Geneva, the monthly ExCom meetings, GAT meetings, monthly Technical Support Units (TSU) Liaison Group meetings, the Ad-Hoc Group on Lessons Learned meetings, support for the scoping meetings and IPCC events at COP29. The preparation of necessary documentation for meetings were managed by the Secretariat. The IPCC Trust Fund and resource mobilisation were also being handled by the Secretariat. IT support included the online nomination system, travel arrangements, application processing, virtual meetings and identification of potential collaborative tools. The Communications efforts were recognised for maintaining a high level of IPCC visibility, particularly at COP29, as well as for strong media engagement and social media presence. On COI, the Secretary noted the support provided by IPCC Vice-Chair and COI Chair, Mr Ladislaus Chang'a. Engagement with IPCC Focal Points, the UN system and other stakeholders was emphasised, including collaboration with IPBES at the 22<sup>nd</sup> meeting of the Multidisciplinary Expert Panel and Bureau. The Secretariat has fulfilled all tasks, including those beyond its terms of reference, despite its limited capacity. The Secretary noted the Panel's support in opening P3 (temporary) and P2 positions and the use of Junior Professional Officers (JPOs). On legal matters, the activities included HCAs, memorandums of understanding, and related issues. Regarding challenges, the Secretary highlighted limited human capacity, increasing demands, the migration of the WMO's ERP system to a new platform, and lengthy negotiations for HCAs for IPCC meetings.

Mr Ladislaus Chang'a, IPCC Vice-Chair; Ms Diana Ürge-Vorsatz, IPCC Vice-Chair; Ms Sonia Seneviratne, WGI Vice-Chair and the USA took the floor.

Speakers expressed thanks and appreciation for the work of the Secretariat. The matter of procuring an independent consultant for Human Resource Strategy for the Secretariat was raised with the request for clarification about costs exceeding the initial budget. Additional information was requested about IPCC-62, the Financial Task Team (FiTT) and budget documents. The recurring HCAs

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<sup>2</sup> Due to technical issues, written comments were received from Mr Nouredine Yassaa, WGIII Vice-Chair.

challenge was highlighted, with legal and sovereignty issues complicating organising the meetings. A proposal for Panel guidance to streamline this process was made. Travel modalities to IPCC meetings were noted as challenging, particularly for participants from developing countries. The wording and language in travel instruction letters, specifically the phrase "fully responsible for expenses incurred in the event of death," were perceived as insensitive. Concerns were also expressed regarding the increasing workload and pressures on the Secretariat's staff and other IPCC colleagues, as well as the lack of consideration for staff well-being. Suggestions included incorporating planned breaks into meeting schedules and developing a comprehensive schedule for the entire seventh cycle to facilitate planning. It was suggested that the IPCC use the "BlueSky" social media platform.

The Secretary responded that the shift from hiring an individual consultant to engaging a company was made for quality assurance and to comply with WMO regulations, which require competitive bidding. Initial bids received exceeded the budget, necessitating a repeat process with a higher budget to attract a qualified HR consultancy. The Secretary acknowledged the difficulty and agreed to improve travel conditions, address the wording of the travel instructions, and develop a long-term structured meeting schedule once the Panel decides on the timelines for the cycle. Regarding HCAs, the delays were due to sovereignty and national legal frameworks, including differences in WMO and national liability and indemnity matters, with some HCAs requiring and waiting for parliamentary approval. Despite these challenges, the Secretariat has been successfully negotiating with host countries. There were ongoing efforts to address these complexities through dialogue and collaboration. With the aim of improving the process, the Secretary also added that there were proposals being discussed with WMO not to use LOAs or HCAs for small meetings. The Bureau took note of the Secretariat Progress Report (BUR-LXVIII/INF.12).

