

**IPCC EXECUTIVE COMMITTEE – ONE HUNDRED AND THIRTY-FOURTH MEETING**  
**Teleconference, 9 July 2025**

**CONCLUSIONS & DECISIONS**

Participants

Chair:

Jim Skea

Members:

Ladislav Chang'a (IPCC Vice-Chair), Diana Ürge-Vorsatz (IPCC Vice-Chair), Xiaoye Zhang (Working Group I [WGI] Co-Chair), Winston Chow (Working Group II [WGII] Co-Chair), Bart van den Hurk (WGII Co-Chair), Katherine Calvin (Working Group III [WGIII] Co-Chair), Joy Jacqueline Pereira (WGIII Co-Chair), Takeshi Enoki (Task Force on National Greenhouse Gas Inventories [TFI] Co-Chair), Mazhar Hayat (TFI Co-Chair).

Advisory members:

Abdalah Mokssit (IPCC Secretary), Clotilde Péan (WGI Technical Support Unit [TSU] Head), Melinda Tignor (WGII TSU Head).

IPCC Secretariat:

Ermira Fida (IPCC Deputy Secretary), Andrej Mahecic (Head of Communications and Media Relations), Mxolisi Shongwe (Programme Officer), Jesbin Baidya (Information Technology and Logistics Officer), Nina Peeva (External Relations Officer), Werani Zabula (Communications and Information Specialist), Joelle Fernandez (Administrative Assistant and Assistant to the Secretary), Laura Biaigioni (Web Information and Publications Assistant), Minang Acharya (Programme Officer), Julius Brandes (Programme Officer).

Invited:

Géninha Lisboa (Executive Assistant to the IPCC Chair), Emilie Vanvyve (Science Adviser to the IPCC Chair), Michael Westphal (WGIII TSU Head of Science).

## **1. ADOPTION OF THE AGENDA**

The Chair opened the One Hundred and Thirty-fourth Meeting of the Executive Committee (ExCom-134).

The Secretary introduced the draft agenda, noting that it reflects a new approach aimed at improving the efficiency and effectiveness of the meetings to be presented by the Chair under Item 2 of the provisional agenda.

The IPCC Executive Committee (ExCom) adopted the provisional agenda (EXCOM-CXXXIV/Doc. 1), as attached in Annex 1.

## **2. MODE AND FREQUENCY OF EXECUTIVE COMMITTEE MEETINGS**

The Chair introduced the item on mode and frequency of the ExCom meetings based on a document he shared ahead of the meeting, noting that the rationale behind the revised approach stemmed from informal discussions at the margins of the 69<sup>th</sup> Session of the IPCC Bureau (BUR-69), involving the Chair, the Working Group (WG) Co-Chairs, and members of the Secretariat. He further noted that the current functioning of the ExCom was with a prevalence of standing agenda items, resulting in taking note of the reports made, and stressed the need for the ExCom to shift towards a more decision-oriented mode of operation.

Many standing agenda items presented as urgent were, in fact, routine and could be addressed under the regular progress items. Additionally, meetings have tended to focus on retrospective reporting rather than forward-looking planning.

To address these issues, the Chair proposed several changes, including focusing each meeting on a smaller number of substantive topics requiring decisions. He suggested reducing the frequency of meetings to once every two months and using extraordinary meetings for urgent matters. Omitting agenda items when there was nothing to report, such as the Error Protocol updates, was also an option. The Chair also suggested giving clearer mandates to the Technical Support Units (TSU) - Secretariat Liaison Group and the Communications and Outreach Action Team (COAT), and aligning their meeting schedules with the ExCom. He concluded that these proposals were made under his responsibility and invited ExCom members to express agreement, disagreement, or offer suggestions for improvement.

Two IPCC Vice-Chairs, a Working Group I (WGI), Working Group II (WGII), and a Working Group III (WGIII) Co-Chair took the floor. The idea of improving the meetings to make them more efficient and decision-focused was appreciated. There was a concern that the informal discussions on the margins of BUR-69 didn't include all ExCom members.

The proposed agenda format was also supported, noting that reporting on progress was necessary only if there were updates to provide. To make the meetings more efficient, it was also suggested that the WGs prepare written documents prior to the ExCom, as was done for other items, and that these be discussed only if there were questions from ExCom members. Such an approach would allow for more efficient and shorter ExCom meetings.