### **6.3 Report by the Working Group I**

Mr Xiaoye Zhang, WGI Co-Chair, presented the WGI Progress Report (BUR-LXVIII/INF.1). The WGI TSU in France completed the recruitment of a Senior Data Scientist and a Junior Data Scientist responsible for WGI data curation, archival, and collaboration with the TG-Data. Two Senior Science Officers also joined the TSU, with one supporting the Special Report on Climate Change and Cities, and the other supporting WGI's contribution to the AR7. Three vacancies would be filled early in 2025, including those for a Science Coordinator, a Communication Specialist and an AI Specialist. The TSU in China comprises five staff members: a Senior Science Officer, two Science Officers, a Data Scientist and a Programme Officer. Both TSUs jointly support the WGI Bureau and weekly meetings.

WGI, under the lead of WGII, were contributing to the Special Report on Climate Change and Cities, including in the preparation of the Scoping Meeting report for the Panel's consideration at IPCC-61, defining required authors' expertise, preparing and testing the online author nomination platform, compiling nominations, and selecting authors.

Mr Robert Vautard, WGI Co-Chair, added that WGI was involved in the preparation of the AR7 Scoping Meeting. Approximately sixty-seven experts were selected by the WGI Bureau. A series of pre-scoping activities included engagements with international organisations and networks to gather inputs on the AR7 Scoping Meeting. A science survey was distributed to all AR6 WGI authors and the AR6 SYR Core Writing Team (CWT), as well as to about forty-five scientific organisations and networks with a strong WGI focus, such as the WCRP and the Coupled Model Intercomparison Project (CMIP) community. An additional survey was conducted to engage all WGI Scoping participants and collect their inputs on various topics. Cross-WG webinars were held on 30th October 2024, to solicit inputs from IPCC Focal Points and experts not selected for the Scoping Meeting. All information received was synthesized and provided to the Scoping Meeting participants prior to the meeting.

WGI, together with the Chair and the other WGs, prepared a Vision document providing their views for the AR7, cross-cutting topics, and WG-specific inputs. The document was provided to the participants of the Scoping Meeting in advance.

WGI participated in the UNFCCC COP29 and contributed to several events.

Discussions had been initiated with the Government of France regarding the hosting of the AR7 First Lead Author Meeting (LAM1), with France preparing a proposal to host LAM1 in Paris in 2025.

Mr Ladislaus Chang'a, IPCC Vice-Chair, and Ms Diana Ürge-Vorsatz, IPCC Vice-Chair, took the floor.

The pre-scoping activities were highly appreciated, especially the engagement with the youth. It was proposed that a youth representative be invited to speak during the opening of a Panel session.

The Bureau took note of the WGI Progress Report (BUR-LXVIII/INF.1).

#### **6.4 Report by the Working Group II**

Mr Winston Chow, WGII Co-Chair, presented the WGII Progress Report (BUR-LXVIII/INF.4). Following the recruitment of the Internet Technology and AI Officer at the WGII TSU in Delft, all 13 TSU posts were staffed by individuals from eight countries across five WMO regions.

A total of 1201 nominations were received for the roles of Coordinating Lead Author (CLA), Lead Authors (LAs) and Review Editors (REs) of the Special Report on Climate Change and Cities. The author selection was completed, and invitations were issued to 97 selected experts on 2 December 2024. At the time of reporting, more than 70 experts had accepted the roles. After receiving all the confirmations, the complete list of authors would be circulated to IPCC Focal Points and subsequently published on the IPCC website.

The WGII TSU in Delft was finalising an agreement with a university in the Netherlands that would provide online access to published journals for authors from developing countries and countries with economies in transition (EITs), effective January 2025.

A proposal to fund Chapter Scientists from developing countries and EITS by a non-governmental organisation (NGO) was accepted, focusing on supporting the leadership of low- and middle-income countries in climate resilience. The grant, to be managed through the WGII TSU Singapore office will provide funding for training, software licensing, publication charges, and travel support to attend LAMs. Chapter Scientists were to be selected through an open call for applications, planned for early 2025 and managed by the WGII TSU, with each assigned to the six CLAs from developing countries or EITs.

Regarding preparations for the AR7 Scoping Meeting, emphasis was placed on ensuring a transparent and inclusive process for WGII selected participants. Documents and presentations were prepared, and guidance was provided to the co-facilitators. During the Scoping Meeting, interactive sessions and daily surveys would be conducted, and a dedicated booth would be available to capture the experiences of WGII experts.

Regarding participation in COP 29, WGII contributed to a range of events and activities, including an IPCC Side Event that discussed plans and prospects for the AR7 cycle, an event on the Special Report on Climate Change and Cities, and several IPCC Pavilion events. Mr Bart van den Hurk, WGII Co-Chair, delivered over 10 presentations and participated in more than 12 bilateral meetings.

The IPCC TG-Data held a meeting in Singapore from 22 to 24 October 2024, followed by a training session on 25 October 2024 for TSU members to enhance their support for AR7 authors regarding data issues.

An outreach event, attended by Ms Joy Jacqueline Pereira, WGIII Co-Chair, with participation from over 100 experts, stakeholders and policymakers from the Association of Southeast Asian Nations

(ASEAN) region, was held on 24 October 2024, to raise the visibility of the IPCC and encourage the regional expert participation.

The Netherlands expressed interest in hosting the AR7 LAM1 in Rotterdam, tentatively scheduled for December 2025.

Mr Ladislaus Chang'a, IPCC Vice-Chair, took the floor.

The WGII progress report was appreciated. Special thanks were expressed to WGII for soliciting funding for Chapter Scientists and providing authors online access to journals. It would be appreciated if some of these efforts could benefit the beneficiaries of the IPCC Scholarship Programme.

The Chair proposed that the issue concerning IPCC Scholarship Programme beneficiaries could be discussed at IPCC-62, preferably involving the Chair of the Board of Trustees.

The Bureau took note of the WGII progress report (BUR-LXVIII/INF.4).

## **6.5 Report by the Working Group III**

Ms Joy Jacqueline Pereira, WGIII Co-Chair, presented the WGIII Progress Report (BUR-LXVIII/INF.3). The WGIII TSU was distributed with three nodes, which were based in the United States Global Change Research Program (USGCRP) in Washington DC, the North Carolina Institute for Climate Studies (NCICS) in Asheville, USA and the Universiti Kebangsaan Malaysia (UKM) in Kuala Lumpur, Malaysia. The TSU in Washington has completed its recruitment with the addition of a fifth staff member, a Climate Change Mitigation Scientist. The Asheville node comprised of technical services professionals with vast experience in supporting the U.S. National Climate Assessment (NCA) process, actively contributing to the work of the TG-Data and AR7 data curation planning, evaluation of author tools, and editorial, graphics, and web development services. The WGIII Co-Chair expressed special thanks to the Governments of the USA, Norway, and New Zealand for supporting the establishment of TSU-Malaysia, which was funded through a Memorandum of Agreement. Efforts to broaden the support were ongoing. Once fully operational, the TSU-Malaysia would consist of an Administrator and three Science Officers. A Senior Science Officer position would be advertised in early 2025.

WGIII was collaborating on the Special Report on Climate Change and Cities and has contributed to the preparation of the SPS documents submitted for the Panel's consideration at IPCC-61.

The WGIII Co-Chair expressed gratitude to the UKM and the Ministry of Natural Resources and Environmental Sustainability of Malaysia, who were the local hosts of the BUR-68 and the AR7 Scoping Meeting and extended special thanks to the Government of Norway for co-sponsoring.

Ms Katherine Calvin, WGIII Co-Chair, added that the call for nominations of experts to attend the AR7 Scoping Meeting was launched in May 2024. The WGIII Bureau undertook an iterative selection process for experts, considering relevant expertise, geographical balance, a mixture of experts with and without previous experience in IPCC, gender balance, and stakeholder representation, with invitations issued in September 2024. A cross-WG programme for the Scoping Meeting was developed in collaboration with other WG Co-Chairs, whilst the WGIII Bureau developed a WGIII-specific programme. Pre-scoping activities undertaken included webinars that sought input from nominated experts not selected to participate in the Scoping Meeting and IPCC Focal Points, with approximately 643 registrants. Insights gained from the various pre-scoping activities informed the AR7 Vision Paper, which contributed to the Scoping Meeting.