While some favoured reducing the frequency of the meetings, others considered it important to maintain their current frequency, particularly as the Vice-Chairs were not included in some of the informal consultations among the Co-Chairs and the Chair, and thus they were lacking key information and find the ExCom as an opportunity to be updated on the ongoing and planned activities and related issues. For example, as per the ToRs, on the COAT, there should be at least one Vice-Chair participating, but currently, there was none. It was requested whether there were other means of keeping them up to date on the progress. It was also proposed to postpone the discussions on the frequency until ways were found for equal participation of all ExCom members in the information flows. Other views included keeping the current frequency to check in, but reducing the length of the meetings to less than an hour.

There was also a request to have one more Bureau meeting before the next IPCC plenary this year to discuss key scientific considerations.

The Chair clarified that the informal discussion in the margins of the BUR-69 was intended to facilitate ad hoc discussions related to the operations of the COAT and TSU Liaison Group, noting that bringing this to the ExCom was intended to keep the Vice-Chairs informed. He added that there was no possibility to hold another Bureau meeting in 2025 and that it was his intention for the ExCom to also identify issues to be brought to the attention of the Bureau and the Panel.

An IPCC Vice-Chair noted that the exchange of information with the Vice-Chairs did not necessarily need to take place in the ExCom. For instance, the WGIII Co-Chairs were sending updates by email prior to the ExCom, and this was one way of doing it, which was very much appreciated.

Following a request from a Vice-Chair, the Chair suggested that if ExCom members wanted to bring an agenda item to a future ExCom meeting, they had to indicate this a week in advance of the meeting by contacting him and the Secretariat.

The Chair concluded that there seemed to be a consensus on changing the modalities, but not on changing the frequency at this stage. Therefore, he suggested continuing to schedule the meetings once a month and cancelling when there was nothing to discuss.

ExCom agreed to stick to the monthly frequency of its meetings and also to the modality of the ExCom meetings proposed by the Chair in the paper he presented.

The Chair noted that this decision affected the work of the Secretariat and invited the Secretary and Deputy Secretary to take the floor.

The Secretary noted the Secretariat agreed with the approach proposed by the Chair and the ExCom.

The Deputy Secretary, as the Chair of the TSU-Secretariat Liaison Group, recalled that the Group, formerly called the Operations Action Team (OAT), was created in the Sixth Report (AR6) cycle to coordinate operations across WGs, TFI, and the Secretariat. Given its purpose and its frequency (it meets routinely in the week preceding the meeting of the ExCom), its work remains influenced by the ExCom's schedule and agenda.

The Chair proposed that the Terms of Reference (ToRs) for the TSU-Secretariat Liaison Group be circulated to the ExCom and the TSU Heads.

A WGII Co-Chair suggested having a written document on progress prior to the ExCom. The meeting could serve to answer questions. He also proposed that the TSU-Secretariat Liaison Group should be mandated to revise its mode of operation in a way that facilitates the way of interactions. For instance, there was a suggestion by a WGI Co-Chair to have a rotating chairing or other possible improvements in the operational arrangements independently.

The Chair suggested that the ExCom invite the Liaison Group to consider at its next meeting what mechanisms could be used to ensure that the full ExCom is informed about progress within the Working Groups. Secondly, to invite the Group to consider how it can harmonise its activities with the ExCom decision under this agenda item.

A WGII Co-Chair noted that the proposal seemed to focus on harmonising with the agenda and the frequency of the ExCom, but it was important to also consider how the Liaison Group operates.

The Secretary noted there were already ToRs in place for the Liaison Group and cautioned against changing these, noting that one could be built on something that was already in place and adapt smoothly.

The Deputy Secretary emphasised that the overarching aim of the discussion was to enhance the efficiency of operations and cautioned against revisiting past ToRs, which could consume valuable time and divert attention from substantive work. Reaching agreement on the existing ToR had already been time-consuming. The Group was established as an initiative of the Secretariat to support operational efficiency, and it has proven useful in advancing the work of the ExCom. Concrete examples of the Group's contributions, including the introduction of an electronic newsletter as a modality of engagement with IPCC Focal Points during AR6, formulation of guidance for virtual approval session during the COVID-19 pandemic and identification and coordination of solutions for a WGs collaborative platform. These examples demonstrated the group's value and effectiveness under its current informal setting. She committed to sharing the final version of the ToRs following the intervention.