The WGIII outreach engagements aimed to solicit input from underrepresented communities. At COP29, WGIII Bureau members participated in multiple sessions at the IPCC Pavilion and UNFCCC side events.

The Bureau took note of the WGIII Progress Report (BUR-LXVIII/INF3).

## **6.6 Report by the Task Force on National Greenhouse Gas Inventories**

Mr Takeshi Enoki, TFI Co-Chair, presented the TFI Progress Report (BUR-LXVIII/INF.2). With regards to the Methodology Report on Inventories for Short-lived Climate Forcers, the TFI Task Force Bureau (TFB) received approximately 400 nominations of authors. The selection of authors and REs was completed, and the LAM1 was tentatively scheduled for March 2025.

An EM on Carbon Dioxide Removal Technologies, Carbon Capture and Storage was held in July 2024 to discuss updates on existing technologies and identify potential gaps in the current IPCC Guidelines. Following this meeting, a Scoping Meeting was held in October 2024, which produced the title, outline, Terms of Reference, and instructions for authors. These documents were to be presented to the Panel for consideration at IPCC-62.

The EM on Reconciling Anthropogenic Land Use Emissions was held in July 2024. The objective of the meeting was to enhance the policy relevance of IPCC products by reconciling the apparent discrepancies between estimates of net emissions and removals from the land by the modelling and inventory communities.

The IPCC Inventory Software update and interoperability work was launched in June 2024 and the latest version of the software was uploaded on the TFI [website](#). A significant challenge for the TFI TFB was the need for processes and funding for the software's long-term development and maintenance.

The TFI Communications Strategy was considered by the TFB at its 37<sup>th</sup> Session. The strategy encompasses a renewal of the TFI website to enhance integration with the IPCC website, the more consistent dissemination of TFI products to targeted audiences, and the consolidation of existing Methodological Guidance.

The IPCC Workshop on the Inventory Software was held in September 2024. The primary objective of the workshop was to support reporting by Parties under the UNFCCC and the Paris Agreement by demonstrating the IPCC Inventory Software's functionalities and its interoperability with the UNFCCC Enhanced Transparency Framework (ETF) reporting tool.

A review of the Emission Factor Database (EFDB) by the EFDB Management Group was ongoing, which would be submitted to the TFI TFB in early 2025.

The TFI TSU has currently expanded staffing capacities to manage the increased volume of meetings and the simultaneous production of two Methodology Reports for the AR7 cycle. The TSU has a Head of Operations, a Head of Science, a Deputy Head and six Programme and Administrative officers.

The Co-Chair expressed his appreciation to the Governments of Australia, Austria, Azerbaijan, Denmark, Norway, the USA, as well as the European Commission for their generosity in supporting the work of the TFI in 2024 through voluntary and in-kind contributions. The support provided by the IPCC Secretariat in organising TFI meetings was also acknowledged.

The Chair thanked the TFI Co-Chairs for welcoming him to the TSU offices in Japan.

The Bureau took note of the TFI Progress Report (BUR-LXVIII/INF.2).

## 6.7 Task Group on Data Support for Climate Change Assessments

Mr David Huard, Co-Chair of the Task Group on Data Support for Climate Change Assessments (TG-Data), presented the TG-Data Progress Report (BUR-LXVIII/INF.5). In preparation for the renewal of membership and to facilitate transition, TG-Data was preparing a document outlining the Task Group's activities, progress and future steps.

Four new datasets for the AR6 SYR were added to the Data Distribution Centre (DDC) catalogue by the Center for International Earth Science Information Network (CIESIN), USA. Twenty-four additional datasets were under processing and review. The DDC catalogue attracted approximately 24,000 users, with around 4,000 data downloads. About 100 service tickets were open, of which 76 were resolved.

In collaboration with the WG TSUs, TG-Data contributed to the preparation of training materials for AR7 authors, providing guidelines for preparing figures, graphics and datasets. Informal discussions were held with the IPBES Head of Data and Knowledge Unit, whose experience in data curation and literature scoping was expected to inform the development guidelines and tools for AR7.

The German Climate Computing Center (Deutsches Klimarechenzentrum, DKRZ), Germany and the Centre for Environmental Data Analysis (CEDA), United Kingdom of Great Britain and Northern Ireland (UK) submitted requests for access to DDC funding from the IPCC Trust Fund approved budget for 2024. Following consultations with WMO, the process of launching an open call for DDC participation was paused, with the preferred approach being the establishment of external partnerships.

Germany, the United Republic of Tanzania and the USA took the floor.

The TG-Data progress report was appreciated. It was a suggestion to prioritise DDC activities in AR7 and assess the associated resource implications, with other activities potentially addressed by recruiting volunteers from the scientific community. Clarification was requested regarding resource requests worth up to CHF 700,000 per year, to ensure long-term sustainability. The decision to transfer funds from the IPCC Trust Fund to the DDC nodes, as opposed to previous reliance on in-kind support from the host countries, was noted to require further consideration. A suggestion was made to task one IPCC Vice-Chair to lead discussions on DDC funding and sustainability. Further discussion of WMO procurement processes was recommended to take place before or at IPCC-62.

In his responses, Mr David Huard, TG-Data Co-Chair, clarified that the CHF 700,00 figure reflected the maximum total of cash and in-kind contributions required for DDC activities. If the DDC hosts continue to provide in-kind contributions, the required funding from the IPCC Trust Fund would be considerably lower. As in AR6, priority would be given to curating the data and scripts underlying the SPM and the Technical Summary (TS) figures, and to some extent, the data used in individual chapters. TG-Data Co-Chairs were still in favour of launching an open call for DDC participation.

Ms Ermira Fida, Deputy Secretary of the IPCC, recalled [Decision IPCC-LX-10](#) through which the Panel agreed to include the DDC activities in its annual budget for 2024, 2025 and 2026. She reported that the transmission of funds to the DDC in 2024 was conducted after signing Letters of Agreements (LOAs), in accordance with the WMO rules and procedures. Per the same decision, the indicative budgets for 2025 and 2026 would be disbursed subject to the approval by the Panel of the respective work plans. The Secretariat engaged in internal consultations with the relevant WMO departments with the view to identifying the best modality for transferring funds to entities providing services to DDC.

Consultations with the WMO Procurement Office regarding the transfer of funds to the DDC partners through an open tender revealed that launching an open call for DDC participation would be complicated. This complexity arises from the need to identify different DDC service providers with complementary roles and the need to provide in-kind contributions. Broader consultations with other



relevant WMO Departments, including the Office responsible for Partnerships and the Legal Counsel, indicated that in the short term, funds could be disbursed after establishing partnerships with the DDCs, formalised through letters of agreement (LOAs). The existing DDCs were consulted regarding their willingness to continue providing services, and upon approval of the work plan by the Panel at IPCC-62, LOAs would be prepared. Other procurement options would be considered in the longer term.

The Chair noted the risk should one or more of the existing Centers be unwilling to continue providing services, emphasising the need for ongoing attention to the long-term sustainability of the DDC services.

The Secretary added that resource mobilisation was needed to ensure the DDC's sustainability. Disbursement of funds from the Trust Fund to DDC nodes would always adhere to the rules and procedures. Procurement processes would be explored in the long-term in a transparent manner to avoid possible conflict of interests.

The Bureau took note of the TG-Data Progress Report (BUR-LXVIII/INF.5).

## **6.8 Gender Action Team**

Ms Diana Ürge-Vorsatz, GAT Chair, presented the GAT Progress Report (BUR-LXVIII/INF.7), expressing appreciation to GAT members for their contributions.

The process for addressing complaints was ongoing, with comments by the GAT members, and the final round of review was scheduled for the upcoming GAT meeting. Consultations with the WG Bureaux on informal processes were also underway. Almost all Bureau members participated in the training against sexual harassment and the briefing on UN ethics in July 2024 prior to IPCC-61. The training and briefing were followed by a survey, which received a high response rate and indicated largely positive feedback, while also highlighting lessons for future sessions. Procurement was ongoing to ensure the inclusivity of trainers, with selection to take place after December, and plans were in place to include the trainers in discussions related to gender, diversity and inclusivity.