The Chair proposed inviting the Group to consider how best to organise its activities within the existing ToRs, aligning with the decision currently being made by ExCom.

A WGII Co-Chair noted it was the first time to see the Groups ToR.

The ExCom agreed to the proposal by the Chair.

The Chair encouraged the ExCom to move forward in a collaborative and productive way.

### **3. COORDINATION BETWEEN WORKING GROUPS AND TASK FORCES ON ACTIVITIES AND ISSUES PERTAINING TO THE PRODUCTION OF ASSESSMENTS AND OTHER RELEVANT IPCC PRODUCTS**

#### **3.1. Applications to support assessment activities (glossary, nominations etc.)**

The IT and Logistics Officer gave an overview of the applications developed, run, and maintained by the Secretariat IT team. He noted that the Secretariat's IT and Logistics team has played a critical role in supporting the AR7 cycle, building on lessons learned from AR6 through close collaboration with IT staff across all Working Groups, TSUs and the TFI.

A comprehensive suite of digital platforms has been developed to align with the ten-step report development process, in line with the IT strategy for AR7 developed by the Secretariat. Key systems included tools for expert nominations, author management, and review processes. The review system for the zero-order draft SR Cities was operational, with additional tools under development. Legacy systems such as the Glossary continue to evolve.

He noted that each report requires tailored IT applications, demanding rapid adaptation and reconfiguration. In parallel, the Secretariat manages approximately 20 core operational systems and maintains around 50 systems overall, serving 28,000 users, 2,500 of whom have been active in the past 18 months.

He recalled that this extensive workload is managed by the IT team, which consists of only one full-time staff member, with one vacancy. The team also handles meetings logistics, service desk support, and ongoing system maintenance and upgrades.

The lessons learned exercise conducted during the AR6 cycle also included consideration of the IT platforms and was a collaborative effort involving IT staff from all three WG TSUs and the Secretariat. A key achievement in this cycle was a closer collaboration with the TFI.

The Chair praised the IT and Logistics Officer and sought clarity on the adaptability of application architecture and future needs, with the IT and Logistics Officer noting that changes depend on TSU requirements and highlighting ongoing work on review systems and the evolving Glossary. This application was an initiative of the Secretariat with support from the Science Officers of the three WGs in the AR6. More changes are expected to be made to it in this cycle.

A WGII Co-Chair stated that the author review portal has been improved favourably compared to the previous version and noted that he had more suggestions.

The IT and Logistics Officer added that changes could always be accommodated and invited suggestions, noting the priority would be to first finish the author review editors' portals.

An IPCC Vice-Chair congratulated the Secretariat on its work, noting the heavy workload. The figures were very useful, and it would be good to present these to the Plenary.

The ExCom took note with appreciation of the IT update provided and invited the TSU-Secretariat Liaison Group to consider what the most significant priorities were for application development.

### **3.2. Joint First Lead Author Meeting (LAM 1) preparations**

The WGI TSU Head provided updates to the ExCom on the Joint First Lead Author Meeting (LAM1) for the Working Groups' contributions to the AR7, noting that the preparations were progressing well and confirmed that the contract with the venue had been signed by both parties. Practical arrangements were underway, and they were aiming to send invitations by the end of July and finalise the information note, including the hotel booking platform. In parallel, work was ongoing to prepare for preliminary online activities, and discussions were already taking place among the Co-Chairs regarding the agenda.

The Secretary emphasised the need for coordination, noting that the joint LAM1 was a major meeting and required a Host Country Agreement (HCA). The invitation letters, especially for Trust Fund-supported participants, would need to include references to the HCA arrangements.

The WGI TSU Head confirmed that coordination would happen and proposed to share the HCA-related text that needed to be included, as each WG would be sending its invitation. She asked whether the HCA has to be signed before the process can start.

The Secretary clarified that the process could begin in order to speed it up, but the invitations should include a reference to the HCA.

ExCom took note of the excellent progress being made.

## **4. COMMUNICATIONS AND OUTREACH ACTIVITIES**

The Head of Communications and Media Relations reminded the ExCom that there was a COAT meeting scheduled for the following day. The tentative agenda included topics such as the 30<sup>th</sup> Conference of the Parties (COP30) to the United Nations Framework Convention on Climate Change (UNFCCC) and the use of social media. In addition, he updated the ExCom on the following upcoming speaking engagements for the IPCC leadership.