On the EM on Gender Diversity and Inclusivity, regrettably, no HCA could be concluded with Canada. Sincere thanks were extended to Canada for offering to co-host the meeting in Geneva and for providing increased funding for additional participants requiring Trust Fund support, which was especially valuable given the small size of the meeting and the challenges related to diversity and participation. The news that hosting agreements would no longer be required for small meetings was welcomed. For the EM Scientific Steering Committee, three SSC meetings have taken place since the last Bureau meeting, with three subcommittees established on programme, participants and resources. In-person GAT and SSC meetings were more productive. Capacity issues were noted considering elapsed time. The input of Mr Bart van den Hurk and the subcommittee he leads on resources was greatly appreciated, particularly given his heavy workload as a WGII Co-Chair. Bureau members with an interest and capacity to contribute to the SSC were encouraged to consider involvement. The SSC could benefit from concrete expertise on these issues, including increased involvement of members from the developing countries. The successful engagement of the GAT with UNFCCC was noted, including contributions to the 61<sup>st</sup> Meeting of the UNFCCC Subsidiary Bodies (SB61) through an in-session workshop on progress in implementing the UNFCCC gender action plan. Multiple successful engagements at COP29 were highlighted, particularly a briefing to the Women and Gender constituency, where the IPCC received positive feedback. Gender statistics from recent plenaries were also presented.

Ms Sonia Seneviratne, WGI Vice-Chair, and Canada took the floor.

The important consideration of the topic of gender was appreciated, and the planned EM was emphasised as extremely valuable. Regarding the training against sexual harassment, it was suggested that the focus on the legal aspect could have been balanced with non-legal perspectives, including the involvement of a gender expert with broader expertise.

Canada reiterated its support for co-hosting the EM and for provision of additional contributions to support diversity and equity, expressing thanks to the Secretariat for collaboration, as well as to the GAT, the GAT Chair and the SSC for their work and support. A question was raised regarding the timeframe for review of the complaint process.

The Deputy Secretary confirmed that the final round of review by the GAT would take place the week after the scoping meeting, after which the process should be ready for feedback from the ExCom.

The Bureau took note of the GAT Progress Report (BUR-LXVIII/INF.7).

## **6.9 Communications and outreach activities**

Mr Andrej Mahecic, Programme Manager, Communications and Media Relations of the IPCC Secretariat, presented the Progress Report on Communications and Outreach Activities (BUR-LXVIII/INF.8).

The report summarised IPCC public-facing engagements by Bureau members, TSUs, and the Secretariat between May and November 2024. Proactive media relations were strategically focused around three events: SB61 in Bonn, Germany, in June; IPCC-61 in Sofia, Bulgaria, and COP29 in Baku, Azerbaijan. Most incoming queries were related to these events, with additional interests driven by the news of record-breaking high temperatures for multiple consecutive months, and extreme weather events, such as hurricanes and record floods during the autumn. There were also requests for interviews with the Chair and with various Bureau members ahead of COP29.

Outreach activities were similarly focused on the three events. At COP29 in Baku, the IPCC participated in seven mandated events and several side events, with a comprehensive programme in the joint WMO/IPCC/Meri Pavilion, "Science for Climate Action". In total, the IPCC organised or participated in over 40 events during COP29, in addition to numerous other outreach events between May and November. The Communications and Outreach Action Team (COAT) was established during this period, holding its inaugural session in July, with initial work dedicated to preparing for the IPCC presence at COP29.

A training session for Bureau members took place on 4 November 2024, ahead of COP29, to facilitate engagement opportunities at the COP. Over 20 members attended the virtual session, with an in-person option offered at the Bureau's discretion.

The IPCC website received over 1.8 million visitors, and social media platforms collectively reached a total of approximately 1.42 million followers across all platforms. A wide range of assets was also prepared for IPCC activities at COP29, including a custom-made backdrop video for the Chair's speech at the high-level segment of the World Leaders Climate Action Summit, which was well received.

The number of social media posts increased significantly, with engagements nearly tripling and peaking at about 1.5 million. At least two issues of the Newsletter were published during this period.

Ms Diana Ürge-Vorsatz, IPCC Vice-Chair; Ms Laura Gallardo, WGII Vice-Chair; and Ms Siir Kilkis, WGIII Vice-Chair, as well as India, took the floor.

Queries were raised regarding statistics on communications reaching non-English speakers, particularly in UN languages. Additional questions concerned the increase in IPCC visibility in recent years and the handling of countries' submissions at the start of AR7 on issues observed during the past cycle. There were queries on the placement of the IPCC logo at the COP29 Pavilion. It was noted that while the Secretariat does not determine pavilion placement, hosting governments could ensure greater visibility for the IPCC at future COPs. Appreciation was expressed for communications activities since the previous Bureau meeting, including the use of existing platforms such as COP29 for consultation workshops. A request was made to increase such IPCC events, utilising special event

rooms to enhance the presence and visibility of the Pavilion. The work undertaken for the Special Report on Climate Change and Cities was noted, with anticipation for the LAM1 in Osaka.

In response, it was recalled that key materials were translated into all six UN languages, although day-to-day work on the website and other platform content is primarily in English. Additional materials, such as short videos featuring Bureau members speaking in native languages, were used across the social media platforms to improve reach and nominations. The lessons learned process included communications. The Pavilion was a partnership among three entities, with the IPCC not contributing to the costs. Branding issues at COP29 were linked to service provider delays, affecting several pavilions, and a collective follow-up was planned. The relevance of events in Sofia was noted as a model to replicate future activities. A symposium on the margins of the Scoping Meeting, with Ms Joy Jacqueline Pereira, WGIII Co-Chair, was also highlighted.

The Bureau took note of the Progress Report on Communications (BUR-LXVIII/INF. 8).

## **7. UPDATE ON FORTHCOMING MEETINGS**

The Secretary informed the Bureau that IPCC-62 was scheduled to take place in Hangzhou, China, on 24 – 28 February 2025. The agenda would include Panel agreement on the WG I, II and III draft outlines, as well as the Methodology Report on Carbon Dioxide Removal Technologies, Carbon Capture Utilization and Storage outline.

The Secretary further informed that the 63<sup>rd</sup> Session of the IPCC (IPCC-63), with the host yet to be determined, would likely be held in the last week of October 2025, featuring the Financial Task Team (FiTT) on the agenda. The 64<sup>th</sup> Session of the IPCC (IPCC-64) was planned for the first quarter of 2026.

The Bureau took note of the update on forthcoming meetings.

## **8. MATTERS RELATED TO UNFCCC AND OTHER INTERNATIONAL BODIES**

Ms Annett Moehner, Representative of the UNFCCC Secretariat, presented the progress report on matters related to the UNFCCC (BUR-LXIII/INF. 13), providing a brief update since IPCC-61. Many of the points have already been highlighted in the previous progress reports regarding the engagement between the IPCC and UNFCCC. The focus of this report was mainly on how the IPCC has been reflected in the outcome of the negotiations.

Parties considered the IPCC's contributions, as well as its future role in their deliberations on mitigation, adaptation, finance, transparency, and the Global Stocktake during COP29. The Conference of the Parties, serving as the meeting of the Parties to the Paris Agreement, noted the findings of the AR6. When it came to finance and how finance technology and corporations are critical enablers for accelerated climate action in the decision on the GGA, Parties welcomed the decision of the IPCC to prepare a distinct product updating the 1994 Technical Guidelines. As part of that decision, it invited the Chair of the SBSTA to organise, in collaboration with the IPCC, a special event to be held at the Sixty-Second Sessions of the Subsidiary Bodies (June 2025) to provide an update on the ongoing work of WGII. In the conclusions on research and systematic observation, the SBSTA recognised the vital importance of robust Earth observation systems, including the relevant work of the IPCC. In the conclusions on the Reporting Tools under the ETF, the SBSTA noted with appreciation that the final version of the ETF reporting tools was interoperable with the IPCC inventory software, which was linked to the workshop the IPCC held in September 2024 in Azerbaijan. It also requested the UNFCCC Secretariat to maintain, in cooperation with the IPCC, interoperability between the tools and the software. Interest was expressed on adaptation mitigation and how to assess and report on these. The Parties were unable to conclude their deliberations on the procedural and logistical elements of the overall Global Stocktake process and would return to this item in the Subsidiary Bodies meetings in June 2025. The Representative of the UNFCCC Secretariat expressed

gratitude to the IPCC and noted that the UNFCCC looks forward to continuing our fruitful collaboration in 2025.