### **4.1. UN-related activities: AMCEN, APEC, UNGA, UNEA**

The IPCC Chair would participate in the African Ministerial Conference on the Environment on 14-18 July 2025 in Nairobi, Kenya. The IPCC Secretariat was organising an outreach event on 13 July, prior to the official AMCEN opening. The outreach would cover updates on AR7, the agreed outlines, engagement with youth and an early career scientist, as well as a panel discussion on the gender, inclusivity and diversity in the IPCC. On 14 July, a public lecture was also planned.

The IPCC Vice-Chair, Ladislaus Chang'a, would represent the IPCC in the Sixth Forum of Ministers and Environment Authorities of the Asia Pacific (6th AP Forum) from 26 to 29 August 2025, in Fiji.

The Chair has been invited to open the New York Climate Week, which will take place in the margins of the UN General Assembly.

An IPCC Vice-Chair stated that it would be helpful to have notes and provide a summary of the inclusivity and diversity segment at the outreach, as this was relevant to the upcoming expert meeting on Gender, Diversity, Equity, and Inclusivity.

ExCom took note of the information provided.

#### **4.2. Outreach linked to SR-Cities Second Lead Author Meeting (LAM 2)**

The Head of Communications and Media Relations provided an update on the outreach event to take place on the margins of the Second Lead Author Meeting for the Special Report on Climate Change and Cities on 25-26 July 2025 in Mombasa, Kenya.

A tentative two-day programme was shared the previous week. The first day would focus primarily on networking and capacity building. A selection of focal points and scholars were invited from each of the five African subregions. The second day would concentrate on IPCC-related content, including updates on the Special Report and the scientific content for the AR7.

ExCom took note of the update provided on the outreach linked to the Second Lead Author Meeting for the Special Report on Climate Change and Cities.

#### **4.3. Use of social media**

The Head of Communication and Media Relations referred to the brief overview shared with ExCom on this matter, noting that the topic was on the agenda for the next COAT meeting.

A WGII Co-Chair informed that he could not make it to the next COAT and suggested that Co-Chairs be part of the planning of the COAT meetings.

An IPCC Vice-Chair added that it would be important, as not all ExCom members were on the COAT, for the COAT to bring the evidence to the ExCom, where the final discussions were to take place.

The Chair clarified that the mandate for the COAT was only to look at the evidence underlying the choice of option and not to make the decision.

A WGIII Co-Chair added that it would be helpful to have clarity on the roles of COAT, ExCom, and others, as new forms of social media were emerging, and it would be good to have an objective approach and clarity on who decided before making changes to the current approach.

A WGII Co-Chair added it was up to the ExCom to make decisions on the social media strategy or, when necessary, escalate to the Bureau or even the Panel.

The Chair noted that the mandate of the COAT was limited to the evidence and the technical aspects.

The ExCom agreed to mandate the COAT to develop the evidence around different options for the use of the social media platform in question.

The ExCom also invited the COAT to look at the options regarding the content at the COP30 pavilion.

### **5. URGENT ISSUES RELATED TO IPCC PRODUCTS AND PROGRAMME OF WORK THAT REQUIRE PROMPT ATTENTION BY THE IPCC BETWEEN PANEL SESSIONS**

The Chair noted that this item was for urgent matters only.

#### **5.1. Working Group I**

There were no updates.

## **5.2. Working Group II**

A WGII Co-Chair inquired about the process of informing the Task Group on Data Support for Climate Change Assessments (TG-Data) selected members.

The Secretary clarified that, as per the practice, the invitation letters were to be sent by the Secretariat.

The Chair flagged that this was the first time TG-Data had been set up for a full cycle. Their mandate was clear, to prepare the underlying data that will allow all the data underlying figures in the report to be curated effectively. TG-Data was not reporting to the individual WGs, but to the Bureau as a whole.

ExCom took note of the information provided.