Ms Zinta Zommers, IPCC WGII Co-Chair, as well as India, took the floor. It was noted that there had been a suggestion to invite the IPCC to establish a task force on adaptation. However, this was subsequently ruled out because the Parties had noted that the IPCC needed to discuss this internally. However, there was no space for this to be discussed internally, and it would be helpful in future Bureau meetings to discuss some ongoing debates within the UNFCCC about how the IPCC information was used or what was requested of the IPCC. It was suggested that discussions on linkages with the Integrated Assessment Modelling Consortium (IAMC) should be more inclusive and not limited to certain experts. Working with the modelling teams could help address the scenario issues raised during the previous cycle in this cycle.

The Chair concluded that this, along with other substantive and scientific issues, could be addressed at future Bureau meetings. He also noted that IPBES was currently holding its 11th Plenary in Namibia and, therefore, was not present for this item. Regarding the IAMC, the Chair indicated that a note has been taken to consider how to move forward.

The Bureau took note of the progress report on matters related to the UNFCCC (BUR-LXIII/INF. 13).

## **9. ANY OTHER BUSINESS**

No other matters were raised under this agenda item.

## **10. PLACE AND DATE FOR THE SIXTY-NINTH SESSION OF THE IPCC BUREAU**

The Secretary informed the Bureau that the 69<sup>th</sup> Session of the IPCC Bureau (BUR-69), was preliminarily planned to be held at the end of September, at least four weeks before the plenary planned for the last week of October 2025. Further details would follow.

The Bureau took note of the information provided.

## **11. CLOSING OF THE SESSION**

The Chair expressed appreciation to all BUR-68 participants for their constructive engagement and positive contributions. The Chair also looked forward to continued engagement with many Bureau members at the AR7 Scoping Meeting, which was scheduled to start the following day.

The Chair declared the BUR-68 closed.



**IPCC BUREAU – SIXTY-EIGHTH SESSION**  
**Kuala Lumpur, 8 December 2024**

BUR-LXVIII/Doc. 1, Rev. 1  
(7.XI.2024)  
Agenda Item: 1  
ENGLISH ONLY

**PROVISIONAL AGENDA**

- 1. OPENING OF THE SESSION**
- 2. REPORT OF THE SIXTY-SEVENTH SESSION OF THE BUREAU**
- 3. ADMISSION OF OBSERVER ORGANIZATIONS**
- 4. PREPARATIONS FOR THE SCOPING MEETING FOR THE SEVENTH ASSESSMENT REPORT**
- 5. PROPOSALS FOR EXPERT MEETINGS AND WORKSHOPS FOR THE SEVENTH ASSESSMENT CYCLE**
- 6. PROGRESS REPORTS**
  - 6.1 Report by the IPCC Chair and Vice-Chairs
  - 6.2 Report by the IPCC Secretariat
  - 6.3 Report by the Working Group I
  - 6.4 Report by the Working Group II
  - 6.5 Report by the Working Group III
  - 6.6 Report by the Task Force on National Greenhouse Gas Inventories
  - 6.7 Task Group on Data Support for Climate Change Assessments
  - 6.8 Gender Action Team
  - 6.9 Communications and outreach activities
- 7. UPDATE ON FORTHCOMING MEETINGS**
- 8. MATTERS RELATED TO UNFCCC AND OTHER INTERNATIONAL BODIES**
- 9. ANY OTHER BUSINESS**
- 10. PLACE AND DATE FOR THE SIXTY-NINTH SESSION OF THE IPCC BUREAU**
- 11. CLOSING OF THE SESSION**

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Kuala Lumpur, 8 December 2024

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