## **5.3. Working Group III**

A WGIII Co-Chair emphasised the seriousness of a recent leak, already acknowledged by the Chair at the last Bureau meeting and proposed two key suggestions aimed at strengthening the IPCC's communication strategy moving forward. Firstly, she recommended organising a dedicated session with the IPCC Bureau focusing on the IPCC communications strategy and particularly how to effectively engage with the media, including guidance on engaging with the media, providing insights on how various statements could be perceived. Secondly, reinstalling the tool tracking IPCC media coverage would keep the Bureau informed.

The Head of Communications and Media Relations noted there was already one media session organised for the Bureau. He was happy to organise another one, which, given the nature of the leak, may also benefit from ethics training and focus more on particularly dealing with situations such as this one. He noted that there was a media review sent out on a daily basis for years, including to the Bureau members.

The Chair encouraged not to wait until the next Bureau meeting to organise the training in person, but to do it as soon as possible online. He suggested checking the mailing list for media review to ensure that all Bureau members received it.

ExCom took note of the information provided.

## **5.4. Task Force on National Greenhouse Gas Inventories (TFI)**

There were no updates.

## **5.5. Chair**

The Chair noted that the date and place of the co-located workshops on "Engaging Diverse Knowledge Systems" and "Methods of Assessment" was to be confirmed in the next 24 hours.

## **5.6. Vice Chairs**

There were no updates.

## **5.7. Secretariat**

The Secretary confirmed that the status for the 63<sup>rd</sup> Session of the IPCC (IPCC-63) was as per the information provided by the host country, Peru, at BUR-69, and the Secretariat was awaiting confirmation on the venue.

## **6. ANY OTHER MATTERS**

### **6.1. Outcome of the UNFCCC SB62 of relevance to the IPCC**

The Deputy Secretary presented the outcomes of the 62<sup>nd</sup> Session of the UNFCCC Subsidiary Bodies (SB-62). The IPCC delegation, led by the Chair, presented at and participated in several events, including the 17<sup>th</sup> Research Dialogue, and the Global Goal on Adaptation (GGA)/Scientific and Technological Advice (SBSTA)-IPCC special event and the IPCC side event. Numerous meetings were held with various stakeholders, including the COP30 Presidency representatives, countries, regional groups, observer organisations, constituencies and UN organisations.

She summarised the adopted texts with paragraphs relevant to the IPCC, including the Research and Systematic Observation (RSO) SBSTA draft conclusion text and the decision related to the GGA. There was a strong disagreement among parties on many aspects, including the relationship between the IPCC and the global stocktake. She noted with appreciation the confirmation by the Parties of the UNFCCC contribution to the IPCC Trust Fund for 2026 and 2027, which remained unchanged.

The Deputy Secretary expressed appreciation for the contributions of all involved, emphasising that the IPCC's engagement was both intense and productive, a sentiment echoed by UNFCCC delegates and the UNFCCC Secretariat.

ExCom took note of the information provided.

### **6.2. Co-sponsored Workshops and Expert Meetings**

The Deputy Secretary informed the meeting of two co-sponsorship requests received by the IPCC Secretariat. The first request was submitted by the World Climate Research Programme (WCRP) for a co-sponsored workshop focused on tipping points. The second request came from the Wellcome Trust, proposing a co-sponsored expert meeting on the intersection of health and climate.

Both proposals had undergone internal screening in accordance with the requirements outlined in Section 7.2 of Appendix A to the Principles Governing IPCC Work. It was confirmed that both requests met the necessary criteria, as verified by the legal team. However, formal endorsement from the Chair and the relevant Co-Chairs was still required to finalise the process. The Secretariat was taking advantage of this ExCom meeting to seek the feedback of the Chair and respective WG Co-Chairs.

The Chair confirmed that he determined that these two activities would be useful to the work of the IPCC and invited confirmation, respectively, from the WGI Co-Chairs on the co-sponsored workshop on tipping points and from WGII and WGIII Co-Chairs on the co-sponsored Expert Meeting on health, which they were granted.

The Chair concluded that the Secretariat could go ahead and respond positively to the letters for these two workshops. He encouraged resolving this sort of matter by correspondence in the future.

The meeting concluded at 15:57.



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**Teleconference, 9 July 2025**

EXCOM-CXXXIV/Doc. 1  
(7.VII.2025)  
Agenda Item: 1  
ENGLISH ONLY

**PROVISIONAL AGENDA**

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- 6. ANY OTHER MATTERS**
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  - 6.3. Co-sponsored Workshops and Expert Meetings